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# Council Agenda

Shire of Pingelly

Ordinary Council Meeting

19 July 2023

## 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 19 July 2023, 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 be "A. Dover", with a long horizontal stroke extending to the right.

**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).

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

The Chairman to declare the meeting open.

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

**3. ANNOUNCEMENTS BY THE PRESIDING MEMBER**

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

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

**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 – 21 June 2023**

**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 21 June 2023 be confirmed.**

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

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

**11. ITEMS BOUGHT FORWARD DUE TO PERSONS ATTENDING**

## **12. REPORTS OF COMMITTEES**

### **12.1 Reports of Committees of Council**

- |  |  |
|--|--|
| • Audit & Risk Committee                               | Full Council   |
| • Bush Fire Advisory Committee                         | Member – Cr Narducci<br>Deputy – Cr Hotham                                 |
| • Chief Executive Officer Performance Review Committee | Member – Shire President<br>Member– Deputy President<br>Member – Cr Hotham |

### **12.2 Reports of Council Delegates on External Committee**

- |   |  |
|---|--|
| • Central Country Zone of WALGA   | Delegate – Shire President<br>Delegate – Deputy President<br>Deputy – Cr Wood                  |
| • Hotham-Dale Regional Road Sub-Group   | Delegate – Shire President<br>Deputy – Cr Oliveri  |
| • Pingelly Recreation & Cultural Centre Board                                 | Member – Shire President<br>Deputy – Deputy President  |
| • Development Assessment Panel  | Delegate – Shire President<br>Delegate – Cr Wood<br><br>Deputy – Oliveri<br>Deputy – Cr Hotham |
| • Pingelly Tourism Group  | Delegate – Cr Singh<br>Deputy – Cr Narducci  |
| • Shires of Pingelly and Wandering Joint Local Emergency Management Committee | Delegate – Shire President<br>Deputy – Deputy President  |
| • Pingelly Youth Network  | Delegate – Cr Narducci<br>Deputy – Deputy President  |
| • Pingelly Somerset Alliance  | Delegate – Shire President<br>Deputy – Deputy President  |
| • Pingelly Early Years Network  | Delegate – Deputy President  |
| • Pingelly Community Wellbeing Plan Working Group                             | Delegate – Deputy President  |
| • Pingelly Museum and Historical Group  | Delegate – Cr Hotham   |

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

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

##### **JUNE**

No meetings or events attended.

##### **JULY**

5th Councillors workshop Pingelly Future Plan

5th Minister Don Punch Minister for Regional Development, Disability Services, Fisheries, Seniors and Ageing, Volunteering. Meeting with President and CEO regarding developments in the Shire.

6th Opening of the Pingelly Pocket Park.

11th President and CEO Agenda briefing.

11th July meeting of Pingelly Somerset Alliance

19th July ordinary council meeting

#### **13.2 Memorials**

The Chairman to ask Councillors if there are any memorials or commemorations to be noted in the minutes.

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

### **14.1 Making Cat Local Law 2023**

<b>File Reference:</b>	<b>AMD0103</b>
<b>Location:</b>	<b>Not Applicable</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>Local Law Flow Chart Written Submission Facebook Advert and Comments Proposed Cat Local Law 2023</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary**

Council is requested to make the *Shire of Pingelly Cat Local Law 2023* in line with neighbouring local governments and community consultation undertaken to date.

#### **Background**

Pet cats kill approximately 186 animals per year on average, including 110 native animals (40 reptiles, 38 birds and 32 mammals). This average includes pet cats which are contained. On average, an individual feral cat in the bush kills 748 reptiles, birds and mammals a year. Many of these animals are native animals. Foxes and cats killed more than 2.6 billion animals in Australia each year – Source [www.abc.net.au/news/science/2022-03-16/cats-foxs-feralpests-native-wildlife/100902790](http://www.abc.net.au/news/science/2022-03-16/cats-foxs-feralpests-native-wildlife/100902790)

In Western Australia, 36 mammals, 22 bird and 11 reptile species are vulnerable to predation by both feral and pet cats and a wide range of other native animals are also adversely affected by cats.

Australia-wide, cats have played a major role in the extinction of at least 27 mammal species and at present endanger 147 Australian mammals, birds, reptiles and frogs. Feral cats are recognised by the Environment and Invasives Committee as an extreme threat category for Australia (the highest threat).

The *Cat Act 2011* requires cats to be desexed, microchipped and registered. In addition, it states that cats are not permitted on private land (e.g. the neighbouring property), effectively requiring that cats are to be contained on their owner's land.

The Cat Act provides that a Cat Local Law may be made. Adjacent local governments including the Shires of Cuballing, Narrogin and Boddington have made a local law which has effect within their local government area. These local laws combined with feral cat control have demonstrated an impact, as numbat numbers within Dryandra National Park have rebounded in recent years. However, it is estimated that there are fewer than 1,000 numbats left in the wild.

#### **Comment**

It is proposed to make a similar local law to protect native wildlife within the Shire of Pingelly. The local law is proposed to have the following effects:

- Cats not to create a nuisance.
- Prohibit cats from bushland areas greater than 5,000m<sup>2</sup> – whether private property or reserve land.
- Restrict the number of cats to 2 per property with approval available for an additional 2 cats on application.

At the Ordinary Council Meeting of 21 June 2023, Council resolved the following:



**Council Motion: 13278**

*That Council advertises the proposed local law, as amended, and seeks feedback from the community and considers this feedback at a subsequent Ordinary Council Meeting.*

This advertising has been completed through repeated adverts in the Pingelly Times, the Shire's website and Facebook. The advertisement on Facebook received significant attention, however, much of this feedback related to the requirements of the Dog and Cat Acts and the Shire's ongoing enforcement of wandering dogs. There were some comments that cats should be confined to their properties similarly to dogs. There were a number of comments in support of the proposal.

One suggestion received, proposed a change to section 3.10 and 3.11 which relates to the duration of a permit for up to two additional cats and the revocation of this permit. This proposal is that the permit should expire when the additional cat or cats die. The draft document has been modified to reflect this change.

Another suggestion received was that a cat registration amnesty could be held alongside the implementation of the proposed local law.

A written submission has been received (attached). This submission is in general support of the local law as written, but proposes that cats should be contained on their owner's properties. Unfortunately, the Joint Standing Committee have determined this matter in relation to other local governments that this goes beyond what has been envisaged by the Cat Act. To mitigate this, many local governments have nominated prohibited areas where cats are not permitted. In addition, the *Shire of Esperance Cat Local Law 2022* has included a 'cat wandering' clause which states that '*A cat shall not be in a public place unless the cat is under effective control*'.

Inclusion of a similar clause would mark a significant change to the proposal than the one which was advertised. As such this change has not been included in the proposed Cat Local Law 2023 (attached). The modifications to the terms required to make this change have been drafted below:

**1.4 Interpretation**

(1) In this local law unless the context otherwise requires -

**public place** includes any place to which the public lawfully has access;

**2.2 Cats in Prohibited Areas**

(1) A cat shall not be:

- (a) in a public place unless the cat is under effective control; or
- (b) in an area defined as bushland, regardless of land ownership or management, greater than 5,000m<sup>2</sup>.

The proposed local law will greatly assist in the control of cats, both domestic and feral. It is anticipated that this measure will play a part in the resurgence of native animal within the bushland areas within the Shire of Pingelly.

**Consultation**

The *Local Government Act 1995* requires Council to advertise its intention to adopt a local law and allow at least 42 days (6 weeks) for submissions across the State. Council is then required to consider those submissions before adopting the Local Law. If the Local Law is modified and a result of submissions and is substantially different from the advertised Local Law the process must be recommenced.

**Statutory Environment**

Section 79(3) of the Cat Act 2011 provides that a Cat Local Law may be made as to one or

more of the following:

- a. the registration of cats;
- b. removing and impounding cats;
- c. keeping, transferring and disposing of cats kept at cat management facilities;
- d. the humane destruction of cats;
- e. cats creating a nuisance;
- f. specifying places where cats are prohibited absolutely;
- g. requiring that in specified areas a portion of the premises on which a cat is kept must be enclosed in a manner capable of confining cats;
- h. limiting the number of cats that may be kept at premises, or premises of a particular type;
- i. the establishment, maintenance, licensing, regulation, construction, use, record keeping and inspection of cat management facilities;
- j. the regulation of approved cat breeders, including record keeping and inspection;
- k. fees and charges payable in respect of any matter under this Act.

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

Goal 4	Natural Environment
Outcome 4.3	The Shire's valued natural areas and systems are protected and enhanced
Strategy 4.3.2	Ensure proper land management practices are observed which result in protection and care of the natural environment

### Risk Implications

Risk	Failure to adequately control cats in the Shire will lead to further endangerment of native animals.
Risk Rating (Prior to Treatment or Control)	Medium (9)
Principal Risk Theme	Environment
Risk Action Plan (Controls or Treatment Proposed)	Cat Local Law

### Risk Matrix

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

**Officer's Recommendation:**

**That with respect to the draft *Shire of Pingelly Cat Local Law 2023*, Council, request the Chief Executive Officer to:**

- 1. Pursuant to section 3.12 (2) and (3) of the *Local Government Act 1995*, and all other legislation enabling it, give State wide and local public notice, inviting submissions during a minimum 6-week time frame, that it intends to make the following *Shire of Pingelly Cat Local Law 2023*:**

**Purpose** – to encourage responsible cat ownership and to provide for the effective management of cats within the Shire of Pingelly.

**Effect** – ensure that persons who own or keep a cat within the Shire of Pingelly are to comply with the provisions of this local law.

- 2. Provide copies, in accordance with section 3.12 (3) of the *Local Government Act 1995*, to the Minister Local Government and any other person requesting it, of the proposed Local Law.**

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

**Voting Requirements:**

Simple Majority

**Alternative Recommendation:**

**That with respect to the draft *Shire of Pingelly Cat Local Law 2023*, Council, request the Chief Executive Officer to:**

- 1. Modify the proposed Local Law to prohibit cats from public places unless under effective control;**
- 2. Pursuant to section 3.12 (2) and (3) of the *Local Government Act 1995*, and all other legislation enabling it, give State wide and local public notice, inviting submissions during a minimum 6-week time frame, that it intends to make the following *Shire of Pingelly Cat Local Law 2023*:**

**Purpose** – to encourage responsible cat ownership and to provide for the effective management of cats within the Shire of Pingelly.

**Effect** – ensure that persons who own or keep a cat within the Shire of Pingelly are to comply with the provisions of this local law.

- 3. Provide copies, in accordance with section 3.12 (3) of the *Local Government Act 1995*, to the Minister Local Government and any other person requesting it, of the proposed Local Law.**

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

## CAT ACT 2011

## LOCAL GOVERNMENT ACT 1995

## Shire of Pingelly

## CATS LOCAL LAW 2023

Under the powers conferred by the *Cat Act 2011*, the *Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Pingelly hereby records having resolved on **Date Month 2023** to adopt the following local law.

### PART 1 - PRELIMINARY

#### 1.1 Citation:

This local law may be cited as the *Shire of Pingelly Cats Local Law 2023*.

#### 1.2 Commencement

This local law comes into operation on the fourteenth day after the day on which it is published in the *Government Gazette*.

#### 1.3 Application

This local law applies throughout the district.

#### 1.4 Interpretation

(1) In this local law unless the context otherwise requires -

**Act** means the *Cat Act 2011*;

**application** means an application for a permit;

**applicant** means the occupier of the premises who makes an application for a permit under this local law;

**authorised person** means a person authorised by the local government, under section 9.10 of the *Local Government Act 1995* to perform the functions conferred on an authorised person under this local law;

**bushland** means uncultivated land that is covered with trees, shrubs, or other natural vegetation whether native or not;

**cat** has the meaning given to it in the Act;

**cat management facility** has the meaning given to it in the Act;

**cat prohibited area** means an area as outlined in Schedule 3;

**CEO** means the Chief Executive Officer of the local government;

**district** means the district of the local government;

**local government** means the Shire of Pingelly;

**nuisance** means -

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or
- (c) interference which causes material damage to land or other property on the land affected by the interference;

**occupier** has the meaning given to it in the *Local Government Act 1995*;

**owner** has the meaning given to it in the Act;

**permit** means a permit issued by the local government under Part 3;

**permit holder** means a person who holds a valid permit under Part 3;

**premises** has the meaning given to it in the Act;

**prescribed premises** has the meaning given to it in the *Cat (Uniform Local Provisions) Regulations 2013*;

**public place** has the meaning given to it in the Act; and

**standard number of cats** has the meaning given to it in the *Cat (Uniform Local Provisions) Regulations 2013*.

- (2) A term that is used in this local law and is not defined in subclause (1) has the same meaning given to it in the Act or, if not defined in the Act, the same meaning given to it in the *Cat Regulations 2012*, the *Cat (Uniform Local Provisions) Regulations 2013* or the *Local Government Act 1995*.

## **PART 2 - CONTROL OF CATS**

### **2.1 Cat not to be a nuisance**

- (1) An owner shall not allow a cat to be or create a nuisance.
- (2) Where the local government receives a complaint from a person that is in accordance with the notice of complaint form as contained in Schedule 1 of this local law, and where in the opinion of an authorised person, that a cat is creating a nuisance, the local government may give a cat control notice to the owner of the cat requiring that person to abate the nuisance.
- (3) When a nuisance has occurred and a notice to abate the nuisance is given, the notice remains in force for the period specified by the local government on the notice which shall not exceed 28 days.
- (4) A person given a notice to abate the nuisance shall comply with the notice within the period specified in the notice.
- (5) A cat control notice under subclause 2.1(2) shall be in the form of Schedule 1, Form 3 of the *Cat Regulations 2012*.

## **2.2 Cats in Prohibited Areas**

- (1) A cat shall not be in an area defined as bushland, regardless of land ownership or management, greater than 5,000m<sup>2</sup>.
- (2) If a cat is at any time in a place in contravention of subclause 2.2(1) -
  - (a) the owner of the cat commits an offence; and
  - (b) an authorised person may seize and impound the cat in accordance with the Act.

## **2.3 Interference with Cat Traps**

- (1) It is an offence if a person, other than the landowner, land manager, Shire of Pingelly, or their delegates, releases a cat from a lawfully placed cat trap.
- (2) It is an offence if a person, other than the landowner, land manager, Shire of Pingelly, or their delegates, removes or causes willful damage to a lawfully placed cat trap.

# **PART 3 - NUMBER OF CATS THAT MAY BE KEPT**

## **3.1 Interpretation**

For the purposes of applying this Part, a cat does not include a cat less than 6 months old.

## **3.2 Prescribed premises**

- (1) This local law limits the number of cats that may be kept at prescribed premises within the district except -
  - (a) a cat management facility operated by a body prescribed as a cat management facility operator under the *Cat Regulations 2012*; or
  - (b) a cat management facility operated by the local government; or
  - (c) a veterinary practice business or veterinary premises as defined under section 2 of the *Veterinary Practice Act 2021*.

## **3.3 Standard number of cats**

- (1) For the purposes of the definition of *standard number of cats* in regulation 4(1) of the *Cat (Uniform Local Provisions) Regulations 2013*, no more than two (2) cats may be kept on prescribed premises.
- (2) A person who keeps more than the standard number of cats on a prescribed premises without approval commits an offence.

## **3.4 Application for additional cats**

- (1) Approval may be given for up to two (2) additional cats, where the total cats kept on the prescribed premises will not exceed four (4) cats.

- (2) An application for a permit to keep additional cats at a prescribed premises shall be-
- (a) made in writing by an occupier of the premises in relation to those premises;
  - (b) in a form approved by the local government, describing and specifying the number of cats to be kept on the premises; and
  - (c) accompanied by the consent in writing of the owner of the premises where the occupier is not the owner of the premises to which the application relates.

### **3.5 Refusal to determine application**

The local government may refuse to determine an application for a permit if it is not made in accordance with clause 3.4.

### **3.6 Factors relevant to the determination of application**

- (2) In determining an application for a permit the local government may have regard to-
- (a) the physical suitability of the premises;
  - (b) the environmental sensitivity and general nature of the location surrounding the premises;
  - (c) the likelihood of a cat causing nuisance, inconvenience, or annoyance to the occupiers of adjoining land;
  - (d) any submissions received under subclause (2) within the time specified in subclause (2); and
  - (e) such other factors which the local government may consider to be relevant in the circumstances of the particular case.
- (3) The local government may require an applicant to -
- (a) consult with nearby residents; or
  - (b) advise nearby residents that they may make submissions to the local government on the application for a permit within 14 days of receiving that advice,
- before determining the application for a permit.
- (4) The local government may specify the extent of consultation with nearby residents, as specified in subclause 3.6(2)(a) and may specify which properties should be consulted.

### **3.7 Decision on application**

- (1) The local government may-
- (a) approve an application for a permit as it was submitted, in which case it shall approve it subject to the conditions in clause
  - (b) 3.8 and may approve it subject to any other conditions it sees fit;
  - (c) approve an application but specify an alternative number of cats permitted to be housed at the premise; or
  - (d) refuse to approve an application for a permit.
- (2) If the local government approves an application under subclause (1), then it shall issue a permit to the applicant in the form determined by the CEO.

- (3) If the local government refuses to approve an application under subclause (1) then it shall advise the applicant accordingly in writing.

### **3.8 Conditions**

- (1) Every permit is issued subject to the following conditions -
- (a) each cat kept on the premises to which the permit relates shall comply with the requirements of the Act, the *Cat Regulations 2012* and the *Cat (Uniform Local Provisions) Regulations 2013*; and
  - (b) without the consent of the local government, the permit holder will not substitute or replace any cat that is the subject of a permit once that cat -
    - (i) dies; or
    - (ii) is permanently removed from the premises.
- (2) In addition to the conditions in subclause (1) of this clause, a permit may be issued subject to other conditions, as the local government considers appropriate.

### **3.9 Compliance with conditions of permit**

A permit holder shall comply with each condition of a permit.

### **3.10 Duration of a permit**

Unless otherwise specified in a condition on a permit, a permit commences on the date of issue and expires -

- (a) the cat is deceased;
- (b) if it is revoked; or
- (c) if the permit holder ceases to reside at the premises to which the permit relates.

### **3.11 Revocation**

The local government may revoke a permit if –

- (a) the permit holder fails to observe any provision of this local law or a condition of a permit;
- (b) if circumstances no longer require more than 2 cats on the premises;
- (c) a cat causes nuisance, inconvenience, or annoyance to the occupiers of adjoining land; or
- (d) at the discretion of the local government.

### **3.12 Permit not transferable**

A permit is not transferrable either in relation to the permit holder or the premises.

### **3.13 Permit to be kept at premises and available for view**

A permit issued by the local government shall be kept at the premises to which it applies and shall be provided to an authorised person on demand.



## **PART 4 - MISCELLANEOUS**

### **4.1 Giving of a Notice**

- (1) A notice served under this local law may be given to a person: -
- (a) personally;
  - (b) by postal mail addressed to the person; or
  - (c) by leaving it for the person at her or his address.

## **PART 5 - OBJECTIONS AND APPEALS**

### **5.1 Objections and appeal rights**

Any person who is aggrieved by the conditions imposed in relation to a permit, the revocation of a permit, or by the refusal of the local government to grant a permit may object or appeal against the decision under Division 1 of Part 9 of the *Local Government Act 1995*.

## **PART 6 - OFFENCES AND PENALTIES**

### **6.1 Offences**

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) A person who contravenes or fails to comply with any provision of this local law is, upon conviction, liable to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding a fine of \$500 in respect of each day or part of a day during which the offence has continued.

### **6.2 Prescribed offences**

- (1) An offence against any provision of this local law is a prescribed offence for the purpose of section 62(1) of the Act.
- (2) The amount appearing in the final column of Schedule 2 directly opposite an offence described in that Schedule is the modified penalty for that offence.

### **6.3 Forms**

- (1) The issue of infringement notices, their withdrawal and the payment of modified penalties are dealt with in Division 4 of Part 4 of the Act.
- (2) An infringement notice in respect to an offence against this local law may be given under section 62 of the Act and is to be in the form of Schedule 1, Form 6 of the *Cat Regulations 2012*.
- (3) A notice sent under section 65 of the Act withdrawing an infringement notice is to be in the form of Schedule 1, Form 7 of the *Cat Regulations 2012*.

**Schedule 1 - Forms**  
[Cl. 2.1(2)]

**Form 1 - Nuisance Complaint Form**

**TAKE NOTICE THAT** a cat, believed to be a (1) \_\_\_\_\_  
has created a nuisance by (2) \_\_\_\_\_  
the cat is believed to belong to (3) \_\_\_\_\_  
and is kept at (4) \_\_\_\_\_  
and I (5) \_\_\_\_\_  
of \_\_\_\_\_

. requests the local government to institute proceedings, if the nuisance does not stop,  
and undertake:

- (a) to give full information to the local government as to this matter; and
- (b) to appear in Court and give evidence as a witness to the truth of this complaint.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 20

(to be signed by complainant)

- |     |  |
|-----|--|
| (1) | Insert breed or kind of cat and, where possible, its sex and identifying marks.  |
| (2) | Describe details of the alleged nuisance, including the kind of nuisance and, where possible, the dates and time on or between which the nuisance occurred, and where the cat was at the time of the nuisance. |
| (3) | State name and address of the person believed to be the owner.   |
| (4) | State, if known, where the cat is usually kept.  |
| (5) | Insert name and address of complainant.  |

**Schedule 2**

[Cl. 6.2(2)]

**Prescribed Offences and Modified Penalties**

<b>Offence</b>	<b>Description</b>	<b>Modified Penalty</b>
2.1(1)	Cat causing a nuisance	\$250
2.1(4)	Failure to comply with a cat control notice	\$250
2.2(1)	Cat in a prohibited area	\$250
2.3(1)	Release of a cat from a lawfully placed cat trap	\$250
2.3(2)	Removal or damage to a lawfully placed cat trap	\$500
3.3(1)	Keeping more than the standard number of cats without a permit	\$250
3.9	Failure to comply with a condition of a permit	\$250

Dated this xx Day of xxxx 2023

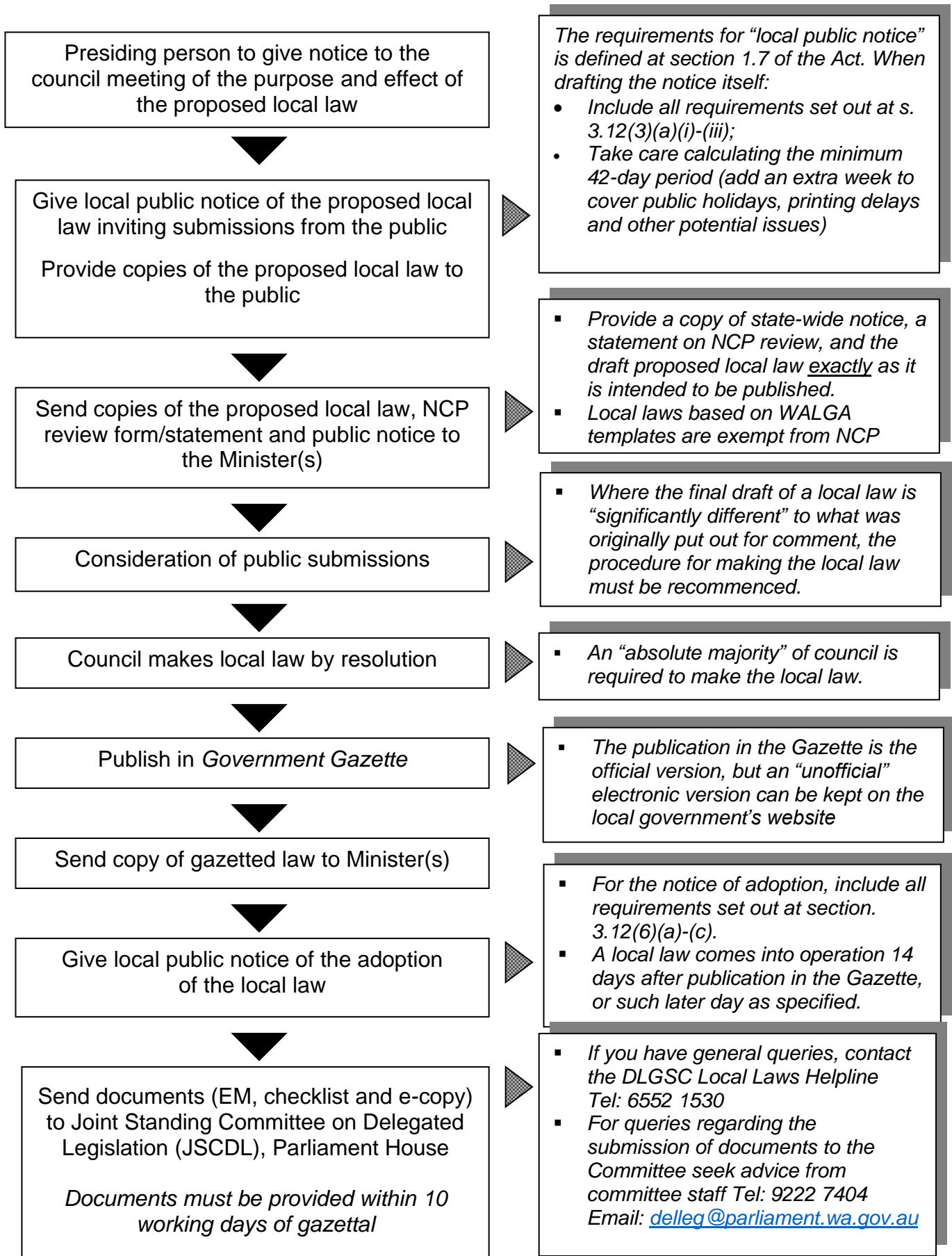
The Common Seal of the Shire of Pingelly was hereunto affixed to this document by resolution of Council in the presence of:

William Mulroney ESM  
Shire President

Andrew Dover  
Chief Executive Officer

# FLOW CHART OF LOCAL LAW-MAKING PROCESS

## Local Government Act 1995 – Section 3.12 & National Competition Policy (NCP) Review requirements

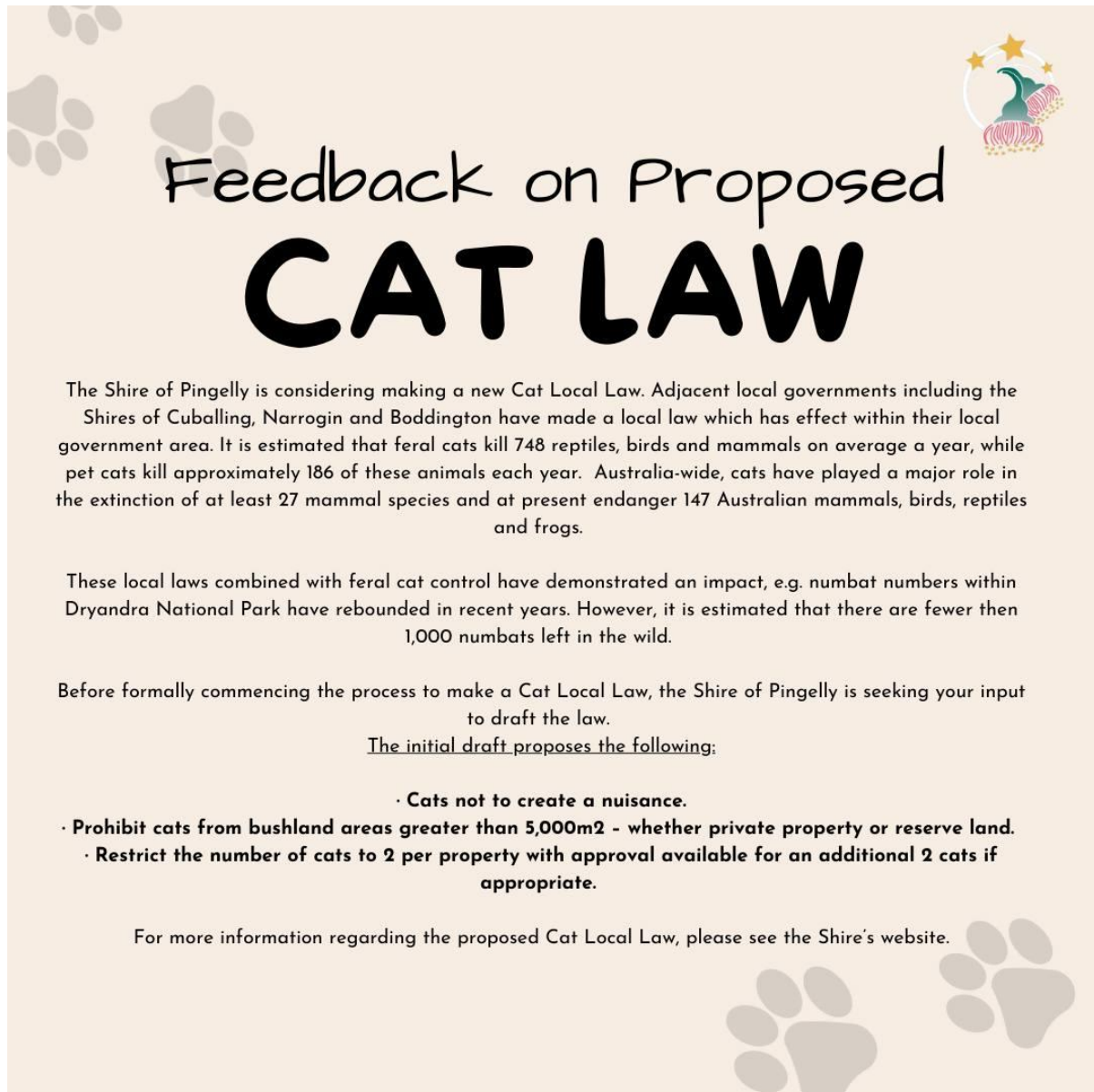


## Facebook Advert and Comments - 11/07/2023

The Shire of Pingelly would appreciate your feedback in regard to adopting a new Cat Local Law here in Pingelly. The proposed Draft Cat Local Law can be found on the website.

<https://view.officeapps.live.com/op/view.aspx...>

To give feedback Please contact the Shire of Pingelly.



The Shire of Pingelly is considering making a new Cat Local Law. Adjacent local governments including the Shires of Cuballing, Narrogin and Boddington have made a local law which has effect within their local government area. It is estimated that feral cats kill 748 reptiles, birds and mammals on average a year, while pet cats kill approximately 186 of these animals each year. Australia-wide, cats have played a major role in the extinction of at least 27 mammal species and at present endanger 147 Australian mammals, birds, reptiles and frogs.

These local laws combined with feral cat control have demonstrated an impact, e.g. numbat numbers within Dryandra National Park have rebounded in recent years. However, it is estimated that there are fewer than 1,000 numbats left in the wild.

Before formally commencing the process to make a Cat Local Law, the Shire of Pingelly is seeking your input to draft the law.

The initial draft proposes the following:

- Cats not to create a nuisance.
- Prohibit cats from bushland areas greater than 5,000m<sup>2</sup> - whether private property or reserve land.
- Restrict the number of cats to 2 per property with approval available for an additional 2 cats if appropriate.

For more information regarding the proposed Cat Local Law, please see the Shire's website.

**Sam Rovacsek**

This is absolutely reasonable! Good job 🍌

**Judith Wagner**

great idea we have seen a local cat kill a bird in our backyard we had to clean up the mess the next morning feathers everywhere

**Sandie Spencer**

Quite honestly the cats are least of the problem. The stray dogs seem to be out of control.

**Lise Pitman**

Agreed Sandie. I think enforcing the existing dog and cat laws would be a good start. Also encouraging cats be kept indoors after 6pm.

**Marie Webb**

**Lise Pitman** agree with this, try enforcing the old laws prior to changing them.

**Janette Millar**

**Sandie Spencer** yes there has been a lot of late

**Marie Webb**

Agree with this... it even comes onto our front yard, so now we are investigating the cost of putting up a fence to keep stray dogs out. Is the Shire also putting up a new law for dogs?

**Shire of Pingelly**

Sandie Spencer Thanks for your comment, this has certainly highlighted the issue of wandering dogs. The Shire has recently purchased holding yards for stray dogs to step up our enforcement of the Dog Act. The Dog Act currently prohibits dogs from wandering without being under the control of a person. The Cat Act does not - hence this proposed local law. If you see a wandering/stray dog please let the Shire know and we will do our best to pick it up. If you are comfortable with containing it, particularly after hours, that is extremely helpful. Of course make sure you are safe!

**John C Summerfield**

**Shire of Pingelly** Sounds like unreasonable discrimination to me.

**Mick Williams**

Does Pingelly have a permanent Ranger serving the community or contractor Ranger services.

**Shire of Pingelly**

**Mick Williams** Yes the Shire has contractor Ranger Services. In addition, several staff have been suitably trained to handle animals.

**Frith Stafford**

Will there be regulations regarding owners keeping their cats contained on their property?  
Free roaming cats are what kill the wildlife.

**Shire of Pingelly**

**Frith Stafford** Other local governments have tried to make a local law which requires owners to keep their cats contained on their property. The State Government have declared these laws to be not permissible as they go beyond what the Cat Act allows. However, this local law (similar to say Cuballing's) would prohibit cats from being in designated bush areas. This is intended to protect the wildlife within these areas.

**Banjo Patterson**

**Shire of Pingelly** sorry to say, but thats like passing a law that says bad people can't have guns, oh, hows thats doin ... 😊

**John C Summerfield**

**Shire of Pingelly** Have you spoken to the state government about having the law strengthened?  
Seems Android Autocorrupt is getting vicious.

**Shire of Pingelly**

**John C Summerfield** Hi John, yes we and other local governments have spoken to the State about this. Their advise is that they do not intend to change the Cat Act to require owners to keep cats within their property.

**John C Summerfield**

**Shire of Pingelly** Perhaps you, and other councils, should have a list of "matters of concern," have would ask resident voters to approach their local members, are when known, candidates for election.

**Shire of Pingelly**

**John C Summerfield** Thanks John, this is a good suggestion which is well worth further examination.

**Marie Webb**

**Shire of Pingelly** shouldn't the local laws align with the state laws?

**Shire of Pingelly**

**Marie Webb** Yes definitely. The Cat Act (and some other Acts) allow for the local government to make a local law to respond to local circumstances. The State Government's lawyers then review the proposed local law to make sure that it aligns with the Act. They have determined that restricting cats to their property does not align with the Cat Act, but that local government can make a local law making certain areas off limits for cats.

**Marie Webb**

**Shire of Pingelly** honestly, cats are the least of the shire's problems. There are people destroying both public and private property, theft, lack of housing, unsealed roads within the township to name a few. The Shire should focus their resources addressing these issues instead coming up with new things to deal with when there's heaps on their plate.

**Marie Webb**

There are cats that are a nuisance but there are also a lot of stray dogs or even dogs allowed off leash to freely roam. Is it in the shire's plans to come up with new dog laws as well? Also to add, to encourage responsible cat ownership, the Shire should also provide a free cat registration/microchipping for cats like the one that was done for dogs sometime last year.

Both cats and dogs are pets and part of families. Both "work" in a household- rodent control, guarding the house etc AND both species can also be a nuisance and kill wildlife/bite people so why not include "dogs" in this new law? Better yet, why not try enforcing the existing cat and dog laws prior to changing it? Change obky the parts that doesn't work. Otherwise, it all seems like a money making venture penalising cat owners rather than trying to protect the "wildlife" and preventing nuisance animals.

