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Council Minutes

Shire of Pingelly

Ordinary Council Meeting

Wednesday 16 April 2025

Pingelly, positive by nature. Let's grow together!

Risk Framework

Consequence Rating

Impact	Health	Financial	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant	Negligible injuries	Less than $2,000	No material service interruption	No noticeable regulatory / statutory impact	Low impact, single complaint, low profile or 'no news' item	Inconsequential or no damage	Contained, reversible impact managed on site response
Minor	First aid injuries	$2,001 - $10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non-compliance	Low impact, a small number of complaints	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate	Medical type injuries <5 days	$10,001 - $50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Public embarrassment, moderate impact, low or moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major	Lost time injury >5 days	$50,001 - $200,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic	Fatality, permanent disability	More than $200,000	Indeterminate prolonged interruption – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages	Public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution. Complete loss of property	Uncontained, irreversible impact

Likelihood Rating

	Description
Almost Certain	The event is expected to occur in most circumstances | > once per year | > 90% chance of occurring
Likely	The event will probably occur in most circumstances | At least once per year | 60% - 90% chance of occurring
Possible	The event should occur at some time | At least once in 3 years | 40% - 60% chance of occurring
Unlikely	The event could occur at some time | At least once in 3 years | 10% - 40% chance of occurring
Rare	The event may only occur in exceptional circumstances | Less than once in 15 years | < 10% chance of occurring

Risk Matrix

Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	M (5)	H (10)	H (15)	E (20)	E (25)
Likely	L (4)	M (8)	H (12)	H (16)	E (20)
Possible	L (3)	M (6)	M (9)	H (12)	H (15)
Unlikely	L (2)	L (4)	M (6)	M (8)	H (10)
Rare	L (1)	L (2)	L (4)	L (4)	M (5)

Risk Acceptance Criteria

	Description	Criteria	Responsibility
Low (L)	Acceptable	Acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Staff Member
Moderate (M)	Monitor	Acceptable with adequate controls, managed by specific procedures, subject to semi-annual monitoring	Senior Manager
High (H)	Urgent action	Acceptable with effective controls, managed by senior management, subject to monthly monitoring	Senior Manager
Extreme (E)	Unacceptable	Only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by the CEO and subject to continuous monitoring	CEO

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 2.06pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Please turn your mobile phones to silent, any calls are to be taken outside of the Chambers.
Thank you.

President welcomes member of the Public Dani & Scott Summers to the April 2025 Ordinary Council Meeting.

President welcomes new Manager Community & Corporate Services, Lisa Pitman. Lisa is a passionate local community member who has a strong background in finance and community work. We are really looking forward to working with you Lisa, welcome to the team! We hope you enjoy your new position, and it brings you joy and fulfillment. Welcome.
Council applause.

President welcomes Essie Howell to the April 2025 Ordinary Council Meeting. Essie Holds the position of customer service trainee. Essie has been with the Shire for 4 weeks now and has been invited to council today as a visitor and observer. Welcome Essie.

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

Members Present

Cr J McBurney	President
Cr C Cheney	
Cr B Hotham	
Cr K Singh	
Cr A Trethewey	

Staff in Attendance

Mr A Dover	Chief Executive Officer
Mr M Hudson	Executive Manager Works
Mrs L Pitman	Manager Community and Corporate Services
Mrs S Nyssen	Governance and Executive Officer
Essie Howell	Trainee Customer Service

Public Members

Ms Dani Summers
Mr Scott Summers

Approved Leave of Absence

Cr P Wood Deputy

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions by Dani Summers, taken on notice at the 19 March 2025 Ordinary Council Meeting.

Question:
Will the shire increase rates or act to increase rates for vacant Department owned properties, and reserve these monies for programs to address the experience of homelessness in Pingelly?

Response on Notice:
Differential rating must be applied on a particular category of properties e.g. vacant land, regardless of ownership. Council's preference is to proactively encourage and work with the Department of Communities for these vacant properties to be maintained and used.

Question:
When will graffiti on Eliot Street kerbing and road be removed?

Response on Notice:
This has been placed on the works schedule and will be completed shortly.

Question:
What is the Shire's current approach to temporary accommodation and caravans outside of caravan parks in light of the housing crisis?

Response on Notice:
Temporary accommodation is regulated by the Camping and Caravan Grounds Regulations. Under these Regulations, a person may camp for up to 5 nights in any period of 28 consecutive days with permission from the landowner. This has been recently extended by the State Government as a result of the housing crisis. The Shire also permits generally temporary accommodation for up to 2 years while a permanent dwelling is being constructed.

6. PUBLIC QUESTION TIME

Please see Public Question Time Information on page 3.

Council welcomes Dani Summers to the Podium.

Q1: Will shire reconsider restrictive covenant conditions on the sale of 21 & 23 Queen Street, such that transportable 'tiny homes' are a permitted dwelling type to be built within first 2 years of settlement?

R: The reason that this condition is placed on the sale of 21 & 23 Queen Street is to ensure development takes place within two years and ensure that the new owner does not purchase the land to hold it. Allowing tiny homes or other transportable dwellings would open a loophole for a dwelling to be placed on the site, the covenant removed and then the dwelling also removed. Note that modular housing is not restricted by this covenant.

Q2: The dwelling would require connections such as plumbing and sewage connection?

R: That's correct

Q3: To clarify, there will be no changes to this policy?

R: That is correct.

Q4: Does Shire have a strategy to attract lifestyle village operators to Pingelly to develop unimproved Shire owned land e.g. 21-23 Queen St, 54 Pitt St, 8 Quartz St?

R: The Shire does not have a particular strategy to attract lifestyle village operators to Pingelly. However, the Pingelly Community Plan 2023 includes the actions to 'Leverage affordable housing

schemes run by the State and Federal governments when opportunities arise' and 'Promote serviced land that is available for standard and innovative housing developments, including workers accommodation and additional PAAA Units.' The Shire has applied for grants to build additional PAAA units but were unsuccessful.

Q5: Are these grants regularly available? Is this another possibility?

R: I am not sure how frequent they are available, but whenever they are available, we are ready to submit a subsequent application.

Q6: Can Shire provide update on progress of youth centre renovations and summarise all the buildings and programs that are currently available (or soon will be) to young people in Pingelly?

R: The Shire has placed considerable emphasis on providing facilities for young people between the ages of 12 and 24 as this is an identified gap in Pingelly. This is in addition to activities that are available to the whole community such as sports and events.

The youth centre renovations are largely completed. The sliding doors are scheduled to be fitted in approximately 2 weeks. This is the last large component of the work on the youth centre. The Shire has had discussions with the Moorditj Youth to enter into an MOU to provide staff for the facility to operate as a drop-in centre. This facility includes an office which also will serve as a hub for youth focused services such as employment services, mental health services and the like.
The detailed design for the pump track has been completed and the Shire will be seeking contractors to construct the track shortly.
The detailed design for the Ninja Park has been and the work is scheduled to commence early June 2025.
The Shire understands that the Youth Emergency Services Cadets are in the process of re-forming.
There are other initiatives in the planning phase, including the renewal of the Youth Advisory Group, the redevelopment of the motorcross track, and the independent private school.

Q7: Can Shire confirm if the renovated youth centre would be an appropriate venue for the compilation and distribution of community-driven food hampers?

R: This proposal would need further discussion. The youth centre could be an appropriate venue for distribution of community-driven food hampers targeted at young people. There is also the possibility of the compilation of the food hampers by the young people as a youth project. However, the centre would not be a suitable venue for the compilation or distribution of food hampers for the whole of the community.

Danni Summers thanks council for their time and takes a seat. President Thanks Dani for her questions.
With no other public questions, the president declares public question time closed.

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8. DISCLOSURES OF INTEREST

Councillors/Staff are reminded of the requirements of *s5.65* of the *Local Government Act 1995*, to disclose any interest during the meeting when the matter is discussed, and also of the requirement to disclose an interest affecting impartiality under the Shire's Code of Conduct for Council Members, Committee Members and Candidates and the Code of Conduct for Employees.

Cr Clinton Cheney – Confidential Item 19.1. Financial Interest.

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1. Confirmation of Minutes of Previous Meetings – 19 March 2025

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.

13550 Cr Clinton Cheney moved, Cr Bryan Hotham seconded

Voting Requirements:
Simple Majority

Recommendation and Council Decision:

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 19 March 2025 be confirmed.

Carried Unanimously 5 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS
Nil

11. ITEMS BROUGHT FORWARD DUE TO PERSONS ATTENDING
Nil

12. REPORTS OF COMMITTEES

12.1. Reports of Committees of Council

• Audit & Risk Committee	Full Council
• Bush Fire Advisory Committee	Member – Cr Hotham Deputy – Deputy President
• CEO Performance Review Committee	Member – Shire President Member – Deputy President Member – Cr Cheney Member – Cr Hotham

12.2. Reports of Council Delegates on External Committee

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

13. REPORTS OF COUNCILLORS

13.1. Reports of President

MARCH
28th Great Eastern Country Zone Forum, Bruce Rock
29th ABC Great Southern Interview with Ela Bristow – Butcher Incentive

APRIL
3rd Acting for Children Webinar
3rd Pingelly Primary School Council Meeting
8th Tutanning MOU Meeting, Percy Marshall Research Centre
9th President Deupty CEO Regular Meeting
9th Signature Event Working Party Meeting
9th PRACC Board Meeting
10th Blessing of the Roads Ceremony
11th Central Country Zone Meeting, Wickipin
12th Pingelly Community Garden High Morning Tea
16th West and East Pingelly Bush Fire Brigade Buildings Opening
16th Pingelly Ordinary Council Meeting

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

- Council sends their condolences to the family and friends of George Turney. George Turvey funeral is being held tomorrow, Thursday 17 April 2025 in Pingelly.

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

- Council wishes to formally acknowledge and commend Aquatic Services for their exceptional work and dedication throughout the Pingelly swimming pool season. Their willingness to go above and beyond has been evident, delivering a high standard of service that has been greatly appreciated by the community. Feedback has been overwhelmingly positive, with many highlighting the outstanding service provided, the welcoming environment, and the excitement the facility brings, particularly for children. Although the service is paid, the commitment to excellence has been clear. Council extends its sincere thanks to Aquatic Services for their significant contribution.
- Council wishes to formally acknowledge and commend the efforts in organising and delivering the Blessing of the Roads Event held on Wednesday, as well as to recognise the invaluable contributions of our emergency services volunteers. All emergency services were represented at the event, and the 15-second siren, used in place of a minute's silence, was a highly appropriate and respectful tribute to those who have lost their lives on our roads. More importantly, it served to honour the vital work carried out by our emergency services personnel in responding to such incidents. Staff are also to be thanked for providing a fantastic morning tea, which was greatly appreciated. Council extends its sincere thanks to all involved.

14. OFFICE OF THE CHIEF EXECUTIVE OFFICER

14.1. Register of Delegations Annual Review

File Reference:	**ADM0086**
Location:	**Not Applicable**
Applicant:	**Not Applicable**
Author:	**Chief Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**14.1 (i) Delegation Register**
Previous Reference:	**Council Resolution No: 13277**

Summary
Council is requested to approve the annual review of the Register of Delegations as attached.

Background
The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by relevant legislation. Local governments utilise levels of delegated authority to undertake day-to-day statutory functions, thereby allowing Council to focus on policy development, representation, strategic planning and community leadership, with the organisation focusing on the day-to-day operations of the Shire. The use of delegated authority means the large volume of routine work of a local government can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community.

It is a requirement of the *Local Government Act 1995,* s.5.18 and s.5.46 (1) that a local government keep a register of its delegations and review this register once every financial year.

The last review of the Delegations Register occurred at the Ordinary Council Meeting held in April 2024. The current review of delegations forms part of the annual and constant review process to ensure that the internal procedures of the organisation reflect current, efficient and compliant practices.

Comment
The delegations are based upon templates produced by WALGA and the relevant local government guideline on delegations.

These delegations reference the specific sections of legislation under which a delegation is made and detail the express function and to what extent that function is delegated. Annual reviews have been carried out over the past several years. There are only minor changes required.

Consultation
Nil

Statutory Environment
Sections 5.18 and 5.46(1) of the *Local Government Act 1995*

Policy Implications
Nil

Financial Implications
Nil

Strategic Implications
This is a statutory requirement.

Risk Implications

Risk:	Failure to adopt the Delegations would risk legal challenges and inefficient practices.		
Consequence Theme:	Compliance	**Impact:**	Moderate
Consequence:	Short term non-compliance but with significant regulatory requirements imposed		
Likelihood Rating:	Unlikely	**Risk Matrix:**	Low (4)
Action Plan:	Risk is acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.		

13551 Cr Bryan Hotham moved, Cr Clinton Cheney seconded

Voting Requirements:
Absolute Majority

Recommendation and Council Decision:

That Council approves the amendments to the Register of Delegations as contained in the attached document.

Carried Unanimously 5 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

SHIRE OF PINGELLY

REGISTER OF DELEGATIONS

Adopted By Council on 16 April 2025
Council Resolution No: XXXX

Explanatory Notes

General
Section 5.42 of the Local Government Act 1995 allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act. The following areas are decisions that cannot be delegated to the Chief Executive Officer:

- Any power or duty that requires a decision of an absolute majority or 75% majority of the local government;
- Accepting a tender which exceeds an amount determined by the local government;
- Appointing an auditor;
- Acquiring or disposing of any property valued at an amount determined by the local government;
- Any of the local government's powers under Sections 5.98, 5.99 and 5.100 of the Act;
- Borrowing money on behalf of the local government;
- Hearing or determining an objection of a kind referred to in Section 9.5;
- Any power of duty that requires the approval of the Minister or Governor; or
- Such other duties or powers that may be prescribed by the Act.

Section 5.44 of the Act provides for the Chief Executive Officer to delegate any of their powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if desired. The powers cannot, however, be further sub delegated.

The purpose of this document is to detail which authorities have been delegated by Council to the Chief Executive Officer. The document also indicates delegations which the Chief Executive Officer intends to delegate to other staff, however this is for information/indication purposes only and may change from time to time at the discretion of the Chief Executive Officer. The register details the related document(s) where the power to delegate is derived from, which includes legislation and policies of the Council.

Transfer of Authority Due to Absence
Where an Officer not named has been appointed by Council or by an Officer authorised to make the appointment to act in a position to which the named Officer is appointed, the authority shall transfer to the Officer acting as appointed, for the duration of the authorisation.

Register of, and Records Relevant to, Delegations - Section 5.46
A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and
- The persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

Decision to Delegate
The principal consideration for a local government when deciding it if should delegate a power or duty, is whether the delegation will improve the efficiency of the local governments operations while ensuring that its policies are consistently implemented.

Standard Conditions of Delegations

All delegations are subject to the following Standard Conditions:

- In exercising a delegation, the Chief Executive Officer is to comply with any and all laws and regulations in force in Western Australia and the requirements of any and all laws and policies of the Shire of Pingelly
- In exercising a delegation the Chief Executive Officer is to exercise the delegation in accordance with any budget authority where applicable
- Delegated authority cannot be exercised where a financial interest or interest affecting impartiality is evident
- Pursuant to section 5.46 of the Local Government Act 1995 and Regulation 19 of the Local Government (Administration) Regulations 1996, the Office of the Chief Executive Officer is to keep records of exercising the delegation on any and all occasions that the delegation is exercised

Document Control			
Shire of Pingelly Delegation of Authority Register			
Revision #	**Date**	**Revision Details**	**Authorised By**
2022	15 June 2022	In accordance with WALGA template	Council
2023	21 June 2023	Minor changes	Council
2024	17 April 2024	Minor changes	Council
2025	16 April 2025	Minor Changes	Council

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Part 1 Local Government Act 1995

1.1 Powers of Entry

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Local Government Act 1995: s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to: 1. Exercise powers of entry to enter onto land to perform any of the Local Government functions under this Act, other than entry under a Local Law (s.3.28). 2. Give notice of entry (s.3.32). 3. Seek and execute an entry under warrant (s.3.33). 4. Execute entry in an emergency, using such force as is reasonable (s.3.34(1) and (3)). 5. Give notice and effect entry by opening a fence (s.3.36).
Council Conditions on this Delegation:	Delegated authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works Environmental Health Officer
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

1.2 Impounding abandoned vehicle wrecks and goods involved in certain contraventions

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.39 Power to remove and impound s.3.40A Abandoned vehicle wreck may be taken s.3.42 Impounded non-perishable goods s.3.44 Notice to collect goods if not confiscated s.3.46 Goods may be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to: 1. Declare an impounded vehicle as an abandoned wreck 2. Remove and impound a vehicle that, in his or her opinion is an abandoned vehicle wreck. 3. Remove and impound any goods that are involved in a contravention that can lead to impounding. 4. Sell or otherwise dispose of confiscated or uncollected goods. 5. Recover the expenses incurred by removing and impounding the goods and disposing of them if the goods were removed and impounded under s.3.39.
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	1. Conditions on the original delegation also apply to the sub-delegation. 2. Impound abandoned vehicle wrecks in accordance with s.3.40A (1), (4).
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

1.3 Disposing of Confiscated or Uncollected Goods and Sick or Injured Animals

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.47 Confiscated or uncollected goods, disposal of s.3.47A Sick or injured animals, disposal of s. 3.48 Impounding expenses, recovery of
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to: 1. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods 2. Refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid 3. Sell or otherwise dispose of confiscated or uncollected goods 4. Humanely destroy the animal and dispose of the carcass, if an impounded animal is ill or injured to such an extent that treating it is not practicable.
Council Conditions on this Delegation:	1. Delegation to destroy and dispose of sick or injured animals is only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed. *2.* Delegation applies to property with an estimated market value of less than $20,000. 3. Disposal of confiscated or uncollected goods is to be undertaken by offering them for public sale by any fair means, or to an appropriate not-for-profit community group.
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.4 Close Thoroughfares to Vehicles

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks. 2. Authority to determine to close a thoroughfare for a period exceeding 4 weeks and before doing so, to: a) give public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and b) consider submissions relevant to the road closure/s proposed. 3. Authority to revoke an order to close a thoroughfare. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare. 5. Before doing anything to which section 3.51 applies, the Chief Executive Officer is delegated authority to take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land.
Council Conditions on this Delegation:	If a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.5 Obstruction of footpaths and thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in *the Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works.

	iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.6 Gates across public thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r.9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r.9(2)]. 3. Authority to impose conditions on granting permission [ULP r.9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r.9(5)]. 5. Authority to cancel permission by written notice and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r.9(6)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Each approval provided must be recorded in the Shire's statutory Register of Gates in accordance with Uniform Local Provisions Regulation 8.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.7 Public Thoroughfare – Dangerous Excavation

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.8 Reserves under control of Local Government

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.54(1) Reserves under control of local government
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to do anything for the purpose of controlling and managing land under the control and management of the Shire that the Shire could do under s.5 of the *Parks and Reserves Act 1895*. (s.3.54(1)).
Council Conditions on this Delegation:	Limited to matters where the financial implications do not exceed a relevant and current budget allocation, and which do not create a financial liability in future budgets.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.9 Certain Provisions about Land

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995* s.3.25 – Notices requiring certain things to be done by owner or occupier of land s.3.26 – Additional powers when notices given s.3.27 – Particular things local governments can do on land that is not local government property
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to give an owner or occupier of land notice requiring them to do anything as prescribed in Schedule 3.1, Division 1 of the Local Government Act 1995. Following a failure to comply with the above notice, authority to take action that is considered necessary to achieve, so far as is practicable, the purpose for which the notice was given. Authority to recover cost of the above action as a debt due from the person who failed to comply. Authority to do any of the things prescribed in Schedule 3.2 to non-local government property, without consent, in the Local Government's capacity to undertake its general functions as outlined in s.3.27.
Council Conditions on this Delegation:	As per delegation letter
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.10 Crossing – Construction, Repair and Removal

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person.
Council Conditions on this Delegation:	Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulation 1996.*
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.11 Private Works on, over or under Public Places

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.17 Private works on, over, or under public places – Sch.9.1 cl.8
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Council Conditions on this Delegation:	The exercise of this delegation is subject to: a. written application being made; b. the applicant accepts all liability for every part and aspect of the works/infrastructure; c. conditions, which may be imposed including, such as: building permit, structural engineering certification, environmental assessment etc, where appropriate; any damage or interference to public assets to be made good to the satisfaction of CEO (roadway, fence, other structure etc), traffic management plan to be approved; d. where deemed appropriate, an insurance certificate indemnifying the Shire while works are underway, or for any structure, being provided.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.12 Tenders for Goods and Services

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.11 When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for r.18 Rejecting and accepting tenders r.20 Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services r.23 Rejecting and accepting expressions of interest to be acceptable tenderer r.24AB Establish panels of pre-qualified suppliers r.24AC Requirements before establishing panels of pre-qualified suppliers r.24AD(3) & (6) Requirements when inviting persons to apply to join panel of pre-qualified suppliers r.24AH(2), (3), (4) and (5) Rejecting and accepting applications to join panel of pre-qualified suppliers
Delegate:	**Chief Executive Officer**
Function:	Authority to determine: 1. to call tenders for any items included in the Annual Budget (F&G Reg. 11); 2. to invite tenders though not required to do so (F&G Reg. 13); 3. the selection criteria for deciding which tender should be accepted (F&G Reg. 14(2a)); 4. the information to be disclosed to those interested in submitting a tender (F&G Reg. 14(4)(a)); 5. to vary tender information after public notice of invitation to tender and before the close of tenders (F&G Reg. 14(5)); 6. to seek clarification from tenderers in relation to information contained in their tender submission (F&G Reg. 18(4a)); 7. to evaluate tenders and decide which is the most advantageous (F&G Reg. 18(4)); 8. to accept or reject tenders (F&G Reg. 18(2) and (4)); 9. to decline any tender (F&G Reg. 18(5)); 10. minor variations before entering into a contract (F&G Reg. 20); 11. to accept the next most advantageous tender where within 6 months of accepting a tender a contract has not been entered into, or the successful tenderer agrees to terminate the contract (F&G Reg. 18 (6) and (7)); 12. appropriate circumstances for seeking and inviting expressions of interest for the supply of goods or services (F&G Reg. 21); 13. to consider expressions of interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or

	services, for listing as acceptable tenderers (F&G Reg. 23). Authority to establish a panel of pre-qualified suppliers to supply particular goods or services in accordance with Part 4 Division 3 of the F&G Regs.
Council Conditions on this Delegation:	a. Sole supplier arrangements may only be approved where a record is retained that evidence rationale for why the supply is unique and cannot be sourced through other suppliers. b. Expressions of interest may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget and where the: • proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government, • current supply contract expiry is imminent, • value of the proposed new contract has been included in the draft Annual Budget proposed for adoption. c. In accordance with s.5.43, tenders may only be accepted, and panels of pre-qualified suppliers established, where the total consideration under the resulting contract is $250,000 or less and the expense is included in the adopted Annual Budget. d. Authority to enter into a variation F&G r.20(1), r.20(2) subject to: • That the variation is minor having regard to the total goods or services that tenderers were invited to supply and shall be consistent with the intended purpose of the contract.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system. Entry in the Tender Register in accordance with regulation 17 *Local Government (Functions and General) Regulations 1996.* Documentation to be recorded to the relevant Tender file in the ECMS.
Version Control:	16 April 2025 Council Resolution No: XXXX

1.13 Disposing of Property

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.58(2) (3) Disposing of Property
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to dispose of property to: 1. the highest bidder at public auction. 2. the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender. 3. dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice. 4. Authority to dispose of property under regulation 30(3) (a) of the Local Government (Functions and General) Regulations 1996.
Council Conditions on this Delegation:	1. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required. 2. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of $150,000 or less. 3. When determining the method of disposal: i. Where a public auction is determined as the method of disposal: • Reserve price has been set by independent valuation to be carried out not more than 6 months before the proposed disposition. • Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. ii. Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. iii. Where a private treaty is determined (s.3.58(3)) as the method of disposal, authority to: • Negotiate the sale of the property up to a -10% variance on the valuation; and • Consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a decision are recorded. 4. Where the market value of the property is determined as being less than $20,000 (F&G r.30(3) excluded disposal) may be undertaken: • Without reference to Council for resolution; and

	• In any case, be undertaken to ensure that the best value return is achieved however, where the property is determined as having a nil market value, then the method of disposal must be undertaken in a manner which minimises environmental impact as far as practical. 5. Renewal of leases and licences may only be undertaken providing the circumstances of the original lease or licence has not substantially altered.
Express Power to Sub- Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services Executive Manager Works
CEO Conditions on this Sub-Delegation:	1. Conditions on the original delegation also apply to the sub-delegation. 2. Sub delegation is restricted to materials, plant and equipment with a market value of less than $5,000.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.14 Payments from the Municipal or Trust Funds

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Financial Management) Regulations 1996*: r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	The Chief Executive Officer is delegated authority to make payments from the municipal or trust funds (r.12(1)(a)).
Council Conditions on this Delegation:	A list of accounts paid for the month being presented to the next ordinary meeting of the Council (in accordance with Financial Management Regulation 13(2)).
Express Power to Sub- Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	Records of decisions are retained in minutes of Council meetings.
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1.15 Defer, Grant Discounts, Waive or Write off Debts

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.12 Power to defer, waive or write off debts
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Waive a debt which is owed to the Shire (s.6.12(1)(b)). 2. Grant a concession in relation to money which is owed to the Shire (s.6.12(1)(b)). 3. Write off an amount of money which is owed to the Shire (s.6.12(1)(c))
Council Conditions on this Delegation:	1. This Delegation does not apply to debts, which are prescribed as debts that are taken to be a rate or service charge. 2. A debt may only be written off where all necessary measures have been taken to locate or contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire. 3. Limited to individual debts below $500.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services
CEO Conditions on this Sub-Delegation:	1. Conditions on the original delegation also apply to the sub delegation. 2. Sub delegation is limited to individual debts valued below $50.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.16 Investments

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.14 Power to invest *Local Government (Financial Management) Regulations 1996*: r.19 Investments, control procedures for
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose (s.6.14(1)). 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Council Conditions on this Delegation:	This delegation must be exercised in accordance with Council Policies and comply with Financial Management Regulation 19C.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.17 Agreement as to Payment of Rates and Service Charges

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.49 Agreement as to payment of rates and service charges
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to make an agreement with a person for the payment of rates or service charges (s.6.49).
Council Conditions on this Delegation:	Agreements must be in writing and must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied.
Express Power to Sub- Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services Senior Finance Officer
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.18 Recovery of Rates or Service Charges

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.56 Rates or service charges recoverable in court s.6.64(3) Actions to be taken
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction. 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services Senior Finance Officer
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.19 Recovery of Rates Debts - Actions to Take Possession of the Land

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.64(1) & (3) Actions to be taken s.6.69(2) Right to pay rates, service charges and costs, and stay proceedings s.6.71 Power to transfer land to Crown or local government s.6.74 Power to have land re-vested in Crown if rates in arrears 3 years
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to take possession of land and hold the land as against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years (s.6.64(1)), including: a) lease the land, or b) sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: i. cause the land to be transferred to the Crown (s.6.71 and s.6.74); or ii. cause the land to be transferred to the Shire (s.6.71). 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears (s.6.64(3)). 3. Authority to agree terms and conditions with a person having estate or interest in land and to accept payment of outstanding rates, services charges and costs within 7 days of and prior to the proposed sale (s.6.69(2)).
Council Conditions on this Delegation:	1. In accordance with s.6.68(3A), this delegation cannot be used where a decision relates to exercising a power of sale without having, within the previous three years attempted to recover the outstanding rates/charges through a court, under s.6.56. 2. Council approval must be obtained prior to the commencement of proceedings to take possession of land where rates and services charges have remained unpaid for at least three years.
Express Power to Sub- Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.20 Common Seal and Execution of Documents

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s9.49A(3) Affixing the common seal s.9.49A(4) Execution of documents
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authorise the affixing of the common seal of the Shire to any document that requires the Shire's Common Seal to be legally effective. Authorise the Chief Executive Officer to sign documents on behalf of the local government in accordance with Section 9.49A (4) (5) of the Local Government Act 1995.
Council Conditions on this Delegation:	Where the common seal is affixed, this is to be done in accordance with s.9.49A(3) and the details are to be recorded in the common seal register.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Community and Corporate Services Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation. Where a document is executed by a sub-delegate, the Chief Executive Officer is to be provided with due notice and opportunity to sight the original document, prior to execution.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.

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1.21 Administer Local Laws

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Local Government Act 1995 s. 3.18 Performing Executive Functions
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to exercise the powers and duties and to administer and do all things necessary to enact the Shire of Pingelly Local Laws.
Council Conditions on this Delegation:	1. All prosecutions are to be authorised by the Chief Executive Officer. 2. Council is to be advised when the CEO issues instructions for the commencement of legal proceedings.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.22 Appointment of Acting CEO

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	Local Government Act 1995: s 5.52 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Local Government Act 1995 s. 5.36 (1) (a) Local government employees
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to appoint an Acting Chief Executive Officer.
Council Conditions on this Delegation:	Appointment to be made in accordance with Council Policy on this matter.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Not Applicable
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.23 Appointment of Person to receive complaints and withdrawals

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995*: s 5.52 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Schedule 1, Clause 11(3) of the Local Government (Model Code of Conduct) Regulations 2021.
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to appoint one or more persons to receive complaints and withdrawals of complaints in accordance with Schedule 1, Clause 11(3) of the Local Government (Model Code of Conduct) Regulations 2021.
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Not Applicable
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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Part 2 *Building Act 2011*

2.1 Appointment of Authorised Persons

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	*Building Act 2011* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011* s.96 - Authorised Person s.99 - Limitation on powers of authorised person
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to: 1. Designate an employee as an authorised person under the Building Act 2011; and 2. Revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person. NOTE: An *authorised person* for the purposes of sections 96(3) and 99(3) is <u>not</u> an *approved officer* or *authorised officer* for the purposes of Building Reg. 70.
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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2.2 Powers pursuant to the *Building Act 2011*

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To undertake the powers of the Local Government for the following sections of the Building Act 2011. 1. s.18 Further Information 2. s.20 Grant of building permit 3. s.21 Grant of demolition permit 4. s.22 Further grounds for not granting an application 5. s.27 (1)&(3) Conditions imposed by permit authority 6. s.32 Duration of building or demolition permit (consider application to extend time) 7. s.55 Further information 8. s.58 Grant of occupancy permit, building approval certificate 9. s.62(1)&(3) Conditions imposed by permit authority 10. s.65 Extension of period of duration 11. s.88(3) Finishes of walls close to boundaries 12. s.110 Building Orders 13. s.111(1) Notice of proposed building order other than a building order (emergency) 14. s.117 Revocation of building order 15. s.118 Permit authority may give effect to building order if non-compliance s.131(2) Inspection, copies of building records 16. s.131 Inspection, copies of building records 17. s.133 (1) commence a prosecution for an offence 18. s.145A Local Government functions
Council Conditions on this Delegation:	In making any determinations under delegated authority the CEO must consider any advice and recommendations provided by external expert persons or bodies.
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments

Sub-Delegate/s:	Building Surveyor
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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Part 3 *Bush Fires Act 1954*

3.1 Make Request to FES Commissioner – Control of Fire

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.13(4) Duties and powers of bush fire liaison officers
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to request on behalf of the Shire that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	NIL – Sub-delegation is prohibited by s.48(3)

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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3.2 Variation of Prohibited Burning Times

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.17(7) Prohibited burning times may be declared by Minister *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Shire President and Chief Bush Fire Control Officer (jointly)**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer (s.17(7)).
Council Conditions on this Delegation:	Decisions under s.17(7) must be undertaken jointly by both the Shire President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Express Power to Sub-Delegate:	Nil – Sub-delegation is prohibited by s.48(3)

Sub-Delegate/s:	Not permitted
CEO Conditions on this Sub-Delegation:	Not applicable
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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3.3 Prohibited Burning Times – Control

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15]. 2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)]. 4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 6. Authority to recover the cost of measures taken by the Shire or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Council Conditions on this Delegation:	NIL
Express Power to Sub-Delegate:	NIL – Sub-delegation is prohibited by s.48(3)

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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3.4 Restricted Burning Times – Vary and Control

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.18(5), (11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. 2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. 3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15]. 4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. 5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B]. 7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire

	on land used as a landing ground for an aeroplane [r.39B(3)]. 8. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. Authority to recover the cost of measures taken by the Shire or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Council Conditions on this Delegation:	NIL
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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3.5 Recovery of Expenses Incurred through Contraventions of this Act

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.58 General penalty and recovery of expenses incurred
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the Shire or those on behalf of the Shire to do [s.58].
Council Conditions on this Delegation:	NIL
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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3.6 Appoint Bush Fire Control Officer/s

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.38 Local Government may appoint bush fire control officer
Delegate:	Chief Executive Officer
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954.
Council Conditions on this Delegation:	1. An appointment made under s.38(1) shall cause a local public notice to be published. 2. Records of names, addresses and usual occupations are to be maintained for all Bush Fire Control Officers appointed. 3. This delegation does not extend to the appointment of Chief or Deputy Bush Fire Control Officers.
Express Power to Sub-Delegate:	Nil – Sub-delegation is prohibited by s.48(3)

Sub-Delegate/s:	Not permitted
CEO Conditions on this Sub-Delegation:	Not applicable
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.

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3.7 Institute a Prosecution or Issue an Infringement

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954* s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Delegate:	**Chief Executive Officer** **Executive Manager Works** **Rangers** **CESM**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to: 1. Institute and carry on proceedings against a person for an offence alleged to be committed. 2. Serve an infringement notice for an offence. 3. Withdraw an infringement notice for an offence.
Council Conditions on this Delegation:	Any withdrawal of an infringement notice for an offence must be authorised by the Chief Executive Officer.
Express Power to Sub-Delegate:	Nil – Sub-delegation is prohibited by s.48(3)

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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3.8 Fire Break Maintenance

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.33 Local Government may require occupier of land to plough or clear fire-break
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to: 1. Give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Shire: a) clearing of firebreaks as determined necessary and specified in the notice; and b) act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c) as a separate or coordinated action with any other person carry out similar actions. 2. Direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with. 3. Recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice.
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	Nil – Sub-delegation is prohibited by s.48(3)

Recordkeeping:	A record containing the requirements in accordance with *Local Government Administration Regulations (1996) Regulation 19*, is to be retained within the Shire's approved electronic content management system.
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Part 4 *Cat Act 2011*

4.1 *Cat Act 2011*

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011* *Cat Act Regulations 2012*
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	The exercise of any powers and duties of a local government pursuant to the Cat Act 2011.
Council Conditions on this Delegation:	Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the Cat Act 2011.
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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Part 5 *Dog Act 1976*

5.1 *Dog Act 1976*

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*
Delegate:	Chief Executive Officer Executive Manager Works
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to exercise all powers and duties conferred by s10AA the Dog Act 1976. Chief Executive Officer is specifically authorised to sub delegate any powers or duties delegated pursuant to s.10AA(3) Delegation of local government powers and duties Dog Act 1976:
Council Conditions on this Delegation:	The Chief Executive Officer cannot subdelegate: 1. authority to declare an individual dog to be a dangerous dog [s.33E(1)], 2. authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)] 3. authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1) 4. authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (Note: sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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Part 6 *Food Act 2008*

6.1 *Food Act 2008*

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Food Act 2008:* s.118 Functions of enforcement agencies and delegation
Express Power or Duty Delegated:	*Food Act 2008*: s.65 Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67 Request for re-inspection s.110 Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses s.122 Appointment of authorised officers s.125 Institution of proceedings s.126 Infringement Officers
Delegate:	Chief Executive Officer Environmental Health Officer
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Chief Executive Officer is delegated: 1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 (s.65(1)). 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices (s.66). 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection (s.67(4)). 4. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration (s.110(1) and (5)). 5. Authority to vary the conditions or cancel the registration of a food business (s.112). 6. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 (s.122(1)). 7. Authority to appoint a person to be an authorised officer as a meat inspector (s.122(1)). 8. Authority to institute proceedings for an offence under the Food Act (s.125) 9. Authority to appoint an Authorised Officer appointed under s.122(1) of this Act or s.24 (1) of the Public Health Act 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 (s.126(13)). 10. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending

	the time for payment of modified penalties (s.126(6)) and determining withdrawal of an infringement notice (s.126(7)). The Environmental Health Officer is delegated: 1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 (s.65(1)). 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices (s.66). 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection (s.67(4)). 4. Authority to grant, apply conditions, refuse, vary or cancel registration of a food business (s.110(1) and (5), s.112).
Council Conditions on this Delegation:	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	Nil – *Food Regulations 2009* do not provide for sub-delegation.

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

Part 7 *Graffiti Vandalism Act 2016*

7.1 *Graffiti Vandalism Act 2016*

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*The Graffiti Vandalism Act 2016*
Delegate:	Chief Executive Officer
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	All powers and duties of a local government pursuant to the Graffiti Vandalism Act 2016
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

Part 8 *Public Health Act 2016*

8.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Health (Asbestos) Regulations 1992:* r.15D(7) Infringement Notices
Express Power or Duty Delegated:	*Health (Asbestos) Regulations 1992:* r.15D(5) Infringement Notices
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the *Criminal Procedure Act 2004* Part 2 [r.15D(5)].
Council Conditions on this Delegation:	Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].
Express Power to Sub-Delegate:	Nil – the *Health (Asbestos) Regulations 1992* do not provide a power to sub-delegate.

Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

8.2 Designation of Authorised Officers

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Public Health Act 2016* *s21 Enforcement agency may delegate*
Express Power or Duty Delegated:	*Public Health Act 2016* *s24(1) and (3) Designation of authorised officers*
Delegate:	**Chief Executive Officer** **Environmental Health Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to designate a person or class of persons as authorised officers for the purposes of: a) The Public Health Act 2016 or another specified Act b) Specified provisions of the Public Health Act 2016 or another specified Act c) Provisions of the Public Health Act 2016 or another specified Act, other than the specified provisions of that Act, including: i. an environmental health officer or environmental health officers as a class; OR ii. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR d. a mixture of the two. [s.24(1) and (3)].
Council Conditions on this Delegation:	1. The appointment of an Environmental Health Officer must be in accordance with Section 17 (3) of the Public Health Act 2016. 2. The delegate (CEO) will issue to each person who is an authorised person a Certificate of Authority in accordance with Section 30 and 31 of the Public Health Act 2016.
Express Power to Sub-Delegate:	*Public Health Act 2016* *s21 Enforcement agency may delegate*

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

Part 9 *Planning and Development Act 2005*

9.1 Directions regarding unauthorised/illegal development

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Local Government Act 1995* *s.5.42(1)(b) Delegation of some powers and duties to CEO* s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Planning and Development Act 2005* *s.214 (2), (3) and (5). Illegal development* *Shire of Pingelly Town Planning Scheme No. 3*
Delegate:	**Chief Executive Officer**
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control are requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development; a) To remove, pull down, take up, or alter the development; and b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	Nil

Express Power to Sub-Delegate:	Local Government Act 1995 s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s:	as per letter
CEO Conditions on this Sub-Delegation:	1. Conditions on the original delegation also apply to the sub delegation. 2. A certificate of authority as an authorised officer must be issued. 3. All prosecutions are to be authorised by the Chief Executive Officer.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

9.2 Determination of Development Applications

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	*Planning and Development Act 2005* s.162 *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 *Local Government Act 1995* s.5.42 Delegation of some powers or duties to CEO s.5.43 Limitations on delegations to CEO
Express Power or Duty Delegated:	• Planning and Development Act 2005 • Clause 82, Schedule 2, Part 10 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2 Deemed Provisions for Local Planning Schemes. • Town Planning Scheme No. 3 • *Strata Titles Act 1985* s 25
Delegate:	Chief Executive Officer
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to exercise any of the local government's powers or the discharge of any of the local government's duties under the Planning and Development (Local Planning Schemes) Regulations 2015, and Town Planning Scheme No. 3. 2. Authority to make recommendations to the Western Australian Planning Commission on subdivision applications, including the imposition of subdivision conditions or the clearance of subdivision conditions including the bonding of conditions (Part 10, Planning and Development Act 2005).
Council Conditions on this Delegation:	Specific Land uses This power of delegation does not extend to determining applications for development approval relating to the following land uses: • Industry - Extractive • Uses of land not listed in the zoning table Exclusions to Delegated Authority This power of delegation does not extend to approving applications for development approval in the following categories: a) Non-residential development which, in the opinion of the delegated officer, is likely to have a significant impact on the Shire; b) Applications where objections have been received on valid planning grounds which cannot be reasonably addressed by negotiated minor variations to the application and/or conditions of approval. c) Applications that are not consistent with the Shire of Pingelly Town Planning Scheme No. 3. d) Applications for change of non-conforming use. e) Development not of the kind referred to in item a) and/or b) above, which, in the opinion of the delegated officer, is contentious. f) The determination of an amendment to a previous development approval that was approved by resolution of Council (including an extension to the term of the development approval, except where the

	variation is of a minor nature, would not substantially change the approved development, and for which no objection has been received during the advertising period of the application (where applicable). g) Reconsiderations of applications in accordance with Section 31 of the State Administrative Tribunal Act 2004.
Express Power to Sub-Delegate:	Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2, Clause 83

Sub-Delegate/s:	As per letter of delegation from CEO
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
Version Control:	16 April 2025 Council Resolution No: XXXX

14.2. Adopt Shire of Pingelly Save the Numbat Local Law 2024

File Reference:	**ADM0103**
Location:	**Not Applicable**
Applicant:	**Not Applicable**
Author:	**Governance and Executive Officer**
Disclosure of Interest:	**Nil**
Attachments:	**14.2 (i) Save the Numbats Local Law 2024** **14.2 (ii) Shire of Pingelly – JSCDL Letter** **14.2 (iii) Shire of Narrogin – Cats Local Law 2016 – Track Changes**
Previous Reference:	**Nil**

Summary

Council is requested to make the Shire of Pingelly Save the Numbat Local Law 2024 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

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 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 areas. 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 then 1,000 numbats left in the wild.