### Shire of Pingelly

**Marie Webb** Thanks for the feedback Marie, the Dog Act currently prohibits dogs from wandering. The Cat Act does not prohibit cats from wandering, only from being a 'nuisance'. This is why we are proposing this local law - to create area where cats are not allowed. This will make control through traps etc. in these areas a lot easier. Dogs are not included as they are currently not permitted in these areas without being under the control of a person.

The Shire did not include cats in the free desexing, microchipping and registration that we had last December as cats desexing is a more intense medical procedure which should be completed at a veterinary surgery. However, we take on board your comment and perhaps that the introduction of the local law could be accompanied by free microchipping and registration.

### Marie Webb

**Shire of Pingelly** so does that mean I can legally retain a dog and hand it over to the ranger should it wander into my yard, not to mention the dog is aggressive towards us in our own yard? What are the penalties imposed on dogs off leash in a public area? Or dogs left to wander?

And does this mean if dogs are allowed in these areas under the control of a person, cats are also allowed in these areas under the control of a person? Yes, cats can be trained to walk on a leash and to come when called. If not, it is discrimination

### Shire of Pingelly

Yes you are permitted to contain a dog within your property and then hand it over to the ranger or other Shire staff. However, please only do this if you feel comfortable and are able to do it safely.

The penalty for dogs wandering or off leash in a public area is \$200 per occasion. If the dog attacks a person or animal, the penalty is \$400.

### Marie Webb

**Shire of Pingelly** if the shire is trying to improve cat laws, it should do the same with the dog act because dogs also kill and they maul not only animals but attack people as well.

Dogs and cats should be treated the same and not discriminated as different because of these animals have an impact on the environment and wildlife. Both carry diseases that can be passed on to humans, but dog attacks are more savage. There shouldn't be a preference between cats and dogs.

### Shire of Pingelly

**Marie Webb** The aim of the local law is to treat both dogs and cats the same.

Currently dogs are not allowed to wander while cats are. The local law prohibits cats from wandering in specified areas.

11:46

X pau1-word-view.officeapps.li...  
...word-view.officeapps.live.com

Shire\_of\_Pingelly\_Cats\_Lo... Aa

A permit holder shall comply with each condition of a permit.

### 3.10 Duration of a permit

Unless otherwise specified in a condition on a permit, a permit commences on the date of issue and expires -

- (a) if it is revoked; or
- (b) if the permit holder ceases to reside at the premises to which the permit relates.

### 3.11 Revocation

The local government may revoke a permit if the permit holder fails to observe any provision of this local law or a

### Lise Pitman

I feel the permit should be reviewed periodically. ie. Is the cat still alive? Do circumstances still require more than 2 cats on the property?

The permit should expire if an additional cat dies. Therefore a new permit is required should the cat owner need another 3rd or 4th cat.

### Shire of Pingelly

**Lise Pitman** Thanks Lise, this is great feedback and is why the Shire is seeking comment at this stage before the draft is finalised. Keep it coming 😊



## Email Feedback on Proposed Cat Local Law - 12/07/2023

-----Original Message-----

Good morning,

As a very passionate conservationist I am happy to see The Shire of Pingelly examining policy relating to cat ownership in the region. I am happy with the proposed regulations, however I think this is an opportunity to go much further to ensure the future of our native wildlife and cement our region as a wildlife haven.

I propose that the shire considers implementing a policy of complete containment to property for all cats, perhaps being phased in over a 5 year period so as to reduce negative impact to current pet cats that have been allowed to roam.

I realise the nuisance clause you are proposing has a similar effect, however many cat owners do not consider their cats entering other people's properties as a nuisance. Many cat owners also don't believe their pet cats hunt as they are well fed, and some owners do not consider the problem of feral cats as having any correlation to pet cat's roaming. An educational leaflet with the rates notices and in the Pingelly Times as well as on local community pages could help inform locals to some of the problems cats are causing in the shire.

Thank you for taking the time to read my views, and for the record I am a cat lover, but I have seen first hand the lifelessness in bushland where feral cats are present and I firmly believe cats should be contained to their owners property.



## **14.2 Adoption of Bush Fire Brigades Local Law 2023**

<b>File Reference:</b>	<b>ADM0103</b>
<b>Location:</b>	<b>Not Applicable</b>
<b>Applicant:</b>	<b>Not Applicable</b>
<b>Author:</b>	<b>Governance and Executive Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Shire of Pingelly Bush Fire Brigades Local Law 2023 Response from Minister for Emergency Services; Innovation and Digital Economy; Medical Research; Volunteering Response from Department of Local Government, Sport and Cultural Industries</b>
<b>Previous Reference:</b>	<b>Ordinary Council Meeting 14 December 2022</b>

### **Summary**

Council is requested to endorse the Shire of Pingelly Bush Fire Brigades Local Law 2023, for gazettal.

### **Background**

At its meeting held on 14 December 2022, Council resolved that:

*Motion Number: 13202*

*That Council:*

- 1. Repeal the Shire of Pingelly Bush Fire Brigades Local Law 2022; and*
- 2. Request the Chief Executive Officer to:*
  - a. Pursuant to section 3.12(2) and (3) of the Local Government Act 1995, and all other legislation enabling it, give State wide and local public notice, inviting submissions during a minimum 6-week time frame, that it intends to make the following Shire of Pingelly Bush Fire Brigades Local Law 2023:*

*Purpose – to revoke outdated bush fire by-laws as previously adopted by the Shire of Pingelly and provide a statutory means of effectively governing the operations of bush fire brigades within the Shire of Pingelly.*

*Effect – revocation of outdated by-laws and to allow bush fire brigades to be sufficiently governed so as to provide an acceptable standard for the operations of bush fire brigades within the community.*
  - b. Provide copies, in accordance with section 3.12(3) of the Local Government Act 1995, to the Minister of Local Government, the Minister for Emergency Services and the Minister for environment and any other person requesting it, of the proposed repeal and Amendment Local Law.*

### **Comment**

The Shire of Pingelly has repealed the adoption of the Bush Fire Local Law 2022, as per the Council resolution in the 16 December 2022 Ordinary Council Meeting.

The document has been renamed to reflect the current year and is now known as the 'Bush Fire Local Law 2023', in place of the previous name 'Bush Fire Local Law 2022'. With the exception of the date changes, the document remains the same.

Prior to sending for Gazettal the draft review of the Bush Fire Local Law 2023 was advertised for public comment on the 12 January 2023, with the correct advertised time required, being 6 weeks. The draft was also sent to the Minister for Environment; Climate Action; Racing & Gaming, the Minister for Housing; Lands; Homelessness; Local Government, and Minister for Emergency Services; Innovation and Digital Economy; Medical Research; Volunteering, for

review and comment.

Responses were received from the Minister of Emergency Services; Innovation and the Digital Economy; Medical Research; Volunteering, and the Department of Local Government, Sport and Cultural Industries.

The draft Bush Fire Local Law 2023 has been altered as to the recommendations received and is now ready to be endorsed by Council for gazettal.

### Consultation

The following were consulted as part of the process up until this point:

- Public Consultation
- Minister for Environment; Climate Action; Racing & Gaming
- Minister for Housing; Lands; Homelessness; Local Government
- Minister for Emergency Services; Innovation and Digital Economy; Medical Research; Volunteering
- Bush Fire Advisory Committee

### Statutory Environment

Section 3.12 of *The Local Government Act 1995* details the procedure to be followed when adopting or amending a local law.

### Policy Implications

All policies in the Shire of Pingelly Policy Manual under Section 6 - Bushfire Control.

### Financial Implications

Nil

### Strategic Implications

Goal 2	Community
Outcome 2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
Strategy 2.3.2	Act to reduce the risk of bush fire, and be prepared in case of bush fire in terms of emergency response and disaster recovery
Goal 5	Innovation, Leadership and Governance
Outcome 5.8	A strong corporate governance framework is maintained
Strategy 5.8.2	Ensure compliance with legislative requirements and excellence in business performance.

### Risk Implications

Risk	Non-compliance with legislation
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Compliance
Risk Action Plan (Controls or Treatment Proposed)	N/A

### Risk Matrix

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:**

Absolute Majority

**Recommendation:**

**That Council:**

1. Resolves to make the Bush Fire Brigades Local Law 2023 as per the attached draft, incorporating amendments outlined by the Department of Local Government, Sport and Cultural Industries; and Minister for Emergency Services; Innovation and the Digital Economy; Medical Research; Volunteering.
2. Authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. Authorise the CEO to –
  - a. Publish the Local Law in the Government Gazette and provide copies of the local law to the Minister for Local Government; and
  - b. Forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

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



**SHIRE OF PINGELLY**

**BUSH FIRE BRIGADES LOCAL LAW 2023**

*BUSH FIRES ACT 1954*  
*LOCAL GOVERNMENT ACT 1995*

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## PART 1-PRELIMINARY

### 1.1 Citation

This local law may be cited as the *Shire of Pingelly Bush Fire Brigades Local Law 2023*.

### 1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

### 1.3 Definitions

(1) In this local law unless the context otherwise requires—

**Act** means the *Bush Fires Act 1954*;

**Brigade area** is defined in clause 2.1(3)(b);

**Brigade member** means any member referred to in clause 4.1;

**Brigade officer** means a person holding a position referred to in clause 2.2 (3), whether or not he or she was appointed by the local government or elected at an annual general meeting of a Bush Fire Brigade or otherwise appointed to the position;

**Bush Fire Brigade** is defined in section 7 of the Act;

**Bush Fire Control Officer** means a Bush Fire Control Officer appointed by the local government under section 38 the Act;

**Bush fire operating procedures** means the operating procedures adopted by the local government as amended from time to time;

**CEO** means the chief executive officer of the local government;

**Chief Bush Fire Control Officer** means the Chief Bush Fire Control Officer appointed under the Act;

**Committee** means the Committee of the Bush Fire Brigade;

**Council** means the Council of the Shire of Pingelly;

**DFES** means the Department of Fire and Emergency Services;

**direct communications** is the act of transferring information from one place, person or group to another with confirmation of understanding and acknowledgement of receipt;

**District** means the area within the boundary of the Shire of Pingelly;

**Fire fighting member** means a registered operational member of a Bush Fire Brigade;

**Local Government** means the Shire of Pingelly;

**Local law** means the *Shire of Pingelly Bush Fire Brigades Local Law 2023*;

**normal brigade activities** are defined by section 35A of the Act;

**Regulations** means Regulations made under the Act;

**Rules** means the Rules Governing the Operation of Bush Fire Brigades; and

**Schedule** means a schedule to this local law.

(2) In this local law, unless the context otherwise requires, a reference to—

- (a) a Captain;
- (b) a First Lieutenant;
- (c) a Second Lieutenant;
- (d) Fire Control Officer;
- (e) any additional Lieutenants;
- (f) a Training Officer;
- (g) an Equipment Officer;
- (h) a Secretary; or
- (i) a Treasurer.

means a person holding that position in a Bush Fire Brigade.

### 1.4 Repeal

The *Shire of Pingelly By-Law Relating to Fire Control Matters* as published in the *Government Gazette* on 1 November 1995 including amendments, is repealed on the day that this local law comes into operation.

### 1.5 Application

This local law applies throughout the district.



## **PART 2-ESTABLISHMENT AND CANCELLATION OF BUSH FIRE BRIGADES**

### *Division 1—Establishment of a Bush Fire Brigade*

#### **2.1 Establishment and naming of a Bush Fire Brigade**

- (1) The local government may establish a Bush Fire Brigade for the purpose of carrying out normal brigade activities.
- (2) A Bush Fire Brigade is established on the date of the local government's decision under subclause (1).
- (3) On establishing a Bush Fire Brigade under clause 2.1(1) the local government is to—
  - (a) give a name to the Bush Fire Brigade; and
  - (b) specify the area in which the Bush Fire Brigade is primarily responsible for carrying out the normal brigade activities (the "brigade area").
- (4) The local government must register the brigade in a register kept pursuant to section 41(2) of the Act.

#### **2.2 Appointment of brigade officers**

- (1) On establishing a Bush Fire Brigade under clause 2.1(1) the local government is to appoint or provide for the election of brigade officers as defined in the Rules Governing the Operation of Bush Fire Brigades (Schedule 1 of this local law).
- (2) When considering the appointment or election of brigade officers the local government is to consider the qualifications, experience and skills required to fill each position.
- (3) A person appointed or elected to a brigade is taken to be a brigade member of that brigade.
- (4) The appointments expire at the completion of the first annual general meeting of the Bush Fire Brigade.
- (5) If a position becomes vacant prior to the completion of the first annual general meeting, then the local government may appoint a person to fill the vacancy.

### *Division 2—Transitional*

#### **2.3 Existing Bush Fire Brigades**

Where a local government has established a Bush Fire Brigade prior to the commencement date of this Local Law, from the commencement date—

- (a) The Bush Fire Brigade is to be taken to be a Bush Fire Brigade established under and in accordance with this local law; and
- (b) any rules governing the operation of the Bush Fire Brigade are to be taken to have been repealed and substituted with the Rules.

### *Division 3—Cancellation of a Bush Fire Brigade*

#### **2.4 Cancellation of a Bush Fire Brigade registration**

The local government may cancel the registration of a Bush Fire Brigade, in accordance with section 41(3) of the Act, if it is of the opinion that the Bush Fire Brigade is not complying with the Act, this local law, the bush fire operating procedures or the Rules.

#### **2.5 New arrangement after cancellation of registration**

If the local government cancels the registration of a Bush Fire Brigade, the local government is to make alternative fire control arrangements for that brigade area.

## **PART 3—OBJECTIVE, ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES**

### *Division 1—Objectives of Bush Fire Brigades*

#### **3.1 Objectives**

The objectives of the Bush Fire Brigade are to carry out—

- (a) Normal Brigade activities; and
- (b) the functions of the Bush Fire Brigade as specified in the Act, the Regulations and this local law.

## *Division 2—Local Government Responsibility*

### **3.2 Local government responsible for structure**

The local government is to ensure that an appropriate structure through which the organisation of Bush Fire Brigades is maintained.

### **3.3 Bush Fire Brigade to be supplied with Act**

The local government is to supply each Bush Fire Brigade with two copies of the Act, the Regulations, the Bush Fire Brigade operating procedures, relevant local government policies, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments which are made from time to time.

## *Division 3—Bush Fire Advisory Committee*

### **3.4 Functions of Advisory Committee**

The Bush Fire Advisory Committee is to have the functions set out in section 67 of the Act and is to include such number of nominees of the Bush Fire Brigades as may be determined by the local government from time to time.

### **3.5 Advisory Committee to consider brigade motions**

The Bush Fire Advisory Committee shall consider any motion received from a Bush Fire Brigade and may make recommendations to the local government in relation to any motion supported by the Bush Fire Advisory Committee.

## *Division 4—Bush Fire Control Officers*

### **3.6 Local government to have regard to nominees for Bush Fire Control Officers**

When considering the appointment of persons for the position of a Bush Fire Control Officer under section 38 of the Act, the local government is to have regard to persons nominated by any Bush Fire Brigade but is not bound to appoint the nominated person(s).

### **3.7 Functions of a Bush Fire Control Officer**

- (1) The statutory powers and duties of Bush Fire Control Offices shall be those contained in the Act.
- (2) Under the provision of section 38 of the Act, the local government may appoint Bush Fire Control Officers generally or classes of Bush Fire Control Officers in order to carry out some or all the functions of the Act.
- (3) The functions of a Bush Fire Control Officer, or classes of Bush Fire Control Officers, are to be as described in the Bush Fire Control Officer position description as below but not limited to:
  - (a) Authorise permits to burn in accordance with the Act;
  - (b) Identify and conduct Risk Assessments in the brigade area;
  - (c) Maintain a personal fire diary to include a log of events and decisions made;
  - (d) Perform duties prescribed by the Act;
  - (e) Provide representation on the Bush Fire Advisory Committee (BFAC);
  - (f) To take control of firefighting operations at a bush fire within their brigade area;
  - (g) To take control of firefighting operations at a bush fire outside their brigade area where no other Fire Control Officer is present; and
  - (h) exercise any of the appropriate powers of the FES Commissioner under the *Fire Brigades Act 1942*, in so far as the same may be necessary or expedient, for extinguishing a bush fire or for preventing the spread or extension of the fire.
- (4) The local government may limit the area in which a Bush Fire Control Officer can carry out his functions to one or more specified Bush Fire Brigade area.

### **3.8 Local government to advise Bush Fire Advisory Committee of appointments**

Within one month of the local government receiving a Bush Fire Brigade's nomination for persons to serve as Bush Fire Control Officers, the local government is to advise the Bush Fire Advisory Committee of the persons appointed by the local government as Bush Fire Control Officers.

### **3.9 Role and duties of Chief Bush Fire Control Officer**

- (1) Subject to any directions of the CEO, the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of Bush Fire Brigades.
- (2) The Chief Bush Fire Control Officer or his Deputy may attend as a non-voting representative of the local government, at any meeting of a Bush Fire Brigade.
- (3) Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other Bush Fire Control Officers appointed by it.
- (4) The duties of the Chief Bush Fire Control Officer are to be as described in the Chief Bush Fire Control Officer position description in addition to the Bush Fire Control Officer as below but not limited to:
  - (a) Demonstrate positive leadership to Bush Fire Brigades;
  - (b) Promote the use of AIMS structure during response to FCO's, Brigades and volunteer fire fighters;
  - (c) Provide representation on the Bush Fire Advisory Committee, Regional Operations Advisory Committee and Local Emergency Management Committee;
  - (d) Monitor Bush Fire Brigade resourcing, equipment and training levels with the district
  - (e) Liaise with the local government and other Fire Control Officers concerning fire prevention/suppression matters generally;
  - (f) Make tactical decisions with regard to permits to burn, prescribed burning and other operational matters;
  - (g) Determine when Harvest and Vehicle movement bans should be implemented in conjunction with other officers and the local government; and
  - (h) During wildfire incidents manage the fire resources of the Shire and Brigades and where necessary fulfil role as incident controller.

## **PART 4-BRIGADE MEMBERSHIP**

### *Division 1—Types of Membership*

#### **4.1 Membership of a Bush Fire Brigade**

The membership of a Bush Fire Brigade consists of the following—

- (a) operational members;
- (b) trainee members;
- (c) support members;
- (d) cadet members;
- (e) life members; and
- (f) honorary life members. A person shall only have membership of one Bush Fire Brigade with the local government district at any given time.

#### **4.2 Operational members**

Operational members are those persons aged being at least 16 years of age who undertake all normal brigade activities and have completed the required training qualification as determined by the local government.

#### **4.3 Trainee members**

Members joining a Bush Fire Brigade shall be classified as trainee members until they completed the basic training qualification as determined by the local government from time to time.

#### **4.4 Cadet members**

Cadet members are—

- (a) to be aged 11 to 15 years;
- (b) to be admitted to membership only with the consent of their parent or guardian;
- (c) admitted for the purpose of training and are not to attend an uncontrolled fire or other emergency incident;
- (d) to be supervised by an operational member when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and of section 35A of the Act; and
- (e) ineligible to vote at brigade meetings.

#### **4.5 Support members**

Support members are brigade members who are not otherwise classified as an operational member, trainee member or cadet member.

#### **4.6 Life member**

- (1) The brigade may by a simple majority resolution appoint a person as a life member in recognition of services by that person to the Bush Fire Brigade.
- (2) Only an Operational member can be appointed as a life member.

#### **4.7 Honorary life member**

- (1) The brigade may by a simple majority resolution appoint a person as an honorary life member in recognition of services by that person to the Bush Fire Brigade.
- (2) Honorary life members are ineligible to vote at brigade meetings.

### *Division 2-Command at a Fire*

#### **4.8 Interpretation**

In this Division “in attendance” includes attendance—

- (a) in person; or
- (b) via direct communications.

#### **4.9 Ranks within the Bush Fire Brigade**

Where, under the Act, members of a Bush Fire Brigade have command of a fire—

- (a) where a Bush Fire Control Officer is in attendance at the fire, the most senior Bush Fire Control Officer has full control over all other persons fighting the fire and is to issue instructions as to the methods and tactics to be adopted by the fire fighters, in accordance with sections 39(1)(f) and 44(3) of the Act; and
- (b) in the absence of a Bush Fire Control Officer, the Captain has full control over all other persons fighting the fire, and is to issue instructions as to the methods and tactics to be adopted by the fire fighters; and
- (c) in the absence of the Captain, the first Lieutenant, and in the absence of the first, the second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.

## **PART 5-EQUIPMENT OF BUSH FIRE BRIGADES**

#### **5.1 Policies of local government**

The local government may make policies to—

- (a) provision funding to Bush Fire Brigades for the purchase of protective clothing, equipment and training; and
- (b) keep Bush Fire Brigades informed of funding opportunities from other bodies.

#### **5.2 Equipment in Bush Fire Brigade area**

The Bush Fire Brigade is to report to the local government the quantity and quality of all protective clothing, equipment and appliances of the brigade when directed.

#### **5.3 Funding from local government budget**

A request to the local government from a Bush Fire Brigade for funding of protective clothing, equipment, training or appliance needs shall be submitted to the local government by a date advised by the CEO or delegate of the CEO, for consideration in the next following local government budget.

#### **5.4 Consideration in the local government budget**

The local government—

- (a) may approve or decline an application for funding depending upon its assessment of budget priorities for the year in question; and
- (b) shall advise Bush Fire Brigades of the final outcome of their individual requests for funding within a reasonable time frame.

## **PART 6-APPLICATION OF RULES TO A BUSH FIRE BRIGADE**

### **6.1 Rules to govern**

- (1) The Rules govern the operation of a Bush Fire Brigade.
- (2) A Bush Fire Brigade and each Bush Fire Brigade member is to comply with the Rules.
- (3) The Rules governing the operation of Bush Fire Brigades are detailed at Schedule 1.

**Schedule 1**  
**RULES GOVERNING THE OPERATION OF BUSH FIRE BRIGADES**

**PART 1-PRELIMINARY**

**1.1 Interpretation**

- (1) Unless the context otherwise requires, where a term is used in these Rules and is defined in the local law, the Act or the Regulations, then the term is to be taken to have the meaning assigned to it in this local law, the Act or the Regulations, as the case may be.
- (2) In these Rules, unless the context otherwise requires—  
**simple majority** means a majority of more than 50% of members of—
  - (a) brigade members of a Bush Fire Brigade, present in person if the majority is required at a meeting of the Bush Fire Brigade; or
  - (b) brigade officers of the Bush Fire Brigade, present in person, if the majority is required at a meeting of the committee.

**PART 2-BUSH FIRE BRIGADE EXECUTIVE COMMITTEE**

**2.1 Management of a Bush Fire Brigade**

- (1) The administration and management of the affairs of a Bush Fire Brigade are vested in the Executive Committee, subject to the provisions of these Rules.
- (2) The Executive Committee's functions include, but are not limited to—
  - (a) recommending amendments to these rules to the local government;
  - (b) approving the brigade's annual budget and presenting it at the brigade's annual general meeting;
  - (c) proposing a motion for consideration at any Bush Fire Brigade meeting;
  - (d) recommending to the local government equipment which needs to be supplied by the local government to the Bush Fire Brigade;
  - (e) investing or placing on deposit any Bush Fire Brigade funds not immediately required to perform normal brigade activities;
  - (f) delegating to a person, any Executive Committee functions (being less than the total functions of the Executive Committee) as considered reasonable, on any conditions it thinks fit;
  - (g) doing all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the Bush Fire Brigade; and
  - (h) dealing with membership applications, grievances, disputes and disciplinary matters.

**2.2 Membership of Executive Committee**

- (1) The brigade Executive Committee is to consist of the Captain, Lieutenants, Fire Control Officer, Secretary, Treasurer, and any other brigade members as may be determined by the Executive Committee from time to time.
- (2) The Executive Committee members are to—
  - (a) be elected at the brigade's annual general meeting;
  - (b) hold office until the next annual general meeting; and
  - (c) be eligible for re-election at the next annual general meeting.

**2.3 Termination of Executive Committee Membership**

- (1) Any Executive Committee member may be removed from office by a majority decision of the brigade members present in person at a special meeting called for such a purpose.
- (2) If a position becomes vacant prior to the commencement of the annual general meeting, then the Bush Fire Brigade is to elect a person to fill the vacancy at a Bush Fire Brigade meeting.
- (3) The local government is to be advised within 7 days of the removal of an Executive Committee member from office under subclause (1), or the election of a person to fill a vacancy under subclause (2).

**2.4 Meetings of Executive Committee**

- (1) The Executive Committee is to meet for the dispatch of business, adjourn and otherwise regulate its meeting as it thinks fit.
- (2) The Captain or the Secretary, may convene a meeting of the Executive Committee at any time giving members a minimum of 3 days' notice.

## **2.5 Quorum**

- (1) The quorum for an Executive Committee meeting is 50% of members of the Executive Committee present, either in person or via direct communication.
- (2) No business is to be transacted at an Executive Committee meeting, without a quorum of Executive Committee members.
- (3) Subject to these Rules, a decision made by the Executive Committee may be made by a resolution passed by a simple majority of Executive Committee members who are present in person, via electronic communication.

## **2.6 Voting**

- (1) Each Executive Committee member is to have one vote.
- (2) In the case of an equality of votes, the person presiding may exercise an additional casting vote.

# **PART 3-FUNCTIONS OF BRIGADE OFFICERS**

## **3.1 Chain of command during fire fighting activities**

Subject to the Act and the local law, the command procedures to apply during fire fighting activities are as detailed in the *Bush Fires Act 1954* and Shire of Pingelly Bush Fire Risk Management Plan.

## **3.2 Captain**

The Captain assumes the role of the most senior operational member of the brigade and is to-

- (a) subject to subclause (b) below, preside at all meetings;
- (b) in the absence of the President, the meeting may elect another person to preside at the meeting;
- (c) promote the objectives of the Brigade;
- (d) demonstrate positive leadership and mentor members;
- (e) attend meetings as requested by the local government;
- (f) in the absence of a Bush Fire Control Officer take overall charge of fire suppression activities, and/or ensure the principles of the Incident Management System are being adhered to during wildfire suppression or during hazard reduction programs;
- (g) provide leadership for the Brigade and related administration;
- (h) ultimately undertake responsibility for the proper management and maintenance of Brigade property and equipment;
- (i) deputise for the Bush Fire Control Officer at Bushfire Advisory Committee meetings when required;
- (j) advise the Brigade on administrative matters;
- (k) ensure Brigade members are adequately trained to carry out their functions in accordance with the Brigade standards;
- (l) in the absence of a Bush Fire Control Officer conduct brigade briefings and post incident analysis of any incident involving fire fighting;
- (m) conduct Brigade briefings and post incident analysis of any management issues;
- (n) to ensure that the incident reports are submitted to the local government within 14 days of the occurrence; and
- (o) ensure the behaviour of members is in accordance with the local government's code of conduct.

## **3.3 Lieutenants**

- (1) The Brigade may increase or decrease the number of Lieutenants to meet their specific operational requirements, up to a maximum of four.
- (2) All Lieutenants shall be ranked numerically according to seniority.
- (3) The first Lieutenant assumes the role of the second most senior operational member of the Brigade, and so on.
- (4) The duties of the Lieutenant are to-
  - (a) provide support to the Captain;
  - (b) command and manage members during emergencies and other Brigade related activities;
  - (c) demonstrate positive leadership and mentor members;
  - (d) maintain open lines of communication and encourage positive interaction and teamwork between members;

- (e) ensure Bush Fire Operating Procedures are adhered to during Brigade activities
- (f) ensure members engaged in fire fighting activities hold competencies relevant to the task;
- (g) work cohesively with the Brigade Training Officer and conduct training activities for members; and
- (h) ensure the behaviour of members is in accordance with the Local Government's code of conduct.

### **3.4 Fire Control Officer (FCO)**

- (1) FCOs are nominated by the Brigade to the Bush Fire Advisory Committee and forwarded to the local government for consideration and ratification.
- (2) Duties and responsibilities of the FCO include-
  - (a) authorise permits for hazard reduction burns within the local government in accordance with the Act;
  - (b) identify and conduct risk assessments of fire hazards within the local government;
  - (c) perform duties prescribed by the Act and authorised by the local government;
  - (d) may take overall control of fire suppression activities or operational incidents where the local government is the Controlling Agency;
  - (e) maintain a personal incident diary to include a record of events and decisions during an incident; and
  - (f) conduct brigade briefings and post incident analysis of any incident involving fire fighting or management issues.

### **3.5 Secretary**

The Secretary is to—

- (a) keep a correct minute and account of the proceedings of all meetings of the Brigade and the Executive Committee which shall be open for inspection by brigade members at any reasonable time;
- (b) answer all correspondence or direct it appropriately, and keep a record of the same;
- (c) prepare and send out all necessary notices of meetings; and
- (d) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership.
- (e) Provide the local government a copy of the AGM minutes within 14 days of the meeting being held.

### **3.6 Treasurer**

The Treasurer is to—

- (a) receive donations and monies on behalf of the Brigade and deposit all monies to the credit of the Brigade's bank account;
- (b) pay accounts as authorised by the Executive Committee;
- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the Brigade; and
- (e) report on the financial position at meetings of the Brigade or Executive Committee;
- (f) prepare requests for funding for submission to the local government;
- (g) prepare for submission to local government an annual statement of acquittal providing detail of expenditure of funding monies received; and
- (h) make available the financial statements of the Brigade for review by the local government on request.

### **3.7 Equipment Officer**

(1) The Equipment Officer is—

- (a) responsible for the inspection and maintenance of all equipment and appliances as directed by the Brigade Captain;
- (b) to report to the local government any damage incurred to brigade equipment as soon as practicable; and
- (c) to report to the local government any maintenance required to brigade



equipment as soon as practicable.

- (2) In consultation with the CBFCO an Equipment Officer may temporarily locate equipment at an alternative location from time to time for operational purposes.
- (3) In the absence of this position the Captain will assume these responsibilities.

### **3.8 Training Officer**

- (1) The Training Officer is responsible for the coordination of brigade training under the direction of the Captain and the local government.
- (2) In the absence of this position the Captain will assume these responsibilities.

## **PART 4-MEMBERSHIP OF A BUSH FIRE BRIGADE**

### **4.1 Conditions of membership**

- (1) Members of a Bush Fire Brigade shall comply with the Bush Fire Brigade operating procedures in carrying out normal brigade activities.
- (2) In relation to any type of membership, as described in Part 4 of the local law, the local government may establish policies regarding—
  - (a) the qualifications required;
  - (b) fitness for duty;
  - (c) a requirement to serve a probationary period; and
  - (d) the Executive Committee's assessment of an application for membership.

### **4.2 Applications for membership**

Applications for membership of a Bush Fire Brigade shall—

- (a) be submitted to the Captain or Secretary of the relevant Bush Fire Brigade, who shall forward a copy of the application to the Chief Bush Fire Control Officer within 1 week of the application being submitted; and
- (b) shall be determined by the Brigade's Executive Committee, who shall consider any advice received from the Chief Bush Fire Control Officer in relation to the application.

### **4.3 Decision on application for membership**

- (1) Subject to the local law and these rules, the Executive Committee may—approve an application for membership unconditionally or subject to any conditions; or decline an application for membership.
- (2) If the Executive Committee declines an application for membership, it is to give written notice to the applicant as soon as practicable after the decision is made and advise the applicant that he or she has the right to object to the local government.
- (3) The local government is to be advised of approved applications within 14 days of approval of membership.

### **4.4 Notification of membership**

- (1) All approved applications for membership forms are to be submitted to the local government within 1 week of the application being made in accordance with clause 4.2 of the Rules.
- (2) As soon as practicable after the Bush Fire Brigade annual general meeting, the local government will supply all Bush Fire Brigades with a list of current membership.
- (3) Within 1 month of being provided a list under subclause (2), the Bush Fire Brigade must review the list and report any anomalies to the local government.
- (4) The local government will supply the Chief Bush Fire Control Officer a list of current membership of any or all brigades upon request.

### **4.5 DFES to be notified of registrations**

The local government is to supply details of any approved membership applications to DFES within 14 days of a person being admitted to membership in the form required by the DFES from time to time.

## **PART 5-SUSPENSION AND TERMINATION OF MEMBERSHIP OF A BUSH FIRE BRIGADE**

### **5.1 Suspension of membership**

- (1) Membership of the Bush Fire Brigade may be suspended at any time if, in the opinion of the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer, circumstances warrant suspending the member.

- (2) Without limiting the generality of subclause (1), a member of a Bush Fire Brigade may be suspended in the event the member—
  - (a) contravenes the Act, the Regulations, the brigade operating procedures, this local law or the local government's Bush Fire Brigade policies;
  - (b) has performed an unsafe act that jeopardizes the safety of the member or others;
  - (c) has been charged with a criminal offence relevant to the member's role within the brigade and is awaiting court proceedings;
  - (d) is unfit (physically, emotionally and/or mentally), or unable to perform the inherent requirements that could reasonably be expected of the role; or
  - (e) has acted in a manner contrary to the local government's code of conduct policy.
- (3) The suspended member may be excluded immediately from all or any specified Bush Fire Brigade activities.
- (4) The period of suspension shall be determined by the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer, and a review of the suspension shall take place within three months of the date of suspension.
- (5) Upon the expiry of the period of suspension the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer may—
  - (a) extend the period of suspension;
  - (b) terminate the membership; or
  - (c) reinstate the membership.

## **5.2 Termination of membership**

- (1) Membership of the brigade terminates if the member—
  - (a) dies;
  - (b) gives written notice of resignation to the Executive Committee;
  - (c) is dismissed by the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer, by reason of—
    - (i) failing to comply with the objectives of the Bush Fire Brigade under clause 3.1 of the local law;
    - (ii) failing to comply with the Act, the Regulations, the bush fire operating procedures, the local law or relevant local government policies;
    - (iii) displaying conduct detrimental to the interests and reputation of the Bush Fire Brigade;
    - (iv) being convicted of a criminal offence that in the opinion of the Chief Bush Fire Control Officer would ordinarily exclude the member from joining a brigade; or
    - (v) has acted in a manner contrary to the local government's code of conduct policies.
- (2) A brigade member who has had their membership to a brigade terminated for any of the reasons contained in 5.2(1)(c) is ineligible to join another Bush Fire Brigade within the local government district for 12 months or longer as determined by the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer.
- (3) A brigade member who, in the opinion of the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer, has not adequately fulfilled his or her role within the Bush Fire Brigade, and has not responded to any written correspondence requesting that he or she state their intentions, within 21 days, shall be deemed to have resigned from the Bush Fire Brigade.
- (4) Where the local government reasonably considers that a member of a Bush Fire Brigade has behaved in a manner that may lead to termination, the local government may give notice to the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer requesting the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer to investigate the matter.
- (5) Where a membership is terminated, all property owned by the Bush Fire Brigade or the local government that is held by or in the possession of the person whose membership has been terminated, shall be returned on demand to the Bush Fire Brigade or the local government.

## **5.3 Member has right of defence**

A Bush Fire Brigade member dismissed under clause 5.2(1)(c) or has his or her membership terminated under clause 5.1(5)(b), will be afforded the principle of natural justice through the right of reply to the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer.

#### **5.4 Existing liabilities to continue**

The resignation, or dismissal of a member under clause 5.2 or the suspension or termination of a member under clause 5.1 does not affect any liability of the Bush Fire Brigade member arising prior to the date of resignation, dismissal, suspension or termination as the case may be.