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

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.

Following wide public consultation, At the Ordinary Council Meeting of 21 February 2024, Council resolved the following:

That Council:

1. Resolves to make the Shire of Pingelly Cat Local Law 2024, incorporating amendments arising from the advice of the Department of Local Government as per the attached document.
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.

The Parliamentary Joint Standing Committee on Delegated Legislation then considered the gazetted local law and have determined that the modifications made at the request of the Department of Local Government were significant in nature so that the process should be recommenced. The Committee have requested undertakings by Council that this local law will not be enforced and that it will be repealed and replaced within 6 months.

As a result, at the Ordinary Council Meeting of 16 October 2024, Council resolved the following:

That Council:

1. Undertakes:

a) To repeal the Shire of Pingelly Cat Local Law 2024 and make a fresh local law within 6 months of this resolution
b) Not to enforce the Shire of Pingelly Cat Local Law 2024
c) To Display these undertakings wherever the Shire of Pingelly Local Law 2024 is displayed

2. Pursuant to section 3.12(2) and (3) of the Local Government Act 1995, and all other legislation enabling it, give Statewide and local public notice, inviting submissions during a minimum 6-week time frame, that intends to make the following Shire of Pingelly Save the Numbat Local Law 2024:

   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 for Local Government and any other person requesting it, of the proposed Local Law.

This new local law has been advertised and advise has been sought from McLeods, the Shire's lawyers and from the Department of Local Government. The Department recommended several changes and McLeods has advised that these changes should be advertised to the community. This has been completed.

Comment

Previous consultation undertaken indicated that the vast majority of ratepayers within the Shire of Pingelly support a Cat local law, including the containment of cats to their owner's property. The recommended process to achieve this is by adopting another local law by reference. This is possible under Clause 82 of the *Cat Act 2011* and Clause 3.8 of the *Local Government Act 1995*. It is highly possible that the Department of Local Government will recommend that these containment clauses are removed. It is also highly possible that the Parliamentary Joint Standing Committee on Delegated Legislation will request undertakings that such a local law is not enforced and that it will be repealed and replaced. However, considering the precedent set by the Shires of Narrogin and Northam which both have containment clauses within their local laws and the importance of this local law to the native fauna, officers recommend that a local law is made which includes a containment clause.

The local law is proposed to have the following effects:

- Cats not to create a nuisance.
- Prohibit cats public places
- Restrict the number of cats to 2 per property

This is in keeping with the feedback from the consultation undertaken.

Consultation
This local law has been advertised as required under the Local Government Act. No comments were received as a result of this consultation.

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:
The registration of cats;

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

Policy Implications
There are no policy implications associated with this report.

Financial Implications
There are no financial implications evident at this time.

Strategic Implications
4.1 Sustainably manage local lands, waters and ecosystems.
4.2 Encourage the adoption of sustainable practices.

Risk Implications

Risk:	Reputational risk is not adopting a local law following feedback from the community		
Consequence Theme:	Reputational	**Impact:**	Moderate
Consequence:	Public embarrassment, moderate impact, low or moderate news profile		
Likelihood Rating:	Possible	**Risk Matrix:**	Moderate (9)
Action Plan:	Make the Save the Numbat Local Law.		

13552 Cr Angela Trethewey moved, Cr Clinton Cheney seconded

Voting Requirements:
Absolute Majority

Recommendation and Council Decision:

That Council:

1. **Resolves to make the Shire of Pingelly Save the Numbat Local Law 2025, as per the attached document.**
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.

Carried Unanimously 5 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

Cat Act 2011

Local Government Act 1995

SHIRE OF PINGELLY

Save the Numbats Local Law 2025

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 to adopt the following local law –

Part 1 - Preliminary

1.1 Citation

This local law may be cited as the *Shire of Pingelly Save the Numbats Local Law 2025*.

1.2 Commencement

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

1.3 Shire of Pingelly Cats Local Law 2024 repealed

The *Shire of Pingelly Cats Local Law 2024* published in the *Government Gazette* on 14 June 2024 is repealed.

1.4 Shire of Narrogin Cats Local Law 2016 adopted

The text of the *Shire of Narrogin Cats Local Law 2016* published in the *Government Gazette* on 8 August 2016, as amended by the *Shire of Narrogin Repeal and Amendment Local Law 2021* published in the Government Gazette on 6 January 2022, is adopted as a local law of the Shire of Pingelly subject to the modifications set out in Part 2 of this local law.

Part 2 - Modifications

2.1 Clause 1.1 amended

Clause 1.1 is amended by deleting the words "*Shire of Narrogin Cats Local Law 2016*" and inserting the words "*Shire of Pingelly Save the Numbats Local Law 2025*".

2.2 Clause 1.4 amended

(1) Clause 1.4 is amended as follows –

(a) amend the definition of "***local government***" by deleting the words "Shire of Narrogin" and inserting the words "Shire of Pingelly".

2.3 Clause 2.1 amended

(1) Clause 2.1 is amended as follows –

(a) delete sub-clauses (2), (3), and (4);

(b) renumber sub-clauses (5) and (6) to (2) and (3) respectively.

2.4 Clause 3.2 amended

(1) Clause 3.2 is amended as follows –

(a) delete sub-clause (2); and

(b) insert a new sub-clause (2) as follows:

"(2) No more than 2 cats may be kept on any premises for the purpose of regulation 6 of the *Cat (Uniform Local Provisions) Regulations 2013*."

2.5 Clause 3.3 amended

(1) Clause 3.3 is amended as follows –

(a) delete sub-clauses (a) and (b);

(b) insert a new sub-clause (a) as follows:

"(a) keep more than 2 cats over the age of 6 months and the young of those cats under that age;"; and

(c) renumber sub-clauses (c) and (d) to (b) and (c) respectively.

2.6 Clause 4.5 amended

Clause 4.5 is amended by deleting the words "clause 3.3(c) or (d)" and inserting the words "clause 3.3(b) or (c)".

2.7 Clause 4.7 amended

Clause 4.7 is amended by deleting the words "clause 3.3(c) or (d)" and inserting the words "clause 3.3(b) or (c)".

2.8 Schedule 1 amended

(1) Schedule 1 is amended as follows –

(a) delete the words "Shire of Narrogin" and insert the words "Shire of Pingelly";

(b) delete the words "clause 3.3(c)" and insert the words "clause 3.3(b)"; and

(c) delete the words "clause 3.3(d)" and insert the words "clause 3.3(c)".

2.9 Schedule 2 amended

Schedule 2 is amended by deleting the words "Shire of Narrogin" and inserting the words "Shire of Pingelly".

2.10 Schedule 3 amended

(1) Schedule 3 is amended as follows –

(a) in item 1, delete the words "clause 2.1(5)(a)" and insert the words "clause 2.1(2)(a)";

(b) in item 2, delete the words "clause 2.1(5)(b)" and insert the words "clause 2.1(2)(b)";

(c) in item 3, delete the words “clause 2.1(5)(c)” and insert the words “clause 2.1(2)(c)”;

(d) delete item 5A;

(e) in item 6, delete the words “clause 3.3(c)” and insert the words “clause 3.3(b)”; and

(f) in item 7, delete the words “clause 3.3(d)” and insert the words “clause 3.3(c)”.

Dated: 2025

The Common Seal of the Shire of Pingelly was affixed by authority of the resolution of the Council in the presence of-

_____

JACKIE MCBURNEY, SHIRE PRESIDENT

_____

ANDREW DOVER, CHIEF EXECUTIVE OFFICER

JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION

Your ref: ADM0103
Our ref: A1097753 and 4167:16

14 August 2024

Cr Jackie McBurney
President
Shire of Pingelly
17 Queen Street
Pingelly WA 6308 crmcburney@pingelly.wa.gov.au

Dear President

Shire of Pingelly Cats Local Law 2024

Thank you for the Explanatory Memorandum for this local law, which the Committee considered at its meeting today. The Committee resolved to write to you about the following matters.

Compliance with section 3.12(4) of the *Local Government Act 1995*

When scrutinising local laws, the Committee inquires whether a local law is within power (Committee Term of Reference 10.6(a)).

Section 3.12(4) of the *Local Government Act 1995* (Act) provides:

> *After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.*
>
> ** Absolute majority required.*

An adopted local law must not be significantly different from that proposed. Otherwise, it is invalid and the local law-making process must be undertaken again. Section 3.13 of the Act states:

> ***Procedure where significant change in proposal***
>
> *If during the procedure for making a proposed local law the local government decides to make a local law that would be significantly different from what it first proposed, the local government is to recommence the procedure.*

A comparison of the proposed and adopted local laws reveals the following clauses where changes were made.

Legislative Council Committee Office
Level 1, 2 Parliament Place | West Perth
Postal address: Parliament House | 4 Harvest Terrace | West Perth WA 6005
Telephone: 08 9222 7300 | Email: delleg@parliament.wa.gov.au

Cats in prohibited areas

Clause 2.2(1) of the proposed local law stated:

> **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^2.

The term 'bushland' was defined in clause 1.4 as:

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

By virtue of clause 2.2(2) of the proposed local law, a contravention of clause 2.2(1) was an offence which attracted a modified penalty of $250.

The adopted local law regulates cat prohibited areas differently. It states in clause 2.2(1):

> **Cats in prohibited areas**
>
> (1) A cat must not be in any cat prohibited area as listed on Schedule 3.

Schedule 3 contains a list of 126 properties where cats are prohibited absolutely.

The definition of 'bushland' is not included in the adopted local law.

The Committee is of the view these changes made the adopted local law significantly different from the proposed local law that was publicly advertised, in breach of section 3.12(4) of the Act. Cat prohibited areas form a significant and integral part of the local law. This is because cat prohibited areas are a key method for managing cats under the *Cat Act 2011*. Further, prohibition of cats from public places has received significant media and other public commentary. Shire residents were not consulted on the change to cat prohibited areas prior to the adoption of the local law.

Accordingly, changing cat prohibited areas from bushland greater than 5000m^2 in the proposed local law to a list of properties in Schedule 3 of the adopted local law makes it 'significantly different'. It breaches sections 3.12(4) and 3.13 of the Act and infringes Term of Reference 10.6(a).

Typographical errors

Clause 3.10 – Duration of a permit

There is a grammatical error in clause 3.10(a). It states:

> **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.

The grammar in clause 3.10(a) should be corrected.

Schedule 2, item 3

There is an unnecessary full stop after the word 'Cat' in item 3 of Schedule 2.

Schedule 3, clause reference

Schedule 3 lists areas where cats are prohibited absolutely. The clause reference in the heading to Schedule 3 is to clause 2.3(1) of the local law which deals with interference with cat traps. The correct reference is to clause 2.2(1) which deals with cats in prohibited areas.

The incorrect clause reference in Schedule 3 should be amended.

Undertakings

The Committee requests the following undertakings:

1. Within 6 months, repeal the local law and make a new local law, complying with all requirements in section 3.12 of the *Local Government Act 1995* which does not contain the typographical errors identified in clause 3.10(a), Schedule 2 and Schedule 3.
2. The local law will not be enforced in a manner contrary to undertaking 1.
3. All consequential amendments arising from undertaking 1 will be made.
4. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertakings.

The undertakings should be given in the form of a letter signed by you as President, not the Chief Executive Officer or other officer of the Shire of Pingelly. This is because, pursuant to section 2.8(1)(d) of the Act, the 'Mayor or President speaks on behalf of the local government' to the Parliament of Western Australia.

Noting that your next Council meeting occurs on 18 September 2024, the Committee requests the undertakings be provided by **25 September 2024**.

To assist you I attach a suggested form of Council resolution to provide the undertakings.

Please also note that the fulfilment of the undertakings must be by making a local law that complies with all mandatory procedural steps contained in section 3.12 of the *Local Government Act 1995*.

Notice of Motion to Disallow

I advise that the Committee resolved to give a Notice of Motion in the Legislative Council to disallow the local law.

The reasons for giving notice are:

- to protect the Parliament's right to disallow the local law should the Committee recommend disallowance
- to provide the Committee with additional time to scrutinise the local law and, if necessary, obtain further information.

The giving of the notice should not be taken as indicating that the Committee has resolved to recommend disallowance at this stage.

Please provide your response by **25 September 2024**. If you have any queries in relation to this matter, please contact Ms Felicity Mackie, Advisory Officer (Legal) on 9222 7406 or at delleg@parliament.wa.gov.au

Yours sincerely

Mr Geoff Baker MLA
Chair

cc: Mike Hudson, Acting Chief Executive Officer – Executive Manager Works, mike.hudson@pingelly.wa.gov.au

This correspondence including any attachments is confidential and privileged. Your local government may only discuss the content of this letter and any attachments with the Western Australian Local Government Association, the Department of Local Government and the Shire's legal advisors to the extent necessary to obtain information the Committee seeks. Each person to whom you distribute this material must be made aware of its confidential and privileged status.

Suggested form of Council resolution to provide the undertakings

The Council of the Shire of Pingelly resolves to undertake to the Joint Standing Committee on Delegated Legislation that:

1. Within 6 months, repeal the local law and make a new local law, complying with all requirements in section 3.12 of the *Local Government Act 1995* which does not contain the typographical errors identified in clause 3.10(a), Schedule 2 and Schedule 3.
2. The local law will not be enforced in a manner contrary to undertaking 1.
3. All consequential amendments arising from undertaking 1 will be made.
4. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertakings.

CAT ACT 2011
LOCAL GOVERNMENT ACT 1995

SHIRE OF ~~NARROGIN~~PINGELLY

~~CATS~~ SAVE THE NUMBAT LOCAL LAW ~~2016~~2024

~~Consolidated to 6 January 2022~~

Adopted by reference from the Shire of Narrogin Cats Local Law 2016

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This document is a ~~consolidation~~ reference for administrative use ~~as required by the Local Government Act 1995 section 5.96A(1)(b),~~ and is not to be relied on for legal purposes.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of ~~Narrogin~~Pingelly Cats Local Law 2016.*

1.2 Commencement and Repeal

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*. This local law repeals the Shire of Pingelly Cats Local Law 2024.

1.3 Application

This local law applies throughout the district.

1.4 Definitions

In this local law unless the context otherwise requires –

Act means the *Cat Act 2011*;

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

approved cat breeder has the meaning given to it by section 3(1) of the Act;

authorised person means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under this local law;

cat has the meaning given to it by section 3(1) of the Act; but does not include the young of a cat normally kept on the premises less than 6 months old;

cat management facility has the meaning given to it by section 3(1) of the Act, and includes a cattery;

cattery means any premises where more than 2 cats are boarded, housed or trained temporarily, usually for profit, and where the occupier of the premises is not the ordinary keeper of the cats;

central business zone means a lot zoned as central business in a local planning scheme;

commercial lot means a lot zoned under a local planning scheme as –

(a) central business; or
(b) service commercial;

CEO means the Chief Executive Officer of the local government;

Council means the Council of the local government;

district means the district of the local government;

effective control in relation to a cat means any of the following methods –

(a) held by a person who is capable of controlling the cat;
(b) securely tethered;
(c) secured in a cage; or
(d) any other means of preventing escape.

enclosed public space means a public place which is enclosed by walls, whether solid materials or glass, and includes attached or adjoining areas not permitted to the public, unless airflow between the areas is prevented, but does not include a cat management facility or veterinary clinic or hospital;

industrial lot means a lot zoned under a local planning scheme as industry;

keeper in relation to a cat means any of the following persons –

(a) the owner of the cat as defined in the Act;
(b) a person by whom the cat is ordinarily kept;
(c) a person who has or appears to have immediate custody or control of the cat;
(d) a person who keeps the cat, or has the cat in her or his possession for the time being;
(e) a permit holder of a permit which relates to the cat;
(f) the holder of an exemption issued in relation to the cat;

local government means the Shire of ~~Narrogin~~Pingelly;

local planning scheme means a planning scheme of the local government made under the *Planning and Development Act 2005;*

local public notice has the meaning given to it by section 1.7 of the *Local Government Act 1995*;

nuisance means behaviour that includes where a cat –
(a) excretes or urinates on premises being premises where the cat is not normally resident;
(b) is, or is likely to be, injurious or dangerous to the health of any person or domestic or Australian indigenous animal;
(c) creates a noise which persistently occurs or continues to a degree or extent which in the opinion of an authorised person, and has or could have a disturbing effect on the state of reasonable physical, mental, or social well-being of a person; or
(d) is shown to be allowed to behave consistently in a manner contrary to the general interest of the community;

permit means a permit issued by the local government under clause 3.5 of this local law;

permit holder means a person who holds a valid permit granted under this local law;

pet shop means premises operating in compliance with the local planning scheme, from which a cat may be offered for sale;

premises includes the following –
(a) land, whether or not vacant;
(b) the whole or part of a building or structure whether of a permanent or temporary nature; and
(c) a vehicle;

public place has the meaning given to it by section 3(1) of the Act;

RSPCA means the Royal Society for the Prevention of Cruelty to Animals (Inc) of Western Australia;

Schedule means a schedule to this local law; and

set fee means a fee determined by the local government in accordance with sections 6.16 to 6.19 of the *Local Government Act 1995*.

PART 2 - IMPOUNDING OF CATS

2.1 Impounded cats

(1) The local government may determine from time to time –
(a) the times when a cat management facility will be open for the reception and release of cats; and
(b) times for the sale of cats from the cat management facility.

~~(2) The local government is to keep a proper record of impounded cats.~~

~~(3) The record is to contain the following information about each impounded cat –~~
~~(a) if known the breed and sex of the cat;~~
~~(b) the colour, distinguishing markings and features of the cat;~~
~~(c) if known, the name and address of the owner;~~
~~(d) the date and time of seizure and impounding;~~
~~(e) the name and address of the authorised person who impounded the cat and, if applicable, the person who delivered a cat for impounding;~~
~~(f) the reason for the impounding;~~
~~(g) a note of any order made by an authorised person relating to the cat; and~~
~~(h) the date of the sale, release or destruction of the cat.~~

~~(4) The record is to be available for inspection by the public.~~

~~(5)~~(2) A person shall not –

(a) unless the person is the owner of the cat management facility, or an authorised person, release or attempt to release a cat from a cat management facility;

(b) destroy, break into, damage or in any other way interfere with or render not cat proof a cat management facility; or

(c) destroy, break into, damage, or in any other way interfere with any container used for the purpose of catching, holding or conveying cats which have been seized.

~~(6)~~(3) A cat must not be released to a person until the person obtains the necessary permit or the cat is registered where –

(a) a person wishes to reclaim a cat within the period stated in a notice of impounding; and

(b) a permit is required for the keeping of the cat, but the person does not have the necessary permit and/or the cat is not registered.

PART 3 - KEEPING OF CATS

3.1 Keeping of cats in non-residential zones

The keeping of cats is not permitted on a commercial or industrial lot unless –

(a) the lot is associated with an occupied attached residence or caretaker's residence; or

(b) the lot is an approved cat management facility.

3.2 Limitation on the number of cats

(1) This clause does not apply to premises which have been –

(a) licenced under Part 4 of this local law as an approved cat breeder or cat management facility; or

(b) granted an exemption under regulation 7 of the *Cat (Uniform Local Provisions) Regulations 2013*.

(2) No more than 2 cats may be kept on any premises for the purpose of regulation 6 of the Cat (Uniform Local Provisions) Regulations 2013

~~(2) The standard number of cats which may be kept on any premises is, for the purpose of regulation 6 of the *Cat (Uniform Local Provisions) Regulations 2013* –~~

~~(a) 2 cats over the age of 6 months and the young of those cats under that age if the premises are zoned other than for the purposes of general agriculture under a local planning scheme; or~~

~~(b) 4 cats over the age of 6 months and the young of those cats under that age if the premises are zoned for the purposes of general agriculture under a local planning scheme.~~

3.3 Cats for which a permit is required

Subject to clause 3.4 an occupier is required to have a permit to –

(a) keep more than 2 cats over the age of 6 months and the young of those cats under that age

~~(a) keep more than 2 cats over the age of 6 months and the young of those cats under that age if the premises are zoned other than for the purposes of general agriculture under a local planning scheme;~~

~~(b) keep more than 4 cats over the age of 6 months and the young of those cats under that age if the premises are zoned for the purposes of general agriculture under a local planning scheme;~~

~~(c)~~(b) use any premises as a cat management facility; or

~~(d)~~(c) be an approved cat breeder.

3.4 Permits not required

A permit is not required under clause 3.3 if the premises concerned are –

(a) a cat management facility which has been approved by the local government;

(b) a veterinary surgery;

(c) a pet shop;

(d) premises with 2 or less cats; or

(e) the subject of an exemption granted by the local government.

3.5 Application for permit

An application for a permit under clause 3.3 shall be –

(a) made by an occupier of the premises where the cats are to be kept;

This document is a ~~consolidation~~ reference for administrative use ~~as required by the Local Government Act 1995 section 5.96A(1)(b),~~ and is not to be relied on for legal purposes.

(b) if for a cat management facility, in the form of Schedule 1 and accompanied by the plans of the premises to which the application relates;
(c) if for a cat breeder, in the form of Schedule 1;
(d) accompanied by the consent in writing of the owner of the premises, where the occupier is not the premises to which the application relates; and
(e) accompanied by the set fee.

3.6 Decision on application

(1) The local government may, upon payment of the set fee –
  (a) approve an application for a permit subject to the conditions outlined in clauses 4.1, 4.2, 4.3 or 4.4 (as applicable); or
  (b) refuse to approve an application for a permit.
(2) If the local government approves an application under subclause (1), then it shall issue to the applicant approval in writing.
(3) If the local government refuses to approve an application under subclause (1), then it is to advise the applicant accordingly in writing.

3.7 Factors relevant to determination of application

(1) In determining an application for a permit the local government may have regard to –
  (a) the physical suitability of the premises for the proposed use;
  (b) the suitability of the local planning scheme zoning of the premises for the proposed use;
  (c) the environmental sensitivity and general nature of the location surrounding the premises for the proposed use;
  (d) the structural suitability of any enclosure in which any cat is to be kept;
  (e) the likelihood of a cat causing nuisance, inconvenience, or annoyance to the occupiers of adjoining land;
  (f) the likely effect on the amenity of the surrounding area of the proposed use;
  (g) the likely effect on the local environment including any pollution or other environmental damage which may be caused by the proposed use;
  (h) any submissions received under subclause (2) within the time specified; and
  (i) such other factors which the local government may consider to be relevant in the circumstances of the particular case.
(2) The local government may require an applicant to –
  (a) consult with adjoining landowners;
  (b) advise the adjoining landowners that they may make submissions to the local government on the application for the permit within 14 days of receiving that advice, before determining the application for the permit; and
  (c) give local public notice of the proposal.

3.8 Cats creating a nuisance

(1) The keeper of a cat shall not allow a cat to create a nuisance.
(2) Where, in the opinion of an authorised person, a cat is creating a nuisance, an authorised person may give written notice to the keeper 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 an authorised person on the notice or until the notice is withdrawn by an authorised person.
(4) A person given a notice to abate the nuisance shall comply with the notice within the period specified in the notice.

[Clause 3.8 amended by Government Gazette No.1 of 6 January 2022]

3.9 Cats in temporarily vacant premises

The keeper of a cat shall not leave a cat on premises while the premises are temporarily vacant, without daily arrangements for the care and welfare of the cat.

PART 4 - PERMITS FOR KEEPING OF CATS

4.1 Conditions applicable to all permits

(1) Every permit is issued subject to the following conditions –
   (a) each cat kept on the premises to which the permit relates shall be registered under the Act;
   (b) each cat shall be contained on the premises unless under the effective control of a person;
   (c) the permit holder will provide adequate space for the exercise of the cats;
   (d) the premises shall be maintained in good order and in a clean and sanitary condition; and
   (e) such other conditions, as the local government considers appropriate.

(2) In addition to the conditions subject to which a permit is to be issued under subclause (1), a permit may be issued subject to other conditions, as the local government considers appropriate.

4.2 Additional conditions for other than cat management facility

Where an application to keep more than 2 cats is approved under clause 3.6 for other than a cat management facility, the following conditions apply –
   (a) compliance with clause 4.1;
   (b) in the case of a multiple dwelling, where there is no suitable dividing fence, the written consent to the application for a permit of the occupier of the adjoining multiple dwellings has been obtained; and
   (c) without the consent of the local government, the permit holder will not substitute or replace any cat once that cat –
      (i) dies; or
      (ii) is permanently removed from the premises.

4.3 Additional conditions for cat management facility

(1) Where the local government approves an application under clause 3.6 for a cat management facility, the following conditions apply –
   (a) compliance with clause 4.1; and
   (b) compliance with Schedule 2.

(2) In respect of a particular application for a permit, the local government may vary any of the conditions contained in Schedule 2.

(3) A cat management facility may be inspected by an authorised person to ensure compliance with the conditions of the permit.

4.4 Additional conditions for approved cat breeders

(1) Where a permit is approved under clause 3.6 as an approved cat breeder, the following conditions apply –
   (a) compliance with clause 4.1;
   (b) compliance with clause 4.2;
   (c) compliance with Schedule 2 items (4)(c) to (g) inclusive;

(2) The fee for an approved cat breeder is as specified in Schedule 3 of the *Cat Regulations 2012*.

4.4A Variation of permit conditions

An authorised person may vary the conditions of a permit by giving not less than 14 days notice.

[Clause 4.4A inserted by Government Gazette No.1 of 6 January 2022]

4.5 Duration of permit

Unless otherwise specified in a condition on a permit, a permit for a cat management facility or as an approved cat breeder granted under clause 3.3(b~~c~~) or (c~~d~~), commences on the date of issue and is valid for a period of 12 months from the date of issue unless and until –

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

4.6 Permit not transferable

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

4.7 Renewal of permit

(1) The local government may renew a permit for a cat management facility or as an approved cat breeder granted under clause 3.3(b~~c~~) or (c~~d~~) upon –
   (a) payment of the set fee; and
   (b) certification by the occupier that the circumstances of the original application are unchanged.
(2) Where circumstances of the original application have changed, the application for renewal is to be considered an initial application.

4.8 Revocation of permits

(1) A permit may be revoked by the local government if there is a breach of any condition of that permit or if the permit holder is convicted of a breach of any provision of this local law.
(2) On revocation of a permit the permit holder is to be taken to have forfeited any set fees paid in respect of the permit.

PART 5 - CATS IN PUBLIC PLACES

5.1 Cats in public places

A cat shall not be in a public place unless the cat is, in the opinion of an authorised person, under effective control.

5.2 Places where cats are prohibited absolutely

A cat shall not be in the following places at any time, whether or not under effective control –

(a) an enclosed public place; or
(b) any nature reserve.

PART 6 - MISCELLANEOUS

6.1 Fees and charges

Set fees and charges are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

6.2 Giving of a notice

A notice given under this local law may be given to a person –

(a) personally;
(b) by registered mail addressed to the person; or
(c) by leaving it for the person at her or his address.

6.3 Objection 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 to or appeal against the decision under Division 1 of Part 9 of the *Local Government Act 1995*.

PART 7 - ENFORCEMENT

7.1 Offences

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.

7.2 General penalty

Any person who commits an offence shall be liable, upon conviction, to a penalty not exceeding $5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

7.3 Modified penalties

(1) An offence against a clause specified in Schedule 3 is a prescribed offence for the purposes of section 84 of the Act.

(2) The amount of the modified penalty for a prescribed offence is set out in the fourth column adjacent to the clause in Schedule 3.

7.4 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 6 of the Schedule 1 of the *Cat Regulations 2012*.

7.5 Withdrawal of infringement notice

(a) Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form of Form 7 of the Schedule 1 of the *Cat Regulations 2012*.

(b) A person authorised to issue an infringement notice under clause 7.4 cannot sign a notice of withdrawal.

Schedule 1 – Application for a licence for cat management facility or cat breeder

[cl. 3.3]

Shire of ~~Narrogin~~Pingelly

I / We (full name/s) –		
Postal address –		
Telephone number –		
Mobile number –		
Fax number –		
E-mail address –		
APPLY FOR A LICENCE	Under clause 3.3b(~~c~~) for cat management facility	
	Under clause 3.3(c~~d~~) as cat breeder	
Address of proposed premises –		
CAT MANAGEMENT FACILITY –		
For number of cats –		

Attached are –	a site plan of the premises showing the location of the cat management facility and all other buildings and structures and fences;	
	plans and specifications of the proposed cat management facility.	
CAT BREEDER -		
For number of cats –		
Breed of cats –		
Attached are –		
(a) copy of notice of proposed use to appear in newspaper; (if required)		
(b) copy of notice of proposed use to be given to adjoining premises; (if required)		
Signature of applicant/s –		
Date –		
NOTE – a licence will have effect for a period of 12 months if issued		
OFFICE USE ONLY	Application fee paid on – Receipt No –	

Schedule 2 – Conditions of a permit for an approved cat management facility
[cl. 4.3]
Shire of ~~Narrogin~~Pingelly

An application for a permit for an approved cat management facility may be approved subject to the following conditions –

(1) Compliance with the conditions of clause 4.1.

(2) Buildings and structures –
- (a) all building enclosures must be structurally sound, have impervious flooring, be well lit and ventilated and otherwise comply with all legislative requirements;
- (b) there is to be a feed room, wash area, isolation cages and maternity section;
- (c) materials used in structures are to be approved by the local government;
- (d) the internal surfaces of walls are to be smooth, free from cracks, crevices and other defects, where possible;
- (e) all fixtures, fittings and appliances are to be capable of being easily cleaned, resistant to corrosion and constructed to prevent the harbourage of vermin;
- (f) washing basins and running hot and cold water are to be available;
- (g) the walls shall be rigid, impervious and structurally sound;
- (h) the roof shall be constructed of approved impervious materials;
- (i) all untreated external surfaces of cattery shall be well maintained and aesthetically suitable as not to detract from the local environment and amenity;
- (j) each module and every part thereof shall not be at any less distance than nine metres from the boundaries of the land in the occupation of the owner of the cat management facility;

(k) each module and each yard and every part thereof shall be behind the house line; and
(l) any other matter which in the opinion of the local government is deemed necessary for wellbeing of any person, or adjoining premises or the amenity of the area (or any part thereof);

(3) Walk-in modules and enclosures –
(a) cats shall be housed in walk-in modules that include a sleeping compartment and an exercise area or in colony pens;
(b) walk-in modules must have a minimum floor area of 1.5 square metres and contain at least 2 levels including raised sleeping quarters.
(i) this size is for 1 cat only and an additional 1 square metre floor space is required for a second cat;
(ii) no more than 2 cats may be housed together in this type of accommodation;
(c) cats may be multiple housed in colony pens provided that – .
(i) each cat shall have a floor area of 2 square metres plus an individual sleeping area;
(ii) only desexed compatible cats should be housed in this type of accommodation;
(d) the lowest internal height shall be at least 1.65 metres from the floor;
(e) each yard shall be securely fenced and kept securely fenced with a fence not less than 1.65 metres in height constructed of galvanised iron, wood, galvanised link mesh or netting;
(f) all doors shall be provided with proper catches or means of fastening;
(g) the upper surface of the floor shall be set at least 75 millimetres above the surface of the surrounding ground and shall be constructed of granolithic cement finished to a smooth surface, it shall have a fall of not less than 1 in 100;
(h) all modules and yards shall be surrounded by a drain which shall be properly laid, ventilated and trapped, and all floor washings shall be disposed of in accordance with the health requirements of the local government; and
(i) the floor of any yard shall be established and maintained to ensure a safe and hygienic environment.

(4) Management –
(a) cats must be housed singly except in the case of compatible cats from the same household with the written agreement of the keeper;
(b) enclosures are to be thoroughly cleaned each day and disinfected at least once a week to minimise disease;
(c) no sick or ailing cat is to be kept on the premises;
(d) the maximum number of cats to be kept on the premises stated on the permit is not to be exceeded;
(e) an register is to be kept recording in respect of each cat or kitten, the –
(i) date of admission or birth if a kitten;
(ii) date of departure, sale or transfer;
(iii) breed, age, colour and sex;
(iv) the cat or kitten's microchip number; and
(v) the name and residential address of the keeper;
(f) the register is to be made available for inspection on the request to an authorised person; and
(g) any other matter which in the opinion of the local government is deemed necessary for the health and wellbeing of any cat, or person, or adjoining premises or the amenity of the area.

Schedule 3 – Modified penalties

[cl.7.3]

Item	Clause No.	Nature of offence	Modified penalty $
1	2.1(~~5~~3)(a)	Unauthorised release or attempted release of a cat	500
2	2.1(~~5~~3)(b)	Interference with a cat management facility	500
3	2.1(~~5~~3)(c)	Interference with cage or container for seized cats	500
4	3.1	Keeping a cat in a non-residential zone	200
5	3.3(a)	Keeping more than 2 cats without a permit	200
~~5A~~	~~3.3(b)~~	~~Keeping more than 4 cats without a permit~~	~~200~~
6	3.3(b~~c~~)	Failure to hold permit as a cat management facility	500
7	3.3(c~~d~~)	Failure to hold permit as approved cat breeder	500
8	3.8(1)	Cat creating a nuisance	200
9	3.8(4)	Failure to comply with notice to abate a nuisance	200
10	3.9	Failure to make adequate arrangement while temporarily absent	200
11	4.1	Failure to comply with conditions for all permits	200
12	4.2	Failure to comply with conditions of permit for other than a cat management facility	200
13	4.3	Failure to comply with conditions of permit for cat management facility	500
14	4.4	Failure to comply with conditions of permit for approved cat breeder	500
15	5.1	Cat in a public place not under effective control	200
16	5.2	Cat in a place where prohibited	200
17	7.1	All other offences not specified	200

~~*[Schedule 3 amended by Government Gazette No.1 of 6 January 2022]*~~

~~Dated 12 July 2016.~~

~~The Common Seal of the Shire of Narrogin was affixed by authority of a resolution of Council in the presence of –~~

~~R.S. YURYEVICH, Chairman of Commissioners~~

~~A.J. COOK, Chief Executive Officer~~

~~Notes to this administrative compilation –~~

~~1. Original local law published in Government Gazette No.144 on 8 September 2017~~
~~2. Amended as published in Government Gazette No.1 of 6 January 2022 page 1~~

14.3. Proposed Lease of Lot 81-82, (21a) Park Street, Pingelly (the Roads Board Office)

File Reference: **Nil**
Location: **Shire of Pingelly**
Applicant: **Nil**
Author: **Chief Executive Officer**
Disclosure of Interest: **Nil**
Attachments: **14.3 (i) Application from Dr David Hewson, Regenerate Chiropractic**
Previous Reference: **Nil**

Summary:
For Council to consider the request to lease Lot 81-82, 21a Park Street Pingelly WA 6308 (the Roads Board Office).

Background:
At the conclusion of the periodic lease with Kate McMillan for the above building for massage therapy, the Shire advertised the lease of the building for a period of 3 years with a 3 year option. The building has been leased by Kate McMillan for this purpose since 2017 and has been subleased to Dr David Hewson to provide chiropractic services.

The property is a single-story, two roomed building with an exterior toilet facility. The advertised lease amount was $5,500 per annum plus utilities. This lease amount was in line with the previous longstanding lease.

Comment:
One submission was received from the community. This was from Dr David Hewson to continue to provide chiropractic services and to potentially sublease the building to other allied health professionals.

This submission was in line with the advertisement of a three year lease, with one three-year option, however a peppercorn lease of $1 per year plus utilities is requested as well as building improvements.

Council has sought various opportunities to incentivise businesses to establish in Pingelly, including medial services and others who have received peppercorn leases. The chiropractic business provides significant community benefit through the provision of services and attraction of people to Pingelly by the availability of these services. However, these business incentives have been assessed on a case-by-case basis and is not broadly available to all businesses. Regenerate Chiropractic is an established profit making enterprise, but does provide important services to the community.

Dr Hewson is currently in discussions with a massage therapist and other professionals to share the building and provide additional services to the community. This is similar to the previous arrangement with Kate McMillan.

The provision of these services are in line with the Shire's objectives to "Advocate for service providers to deliver more health and wellbeing programs locally" and should be encouraged. As a result, it is recommended to lease the building to Dr David Hewson for a reduced lease amount of $3,000 plus utilities. This amount is not onerous and can be shared among the other health professionals subleasing the premises. In addition, it is recommended that that minor improvements are made to the building including the installation of interior sink and replacement floor coverings in the therapy room.

Consultation:
This proposal was advertised in the Pingelly Times, Shire website, Facebook page and noticeboard for more than 14 days. This constitutes 'local public notice' under the *Local Government Act 1995* and one response was received from Dr David Hewson.

Statutory Environment:
Leases are considered to be the disposal of property under the *Local Government Act 1995*.

Local Government Act 1995, Section 3.58 Disposing of property

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

Policy Implications:
Nil

Financial Implications:
There is a cost to the Shire of reduced lease income of $2,500. However, there would be no income if the building was vacant. In addition, the costs of the minor improvements to the building are anticipated to be $3,000.

Strategic Implications:
3. A safe, healthy and active community.
3.2 Facilitate community health and wellbeing.
3.2.3 Advocate for service providers to deliver more health and wellbeing programs locally.

Risk Implications:

Risk:	The reduction in lease may continue to set a precedent of reduced costs for established businesses and set an expectation of reduced costs for others.		
Consequence Theme:	Reputational, Financial	**Impact:**	Moderate
Consequence:	Public embarrassment, moderate impact, low or moderate news profile. $10,001 - $50,000		
Likelihood Rating:	Unlikely	**Risk Matrix:**	Low (4)
Action Plan:	Risk is acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.		

Essie Howell left the Ordinary Council Meeting at 2.48pm.

13553 Cr Clinton Cheney moved, Cr Angela Trethewey seconded **Voting Requirements:** Simple Majority **Council Decision:** **That council Suspend Standing Orders.** **Carried Unanimously 5 votes to 0**	
For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

Chief Executive Officer left the Ordinary Council Meeting at 3.16pm.
Chief Executive Officer returned to the Ordinary Council Meeting 3.19pm

13554 Cr Clinton Cheney moved, Cr Bryan Hotham seconded **Voting Requirements:** Simple Majority **Council Decision:** **That council Reinstate Standing Orders.** **Carried Unanimously 5 votes to 0**	
For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

Officers Recommendation:

That Council:

(1) Approves a 3 year lease with a 3 year option of a Lot 81-82, 21a Park Street Pingelly WA 6308 to Dr David Hewson for the purpose of health services for the cost of $3,000 per annum plus utilities in general accordance with the standard lease;

(2) Encourages Dr Hewson to sublease the building to other health professionals; and

(3) Permits the Chief Executive Officer and Shire President to affix the Common Seal to the above mentioned lease.