#### **5.5 Objection rights**

- (1) A person whose—
  - (a) application for membership is refused under clause 4.3(1);
  - (b) membership is terminated under clauses 5.2(1)(c)(v) or clause 5.1(5)(b); or
  - (c) membership is suspended under clause 5.1(1) or clause 5.1(2), has a right of objection to the local government.
- (2) Where a person lodges an objection to the local government under subclause (1), the local government may deal with the objection by—
  - (a) dismissing the objection;
  - (b) varying the decision objected to; or
  - (c) revoking the decision objected to, with or without—
    - (i) substituting for it another decision; or
    - (ii) referring the matter, with or without directions, for another decision by the Executive Committee or the Chief Bush Fire Control Officer or the Chief Executive Officer.
- (3) No further right of review is available under this local law in respect of a decision made by a local government pursuant to subclause (2).

### **PART 6-MEETINGS OF THE BUSH FIRE BRIGADE**

#### **6.1 Annual General Meeting**

- (1) A Bush Fire Brigade is to hold its annual general meeting prior to the commencement of May each year.
- (2) The Secretary is to give at least 14 days' notice in writing of the annual general meeting to all brigade members.
- (3) At the annual general meeting the Bush Fire Brigade is to—
  - (a) elect the brigade officers from among the brigade members;
  - (b) brigade's nominee for Fire Control Officer;
  - (c) consider the Captain's report on the year's activities;
  - (d) adopt the annual financial statements;
  - (e) deal with any general business arising from the previous annual general meeting; and
  - (f) deal with any business approved by the Captain.

#### **6.2 Notification of Elected Office Bearers**

- (1) The Secretary is to forward a list of elected office bearers and contact details from the brigade's annual general meeting to the Chief Bush Fire Control Officer and the local government within 1 month of the annual general meeting.
- (2) Where an office bearer is elected at a meeting other than an annual general meeting, the Secretary shall forward a revised list of the elected office bearers and contact details to the Chief Bush Fire Control Officer and the local government within 1 month of the meeting at which the office bearer is elected.
- (3) If the local government lodges an objection to the election of an office bearer with the Bush Fire Brigade within 1 month of receiving the list of elected office bearers required under clause 6.2(1) or (2) of these Rules, the Bush Fire Brigade must elect an alternative office bearer to that position.

#### **6.3 Ordinary/General meetings**

Ordinary meetings may be called at any time by the Secretary by giving at least 7 days' notice to all brigade members.

#### **6.4 Special General meetings**

- (1) The Secretary is to call a special general meeting when 5 or more brigade members request one in writing.
- (2) The Secretary is to give at least 14 days' notice of a special general meeting to all brigade members.
- (3) In a notice given under subclause (2) the Secretary is to specify the business which is

to be conducted at the meeting.

- (4) No business is to be conducted at a special general meeting beyond that specified in the notice given under subclause (3) in relation to that meeting.

#### **6.5 Notice of a meeting**

- (1) Notices of meetings of the Bush Fire Brigade are to be in writing.
- (2) The notice of a meeting shall—
  - (a) set out the date, time and place of the meeting;
  - (b) set out particulars of motions of which notice has been given; and
  - (c) in the case of special meetings, set out particulars of the business to be transacted.
  - (d) Notices of Executive Committee meetings may be given in writing in accordance with subclause (1) or by such other means as the Executive Committee may decide at an Executive Committee meeting.
- (3) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting, the subject of notice or any resolutions passed at the meeting.

#### **6.6 Quorum**

- (1) Except for Executive Committee Meetings, the quorum for a meeting of the brigade is at least 50% of Executive Committee members and a total of not less than 7 members.
- (2) Notwithstanding the provision of subsection (1) the CBFCO may vary these requirements to with the approval of the local government.
- (3) No business is to be transacted at a meeting of the Bush Fire Brigade unless a quorum of brigade members is present in person.

#### **6.7 Voting**

- (1) Each eligible brigade member is to have 1 vote.
- (2) Voting to be in the form of:
  - (a) In person
  - (b) Pre arrange public electronic meeting format (i.e. ZOOM)
  - (c) Public telephone conversation (i.e. speaker phone)
  - (d) Voting via proxy is not permitted
- (3) In the event of an equality of votes, the person presiding may exercise a casting vote.
- (4) Subject to these Rules, where a decision is to be made by the Bush Fire Brigade, then the decision may be made by a resolution passed by a majority of the brigade's members.

### **PART 7-GENERAL ADMINISTRATION MATTERS**

#### **7.1 Funds**

The funds of a Bush Fire Brigade are to be used solely for the purpose of fulfilling the objectives of the Bush Fire Brigade.

#### **7.2 Financial year**

The financial year of a Bush Fire Brigade is to commence on 1 July and end on 30 June of the following year.

#### **7.3 Banking**

- (1) The funds of a Bush Fire Brigade are to be placed in the Bush Fire Brigade's bank account and are to be drawn on only by—
  - (a) cheques signed jointly by any 2, of the Captain, 1<sup>st</sup> Lieutenant, Secretary or Treasurer; or
  - (b) authorised use of electronic banking by the Secretary or Treasurer in accordance with subclause (2).
- (2) For the purposes of subclause (1)(b), any 2 of the Captain, 1<sup>st</sup> Lieutenant, Secretary or Treasurer may authorise in writing the use of electronic banking to draw on the brigade's funds.

#### **7.4 Auditing**

- (1) The Bush Fire Brigade shall supply on request to the local government the brigade's full financial records for the financial year.
- (2) The local government may request the brigade's financial and accounting records for a review at any time.

### **7.5 Disclosure of interests**

- (1) A brigade member shall disclose to the Bush Fire Brigade or the Executive Committee any financial or personal interest (whether direct, indirect or perceived) he or she may have in any matter being considered by the Bush Fire Brigade or the Executive Committee, as appropriate.
- (2) If an interest has been disclosed under subclause (1), then the Bush Fire Brigade or Executive Committee, as appropriate, is to decide, in the absence of the brigade member who disclosed that interest, whether or not the brigade member is to be permitted to vote on that matter.
- (3) Where the Bush Fire Brigade or Executive Committee, as appropriate, decides under subclause (2), that a brigade member is not permitted to vote on the matter, then her or his vote is to be taken to have no effect and is not to be counted.

### **7.6 Dispute Resolution**

- (1) Any dispute between brigade members may be referred to the Captain or to the Executive Committee for resolution.
- (2) Where a dispute referred under subclause (1) is considered by the Captain or the Executive Committee to concern the general interests of the Bush Fire Brigade, then the Captain or the Executive Committee, is to refer the dispute to the annual general meeting, an ordinary meeting or a special general meeting of the Bush Fire Brigade.
- (3) The local government is the final authority on matters affecting the Bush Fire Brigade and may resolve any dispute which is not resolved under subclause (1) or (2).

## **PART 8-NOTICES**

### **8.1 Notices**

Where any notice other than a notice of meeting is to be given under these Rules, the notice may be given by—

- (a) personal delivery;
- (b) post;
- (c) Email;
- (d) short message service (SMS) or the like; or
- (e) facsimile transmission, or
- (f) any other method approved by the local government



## SCHEDULE 2-MEMBERSHIP FORM APPLICATION TO JOIN A BUSH FIRE BRIGADE



1.  **BRIGADE NAME**  **LOCAL GOVERNMENT**

2. Emergency services volunteers are required to be fully vaccinated for COVID-19

COVID-19 vaccination sighted by Brigade member:

Dose 1 ☐ Dose 2 ☐ Booster ☐

Most recent date

3. MR ☐ MRS ☐ MISS ☐ MS ☐

4. **SURNAME** BLOCK LETTERS

5. **GIVEN NAMES** (IN FULL)

6. **DATE OF BIRTH**  FEMALE ☐ MALE ☐

7. **ADDRESS** HOME  POSTAL

8. **TELEPHONE** HOME  WORK  MOBILE  PAGER

EMAIL

9. **MEMBERSHIP TYPE** (please ✓)

ACTIVE	[A person who will become involved in the operational work of the brigade]	<input type="checkbox"/>
AUXILIARY	[A person involved only in a support role (e.g. Communications/Admin)]	<input type="checkbox"/>
CADET	[An enrollee who is under 16 years of age]	<input type="checkbox"/>

10. **NEXT OF KIN DETAILS**

FULL NAME	<input type="text"/>		
ADDRESS	<input type="text"/>		
TELEPHONE	<input type="text"/>	RELATIONSHIP	<input type="text"/>

11. **BRIGADE TRAINING CARRIED OUT (IF KNOWN)**

Course Title	Location	Date of Course

I certify that the above particulars are true and correct

12. **APPLICANT**

PARENT/GUARDIAN (IF UNDER 16 YEARS OF AGE)

SIGNATURE

DATE

SIGNATURE

DATE

13. **AUTHORISED: BRIGADE CAPTAIN/SECRETARY**

FIRE SERVICE USE ONLY  
ENTERED INTO RMS

MEMBERSHIP NUMBER

INITIALS

DATE





## PROTECTIVE CLOTHING REQUISITION

### WA BUSH FIRE SERVICE



NAME OF BRIGADE:

Members Name:

DELIVERY DETAILS:

Jacket Size: Size: XS S M L XL 2XL 3XL 4XL Comments:

Trouser Size: Size: 72r 77r 82r 87r 92r 102r 107r 112r 117r Comments:

Helmnet: Colour: White Yellow Red

Boots: Size: 3 3.5 4 4.5 5 5.5 6 6.6 7 7.5 8 8.5

Gloves: Size: 2XS XS S M L XL 2XL 3XL Comments:

Torch: Bag: Face resperator: Googles: Name Badge: Yes No Printed Name:

Comments:



**Minister for Emergency Services; Innovation and ICT; Medical Research; Volunteering;  
Deputy Leader of the Government in the Legislative Council**

Our Ref: 62-33305

Mr Andrew Dover  
Chief Executive Officer  
Shire of Pingelly

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

Dear Mr Dover

Thank you for your correspondence dated 30 March 2023 regarding the Shire of Pingelly proposed Bush Fire Brigades Local Law 2023.

I note that public submissions on the proposed local law closed on 9 March 2023. It is not clear from the available information when local public notice was given.

Your correspondence was forwarded to the Department of Fire and Emergency Services (DFES) for comment. DFES has provided the following feedback (noting, however, that public consultation has closed):

DFES notes that the proposed local law is based on the Shire of Pingelly Bush Fire Brigade Local Law 2022.

DFES suggests careful editing, including the use of full stops within the clause references in the 'Table of Contents' and throughout the document.

DFES notes that the *Fire Brigades Regulations 1943* stipulate eligibility criteria for volunteer brigades formed under the *Fire Brigades Act 1954*. Regulation 159C provides for eligibility of probationary members from 16 years if they have parental/guardian consent and the brigade's captain is satisfied that the prospective member is able to perform the requisite duties. The Shire may wish to consider adding these protective mechanisms within their clause 4.2.

I thank you for writing to me on this matter and trust this information is of assistance.

Yours sincerely

Hon Stephen Dawson MLC  
**MINISTER FOR EMERGENCY SERVICES**

**24 APR 2023**



**From:** [Steven Elliott](#)  
**Sent:** Monday, 1 May 2023 4:48 PM  
**To:** [Storm Nyssen](#)  
**Subject:** RE: Proposed Bush Fire Brigades Local Law 2023 - Shire of Pingelly

---

Good afternoon,

This email is regarding the Shire's proposed Bush Fire Brigades Local law. Some comments are provided below.

### **Bush Fire Brigades Local Law 2023**

#### **1. Public notice – Minimum submission period**

The Shire has provided a copy of its public notice to the Minister, as required by the *Local Government Act 1995*.

The documents provided by the Shire do not clearly indicate the date when the public notice was published. Accordingly, the Department is unable to confirm whether the Shire held a sufficient submission period of six weeks.

The Shire should confirm that a sufficient submission period occurred and that evidence exists to demonstrate this to the Joint Standing Committee on Delegated Legislation.

If the Shire concludes that an insufficient submission period was held, please notify the DLGSC so that further assistance can be provided.

#### **2. Local law partially made under other legislation – Bush Fires Act**

The Department is aware that this local law is partially made using the powers provided by the *Bush Fires Act 1954*.

Accordingly, the Shire should ensure that a copy of the draft has been provided to the Minister for Emergency Services, presuming this has not already occurred. If the Minister does not receive a copy of the draft, this may impact the local law's validity.

The Department is also mindful that the Minister for Emergency Services and the Department of Fire and Emergency Services (DFES) possess subject-specific knowledge in relation to bush fires and emergency response. Accordingly, any suggestions they provide in relation to content should be given full consideration.

#### **3. Minor edits**

The following minor edits are suggested:

- **Clause 1.4:** Change "*Government Gazette*" to italics.
- **Clause 2.5:** Change "a local government" to "the local government".
- **Clause 3.3:** Delete "thereto".

The Shire should also ensure that all references and cross references are checked, particularly if any further changes are made to the draft prior to submission to Council.

**Minister's Directions – pursuant to s 3.12(7) of the *Local Government Act 1995***

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*. The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). A copy of the Directions is also available at the Committee's webpage at the Parliament WA website. Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire's consideration; and
- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire's policies and objectives.

Kind regards

**Steven Elliott**

A/Principal Strategy Officer  
Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
GPO Box R1250, Perth WA 6844  
Web [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)

*The Department acknowledges the Aboriginal peoples of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders past and present.*

---

**From:** Storm Nyssen <storm.nyssen@pingelly.wa.gov.au>  
**Sent:** Thursday, 30 March 2023 10:39 AM  
**To:** Minister.Carey <Minister.Carey@dpc.wa.gov.au>  
**Cc:** Andrew Dover <andrew.dover@pingelly.wa.gov.au>  
**Subject:** Proposed Bush Fire Brigades Local Law 2023 - Shire of Pingelly

Dear Minister Carey,

Please find attached a cover letter, regarding the Shire of Pingelly's Proposed Bush Fire Local Law 2023. I have also attached a copy of the Shire of Pingelly's proposed Bush Fire Local Law 2023, and the Local Public Notice, that has been advertised.

The Shire of Pingelly adopted a Bush Fire Local Law 2022 previously. This document is the same as the Bush Fire Local Law 2023 which is attached as above with the exception of the dates. Unfortunately following gazettal, the Shire was not able to demonstrate to Joint Standing Committee that the 2022 document had been advertised for the required 6 weeks and therefore the process was required to restart. Included below this email, is the previous comments from the Shire of Pingelly's Proposed Bush Fire Local Law 2022.

Kind regards



**Storm Nyssen**  
**Governance and Executive Officer**

P 08 9887 1066  
E [storm.nyssen@pingelly.wa.gov.au](mailto:storm.nyssen@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 8.30am to 5.00pm



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**From:** Steven Elliott <[steven.elliott@dlgsc.wa.gov.au](mailto:steven.elliott@dlgsc.wa.gov.au)>

**Sent:** Monday, 28 February 2022 12:50 PM

**To:** Ruth Gibbs <[ruth.gibbs@pingelly.wa.gov.au](mailto:ruth.gibbs@pingelly.wa.gov.au)>

**Subject:** ILM22147 - ADM0103 - Department of Local Government - Comments on proposed bush fire brigades local law

Dear Ms Gibbs,

This email is regarding the Shire's proposed bush fire brigades local law. The Department did not identify any critical issues, but some minor comments are provided below.

## **Bush Fire Brigades Local Law 2022**

### **1. Bush Fires Act – Minister to be notified**

The Department is aware that this local law is partially made using the powers provided by the *Bush Fires Act 1954*.

The Shire should ensure that a copy of the draft is sent to the Minister for Environment for comment, presuming this hasn't occurred already. If a draft isn't supplied to the Minister, this may impact the local law's validity.

### **2. Previous local law potentially needing repeal**

The Department has confirmed that the Shire published a bush fire brigade local law in the *Government Gazette* of 7 November 1995.

The Department has been unable to confirm whether this local law was ever repealed. The Shire should check the local law's status. If the local law is currently in force, then the Shire will want to include a repeal clause which repeals this earlier local law.

### **3. Minor edits**

The following minor edits are suggested:

- **Contents:**
  - Delete the entry for "1.3 Simplified outline of this Local Law" and renumber the remaining clauses accordingly.
  - Ensure that contents page matches the content of the local law.
- **Clause 1.2:**
  - Realign the clause title.
  - Insert a space between "Government" and "Gazette".
- **Clause 1.3:**
  - Consider simplifying the definition for "**Direct Communications**".
  - Put brackets around the paragraph designator for subclause (2).
  - The definition for "**Fire Weather Officer**" is incomplete and should be reviewed.
  - The definitions for "**Normal Brigade Activities**" And "**Regulations**" should be moved to new lines.
- **Part 3 Division 2** – Designate "Local Government responsible for structure" as clause 3.2 and renumber the remaining clauses in Part 3 accordingly.
- **Clause 3.6:**
  - In subclause (3)(h) change "Fire Brigades Act" citation to italics.
  - Put brackets around the designator "4" and reformat the subclause for consistency.
- First instance of clause 4.1: Renumber to "3.6" for consistency.
- First instance of clause 4.2: Renumber to "3.7" consistency.
- **Clause 4.4:**
  - The designation "(1)" can be deleted as the clause doesn't have any other subclauses.
  - In paragraph (d) reformat the last line.
- **Schedule 1:**
  - **Clause 1.1:**
    - The text after clause 1.1 skips to the next page.
    - The paragraph starting with "Unless the context otherwise" should be designated as subclause "(1)" and the remaining subclause redesignated "(2)".
  - **Clause 5.3 and 5.4:** Remove the designator "(1)".
  - **Clause 6.6:** Insert a space between "7" and "members".
- Ensure consistent formatting of clauses and clause titles.
- Ensure that titles of legislation are in italics.
- Change all instances of "sub-clause" to "subclause".

- Ensure that all references and cross references are accurate, particularly if any changes are made as a result of the Department's comments.

-

**Minister's Directions – pursuant to s 3.12(7) of the *Local Government Act 1995***

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*. The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
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Fax: 9222 7805

A copy of the Minister's Directions and Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire's consideration; and
- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire's policies and objectives.

Kind regards

**Steven Elliott**

Senior Legislation Officer  
Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
GPO Box R1250, Perth WA 6844  
Telephone [+61 8 6552 1642](tel:+61865521642)

Email [steven.elliott@dlgsc.wa.gov.au](mailto:steven.elliott@dlgsc.wa.gov.au)

Web [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)

*The Department acknowledges the Aboriginal peoples of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders past and present.*



Department of  
**Local Government, Sport  
and Cultural Industries**



Customer Focused



Responsive



Respectful



Accountable



Innovative



Department of  
**Local Government, Sport  
and Cultural Industries**



Customer Focused



Responsive



Respectful



Accountable



Innovative

### **14.3 Adoption of the Pingelly Community Plan 2023**

<b>File Reference:</b>	<b>ADM0310</b>
<b>Location:</b>	<b>Not Applicable</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>Pingelly Community Plan 2023</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary**

Council is requested consider adopting the Pingelly Community Plan 2023 in order to guide the strategic priorities over the next four years.

#### **Background**

In accordance with Section 5.56 of the *Local Government Act 1995* all local governments in Western Australia are required to effectively plan for the future as outlined in the Integrated Planning Framework. The intent of the framework is to ensure that priorities and services provided by local government are aligned with community needs and aspirations, and in doing so, facilitate a shift from a short-term resource focus to long-term value creation.

The Integrated Planning Framework is comprised of a number of plans, namely the Strategic Community Plan, the Corporate Business Plan, the Workforce Plan, Asset Management Plan and the Long Term Financial Plan. The Strategic Community Plan is designed to set the overall direction and goals for 10 years. The Corporate Business Plan is responsible for activating this strategic direction over a period of 4 years with into specific priorities and actions at an operational level to inform the annual budget. The Workforce Plan, Asset Management Plan and the Long Term Financial Plan then are to organise the workforce, assets and finances to achieve the actions contained in the Corporate Business Plan. These plans are reported upon every year, a minor review is conducted every 2 years and a major review every 4 years.

This Framework can be difficult to follow and onerous and costly to review. Therefore, many local governments have amalgamated the plans (the Strategic Community Plan and the Corporate Business Plan) into one. In consultation with the Council, the Shire of Pingelly has created one holistic plan – the Pingelly Community Plan.

#### **Comment**

The Shire engaged an independent expert in Catalyse to create the Pingelly Community Plan. Catalyse have an excellent reputation and have recently developed similar plans for WALGA and the following local governments: Albany; Boddington; Bridgetown-Greenbushes; Dardanup; Bunbury; Broome; Northam; Esperance and Donnybrook Balingup.

The development of the Pingelly Community Plan took place over two stages – firstly the Pingelly Perception Survey which informed the Plan and secondly the drafting of the Plan based on community feedback, existing plans and Councillor's input. An externally facilitated community workshop and Councillor feedback on this initial draft further refined the document.

It is intended that a Pingelly Perception Survey is conducted every 2 years and that this Plan is reviewed annually to ensure that it is up to date to keep pace with community expectations with a major review in 4 years. As a result, any suggested modifications can be noted and incorporated into the document upon the annual review.

#### **Consultation**

The Pingelly Perception Survey is an independent and comprehensive survey completed by 108 community members on all aspects of the Shire of Pingelly. This response rate is approximately 10% of the overall community, which is higher than the percentage achieved by many other local governments. All community members were invited to take part with scorecard invitations sent directly to all households and residential PO boxes within the Shire

of Pingelly. The survey was also available online and was repeatedly advertised in the Pingelly Times and Facebook. The draft Plan has been developed to address the priorities stated by the community in this survey and through other plans (such as the current Strategic Community Plan and the Corporate Business Plan) and workshops.

### Statutory Environment

Section 5.56(1) and (2) of the *Act* requires that each local government is to plan for the future of the district, by developing plans in accordance with the regulations. Regulations specify what a 'plan for the future' should involve. In particular, local governments are required to develop and adopt a Strategic Community Plan and a Corporate Business Plan. The Pingelly Community Plan complies with the requirements of these regulations in relation to both these plans.

The regulations also require each local government to include in its Annual Report any changes to either of the above plans.

### Policy Implications

Nil

### Financial Implications

There are no specific financial implications from the adoption of this Plan, although many of the priorities will require an injection of both financial and workforce resources.

### Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.8	Maintain strategic and corporate planning documents as outlined in the Integrated Planning and Reporting Framework
Strategy 5.8.1.1	Review the Strategic Community Plan (2022/2023)
Strategy 5.8.1.2	Develop the Corporate Business Plan

### Risk Implications

Risk	As this Plan is a legislative requirement, failure to adopt a Plan would result in non-compliance with the Local Government Act.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Reputational / Legislative
Risk Action Plan (Controls or Treatment Proposed)	Nil

### Risk Matrix

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:**

Absolute Majority

**Officer's Recommendation:**

**That Council adopts the Pingelly Community Plan 2023.**

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

# Our plan for the future

Pingelly Community Plan 2023-2033



# Contents

To be provided

# Introduction

Welcome to the Pingelly Community Plan. This plan combines the Strategic Community Plan and Corporate Business Plan into one succinct document – our Council Plan, our plan for the future.

More than 130 community members, representing 15 percent of adult residents, helped to shape this plan. It addresses three key areas:

- Where are we now?
- Where do we want to be?
- How do we get there?

This plan embraces the FUTYR® strategic planning approach, follows the Integrated Planning and Reporting Framework guidelines and satisfies a legislative requirement for all local governments to have a plan for the future.

This plan describes:

- A future vision for the Shire of Pingelly
- How the Shire will achieve and resource its objectives
- How success will be measured and reported

## Acknowledgement of Country

The Shire of Pingelly acknowledges the Noongar people of this area and recognises their continuing connection to land, waters, and community. The Shire pays respect to all Aboriginal and Torres Strait Islander people - past, present, and emerging.

# Executive Message

Insert 200-250 word message from Shire President / CEO

INSERT HEADSHOT

**Cr William Mulroney ESM**  
Shire President

INSERT HEADSHOT

**Andrew Dover**  
Chief Executive Officer

# Pingelly at a glance

The Shire of Pingelly is a picturesque rural location in the Wheatbelt region of Western Australia, with rich cultural heritage and a strong sense of community. It's where wheat, barley and canola fields meet the rugged beauty of natural woodlands and pristine wetlands, and the beautiful Avon River flows.

Pingelly derives its name from the Noongar word for a water place, being Pingeculling. The area has been home to the Noongar people for over 45,000 years, with Boyagin Rock holding a place of deep spiritual significance for Noongar people. For centuries, Noongar families have come together at this sacred site to talk and yarn and share stories. Noongar people believe that this is the last resting or sleeping place of the Waugal.

Europeans first settled in Pingelly in 1846 when shepherds took up leases around freshwater springs. Incomes were supplemented by cutting sandalwood trees, hunting kangaroos and stripping mallet bark to tan leather. A permanent settlement was established around 1860 and the town was gazetted in 1898.

The region offers rare insights into Western Australia's colonial heritage. Historical buildings are being lovingly preserved and restored in the three main townsites - Pingelly, Moorumbine and Dattening. The Moorumbine Heritage Trail is a short walk or drive through the old townsite, featuring early settlers' cottages and St Patrick's Anglican Church, which was consecrated in 1873 and is still in use today. The annual Pingelly Heritage Festival is a popular event that showcases the area's history and culture, with vintage machinery displays, heritage walks, and traditional country music performances.

Today, the Shire of Pingelly is home to around 1,067 people, with total economic output in 2022 estimated to be \$134 million. Primarily an agricultural area, agriculture contributed around \$70 million. The next biggest contributors were rental, hiring and real estate (\$11 million), and transport, postal and warehousing (\$11 million).

The region contains some of the richest and most diverse floral areas in the world, drawing large number of visitors to the area. Tourists enjoy bushwalking, birdwatching, and camping, along with scenic drives and picnics in the Avon Valley National Park, Tutanning and Dryandra Woodland. Tutanning is an important natural remnant of original fauna and flora, with more than 750 species of wildflowers. Dryandra Woodland is home to more than 100 bird species and 24 mammals.

Barna Mia Animal Sanctuary provides an opportunity for visitors to view endangered marsupials in a natural setting. Other popular tourist activities and events include the annual Agricultural Show, Pingelly Astro Fest, Pingelly Mardi Gras and Pingelly FAM Festival, the extraordinary reincarnation of the renowned Pingelly Tulip Festival.

The local community is welcoming and inclusive. A big part of the region's charm is in the positive nature of local residents. There is a strong drive to work together to make Pingelly and surrounds a great place to live, work and visit.

## Population

2022, ABS Estimated Residential Population

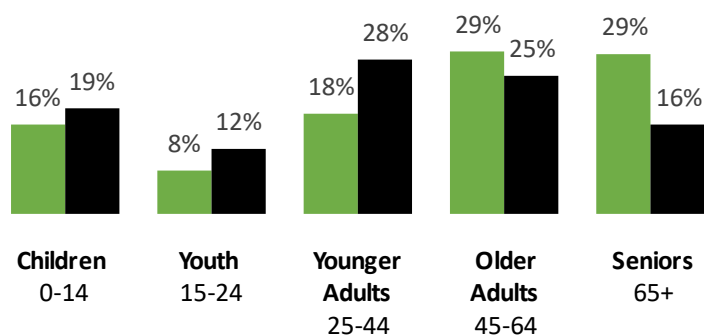


1,067

## Age profile

2021, ABS Census

■ Shire of Pingelly ■ WA



## Housing diversity

Separate house  
2021, ABS Census



98.1%

WA: 79.7%

## Median rent

2021, ABS Census



\$200

WA : \$260

## Connected

Travel time to Perth



107 mins

## Households that speak a non-English language

2021, ABS Census



4.5%

WA: 21.2%

## Aboriginal and/or Torres Strait Islander people

2021, ABS Census



10%

WA: 3.3%

## Need assistance with core activity

2021, ABS Census



7.4%

WA: 4.6%

## Gross regional product

June 2022

\$72.9  
million

## Year 12 qualification or higher

Among 15+ year olds  
2021, ABS

38%

WA: 66.4%

## Unemployment rate

June quarter 2022,  
National Skills  
Commission

4.8%





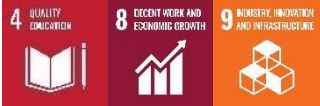

WA: 3.4%

# Priorities

Priorities shift over time in response to what’s happening locally and globally. To provide quality of life outcomes, local government must stay abreast of and adapt to changes in the political, environmental, social, technological, economic and legal landscape. We must also respond to changing community expectations.


## Global priorities

The United Nations’ Sustainable Development Goals (SDGs) provide a global roadmap to increase prosperity, end social injustice and poverty, and improve health and wellbeing, all while protecting the environment for current and future generations. 17 goals were agreed by all UN member states, including Australia. Our Council will be a catalyst for change, promoting and facilitating the achievement of goals and relevant targets in the local community. Learn more about the SDGs at <https://sdgs.un.org/goals>.

	People	Planet	Place	Prosperity	Performance
					

## State priorities

In 2020, the COVID-19 pandemic exposed worldwide vulnerabilities, drawing attention to the need for healthy communities and resilient economies. The State Government of Western Australia responded with a WA Recovery Plan. Learn more about the Government of Western Australia’s priorities at [www.wa.gov.au/government/wa-recovery](http://www.wa.gov.au/government/wa-recovery).

	People	Planet	Place	Prosperity
	<ul style="list-style-type: none"> <li>Supporting our most vulnerable</li> <li>Putting patients first</li> </ul>	<ul style="list-style-type: none"> <li>Investing in renewable energy and new technologies</li> <li>Green jobs and environmental protection</li> </ul>	<ul style="list-style-type: none"> <li>Building infrastructure</li> <li>Maintenance blitz</li> <li>Major road construction</li> <li>Building community infrastructure</li> <li>Housing construction</li> </ul>	<ul style="list-style-type: none"> <li>Driving industry development</li> <li>Unlocking future mining opportunities</li> <li>Revitalising culture and the arts</li> <li>Supporting small businesses</li> <li>Buying local</li> <li>Growing WA’s food industries</li> <li>Investing in our tourism sector</li> <li>Boosting local manufacturing</li> <li>Rebuilding TAFE and reskilling our workforce</li> <li>Building schools for the future</li> <li>Unlocking barriers to investment</li> </ul>



To understand local needs and priorities, the Shire of Pingelly commissioned an independent review. In March 2022, 108 community members completed a MARKYT® Community Scorecard. Local roads were the top priority followed by economic development, community safety, responsible growth and development, and services and facilities for youth.

COMMUNITY PRIORITIES (% of respondents)



# Our purpose

The Shire of Pingelly exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

This is in accordance with the *Local Government Act 1995* (Section 1.3 (3) Role of Local Government).

We fulfil our purpose through the following roles:

<b>Lead</b>	We lead strategic planning to create and achieve a shared vision for the future.	<b>Provide</b>	We provide infrastructure, services and events to meet local needs.
<b>Advocate</b>	We are a voice for the local community on contemporary issues.	<b>Educate</b>	We deliver public education programs for improved sustainability and wellbeing.
<b>Facilitate</b>	We enable service delivery through partnerships, funding and other support.	<b>Regulate</b>	We regulate compliance with legislation, regulations, local laws and policies.

# Our values

We conduct ourselves in line with values the local community cares deeply about.

Accountable	Competence	Integrity	Teamwork	Respect	Adaptability
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# Our Vision

Pingelly: Positive by nature - let's grow together!

# Our plan on a page

To achieve the vision, the community helped shape a plan for the future.

There are five core performance areas in this plan - people, planet, place, prosperity and performance. These areas are interrelated, and each must be satisfied to deliver excellent quality of life in the Shire of Pingelly.

For each area, there is an overarching aspirational statement and desired outcomes, summarised below. Over the following pages, we explore each area in more detail. We describe the current situation, recent achievements, what we will keep doing, and our plan for the future. “What we will keep doing” covers business as usual activities, with a focus on continuous improvement. “Our plan for the future” describes priority projects to meet local needs and objectives. When deciding on priority projects, Council considers a range of comprehensive supporting strategies and community suggestions.

	People	Planet	Place	Prosperity	Performance
<b>Aspiration</b>	With our positive nature, we are creating a safe, caring and inclusive community for all to enjoy.	Pingelly’s natural areas and systems are healthy and thriving, and natural resources are being used sustainably.	Our heritage buildings are being thoughtfully restored and preserved and we are investing in safe roads and quality infrastructure to enhance our quality of life.	Pingelly is attracting government and private investment, helping to grow and strengthen the economy, attract visitors, and deliver job security now and for the future.	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.
<b>Outcomes</b>	<ol style="list-style-type: none"> <li>1. Pingelly is an acclaimed hub of creativity, culture and heritage in the Wheatbelt.</li> <li>2. A caring and supportive community for all ages and abilities.</li> <li>3. A safe, healthy and active community.</li> </ol>	<ol style="list-style-type: none"> <li>4. Local natural assets and ecosystems are being sustainably managed and preserved.</li> <li>5. An aware and resilient community equipped to respond to natural disasters and emergencies.</li> </ol>	<ol style="list-style-type: none"> <li>6. A great place to live.</li> <li>7. People can move around easily, safely and sustainably.</li> </ol>	<ol style="list-style-type: none"> <li>8. Sustainable economic growth with decent learning opportunities and work for all.</li> <li>9. Visitor numbers are growing.</li> </ol>	<ol style="list-style-type: none"> <li>10. Effective leadership and governance.</li> <li>11. Positive customer experiences.</li> </ol>

# People

With our positive nature, we are creating a safe, caring, and inclusive community for all to enjoy.

Current situation	Recent achievements	What we will keep doing
<p>The Shire of Pingelly is a welcoming place with strong community connections. As a place to live, 96% of community members provide a positive rating.</p> <p>The Pingelly Recreation and Cultural Centre is a remarkable community-driven project, demonstrating what is possible in small communities when people harness their energy to make a dream a reality.</p> <p>98% of community members rate local sport and recreation facilities and services positively, and the performance score is 12 points ahead of the industry average.</p> <p>Playgrounds, parks, and reserves are also high performers, with 95% of the community providing positive ratings and the performance score is 9 points ahead of the industry average.</p> <p>There is a need to continue enhancing services and facilities for all life stages, with a current focus on young people. Only 40% of community members rate services and facilities for youth positively and the performance score is 15 points below the industry average.</p> <p>The community is also keen for the Shire to prioritise initiatives to improve community safety, and to preserve and promote local history and heritage.</p>	<p><b>Construction of the Pingelly Recreation and Cultural Centre (PRACC)</b> The Shire's largest investment to date, this project involved extensive collaboration between Council and the community. The centre provides a modern and versatile space for sports, arts and community events.</p> <p><b>Strong commitment to youth</b> In response to youth needs for improved health and wellbeing, safety, education, future employment and involvement in local decisions, Council prepared the Pingelly Youth Strategy 2021-2025 and Pingelly Youth Concept Plan.</p> <p><b>Pingelly Culture and Arts Framework</b> In 2023, the Shire collaborated with key stakeholders and community members to develop the Pingelly Culture and Arts Framework. This framework recommends 15 actions to improve arts, crafts and events, Pingelly Wilman Noogar cultural expression, and local history and heritage.</p> <p><b>People of Pingelly – Past &amp; Present</b> Thanks to funding obtained through the Federal Government's Foundation for Rural and Regional Renewal grant, the People of Pingelly project has captured and preserved local history and memories.</p>	<p>Council will continue to deliver and support services that contribute to achievement of the People aspiration and outcomes, such as:</p> <ul style="list-style-type: none"> <li>• Community development</li> <li>• Community Grant Scheme</li> <li>• Pingelly Youth Network</li> <li>• Pingelly Recreation and Cultural Centre</li> <li>• Kidsport grants</li> <li>• Pingelly Skatepark</li> <li>• Pingelly Community Swimming Pool</li> <li>• Children and youth services</li> <li>• Seniors' services</li> <li>• Disability Access and Inclusion</li> <li>• Community events</li> </ul> <p>The Shire will continuously review and improve service delivery in these areas as part of its service area planning.</p>

# Our plan for the future

● Covered by existing resources    ○ Needs additional funding

## Outcome 1. Pingelly is an acclaimed hub of creativity, culture and heritage in the Wheatbelt.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
1.1. Grow community and visitor involvement in art, crafts and community events.	1.1.1. Investigate options to design and install a large, iconic piece of play equipment and public art in the shape of Pingelly's mammal emblem, the Numbat.		DEC	●				
	1.1.2. Support the Arts and Crafts Hub Establishment Committee to progress concept design, planning and operations for Pingelly's new Arts and Crafts Hub.	Pingelly Culture and Arts Framework	DEC	●				
	1.1.3. Acquire and refurbish 25 Parade Street to provide arts and crafts spaces for workshops, courses, and artists-in-residence programs.	Pingelly Culture and Arts Framework	DEC	●	○	○		
	1.1.4. Seek funding for public art in Pingelly, prioritising installations that enhance the main street.	Pingelly Culture and Arts Framework	CDO	●	●	●		
	1.1.5. Support a program of annual community and signature events, such as the Heritage Festival, Mother's Day and Christmas Markets, and Tutanning Wildflower Walk, and two-yearly events such as Astrofest and Country Collective.	Engagement Strategy (2023); Pingelly Culture and Arts Framework	CDO	●	●	●	●	
	1.1.6. Add a new signature event of the Flowers, Art and Music (FAM) Festival to the annual events calendar to raise Pingelly's profile as the Centre for Creativity, Culture and Heritage.	Tourism Strategy (2020-24); Age Friendly Community Plan 2017-2020, Youth Strategy (2021-25); Pingelly Culture and Arts Framework	CDO	○	○	○	○	
	1.1.7. Support the development of community led events such as an annual Harvest Ball event.		CEO	●	●	●	●	
	1.1.8. Develop a campaign to promote greater awareness and participation in local community activities and events.	Tourism Strategy (2020-24)	CDO	●				
1.2. Grow respect for and celebration of cultural diversity.	1.2.1. Consult with the Wilman Noongar people to explore and adopt dual naming for key places and buildings.	Pingelly Culture and Arts Framework	CDO	●	●	●	●	
	1.2.2. Work with the local Aboriginal Cultural Committee to develop a program to improve cultural sensitivity and awareness across the broader community.		CEO	●	●	●	●	

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
	1.2.3. Support the establishment of a Wilman Noongar Cultural Centre on the Noongar Reserve in Phillip Street.	Pingelly Culture and Arts Framework	DEC	●	○	○		
	1.2.4. Prepare and implement the Reflect: Reconciliation Action Plan (RAP).  <i>This is the first of four stages in Reconciliation Australia's RAP Framework. It involves scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on a shared vision for reconciliation and exploring the Shire's sphere of influence.</i>		CEO	●	○			
	1.2.5. Prepare and implement an Innovate: Reconciliation Action Plan (RAP) in collaboration with Wilman Noongar people.  <i>This is the second of four stages in Reconciliation Australia's RAP Framework. This plan focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, and developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples.</i>		CEO			○	○	
1.3. Preserve and showcase our rich local history and heritage.	1.3.1. Support the History and Heritage Committee to oversee the collection, maintenance and accessibility of Pingelly's history and heritage.	Pingelly Culture and Arts Framework	DEC	●				
	1.3.2. Design and seek funding to construct the Pingelly Heritage Hub - a purpose-built structure to house historic machinery, sulkies and buggies, sheet metal equipment etc, adjacent to the Town Hall.	Pingelly Culture and Arts Framework	DEC	●				
	1.3.3. Construct the Pingelly Heritage Hub.	Pingelly Culture and Arts Framework			○	○		
	1.3.4. Develop a marketing campaign to promote the Pingelly Heritage Hub.		CDO				○	
	1.3.5. Provide and upgrade informative signage along the Pingelly Heritage Trail through the town centre.		CDO	●				
	1.3.6. Support and expand the annual Pingelly Heritage Festival.		CDO	●	●	●	●	

## Outcome 2. A caring and supportive community for all ages and abilities.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
2.1. Support families, children, and young people to flourish.	2.1.1. Develop the Pingelly Early Learning Centre to provide expanded day-care services, before and after school care and improved playgroup facilities.		EMW	○				
	2.1.2. Partner with neighbouring councils to expand holiday programs for children and teenagers.	Youth Strategy (2021-25)	CDO	●	●	●	●	
	2.1.3. Revitalise the old playgroup centre to be fit-for-purpose as the new Youth Centre.	Youth Strategy (2021-25)	CEO		○			
	2.1.4. Seek funding and deliver the Pingelly Youth Precinct.	Pingelly Youth Precinct Concept Plan; Mountain Bike & Cycling Strategy (2022-26); Youth Strategy (2021-25)	CEO / DEC	○	○			
	2.1.5. Encourage and facilitate visits from youth service providers to deliver education and support services (mental health, drugs and alcohol, and other health issues).	Youth Strategy (2021-25)	CDO		●	●	●	
	2.1.6. Develop a targeted campaign to increase awareness of events and activities for young people.	Youth Strategy (2021-25)	CDO		●	●	●	
	2.1.7. Establish a biannual Youth Forum to coincide with the Strategic Community plan review and provide young people with a platform to raise local issues.	Youth Strategy (2021-25)	CDO		○		○	
2.2. Support people to age safely, happily, with dignity and respect.	2.2.1. Support the activities of the Pingelly Virtual Village.		CEO	●	●	●	●	
	2.2.2. Investigate ways to increase family and youth involvement in intergenerational activities.	Youth Strategy (2021-25)	CDO	●				
	2.2.3. Investigate ways for events and activities to be inclusive of all ages.		CDO	●				
	2.2.4. Fund a three-year program to help launch and establish the "Age is Just a Number" program.		CDO	○	○	○		
	2.2.5. Review the Aging in Pingelly Plan.		CEO	●				



Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
2.3. Advance opportunities, community participation and quality of life for people with disability.	2.3.1. Adopt a policy to progressively upgrade facilities to ensure compliance with minimum access standards as required by Australian Standards on Access and Mobility (AS 1428 suite).	DAIP (2020-25)	CEO	●				

### Outcome 3. A safe, healthy and active community.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
3.1. Partner with local police and others to improve community safety.	3.1.1. Collaborate with key stakeholders, including local Police and community members, to research and propose prioritised and costed community safety projects and initiatives for Council's consideration to include in the minor review of the Pingelly Community Plan.	Youth Strategy (2021-25)	CEO		○			
	3.1.2. Collaborate with local Police and the community to develop an overarching CCTV Plan for the region and install CCTV cameras in priority locations.		CEO	○		○		
	3.1.3. Provide new and improved solar lighting in priority locations, including the playground, Pioneer Park, Memorial Park, alleyways, and shopping areas.		EMW	○	○	○	○	
	3.1.4. Advocate for greater police presence and greater representation of First Nations people in the local police force.		Shire President	●				
	3.1.5. Investigate options to introduce a Safety House Program to provide children with safe places to go when they feel scared or threatened.		CEO		●			
3.2. Facilitate community health and wellbeing.	3.2.1. Prepare a Local Public Health Plan to satisfy requirements in the <i>Public Health Act 2016</i> .		CEO		○			
	3.2.2. Review the Pingelly Wellbeing Plan in conjunction with WA Country Health Service and Pingelly Community Resource Centre.		CEO	●				
	3.2.3. Advocate for service providers to deliver more health and wellbeing programs locally.	Youth Strategy (2021-25)	CEO	●	●	●	●	
	3.2.4. Investigate options for dental services to be delivered locally.		DEC	●				

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
	3.2.5. Support a community group to create a new community garden.		CDO	○				
	3.2.6. Investigate options for a heated and/or hydrotherapy pool in Pingelly.		EMCS	●				
3.3. Grow participation in sport and recreational activities.	3.3.1. Partner with PRACC to develop a campaign to encourage people of all ages to get involved in sport and recreation.	Age Friendly Community Plan 2017-2020	CDO		●			
	3.3.2. Renew the motocross track.		EMW	●				
	3.3.3. Construct mini pump and skills tracks with one or two features in various locations on primary cycle routes.	Mountain Bike & Cycling Strategy (2022-26)	CEO			○		
	3.3.4. Provide additional playground equipment in Memorial Park in consultation with the community.		EMW		○			
	3.3.5. Replace and add new playground equipment in Pioneer Park.		EMW			○		
	3.3.6. Seek funding for play equipment at the PRACC that is suitable for young people aged 12 to 18 years.		CEO	●				
3.4. Grow participation in volunteering.	3.4.1. Fund a three-year program to help volunteer organisations to launch and establish an annual Volunteer Open Day to promote their services and attract and retain volunteers.	Age Friendly Community Plan 2017-2020; Youth Strategy (2021-25)	CDO		○	○	○	
	3.4.2. Provide Thank a Volunteer activities and Community Awards to promote and celebrate the contribution of community groups and volunteers.		CDO	●	●	●	●	

# Planet

Pingelly's natural areas and systems are healthy and thriving, and natural resources are being used sustainably.

Current situation	Recent achievements	What we will keep doing
<p>There is high regard for Pingelly's natural environment, with the local landscape supporting local agriculture and tourism, and original fauna and flora.</p> <p>Care is being taken to conserve remaining areas of natural remnant vegetation to provide a haven for endangered species, including Woylie, Tammar Wallabies, Numbats, Possums, and Red-tailed Phascogales.</p> <p>Water is a scarce resource, and water harvesting, and conservation are high priorities for the Shire to ensure sustainability of the local water supply and to support agricultural production in the region.</p> <p>In the Shire's 2022 MARKYT® Community Scorecard, the community scored conservation and environmental management 44 out of 100. The Shire's efforts to promote and encourage the adoption of sustainable practices received a score of 40 points. Both are below industry average, bringing these areas into focus for Council.</p> <p>The community would like more done to protect and enhance Pingelly's natural environment, and to encourage the adoption of sustainable practices. Suggested initiatives included a greater focus on recycling, converting to renewable energy, switching to electric vehicles, planting more trees, and promoting verge-side greening.</p>	<p><b>Bushfire Risk Management Plan</b> Council collaborated with the Department of Fire and Emergency Services WA to prepare a local Bushfire Risk Management Plan. The plan identifies assets throughout the Shire at risk from bushfire and their priority for treatment.</p> <p><b>Community Water Supplies Partnership</b> The Shire of Pingelly was granted \$97,365 to expand the townsite's non-potable supply network to help reduce the Shire's reliance on scheme water to supplement irrigation of local sporting facilities.</p> <p>This project is helping to maintain suitable turf conditions, allowing sports to be played throughout the summer and autumn months. This offers opportunities to attract higher profile sports games and more visitors to Pingelly.</p>	<p>Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Planet aspiration and outcomes.</p> <ul style="list-style-type: none"> <li>• Protection of the environment</li> <li>• Water harvesting</li> <li>• Fire prevention and emergency management</li> <li>• Emergency services</li> <li>• Bush fires and water supplies</li> <li>• Waste management</li> <li>• Recycling</li> <li>• Environmental health management</li> <li>• Ranger services</li> <li>• Impounded animals</li> </ul> <p>The Shire will continuously review and improve service delivery in these areas as part of its service area planning.</p>

# Our plan for the future

● Covered by existing resources    ○ Needs additional funding

## Outcome 4. Local natural assets and ecosystems are being sustainably managed and preserved.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
4.1. Sustainably manage local lands, waters and ecosystems.	4.1.1. Identify priority reserves and revegetate to offset vegetation clearing requirements associated with construction of the Wheatbelt Secondary Freight Network.		EMW	○				
	4.1.2. Provide responsible cat ownership education and adopt tighter cat controls to help conserve local wildlife.		CEO	●				
4.2. Encourage the adoption of sustainable practices.	4.2.1. Identify, develop, and promote one Sustainability Demonstration Site per year, introducing and promoting new energy efficient designs and systems in Council facilities to encourage greater adoption of sustainable practices across the community.		EMW	●	○	○	○	
	4.2.2. Install a fast electronic vehicle charger for public use in the town centre.		DEC	○				
	4.2.3. Investigate alternative water source options for use by Council when undertaking activities and services that require water, such as parkland irrigation.		EMW		●			
	4.2.4. Investigate funding sources for the Realm Street Dam expansion and future drought proofing projects.		EMW		●			
	4.2.5. Install devices to measure Council's water and energy use to establish and report against sustainability targets.		EMCS			○	○	
	4.2.6. Install monitoring system on public standpipes to monitor water usage.		EMW	○				

## Outcome 5. An aware and resilient community equipped to respond to natural disasters and emergencies.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
5.1. Reduce the impact of extreme weather conditions through emergency management planning.	5.1.1. Advocate for funding and implement the Bushfire Mitigation Plan.		CESM	●		○		
	5.1.2. Construct a Bush Fire Brigade Building at West Pingelly.		EMW	●				
	5.1.3. Advocate for funding and install a large generator to enable the PRACC to fulfil its function as the Local Emergency Evacuation Centre.		EMW	○				
	5.1.4. Investigate options for reliable communications and extended mobile phone coverage in emergency vehicles, with new and emerging technologies such as Starlink and CEL-FI GO.		EMW	●				
	5.1.5. Replace weather stations to monitor conditions for Harvest and Movement Bans.		EMW	○				

# Place

Local heritage and community buildings are being thoughtfully restored and we are investing in safe roads and quality infrastructure to enhance our quality of life.

Current situation	Recent achievements	What we will keep doing
<p>The Shire of Pingelly has an area of 1,223km<sup>2</sup> and is responsible for 587km of roads, of which 211km are sealed and 376km are unsealed.</p> <p>The community's number one priority is the improved provision and management of local roads, with the local road network essential for supporting agricultural production and connecting communities.</p> <p>In the 2022 MARKYT® Community Scorecard, 66% of respondents expressed concerns with local roads. The performance index score was 30 out of 100, 19 points below the industry average. State Government funding is keenly sought to help improve road safety, with improved maintenance and repair of sealed roads, and more frequent grading and sealing of unsealed roads.</p> <p>Footpaths, trails and cycleways are also below par, with a score of 44 points. With 74% of the community deemed to be physically inactive, which is above the national average of 66%, Council recognises the community will benefit from an investment in footpaths, trails and cycleways and the establishment of a cycling culture in Pingelly.</p> <p>Other areas to address include streetscapes, planning and building approvals, and access to housing.</p>	<p><b>Wheatbelt Secondary Freight Network</b> The Wheatbelt Secondary Freight Network is a regional strategy to improve road freight safety and efficiency across the key transport routes that support the region's major industries. Council has advocated for approximately 40km of existing roads to be upgraded across the Shire of Pingelly.</p> <p><b>Mountain Bike &amp; Cycling Strategy Adopted</b> In consultation with the local community and key stakeholders, Council developed and adopted the Mountain Bike and Cycling Strategy 2022-2026. The intent of this plan is to build a local cycling culture and position Pingelly as the trails centre for the Southern Wheatbelt.</p> <p><b>Driver Reviver comes to the Town Hall</b> The Driver Reviver Centre officially opened at Pingelly's Town Hall on the 1 March 2023. Federal funding was used to upgrade the Town hall, car park and toilet facilities to make Pingelly a more welcoming stop for commuters, truck drivers and tourists.</p> <p><b>A new Pocket Park, 25 Parade St</b> The Shire was successful in obtaining grant funding for the development of a Pocket Park from RAC WA. Funds will be used to create a pocket park as part of the future arts hub next to the RSL Building and opposite Pingelly Craft Shop.</p>	<p>Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Place aspiration and outcomes.</p> <ul style="list-style-type: none"> <li>• Major Projects</li> <li>• Town planning</li> <li>• Building control</li> <li>• Pingelly Age-Appropriate Accommodation</li> <li>• Town Hall</li> <li>• Community buildings</li> <li>• Parks and playgrounds</li> <li>• Infrastructure</li> <li>• Roads</li> <li>• Transport and licensing services</li> <li>• Community Bus</li> <li>• Paths and cycleways</li> <li>• Parks, playgrounds, and streetscapes</li> <li>• Cemeteries</li> </ul> <p>The Shire will continuously review and improve service delivery in these areas as part of its service area planning.</p>

# Our plan for the future

● Covered by existing resources    ○ Needs additional funding

## Outcome 6. A great place to live.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
6.1. Provide responsible planning and development.	6.1.1. Review the Local Planning Framework to ensure adequate land supply to meet growing and changing land use needs.		CEO	○				
	6.1.2. Develop an Advocacy Strategy for adequate internet and mobile phone coverage, reticulated sewerage, and water and power supply capacity.		CEO	●				
6.2. Facilitate access to diverse and affordable housing.	6.2.1. Leverage affordable housing schemes run by the State and Federal governments when opportunities arise.		CEO	●	●	●	●	
	6.2.2. Promote serviced land that is available for standard and innovative housing developments, including workers accommodation and additional PAAA Units.		CEO	●	●	●	●	
	6.2.3. Investigate opportunities to build new housing for government employees through the Government Regional Officer Housing (GROH) program.		DEC	●				
	6.2.4. Advocate for State and Federal governments to build more community housing for older people.		CEO	●	●	●	●	
6.3. Provide attractive streetscapes, parks, and public spaces.	6.3.1. Plant infill street trees and trees in parks, including consideration of fruit trees and the endemic species list.		EMW	●	●			
	6.3.2. Educate property owners and tenants on best practice management of verges and roadside vegetation.		EMW	●	●	●		
	6.3.3. Create a program with an incentive to encourage residential and commercial property owners and tenants to improve street appeal.		EMW		○	○		
	6.3.4. Develop a program to enable wildflowers to flourish in reserves and on verges.		EMW	●	●	●	●	
6.4. Provide quality community facilities.	6.4.1. Collaborate with neighbouring councils to investigate potential for a regional crematorium.		DEC					●

## Outcome 7. People can move around easily, safely and sustainably.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
7.1. Provide safe, well-connected paths and cycleways to encourage greater use of active transport.	7.1.1. Explore the viability of partnering with neighbouring councils to construct a transport trail along the rail and water pipe corridors north to Brookton and south to Popanyinning, Cuballing and Narrogin.	Mountain Bike & Cycling Strategy (2022-26)	CEO		●			
	7.1.2. Introduce a program of bike education, trail riding, and bike repair and exchange workshops.	Mountain Bike & Cycling Strategy (2022-26)	CDO		○			
	7.1.3. Introduce an e-bike loan program for local residents and businesses to re-introduce people to cycling.	Mountain Bike & Cycling Strategy (2022-26)	CDO		○			
	7.1.4. Audit existing walking and cycling routes to identify opportunities to improve and maintain connectivity, shade and greenery.		CEO		●			
7.2. Maintain a safe, efficient road network.	7.2.1. Re-route the truck route from Park Street to Balfour and Review Street.		EMW					●
	7.2.2. Develop and construct the Wheatbelt Secondary Freight Network.		EMW	●	●	○	○	
	7.2.3. Develop and implement a 10-year roads renewal program for sealed roads.	Asset Management Plan (Roads)	EMW	●	○	○	○	
	7.2.4. Seal a 2km section of Yenellin Road.		EMW	●				
	7.2.5. Continuously improve and implement the rural roads maintenance program for unsealed roads.		EMW	●	●	●	●	
	7.2.6. Review gravel supply options to minimise construction and maintenance costs.		EMW	●				
	7.2.7. Audit street signs to determine which ones are no longer reflective at night and need to be replaced and propose a costed replacement program.		EMW		●			
7.3. Encourage greater use of shared and public transport.	7.3.1. Promote the availability of the Shire's community bus to encourage greater use by local community organisations.	Youth Strategy (2021-25)	CDO	●				



# Prosperity

Pingelly is attracting government and private investment, helping to grow and strengthen the economy, attract visitors, and deliver job security now and for the future.

Current situation	Recent achievements	What we will keep doing
<p>Home to 1,067 people, Pingelly supports 359 jobs and has an annual economic output of \$134 million.</p> <p>The agriculture, forestry and fishing industry sector makes the greatest contribution to economic output in the region, which at close to \$70 million accounts for 52% of total output.</p> <p>This industry sector is also the largest employer with 164 jobs which represents 46% of total employment within the region.</p> <p>The Shire of Pingelly is the centre of the grain, sheep, cattle, and pig farming regions in Western Australia's Central South. Primary crops include wheat, barley, oats, canola, and lupin. Other local industries include wineries, yabbie farming, aquaculture, seed cleaning and clover harvesting.</p> <p>The community would like the focus on economic development and job creation to be sustained. This was the second highest priority in the 2022 MARKYT® Community Scorecard. At 24 index points, performance was 20 points below industry average. There is a compelling case for more regional support from State and Federal Government to assist towns like Pingelly to become thriving regional towns.</p> <p>The local community has an appetite to unlock capacity and to welcome new industries and businesses to the region.</p>	<p><b>Pingelly Industry Attraction Programme</b> The Shire developed the Pingelly Industry Attraction Programme to encourage, promote and support investment, industry, and employment opportunities in Pingelly. This programme is helping to attract and establish new businesses and support the growth of existing businesses.</p> <p><b>Business Network</b> The Shire established quarterly business barbeques to foster opportunities for the local business community to network, share ideas and collaborate.</p> <p><b>Jobs Connect Program</b> The Shire of Pingelly is excited to be providing on the job training for anyone wishing to pursue a career in either the childcare or hospitality industry. This program is being run in collaboration with South Regional TAFE.</p> <p><b>Pingelly Country Collective</b> In 2022, hundreds of people gathered for the Pingelly Country Collective to celebrate the region's rich agricultural heritage. Community members and visitors enjoyed artisan markets, live music, and demonstrations of traditional farming techniques. The event was a resounding success thanks to the support of many local volunteers.</p>	<p>Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Prosperity aspiration and outcomes.</p> <ul style="list-style-type: none"> <li>• Tourism and Economic Development</li> <li>• Pingelly Industry Attraction Program</li> <li>• Jobs Connect Program</li> <li>• Pingelly Gift Card program</li> <li>• Business Directory</li> <li>• Live and Local Music Directory</li> <li>• Pingelly Community Resource Centre</li> <li>• Pingelly Library</li> <li>• Pingelly Caravan Park</li> <li>• Events</li> </ul> <p>The Shire will continuously review and improve service delivery in these areas as part of its service area planning.</p>

# Our plan for the future

● Covered by existing resources    ○ Needs additional funding

## Outcome 8. Sustainable economic growth with decent learning opportunities and work for all.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
8.1. Create and support opportunities to diversity and grow the economy.	8.1.1. Explore opportunities to make more industrial land available.		DEC	●	●	●		
	8.1.2. Prepare 3 x Investment Prospectus targeting industry, business, and new residents.		DEC	●				
	8.1.3. Promote and fund the Pingelly Industry Attraction Program.		DEC	●	●	●	●	
	8.1.4. Investigate opportunities to collaborate with UWA to leverage economic development opportunities through the UWA Farm Ridgefield.		DEC	●				
	8.1.5. Work with PRACC Inc. to attract corporate events to the PRACC to activate the facility and leverage economic opportunities.		DEC	●				
	8.1.6. Promote greater adoption of the Pingelly Gift Card program by local businesses and residents to support the Buy Local initiative.		DEC	●				
	8.1.7. Explore and implement a solution to support local organisations to promote local jobs, apprenticeships, traineeships, work experience and volunteering opportunities more effectively.	Youth Strategy (2021-25)	DEC		○			
	8.1.8. Investigate opportunities to attract and support migrant workers.		DEC	●				
8.2. Activate the town centre.	8.2.1. Investigate and implement façade refurbishment and activation programs to encourage and support main street businesses and property owners to beautify the area and fill empty shops.		CEO	●	○	○	○	
	8.2.2. Review the Activities on Thoroughfares and Trading in Public Places Local Law to enable local businesses to use footpaths for trade displays, signage, and alfresco dining.	Tourism Strategy (2020-24)	CEO	●				
8.3. Facilitate access to quality education and life-long learning opportunities.	8.3.1. Advocate for education providers (school, TAFE, and CRC) to deliver innovative training courses to prepare students for current and future workforce requirements in the Pingelly region, with a focus on one key area per year (such as shearing, childcare and aged care).	Youth Strategy (2021-25)	DEC	●	●	●	●	

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
	8.3.2. Facilitate opportunities for an independent, private secondary school to open in Pingelly.		CEO	●	●			

## Outcome 9. Visitor numbers are growing.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
9.1. Improve tourism infrastructure, accommodation, services and experiences.	9.1.1. Collaborate with the Pingelly Tourism Association and local businesses to prepare a Destination Management Plan to improve the overall experience for visitors.	Mountain Bike & Cycling Strategy (2022-26)	CEO		○			
	9.1.2. Participate in opportunities with the Wheatbelt Development Commission and Australia's Golden Outback to develop and promote regional tourism.	Tourism Strategy (2020-24)	CEO	●				
	9.1.3. Partner with regional local governments to develop the southern Wheatbelt as a destination.	Tourism Strategy (2020-24)	CEO	●				
	9.1.4. Deliver the Pingelly Caravan Park Masterplan to improve the façade, upgrade facilities and provide self-contained accommodation.	Pingelly Caravan Park Masterplan; Tourism Strategy (2020-24)	CEO / DEC / EMW	●				
	9.1.5. Strengthen visitor information services in Pingelly.	Mountain Bike & Cycling Strategy (2022-26)	CEO		○			
	9.1.6. Provide more prominent signage on Great Southern Highway and Brookton Highway to promote Boyagin Rock visitor experiences.		EMW	●				
	9.1.7. Establish an annual wildflower event at Boyagin Rock and Tuttanning.		CDO	○	○	○	○	
	9.1.8. Advocate for DBCA to enhance signage and facilities for day visitors at Tuttanning, as part of the new proposed self-drive trail to link key attractions in area.		CDO		●	●		
	9.1.9. Support local Aboriginal organisations and individuals to develop cultural experiences, such as tours, interpretive information, displays of artworks and artefacts, etc.	Tourism Strategy (2020-24)	CDO	●	●	●	●	
9.2. Establish Pingelly as a regional trails centre.	9.2.1. Design a brand strategy, with a Numbat icon, to promote Pingelly Trails.	Mountain Bike & Cycling Strategy (2022-26)	CEO		●			
	9.2.2. Develop a costed program to improve trail signage and facilities.	Mountain Bike & Cycling Strategy (2022-26)	EMW		●			

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
	9.2.3. Work with local businesses to develop and embed a Trail Visitors Welcome program to provide a warmer welcome and cross-promotion of local businesses and attractions to better meet the needs of trail users and improve their overall experience.	Mountain Bike & Cycling Strategy (2022-26)	DEC		●			
	Drive Trails							
	9.2.4. Partner with neighbouring Councils to create a new sub-region drive trail along Great Southern Highway to showcase local attractions.		CDO		●	○		
	9.2.5. Develop a self-drive trail that links key attractions such as Moorumbine, Boyagin, Tutanning and Pingelly).	Tourism Strategy (2020-24)	CDO		○			
	9.2.6. Develop wildflower road trip itineraries, signage and displays to enhance visitor experiences.	Tourism Strategy (2020-24)	CDO		○			
	Hike trails							
	9.2.7. Develop Boyagin Rock, Tuttanning and Wogalin trail maps.		CDO		●			
	9.2.8. Design the Wogalin trail and propose a costed works program to establish the trail.		CDO		●			
	9.2.9. Develop a Walking and Hiking Trail Strategy to identify, map and estimate costs for constructing new trails.		CEO		○			
	Bike trails							
	9.2.10. Form partnerships with key stakeholders, including surrounding Local Governments, the Department of Biodiversity, Conservation and Attractions, and private landholders, to construct at least an additional 40km of Mountain Bike Trail within a radius of 50km from Pingelly.	Mountain Bike & Cycling Strategy (2022-26)	CEO			●		
	9.2.11. Seek funding to construct 10km of recreational mountain bike trail in Pingelley town centre.	Mountain Bike & Cycling Strategy (2022-26)	CEO	●	●			
	9.2.12. Provide bike racks, a bike repair station and locker facilities at strategic locations.	Mountain Bike & Cycling Strategy (2022-26)	EMW	●				
9.3. Improve tourism marketing and communications.	9.3.1. Obtain high quality images to promote the Pingelly region and attractions.	Pingelly Culture and Arts Framework	CDO	○		○		
	9.3.2. Review and improve signage and advertising of RV Friendly facilities to increase RV visitation.	Tourism Strategy (2020-24)	EMW	●				

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
	9.3.3. Collaborate with the community to investigate opportunities for a huge Land Art installation to promote and draw attention to Pingelly from the sky (taking inspiration from Krisztián Balogh’s ‘World Tree’ and Robert Smithson’s ‘Spiral Jetty’).		CDO	●				

# Performance

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.

Current situation	Recent achievements	What we will keep doing
<p>Council is investing in best practice community engagement, strategic planning and governance to work towards achievement of the community's vision, and the realisation of desired social, economic and environmental outcomes.</p> <p>Results from the 2022 MARKYT® Community Scorecard drew Council's attention to the community's desire for stronger leadership, with more effective advocacy, consultation, and communication.</p> <p>Customer service levels are good in the Shire of Pingelly, with 84% of community members giving a positive rating. Families with children aged 0-12 years gave the highest score of 67 out of 100, 7 points ahead of the industry average.</p> <p>The Shire is also seen to be doing well in embracing change, innovation, and new technology, with 75% of community members giving a positive rating.</p>	<p><b>Stronger focus on community engagement</b> In 2023, Council adopted a new Engagement Strategy. The intent of this strategy is to improve communication, empower community members, and create a culture of collaboration.</p> <p><b>Collaborative decision-making</b> In 2023, Council led discussions with nine key stakeholders to develop the Pingelly Culture and Arts Framework. The Shire thanks the following participants for their contributions to this process: Arts and Crafts Group, Arts and Crafts Shop, Pingelly Cultural Committee, Museum Group, Lost Pingelly, Pioneers of Pingelly, RSL, Pingelly Men's Shed, Pingelly Tourism Group, and Friends of Pingelly Railway Inc.</p> <p><b>Innovative strategic planning</b> Council invested in the most comprehensive review of its strategic community plan to date. The FUTYR® Framework enabled the Shire to integrate actions across multiple supporting plans and strategies with community suggestions that were provided in various community surveys and workshops. The Shire thanks community members for supporting this process.</p>	<p>Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Performance aspiration and outcomes.</p> <ul style="list-style-type: none"> <li>• Strategic and Corporate Planning</li> <li>• Advocacy and Collaboration</li> <li>• Governance Support</li> <li>• Community Consultation and Engagement</li> <li>• Communications</li> <li>• Pingelly Times - Shire Newsletter</li> <li>• Human Resources Management</li> <li>• Contract Management</li> </ul> <p>The Shire will continuously review and improve service delivery in these areas as part of its service area planning.</p>

# Our plan for the future

● Covered by existing resources    ○ Needs additional funding

## Outcome 10. Effective leadership and governance.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
10.1. Provide strong, effective, and accountable leadership.	10.1.1. Undertake a desktop review of the Pingelly Community Plan annually, and a major review once every four years.		CEO	○	○	○	○	
	10.1.2. Deliver a program of best practice training for councillors and staff (including leadership training).		CEO	●	●	●	●	
10.2. Govern Shire finances, assets, and operations responsibly.	10.2.1. Review the Business Continuity Plan.		CEO			●		
	10.2.2. Review the Long-Term Financial Plan annually.		EMCS	●	●	●	●	
	10.2.3. Implement a project management framework.		DEC	●				
	10.2.4. Review Council's asset management plans.		EMW				●	
	10.2.5. Manage the Shire's plant replacement program.		EMW	●				
	10.2.6. Review the Recordkeeping Plan.		EMCS			●		
	10.2.7. Review the IT Replacement Program.		EMCS	●				
	10.2.8. Review the Workforce Plan every 2 years.		CEO	●		●		
	10.2.9. Conduct the Reg17 review for governance compliance.		EMCS	○			○	
	10.2.10. Review the Risk Assessment and Framework every 2 years		CEO	●		●		
	10.2.11. Develop a swimming pool asset replacement plan.		EMCS	○				

## Outcome 11. Positive customer experiences.

Objectives	Actions	Supporting strategies	Lead	23/24	24/25	25/26	26/27	Future
11.1. Deliver excellent customer experiences.	11.1.1. Conduct a community survey every two years to measure and benchmark service levels .		CEO	○		○		
11.2. Provide effective consultation and communication.	11.2.1. Undertake an audit of the Shire's website and in collaboration with community groups, progressively enhance the text, images, and links to provide compelling content to appeal to investors, businesses, residents, and visitors.	Pingelly Culture and Arts Framework	CDO	●				
	11.2.2. Populate the Shire of Pingelly's customer databases with email addresses to support more regular, cost effective and targeted communications and engagement.	Engagement Strategy (2023)	CDO		●			
	11.2.3. Set up a community register to record community suggestions for Council's consideration when reviewing the Pingelly Community Plan.							
	11.2.4. Set up a monthly community report of works completed (i.e., scheduled major and minor works, and responses to customer requests from Snap Send Solve or other channels).		EMW / CDO	●				



# Supporting strategies and plans

Several strategies and plans informed the creation of the Pingelly Community Plan and will continue to guide the Shire of Pingelly to achieve the community's desired outcomes.

## **Long-Term Financial Plan**

The Long-Term Financial Plan is Council's 10-year financial planning document. It is created with consideration for forecast income, cash flow, rate setting, financial position and equity statements. These statements are supported by details of assumptions on which the plan has been developed, projected income and expenditure, scenario modelling and sensitivity analysis, major capital works schedules, and risk assessments of major projects. Visit the Shire of Pingelly's website to access a copy of the Long-Term Financial Plan.

## **Asset Management Plans**

Effective management of local government assets is crucial to the sustainable delivery of services to meet community needs. Asset management planning is essential to ensure that assets are created, maintained, renewed, and retired or replaced at appropriate intervals to ensure continuity of services at chosen service levels. Contact the Shire to request copies of current Asset Management Plans.

## **Workforce Plan**

The Workforce Plan helps to shape the workforce now and for the future. It provides a coordinated approach for resourcing key projects, services, and operations to meet organisational objectives and community priorities. The Workforce Plan profiles the current workforce, considers labour market forces and trends, identifies skill, knowledge and resourcing gaps, advises on recruitment, training and retention strategies to close any gaps, conducts risk assessment and proposes mitigation strategies, and monitors and reports on key performance indicators. Contact the Shire to request a copy of this plan.

## **Risk Management Framework**

The Shire of Pingelly's Risk Management Framework comprises a Risk Management Policy and a Risk Management Plan. The Framework encourages and guides Councillors and officers to identify, analyse, evaluate, treat, monitor and communicate risks to maximise the potential to achieve goals and objectives and minimise potential for harm or loss.