13555 Cr Clinton Cheney moved, Cr Bryan Hotham seconded

Voting Requirements:
Simple Majority

Council Decision:

That Council:

(1) Approves a 3-year lease with a 3-year option of a Lot 81-82, 21a Park Street Pingelly WA 6308 to Dr David Hewson for the purpose of allied health services for the cost of $1 per annum plus utilities in general accordance with the standard lease;

(2) Dr Hewson is permitted to share the premises with other allied health professionals for the purpose of providing complementary health services, subject to the Shire's prior written consent. Dr Hewson may allow multiple allied health professionals to share the premises, provided that the total rent or consideration received from all such practitioners does not exceed one dollar ($1.00) per annum, excluding payment for utilities. These arrangements shall not constitute a sublease or assignment, and Dr Hewson shall remain fully responsible for all obligations under this Agreement, including rent and compliance with all applicable laws and regulations;

(3) Dr Hewson must actively provide health-related services from the premises on a regular and ongoing basis. If he ceases to provide such services for a continuous period exceeding three (3) months (unless otherwise agreed in writing by the Shire), or provides services that are not reasonably aligned with those of an allied health practitioner, this Agreement shall be deemed terminated upon written notice by the Shire. Upon such termination, the Shire reserves the right to engage directly with alternative allied health providers or to seek a new tenant for the premises without further obligation to the former tenant; and

(4) Permits the Chief Executive Officer and Shire President to affix the Common Seal to the above mentioned lease.

Carried Unanimously 5 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

Storm Nyssen

From: David Hewson [Regenerate Chiropractic] <david@regeneratechiropractic.au>
Sent: Tuesday, 8 April 2025 11:57 AM
To: Andrew Dover
Subject: Re: IFM255614 - ADM0032 - Roads Board Office - Lease

JH Computer Services
Warning: Sender david@regeneratechiropractic.au is not yet trusted by your organization.
Please be careful before replying or clicking on the URLs.
Report Phishing Block as Spam Remove Banner
powered by Graphus®

FORMAL SUBMISSION

Request for Lease of the Roads Board Office – Pingelly

Submitted by Dr David Hewson | Pingelly Chiropractic

Date: 8th of April 2025

To the Councilors and CEO of the Shire of Pingelly,

I respectfully submit this formal request for a peppercorn lease of the Roads Board Office in Pingelly, where I have been providing chiropractic services to the local community as a sub-lessee since 2015. This submission outlines the community value of my clinic, the challenges of rural healthcare service provision, and the reasoning behind my request for equitable treatment in line with other essential service providers within the Shire.

1. Value to the Pingelly Community

a) Healthcare Services Provided
Over the past nine years, I have provided evidence-based chiropractic care to over 500 patients from Pingelly and surrounding towns. My services address whole range of conditions with a majority coming from:

- Spine related conditions : Low back and neck pain
- Headaches and migraines
- Extremity and sporting/workplace injuries
- Acute and chronic pain management

I deliver a holistic approach focused on passive and active care, helping people avoid over-reliance on medication or surgery, and reducing strain on the local medical system.

b) Regional Reach and Economic Contribution
Patients regularly travel from towns as far as Wagin, Lake Grace, Boddington, Beverley, York, Corrigin, and Narrogin, often engaging with local businesses during their visit — supporting the Pingelly economy.

c) Local Business and Community Support
I consistently refer patients to the Pingelly pharmacy and other health providers, and have sponsored multiple community groups over the years, including Pingelly Netball, Golf, Hockey, Tennis and Bowls Clubs.

d) Employment Opportunities
In the past nine years, my clinic has employed eight local residents, contributing to local skill development and employment.

2. Challenges of Operating in Rural WA

a) Personal Travel Risks
I travel four hours to and from Perth each Thursday to provide services in Pingelly, often during high-risk dawn and dusk periods. I've experienced four kangaroo strikes, including one resulting in a vehicle write-off, increased insurance costs, and disruption to my ability to serve the community.

b) Rising Operational Costs
Like many Australians, I face the pressures of rising costs. Despite this, I have continued to offer affordable care in Pingelly, rather than charging inflated regional fees common among other mobile providers.

c) Facility Limitations
The Roads Board Office, while charming in appearance, lacks adequate internal amenities for a healthcare provider:

- Limited non-ambulant entry
- Outdated toilet facilities - asbestos adjacent outbuilding with non-compliant access
- Interior in need of refurbishment, especially painting and carpets

3. Equity and Precedents

a) Lease Rates
The current proposed lease exceeds the per-day rate I pay in a purpose-built Perth medical facility, despite the significant building limitations here. My service fees remain below those typically charged in other rural towns.

b) Precedents in Other Shires and in Pingelly

Colleagues in other regional towns have secured peppercorn leases or low-cost arrangements with their local governments. Until now, I was unable to negotiate directly with the Shire due to my sublease arrangement. This left me as an outlier among my peers.

Locally, several examples demonstrate a commitment to incentivizing essential services:

- A $20,000 incentive was offered to attract a new butcher
- Increased incentives were recently provided to retain the town's GP
- Other properties, including the Courthouse and Scout Hall, have been leased under peppercorn or subsidized terms

4. Future Opportunities for Health in Pingelly

My qualifications extend beyond chiropractic care, and provide a range of different services to the community in Pingelly including:

- Strength & Conditioning (ASCA Level 1)
- Running Coaching (Athletics Australia Level 2)
- Nutrition, Sleep, and Stress Management Coaching (in progress)

- Dry Needling and Soft tissue therapy's.

I have already been discussing co-management with a massage therapist whi is sharing the space — not as competing tenants, but as collaborators aiming to broaden the health services available to Pingelly. In the case of a low-cost lease arrangement in a suitable space, there is the potential to develop other health services and expand Pingelly's offerings.

5. Request Summary

I am not seeking financial incentives like the GP or the butcher, but I do seek fair and equitable treatment in line with the Shire's approach to other businesses.

I am formally requesting:

- A peppercorn lease of the Roads Board Office.
- A three year lease, with one three-year option
- Reasonable building maintenance support to ensure the space remains functional and welcoming for patients
- The opportunity to continue growing allied health services under a sustainable model that benefits Pingelly

Conclusion
I hope the Shire will recognize the lasting contribution of my clinic to the Pingelly community and provide the support needed to sustain and grow these services into the future. I would be pleased to present this submission to Council and answer any further questions.

Thank you for considering my request.

Warm regards,
Dr David Hewson
Chiropractor | Pingelly Chiropractic Clinic
0476 252 599
david@regeneratechiropractic.au

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1. Monthly Statement of Financial Activity – March 2025

File Reference:	**ADM0075**
Location:	**Not Applicable**
Applicant:	**Not Applicable**
Author:	**Accountant**
Disclosure of Interest:	**Nil**
Attachments:	**15.1 (i) Monthly Statement of Financial Activity.** **15.1 (ii) Variances at Sub Program Level** **15.1 (iii) 2024 2025 Rates Levied**
Previous Reference:	**Nil**

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

The Monthly Statement of Financial Activity for the month of March 2025 is attached for Council consideration and adoption. This report now incorporates new Australian Accounting Standards Board (AASB) requirements effective from 1 July 2019. AASB 15 Revenue from Contracts with Customers (IFRS 15), AASB 1058 Income for Not-for Profit Entities, AASB 16 Lease replaces AASB 117 (IFRS 16).

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

- Reconciliation of assets, payroll and taxation services;
- Reconciliation of all shire's bank accounts, including term deposits;
- Reconciliation of rates, including outstanding debtors;
- Reconciliation of sundry creditors and debtors;

Comment
The Monthly Financial report has been prepared in accordance with statutory requirements and provides council with their financial position as at 31 March 2025.

Consultation
Nil

Statutory Environment
Local Government Act 1995;
Local Government (Financial Management) Regulations 1996
Section 34: Financial Reports to be prepared
(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -

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

(2) Each statement of financial activity is to be accompanied by documents containing -

(a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
(b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
(c) Such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown -
(a) According to nature and type classification;
(b) By program; or
(c) By business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
(a) Presented to the council -
(i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
(ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
(b) Recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

Policy Implications
There are no policy implications.

Financial Implications
The report and Officer recommendation is consistent with Council's adopted Budget 2024/25.

Strategic Implications
Business as usual.

Risk Implications

Risk:	Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.		
Consequence Theme:	Reputational / Compliance	**Impact:**	Minor
Consequence:	Low impact, a small number of complaints. Some temporary non-compliance		
Likelihood Rating:	Unlikely	**Risk Matrix:**	Low (4)
Action Plan:	Risk is acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.		

13556 Cr Clinton Cheney moved, Cr Angela Trethewey seconded

Voting Requirements:
Simple Majority

Recommendation and Council Decision:

That with respect to the Monthly Statements of Financial Activity for the month ending 31 March 2025 be accepted and material variances be noted.

Carried Unanimously 5 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

SHIRE OF PINGELLY

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 March 2025

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF PINGELLY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

	Note	Adopted Budget Estimates (a)	YTD Budget Estimates (b)	YTD Actual (c)	Variance* $ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
		$	$	$	$	%	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates		2,522,431	2,522,431	**2,514,615**	(7,816)	(0.31%)	
Grants, subsidies and contributions		932,546	473,329	**483,354**	10,025	2.12%	
Fees and charges		447,951	447,951	**394,161**	(53,790)	(12.01%)	▼
Interest revenue		81,226	59,747	**91,225**	31,478	52.69%	▲
Other revenue		88,381	65,900	**102,151**	36,251	55.01%	▲
Profit on asset disposals		22,849	22,849	**0**	(22,849)	(100.00%)	▼
		4,095,384	**3,592,207**	**3,585,506**	(6,701)	(0.19%)	
Expenditure from operating activities							
Employee costs		(2,310,252)	(1,756,663)	**(1,739,281)**	17,382	0.99%	
Materials and contracts		(2,201,005)	(1,700,175)	**(1,312,148)**	388,027	22.82%	▲
Utility charges		(193,870)	(145,269)	**(131,486)**	13,783	9.49%	
Depreciation		(3,286,121)	(2,464,560)	**(2,480,188)**	(15,628)	(0.63%)	
Finance costs		(101,719)	(58,398)	**(68,296)**	(9,898)	(16.95%)	
Insurance		(224,601)	(223,622)	**(231,417)**	(7,795)	(3.49%)	
Other expenditure		(88,311)	(67,385)	**(50,986)**	16,399	24.34%	▲
Loss on asset disposals		(53,220)	(53,220)	**(36,043)**	17,177	32.28%	▲
		(8,459,099)	**(6,469,292)**	**(6,049,845)**	419,447	6.48%	
Non cash amounts excluded from operating activities	2(c)	3,316,492	2,494,931	**2,516,231**	21,300	0.85%	
Amount attributable to operating activities		**(1,047,223)**	**(382,154)**	**51,892**	434,046	113.58%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		2,857,823	2,164,550	**847,528**	(1,317,022)	(60.85%)	▼
Proceeds from disposal of assets		232,750	55,000	**31,663**	(23,338)	(42.43%)	▼
Proceeds from financial assets at amortised cost - self supporting loans		33,410	21,917	**21,917**	0	0.00%	
		3,123,983	**2,241,467**	**901,108**	(1,340,360)	(59.80%)	
Outflows from investing activities							
Payments for property, plant and equipment		(2,287,985)	(2,128,047)	**(420,738)**	1,707,309	80.23%	▲
Payments for construction of infrastructure		(2,029,228)	(1,575,092)	**(755,668)**	819,424	52.02%	▲
		(4,317,213)	**(3,703,139)**	**(1,176,406)**	2,526,733	68.23%	
Amount attributable to investing activities		**(1,193,230)**	**(1,461,672)**	**(275,298)**	1,186,374	81.17%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new borrowings		500,000	500,000	**500,000**	0	0.00%	
Transfer from reserves		140,000	0	**0**	0	0.00%	
		640,000	**500,000**	**500,000**	0	0.00%	
Outflows from financing activities							
Payments for principal portion of lease liabilities		(101,396)	(75,513)	**(75,513)**	0	0.00%	
Repayment of borrowings		(300,821)	(138,425)	**(138,425)**	0	0.00%	
Transfer to reserves		(157,929)	(19,377)	**(19,377)**	0	0.00%	
		(560,146)	**(233,315)**	**(233,315)**	0	0.00%	
Amount attributable to financing activities		**79,854**	**266,685**	**266,685**	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	2,100,207	2,100,207	**2,097,761**	(2,446)	(0.12%)	
Amount attributable to operating activities		(1,047,223)	(382,154)	**51,892**	434,046	113.58%	▲
Amount attributable to investing activities		(1,193,230)	(1,461,672)	**(275,298)**	1,186,374	81.17%	▲
Amount attributable to financing activities		79,854	266,685	**266,685**	0	0.00%	
Surplus or deficit after imposition of general rates		**(60,392)**	**523,066**	**2,141,039**	1,617,974	309.33%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2025

	Actual 30 June 2024	Actual as at 31 March 2025
	$	$
CURRENT ASSETS		
Cash and cash equivalents	4,291,743	3,991,522
Trade and other receivables	617,858	518,078
Inventories	10,066	(2,168)
TOTAL CURRENT ASSETS	4,919,667	4,507,432
NON-CURRENT ASSETS		
Trade and other receivables	72,645	72,645
Other financial assets	112,191	112,191
Property, plant and equipment	24,113,315	23,911,366
Infrastructure	86,438,615	85,304,197
Right-of-use assets	352,433	317,311
TOTAL NON-CURRENT ASSETS	111,089,199	109,717,710
TOTAL ASSETS	116,008,866	114,225,142
CURRENT LIABILITIES		
Trade and other payables	569,744	152,034
Other liabilities	1,102,952	1,067,686
Lease liabilities	101,250	25,737
Borrowings	210,018	71,593
Employee related provisions	369,028	369,028
TOTAL CURRENT LIABILITIES	2,352,992	1,686,078
NON-CURRENT LIABILITIES		
Lease liabilities	97,170	97,170
Borrowings	1,556,504	2,056,504
Employee related provisions	41,205	41,205
TOTAL NON-CURRENT LIABILITIES	1,694,879	2,194,879
TOTAL LIABILITIES	4,047,871	3,880,957
NET ASSETS	**111,960,995**	**110,344,185**
EQUITY		
Retained surplus	32,669,468	31,033,281
Reserve accounts	1,121,584	1,140,962
Revaluation surplus	78,169,943	78,169,943
TOTAL EQUITY	**111,960,995**	**110,344,186**

This statement is to be read in conjunction with the accompanying notes.

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 04 March 2025

THE LOCAL GOVERNMENT REPORTING ENTITY
All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES
Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:
- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Adopted Budget Opening 1 July 2024	Actual as at 30 June 2024	Actual as at 31 March 2025
Current assets		$	$	$
Cash and cash equivalents		3,831,176	4,291,743	3,991,522
Trade and other receivables		1,242,905	617,858	518,078
Inventories			10,066	(2,168)
		5,074,081	4,919,667	4,507,432
Less: current liabilities				
Trade and other payables		(786,535)	(569,744)	(152,034)
Other liabilities		(192,957)	(1,102,952)	(1,067,686)
Lease liabilities			(101,250)	(25,737)
Borrowings			(210,018)	(71,593)
Employee related provisions		343,951	(369,028)	(369,028)
		(635,541)	(2,352,992)	(1,686,078)
Net current assets		4,438,540	2,566,675	2,821,354
Less: Total adjustments to net current assets	2(b)	(1,083,300)	(468,914)	(680,312)
Closing funding surplus / (deficit)		**3,355,240**	**2,097,761**	**2,141,042**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(1,139,513)	(1,121,584)	(1,140,961)
Less: Financial assets at amortised cost - self supporting loans			(22,626)	(11,493)
Less: Current Portion of Investments			(5,000)	(5,000)
- Current portion of lease liabilities			101,250	25,737
- Current portion of borrowings			210,018	82,377
- Current portion of employee benefit provisions held in reserve		56,213	369,028	369,028
Total adjustments to net current assets	2(a)	**(1,083,300)**	**(468,914)**	**(680,312)**

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2025	YTD Budget Estimates 31 March 2025	YTD Actual 31 March 2025
	$	$	$
Adjustments to operating activities			
Less: Profit on asset disposals	(22,849)	(22,849)	0
Add: Loss on asset disposals	53,220	53,220	36,043
Add: Depreciation	3,286,121	2,464,560	2,480,188
Total non-cash amounts excluded from operating activities	**3,316,492**	**2,494,931**	**2,516,231**

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

FM Reg 34 (2)(b)

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2024-25 year is $10,000 and 10.00% whichever is the greater.

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Fees and charges	**(53,790)**	**(12.01%)**	▼
Interest revenue	**31,478**	**52.69%**	▲
Other revenue	**36,251**	**55.01%**	▲
Profit on asset disposals	**(22,849)**	**(100.00%)**	▼
Expenditure from operating activities			
Materials and contracts	**388,027**	**22.82%**	▲
Other expenditure	**16,399**	**24.34%** Timing	▲
Loss on asset disposals	**17,177**	**32.28%**	▲
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	**(1,317,022)**	**(60.85%)**	▼
Outflows from investing activities			
Payments for property, plant and equipment	**1,707,309**	**80.23%**	▲
Payments for construction of infrastructure	**819,424**	**52.02%**	▲
Surplus or deficit after imposition of general rates	**1,617,974**	**309.33%**	▲

SHIRE OF PINGELLY

SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF PINGELLY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	$2.10 M	$2.10 M	$2.10 M	($0.00 M)
Closing	($0.06 M)	$0.52 M	$2.14 M	$1.62 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$3.99 M	% of total
Unrestricted Cash	$2.85 M	71.4%
Restricted Cash	$1.14 M	28.6%

Refer to 3 - Cash and Financial Assets

Payables

	$0.15 M	% Outstanding
Trade Payables	$0.00 M	
0 to 30 Days		164.6%
Over 30 Days		(64.6%)
Over 90 Days		(19.1%)

Refer to 9 - Payables

Receivables

	$0.12 M	% Collected
Rates Receivable	$0.40 M	88.5%
Trade Receivable	$0.12 M	% Outstanding
Over 30 Days		31.9%
Over 90 Days		19.8%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($1.05 M)	($0.38 M)	$0.05 M	$0.43 M

Refer to Statement of Financial Activity

Rates Revenue

		% Variance
YTD Actual	$2.51 M	
YTD Budget	$2.52 M	(0.3%)

Grants and Contributions

		% Variance
YTD Actual	$0.48 M	
YTD Budget	$0.63 M	(23.6%)

Refer to 13 - Grants and Contributions

Fees and Charges

		% Variance
YTD Actual	$0.39 M	
YTD Budget	$0.45 M	(12.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($1.19 M)	($1.46 M)	($0.28 M)	$1.19 M

Refer to Statement of Financial Activity

Proceeds on sale

		%
YTD Actual	$0.03 M	
Adopted Budget	$0.23 M	(86.4%)

Refer to 6 - Disposal of Assets

Asset Acquisition

		% Spent
YTD Actual	$0.76 M	
Adopted Budget	$2.03 M	(62.8%)

Refer to 5 - Capital Acquisitions

Capital Grants

		% Received
YTD Actual	$0.85 M	
Adopted Budget	$2.86 M	(70.3%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$0.08 M	$0.27 M	$0.27 M	$0.00 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	($0.14 M)
Interest expense	($0.06 M)
Principal due	$2.13 M

Refer to 10 - Borrowings

Reserves

Reserves balance	$1.14 M
Net Movement	$0.02 M

Refer to 4 - Cash Reserves

Lease Liability

Principal repayments	$0.08 M
Interest expense	$0.01 M
Principal due	$0.12 M

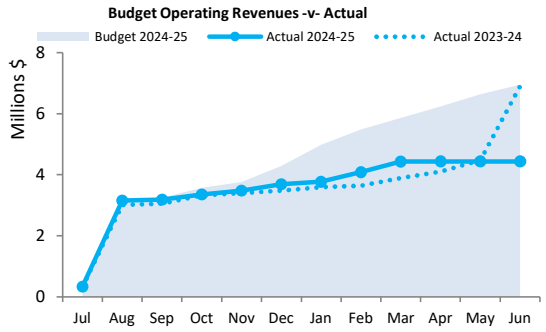
Refer to Note 11 - Lease Liabilites

This information is to be read in conjunction with the accompanying Financial Statements and notes.