## **Other supporting strategies and plans**

Local government is required to fulfill statutory requirements through the provision of various documents, such as the Planning Scheme, Disability and Inclusion Plan, and Public Health Plan. Council also prepares various plans and strategies to provide an in-depth review and assessment of strategic options to address local priorities. A summary of these plans and strategies follows.

Supporting strategies and plans	Responsible officer	Statutory requirement	Date adopted or last reviewed	Date for review or retirement
Age Friendly Community Plan 2017-2020			2017	2020
Asset Management Plan (Roads)				Annually
Destination Management Plan			To be completed	
Disability Access and Inclusion Plan (DAIP) 2020-25	CEO	YES	2020	2025
Engagement Strategy 2023	CDO		2023	
Environmental Health Plan			2015	
Innovate: Reconciliation Action Plan (RAP) – stage 2			To be completed	
Local Planning Scheme No. 3		YES	2018	
Local Planning Strategy		YES	2010	
Local Recovery Plan			2022	
Marketing Strategy			2023	
Mountain Bike & Cycling Strategy 2022-26	CEO		2022	2026
Pingelly Caravan Park Masterplan	CEO		2020	
Pingelly Culture and Arts Framework	DEC		2023	
Public Health Plan		YES	To be completed	
Reflect: Reconciliation Action Plan (RAP) – stage 1			2023	2024
Tourism Strategy 2020-24	CDO		2020	2024
Youth Precinct Concept Plan	CEO			
Youth Strategy 2021-25	CDO		2021	2025

# Service area planning

Service teams are responsible for delivering priority projects in this plan, along with existing services and facilities, to meet statutory requirements and community needs.

Service plans are being introduced to explore ways to continuously improve the customer experience, increase business efficiencies, and leverage greater value. This table provides an overview of the teams, services, and the number of employees by team expressed as the full-time equivalent (FTE) and annual budget.

Directorate	Services	Employees (FTE)
Office of CEO	<ul style="list-style-type: none"> <li>• Major Projects</li> <li>• Strategic and Corporate Planning</li> <li>• Advocacy and Collaboration</li> <li>• Governance Support</li> <li>• Community Consultation and Engagement</li> <li>• Human Resources Management</li> <li>• Tourism and Economic Development</li> <li>• Communications</li> <li>• Community Development</li> <li>• Contract Management</li> </ul>	
Corporate Services	<ul style="list-style-type: none"> <li>• Finance</li> <li>• Customer Service</li> <li>• Licensing</li> <li>• Records Management</li> <li>• Information Technology</li> </ul>	
Technical Services	<ul style="list-style-type: none"> <li>• Infrastructure</li> <li>• Water Harvesting</li> <li>• Parks, Playgrounds and Streetscapes</li> <li>• Cemeteries</li> <li>• Protection of the Environment</li> <li>• Waste Management</li> <li>• Town Planning</li> <li>• Building Control</li> <li>• Environmental Health</li> <li>• Ranger Services</li> <li>• Fleet Management</li> </ul>	
Total employees (full-time equivalent)		

# Additional operating expenditure

Several priority projects are forecast to be undertaken that will result in additional operating expenditure. These projects are subject to funding being secured through a combination of council and external funding. Council funding, including the allocation of cash and reserves, is approved by Council when setting the Long-Term Financial Plan and Annual Budget. External funding is dependent on securing grants, loans, or other funds. This table shows total estimated costs and funding required at the time when this plan was finalised.

PRIORITY PROJECTS	2023/24		2024/25		2025/26		2026/27	
	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required
People								
Add a new signature event of the Flowers, Art and Music (FAM) Festival to the annual events calendar to raise Pingelly's profile as the Centre for Creativity, Culture and Heritage.	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Prepare and implement the Reflect: Reconciliation Action Plan (RAP) – stage 1.			TBA	TBA				
Prepare and implement an Innovate: Reconciliation Action Plan (RAP) – stage 2.					\$10,000	\$10,000	TBA	TBA
Develop a marketing campaign to promote the Pingelly Heritage Hub.							\$5,000	\$5,000
Establish a biannual Youth Forum to coincide with the Strategic Community plan review and provide young people with a platform to raise local issues.			\$2,000	\$2,000			\$2,000	\$2,000
Fund a three-year program to help launch and establish the "Age is Just a Number" program.	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000		
Collaborate with key stakeholders, including local Police and community members, to research and propose prioritised and costed community safety projects and initiatives for Council's consideration to include in the minor review of the Pingelly Community Plan.			\$5,000	\$5,000				
Prepare a Local Public Health Plan to satisfy requirements in the Public Health Act 2016.			\$10,000	\$10,000				
Fund a three-year program to help volunteer organisations to launch and establish an annual Volunteer Open Day to promote their services and attract and retain volunteers.			\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Planet								
Identify priority reserves and revegetate to offset vegetation clearing requirements associated with construction of the Wheatbelt Secondary Freight Network.	\$10,000	\$10,000						

PRIORITY PROJECTS	2023/24		2024/25		2025/26		2026/27	
	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required
Install devices to measure Council's water and energy use to establish and report against sustainability targets.					\$10,000	\$10,000	TBA	TBA
Replace weather stations to monitor conditions for Harvest and Movement Bans.	\$15,000	\$15,000						
Place								
Review the Local Planning Framework to ensure adequate land supply to meet growing and changing land use needs.	\$5,000	\$5,000						
Create a program with an incentive to encourage residential and commercial property owners and tenants to improve street appeal.			\$5,000	\$5,000	\$5,000	\$5,000		
Introduce a program of bike education, trail riding, and bike repair and exchange workshops.			\$5,000	\$5,000				
Introduce an e-bike loan program for local residents and businesses to re-introduce people to cycling.			\$5,000	\$5,000				
Prosperity								
Explore and implement a solution to support local organisations to promote local jobs, apprenticeships, traineeships, work experience and volunteering opportunities more effectively.			\$5,000	\$5,000				
Collaborate with the Pingelly Tourism Association and local businesses to prepare a Destination Management Plan to improve the overall experience for visitors.			\$20,000	\$20,000				
Strengthen visitor information services in Pingelly.			\$5,000	\$5,000				
Establish an annual wildflower event at Boyagin Rock and Tuttanning.	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Develop wildflower road trip itineraries, signage and displays to enhance visitor experiences.			\$5,000	\$5,000				
Develop a Walking and Hiking Trail Strategy to identify, map and estimate costs for constructing new trails.			\$10,000	\$10,000				
Obtain high quality images to promote the Pingelly region and attractions.	\$5,000	\$5,000			\$5,000	\$5,000		
Performance								
Undertake a desktop review of the Pingelly Community Plan annually, and a major review once every four years.	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$40,000	\$40,000
Conduct the Reg17 review for governance compliance.	\$10,000	\$10,000					\$12,000	\$12,000
Develop a swimming pool asset replacement plan.	\$2,000	\$2,000						
Conduct a community survey every two years to measure and benchmark service levels .	\$10,000	\$10,000			\$10,000	\$10,000		

# Capital Program

Several priority projects are forecast to be undertaken that require additional capital expenditure. These projects are subject to funding being secured through a combination of council and external funding. Council funding, including the allocation of cash and reserves, is approved by Council when setting the Long-Term Financial Plan and Annual Budget. External funding is dependent on securing grants, loans, or other funds. This table shows total estimated costs and funding required at the time when this plan was finalised.

PRIORITY PROJECTS	2023/24		2024/25		2025/26		2026/27	
	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required
People								
Acquire and refurbish 25 Parade Street to provide arts and crafts spaces for workshops, courses, and artists-in-residence programs.			\$150,000	\$150,000	\$150,000	\$150,000		
Support the establishment of a Wilman Noongar Cultural Centre on the Noongar Reserve in Phillip Street.			\$150,000	\$150,000	\$150,000	\$150,000		
Construct the Pingelly Heritage Hub.			\$150,000	\$150,000	\$150,000	\$150,000		
Develop the Pingelly Early Learning Centre to provide expanded day-care services, before and after school care and improved playgroup facilities .	\$50,000	\$50,000						
Revitalise the old playgroup centre to be fit-for-purpose as the new Youth Centre.			\$50,000	\$50,000				
Seek funding and deliver the Pingelly Youth Precinct.	\$600,000	\$500,000	\$560,000	\$400,000				
Collaborate with local Police and the community to develop an overarching CCTV Plan for the region, and install CCTV cameras in priority locations.	\$25,000	\$25,000			\$25,000	\$25,000		
Provide new and improved solar lighting in priority locations, including the playground, Pioneer Park, Memorial Park, alleyways, and shopping areas.	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Support a community group to create a new community garden.	\$10,000	\$10,000						
Construct mini pump and skills tracks with one or two features in various locations on primary cycle routes.					\$60,000	\$60,000		
Provide additional playground equipment in Memorial Park in consultation with the community.			\$20,000	\$20,000				
Replace and add new playground equipment in Pioneer Park.					TBA	TBA		

PRIORITY PROJECTS	2023/24		2024/25		2025/26		2026/27	
	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required	Estimated costs	Funding required
Planet								
Identify, develop and promote one Sustainability Demonstration Site per year, introducing and promoting new energy efficient designs and systems in Council facilities to encourage greater adoption of sustainable practices across the community.			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Install a fast electronic vehicle charger for public use in the town centre.	\$40,000	\$40,000						
Install monitoring system on public standpipes to monitor water usage.	\$15,000	\$15,000						
Advocate for funding and implement the Bushfire Mitigation Plan.	\$310,000	\$0			TBA	TBA		
Construct a Bush Fire Brigade Building at West Pingelly.	\$750,000	\$0						
Advocate for funding and install a large generator to enable the PRACC to fulfil its function as the Local Emergency Evacuation Centre.	\$30,000	\$30,000						
Place								
Develop and construct the Wheatbelt Secondary Freight Network.	\$165,000	\$0			TBA	TBA	TBA	TBA
Develop and implement a 10-year roads renewal program for sealed roads.	\$846,000	\$0	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
Seal 2km of Yenellin Road, close to town.	\$154,000							
Continuously improve and implement the rural roads maintenance program for unsealed roads.	\$750,000	\$0	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
Performance								
Investigate and implement façade refurbishment and activation programs to encourage and support main street businesses and property owners to beautify the area and fill empty shops.	\$15,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Deliver the Pingelly Caravan Park Masterplan to improve the façade, upgrade facilities and provide self-contained accommodation.	\$50,000	\$0						
Partner with neighbouring Councils to create a new sub-region drive trail along Great Southern Highway to showcase local attractions.					\$10,000	\$10,000		
Develop a self-drive trail that links key attractions such as Moorumbine, Boyagin, Tutanning and Pingelly).			\$10,000	\$10,000				

# Developing and reporting

The *Local Government Act 1995* requires all local governments to plan for the future. As of 2023, Council was required to adopt a 10-year Strategic Community Plan, 4-year Corporate Business Plan and Annual Budget that were integrated with asset management plans, a workforce plan and a long-term financial plan.

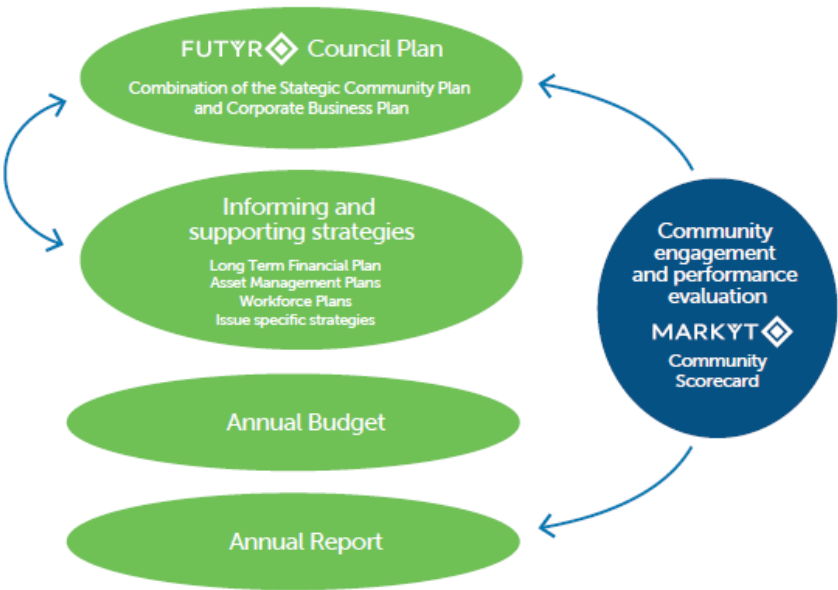
To streamline reporting and strengthen integration, Council combined the Strategic Community Plan and Corporate Business Plan into one succinct document and named it the Pingelly Community Plan. It is our plan for the future; our Council Plan.

Council embraced the FUTYR® approach to conduct a major review of its Strategic Community Plan and Corporate Business Plan. This is a community-led, integrated and streamlined approach designed specifically for local government. It involved:

- Desktop research
- Detailed review of current plans and strategies to align and integrate outcomes and actions
- Community survey and benchmarking using the MARKYT® Community Scorecard
- Workshops with councillors, staff, key stakeholders and local community members

We express our deepest thanks to all community members who assisted with development of this plan. We heard from a good cross section of people in the local community, including youth, families, seniors, people with disability, people with diverse cultural backgrounds, local businesses owners and managers, and representatives from local community organisations.

To track progress against outcomes in this plan, Council will monitor real and perceived performance levels from various sources. Results will be reported in the Annual Report. Please visit [www.pingelly.wa.gov.au](http://www.pingelly.wa.gov.au) to access the latest Annual Report.



<div>MARKYT</div> <div>Community Scorecard</div>	<div>MARKYT</div> <div>Community VoiceBank</div>	<div>FUTYR</div> <div>Community Workshop</div>
<div>108</div> <div>community members</div>	<div>2,357</div> <div>word count of ideas and suggestions</div>	<div>30</div> <div>Participants</div>



The Shire of Pingelly aims to participate in an independent study to monitor and benchmark performance once every two years.

Council aims to be above the MARKYT® industry average and strives to be the industry leader in all areas. This chart shows Council's Performance Index Score out of 100 compared to the MARKYT® Industry Standards.

The preferred target zone is shown as coloured bars.

## Legend

● Shire of Pingelly 2022 performance score

■ Target Zone. Shading shows industry average to industry high from the MARKYT® Community Scorecard.

For further information, visit [catalyse.com.au](https://catalyse.com.au)

## 2022 Performance Measures



# Do you have an idea or suggestion to grow Pingelly?

Let's do it together! Please reach out to an elected member or officer at the Shire of Pingelly to share your thoughts.

In person: 17 Queen Street, Pingelly

Phone: +618 9887 1066

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

Insert social media icons

[www.pingelly.wa.gov.au](http://www.pingelly.wa.gov.au)

#### **14.4 Public Consultation of the Draft Pingelly Culture and Arts Framework 2023**

<b>File Reference:</b>	<b>ADM0310</b>
<b>Location:</b>	<b>Not Applicable</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>Draft Pingelly Culture and Arts Framework 2023</b>
<b>Previous Reference:</b>	<b>Nil</b>

##### **Summary**

Council is requested to advertise the Draft Pingelly Culture and Arts Framework 2023 to the community.

##### **Background**

In 2021, a facilitated workshop with Peter Kenyan in conjunction with the Pingelly Community Resource Centre identified a need for a holistic strategic approach to arts and culture within Pingelly. As a result, staff successfully applied for the Leveraged Creative and Cultural Planning Program grant to engage a professional facilitator to develop the holistic strategic approach, ensure genuine engagement, engage with the working group, limit duplication of efforts, provide agreed areas of responsibility for each stakeholder group and agree areas of focus for the town.

Localise, a professional facilitator who has worked extensively within Pingelly was engaged in 2022. Since that time, Localise, headed by Alison Dalzeil, has conducted exhaustive community discussions resulting in meeting of minds by several community groups regarding their future plans.

##### **Comment**

The Draft Pingelly Culture and Arts Framework 2023 (CAF) brings together the range of interests and stakeholders with the objective to *'deliver a unified approach and framework to the development of arts and culture in the community'*.

The CAF includes art and craft, public art, events, and history and heritage. For these components, a vision has been created through discussions, which lead to collective action into the future. Building on this vision and collective action, the CAF identifies appropriate governance arrangements for the community to achieve these collective actions.

In summary, the following significant actions are proposed:

- Development of a single 'Arts and Crafts Hub' in the town centre;
- Establishment of an 'Arts and Crafts Hub Establishment Committee';
- Increased Public Art installations in the town centre;
- Calendar of significant signature events;
- Construction of a 'Indigenous Cultural Hub' on the Reserve in Philip Street;
- Development of a substantial, consolidated heritage precinct including the Town Hall; and
- Establishment of a temporary 'History and Heritage Committee' to guide the development of the consolidated heritage precinct.
- A Culture and Arts Framework Forum to be held twice per year.

##### **Consultation**

There has been a significant engagement process in the development of the document. This has been detailed on page 17 and 18 of the CAF.

It is proposed that there will be a final public consultation on the draft document for 2 weeks prior to final adoption.

## Statutory Environment

Nil

## Policy Implications

Nil

## Financial Implications

There are no specific financial implications from the adoption of this Plan, although many of the action will require funding.

## Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.1	The Shire's community feels community involvement and engagement is working well
Strategy 5.1.1	The community is provided with opportunities to engage on strategic, corporate, asset and financial plans, and other major plans and issues
Strategy 5.1.1.1	Ensure continued community consultation and engagement on key projects and strategies

## Risk Implications

Risk	This document is expected by the community due to wide consultation.
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

## Risk Matrix

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 advertises the Draft Pingelly Culture and Arts Framework 2023 to the community and considers this Framework and any feedback at a subsequent Ordinary Council Meeting.**

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

# Pingelly Culture and Arts Framework



Draft for community consultation  
July 2023

The Shire of Pingelly acknowledges the Pingelly (Wilman) Noongar people as the traditional owners of this area. We pay our respects to their elders, past and present, and acknowledge their continuing culture and contribution to the life of this community and region.

The development of the Pingelly Arts and Culture Framework was funded by a grant from the Department of Local Government, Sport and Cultural Industries and the Department of Primary Industries and Regional Development. This support is greatly appreciated.



**Department of Local Government, Sport and Cultural Industries**

**Department of Primary Industries and Regional Development**

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# ACTION PLAN

The following actions chart the way forward for arts and culture in Pingelly. The actions are ambitious in keeping with the community's vision for arts and culture. It is anticipated that the Culture and Arts Framework (CAF) will be delivered over a period of several years. There are a number of major sub-projects that require detailed design and planning, fund-seeking, and staged implementation.

Successful delivery of the CAF will require sustained effort and collaboration. The working arrangements provided for in the CAF are designed to ensure that implementation stays on track, and that interim opportunities can be progressed while the longer-term vision is achieved.

## Arts, Crafts and Events

1. Create an integrated arts and crafts hub in the main street encompassing the derelict building at 25 Parade Street, the RSL Hall and the space between the two.
2. Establish an Arts and Crafts Hub Establishment Committee to oversee the development of the hub and support initiatives to progress art and craft in Pingelly as agreed in the interim. The Committee will include representatives from:
  - Shire of Pingelly
  - Pingelly Cultural Committee
  - Arts and Crafts group
  - Other arts practitioners, such as visual arts, textiles, pottery, photography, etc
  - Craft shop
3. Continue to pursue grant opportunities to increase public art in Pingelly, prioritising installations that will enhance the main street, particularly substantial sculptures and murals that reflect Pingelly as a creative centre in the Wheatbelt, and celebrate the distinctive character and identity of Pingelly, both Aboriginal and non-Aboriginal, including recognition of people, places, events, history, culture, and the natural environment (flora, fauna and distinctive landforms).
4. Continue to deliver a calendar of signature events as a critical link between Pingelly's history, culture, natural environment, and tourism respectively, and reinforce Pingelly's place as a centre of creativity in the Wheatbelt. Seek funding to continue to develop and enhance these events to share with the local community, the wider community and beyond.

## Pingelly (Wilman) Noongar Cultural Expression

5. Support the establishment of a substantial cultural hub on the Noongar Reserve in Phillip Street, including a Pingelly (Wilman) Noongar Cultural Centre.
6. Explore and adopt dual naming and bring a design element to Pingelly that reflects and recognises the history and continuing presence of the Pingelly (Wilman) Noongar people.
7. Invite the Pingelly Cultural Committee in conjunction with the Pingelly Recreation and Cultural Centre (PRACC) to confer a Noongar name on the Cultural Room at the PRACC.



## History and Heritage

8. Create a substantial purpose-built structure to house historic machinery, sulkies and buggies, sheet metal equipment etc, adjacent to the Town Hall.
9. In the interim, continue to display the sulkies and buggies in the Town Hall, consider locating the Tregurtha and Hughes display at the Caravan Park entrance, display machinery in the Agricultural Shed at the PRACC, and explore other temporary locations.
10. Establish a History and Heritage Committee as a temporary mechanism to oversee the next stage of developing the collection, maintenance and accessibility of Pingelly's history and heritage. This will include the construction of a new facility to display large artifacts adjacent to the Town Hall, and the development of heritage trails including other permanent or interim displays of large artifacts. The Committee will include representatives from:
  - Museum Committee
  - Pingelly Historical Research Group
  - Men's Shed
  - Lost Pingelly and Pioneers of Pingelly
  - RSL
  - Pingelly Cultural Group
  - Friends of Pingelly Railway
  - Community Resource Centre
  - Shire of Pingelly
11. The Committee may establish other specific-purpose groups as required, for example, for Heritage Trails establishment.
12. The Pingelly Historical Research Group, Lost Pingelly and Pioneers of Pingelly will affiliate with the Museum Committee to ensure effective coordination.

## Maintaining effective Linkages across the Framework

13. The Shire will undertake an audit of the relevant parts of its website and in collaboration with the relevant community groups, progressively enhance the text, images and links to attract potential visitors with compelling content.
14. A Culture and Arts Framework Forum (CAFF) will be held twice a year (February and August), hosted by the Shire. The Forum will consist of:
  - Arts and Crafts Hub Establishment Committee
  - History and Heritage Committee
  - Pingelly Cultural Committee
  - Pingelly Tourism Group
  - Shire of Pingelly (host)
15. Once the major projects are advanced, these working arrangements will be reviewed and ceased or altered as appropriate to the circumstances at that time.

# INTRODUCTION

## Background

Pingelly has a long and deep tradition in culture and arts, before and after colonial settlement. The Pingelly (Wilman) Noongar people are the Traditional Owners of the area. Their cultural traditions date back millennia.

There is also a rich and, in some regards, challenging post settlement history. The settlers brought their knowledge and traditions, and created a new environment in the ancient landscape. Farming became the dominant industry and rail was a defining factor in the pattern of settlement that we know today as Pingelly. Pingelly was and remains characterised by creativity and enterprise.

Relationships between Aboriginal and non-Aboriginal people were grounded in the prevailing ideology of the time. Colonial settlement resulted in dispossession and displacement of Aboriginal people. In the case of Pingelly (as was common), Aboriginal community members were consigned to live on a reserve on the fringe of town for a considerable period. While this occurred last century, it is within living memory. The site of the reserve is of great cultural significance to the Traditional Owners (we will return to this later in the Framework).

Culture and the arts are a natural realm of authenticity and healing. This Framework is being developed alongside the Pingelly Reconciliation Action Plan and is a key vehicle for giving effect to the commitments in that Plan, as well as other aspirations for Pingelly as a centre of Wheatbelt creativity.



## Project context and objective

The Shire of Pingelly received grant funding with the objective of bringing together the range of interests and stakeholders to:

*deliver a unified approach and framework to the development of arts and culture in the community.*

Localise was engaged to facilitate the engagement and ‘hold the pen’ on the Pingelly Culture and Arts Framework (CAF). Localise partnered with Bank Of Ideas for the community engagement.

The CAF includes a number of components, including art and craft, public art, events, and history and heritage. The process brought together Pingelly’s groups within the scope of the CAF, and provided an opportunity for them to review and determine priorities and the most effective arrangements for ongoing collaboration. Engagement on the CAF also included tourism due to the strong overlaps.

It is also important to note what the CAF does not include. It does not include detailed implementation plans or prescription. As a framework, it is a high-level guidance document, which shows the vision and direction of travel. It is recognised that some aspects will ‘move around in flight’ and plans will need to adapt. For example, grant funding, which is critical to implementation, is inherently uncertain.

While the Shire will formally adopt the CAF and provide its home base, it is firmly grounded in a “whole of community”, collective impact approach, co-designed and co-owned by the key stakeholders. The project also included engagement with the wider community (*to come*).

## Navigating the Framework

The Culture and Arts Framework covers the following sections:

- Vision statement
- Community identity
- Relevant groups and their aspirations
- Arts, crafts and events
- Pingelly (Wilman) Noongar cultural expression
- History and heritage
- Maintaining effective linkages across the Framework
- Engagement process (appendix)



# VISION AND STATEMENT

The vision and statement for the Culture and Arts Framework is:

To honour the past and create the future.

The Pingelly community remembers and shares its history, and reclaims its place as a centre of creativity in the Wheatbelt.



## COMMUNITY IDENTITY: POSITIVE BY NATURE

Pingelly is a welcoming, close-knit community, with an abundance of country charm, 'can-do' community spirit and cultural touchstones within a productive agricultural landscape.

The people of Pingelly love the peace and quiet of the town and rural surrounds. However, this is no sleepy hollow. Pingelly has a distinctive history of creativity, resourcefulness, and drive.

The first people of Pingelly are the Pingelly (Wilman) Noongar people, who have withstood the crucible of colonisation and their segregation in the town. Although their culture currently lacks visibility in Pingelly, it is surviving and strong. Their stories are passed down from generation to generation. Their cultural identity is rich with ancient spiritual beliefs and rituals which are tied to their inalienable connection to their land and ancestors.

The Pingelly community is active and involved. Led by faithful and committed volunteers of all ages, the community manages its organisations and facilities with cooperative spirit. Local facilities provide the backdrop to memorable social gatherings, embracing the community's love of sport, music, markets, arts, culture and more.



Events are a driving force. Pingelly hosts and attracts regional events, whilst continuing to support local initiatives to leverage the tourism industry. Pingelly is proud of its natural environment, indigenous heritage, and more recent history. It's not just locals who love the town.

The arts have long been the beating heart of Pingelly. This is exemplified by the Art and Tulip Festival in the 1980s and 90s, and silver smithing, pottery, quilting, painting, metal work and so on. Pingelly's creative streak is in the community's 'DNA' and continues to this day.

Pingelly entices its young people to stay or return to build their futures in the town, ensures its older people can age in place, and enables families to call the town home.

Pingelly's steadfast agricultural industry is enhanced through new and innovative farming techniques to support sustainable growth. New and exciting employment opportunities for youth and families are based on Pingelly's expanding knowledge economy and retention of skilled workers.

The vision of "growing, inclusive, resilient"<sup>1</sup> lies at the heart of the community's relationship with the past and its future intentions. Each aspect is interconnected. For example, an inclusive community which pulls together is more resilient in the face of change, and will be more attractive to others to move to the Shire.

## RELEVANT GROUPS AND THEIR ASPIRATIONS

The following groups were involved in the development of the CAF, and shared their aspirations as shown in the table below. See the Appendix for details of the engagements.

Group/organisation	Aspirations
Arts and Crafts Group	<p>The Arts and Crafts group meet in the RSL Hall. The members are skilled quilt makers, sewers, knitters, card makers etc, who are dedicated to supporting children's and other charities through their craft. They are also there for each other, providing an environment that is safe, supportive, and companionable.</p> <p>They need a space that is secure, affordable, a comfortable temperature, doesn't require heavy setting up or packing away, has adequate storage, and has appropriate kitchen and toilet facilities. They would be interested in expanding the group by offering a wider choice of days/hours (which could make it possible to attract younger people for example).</p> <p>The Arts and Crafts group also includes the Garden Group. The members share their love and knowledge of gardening with each other, and sometimes visit groups in other areas. They are happy where they are in the RSL Hall.</p>
Arts and Crafts Shop	<p>The Arts and Crafts Shop sells a selection of arts and crafts from Pingelly artists and makers. It has provided access to art supplies in the past. It is also responsible for Caravan Park bookings.</p>

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<sup>1</sup> Shire of Pingelly, Strategic Community Plan, 2020 - 2030

Group/organisation	Aspirations
Arts practitioners (individuals)	Arts practitioners and learners are lacking appropriate working space for art forms, workshops, artists-in-residence etc. Art forms include pottery, painting, sculpture, textiles, cooking etc. Working space needs to be suitable for wet and dry activities, and must have appropriate storage and ancillary facilities (eg meeting space, kitchen, toilets, possibly kids' space etc). Note that showcasing artists and their work wasn't identified as an aspiration for their working space.
Pingelly Cultural Committee	The Traditional Owners are pursuing an Aboriginal Culture Centre/Hub, with indoor and outdoor spaces for cultural practices, celebrating and sharing their history and culture, and supporting Aboriginal enterprise to flourish (see Pingelly (Wilman) Noongar Cultural Expression chapter).
Museum Group	The Museum Group curates the Museum collection on behalf of the Shire of Pingelly. The collection has been relocated to the Town Hall stage, which recently opened at the time of writing. Conditions to protect items from light and heat are important, as climate control is not possible in the Town Hall.
Town Hall Reference Group	<p>The Town Hall Working Group is overseeing the wider development of the Town Hall. At present the sulkies donated by Neil Gill are displayed in the centre section of the Town Hall. Part of the Higgins Collection is in the front.</p> <p>It is intended to develop a large digital display. It has also been suggested that the Museum could offer coffee and items for sale.</p> <p>The development work of the Town Hall Reference Group will address these needs and options. It is anticipated this work will be completed in the second half of 2023.</p>
Lost Pingelly/Pioneers of Pingelly	<p>Lost Pingelly is a Facebook page administered by Pingelly resident (and, at the time of writing, Shire Councillor), Peter Narducci. It is an open page, which contains information, stories, recollections, questions and conversations regarding the history and forebears (both Aboriginal and non-Aboriginal) of the Pingelly area.</p> <p>Pioneers of Pingelly is a private Facebook group, also established by Peter Narducci, which facilitates information sharing with a focus on family histories. It carefully manages the privacy of sensitive family information. Pioneers of Pingelly liaises with the holder of a large private collection of family histories, held by a former Pingelly resident who is passionate about Pingelly's history, and who has been researching Pingelly's past for approximately 30 years.</p> <p>Lost Pingelly and Pioneers of Pingelly provide a key point of liaison among the Museum, tourism groups, and the private history collection.</p>
RSL	The RSL is seeking permanent display space for the ANZAC Day display and the Higgins Collection, which is a remarkable set of framed images of 103 people who went to war (WW1) and didn't return. The RSL is also concerned about other memorabilia, including rare items held by families.
Men's Shed	<p>The Men's Shed has identified a need for approximately 300 square meters of space to house restored machinery, including some private units.</p> <p>If a new building, a steel framed shed fully enclosed is preferred, with concrete or bitumen floor and power supplied for lighting purposes.</p>

Group/organisation	Aspirations
	<p>The structure would need to be fully secure and bird proof to stop swallows. Other items could be included to make optimal use of space.</p> <p>Each item of machinery will be accompanied by photos of its restoration process and a written story of its history.</p> <p>Ideally all museum and other collections would be displayed in close proximity, including the Neil Gill collection, Higgins collection, Men's Shed collection, Gilchrist collection, Tregurtha and Hughes collection, flour mill collection, First Nations collection, preferably with adequate parking for visitors and locals.</p> <p>Digital technology is not their immediate priority – it can be added at a later date.</p> <p>The Men's Shed also wishes to see the development of a historic working farm.</p>
Pingelly Tourism Group (PTG)	<p>The PTG is actively working together to promote Pingelly as a tourist destination. The group works closely with the Shire and others to put Pingelly on the map for its outstanding built and natural environment, and the stories of the past.</p>
Pingelly Recreation and Cultural Centre Inc. (PRACC)	<p>The PRACC is a substantial facility for sport, culture and the arts.</p> <p>It includes a 'Cultural Room' – the meaning of which is not generally clear.</p> <p>It is available for hire for important occasions such as funerals and weddings.</p> <p>The annual field show run by the Pingelly Collective is held there.</p> <p>The PRACC is suitable for art exhibitions, performances, and artist workshops.</p> <p>The community responds strongly to community-based events and activities (eg school choir and community choir concert).</p> <p>Communication and working together is vital to increase use of the PRACC and good coordination (eg avoiding clashing events).</p>
Friends of Pingelly Railway Inc.	<p>Friends of Railway hold the lease on the old station building. A condition of their lease (renewed in late June 2022) is to have the building used more by the community.</p>
Community Resource Centre (CRC)	<p>The CRC is a linchpin organisation, supporting cultural and community life through direct and partnership activities to deliver or support celebrations, workshops, capacity building, gatherings, activities, markets etc.</p> <p>The CRC provides up to date facilities and various essential and non-essential services to community members and groups.</p> <p>It is a hub of community information and home to the Pingelly Public Library, Pingelly Somerset Alliance and the Pingelly Times.</p> <p>The CRC is a Not-for-Profit organisation that is dedicated to the advancement of Pingelly and works best in open, collaborative settings.</p>
Shire of Pingelly	<p>The Shire is providing the backbone to the CAF, and is a primary conduit for bringing the community's vision and aspirations to life. It can facilitate partnerships and external funding, as well as strategically allocating its own (ratepayer funded) resources. The Shire is the owner of the Museum collection and many other artifacts.</p> <p>The Shire most wants to ensure that its actions are aligned to the community's vision and that everyone is heading in the same direction.</p>

# ARTS, CRAFTS AND EVENTS

The arts, crafts and events component of the Framework is focused on the location of a desired arts and crafts hub, public art, and events.

## Location of Arts and Crafts Hub

Two main options were considered for the location of an arts and crafts hub: the old bowling club, and an integrated arts and crafts hub in the main street encompassing the derelict building at 25 Parade Street, the RSL Hall and the space between the two.

The integrated arts and crafts hub in the main street was preferred by the community, as it provides a larger area, the ability to connect more aspects together, and creates a dynamic and visible presence in the Pingelly Town Centre. The Arts and Crafts Shop is across the road, further reinforcing a precinct approach. This option resonates with Pingelly reclaiming its place as a centre of creativity in the Wheatbelt.

The area between the two buildings provides an opportunity to develop an open space that incorporates a Yarning Circle, performance area, blackboard, public art, shade, planting, seating, and a covered walkway to the toilets behind the RSL building, funded by a grant by RAC. At the time of writing, this work is now complete.

Refurbishment of 25 Parade Street will be undertaken to provide the required working spaces and ancillary facilities for the various art forms, encompassing arts practice and the capacity to hold workshops and courses, host artists-in-residence, etc. Further dialogue with local Elders would consider options for cultural activities.

The venue for any exhibitions would be chosen on a case-by-case basis.

## Working Arrangements

An Arts and Crafts Hub Establishment Committee will be set up, with representatives from:

- Shire of Pingelly (to convene first meeting, which will elect an ongoing Chair)
- Pingelly Cultural Committee
- Arts and Crafts group
- Other arts practitioners, such as:
  - visual arts
  - textiles
  - pottery
  - photography
  - others as may be identified
- Garden group
- Craft shop



The Arts and Crafts Hub Establishment Committee will be responsible for:

- Overseeing the development of the Hub, in conjunction with the Shire. Note that the Shire will be responsible for any property transactions required to secure the site for the Hub.
- Progress the concept design, in consultation with the users/stakeholders
- Undertake implementation planning, in consultation with the users/stakeholders
- Advise on operational arrangements, in consultation with the users/stakeholders
- Assist with grant applications
- Support initiatives to progress art and craft in Pingelly as agreed in the interim



## Public Art

“Public art can express community values, enhance our environment, transform a landscape, heighten our awareness, or question our assumptions. Placed in public sites, this art is there for everyone, a form of collective community expression. Public art is a reflection of how we see the world – the artist’s response to our time and place combined with our own sense of who we are.” [Association for Public Art](#)

The CAF provides for a continued increase in public art as an integral part of reclaiming Pingelly’s place as a creative centre in the Wheatbelt, enhancing the cultural and aesthetic value of public spaces, promoting local artists and their work, and fostering community engagement and pride.

Public art includes all public art installations, such as murals, sculptures, the Shire's fine arts collection, and other forms of artwork commissioned, procured, or maintained by the Shire in public places such as parks, community centres, public buildings, and other areas accessible to the public.

### Principles of Public Art in Pingelly

In pursuing an increase in public art installation in Pingelly, the following principles will be considered:

- contributing to the aesthetic experience of the built environment, in a way that reflects the distinctive character and identity of Pingelly
- recognition of people, places, events, history, culture, and the natural environment, including flora, fauna and distinctive landforms
- fostering dialogue, debate, and raised consciousness, in a context of building community
- generating recognition and economic opportunities for local/regional artists and local/regional industry
- stimulating cultural tourism



### Priorities for Public Art

The priorities for public art in Pingelly in the short to medium term are installations that will enhance the main street, particularly substantial sculptures and murals that reflect Pingelly as a creative centre in the Wheatbelt, and celebrate the distinctive character and identity of Pingelly, both Aboriginal and non-Aboriginal.

The Shire of Pingelly will actively pursue grant funding to commission work to meet the priorities, in accordance with the principles above.

### Maintenance

The Shire will undertake an inspection and maintenance program for all public works of art to ensure their ongoing safety, integrity, aesthetic value, and attribution/interpretation.

The Shire will engage with the artists (if and as possible) to ensure that they are consulted on any required repairs or alterations to the artwork.

## Events

### Local scale events

The Shire and community of Pingelly run a number of events throughout the year. Many of the events are predominantly for the residents of Pingelly. While a number are held in most communities, each of these events are distinctively Pingelly – reflecting local character and identity. These events include:

- Australia Day
- Blessing of the Roads (before Easter long weekend)
- Business BBQ (quarterly)
- Youth Week
- ANZAC Day
- Volunteers' Week
- NAIDOC Week
- Seniors' Week
- Party on the Oval (last day of school year)

### Signature events

In addition, the Shire and community are continuing to expand and enhance a calendar of 'signature events', often with external funding support.

Signature events are a critical link between Pingelly's history, natural environment, culture, and tourism respectively, as can be seen in the table below.

They reinforce Pingelly's place as a centre of creativity in the Wheatbelt, to be shared with the local community, the wider region and beyond.



Interval	Events	Timing
Annual	Heritage Festival	Last two weekends in April
	Mothers Day Markets	First weekend in May
	Tutanning Wildflower Walk	Late September
	FAM (Flowers, Art and Music) Festival	October
	Christmas Village, including Christmas Markets	December
Two-yearly	Astrofest	March
	Country Collective	April
No fixed interval	Sheep Dog Trials	At the discretion of the organisers. Has coincided with Country Collective.



# PINGELLY (WILMAN) NOONGAR CULTURAL EXPRESSION

The Pingelly (Wilman) Noongar people are ultimately seeking to establish a substantial cultural hub on the Noongar Reserve in Phillip Street. This would reclaim the reserve as an expression of their strength, resilience and standing. Establishment of the hub, including funding applications, will be led by the Cultural Committee, with support from the Shire and collaboration with the other groups involved in the Framework as applicable. The first step will be to seek funding for a concept plan to be prepared.

The hub could potentially be a satellite of the new Aboriginal Cultural Centre to be built in Perth. It is understood this centre will promote and direct people to areas of interest around Western Australia.

The elements involved include a Pingelly (Wilman) Noongar Cultural Centre where stories and culture can be shared with the public, but which also has space for cultural practices outside the public eye, administration areas, and a start-up space for fledging Aboriginal businesses. The hub would also have an outdoor area which includes a nature landscape, amphitheatre, and fire pit.

It is envisaged that this space would become a major tourist attraction, as well as a base for start-up businesses in tourism and other areas. This would fit into the wider aspirations for developing the Pingelly visitor economy. For example, working with the Pingelly Tourism Group and the Shire, a local Aboriginal star gazing business could be a core part of the unique Pingelly starscape offering.

In addition, the opportunity exists to explore and adopt dual naming and bring a design element to Pingelly that reflects and recognises the history and continuing presence of the Pingelly (Wilman) Noongar people. This includes the installation of public art.

It is proposed that inclusion in the Arts and Crafts Hub would be an integral and ongoing component. This would occur while the more major development is designed, planned, and implemented over a period of time, and continue thereafter.

It is also proposed to resolve the obscurity of the Cultural Room at the PRACC. This room is used as a general meeting and activity space. Given its relatively small size, and the general demand for use of the room, it is difficult to imagine changing this. It is therefore suggested to continue using the room as it currently is, and invite the Pingelly Cultural Committee in conjunction with the PRACC to confer a Noongar name. Then, while used for general purposes, there will a reference point for everyone who enters the room, that acknowledges the first people of Pingelly.



# HISTORY AND HERITAGE

The Framework addresses two key issues with respect to the history and heritage component:

- How to suitably display the wealth of large historic artefacts
- The approach to further developing the collection, maintenance and accessibility of Pingelly's history and heritage

Each of these is outlined below.

## Location of large historic artefacts

The items in this category include the following:

- historic machinery (predominantly agricultural)
- sheet metal equipment
- sulkies and buggies (generously gifted by Neil Gill)
- Higgins collection

There is a strong desire to co-locate Pingelly's historic artefacts (larger and smaller) to the extent possible, in order to maximise the exposure for locals and visitors alike.

The Pingelly Town Hall is now housing the Shire of Pingelly's Museum and various other historical collections. For this reason, the community indicated a strong preference for creating a substantial purpose-built structure to house historic machinery, sulkies and buggies, sheet metal equipment etc, adjacent to the Town Hall. This would achieve a substantial, consolidated heritage precinct.

This approach resonates with the vision and statement of the CAF. It would be a significant community resource and a much more prominent visitor attraction. If promoted well, it has the potential to raise the profile of Pingelly as a 'must visit' place for heritage tourism.

Given that this solution would take some time to implement, in the interim, it was agreed to continue to display the sulkies and buggies in the Town Hall, consider locating the Tregurtha and Hughes display at the Caravan Park entrance, display machinery in the Agricultural Shed at the PRACC, and explore other temporary locations as required.



## Developing the collection, maintenance and accessibility of Pingelly's history and heritage

As mentioned above, the Pingelly Museum has been relocated to the rear of the Pingelly Town Hall. It opened as part of the inaugural Pingelly Heritage Festival April 2023. The Town Hall also houses the sulkies and buggies and the Higgins Collection in the interim.

The Museum's initial establishment phase is still in progress at the time of writing. Space is constrained to the stage area, while the buggies and sulkies donated by Neil Gill are displayed in the centre section of the Town Hall, and the Higgins Collection (in part) is displayed in the main hall area. It is intended that other rotational displays will occupy this main hall area from time to time, including but not limited to museum displays. At the front of the Town Hall, it is proposed that a browsing room is fitted out for the community and visitors to explore records and historical documents and conduct research at their leisure. This area may offer coffee and items for sale.

There is also a wealth of Pingelly, Mourambine and Districts pioneer family history held in a private database. Births, Deaths and Marriages information is made available for the Pioneers of Pingelly Facebook page. Family histories are available on request to the families only.

Work will continue on developing the collection, maintenance and accessibility of history and heritage in Pingelly, in conjunction with developing and implementing the adjacent purpose-built facility for large artifacts. Issues to be considered include the following.

### Museum

- optimising the physical display space
- utilising digital display technology
- encouraging and enabling families to donate rare and other historic items (including military artefacts) with confidence
- succession planning for the Pingelly, Mourambine and Districts pioneer family history database in conjunction with Pioneers of Pingelly
- trained volunteers to ensure appropriate receipt, cataloguing, care and (if/when needed) disposal of items
- protection of the items from light and heat (to the extent possible given the absence of climate control)
- effectively linking with tourism

### Heritage Trails

- Development of the Wogalin Track trail
- Completion of the historic plaques trail
- Other trails as may be agreed, for example, there may be a temporary 'trail' including buggies and sulkies in the Town Hall, Tregurtha and Hughes display at the Caravan Park entrance, and machinery display in the Agricultural Shed at the PRACC etc

## Working arrangements



A History and Heritage Committee will be established as a temporary mechanism to oversee the next stage of developing the collection, maintenance and accessibility of Pingelly's history and heritage. This will include the construction of a new facility to display large artifacts adjacent to the Town Hall, and the development of heritage trails including other permanent or interim displays of historic artifacts.

The Museum Committee and the Shire will agree a Memorandum of Understanding in accordance with the Shire of Pingelly's Museum Policy.

The Pingelly Historical Research Committee will affiliate with the Museum Committee. This group, recently established at the time of writing) will research available historic information on Pingelly's people, buildings, events, and settlement patterns and make it accessible as required for the development of the Museum, new facility and trails, history tourism marketing and promotion (including website content), etc.



Lost Pingelly and Pioneers of Pingelly will also affiliate to the Museum Committee.

The History and Heritage Committee will include of representatives from:

- Shire of Pingelly (to convene the first meeting, which will elect an ongoing Chair)
- Museum Committee
- Pingelly Historical Research Committee
- Lost Pingelly and Pioneers of Pingelly
- Men's Shed
- RSL
- Pingelly Cultural Group
- Friends of Pingelly Railway
- Community Resource Centre

The History and Heritage Committee may establish other specific-purpose groups as required (for example, a Heritage Trails Committee).

# MAINTAINING EFFECTIVE LINKAGES ACROSS THE FRAMEWORK

This Framework identifies significant connections across arts and crafts, Pingelly (Wilman) Noongar cultural expression, history and heritage, and tourism. These connections go back a long way, for example, forty years ago, the Art and Tulip Festival attracted people from Perth by the train load. The newly created Flowers, Art and Music Festival, beginning in October 2023, aims to pick up that legacy and breathe new life into it.

Another example is the establishment of historic plaques in the Pingelly main street. This is a substantial project, driven by community effort and collaboration. More work is needed to make the most of the historic sites (natural and built), including where original structures no longer exist.

The culture and history of the Pingelly (Wilman) Noongar people is a gift for locals and visitors alike, and has the potential to make a large contribution to Pingelly tourism. Sharing their stories is a key part of their aspirations as described above. There are many opportunities to increase the visibility and prominence of Pingelly (Wilman) Noongar culture and history.

Marketing and promotion is a key common element. An early priority is to undertake an audit of the relevant parts of the Shire's website and in collaboration with the relevant community groups, progressively enhance the text, images and links to attract potential visitors with compelling content.

Similarly, there is an opportunity to improve the scope and quality of information available for visitors once in Pingelly (eg when booking a caravan site).

## Working arrangements to maintain the connections

For Pingelly to achieve the vision of the Framework, there needs to be a mechanism to bring the all the components back together from time to time, in a forum that reviews progress in each of the key areas, and ensures that everyone is aware of the plans going forward. This will facilitate coordination and collaboration, and provide input for ongoing direction and prioritisation.

This mechanism will be particularly important in the short to medium term as the major projects are designed in detail, funding is sought, and implementation is progressed. This will be an intensive period, especially over the next 2-3 years.

The Shire will therefore host a Culture and Arts Framework Forum (CAFF), to be held twice a year (February and August). Once the major projects are advanced, these working arrangements can be reviewed and ceased or altered as appropriate to the circumstances at that time.



## APPENDIX: ENGAGEMENT PROCESS

Who	Representing	When
Andrew Dover	CEO, Shire of Pingelly (Inception meeting)	24 May 2022
John Timms; Valerie Timms	Men's Shed; Friends of Railway	1 July 2022
Peter Narducci	Digital Heritage; Lost Pingelly; Genealogy Group	1 July 2022
Malcolm Jetta	Aboriginal leaders; Moorditj Youth Foundation Aboriginal Corporation Inc, Pingelly Cultural Group	1 July 2022
Damien Spencer	RSL memorabilia donors	1 July 2022
Elizabeth Trump; Jan Overing	Museum Group	5 July 2022
Rheannon Turton	PRACC	6 July 2022
Merv Beard; Sue Traber	Tourism Group	6 July 2022
Andrew Dover (Shire CEO); Peter Narducci (Lost Pingelly, Pioneers of Pingelly); Bronwyn Parker (Town Hall Ref Group); Ellen Cook (Shire CDO); Elizabeth Trump (Museum, Town Hall Ref Group); Jan Overing (Museum); Judy Hempsell (Museum); Graeme Lange (Men's Shed, machinery/equip); Terry Bates (Men's Shed); Mick Dowdel (Working Farm Museum); Neil Gill (Buggies and Sulkies); Felicity (CRC)	History	15 July 2022
Angela Tretheway; Anne Goldsmith; Catie Wood; Lou Johnson; Rene Vitos; Tracey Campbell; Cathy Mann; Andrew Dover; Ellen Cook; Sue Palmer	Arts	15 July 2022
Kerry Kearsley; Sue; Margaret; Carolyn; Christine (Garden Group); Maryanne; Judy; Carol; Joan; Penny	Arts and Crafts Group at RSL Garden Group	18 July 2022
Russell Stewart	Collection of family histories	3 August 2022
Councillors' briefing	Shire	10 August 2022
Merv Beard; Sue Traber; Ellen Cook; Peter Narducci; Elizabeth Trump; Jan Overing; Russell Stewart	Tourism and history	7 September 2022
Sue Traber; Ellen Cook; Shana Smith; Peter Narducci; Bryan Hotham; Jan Overing; Lee Steel; Elizabeth Trump; Graeme Lange; Terry	History Focus Workshop	11 October 2022

Who	Representing	When
Paige; Murray Dennerley; Shirley Lange; Bobbie Watts; Christina Woodmass; Kerry Kearsley		
Sue Traber; Shana Smith; Peter Narducci; Bryan Hotham; Elizabeth Trump; Murray Dennerley; Christina Woodmass; Kerry Kearsley; Rheannon Turton; Lou Johnson; Anne Goldsmith; Sue Palmer; Lisa Pitman	Arts Focus Workshop	11 October 2022
Andrew Dover	CEO, Shire of Pingelly	4 November 2022
Peter Narducci; Andrew Dover; Shana Smith; Elizabeth Trump; Terry Paige; Graeme Lange; Shirley Lange; Lee Steel; Jackie McBurney; Ellen Cook	History Focus Workshop (follow up)	17 November 2022
Andrew Dover; Shana Smith; Lisa Pitman; Shirley Lange; Lou Johnson; Anne Goldsmith; Kerry Kearsley; Jackie McBurney; Ellen Cook	Arts Focus Workshop (follow up)	17 November 2022
Jackie McBurney	Arts discussion	27 January 2023
Councillors (workshop)	Shire	1 March 2023
Cross-section of participants (workshop)	Arts, History, Tourism, Shire	1 March 2023
Cross-section of participants (consultation on draft CAF)	Arts, History, Tourism, Shire	27 June – 13 July 2023
Public (consultation on draft CAF)	Wider community	24 July – 6 August 2023



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#### **14.5 Youth Precinct Modified Concept Plan Adoption**

<b>File Reference:</b>	<b>ADM0323</b>
<b>Location:</b>	<b>Queen &amp; Somerset Streets</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>Youth Precinct Stakeholder Consultation</b>
<b>Previous Reference:</b>	<b>Ordinary Council Meeting 14 December 2022</b>

#### **Summary**

For Council to consider the results of advertising of the Youth Precinct Concept Plan.

#### **Background**

The Pingelly Youth Strategy 2021 – 2025 broadly summarised in the following points:

- The need for direct and ongoing consultation and engagement with young people (under 25 years old);
- The lack of actives currently available for young people within the town of Pingelly;
- The need to establish partnerships with various youth focused organisations;
- Advocating for increased youth services in town;
- Increased visibility of existing services;
- Increased educational and employment opportunities within Pingelly; and
- The redevelopment of the skate park.

This Strategy identifies a lack of spaces and facilities for young people, particularly in the 12-18 age bracket. The Pingelly Youth Network has been established in accordance with this Strategy and meets to drive the progress of the other actions.

To progress this staff developed the Youth Precinct Concept Plan to:

#### **Objectives:**

1. Provide the following for disengaged and disengaging young people:
  - (a) A variety of activities, both indoor and outdoor.
  - (b) A safe space to congregate and 'hang out'.
  - (c) A place away from home.
  - (d) A central space to maintain friendships in the absence of a local high school.
  - (e) A youth centre to provide youth service providers e.g. counselling, drug awareness, life skills, employment opportunities etc.
  - (f) Guidance to foster a sense of direction, community and leadership.
2. Reduce destructive behaviours/limit behaviours to hardened infrastructure
3. Add greater reason for families to remain in, or move to Pingelly
4. Provide confidence to parents that their children are in a safe and productive environment.

At the Ordinary Council Meeting of 14 December 2022, Council resolved the following:

#### **Council Motion: 13205**

*That Council advertise the Youth Precinct Concept Plan and proposal to relocate the Childcare facilities to the old Bowling Club widely to the community, particularly to young people and to key stakeholders.*

Following this resolution, staff undertook extensive consultation through a survey and meetings with key stakeholders in relation to the Youth Precinct Concept Plan. Further to this, staff undertook consultation with Regional Early Education and Development Inc. (REED) and the playgroups in relation to their relocation from the current childcare facility. REED is in full support of this relocation and have taken steps in that direction. The Playgroups are cautious, but tentatively support the concept.

At the Ordinary Council Meeting of 19 April 2023, Council resolved the following:

### Council Motion: 13248

*That Council:*

- (1) Approves a 10 year lease of a portion of the former Bowling Club at 10 Community Place, Pingelly to Regional Early Education and Development Inc. (REED) in general accordance with the draft lease attached;
- (2) Permits the Chief Executive Officer and Shire President to affix the Common Seal;
- (3) **Continues to work with the Playgroups to develop a costed works schedule for consideration in the budget process; and**
- (4) **Provides assurance to the Playgroups that they can remain in the current premises on Queen Street until an improved facility is provided.**

The above consultation with the Playgroups is ongoing to ensure that a facility which is better than their current facility will be provided.

### Consultation

Extensive consultation was undertaken in relation to this project including advertising the masterplan and associated survey in the Pingelly Times, on the Shire's website and on Facebook. These survey results have been collated (attached). An impressive 105 people participated. This provides a high certainty for the results of the survey.

There was strong support for the development of a Youth Precinct within Pingelly overall with only 5.5% opposing the proposal. There also was consistent support for what should be included with some other suggestions also made.

Results were divided for the location of the precinct with a slim majority of the survey respondents (50%) preferring the Queen Street location. However, a significant proportion of the respondents (42%) preferred the PRACC location. The remainder (8%) chose 'other' and when asked to specify, a consistent theme was to locate the infrastructure in both the locations.

A breakdown of these survey responses for this question by age, shows the following:

Age Category	Respondents#	Queen Street	PRACC	'Other'
Under 10	3	33% (1)	67% (2)	-
10-19	45	67% (30)	27% (12)	6% (3)
20-39	18	50% (9)	39% (7)	10% (2)
40+	30	30% (9)	67% (20)	3% (1)
Not stated	8	37% (3)	37% (3)	26% (2)
<b>Total</b>	<b>104</b>	<b>50% (52)</b>	<b>42% (44)</b>	<b>8% (8)</b>

\* figures in brackets above denote actual numbers of survey respondents.

In addition to the above, and worthy of serious consideration, Council received a petition from the community in relation to this matter at the Ordinary Council Meeting of 17 May 2023. The petition requests consideration for some of the amenities to be placed at the PRACC. The petition is signed by 131 signees and shows addresses of signees who are all local community members or live within the greater region.

In addition to advertising, a number of face-to-face discussions were held including with the PRACC Board and the Pingelly Primary School Board. The Pingelly Primary School Board suggested direct engagement with their Year 5/6 class. This engagement has been completed and their feedback included as part of the survey results.

The discussion with the PRACC Board was very in-depth relating to the various options and the objectives of the Youth Precinct overall. The decision from this Board was that the proposed pump track and skate park should not be located at the PRACC, but that there was a real need for youth facilities at the PRACC. The Board recognised that building a new the youth centre building at the PRACC would be a substantial financial outlay which is not

preferable. In summary, that in consideration of the Youth Precinct objectives, the PRACC Board's feedback is that the 'wheels' and youth centre building should not be located at the PRACC but that the ninja park or other similar infrastructure is needed.

Letters have also been sent to the residents immediately adjacent to the Queen Street location. No objections from these residents have been received. However, these residents have had informal conversations with staff and/or Councillors relating to the amenity impacts of proposal. These impacts can be considered with a view to mitigation during the detailed planning phase, should the proposal proceed in this location.

### **Comment**

There are significant advantages to both the Queen Street and Somerset Street (PRACC) locations.

The following factors have been identified as important in relation to the Queen Street location:

- No play equipment for young people aged between 12 and 18 (with the exception of the old skate park which is not fit for purpose);
- Young people could use the Youth Precinct while younger siblings are using the existing play facilities at Memorial Park;
- Existing building suitable for the Youth Centre building.
- Proximity to the Police Station;
- Proximity to the school bus stop;
- Proximity to the Pingelly Primary School; and
- Encourages families to spend time in the Town Centre;

The following factors have been identified as important in relation to the Somerset Street location:

- No play equipment for young people aged between 12 and 18;
- Young people could use the Youth Precinct while younger siblings are using the existing sport and recreation facilities at the PRACC;
- May increase participation in sports and recreation activities; and
- Encourages families to spend time at the PRACC.

Both locations lack facilities for young people and are both a good options.

The overall objective of the Youth Precinct (as above in Background), is to re-engage currently disengaged young people. This may inevitably come with antisocial activity. Co-locating this Precinct with Memorial Park and the PRACC may create an issue for their users, however it is considered that the benefits of co-location outweigh the negatives.

As there is strong engagement on this matter in favour of both the Queen Street and Somerset Street locations through demonstrated lack of facilities at both locations, the most appropriate course of action appears to be to provide some facilities at both locations. Given the feedback from the PRACC Board, it is considered appropriate to locate the Ninja Park or similar at the PRACC and the Stake Park, Pump Track and Youth Centre Building on Queen Street.

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

Nil.

**Strategic Implications**

Goal 5	Innovation, Leadership and Governance
Outcome 5.1	The Shire's community feels community involvement and engagement is working well
Strategy 5.1.1	The community is provided with opportunities to engage on strategic, corporate, asset and financial plans, and other major plans and issues
Strategy 5.1.1.1	Ensure continued community consultation and engagement on key projects and strategies

**Risk Implications**

Risk	Lack of inclusion. Given the high level of community interest in this proposal, the risk rating has been elevated to high.
Risk Rating (Prior to Treatment or Control)	High (12)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

**Risk Matrix**

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

**Officer's Recommendation:****That Council:****1. Determines that the:**

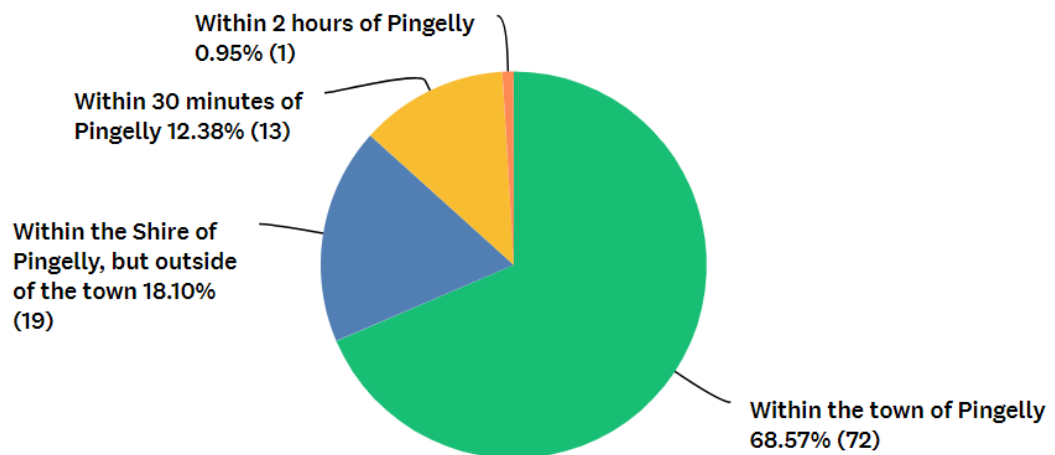
- Youth Precinct will proceed subject to funding in both the Queen Street and Somerset Street locations
- Stake Park, Pump Track and Youth Centre Building will be located on Queen Street
- Ninja Park or similar will be located on Somerset Street at the Pingelly Recreation And Cultural Centre (PRACC)
- Facilities at both locations are developed concurrently in as far as is possible

**2. Notes that the development of Youth Precinct is subject to external grant funding, and its development is likely to take a number of years; and****3. Reaffirms the assurance to the Playgroups that they can remain in the current premises on Queen Street until an improved facility is provided.**

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

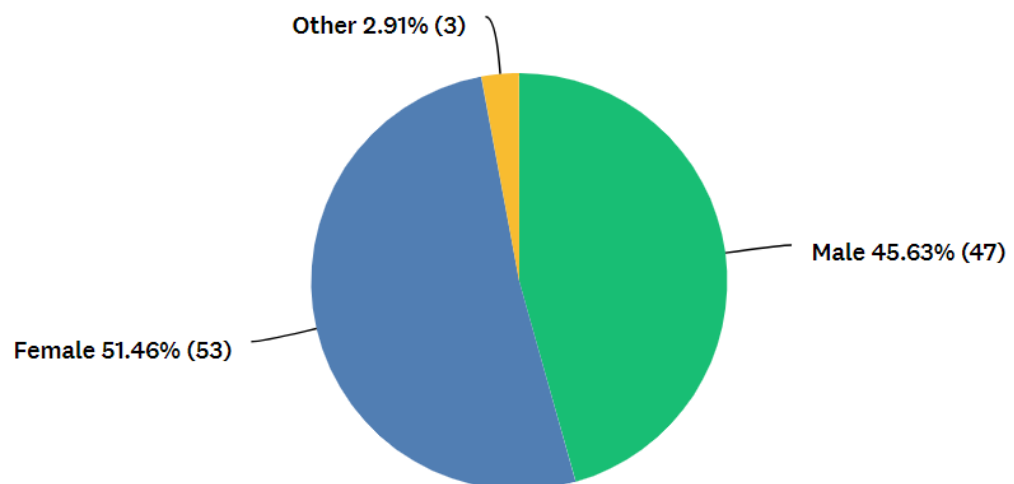
## Where is your primary place of residence?

Answered: 105 Skipped: 0



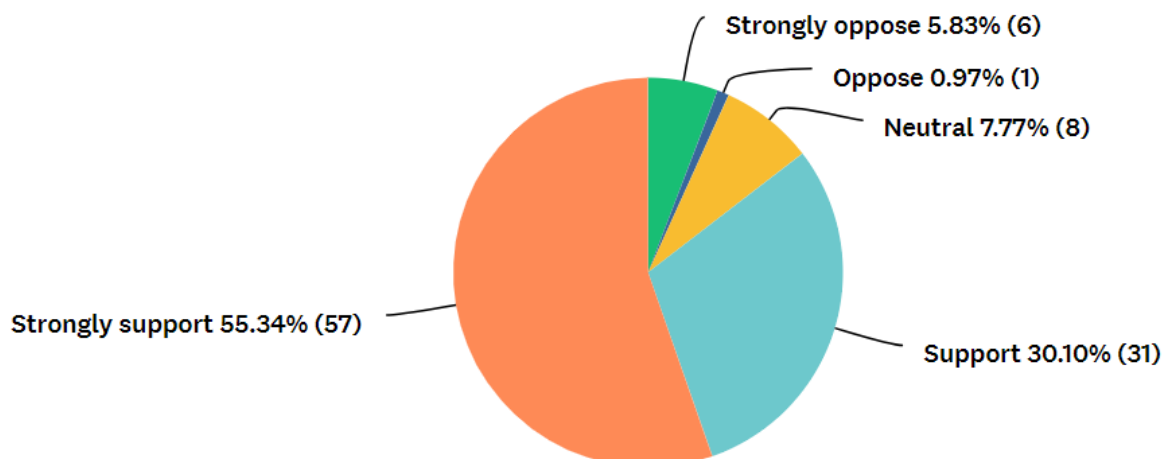
## Gender

Answered: 103 Skipped: 2



## Do you support the development of a youth precinct in Pingelly?

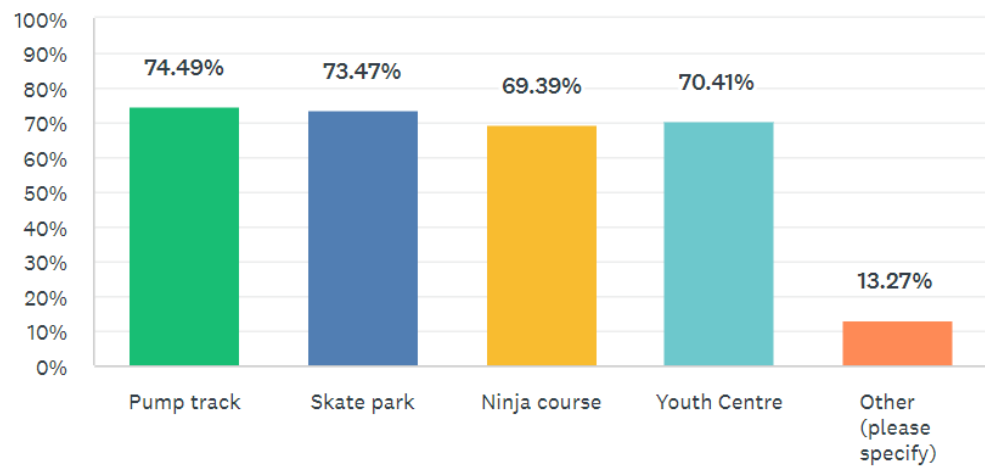
Answered: 103 Skipped: 2





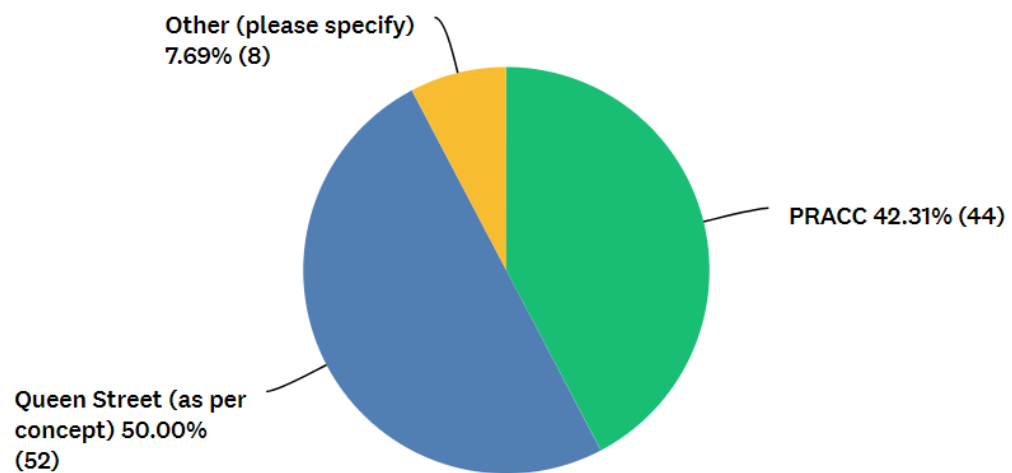
## What features should be included in a youth precinct?

Answered: 98 Skipped: 7



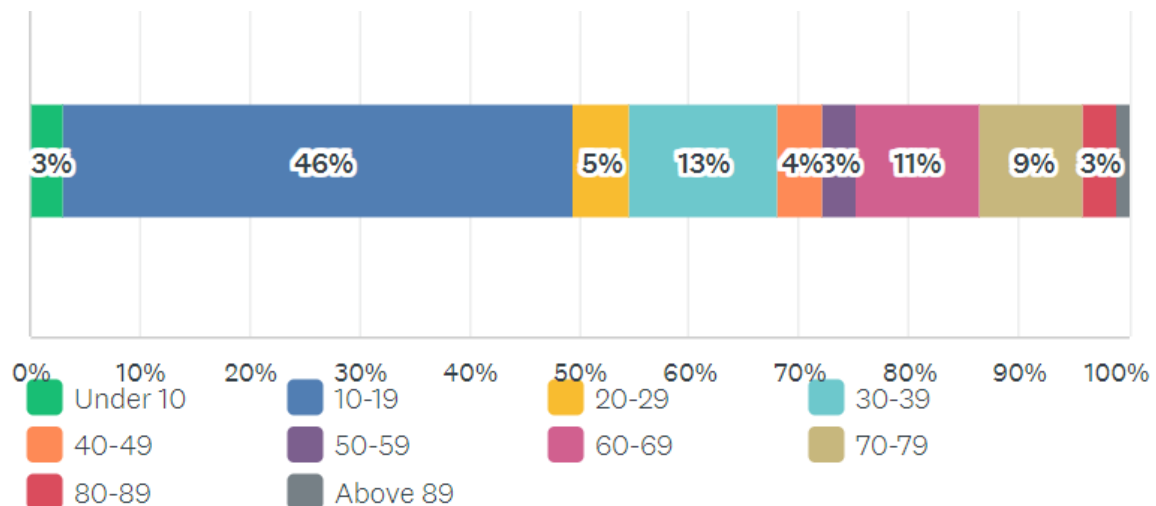
## Where should such a youth precinct be located?

Answered: 104 Skipped: 1



## What is your age?

Answered: 97 Skipped: 8



## **14.6 2023-24 Community & Events Grant Scheme**

<b>File Reference:</b>	<b>ADM0542</b>
<b>Location:</b>	<b>Not Applicable</b>
<b>Applicant:</b>	<b>Not Applicable</b>
<b>Author:</b>	<b>Community Development Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Community &amp; Events Grant Scheme Policy</b>
<b>Previous Reference:</b>	<b>Not Applicable</b>

### **Summary**

Council is requested to consider the amendments to the Community & Events Grant Scheme Policy.

### **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.

The Community & Events Grant Scheme has a total of \$15,000 allocated in the draft 2023/24 Budget. The budget has yet to be adopted.

Eligible applications are invited from individuals, clubs, organisations, or businesses and be for no more than \$5,000 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. It could alternatively provide benefit to residents and visitors of the Shire of Pingelly:

- events
- 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

Policy is to be updated to include the following:

- To include Events within the title and scope to ensure capacity building.
- Increase Shire allocated funding to \$15,000 per year, \$5,000 per application in any single financial year.
- Change eligible organisations to include Businesses and Individuals.