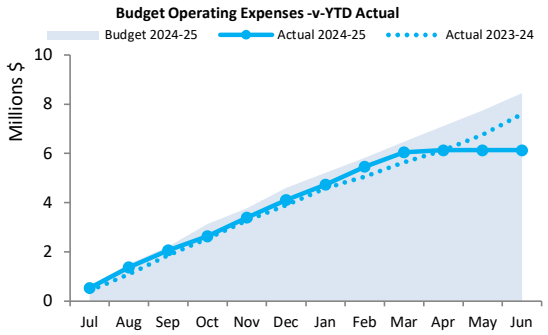
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

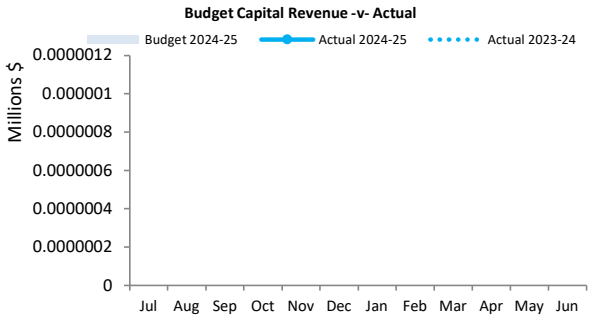


OPERATING EXPENSES

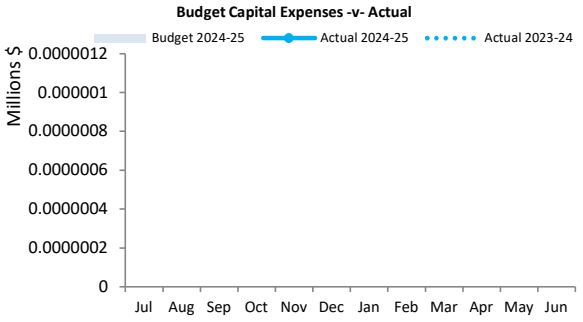


INVESTING ACTIVITIES

CAPITAL REVENUE

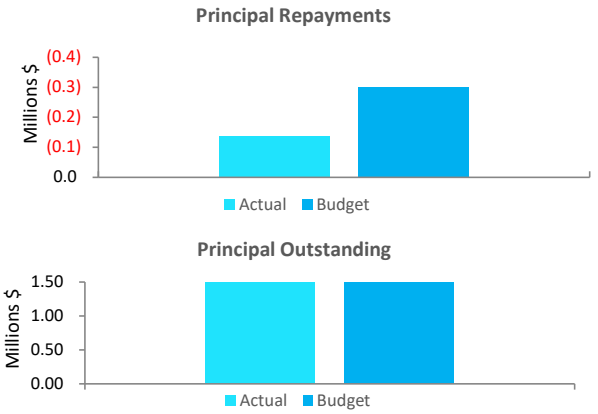


CAPITAL EXPENSES

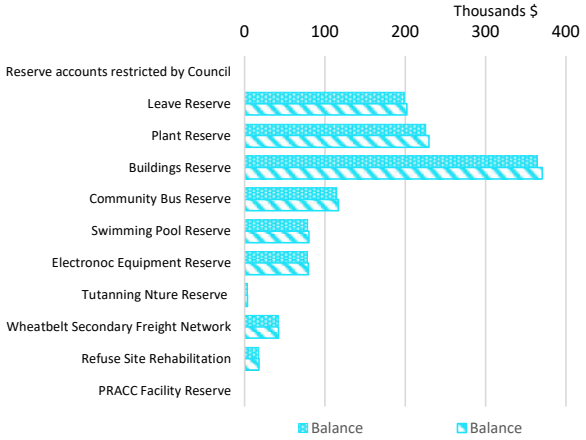


FINANCING ACTIVITIES

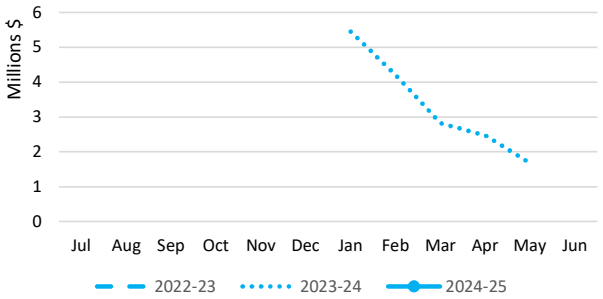
BORROWINGS



RESERVES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		$	$	$	$			
Cash at Municipal Bank		2,816,710		2,816,710				
Till Float SES		50		50				
Till Float Office		200		200				
Petty cash on hand - office		300		300				
Reserve Fund Bank		0	1,140,960	1,140,960				
Trust fund bank - Other		28,302		28,302	28,302			
Shares		5,000		5,000				
Total		**2,850,562**	**1,140,960**	**3,991,522**	**28,302**			
Comprising								
Cash and cash equivalents		2,850,562	1,140,960	3,991,522	28,302			
		2,850,562	**1,140,960**	**3,991,522**	**28,302**			

KEY INFORMATION

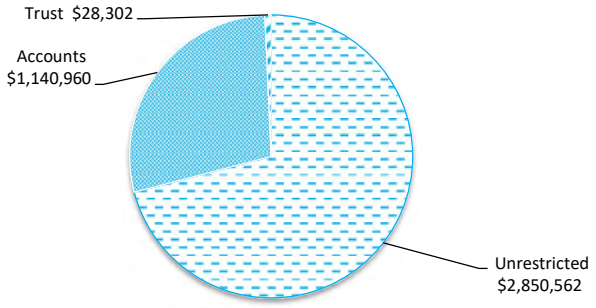
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



4 RESERVE ACCOUNTS

	Budget				Actual			
Reserve account name	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	$	$	$	$	$	$	$	$
Reserve accounts restricted by Council								
Leave Reserve	198,312	1,236	0	199,548	198,312	3,426	0	201,738
Plant Reserve	225,373	1,629	(140,000)	87,002	225,373	3,894	0	229,267
Buildings Reserve	364,146	63,812	0	427,958	364,146	6,291	0	370,437
Community Bus Reserve	114,679	11,470	0	126,149	114,679	1,981	0	116,660
Swimming Pool Reserve	78,597	51,109	0	129,706	78,597	1,358	0	79,955
Electronoc Equipment Reserve	77,764	1,664	0	79,428	77,764	1,344	0	79,108
Tutanning Nture Reserve	3,695	121	0	3,816	3,695	64	0	3,759
Wheatbelt Secondary Freight Network	41,525	5,341	0	46,866	41,525	717	0	42,242
Refuse Site Rehabilitation	17,493	1,547	0	19,040	17,493	302	0	17,795
PRACC Facility Reserve	0	20,000	0	20,000	0	0	0	0
	1,121,584	**157,929**	**(140,000)**	**1,139,513**	**1,121,584**	**19,377**	**0**	**1,140,961**

5 CAPITAL ACQUISITIONS

Capital acquisitions		Adopted Budget	YTD Budget	YTD Actual	YTD Variance
		$	$	$	$
Buildings - non-specialised	**130**	1,224,194	1,094,256	241,604	(852,652)
Plant and equipment	**134**	1,063,791	1,033,791	179,134	(854,657)
Acquisition of property, plant and equipment		**2,287,985**	**2,128,047**	**420,738**	**(1,707,309)**
Infrastructure - roads	**136**	1,266,451	991,696	727,358	(264,338)
Infrastructure - Parks & Ovals	**169**	750,777	571,396	28,310	(543,086)
Infrastructure - Others	**138**	12,000	12,000	0	(12,000)
Acquisition of infrastructure		**2,029,228**	**1,575,092**	**755,668**	**(819,424)**
Total of PPE and Infrastructure.		**4,317,213**	**3,703,139**	**1,176,406**	**(2,526,733)**
Total capital acquisitions		**4,317,213**	**3,703,139**	**1,176,406**	**(2,526,733)**
Capital Acquisitions Funded By:					
Capital grants and contributions		2,857,823	2,164,550	847,528	(1,317,022)
Borrowings		500,000	500,000	500,000	0
Other (disposals & C/Fwd)		232,750	55,000	31,663	(23,338)
Reserve accounts					
Plant Reserve		140,000		0	0
Contribution - operations		586,640	983,589	(202,785)	(1,186,374)
Capital funding total		**4,317,213**	**3,703,139**	**1,176,406**	**(2,526,733)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

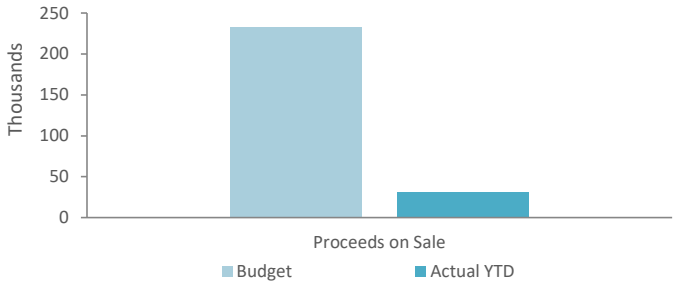
0%
20%
40%
60%
80%
100%
Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

	Account Description	Adopted Budget	YTD Budget	YTD Actual	Variance (Under)/Over
		$	$	$	$
BFB02	West Pingelly Fire Shed Grant Funded Expense	$704,457.00	$704,457.00	$7,896.84	
BFB03	East Pingelly Fire Shed Grant Funded Expense	$519,737.00	$389,799.00	$231,707.00	158,092
0595	PLANT PURCHASE - SCHEDULE 5 BFB	$0.00	$0.00	$56,071.43	(56,071)
EP001	Pracc Generator	$53,791.00	$23,791.00	$0.00	23,791
EP020	Capex Truck 24/25 Budget	$300,000.00	$300,000.00	$0.00	
EP021	Capex - Capex Grader 24/25 Budget	$450,000.00	$450,000.00	$0.00	450,000
EP022	Capex - Bogey Trailer Budget 24/25	$30,000.00	$30,000.00	$7,000.00	
EP023	Capex - Excavator 24/25 Budget	$100,000.00	$100,000.00	$91,000.00	9,000
EP025	Capex - Tag Along Trailer 24/25 Budget	$30,000.00	$30,000.00	$25,062.50	4,938
4APE	CAPEX - ADMIN PLANT PURCHASES	$100,000.00	$100,000.00	$0.00	
CB42	Yenellin Road - Expenditure (Lrci 4 Roads Grant Funded)	$76,877.00	$76,877.00	$72,802.44	4,075
CC15	Napping Pool Road - Council Constr	$163,488.00	$163,486.00	$107,496.64	55,989
CC160	Heavy Vehicle Rest Area	$50,000.00	$50,000.00	$0.00	
CC26	South Kweda Road - Council Constr	$91,269.00	$91,269.00	$0.00	91,269
RRG08	Wickepin Pingelly Rd 0-.45 4.8-5.3 6.3-636 10.16-10.91 Expenditure (Rr	$515,786.00	$515,780.00	$511,064.52	4,715
RRG10	Capex - Rrg North Bannister Pingelly Road	$165,000.00	$94,284.00	$0.00	
CC131	Aviation Street - Council Constr	$204,031.00	$0.00	$35,994.69	(35,995)
SP001	Standpipe Swipe Card Systems	$12,000.00	$12,000.00	$0.00	12,000
IP006	Capex - Infra Parks & Ovals	$33,302.00	$33,295.00	$0.00	33,295
IP008	Youth Precinct	$717,475.00	$538,101.00	$28,309.76	
AB01	Admin Building Improvements	$0	$0	$2,000	(2,000)
		$0	$0	$0	0
		4,317,213	**3,703,139**	**1,176,406**	**753,098**

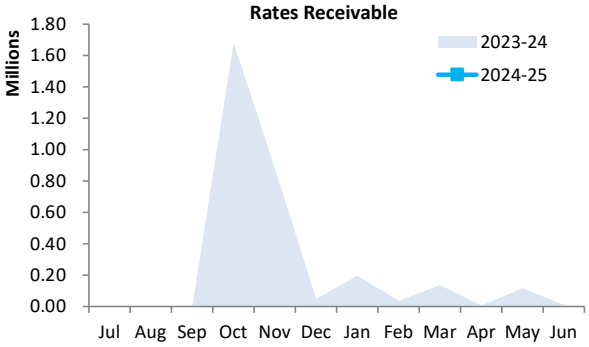
6 DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
	Plant and equipment								
PDTS1	EMCS Vehicle	4,822	20,000	15,178	0			0	0
EMT1	CEO Vehicle	31,288	32,750	1,462	0			0	0
PBH3	2015 Komatsu Backhoe	73,865	55,000	0	(18,865)	67,706	31,663	0	(36,043)
PG7	2014 Cat Grader	134,355	100,000	0	(34,355)			0	0
PT13	2007 Fuso Truck	18,791	25,000	6,209	0			0	0
		263,121	**232,750**	**22,849**	**(53,220)**	**67,706**	**31,663**	**0**	**(36,043)**



7 RECEIVABLES

Rates receivable	30 June 2024	31/03/2025
	$	$
Opening arrears previous year		181,044
Levied this year		2,514,615
Less - collections to date	181,044	(2,385,301)
Gross rates collectable	**181,044**	**310,358**
Allowance for impairment of rates receivable		90,867
Net rates collectable	**181,044**	**401,225**
% Collected	0.0%	88.5%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	0	5,886	452	601	1,716	8,656
Percentage	0.0%	68.0%	5.2%	6.9%	19.8%	
Balance per trial balance						
Trade receivables						59,705
GST receivable						45,353
PrePayments						302
SSL Current						11,493
Total receivables general outstanding						**116,853**

Amounts shown above include GST (where applicable)

KEY INFORMATION

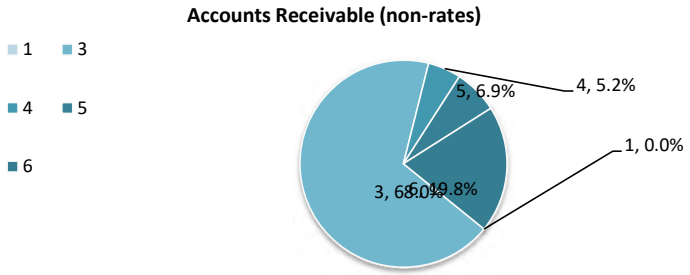
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 March 2025
	$	$	$	$
Inventory				
Fuels & Oils	10,066		(12,234)	(2,168)
Total other current assets	**10,066**	**0**	**(12,234)**	**(2,168)**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory
Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

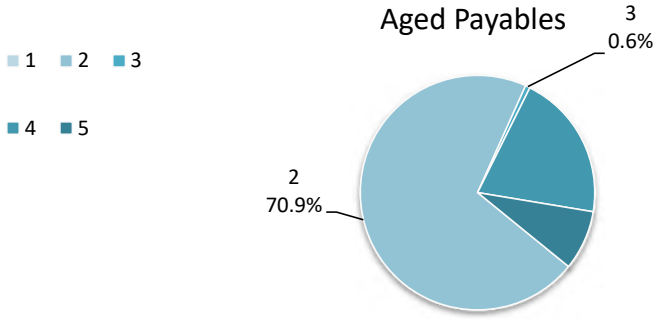
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	0	6,591	58	(1,880)	(765)	4,003
Percentage	0.0%	164.6%	1.5%	-47.0%	-19.1%	
Balance per trial balance						
Sundry creditors						4,023
ATO liabilities						36,468
Accrued Expenses						19,291
Accrued Interest on Loans						25,351
Bonds & Deposits Held in Municipal						28,302
Other payables [describe]						3,741
Income in Advance						34,858
Total payables general outstanding						**152,034**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.
The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



10 BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Loan No.**	**1 July 2024**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	$	$	$	$	$	$	$	$
Recreation & Cultural Centre	123	$1,683,299			($116,508)	($176,607)	$1,566,791	$1,506,692	($50,616)	$67,201
Transport Fleet Replacement	125	$0	$500,000.00	$500,000.00	$0	($90,804)	$500,000	$409,196	($7,756)	$22,771
		1,683,299	500,000	500,000	(116,508)	(267,411)	2,066,791	1,915,888	(58,372)	89,972
Self supporting loans										
Pingelly Cottage Homes		83,223	0	0	(21,917)	(33,410)	61,306	49,813	(3,331)	4,327
		83,223	0	0	(21,917)	(33,410)	61,306	49,813	(3,331)	4,327
Total		**1,766,522**	**500,000**	**500,000**	**(138,425)**	**(300,821)**	**2,128,097**	**1,965,701**	**(61,703)**	**94,299**
Current borrowings		(234,001)					71,593			
Non-current borrowings		2,500,523					2,056,504			
		2,266,522					**2,128,097**			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

New borrowings 2024-25

Particulars	Amount Borrowed Actual	Amount Borrowed Budget	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used) Actual	Amount (Used) Budget	Balance Unspent
	$	$				$	%	$	$	$
Transport Fleet Replacement	500,000	500,000	WATC	P&I	5		4.54	0	500,000	500,000

KEY INFORMATION
The City has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

11 LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Lease No.**	**1 July 2024**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**
Photocopier		9,584			2,660	3,742	6,924	5,842	346	265
Solar System Admin Centre		1,880			1,880	1,880	0	0	38	38
Server Lease		14,768			7,095	9,703	7,673	5,065	621	567
CCTV Server Lease		8,014			3,251	4,476	4,763	3,538	394	383
Grader Lease		108,412			48,096	64,377	60,316	44,035	2,019	2,443
Loader Lease		55,763			12,532	17,218	43,231	38,545	3,175	3,724
Total		**198,421**	**0**	**0**	**75,513**	**101,396**	**122,908**	**97,025**	**6,593**	**7,420**
Current lease liabilities		101,250					25,737			
Non-current lease liabilities		97,170					97,170			
		198,420					**122,907**			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

12 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2025
		$	$	$	$	$
Other liabilities						
Contract liabilities		1,044,702	0		(149,993)	894,709
Capital grant/contributions liabilities		58,250	0	114,727	0	172,977
Total other liabilities		1,102,952	0	114,727	(149,993)	1,067,686
Employee Related Provisions						
Provision for annual leave		179,258	0			179,258
Provision for long service leave		189,770	0			189,770
Total Provisions		369,028	0	0	0	369,028
Total other current liabilities		**1,471,980**	**0**	**114,727**	**(149,993)**	**1,436,714**

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.
The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2025	Current Liability 31 Mar 2025	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$	$
Grants and subsidies								
GENERAL PURPOSE GRANT FAGS (LGGC)				0		$195,544	146,658	156,317
LOCAL ROADS GRANT FAGS (LGGC)				0		$76,244	57,183	32,669
ESL GRANT - BFB				0		$105,297	52,648	93,106
ESL Grant - SES				0		$32,603	16,300	21,387
GRANTS, CONTRIBUTIONS - AGED & DISABLED SERVICES				0		$1,000	1,000	0
OTHER CULTURE - INCOME				0		$5,000	0	0
Community Development Operating Grants				0		$0.00	0	1,000
Community Garden Grant				0		$10,000.00	10,000	2,912
Cd Event Income				0		$0.00	0	1,000
MRWA DIRECT GRANT				0		$121,294	121,294	136,849
GRANT PINGELLY TOWN TRAIL - GAMING AND WAGERING COMMISSION				0		$25,000	25,000	0
				0		$25,000	25,000	0
SMALL GRANTS INCOME - SCH 13				0		$18,250	18,246	0
GRANTS/REIMBURSEMENTS/CONTRIBUTIONS				0		313,814	156,906	34,761
REIMBURSEMENTS OTHERS				0		3,500	2,625	2,398
OTHER INCOME				0		0	0	955
	0	**0**	**0**	**0**	**0**	**932,546**	**632,860**	**483,354**

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
Provider	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2025	Current Liability 31 Mar 2025	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$	$
Capital grants and subsidies								
CAPITAL GRANT - DFES				0		1,106,105	829,575	211,416
GRANT FUNDING - PRACC GENERATOR				0		30,000	30,000	0
WATER SUPPLY PARKS & OVALS WATERCORP GRANT				0		33,302	33,300	0
YOUTH PRECINCT -INCOME LRCI				0		682,766	409,659	0
REGIONAL ROAD GROUP FUNDING				0		343,128	274,502	274,504
ROADS TO RECOVERY				0		300,008	225,000	300,008
OTHER GRANTS(NO GST)				0		50,000	50,000	0
Government Grants (GST Exempt)				0		79,504	79,504	0
WHEATBELT SECONDARY FREIGHT NETWORK				0		165,000	165,000	61,600
BALFOUR STREET CONTRIBUTION				0		68,010	68,010	0
	0	**0**	**0**	**0**	**0**	**2,857,823**	**2,164,550**	**847,528**

15 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31/03/2025
	$	$	$	$
MV Licensing	$2,619	$346,899	($339,643)	**$9,875**
Bonds	$10,819	$965	($858)	**$10,926**
Sundry	$0	$7,500	$0	**$7,500**
	13,438	**355,364**	**(340,501)**	**28,301**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED, 31 MARCH 2025