These changes are proposed to provide flexibility to the overall program by including events, and increasing the eligibility requirements. In addition, the increased funding allocation per application provides for applications to be more impactful.

### Consultation

Nil

### Statutory Environment

Local Government Act 1995 – Part 6 Financial Management

### Policy Implications

5.15 Community Grant Scheme Policy

### Financial Implications

Annual Budget allocation \$15,000.

### 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	Modifying the policy to include individuals and businesses can leave the Scheme unsuppressed.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Encourage the applicant to meet with the Community Development Officer to ensure eligibility and acquittal process.

### Risk Matrix

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

### Officer's Recommendation:

**Council is requested to adopt the amended Community & Events Grant policy.**

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

## 5.15 Community & Events Grants

### 1. PURPOSE

- 1.1 The purpose of this Policy is to outline the Shire's approach to providing financial assistance to individuals, community groups, organisations and businesses to build an engaged and vibrant community that delivers benefits to the local community and or the local economy.

### 2. SCOPE

2.1 Funding is for Individuals, Groups, Organisations or businesses incorporated bodies undertaking events, projects and programs within the Shire of Pingelly or that provide benefit to residents and visitors of the Shire. Projects will be expected to meet at least one priority areas identified within the Shire's Community Strategic Plan. These will be the priority areas for funding, and include, but are not limited to the following areas:

- 2.1.1 Building capacity within local community groups, volunteers and residents;
- 2.1.2 Supporting our young people;
- 2.1.3 Supporting our older people;
- 2.1.4 Providing opportunity to be healthy and promote wellbeing;
- 2.1.5 Supporting and encouraging cultural diversity and inclusion;
- 2.1.6 Developing and attracting art projects and increasing participation; and
- 2.1.7 Generally building the strength, engagement, and cohesion of the community.

2.1.8 Public Events

2.1.9 Activate streets and businesses

2.1.10 Promote heritage and tourism

### 3. DEFINITIONS

- 3.1 **Community** refers to the people that live, work or recreate within the Shire of Pingelly;
- 3.2 **Eligible ~~Organisations applicants~~** means ~~Incorporated associations (or auspiced through an incorporated association with written acknowledgement)~~ Individuals, Groups, Organisations and Businesses ~~and~~ that do not have outstanding grant acquittals;
- 3.3 **Application Form** refers to the Community Grant Scheme Application form and all of its attachments. It also includes the option to provide a separate Income and Expenditure statement relevant to the project.

## 4. POLICY STATEMENT

- 4.1 Applications will be accepted twice per year with the funding pool being determined in the annual Shire budget. Applications must be from an eligible organisation and be for no more than \$53,000 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 priority area identified within the above scope or have clearly identified and evidenced the need for the project.
- 4.2 For applications to proceed to assessment they must:
  - 4.2.1 Be lodged on time;
  - 4.2.2 Be submitted on the appropriate form;
  - 4.2.3 Include the required information, including insurance and financial details;
  - 4.2.4 Include agreement from the applicant to acknowledge the Shire if funding is successful;
  - 4.2.5 Ensure the applicant demonstrates its ability to manage the project;
  - 4.2.6 Not be due to commence until after the notification date.
- 4.3 Applications will be assessed according to:
  - 4.3.1 The level of community benefit;
  - 4.3.2 The level to which it addresses an evidenced need;
  - 4.3.3 Long term sustainability;
  - 4.3.4 Appropriateness of the project financial statement;
  - 4.3.5 Partnerships, collaborations, community engagement and involvement or other funding sources that have been secured;
  - 4.3.6 Capacity to deliver the project.
- 4.4 Where projects are evidenced to support additional outcomes identified within the Shire's Strategic Community Plan, the project will be highly regarded. This could include, but not limited to projects that:
  - 4.4.1 Encourage tourism and increase visitation
  - 4.4.2 Activate local businesses and main streets
  - 4.4.3 Improve, conserve and promote heritage
- 4.5 Some projects, either in their entirety or elements of the project may not be eligible for funding. They are:
  - 4.5.1 Projects that have already commenced;
  - 4.5.2 Recurrent maintenance or operating costs;
  - 4.5.3 Projects that are considered to be private, commercial, individual or state government core responsibility;
  - 4.5.4 Elements that may be considered offensive;

4.5.6 Fundraising, political or loan repayments.

- 4.6 Applicants will be able to seek assistance prior to finalising their application, but the assessment process will occur based on the information provided and must therefore be sufficient and concise;
- 4.7 Council reserves the right to request copies of quotes or audited financial information;
- 4.8 It may be appropriate to redirect applicants to more appropriate sources of funding prior to considering the project funding application;
- 4.4 Successful applications will be required to sign a grant agreement which will detail any relevant conditions necessary to minimise risk, meet Shire protocols or maximise and safe guard the project outcomes. Conditions will also include the need to acknowledge the Shire's funding and submit an acquittal form as agreed with photographic and promotional evidence.

## 5. RELATED DOCUMENTATION / LEGISLATION

Nil

## 6. REVIEW DETAILS

<b>Review Frequency</b>	Three Yearly
<b>Council Adoption</b>	17 May 2017, 19 July 2017, 18 July 2018, 18 March 2020, 15 July 2020, 18 May 2022

## **14.7 Pingelly Pocket Park Dual Naming**

<b>File Reference:</b>	<b>ADM0688</b>
<b>Location:</b>	<b>Not Applicable</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 consider dual naming the pocket park recently constructed at 25 Parade Street, Pingelly.

### **Background**

Both the draft Pingelly Culture and Arts Framework 2023 and the draft Pingelly Community Plan 2023 have the action to '*consult with the Wilman Noongar people to explore and adopt dual naming for key places and buildings*'.

Dual naming seeks to recognise the local Aboriginal heritage and culture by adding or recognising a traditional name 'in language' for a place. This is important recognition and is used mainly for *geographic and topographic features and some parks. However, to avoid potential confusion for emergency services such as police, fire and ambulance and other service providers, dual naming is not supported for any place name that forms part of an address such as:*

- *roads*
- *suburbs*
- *localities*
- *towns/communities.*

(extract from the Northern Territory Place Names Commission)

### **Comment**

Following the establishment of a local Aboriginal Cultural Committee and the reactivation of the Pingelly Aboriginal Progress Association, there is now greater opportunity to consult with the local Aboriginal Community in relation to Aboriginal names/dual naming.

Staff requested Malcolm Jetta to discuss potential naming options through these channels. Mr Jetta was successful in receiving responses back from the community (and families with connection to Pingelly) regarding a name for the pocket park. Mr Jetta also provided the below explanations behind the suggested names:

- **Nabby Park** (provided by Travis (Jock Abraham): In recognition of Peter (Nabby) Abraham (also known as King Nabby). Nabby was the last Full Blood Aboriginal Elder in Pingelly. He and his family have a long continuing connection to Pingelly and surrounding areas including (Pumphreys Bridge, Dryandra, Popanyinning, Wandering, Narrogin). Nabby's descendants still call Pingelly home.
- **Gnalla Wangkiny Park** (provided by Tegan Jones nee Humphries, daughter of Donna Jetta, granddaughter of Jean Jetta nee Abraham). Gnalla means us/our. Wangkiny means language and speaking or talking. In Noongar culture one of our favourite things to do is sit around a fire and yarn. Not just at night when it's cold, but we could sit around the fire all day. Listening to the old people tell their stories. Cultural business like dancing and singing. Family will sing songs and play guitar, and usually with all the yarns that go around the fire, there's always a lot of laughter.
- **Kulbardi Park** (provided by Kimberley Jetta). Kulbardi means magpie in Noongar.



Another suggestion is to name the park 'Pingculling Pocket Park' to reflect both Aboriginal and non-Aboriginal communities.

Many of the local Aboriginal people have a connection to this park as the Pingelly Aboriginal Progress Association hub was a thriving place with positive memories for many. In addition, the yarning circle and fire pit is a reflection of the Aboriginal culture and is a welcoming space for all to gather. An Aboriginal name would be fitting for the space and would reinforce that the park is for everyone.

### Consultation

These names have been suggested by local Aboriginal people or people with connections to Pingelly.

### Statutory Environment

Nil

### Policy Implications

Nil

### Financial Implications

Nil.

### Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.1	The Shire's community feels community involvement and engagement is working well
Strategy 5.1.1	The community is provided with opportunities to engage on strategic, corporate, asset and financial plans, and other major plans and issues
Strategy 5.1.1.1	Ensure continued community consultation and engagement on key projects and strategies

### Risk Implications

Risk	Lack of inclusion.
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

### Risk Matrix

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

**Officer's Recommendation:**

**That Council:**

1. Adopts \_\_\_\_\_ as the dual name of the newly established park at 25 Parade Street, Pingelly; and
2. Erects a sign in the park prominently displaying both this name (providing the name's pronunciation and short explanation), together with a 'Pingelly Pocket Park' sign.

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

**Voting Requirements**

Simple Majority

**Alternative Recommendation:**

**That Council seek an alternate suggested name be sought from further consultation and once chosen by Council.**

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

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

### **15.1 Accounts Paid by Authority – June 2023**

<b>File Reference:</b>	<b>ADM0066</b>
<b>Location:</b>	<b>Not Applicable</b>
<b>Applicant:</b>	<b>Not Applicable</b>
<b>Author:</b>	<b>Finance Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>List of Accounts</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary**

Council is requested to receive the list of accounts paid by authority for the month of June 2023.

#### **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 2022/2023 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

### Risk Matrix

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

### Officer's Recommendation:

**That Council receive the Accounts for Payments for June 2023 as authorised under delegated authority and in accordance with the Local Government (Financial Management) Regulations 1996:**

To 30 June 2023:

Municipal Account	\$519,928.82
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Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

## SHIRE OF PINGELLY

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT JUNE 2023

EFT NUMBER	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL AMOUNT
<b>EFT10066</b>	<b>01/06/2023</b>	<b>SULLIVAN LOGISTICS PTY LTD</b>	<b>FREIGHT CHARGES</b>	<b>1</b>		<b>596.59</b>
INV 32455	02/04/2023	SULLIVAN LOGISTICS PTY LTD	22/03/2023 FROM MATILDA AUTO		36.54	
INV 33055	10/04/2023	SULLIVAN LOGISTICS PTY LTD	31/03/2023 FROM E & MJ ROSHER, 30/03/2023 FROM MATILDA AUTO, 27/03/2023 FROM E & MJ ROSHER		109.62	
INV 33738	17/04/2023	SULLIVAN LOGISTICS PTY LTD	07/04/2023 TO MCINTOSH & SON, 05/04/2023 FROM MATILDA AUTO, 03/04/2023 FROM E & MJ ROSHER, 03/04/2023 FROM UNITED FASTENERS		450.43	
<b>EFT10067</b>	<b>01/06/2023</b>	<b>UNITED FASTENERS WA P/L</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>310.02</b>
INV 619523	26/04/2023	UNITED FASTENERS WA P/L	1 X SWIVEL HOOK FOR LIFTING JIB - CASE LOADER PN430		310.02	
<b>EFT10068</b>	<b>01/06/2023</b>	<b>BEST OFFICE SYSTEMS</b>	<b>TRAVEL CHARGES</b>	<b>1</b>		<b>55.00</b>
INV 616421	10/05/2023	BEST OFFICE SYSTEMS	PHOTOCOPIER SCANNING ISSUE		55.00	
<b>EFT10069</b>	<b>01/06/2023</b>	<b>OFFICEWORKS LTD</b>	<b>STATIONERY ITEMS</b>	<b>1</b>		<b>465.73</b>
INV 607222078	28/04/2023	OFFICEWORKS LTD	ASSORTED ITEMS		465.73	
<b>EFT10070</b>	<b>01/06/2023</b>	<b>AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY</b>	<b>LICENCE RENEWAL</b>	<b>1</b>		<b>159.00</b>
INV 503320588	21/04/2023	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	TO 30/05/2024, 9822303/1 - LAND MOBILE SYSTEM - MT SHADDICK - \$114.00, 9822304/1 - LAND MOBILE / AMBULATORY SYSTEM - LOW DENSITY AREAS - \$45.00		159.00	
<b>EFT10071</b>	<b>01/06/2023</b>	<b>GREAT SOUTHERN WASTE DISPOSAL</b>	<b>WASTE AND RECYCLING COLLECTION INCLUDING SITE MANAGEMENT - 29/03/2023 TO 26/04/2023</b>	<b>1</b>		<b>14,838.48</b>
INV 2477	04/05/2023	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE COLLECTION 29/03/2023 TO 26/04/2023, DOMESTIC RECYCLE COLLECTION 11 & 25 APRIL 2023, REFUSE SITE MAINTENANCE 25.5HRS LABOUR 27/03/2023 TO 24/04/2023, REFUSE SITE MACHINE HOURS 27/04/2023 - 24/04/2023, BULK WASTE & RECYCLING COLLECTION 3 & 24 APRIL 2023, REPLACEMENT BIN EXCHANGE TAVERN		14,838.48	
<b>EFT10072</b>	<b>01/06/2023</b>	<b>AMPAC DEBT RECOVERY PTY LTD</b>	<b>DEBT RECOVERY COSTS</b>	<b>1</b>		<b>412.94</b>
INV 96026	30/04/2023	AMPAC DEBT RECOVERY PTY LTD	APRIL 2023		412.94	
<b>EFT10073</b>	<b>01/06/2023</b>	<b>MIDALIA STEEL (INFRABUILD)</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>253.26</b>
INV 64131881	20/04/2023	MIDALIA STEEL (INFRABUILD)	4 X 6M LENGTHS OF 40 X 5 SQUARE EDGE FLATS & FREIGHT - WA BICYCLE NETWORK		253.26	
<b>EFT10074</b>	<b>01/06/2023</b>	<b>WREN OIL</b>	<b>WASTE DISPOSAL</b>	<b>1</b>		<b>33.00</b>

INV 149755	27/04/2023	WREN OIL	2650L WASTE OIL DISPOSAL - PINGELLY REFUSE SITE, ADMIN & COMPLIANCE FEES \$15.00		16.50	
INV 149756	27/04/2023	WREN OIL	1150L WASTE OIL DISPOSAL - SHIRE DEPOT, ADMIN & COMPLIANCE FEES - \$15.00		16.50	
<b>EFT10075</b>	<b>01/06/2023</b>	<b>NUTRIEN AG SOLUTIONS</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>31,003.77</b>
INV 908669643	05/04/2023	NUTRIEN AG SOLUTIONS	3M CLEAR VINYL TUBE 19MM - SMALL PLANT		10.40	
INV 908692854	11/04/2023	NUTRIEN AG SOLUTIONS	PIPE FITTINGS - INFRA PARKS & OVAL		880.00	
INV 908700678	12/04/2023	NUTRIEN AG SOLUTIONS	ANT GRANULES - TOWN STREET MAINTENANCE		26.83	
INV 908713221	14/04/2023	NUTRIEN AG SOLUTIONS	PALLET OF CEMENT - REVIEW STREET BRIDGE BR005, PALLET OF FAST SET CONCRETE - CHILDCARE BUILDING		1,413.72	
INV 908729645	18/04/2023	NUTRIEN AG SOLUTIONS	PIPE FITTING - INFRA PARKS & OVAL		115.50	
INV 908773152	26/04/2023	NUTRIEN AG SOLUTIONS	PALLET BUILDERS GREY CEMENT - REVIEW STREET BRIDGE BR005		463.32	
INV 908774072	26/04/2023	NUTRIEN AG SOLUTIONS	EPIP PIPE CORRUGATED HDPE - POCKET PARK, EPIP TEE		6,930.00	
INV 908779334	26/04/2023	NUTRIEN AG SOLUTIONS	EPIP PIPE CORRUGATED HDPE		21,164.00	
<b>EFT10076</b>	<b>01/06/2023</b>	<b>NARROGIN EARTHMOVING AND CONCRETE</b>	<b>CONCRETE</b>	<b>1</b>		<b>5,616.60</b>
INV 2248	14/04/2023	NARROGIN EARTHMOVING AND CONCRETE	40 MPA QTY 5.6 DKT#003648 - REVIEW STREET BRIDGE		2,279.20	
INV 2271	30/04/2023	NARROGIN EARTHMOVING AND CONCRETE	8.2 M CONCRETE @ 80 SLUMP - REVIEW STREET BRIDGE		3,337.40	
<b>EFT10077</b>	<b>01/06/2023</b>	<b>ABCO PRODUCTS PTY LTD</b>	<b>ASSORTED CLEANING PRODUCTS</b>	<b>1</b>		<b>2,268.47</b>
INV 865247	13/04/2023	ABCO PRODUCTS PTY LTD	VARIOUS SHIRE BUILDINGS		2,268.47	
<b>EFT10078</b>	<b>01/06/2023</b>	<b>PINGELLY TYRE SERVICE</b>	<b>PART FOR PLANT</b>	<b>1</b>		<b>103.40</b>
INV 9080	15/05/2023	PINGELLY TYRE SERVICE	BATTERY - ISUZU TIPPER TRUCK		103.40	
<b>EFT10079</b>	<b>01/06/2023</b>	<b>DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>164.30</b>
INV DI25019142	22/03/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	GAP FILLER - BOX OF 20 - SULKIES & BUGGIES		84.04	
INV DI25020520	12/05/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	ANGLE MOULD & FIXING - SULKIES & BUGGIES		68.26	
INV DI25020555	15/05/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	MDF BOARD - SULKIES & BUGGIES		12.00	
<b>EFT10080</b>	<b>01/06/2023</b>	<b>PINGELLY IGA EXPRESS</b>	<b>ASSORTED SUPPLIES AND REFRESHMENTS</b>	<b>1</b>		<b>325.44</b>

INV 03/9987	27/03/2023	PINGELLY IGA EXPRESS	EASTER EGGS - AGE IS JUST A NUMBER SCAVENGER HUNT		65.10	
INV 03/2671	03/04/2023	PINGELLY IGA EXPRESS	AFTERNOON TEA - AGE IS JUST A NUMBER FINALE		90.13	
INV 03/5402	09/05/2023	PINGELLY IGA EXPRESS	MILK POWDER - DRIVER REVIVER		19.00	
INV 03/6309	11/05/2023	PINGELLY IGA EXPRESS	SUPPLIES - DRIVER REVIVER STATION		9.72	
INV 03/7579	15/05/2023	PINGELLY IGA EXPRESS	SUPPLIES AND REFRESHMENTS - VOLUNTEER WEEK GIFT BAGS		141.49	
<b>EFT10081</b>	<b>01/06/2023</b>	<b>JH COMPUTER SERVICES PTY LTD</b>	<b>TECHNICAL SERVICES</b>	<b>1</b>		<b>5,845.40</b>
INV 208644-D01	30/04/2023	JH COMPUTER SERVICES PTY LTD	DATTO BACKUP, CYBER SECURITY BACKUP FOR ALERTS AND MONITORING PCS		1,093.40	
INV 208643-D01	30/04/2023	JH COMPUTER SERVICES PTY LTD	COMPUTER SUPPORT MAY 2023		4,752.00	
<b>EFT10082</b>	<b>01/06/2023</b>	<b>CORSIGN WA</b>	<b>SIGNAGE</b>	<b>1</b>		<b>599.50</b>
INV 74856	18/04/2023	CORSIGN WA	ASSORTED STENCILS		599.50	
<b>EFT10083</b>	<b>01/06/2023</b>	<b>EDGE PLANNING &amp; PROPERTY</b>	<b>PLANNING SERVICES</b>	<b>1</b>		<b>893.75</b>
INV 2309	05/05/2023	EDGE PLANNING & PROPERTY	APRIL 2023		893.75	
<b>EFT10084</b>	<b>01/06/2023</b>	<b>SAPIO PTY LTD</b>	<b>TECHNICAL SERVICES</b>	<b>1</b>		<b>187.00</b>
INV 233679	26/04/2023	SAPIO PTY LTD	CCTV MONITORING - SHIRE OF PINGELLY CBD, MONTHLY SUBSCRIPTION - MARCH 2023 \$35.00, LABOUR - MONITORING ON SERVERS \$135.00		187.00	
<b>EFT10085</b>	<b>01/06/2023</b>	<b>STATEWIDE TRAFFIC WA</b>	<b>TRAFFIC MANAGEMENT</b>	<b>1</b>		<b>1,099.89</b>
INV 387	30/04/2023	STATEWIDE TRAFFIC WA	SUPPLY AND DEPLOY TRAFFIC MANAGEMENT - ANZAC DAY 2023		1,099.89	
<b>EFT10086</b>	<b>01/06/2023</b>	<b>CLOUD COLLECTIONS PTY LTD TRADING NAME: CLOUD PAYMENT GROUP</b>	<b>DEBT RECOVERY COSTS</b>	<b>1</b>		<b>566.50</b>
INV 4106	01/05/2023	CLOUD COLLECTIONS PTY LTD TRADING NAME: CLOUD PAYMENT GROUP	ASSORTED PROPERTIES		566.50	
<b>EFT10088</b>	<b>09/06/2023</b>	<b>TELSTRA</b>	<b>TELEPHONE AND INTERNET CHARGES - 11/05/2023 TO 10/06/2023</b>	<b>1</b>		<b>1,208.52</b>
INV 990000003293	12/05/2023	TELSTRA	MOBILE CHARGES - 11/04/2023 TO 10/05/2023		418.74	
INV K439699111-5	18/05/2023	TELSTRA	ADMIN TELEPHONE CHARGES - 11/05/2023 TO 10/06/2023		789.78	
<b>EFT10089</b>	<b>09/06/2023</b>	<b>PINGELLY VOLUNTEER SES UNIT</b>	<b>PINGELLY SES REIMBURSEMENT</b>	<b>1</b>		<b>6,945.71</b>
INV 352	10/05/2023	PINGELLY VOLUNTEER SES UNIT	PINGELLY SES REIMBURSEMENT		6,945.71	
<b>EFT10090</b>	<b>09/06/2023</b>	<b>AUSTRALIA POST</b>	<b>POSTAGE</b>	<b>1</b>		<b>76.49</b>
INV 1012397893	03/05/2023	AUSTRALIA POST	GENERAL POSTAGE - APRIL 2023		76.49	

<b>EFT10091</b>	<b>09/06/2023</b>	<b>RUBBER STAMP COMPANY PTY LTD</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>162.80</b>
INV 275286	31/01/2023	RUBBER STAMP COMPANY PTY LTD	BUILDING PERMIT STAMPS - EHO		162.80	
<b>EFT10092</b>	<b>09/06/2023</b>	<b>BITUTEK PTY LTD</b>	<b>ROAD SEALING SERVICES</b>	<b>1</b>		<b>152,688.84</b>
INV 7525	30/04/2023	BITUTEK PTY LTD	SPRAY & COVER USING BITUMINOUS PRODUCTS - WICKEPIN PINGELLY ROAD		152,688.84	
<b>EFT10093</b>	<b>09/06/2023</b>	<b>BOB WADDELL &amp; ASSOCIATES PTY LTD</b>	<b>PROFESSIONAL ASSISTANCE</b>	<b>1</b>		<b>3,258.75</b>
INV 3363	05/06/2023	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE WITH REPORTING CHANGES IN THE CASH BUDGET AND MONTHLY FINANCIAL STATEMENTS		3,258.75	
<b>EFT10094</b>	<b>09/06/2023</b>	<b>PINGELLY SOMERSET ALLIANCE INC</b>	<b>WATER USAGE CHARGES</b>	<b>1</b>		<b>81.10</b>
INV 1396	17/05/2023	PINGELLY SOMERSET ALLIANCE INC	PAAA - 09/03/2023 TO 09/05/2023		81.10	
<b>EFT10095</b>	<b>09/06/2023</b>	<b>MALCOLM JETTA</b>	<b>CULTURAL CEREMONY</b>	<b>1</b>		<b>1,000.00</b>
INV 29	29/05/2023	MALCOLM JETTA	WELCOME TO COUNTRY AND SMOKING CEREMONY - FOOTPATH ACTIVATION EVENT		1,000.00	
<b>EFT10096</b>	<b>09/06/2023</b>	<b>INCLUSION SOLUTIONS LIMITED</b>	<b>PROJECT DELIVERY</b>	<b>1</b>		<b>1,760.00</b>
INV 1388	20/10/2022	INCLUSION SOLUTIONS LIMITED	BUILDING INCLUSIVE COMMUNITIES PROJECT		1,760.00	
<b>EFT10097</b>	<b>09/06/2023</b>	<b>REGIONAL COMMUNICATION SOLUTIONS</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>2,280.00</b>
INV 2074	03/05/2023	REGIONAL COMMUNICATION SOLUTIONS	CEL-FI GO MOBILE PACK - 100		2,280.00	
<b>EFT10099</b>	<b>09/06/2023</b>	<b>PINGELLY COMMUNITY CRAFT CENTRE</b>	<b>CARAVAN PARK TAKINGS COMMISSION</b>	<b>1</b>		<b>712.67</b>
INV 136	05/06/2023	PINGELLY COMMUNITY CRAFT CENTRE	MAY 2023		712.67	
<b>EFT10100</b>	<b>19/06/2023</b>	<b>NARROGIN CARPET COURT</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>4,554.00</b>
INV B10283	10/03/2023	NARROGIN CARPET COURT	SUPPLY & INSTALL NEW DOUBLE ROLLER SHUTTERS - COUNCIL CHAMBERS AS		4,554.00	
<b>EFT10101</b>	<b>19/06/2023</b>	<b>H RUSHTON &amp; CO</b>	<b>PART FOR PLANT</b>	<b>1</b>		<b>38.01</b>
INV 114664	15/05/2023	H RUSHTON & CO	1 X PUSH PULL 12V SWITCH - ISUZU TRUCK PT19		38.01	
<b>EFT10102</b>	<b>19/06/2023</b>	<b>ARROW BRONZE</b>	<b>NICHE WALL PLAQUE</b>	<b>1</b>		<b>635.14</b>
INV 717713	19/05/2023	ARROW BRONZE	WHITE		635.14	
<b>EFT10103</b>	<b>19/06/2023</b>	<b>LOCAL GOVERNMENT WORKS ASSOCIATION WA INC</b>	<b>STAFF REGISTRATION &amp; MEMBERSHIPS</b>	<b>1</b>		<b>1,217.50</b>
INV 2357	26/04/2023	LOCAL GOVERNMENT WORKS ASSOCIATION WA INC	ANNUAL MEMBERSHIP TO THE LG WORKS ASSOCIATION - EMW		100.00	



INV 2366	28/04/2023	LOCAL GOVERNMENT WORKS ASSOCIATION WA INC	MEMBERSHIP AND ATTENDANCE AT THE 26TH ANNUAL LOCAL GOVERNMENT WORKS ASSOCIATION CONFERENCE - EMW		1,017.50	
INV 2400	30/05/2023	LOCAL GOVERNMENT WORKS ASSOCIATION WA INC	LOCAL GOVERNMENT WORKS ASSOCIATION MEMBERSHIP - TLAM		100.00	
<b>EFT10104</b>	<b>19/06/2023</b>	<b>KOMATSU PTY LTD</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>239.62</b>
INV 003243404	01/06/2023	KOMATSU PTY LTD	1 X 42N-54-15440 TANK INCLUDING FREIGHT - PBH3		227.85	
INV 003246020	02/06/2023	KOMATSU PTY LTD	OIL PRESSURE SWITCH FREIGHT - PBH3		11.77	
<b>EFT10105</b>	<b>19/06/2023</b>	<b>BUNNINGS BUILDING SUPPLIES</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>714.22</b>
INV 2432/0152732	14/10/2022	BUNNINGS BUILDING SUPPLIES	FOAM - ADMIN BUILDING		42.36	
INV 2432/0152732	14/10/2022	BUNNINGS BUILDING SUPPLIES	ROUND PINE PANEL BOARD		1.00	
INV 2432/0140316	17/05/2023	BUNNINGS BUILDING SUPPLIES	ASSORTED SUNDRY MAINTENANCE SUPPLIES		670.86	
<b>EFT10106</b>	<b>19/06/2023</b>	<b>MIDLAND BRICK PTY LTD</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>4,909.36</b>
INV 1947839	18/05/2023	MIDLAND BRICK PTY LTD	3300 MPS60HR PAVESTONE 60 CLASSIC HERITAGE RED, 3630 MPS60HR PAVESTONE 60 CLASSIC HERITAGE RED		4,909.36	
<b>EFT10107</b>	<b>19/06/2023</b>	<b>BELVEDERE NURSERY</b>	<b>ASSORTED TREES</b>	<b>1</b>		<b>8,800.00</b>
INV 2163	02/06/2023	BELVEDERE NURSERY	QUEENS JUBILEE		8,800.00	
<b>EFT10108</b>	<b>19/06/2023</b>	<b>HANCOCKS HOME HARDWARE</b>	<b>MATERIALS FOR WORKS</b>	<b>1</b>		<b>362.05</b>
INV 438429	12/05/2023	HANCOCKS HOME HARDWARE	GATE LATCH - PLAY GROUP BUILDING		127.05	
INV 440933	08/06/2023	HANCOCKS HOME HARDWARE	3M SCREED, 2.1M SCREED, 1.5M SCREED		235.00	
<b>EFT10109</b>	<b>19/06/2023</b>	<b>NARROGIN BETTA HOME LIVING</b>	<b>PURCHASE OF WHITE GOODS</b>	<b>1</b>		<b>2,023.00</b>
INV 25710079623	01/06/2023	NARROGIN BETTA HOME LIVING	WESTINGHOUSE OVEN - 17 ELIOT STREET		1,074.00	
INV 25710079795	06/06/2023	NARROGIN BETTA HOME LIVING	LG STAINLES STEEL DISHWASHER - 4 SHIRE STREET		949.00	
<b>EFT10110</b>	<b>19/06/2023</b>	<b>BEST OFFICE SYSTEMS</b>	<b>PRINTING CHARGES &amp; TONERS</b>	<b>1</b>		<b>882.37</b>
INV 616658	19/05/2023	BEST OFFICE SYSTEMS	2 X KYOCERA TONERS FOR DEPOT PRINTER, FREIGHT		210.00	
INV 617095	25/05/2023	BEST OFFICE SYSTEMS	ADMIN COPIER CHARGES - 20/04/2023 TO 20/05/2023, BLACK - 4057 @ \$0.0110, COLOUR - 4742 @ \$0.1100, CESM COPIER CHARGES - 20/04/2023 TO 20/05/2023, MINIMUM CHARGES - \$45.00		672.37	
<b>EFT10111</b>	<b>19/06/2023</b>	<b>B.W. JAMES TRANSPORT PTY LTD</b>	<b>FREIGHT CHARGES</b>	<b>1</b>		<b>705.65</b>
INV 569149	16/05/2023	B.W. JAMES TRANSPORT PTY LTD	FROM INGAL CIVIL		705.65	
<b>EFT10112</b>	<b>19/06/2023</b>	<b>KEITH THE MAINTENANCE MAN PTY LTD</b>	<b>BUILDING SUPPLIES AND SERVICES</b>	<b>1</b>	145	<b>2,145.00</b>

INV B0851	16/05/2023	KEITH THE MAINTENANCE MAN PTY LTD	CLEAN OUT GUTTERS - OLD ROADS BOARD BUILDING		412.50	
INV B0837	23/05/2023	KEITH THE MAINTENANCE MAN PTY LTD	REMOVE AND REPLACE ASBESTOS SHEETING ON NORTH WALL - CROQUET BUILDING		1,732.50	
<b>EFT10113</b>	<b>19/06/2023</b>	<b>CONTRACT AQUATIC SERVICES</b>	<b>MONTHLY CONTRACT FEE</b>	<b>1</b>		<b>19,233.50</b>
INV SOPI005	15/02/2023	CONTRACT AQUATIC SERVICES	LIFEGUARD FOR AUSTRALIA DAY 2023 FESTIVITIES		1,100.00	
INV SOPI005	15/02/2023	CONTRACT AQUATIC SERVICES	SCHOOL SWIMMING HOURS		1,457.50	
INV SOPI005	15/02/2023	CONTRACT AQUATIC SERVICES	POOL CHEMICALS		1,276.00	
INV SOPI005	15/02/2023	CONTRACT AQUATIC SERVICES	MONTHLY CONTRACT FEE - MARCH 2023		15,400.00	
<b>EFT10114</b>	<b>19/06/2023</b>	<b>NARROGIN AUTO ELECTRICS</b>	<b>AUTO ELECTRICAL SERVICES</b>	<b>1</b>		<b>655.90</b>
INV 265400	23/05/2023	NARROGIN AUTO ELECTRICS	INSTALLATION OF CELFI GO PACK - ISUZU FIRE TRUCK PBF8, INSTALLATION OF CELFI GO PACK - ISUZU FIRE TRUCK PBF9		593.40	
INV 265401	24/05/2023	NARROGIN AUTO ELECTRICS	REMOVE CELFI DEVICE FROM VEHICLE - MITSUBISHI TRITON PC23		62.50	
<b>EFT10115</b>	<b>19/06/2023</b>	<b>SHIRE OF BROOKTON</b>	<b>REIMBURSEMENT</b>	<b>1</b>		<b>50.00</b>
INV 9556	17/05/2023	SHIRE OF BROOKTON	COLLECTION OF MICROCHIPPING FEE - KANE PAGE		50.00	
<b>EFT10116</b>	<b>19/06/2023</b>	<b>DC &amp; SF SQUIERS</b>	<b>REIMBURSEMENT</b>	<b>1</b>		<b>84.80</b>
INV 12062023	12/06/2023	DC & SF SQUIERS	PURCHASE OF RAMP MATS - TOWN HALL		84.80	
<b>EFT10117</b>	<b>19/06/2023</b>	<b>COUNTRY PAINT SUPPLIES</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>120.95</b>
INV 4801011145	21/04/2023	COUNTRY PAINT SUPPLIES	4L BONDALLS GARAGE & FACTORY PAINT - MEMORIAL PARK		120.95	
<b>EFT10118</b>	<b>19/06/2023</b>	<b>NUTRIEN AG SOLUTIONS</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>316.14</b>
INV 908884170	12/05/2023	NUTRIEN AG SOLUTIONS	WELDING RODS - PINGELLY POCKET PARK		88.00	
INV 908925005	19/05/2023	NUTRIEN AG SOLUTIONS	GAS FOR FORKLIFT P104		82.17	
INV 908963857	26/05/2023	NUTRIEN AG SOLUTIONS	WIRE NETTING - SULKIES & BUGGIES		93.50	
INV 908964805	26/05/2023	NUTRIEN AG SOLUTIONS	ROLL OF TIE WIRE - DEPOT GROUND MAINTENANCE		52.47	
<b>EFT10119</b>	<b>19/06/2023</b>	<b>NARROGIN EARTHMOVING AND CONCRETE</b>	<b>MATERIALS FOR WORKS</b>	<b>1</b>		<b>2,279.20</b>
INV 2308	16/05/2023	NARROGIN EARTHMOVING AND CONCRETE	5.6M CONCRETE - REVIEW STREET BRIDGE BR005		2,279.20	
<b>EFT10120</b>	<b>19/06/2023</b>	<b>JIM 'S PEST CONTROL PTY LTD</b>	<b>PEST CONTROL</b>	<b>1</b>		<b>660.00</b>
INV 2051	11/06/2023	JIM 'S PEST CONTROL PTY LTD	20 X BAIT STATIONS & 2 X 10KG BUCKETS OF BAITS - REFUSE SITE		660.00	
<b>EFT10121</b>	<b>19/06/2023</b>	<b>NARROGIN HARDWARE AND BUILDING SUPPLIES</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>483.30</b>