Variance Reported at Sub Program Level

Prog	Code	NAME	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)		Comments
			$	$	$	$	%		
03	01	RATE REVENUE	2,557,376.00	2,549,799.00	2,544,385.35	(5,414)	(0%)		
03	02	GENERAL PURPOSE FUNDING	276,588.00	208,435.00	193,259.10	(15,176)	(7%)		
03	03	OTHER GENERAL PURPOSE INCOME	84,929.00	63,693.00	80,532.51	16,840	26%	▲	Interest Greater than anticipated
04	04	MEMBERS OF COUNCIL	0.00	0.00	385.00	385			
05	06	FIRE PREVENTION	1,214,102.00	884,923.00	305,772.11	(579,151)	(65%)	▼	DFES Capital Grant
05	07	ANIMAL CONTROL	4,450.00	4,183.00	7,224.75	3,042	73%		
05	08	OTHER LAW,ORDER,PUBLIC SAFETY	346,417.00	173,206.00	56,148.42	(117,058)	(68%)	▼	Grants Not Yet Received
07	11	MATERNAL AND INFANT HEALTH	-11,600.60	-8,694.00	-3,025.92	5,668	(65%)		
07	14	HEALTH INSP AND ADMINISTRATION	2,070.00	1,548.00	2,204.46	656	42%		
07	17	OTHER HEALTH	500.00	369.00	708.00	339	92%		
08	21	OTHER AGED & DISABLED SERVICES	10,765.00	7,302.00	8,999.74	1,698	23%		
10	25	SANITATION-HOUSEHOLD REFUSE	177,759.10	177,759.00	178,901.44	1,142	1%		
10	26	OTHER SANITATION	56,672.00	50,419.00	54,246.02	3,827	8%		
10	30	TOWN PLANNING & REG DEVELOPMNT	5,000.00	3,744.00	1,715.00	(2,029)	(54%)		
10	31	OTHER COMMUNITY AMENITIES	24,500.00	20,000.00	13,833.47	(6,167)	(31%)		
11	32	PUBLIC HALLS.CIVIC CENTRES	6,000.00	4,500.00	9,590.64	5,091	113%		
11	33	SWIMMING AREAS AND BEACHES	7,500.00	7,500.00	8,402.82	903	12%		
11	34	OTHER RECREATION AND SPORT	760,168.00	486,028.00	6,773.39	(479,255)	(99%)	▼	Youth Precinct Grant
11	36	OTHER CULTURE	8,600.00	2,725.00	17,625.56	14,901	547%	▲	Other Income Greater than anticipated
12	37	CONST. STS,RDS,BRIDGES,DEPOTS	1,126,944.00	983,310.00	772,961.00	(210,349)	(21%)	▼	Grant Funding to be Claimed
12	38	MTCE STS,RDS,BRIDGES,DEPOTS	2,157.00	0.00	0.00	0			
12	39	ROAD PLANT PURCHASES	6,209.00	6,209.00	0.00	(6,209)	(100%)		
13	45	TOURISM AND AREA PROMOTION	109,200.00	94,388.00	51,084.46	(43,304)	(46%)	▼	Grants Not yet claimed
13	46	BUILDING CONTROL	6,450.00	4,833.00	5,692.17	859	18%		
13	49	OTHER ECONOMIC SERVICES	43,250.00	36,993.00	10,438.03	(26,555)	(72%)	▼	Standpipe Charges Not as anticipated.
04	4A	ADMINISTRATION	94,101.00	74,746.00	67,326.02	(7,420)	(10%)		
14	52	PUBLIC WORKS OVERHEADS	2,500.00	2,500.00	2,342.46	(158)	(6%)		
14	56	UNCLASSIFIED	19,000.00	14,247.00	32,483.54	18,237	128%	▲	Insurance Claimes See 14 56 Expenditure
			4,720,027.50	**4,112,942.00**	**3,429,740.98**	**(683,201)**	**(17%)**	▼	

Prog	Code	NAME	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)		Comments
			$	$	$	$	%		
03	01	RATE REVENUE	(150,834.00)	(111,740.00)	(95,623.22)	16,117	14%	▲	Debt Collection Down on anticipated
03	02	GENERAL PURPOSE FUNDING	(126,140.00)	(94,599.00)	(88,756.11)	5,843	6%		
04	04	MEMBERS OF COUNCIL	(385,316.00)	(318,964.00)	(309,790.14)	9,174	3%		
04	05	OTHER GOVERNANCE	(1,500.00)	(1,500.00)	(466.83)	1,033	69%		
05	06	FIRE PREVENTION	(157,452.00)	(133,743.00)	(152,632.41)	(18,889)	(14%)	▼	General ESL Expenditure down
05	07	ANIMAL CONTROL	(22,200.00)	(16,688.00)	(14,635.80)	2,052	12%		
05	08	OTHER LAW,ORDER,PUBLIC SAFETY	(557,942.00)	(341,983.00)	(279,696.77)	62,286	18%	▲	Bushfire Mitigation Activities Down
08	09	EDUCATION	(36,525.00)	(27,578.00)	(35,336.36)	(7,758)	(28%)		
07	11	MATERNAL AND INFANT HEALTH	(11,600.60)	(8,694.00)	(3,025.92)	5,668	65%		
07	14	HEALTH INSP AND ADMINISTRATION	(20,283.00)	(15,213.00)	(14,965.56)	247	2%		
07	15	PREVENTIVE SVES - PEST CONTROL	(100.00)	(100.00)	0.00	100	100%		
07	16	PREVENTIVE SERVICES - OTHER	(500.00)	(369.00)	0.00	369	100%		
07	17	OTHER HEALTH	(192,529.00)	(144,730.00)	(138,714.15)	6,016	4%		
08	21	OTHER AGED & DISABLED SERVICES	(10,568.00)	(8,300.00)	(10,408.89)	(2,109)	(25%)		
08	22	OTHER WELFARE	(63,070.00)	(47,295.00)	(43,679.83)	3,615	8%		
10	25	SANITATION-HOUSEHOLD REFUSE	(233,179.51)	(175,019.00)	(134,281.32)	40,738	23%	▲	All Costs currently lower than anticipated
10	26	OTHER SANITATION	0.00	0.00	(8,592.82)	(8,593)			
10	29	PROTECTION OF ENVIRONMENT	(34,641.00)	(26,178.00)	(26,285.45)	(107)	(0%)		
10	30	TOWN PLANNING & REG DEVELOPMNT	(62,403.00)	(46,791.00)	(50,333.58)	(3,543)	(8%)		
10	31	OTHER COMMUNITY AMENITIES	(144,831.25)	(108,675.00)	(88,345.08)	20,330	19%	▲	Cemeteries Expenditure Down
11	32	PUBLIC HALLS.CIVIC CENTRES	(258,356.00)	(201,884.00)	(207,355.11)	(5,471)	(3%)		
11	33	SWIMMING AREAS AND BEACHES	(170,382.00)	(152,549.00)	(172,662.41)	(20,113)	(13%)	▼	S/Pool Maitence Greater Than aticipated (Will Correc
11	34	OTHER RECREATION AND SPORT	(558,273.14)	(408,076.00)	(424,691.39)	(16,615)	(4%)		
11	35	LIBRARIES	(21,967.00)	(16,470.00)	(10,434.39)	6,036	37%		
11	36	OTHER CULTURE	(832,039.00)	(643,005.00)	(615,292.69)	27,712	4%		
12	38	MTCE STS,RDS,BRIDGES,DEPOTS	(3,621,155.78)	(2,745,187.00)	(2,429,142.44)	316,045	12%	▲	General Expenditure down on anticipated
12	39	ROAD PLANT PURCHASES	(53,220.00)	(53,220.00)	(36,043.46)	17,177	32%	▲	
13	45	TOURISM AND AREA PROMOTION	(157,308.58)	(131,184.00)	(77,728.84)	53,455	41%	▲	Safe Rd Home & Snake Gully Train Exp Down
13	46	BUILDING CONTROL	(67,511.00)	(50,702.00)	(48,637.64)	2,064	4%		
13	49	OTHER ECONOMIC SERVICES	(360,917.00)	(277,612.00)	(253,535.82)	24,076	9%		
04	4A	ADMINISTRATION	(152,407.92)	(135,643.00)	(101,002.56)	34,640	26%	▲	General Exp Down (Will Correct)
14	50	PRIVATE WORKS	(2,595.00)	(1,935.00)	(9,786.98)	(7,852)	(406%)		
14	52	PUBLIC WORKS OVERHEADS	(768.72)	(18,313.00)	(90,158.18)	(71,845)	(392%)	▼	Even out prior June 30
14	53	PLANT OPERATION COSTS	(0.28)	(16,143.00)	(55,044.18)	(38,901)	(241%)	▼	Even out prior June 30
14	56	UNCLASSIFIED	(2,183.15)	(1,738.00)	(25,784.77)	(24,047)	(1384%)	▼	Insurance Claimes See 14 56 Income
			(8,470,698.93)	**(6,481,820.00)**	**(6,052,871.10)**	**428,948.90**	**6.62%**		

SHIRE OF PINGELLY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

General rate revenue

				Budget			YTD Actual		
	Rate in $ (cents)	Number of Properties	Rateable Value	Rate Revenue	Reassessed Rate Revenue	Total Revenue	Rate Revenue	Reassessed Rate Revenue	Total Revenue
RATE TYPE				$	$	$	$	$	$
Gross rental value									
GRV General	0.117256	320	4,504,916	528,228		528,228	528,228	(2,795)	525,434
GRV Rural Residential	0.117256	65	985,920	115,605		115,605	115,605	(3,196)	112,409
GRV Commercial Industrial	0.117256	25	418,455	49,066		49,066	49,066	(1,080)	47,986
GRV Townsites	0.117256	13	178,100	20,883		20,883	20,883	965	21,848
Unimproved value									
UV Broadacre Rural	0.005901	218	273,006,000	1,611,008		1,611,008	1,611,008	(1,710)	1,609,298
Sub-Total		**641**	**279,093,391**	**2,324,792**	**0**	**2,324,792**	**2,324,791**	**(7,816)**	**2,316,975**
Minimum payment	**Minimum Rate**								
Gross rental value									
GRV General	1,080.00	61	93,316	65,880		65,880	65,880		65,880
GRV Rural Residential	1,080.00	23	61,550	24,840		24,840	24,840		24,840
GRV Commercial Industrial	1,080.00	16	82,795	17,280		17,280	17,280		17,280
GRV Townsites	1,080.00	7	15,685	7,560		7,560	7,560		7,560
Unimproved value									
UV Broadacre Rural	1,080.00	76	9,228,311	82,080		82,080	82,080		82,080
Sub-total		**137**	**9,481,657**	**197,640**	**0**	**197,640**	**197,640**	**0**	**197,640**
Total general rates			**288,575,048**	**2,522,432**	**0**	**2,522,432**	**2,522,431**	**(7,816)**	**2,514,615**

15.2. Accounts Paid by Authority – March 2025

File Reference:	**ADM0066**
Location:	**Not Applicable**
Applicant:	**Not Applicable**
Author:	**Finance Officer**
Disclosure of Interest:	**Nil**
Attachments:	**List of Accounts for March 2025**
Previous Reference:	**Nil**

Summary

Council is requested to receive the list of accounts paid by authority for the month of March 2025.

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 2024/2025 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

Business as usual.

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.		
Consequence Theme:	Reputational / Compliance	**Impact:**	Minor
Consequence:	Low Impact, a small number of complaints. Some temporary non-compliance		
Likelihood Rating:	Unlikely	**Risk Matrix:**	Low (4)
Action Plan:	Risk is acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.		

13557 Cr Karmvir Singh moved, Cr Bryan Hotham seconded

Voting Requirements:
Simple Majority

Recommendation and Council Decision:

That Council receive the Accounts for Payments for March 2025 as authorised under delegated authority and in accordance with the Local Government (Financial Management) Regulations 1996:

To 31 March 2025:

Municipal Account	**$656,475.86**

Carried Unanimously 5 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

SHIRE OF PINGELLY

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MARCH 2025

EFT NUMBER	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT12089	**11/03/2025**	**TELSTRA**	**TELEPHONE & INTERNET CHARGES**	**1**		**801.59**
INV K520369151-7	18/02/2025	TELSTRA	11/02/2025 TO 10/03/2025, 17 ELIOT STREET, 4 SHIRE STREET		801.59	
EFT12090	**11/03/2025**	**ST JOHN AMBULANCE AUSTRALIA (WA) INC.**	**DEFIBRILLATOR FOR SHIRE DEPOT**	**1**		**1,309.00**
INV FAINV01269124	11/02/2025	ST JOHN AMBULANCE AUSTRALIA (WA) INC.	ST JOHN G5 FULLY AUTOMATIC DEFIBRILLATOR WITH ICPR FEEDBACK		1,309.00	
EFT12091	**11/03/2025**	**BUNNINGS BUILDING SUPPLIES**	**ASSORTED CONSUMABLES**	**1**		**411.12**
INV 2182/00379652	10/02/2025	BUNNINGS BUILDING SUPPLIES	WATERING CANS - RURAL ROADS, PAINT BRUSHES - RSL HALL		69.58	
INV 2182/00384235	15/02/2025	BUNNINGS BUILDING SUPPLIES	HOSE REEL - PRACC, COBWEB BROOM - PRACC, LEAF SCOOPS - PRACC, PRUNER CORDLESS OZITA AND BATTERY PACK - PRACC		341.54	
EFT12092	**11/03/2025**	**BEST OFFICE SYSTEMS**	**PRINTING CHARGES - ADMIN & EMERGENCY SERVICES**	**1**		**588.76**
INV 642679	25/02/2025	BEST OFFICE SYSTEMS	BUSH FIRE BRIGADE PRINTING CHARGES - 20/01/2025 TO 20/02/2025, MINIMUM CHARGES, ADMIN PRINTING CHARGES - 20/01/2025 TO 20/02/2025, BLACK - 5,146, COLOUR - 3,169		588.76	
EFT12093	**11/03/2025**	**GREAT SOUTHERN WASTE DISPOSAL**	**WASTE & RECYCLING COLLECTION**	**1**		**14,607.33**
INV 3278	07/02/2025	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE COLLECTION 25/12/2024 - 29/01/2025, RECYLCING COLLECTION 2, 13 & 27 JANUARY 2025, REFUSE SITE MAINTENANCE LABOUR HOURS 30 DECEMBER 2024 - 27 JANUARY 2025, BULK WASTE AND RECYCLE COLLECTION 13 JANUARY 2025		14,607.33	
EFT12094	**11/03/2025**	**PINGELLY GP UNITY TRUST**	**PRE EMPLOYMENT MEDICAL**	**1**		**165.00**
INV 83161	10/02/2025	PINGELLY GP UNITY TRUST	PRE EMPLOYMENT MEDICAL		165.00	
EFT12095	**11/03/2025**	**WA CONTRACT RANGER SERVICES**	**RANGER SERVICES**	**1**		**721.88**
INV 6113	15/02/2025	WA CONTRACT RANGER SERVICES	5 & 11 FEBRUARY 2025		721.88	
EFT12096	**11/03/2025**	**STABILISED PAVEMENTS OF AUSTRALIA PTY LTD**	**STABILISING WORK**	**1**		**140,819.25**
INV WA-0001191	01/02/2025	STABILISED PAVEMENTS OF AUSTRALIA PTY LTD	WICKEPIN-PINGELLY ROAD RRG08		140,819.25	
EFT12097	**11/03/2025**	**MATILDA AUTO PARTS**	**PLANT CONSUMABLES**	**1**		**224.40**
INV 280636	12/02/2025	MATILDA AUTO PARTS	2 X CARTON OF MULTIMAX GREASE - DEPOT WORKSHOP		224.40	

EFT12098	**11/03/2025**	**PINGELLY TYRE SERVICE**	**PARTS FOR PLANT**	**1**		**4,895.00**
INV 0173	25/02/2025	PINGELLY TYRE SERVICE	5 X 1100X20 TYRES - BOMAG ROLLER PMR6		4,895.00	
EFT12099	**11/03/2025**	**PINGELLY IGA EXPRESS**	**SUPPLIES FOR EMERGENCY SERVICES**	**1**		**9.00**
INV 03/9300	24/02/2025	PINGELLY IGA EXPRESS	ICE		9.00	
EFT12100	**11/03/2025**	**TOLL TRANSPORT PTY LTD**	**FREIGHT CHARGES**	**1**		**124.47**
INV 0557	09/02/2025	TOLL TRANSPORT PTY LTD	24/01/2025 FROM HERSEY'S SAFETY, 03/02/2025 FROM INTERFIRE		124.47	
EFT12101	**11/03/2025**	**JH COMPUTER SERVICES PTY LTD**	**IT CONTRACT SERVICES, SUPPLIES & EQUIPMENT**	**1**		**9,480.90**
INV 004990-D01	13/02/2025	JH COMPUTER SERVICES PTY LTD	PHOTOCOPIER & FULL SET OF TONERS - SHIRE DEPOT		2,860.00	
INV 005137-D01	28/02/2025	JH COMPUTER SERVICES PTY LTD	CONTRACT SERVICES - FEBRUARY 2025		6,620.90	
EFT12102	**11/03/2025**	**AUTOPRO NORTHAM**	**PLANT CONSUMABLES**	**1**		**72.76**
INV 1196155	10/02/2025	AUTOPRO NORTHAM	1 X BR82ARW TRAILER LIGHT - HAULMARK TIPPER PT23		72.76	
EFT12103	**11/03/2025**	**INNOVATIVE CARPENTRY & MAINTENANCE PTY LTD AS TRUSTEE FOR THE LOUGHTON FAMILY TRUST, T/A ALLWOOD TIMBER SUPPLIES**	**MATERIAL FOR WORK**	**1**		**784.40**
INV 91461	30/01/2025	INNOVATIVE CARPENTRY & MAINTENANCE PTY LTD AS TRUSTEE FOR THE LOUGHTON FAMILY TRUST, T/A ALLWOOD TIMBER SUPPLIES	17 X LENGTHS TREATED PINE - PIONEER PARK		784.40	
EFT12104	**11/03/2025**	**AVON VALLEY GLASS**	**GLASS SERVICES**	**1**		**259.00**
INV 14389	26/02/2025	AVON VALLEY GLASS	INSTALL GLASS IN DOOR - TOWN HALL		259.00	
EFT12105	**11/03/2025**	**RED DUST REMOTE PLUMBING AND PUMPS**	**PLUMBING SERVICES**	**1**		**1,992.10**
INV 93	04/02/2025	RED DUST REMOTE PLUMBING AND PUMPS	REPAIRS TO BROKEN WATER PIPE - BROWN STREET		465.30	
INV 110	19/02/2025	RED DUST REMOTE PLUMBING AND PUMPS	TAP INSTALLED - YOUTH PRECINCT		346.50	
INV 114	25/02/2025	RED DUST REMOTE PLUMBING AND PUMPS	REPLACEMENT OF 4 INDUCT TOILET CISTERNS WITH 4 LOW HEIGHT WALL HUNG CISTERNS - CARAVAN PARK		1,180.30	
EFT12106	**11/03/2025**	**ASHMAN FINE CABINETS**	**MATERIAL FOR WORKS**	**1**		**2,618.00**
INV 2170	22/02/2025	ASHMAN FINE CABINETS	MATERIALS CUT AND EDGED READY FOR ASSEMBLY - YOUTH PRECINCT CABINETS		2,618.00	
EFT12107	**11/03/2025**	**FREEDOM FAIRIES PTY LTD**	**EVENT ENTERTAINMENT**	**1**		**3,135.00**