INV 115238	01/06/2023	NARROGIN HARDWARE AND BUILDING SUPPLIES	9 X 3.6M LENGTHS TIMBER - DEPOT MAINTENANCE		483.30	
<b>EFT10122</b>	<b>19/06/2023</b>	<b>ABCO PRODUCTS PTY LTD</b>	<b>CLEANING PRODUCTS</b>	<b>1</b>		<b>1,834.82</b>
INV 876902	09/06/2023	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS - ADMIN BUILDING		1,834.82	
<b>EFT10123</b>	<b>19/06/2023</b>	<b>MATILDA AUTO PARTS</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>2,225.52</b>
INV 265444	17/05/2023	MATILDA AUTO PARTS	FILTERS - SERVICE BOMAG ROLLER PMR5		138.71	
INV 265445	17/05/2023	MATILDA AUTO PARTS	FILTERS - SERVICE HOLDEN COLORADO PDTS01		83.60	
INV 265454	17/05/2023	MATILDA AUTO PARTS	FILTERS - MITSUBISHI TRITON PC22, FILTERS - MITSUBISHI TRITON PSM02		110.00	
INV 265500	18/05/2023	MATILDA AUTO PARTS	FILTERS - SERVICE BOMAG ROLLER PMR6		287.21	
INV 265652	25/05/2023	MATILDA AUTO PARTS	2 X DRUMS OF LS 90 OIL - DEPOT WORKSHOP, 1 X 205 GLOBALMAX PLUS OIL - DEPOT WORKSHOP		1,606.00	
<b>EFT10124</b>	<b>19/06/2023</b>	<b>NARROGIN ELECTRICAL APPLIANCE TESTING</b>	<b>TEST AND TAG SERVICES</b>	<b>1</b>		<b>1,062.60</b>
INV 795	29/05/2023	NARROGIN ELECTRICAL APPLIANCE TESTING	VARIOUS LOCATIONS		1,062.60	
<b>EFT10125</b>	<b>19/06/2023</b>	<b>EASTERN HILLS SAWS &amp; MOWERS PTY LTD</b>	<b>PARTS FOR SMALL PLANT</b>	<b>1</b>		<b>219.25</b>
INV 50405#4	17/05/2023	EASTERN HILLS SAWS & MOWERS PTY LTD	CHAINSAW CHAINS AND FILES		219.25	
<b>EFT10126</b>	<b>19/06/2023</b>	<b>DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>12.50</b>
INV DI25021083	01/06/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	FUSE HOLDERS - ISUZU D MAX PN798, CUTTING DISC - CHILDCARE BUILDING		12.50	
<b>EFT10127</b>	<b>19/06/2023</b>	<b>ITR PACIFIC PTY LTD</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>90.09</b>
INV 595931	17/05/2023	ITR PACIFIC PTY LTD	2 X WEAR STRIP - CAT GRADER PG7		90.09	
<b>EFT10128</b>	<b>19/06/2023</b>	<b>DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY</b>	<b>BSL COLLECTIONS</b>	<b>1</b>		<b>113.30</b>
INV BSLMAY23	31/05/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	MAY 2023, PERMIT NUMBERS - 20-22/23 & 21-22/23		113.30	
<b>EFT10129</b>	<b>19/06/2023</b>	<b>CORSIGN WA</b>	<b>MATERIALS FOR FOOTPATH</b>	<b>1</b>		<b>2,719.20</b>
INV 76020	31/05/2023	CORSIGN WA	CHS60OD - CHSGALVPOST60ODX4MP/COATED GLOSS BLACK, CHSCAP-60 - CHSGALVCAP60OD(50NB)P/COATED GLOSSBLACK		2,719.20	
<b>EFT10130</b>	<b>19/06/2023</b>	<b>AUTOPRO NORTHAM</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>266.12</b>
INV 1049465	23/02/2023	AUTOPRO NORTHAM	LED LAMP - BACKHOE LOADER PN797		-69.52	

INV 1049465.1	23/02/2023	AUTOPRO NORTHAM	2 X PUSH BUTTON SWITCHES - BACKHOE LOADER PN797, 2 X INLINE FUSE HOLDERS - BACKHOE LOADER PN797		-9.30	
INV 1056731	31/03/2023	AUTOPRO NORTHAM	1 X TUBES OF SILICONE - KUBOTA MOWER PROM8, 1 X 300MM ADJUSTABLE WRENCH - MITSUBISH TRITON PC23		66.69	
INV 1067505	23/05/2023	AUTOPRO NORTHAM	COOLING SYSTEM REPAIR - CASE LOADER PL6		33.18	
INV 1067971	25/05/2023	AUTOPRO NORTHAM	PUSH BUTTON SWITCH - SMALL PLANT		30.07	
INV 1070499	07/06/2023	AUTOPRO NORTHAM	4 X HEAD LIGHT INSERTS FOR MITSUBISHI TRUCK, 1 X BOX OF 24V 5W GLOBES - MITSUBISHI TRUCK PT16		8.00	
INV 1071205	09/06/2023	AUTOPRO NORTHAM	2 X HEAD LIGHT INSERTS - MITSUBISHI TRUCK PT16 PLUS FREIGHT, 1 X BOX OF 24V 5W GLOBES		207.00	
<b>EFT10131</b>	<b>19/06/2023</b>	<b>SAPIO PTY LTD</b>	<b>CCTV MONITORING</b>	<b>1</b>		<b>187.00</b>
INV 235497	15/05/2023	SAPIO PTY LTD	SHIRE OF PINGELLY CBD, SUBSCRIPTION FEE - \$35.00, MONITORING - \$135.00		187.00	
<b>EFT10132</b>	<b>19/06/2023</b>	<b>MRS SANDRA GAIT / GAITOGRAPHY</b>	<b>PHOTOGRAPHY SERVICES</b>	<b>1</b>		<b>400.00</b>
INV 26022023	26/05/2023	MRS SANDRA GAIT / GAITOGRAPHY	FOOTPATH ACTIVATION EVENT - 23/05/23		400.00	
<b>EFT10133</b>	<b>19/06/2023</b>	<b>NUTRARICH PTY LTD</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>175.00</b>
INV SV30200	20/03/2023	NUTRARICH PTY LTD	THREE CUBIC METRES ZOO POO - MEMORIAL PARK		175.00	
<b>EFT10134</b>	<b>19/06/2023</b>	<b>EPIC FIRE SOLUTIONS TRADING AS MCG FIRE</b>	<b>FIRE EXTINGUISHER SERVICES</b>	<b>1</b>		<b>6,117.28</b>
INV 2882	17/05/2023	EPIC FIRE SOLUTIONS TRADING AS MCG FIRE	VARIOUS SHIRE PROPERTIES AND PLANT		3,454.55	
INV 2906	30/05/2023	EPIC FIRE SOLUTIONS TRADING AS MCG FIRE	VARIOUS SHIRE PROPERTIES AND PLANT		1,969.73	
INV 2907	31/05/2023	EPIC FIRE SOLUTIONS TRADING AS MCG FIRE	VARIOUS SHIRE PROPERTIES AND PLANT		693.00	
<b>EFT10135</b>	<b>19/06/2023</b>	<b>EVENT DISPLAY</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>7,181.90</b>
INV ORD44225	25/05/2023	EVENT DISPLAY	ABORIGINAL DISPLAY ITEMS AND SHIRTS - AUSTRALIA DAY		7,181.90	
<b>EFT10136</b>	<b>19/06/2023</b>	<b>GRANT ANDREW HOBBS</b>	<b>MANUFACTURING SERVICE</b>	<b>1</b>		<b>11,500.00</b>
INV 16	24/05/2023	GRANT ANDREW HOBBS	RAILING FOR FOOTBRIDGE ON REVIEW STREET FOOTPATH/PATHWAY		11,500.00	
<b>EFT10137</b>	<b>19/06/2023</b>	<b>LANDGATE</b>	<b>LANDGATE SCHEDULES</b>	<b>1</b>		<b>6,054.70</b>
INV 384285	24/05/2023	LANDGATE	RURAL UV GENERAL REVALUATION 2022/2023		5,982.90	
INV 384407	26/05/2023	LANDGATE	SCHEDULE NO: G2023/02 DATED 18/02/2023 TO 13/05/2023		71.80	
<b>EFT10138</b>	<b>19/06/2023</b>	<b>NARROGIN PUMPS SOLAR &amp; SPRAYING</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>1,698.00</b>
INV 49722	01/03/2023	NARROGIN PUMPS SOLAR & SPRAYING	DAVEY D42 A/B SUMP PUMP WITH FLOAT SWITCH - PAAA		1,698.00	
<b>EFT10139</b>	<b>21/06/2023</b>	<b>AUSTRALIAN TAXATION OFFICE</b>	<b>GST LIABILITY</b>	<b>1</b>		<b>1,563.00</b>

INV 19062023	19/06/2023	AUSTRALIAN TAXATION OFFICE	MAY 2023		1,563.00	
<b>EFT10140</b>	<b>27/06/2023</b>	<b>PINGELLY GARAGE</b>	<b>CAR DETAIL</b>	<b>1</b>		<b>150.00</b>
INV 3924/3806	02/06/2023	PINGELLY GARAGE	KIA CERATO PCG01		150.00	
<b>EFT10141</b>	<b>27/06/2023</b>	<b>SULLIVAN LOGISTICS PTY LTD</b>	<b>FREIGHT CHARGES</b>	<b>1</b>		<b>190.60</b>
INV 38183	01/06/2023	SULLIVAN LOGISTICS PTY LTD	18/05/2023 FROM MATILDA AUTO, 17/05/2023 FROM ITR PACIFIC, 15/05/2023 FROM SOURCE MY PARTS		118.26	
INV 38778	06/06/2023	SULLIVAN LOGISTICS PTY LTD	19/05/2023FROM MATILDA AUTO, 18/05/2023 FROM SOURCE MY PARTS		72.34	
<b>EFT10142</b>	<b>27/06/2023</b>	<b>PINGELLY PRIMARY SCHOOL</b>	<b>ART WORK SERVICES</b>	<b>1</b>		<b>1,558.11</b>
INV 0132	26/05/2023	PINGELLY PRIMARY SCHOOL	ABORIGINAL ARTWORK - THE CIGARETTE POLES		1,558.11	
<b>EFT10143</b>	<b>27/06/2023</b>	<b>UNITED FASTENERS WA P/L</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>403.99</b>
INV 625011	02/06/2023	UNITED FASTENERS WA P/L	2X BOXES OF CLEAR SILICON - TOWN HALL MAINTENANCE, 1 X BOX ZINC PAINT - SHIRE DEPOT		382.80	
INV 625379	07/06/2023	UNITED FASTENERS WA P/L	NUTS AND BOLTS - SHIRE DEPOT		21.19	
<b>EFT10144</b>	<b>27/06/2023</b>	<b>AUSTRALIA POST</b>	<b>POSTAGE</b>	<b>1</b>		<b>138.08</b>
INV 1012469712	03/06/2023	AUSTRALIA POST	GENERAL POSTAGE - MAY 2023		138.08	
<b>EFT10145</b>	<b>27/06/2023</b>	<b>GREAT SOUTHERN FUEL SUPPLIES</b>	<b>FUEL CARD CHARGES - MAY 2023</b>	<b>1</b>		<b>1,238.07</b>
INV 31052023	31/05/2023	GREAT SOUTHERN FUEL SUPPLIES	0PN, PN01, PN761, P100, PN523		1,238.07	
<b>EFT10146</b>	<b>27/06/2023</b>	<b>AMD CHARTERED ACCOUNTANTS</b>	<b>AUDIT SERVICES</b>	<b>1</b>		<b>550.00</b>
INV 803360	31/05/2023	AMD CHARTERED ACCOUNTANTS	CERTIFICATION 2022 DEFERRED RATES		550.00	
<b>EFT10147</b>	<b>27/06/2023</b>	<b>GREAT SOUTHERN WASTE DISPOSAL</b>	<b>WASTE AND RECYCLING COLLECTION INCLUDING SITE MANAGEMENT - MAY 2023</b>	<b>1</b>		<b>16,074.69</b>
INV 2515	08/06/2023	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE COLLECTION 26 APRIL TO 31 MAY 2023, RECYCLING COLLECTION 9 & 23 MAY 2023, REFUSE SITE MAINTENANCE 24 APRIL TO 29 MAY 2023, REFUSE SITE MACHINE HOURS MAY 2023, BULK WASTE & RECYCLING COLLECTION 15/05/2023		16,074.69	
<b>EFT10148</b>	<b>27/06/2023</b>	<b>SHIRE OF BROOKTON</b>	<b>REIMBURSEMENT OF CESM WAGES &amp; ON COSTS - JAN TO MAR 2023</b>	<b>1</b>		<b>4,226.67</b>
INV 9569	25/05/2023	SHIRE OF BROOKTON	SALARY, ICT COST, VEHICLE COSTS - JAN TO MAR 2023		4,226.67	
<b>EFT10149</b>	<b>27/06/2023</b>	<b>NARROGIN PACKAGING &amp; MOTORCYCLES, NARROGIN HIRE &amp; RETIC</b>	<b>EQUIPMENT HIRE</b>	<b>1</b>		<b>85.00</b>
INV 80719	26/05/2023	NARROGIN PACKAGING & MOTORCYCLES, NARROGIN HIRE & RETIC	HIRE OF BRICK SAW - PINGELLY POCKET PARK		85.00	
<b>EFT10150</b>	<b>27/06/2023</b>	<b>WHEATBELT ELECTRICS</b>	<b>ELECTRICAL SERVICES</b>	<b>1</b>		<b>647.90</b>
INV 4843	04/06/2023	WHEATBELT ELECTRICS	INSTALL NEW ELECTRIC OVEN - 17 ELIOT STREET		121.00	

INV 4848	05/06/2023	WHEATBELT ELECTRICS	REPLACE FAULTY FLURO IN STORE ROOM - SHIRE DEPOT, CHECK FAULT IN SENSOR LIGHT - DEPOT WORKSHOP		526.90	
<b>EFT10151</b>	<b>27/06/2023</b>	<b>PINGELLY GP UNITY TRUST</b>	<b>PRE EMPLOYMENT</b>	<b>1</b>		<b>165.00</b>
INV 72072	22/05/2023	PINGELLY GP UNITY TRUST	MEDICAL - DEC		165.00	
<b>EFT10152</b>	<b>27/06/2023</b>	<b>STEVE DAVIS</b>	<b>BUILDING SERVICES</b>	<b>1</b>		<b>32,150.00</b>
INV 1101	23/05/2023	STEVE DAVIS	REPAIRS TO DAMAGED CEILING AND PAINT WALLS - 9A WEBB STREET		6,300.00	
INV 1378	31/05/2023	STEVE DAVIS	RENOVATION WORK AT OLD BOWLING CLUB BUILDING - CHILDCARE BUILDING		25,850.00	
<b>EFT10153</b>	<b>27/06/2023</b>	<b>WA CONTRACT RANGER SERVICES</b>	<b>RANGER SERVICES</b>	<b>1</b>		<b>1,410.75</b>
INV 4734	25/05/2023	WA CONTRACT RANGER SERVICES	17 & 24 MAY 2023		783.75	
INV 4772	11/06/2023	WA CONTRACT RANGER SERVICES	29 MAY & 6 JUNE 2023		627.00	
<b>EFT10154</b>	<b>27/06/2023</b>	<b>WALLIS COMPUTER SOLUTIONS</b>	<b>TECHNICAL SERVICES</b>	<b>1</b>		<b>400.00</b>
INV 25132	27/04/2023	WALLIS COMPUTER SOLUTIONS	MSA-IT-GOLD - 18 DEVICES APRIL 2023		400.00	
<b>EFT10155</b>	<b>27/06/2023</b>	<b>COUNTRY PAINT SUPPLIES</b>	<b>CONSUMABLES</b>	<b>1</b>		<b>3,793.14</b>
INV 4899001221	13/06/2023	COUNTRY PAINT SUPPLIES	ASBESTOS SEALER 20L X 6, N/LIFE EXT. GLOSS EXTRA DARK 10LT X 12		3,793.14	
<b>EFT10156</b>	<b>27/06/2023</b>	<b>WILLIAM VINCENT MULRONEY</b>	<b>PRESIDENTIAL ALLOWANCE AND SITTING FEES</b>	<b>1</b>		<b>2,800.00</b>
INV 15062023	15/06/2023	WILLIAM VINCENT MULRONEY	APRIL TO JUNE 2023		2,800.00	
<b>EFT10157</b>	<b>27/06/2023</b>	<b>BRYAN HOTHAM</b>	<b>COUNCILLOR SITTING FEES</b>	<b>1</b>		<b>1,000.00</b>
INV 15062023	15/06/2023	BRYAN HOTHAM	APRIL TO JUNE 2023		1,000.00	
<b>EFT10158</b>	<b>27/06/2023</b>	<b>PINGELLY TYRE SERVICE</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>229.00</b>
INV 9175	01/06/2023	PINGELLY TYRE SERVICE	REPAIR TYRE - KUBOTA MOWER PROM8		33.00	
INV 9188	01/06/2023	PINGELLY TYRE SERVICE	STRIP & FIT TYRE - MITSUBISHI FUSO PT13		44.00	
INV 9205	09/06/2023	PINGELLY TYRE SERVICE	BATTERY - KUBOTA MOWER PROM 7		152.00	
<b>EFT10159</b>	<b>27/06/2023</b>	<b>PETER WOOD</b>	<b>COUNCILLOR SITTING FEES</b>	<b>1</b>		<b>1,000.00</b>
INV 15062023	15/06/2023	PETER WOOD	APRIL TO JUNE 2023		1,000.00	
<b>EFT10160</b>	<b>27/06/2023</b>	<b>PLANET SMART PTY LTD</b>	<b>MATERIALS FOR WORKS</b>	<b>1</b>		<b>9,748.30</b>
INV 1887	31/05/2023	PLANET SMART PTY LTD	FUR-01-STCLAIR - ST CLAIRE WHEELCHAIR ACCESS SET - FLAT PACKED, FUR-02-OUTBACK - OUTBACK TABLE SET - FLAT PACKED		9,748.30	
<b>EFT10161</b>	<b>27/06/2023</b>	<b>EASTERN HILLS SAWS &amp; MOWERS PTY LTD</b>	<b>MINOR PLANT</b>	<b>1</b>		<b>3,098.25</b>

INV 50515#4	13/06/2023	EASTERN HILLS SAWS & MOWERS PTY LTD	STC1140 200 0695 MS 311-Z CHAINSAW-50CM/20, STC1143 200 0636 MS 231-Z .325 SPUR CHAINSAW-40CM/16, STC1130 200 0514 MS 170-Z 3/8P CHAINSAW-35CM/14		3,098.25	
<b>EFT10162</b>	<b>27/06/2023</b>	<b>JACKIE MCBURNEY</b>	<b>DEPUTY PRESIDENT ALLOWANCE AND SITTING FEES</b>	<b>1</b>		<b>1,175.00</b>
INV 15062023	15/06/2023	JACKIE MCBURNEY	APRIL TO JUNE 2023		1,175.00	
<b>EFT10163</b>	<b>27/06/2023</b>	<b>PINGELLY RECREATION &amp; CULTURAL CENTRE ASSOCIATION</b>	<b>CATERING</b>	<b>1</b>		<b>2,475.00</b>
INV 1841	18/05/2023	PINGELLY RECREATION & CULTURAL CENTRE ASSOCIATION	NATIONAL VOLUNTEER WEEK CELEBRATIONS AT THE PRACC.		1,650.00	
INV 1842	22/05/2023	PINGELLY RECREATION & CULTURAL CENTRE ASSOCIATION	PINGELLY COMMUNITY PLAN WORKSHOP		825.00	
<b>EFT10164</b>	<b>27/06/2023</b>	<b>PINGELLY IGA EXPRESS</b>	<b>ASSORTED SUPPLIES &amp; REFRESHMENTS - MARCH 2023</b>	<b>1</b>		<b>1,091.65</b>
INV 01/2801	07/03/2023	PINGELLY IGA EXPRESS	01/2801 07/03/2023 MILK, 03/0969 02/03/2023 NARROGIN OBSERVER, 03/1099 02/03/2023 REFRESHMENTS, 03/3460 09/03/2023 NARROGIN OBSERVER, 03/3598 09/03/2023 ASSORTED SUPPLIES & REFRESHMENTS FOR COUNCIL KITCHEN, 03/3598 09/03/2023 ASSORTED SUPPLIES & REFRESHMENTS FOR COUNCIL KITCHEN, 03/4821 13/03/2023 MILK, 03/4914 13/03/2023 SUPPLIES FOR COUNCIL KITCHEN, 03/5701 15/03/2023 ITEMS FOR COUNCIL KITCHEN, 03/5936 16/03/2023 NARROGIN OBSERVER, 03/0155 27/03/2023 MILK, 03/0155 27/03/2023 BATHROOM SPRAY, EXTENSION LEAD, 03/0945 29/03/2023 COFFEE, 03/1163 30/03/2023 MILK, COFFEE, 03/8302 22/03/2023 TISSUES, 03/8302 22/03/2023 MILK, 03/8693 23/03/2023 NARROGIN OBSERVER, 01/2492 01/03/2023 ICE, 03/3663 09/03/2023 SUGAR, 03/6208 16/03/2023 MILK		381.74	
INV 03/9168	19/05/2023	PINGELLY IGA EXPRESS	COFFEE WHITENER - DRIVER REVIVIER STATION		127.80	
INV 03/1079	24/05/2023	PINGELLY IGA EXPRESS	ICE BAG - INVOICE 1094 - HERITAGE FESTIVAL DEBRIEF		4.50	
INV 03/1094	24/05/2023	PINGELLY IGA EXPRESS	BAG OF ICE - HERITAGE FESTIVAL DEBRIEF INVOICE 1079		4.50	
INV 03/0927	24/05/2023	PINGELLY IGA EXPRESS	HERITAGE FESTIVAL DEBRIEF 24/05/2023		203.20	
INV 03/3919	01/06/2023	PINGELLY IGA EXPRESS	ASSORTED SUPPLIES & REFRESHMENTS - RECONCILIATION DAY 02/06/2023, ASSORTED SUPPLIES & REFRESHMENTS - RECONCILIATION DAY 02/06/2023		85.29	
INV 01/6452	01/06/2023	PINGELLY IGA EXPRESS	ASSORTED SUPPLIES & REFRESHMENTS - RECONCILIATION DAY 02/06/2023		265.43	
INV 03/4146	02/06/2023	PINGELLY IGA EXPRESS	ALUMINIUM FOIL - RECONCILIATION DAY 02/06/2023		19.19	
<b>EFT10165</b>	<b>27/06/2023</b>	<b>TOLL TRANSPORT PTY LTD</b>	<b>FREIGHT CHARGES</b>	<b>1</b>		<b>55.61</b>
INV 0497	21/05/2023	TOLL TRANSPORT PTY LTD	09/05/2023 FROM HERSEY'S SAFETY		23.61	
INV 0498	29/05/2023	TOLL TRANSPORT PTY LTD	17/05/2023 FROM EASTERN HILLS SAWS AND MOWERS, 24/05/2023 FROM INTERFIRE		32.00	
<b>EFT10166</b>	<b>27/06/2023</b>	<b>ANTHONY OLIVERI</b>	<b>COUNCILLOR SITTING FEES</b>	<b>1</b>		<b>1,000.00</b>
INV 15062023	15/06/2023	ANTHONY OLIVERI	APRIL TO JUNE 2023		1,000.00	
<b>EFT10167</b>	<b>27/06/2023</b>	<b>KARVMIR SINGH</b>	<b>COUNCILLOR SITTING FEES</b>	<b>1</b>		<b>1,000.00</b>

INV 15062023	15/06/2023	KARVMIR SINGH	APRIL TO JUNE 2023		1,000.00	
<b>EFT10168</b>	<b>27/06/2023</b>	<b>PETER MICHAEL NARDUCCI</b>	<b>COUNCILLOR SITTING FEES</b>	<b>1</b>		<b>1,000.00</b>
INV 15062023	15/06/2023	PETER MICHAEL NARDUCCI	APRIL TO JUNE 2023		1,000.00	
<b>EFT10169</b>	<b>27/06/2023</b>	<b>AUTOPRO NORTHAM</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>122.86</b>
INV 1071890	13/06/2023	AUTOPRO NORTHAM	2 X RB130 BEACONS - MITSUBISHI FUSO PT13		122.86	
<b>EFT10170</b>	<b>27/06/2023</b>	<b>SOURCE MY PARTS PTY LTD</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>575.24</b>
INV 443093	19/05/2023	SOURCE MY PARTS PTY LTD	HYDRAULIC FILTERS - BOMAG ROLLER PMR6		229.02	
INV 443238	24/05/2023	SOURCE MY PARTS PTY LTD	HYDRAULIC FILTERS - BOMAG ROLLER PMR6		118.48	
INV 443705	13/06/2023	SOURCE MY PARTS PTY LTD	DOOR HINGES - BOMAG ROLLER PMR6		227.74	
<b>EFT10171</b>	<b>27/06/2023</b>	<b>UNIFORMS AT WORK</b>	<b>STAFF UNIFORM</b>	<b>1</b>		<b>343.08</b>
INV 9645	31/05/2023	UNIFORMS AT WORK	FO UNIFORM ORDER - FO, 2X LAWSON PANT SIZE 12 - \$94.40, 2X EVE PANT SIZE 12 - \$112.60, 1X WOOLMIX CARDIGAN SIZE L - \$86.40, FREIGHT - \$18.49		343.08	
<b>EFT10172</b>	<b>27/06/2023</b>	<b>RDP SALES PTY LTD</b>	<b>MATERIALS FOR WORKS</b>	<b>1</b>		<b>4,862.00</b>
INV 0112	25/05/2023	RDP SALES PTY LTD	SL20 LIGHTS 2500 LUMEN - BIC01		4,862.00	
<b>EFT10173</b>	<b>27/06/2023</b>	<b>PYNC INVASIVE ANIMAL CONTROL</b>	<b>PEST CONTROLL SERVICES</b>	<b>1</b>		<b>750.00</b>
INV 4	16/06/2023	PYNC INVASIVE ANIMAL CONTROL	PINGELLY WASTE MANAGEMENT STATION		750.00	
<b>EFT10174</b>	<b>27/06/2023</b>	<b>TOOL KIT DEPOT</b>	<b>TOOLS AND EQUIPMENT</b>	<b>1</b>		<b>3,875.75</b>
INV 13-02-00006092	29/05/2023	TOOL KIT DEPOT	FOR SHIRE DEPOT & GRADERS PG7 & PG8		3,098.25	
INV 13-02-00006433	13/06/2023	TOOL KIT DEPOT	PROWIN 2.0MM 10L PRESSURE FEED 1 SPRAY GUN SYSTEM - MINOR PLANT, PROWIN 2.5MM NOZZLE, NEEDLE, CAP SET - MINOR EQUIPMENT		777.50	
<b>EFT10176</b>	<b>27/06/2023</b>	<b>EDWARDS ISUZU UTE</b>	<b>PURCHASE OF NEW VEHICLE</b>	<b>1</b>		<b>40,946.99</b>
INV T6687	24/05/2023	EDWARDS ISUZU UTE	ISUZU DMAX 3L AUTO DIESEL CREW CAB 4 X 2 TOR3010		40,946.99	
<b>TOTAL EFT</b>						<b>470,833.64</b>
<b>CHEQUE NUMBER</b>	<b>DATE</b>	<b>CREDITOR</b>	<b>INVOICE DESCRIPTION</b>	<b>BANK CODE</b>	<b>INVOICE AMOUNT</b>	<b>TOTAL AMOUNT</b>
<b>24934</b>	<b>09/06/2023</b>	<b>WATER CORPORATION</b>	<b>WATER ACCOUNT CHARGES - 07/03/2023 TO 05/05/2023</b>	<b>1</b>		<b>11,441.70</b>
INV WAT - MAR 23 TO JUN 23	10/05/2023	WATER CORPORATION	VARIOUS SHIRE PROPERTIES		10,269.79	
INV WAT - MAR 23 TO	10/05/2023	WATER CORPORATION	VARIOUS SHIRE PROPERTIES		1,171.91	
					152	



24935	19/06/2023	SYNERGY	SYNERGY ACCOUNT CHARGES - 21/03/2023 TO 22/05/2023	1		10,158.87
INV SYN - MAR TO MAY	26/05/2023	SYNERGY	VARIOUS SHIRE PROPERTIES		8,779.84	
INV SYN - MAR TO MAY	26/05/2023	SYNERGY	VARIOUS SHIRE PROPERTIES		1,379.03	
24936	27/06/2023	SYNERGY	SHIRE STREETLIGHT CHARGES	1		3,096.86
INV 2005851722	01/06/2023	SYNERGY	198 LIGHTS - 25/04/2023 TO 24/05/2023		3,096.86	
24937	27/06/2023	SHIRE OF PINGELLY - PETTY CASH	PETTY CASH RECOUP - MAY 2023	1		51.15
INV 31052023	31/05/2023	SHIRE OF PINGELLY - PETTY CASH	10/05/2023 BUNNINGS WAREHOUSE - ADDITIVE JET DRY BERGER TRUE GRIP \$46.55, 18/05/2023 PINGELLY AUSTRALIA POST - REGISTERED POSTAGE \$4.60		51.15	
TOTAL CHEQUE						24,748.58
PAYROLL	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL AMOUNT
EFT10087	01/06/2023	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		132.00
DD13625.1	06/06/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		6,817.67
DD13625.2	06/06/2023	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		515.33
DD13625.3	06/06/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,170.69
DD13625.4	06/06/2023	HESTA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		287.49
DD13625.5	06/06/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		255.76
DD13625.6	06/06/2023	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		350.41
DD13625.7	06/06/2023	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		229.36
DD13625.8	06/06/2023	MLC	SUPERANNUATION CONTRIBUTIONS	1		254.49
DD13625.9	06/06/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		72.21
EFT10098	09/06/2023	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		132.00
DD13645.1	20/06/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		6,937.46

DD13645.2	20/06/2023	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		515.33
DD13645.3	20/06/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,173.28
DD13645.4	20/06/2023	HESTA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		352.71
DD13645.5	20/06/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		264.26
DD13645.6	20/06/2023	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		350.41
DD13645.7	20/06/2023	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		249.61
DD13645.8	20/06/2023	MLC	SUPERANNUATION CONTRIBUTIONS	1		266.73
DD13645.9	20/06/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		77.36
EFT10175	27/06/2023	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		132.00
<b>TOTAL PAYROLL</b>						<b>20,536.56</b>
<b>DIRECT DEBIT</b>	<b>DATE</b>	<b>CREDITOR</b>	<b>INVOICE DESCRIPTION</b>	<b>BANK CODE</b>	<b>INVOICE AMOUNT</b>	<b>TOTAL AMOUNT</b>
DD13634.1	14/06/2023	BENDIGO BANK CREDIT CARDS	CEO CREDIT CARD RECONCILIATION - MAY 2023	1		2,583.31
INV 31052023	31/05/2023	BENDIGO BANK CREDIT CARDS	03/05/2023 6 SEASONS CAFE - CATERING, DODGEBALL YOUTH WEEK \$40.66 03/05/2023 HUMANITIX LIMITED - REGISTRATION, STATE BUDGET BREAKFAST \$54.38 08/05/2023 FACEBOOK - ADVERTISING, PINGELLY COMMUNITY PLAN WORKSHOP \$550.00 08/05/2023 INTERNATIONAL TRANSACTION - FEE \$16.50 10/05/2023 ACCOR - 3 NIGHTS ACCOMMODATION, STAFF TRAINING EMW \$679.39 10/05/2023 6 SEASONS CAFE - CATERING, YOUTH SPORT ACTIVITIES \$40.66 11/05/2023 THE WEST AUSTRALIAN / DIGITAL ARCHIVE - ARCHIVE DIGITAL EDITIONS, BFB SHED TENDER \$8.00 14/05/2023 FACEBOOK - ADVERTISING, DATCARE SERVICES SURVEY \$32.93 14/05/2023 INTERNATIONAL TRANSACTION - FEE \$0.99 14/05/2023 KMART - MATERIALS FOR VOLUNTEER WEEK \$349.00 17/05/2023 THING A ME BOBS - MATERIALS FOR VOLUNTEER WEEK \$31.42 17/05/2023 COLES - MATERIALS FOR VOLUNTEER WEEK \$77.70 17/05/2023 COLES - MATERIALS FOR VOLUNTEER WEEK \$18.25 18/05/2023 THING A ME BOBS - MATERIALS FOR VOLUNTEER WEEK \$32.93 22/05/2023 FACEBOOK - ADVERTISING, HERITAGE FESTIVAL \$550.00 22/05/2023 INTERNATIONAL TRANSACTION - FEE \$16.50 27/05/2023 ST ANNE'S FLORIST - FLOWER ARRANGEMENT, CR MULRONEY \$80.00 30/05/2023 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	2,583.31	
DD13635.1	14/06/2023	BENDIGO BANK CREDIT CARDS	EMW CREDIT CARD RECONCILIATION - MAY 2023	1		703.47

INV 31052023	31/05/2023	BENDIGO BANK CREDIT CARDS	19/05/2023 ADOBE CREATIVE CLOUD - ANNUAL SUBSCRIPTION \$699.47 30/05/2023 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	703.47	
<b>DD13640.1</b>	<b>14/06/2023</b>	<b>BENDIGO BANK CREDIT CARDS</b>	<b>EMCS CREDIT CARD RECONCILIATION - MAY 2023</b>	<b>1</b>		<b>523.26</b>
INV 3105	31/05/2023	BENDIGO BANK CREDIT CARDS	13/05/2023 COLES EXPRESS - FUEL FOR EMCS CAR \$68.81 13/05/2023 NORTHAM CAR WASH - ULTIMATE WASH FOR EMCS CAR \$20.20 19/05/2023 KMART - MATERIALS FOR VOLUNTEER WEEK \$68.75 23/05/2023 ELDERS - DOG BED & FOOD, PINGELLY POUND \$129.00 26/05/2023 SHIRE OF PINGELLY - NEW VEHICLE REGISTRATION PN798 \$191.70 26/05/2023 SHIRE OF PINGELLY - NEW VEHICLE REGISTRATION, PLATE & RECORDING FEES 30/05/2023 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	523.26	
<b>TOTAL DD</b>						<b>3,810.04</b>
<b>GRAND TOTAL</b>						<b>519,928.82</b>

**16. DIRECTORATE OF WORKS**

Nil

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

Nil

**18. NEW 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. CONFIDENTIAL ITEMS**

**Recommendation:**

**That pursuant to Section 5.23 of the Local Government Act 1995 these items be dealt with, with the public excluded as the item deals with matters of a confidential nature.**

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

**19.1 PRACC Operational Grant**

**Voting Requirements:**

Simple Majority

**Officer's Recommendation:**

**That Council:**

- 1. Receives the report from the Otium Planning Group;**
- 2. Provides operating grant subsidy of \$80,000 for the 2022-23 Financial Year;**
- 3. Advises that subsequent grants are contingent on the development and agreement of plans and strategies that provide a clear direction for the PRACC; and**
- 4. Any reduction of the operating grant subsidy over time will be placed into a PRACC Reserve for the ongoing renewal of the facility.**

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

**Recommendation:**

**That the meeting be re-opened to the public.**

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

**20. CLOSURE OF MEETING**

The Chairman to declare the meeting closed.