INV 5739	07/08/2024	FREEDOM FAIRIES PTY LTD	ATTENDANCE OF 2X FAIRIES - FAM FEST 2024		1,980.00	
INV 6233	23/10/2024	FREEDOM FAIRIES PTY LTD	ATTENDANCE OF 2X FAIRIES - CHRISTMAS VILLAGE 2024		1,155.00	
EFT12108	**11/03/2025**	**SELECT DIESEL SERVICES**	**PARTS FOR PLANT**	**1**		**94.33**
INV 6167	22/02/2025	SELECT DIESEL SERVICES	FILTERS FOR SEVICE - ISUZU TENDER PSES4		94.33	
EFT12109	**11/03/2025**	**PETER HUF & CLARE KENT**	**RATES REFUND**	**1**		**1,240.31**
INV A24494	05/03/2025	PETER HUF & CLARE KENT	ASSESSMENT A24494		1,240.31	
EFT12110	**11/03/2025**	**SHANE JAMES FEALY**	**RATES REFUND**	**1**		**737.45**
INV A5036	05/03/2025	SHANE JAMES FEALY	ASSESSMENT A5036		737.45	
EFT12111	**19/03/2025**	**HUGHES DIESEL MECHANICAL**	**MECHANICAL SERVICES**	**1**		**1,102.64**
INV 2648	30/01/2025	HUGHES DIESEL MECHANICAL	CHECK OUT ELECTRICAL FAULT - CASE LOADER PL8		233.75	
INV 2683	28/02/2025	HUGHES DIESEL MECHANICAL	REPAIR FAULTY AIR CONDITIONER - BOMAG ROLLER PMR5		868.89	
EFT12112	**19/03/2025**	**RAPID METAL DEVELOPMENTS**	**EQUIPMENT HIRE**	**1**		**219.78**
INV 51055639	28/02/2025	RAPID METAL DEVELOPMENTS AUSTRALIA PTY LTD	PALLET TIMBER 1 1, TEA10025H, TETRASHOR PIN 30 X 180MM SPRING CLIP 2 2, TEX10010H, TETRASHOR JACK ADAPTER 2 2, TEX10020H, TETRASHOR JACK SPINDLE & COLLAR ASSEMBLY 1 1, TEX10040H, TETRASHOR JACK DOME 2 2, TEX10050H, TETRASHOR PIN 30 X 180MM 2 2, TEX10060H, TETRASHOR TILT PLATE 90MM 2 2, HIRE RATE/WEEK		219.78	
EFT12113	**19/03/2025**	**WESTRAC EQUIPMENT PTY LTD**	**PART FOR PLANT**	**1**		**928.92**
INV PI0641548	18/02/2025	WESTRAC EQUIPMENT PTY LTD	1 X COVER - CAT GRADER PG7		928.92	
EFT12114	**19/03/2025**	**BUNNINGS BUILDING SUPPLIES**	**ASSORTED CONSUMABLES**	**1**		**198.12**
INV 2182/00384891	16/02/2025	BUNNINGS BUILDING SUPPLIES	EXHAUST FAN - 4 SHIRE STREET		41.71	
INV 2182/00277387	18/02/2025	BUNNINGS BUILDING SUPPLIES	DOOR MAT - TOWN HALL		27.59	
INV 2182/00418911	18/02/2025	BUNNINGS BUILDING SUPPLIES	DOOR SEALS - RSL HALL, GLOBES - RSL HALL, HOSE & CONNECTOR, SHADECLOTH - OTHER PARKS & GARDENS, PADLOCK - TOWN HALL		170.53	
INV ADJ2182/00418911	18/02/2025	BUNNINGS BUILDING SUPPLIES	CREDIT NOTE - EXHAUST FAN - 4 SHIRE STREET		-41.71	
EFT12115	**19/03/2025**	**MAJOR MOTORS PTY LTD**	**PLANT CONSUMABLES**	**1**		**412.27**
INV 1678308	19/02/2025	MAJOR MOTORS PTY LTD	FILTERS - ISUZU TENDER PSES4		412.27	
EFT12116	**19/03/2025**	**SHIRE OF NARROGIN**	**PURCHASE OF EMULSION**	**1**		**1,300.00**

INV 78407050	17/02/2025	SHIRE OF NARROGIN	1000L EMULSION - RURAL ROAD MAINTENANCE		1,300.00	
EFT12117	**19/03/2025**	**BRIAN WILLIAMS CARTAGE CONTRACTOR**	**WET HIRE OF PLANT**	**1**		**13,084.50**
INV 573	28/02/2025	BRIAN WILLIAMS CARTAGE CONTRACTOR	WATERTRUCK WET HIRE 88.5HRS - WICKEPIN PINGELLY ROAD, REFUSE SITE LABOUR - REFUSE SITE		13,084.50	
EFT12118	**19/03/2025**	**PINGELLY GP UNITY TRUST**	**PROVISION OF MEDICAL SERVICES**	**1**		**29,771.48**
INV 83307	17/02/2025	PINGELLY GP UNITY TRUST	JANUARY 2025 TO MARCH 2025		29,771.48	
EFT12119	**19/03/2025**	**WA CONTRACT RANGER SERVICES**	**RANGER SERVICES**	**1**		**952.88**
INV 6146	04/03/2025	WA CONTRACT RANGER SERVICES	19 & 26 FEBRUARY 2025		952.88	
EFT12120	**19/03/2025**	**CEMETERIES & CREMATORIA ASSOC. OF WA**	**CCAWA SEMINAR 2025**	**1**		**240.00**
INV 1785	06/03/2025	CEMETERIES & CREMATORIA ASSOC. OF WA	EMPLOYEE SEMINAR REGISTRATION & DINNER		240.00	
EFT12121	**19/03/2025**	**NARROGIN TOWING (CUBY WINDSCREENS)**	**SUPPLY & FIT WINDSCREEN**	**1**		**1,052.70**
INV 2300771	14/02/2025	NARROGIN TOWING (CUBY WINDSCREENS)	REPLACEMENT WINDSCREEN FOR PC24 - PN798		1,052.70	
EFT12122	**19/03/2025**	**MATILDA AUTO PARTS**	**PARTS FOR PLANT**	**1**		**1,004.96**
INV 280750	18/02/2025	MATILDA AUTO PARTS	1 X SET OF FILTERS - JOHN DEERE PTC4, 60 L AGRITRANS OIL - JOHN DEERE PTC4		492.80	
INV 280761	18/02/2025	MATILDA AUTO PARTS	A/F JOHN DEERE P778972 - JOHN DEERE TRACTOR PTC4, 60 L AGRITRANS OIL		121.00	
INV 280852	20/02/2025	MATILDA AUTO PARTS	FILTERS FOR SERVICE - BOMAG ROLLER PMR6		391.16	
EFT12123	**19/03/2025**	**DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS**	**CONSUMABLES**	**1**		**22.80**
INV DI25036915	23/01/2025	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	END CONNECTOR RURAL POLY 1/2" - PARKS & GARDENS		9.85	
INV DI25036922	23/01/2025	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	END CONNECTOR POLY & NIPPLE - PARKS & GARDENS		12.95	
EFT12124	**19/03/2025**	**DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY**	**BSL COLLECTIONS**	**1**		**705.39**
INV BSLFEB2025	28/02/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	FEBRUARY 2025		705.39	
EFT12125	**19/03/2025**	**AUTOPRO NORTHAM**	**PLANT CONSUMABLES**	**1**		**84.13**
INV 1198182	18/02/2025	AUTOPRO NORTHAM	1 X 9/16 DRILL BIT - KOMATSU GRADER PG8		59.89	

INV 1198203	18/02/2025	AUTOPRO NORTHAM	4 X CTA405 GREASE COUPLINGS - MITSUBISHI TIP TRUCK PT16		24.24	
EFT12126	**19/03/2025**	**WANDERING HVAC**	**ELECTRICAL SERVICES**	**1**		**1,306.44**
INV 04277	08/03/2025	WANDERING HVAC	INSTALL POWER POINT FOR RETICULATION AND REPLACE UNSERVICABLE POWER POINT AT DAYCARE		623.06	
INV 04278	08/03/2025	WANDERING HVAC	POWER POINT FOR AUTOMATIC DOORS NOT WORKING AND POWER POINT IN MUSEUM OFFICE UNDER AIR CONDITIONER NOT WORKING AT TOWN HALL		385.00	
INV 04279	08/03/2025	WANDERING HVAC	REPLACE FLURO IN WORKSHOP OFFICE		298.38	
EFT12127	**19/03/2025**	**GERALDTON TRANSPORT**	**FREIGHT CHARGES**	**1**		**48.41**
INV 50685	19/02/2025	GERALDTON TRANSPORT	FROM TOTAL PACKAGING		48.41	
EFT12128	**19/03/2025**	**ASHMAN FINE CABINETS**	**MATERIALS & LABOUR**	**1**		**275.00**
INV 2176	28/02/2025	ASHMAN FINE CABINETS	CUT OUT PANEL IN DOOR TO INLAY GLASS PANE - TOWN HALL		275.00	
EFT12129	**19/03/2025**	**T&J TRAILERS**	**FABRICATION & PURCHASE OF TRAILER**	**1**		**2,368.75**
INV 26022503	26/02/2025	T&J TRAILERS	FULLY WELDED HOT DIPPED GALVANIZED 7 X 4 BOX TRAILER, 300MM BOX SIDES WITH 600MM MESH CAGES, ATM 750KG TARE MASS 250KG, HEAVY DUTY ROUND AXLE (50MM SOLID), 6 LEAF SPRING (1500KG RATING), 2 X BRAND NEW 165/70/R13C TIRES ON POWDER COATED RIMS, SOLID CHECKER PLATE FLOOR AND GUARDS (2.5MM), FRONT AND REAR DROP DOWN TAIL GATES, SWING UP RUBBER JOCKEY WHEEL, LED REAR LIGHTS, TIPPING FUNCTION, 1 X BRAND NEW SPARE WHEEL, 18 MONTHS STRUCTURAL WARRANTY, 1 FREE SERVICE (T&CS APPLY), 6 MONTHS REGO (GST EXCLUDED. TRANSFER FEE AND STAMP DUTY ARE PAYABLE BY PURCHASER)		2,368.75	
EFT12130	**19/03/2025**	**HARWOOD CONTRACTING SERVICES**	**PURCHASE & DELIVERY OF MATERIAL**	**1**		**1,265.00**
INV A0340	07/03/2025	HARWOOD CONTRACTING SERVICES	10M3 SOIL - RURAL ROAD MAINTENANCE		1,265.00	
EFT12133	**21/03/2025**	**AUSTRALIAN TAXATION OFFICE**	**BAS**	**1**		**38,503.00**
INV 19032025	19/03/2025	AUSTRALIAN TAXATION OFFICE	FEBRUARY 2025		38,503.00	
EFT12134	**21/03/2025**	**SYNERGY**	**SHIRE STREETLIGHT CHARGES**	**1**		**3,369.21**
INV 2058353745	04/03/2025	SYNERGY	198 LIGHTS - 25/01/2025 TO 24/02/2025		3,369.21	
EFT12135	**21/03/2025**	**MCINTOSH & SON WA**	**PLANT CONSUMABLES**	**1**		**38.64**
INV 2009020	25/02/2025	MCINTOSH & SON WA	2 X LSD ADDITIVE - CASE LOADER PL8		232.03	
INV 2009884	26/02/2025	MCINTOSH & SON WA	CREDIT NOTE - BELT, A/CON & ALTERNATOR - CASE LOADER PL8		-193.39	
EFT12136	**21/03/2025**	**G & M DETERGENTS**	**CLEANING SUPPLIES**	**1**		**162.00**
INV 11722	25/02/2025	G & M DETERGENTS	SANITARY BIN - PLAYGROUP TOILETS		72.50	
INV 11775	27/02/2025	G & M DETERGENTS	URINAL MAT - SWIMMING POOL		89.50	

EFT12137	**21/03/2025**	**NUTRIEN AG SOLUTIONS**	**MATERIALS FOR WORKS AND ASSORTED CONSUMABLES**	**1**		**3,136.98**
INV 912211851	14/02/2025	NUTRIEN AG SOLUTIONS	WINCH SNAP - MEMORIAL PARK, REDBACK BOOT - PPE, FLY NETS - PPE		204.38	
INV 912211852	14/02/2025	NUTRIEN AG SOLUTIONS	CAT LITTER - DEPOT WORKSHOP		57.20	
INV 912224762	18/02/2025	NUTRIEN AG SOLUTIONS	45 KG BOTTLE GAS - 4 SHIRE STREET		170.50	
INV 912232309	19/02/2025	NUTRIEN AG SOLUTIONS	WARA GRIPPLE PLUS MEDIUM - FIRE MITIGATION		184.80	
INV 912238287	20/02/2025	NUTRIEN AG SOLUTIONS	WARA STOCKLOCK - FIRE MITIGATION		418.00	
INV 912259661	25/02/2025	NUTRIEN AG SOLUTIONS	WARA STOCKLOCK LL 6/90/45 200M X 4 - FIRE MITIGATION		1,672.00	
INV 912265830	26/02/2025	NUTRIEN AG SOLUTIONS	POST GALV STEEL HD 165CM X 30 - FIRE MITIGATION, WARA FENCE POST CLIPS 300 PER BAG - FIRE MITIGATION, CHAIN STRAINER CONTRACTOR X 1 - FIRE MITIGATION		430.10	
EFT12138	**21/03/2025**	**TOLL TRANSPORT PTY LTD**	**VARIOUS FREIGHT CHARGES**	**1**		**182.97**
INV 0558	23/02/2025	TOLL TRANSPORT PTY LTD	12/02/2025 TO WATER EXAMINERS, 12/02/2025 FROM WA RETICULATION, 18/02/2025 FROM HERSEYS, 19/02/2025 FROM WESTRAC		182.97	
EFT12139	**21/03/2025**	**MAXIPARTS OPERATIONS P/L**	**PARTS FOR PLANT**	**1**		**414.05**
INV 314140	24/02/2025	MAXIPARTS OPERATIONS P/L	2 X 30/30 BRAKE BOOSTERS - HAULMARK TIPPER PT23, AIR FITTINGS - HAULMARK TIPPER PT23		414.05	
EFT12140	**21/03/2025**	**WANDERING HVAC**	**CABLE PROTECTORS**	**1**		**529.65**
INV 04280	08/03/2025	WANDERING HVAC	CABLE PROTECTOR COVER BOARDS		529.65	
EFT12141	**27/03/2025**	**THE WEST AUSTRALIAN**	**ADVERTISING SERVICES**	**1**		**268.58**
INV 102803512025	28/02/2025	THE WEST AUSTRALIAN	SAVE THE NUMBAT 2025 LOCAL LAW PUBLIC NOTICE - THE NARROGIN OBSERVER 27 FEBRUARY 2025.		268.58	
EFT12142	**27/03/2025**	**HERSEY'S SAFETY PTY LTD**	**ASSORTED CONSUMABLES & PPE**	**1**		**1,411.30**
INV 3732	10/02/2025	HERSEY'S SAFETY PTY LTD	ERGONX - HYDROGEN BLACK SAFETY BOOT SIZE 11 - STAFF PPE		306.90	
INV 3739	11/02/2025	HERSEY'S SAFETY PTY LTD	PVC GLOVES, RIGGERS GLOVES SUN GLASSES - STAFF PPE, HEAVY DUTY LUBE & MASKING TAPE - CONSUMABLES		856.90	
INV 3785	20/02/2025	HERSEY'S SAFETY PTY LTD	5L WATER BOTTLES - PPE, MULTI METER - MITSUBISHI TRITON PSM02		247.50	
EFT12143	**27/03/2025**	**SULLIVAN LOGISTICS PTY LTD**	**VARIOUS FREIGHT CHARGES**	**1**		**1,226.05**
INV 132497	07/02/2025	SULLIVAN LOGISTICS PTY LTD	04/02/2025 FROM MATILDA AUTO PARTS, 04/02/2025 FROM MCINTOSH & SON		311.59	
INV 133494	14/02/2025	SULLIVAN LOGISTICS PTY LTD	12/02/2025 FROM SELECT DIESEL SERVICES, 13/02/2025 FROM MATILDA AUTO PARTS		94.02	
INV 134301	21/02/2025	SULLIVAN LOGISTICS PTY LTD	19/02/2025 FROM MATILDA AUTO PARTS, 19/02/2025 FROM ITR PACIFIC, 20/02/2025 FROM SELECT DIESEL SERVICES, 20/02/2025 FROM MAJOR MOTORS, 20/02/2025 FROM MATILDA AUTO PARTS		674.79	
INV 134808	28/02/2025	SULLIVAN LOGISTICS PTY LTD	24/02/2025 FROM MAXIPARTS, 25/02/2025 FROM MCINTOSH & SON, 04/03/2025 FROM E & MJ ROSHER		145.65	
EFT12144	**27/03/2025**	**METROCOUNT**	**EQUIPMENT FOR TRAFFIC COUNTERS**	**1**		**682.00**

INV 033503	04/03/2025	METROCOUNT	6V BATTERY PACK, ROAD NAILS, CENTRE LINE FLAP		682.00	
EFT12145	**27/03/2025**	**TOTAL PACKAGING (WA) PTY LTD**	**CONSUMABLES**	**1**		**257.40**
INV 38151	10/02/2025	TOTAL PACKAGING (WA) PTY LTD	DOGGY DUMPAGE DISPOSAL UNITS X 3 CTNS - TOWN PARKS		257.40	
EFT12146	**27/03/2025**	**BUNNINGS BUILDING SUPPLIES**	**ASSORTED CONSUMABLES**	**1**		**180.71**
INV 2182/2025011	15/01/2025	BUNNINGS BUILDING SUPPLIES	CREDIT FOR WAGNER PAINT SPRAYER		-426.55	
INV 2182/00391809	23/02/2025	BUNNINGS BUILDING SUPPLIES	INSECT SPRAY - PIONEER PARK, INSECT SPRAY - CARAVAN PARK, INSECT SPRAY - TOWN HALL, INSECT SPRAY - CEMETERY TOILETS, KEY TAG TASKMASTER & KEY BLANKS - RSL HALL, PLUNGERS - TOWN HALL		55.75	
INV 2182/0039658	28/02/2025	BUNNINGS BUILDING SUPPLIES	HOSE, MASONITE CHALKBOARD, HOSE CONNECTIONS, RAKE - YOUTH PRECINCT		226.71	
INV 2182/0030061	04/03/2025	BUNNINGS BUILDING SUPPLIES	PAINT & ACCESORIES - YOUTH PRECINCT		324.80	
EFT12147	**27/03/2025**	**BROOKTON PLUMBING**	**PLUMBING SERVICES**	**1**		**1,342.00**
INV 7659	15/03/2025	BROOKTON PLUMBING	REPAIR LEAKING PIPE AT SWIMMING POOL		1,342.00	
EFT12148	**27/03/2025**	**ALL SEASONS SYNTHETIC TURF**	**MATERIALS FOR JOB**	**1**		**3,362.35**
INV 32334	05/02/2025	ALL SEASONS SYNTHETIC TURF	SBR-GT35V8 SUGARCANE SILVERBACK LAWN V8 GT (BATCH NO. - 66.78SQM) - MEMORIAL PARK, IAR-T001-15M BUTYL JOINING TAPE - 15M (BATCH NO. - 0SQM) - MEMORIAL PARK		3,362.35	
EFT12149	**27/03/2025**	**AMPAC DEBT RECOVERY PTY LTD**	**DEBT COLLECTION COSTS**	**1**		**5,046.42**
INV 116072	28/02/2025	AMPAC DEBT RECOVERY PTY LTD	FEBRUARY 2025		5,046.42	
EFT12150	**27/03/2025**	**FULTON HOGAN INDUSTRIES PTY LTD**	**ROAD SEALING SERVICES**	**1**		**260,509.73**
INV 20073972	25/02/2025	FULTON HOGAN INDUSTRIES PTY LTD	2 COAT PRIMER SEAL AND MOBILISATION/DEMOB - WICKEPIN-PINGELLY ROAD RRG08, RESEAL YENELLIN ROAD		260,509.73	
EFT12151	**27/03/2025**	**E & MJ ROSHER PTY LTD**	**PARTS FOR PLANT**	**1**		**406.42**
INV 1489837	28/02/2025	E & MJ ROSHER PTY LTD	FILTERS FOR SERVICE - KUBOTA MOWER PROM10, FILTERS FOR SERVICE - KUBOTA MOWER PROM7, TIE ROD KIT - KUBOTA MOWER PROM7		406.42	
EFT12152	**27/03/2025**	**ABCO PRODUCTS PTY LTD**	**CLEANING LABELS**	**1**		**19.80**
INV 1018140	03/02/2025	ABCO PRODUCTS PTY LTD	CLEANING SUPPLIES		19.80	
EFT12153	**27/03/2025**	**MARKETFORCE**	**ADVERTISING**	**1**		**670.68**
INV 1825264	28/02/2025	MARKETFORCE	19/02/2025 ADVERTISEMENT - SAVE THE NUMBATS LOCAL LAW 2025		670.68	
EFT12154	**27/03/2025**	**MCPEST PEST CONTROL**	**PEST CONTROL SERVICES**	**1**		**330.00**
INV 02380	06/03/2025	MCPEST PEST CONTROL	SPRAYING PEST CONTROL IN PLAYGROUP SIDE, SPIDER SPRAYING FIRE PUMP SHED		330.00	
EFT12155	**27/03/2025**	**BRYAN HOTHAM**	**COUNCILLOR SITTING FEES**	**1**		**1,150.00**
INV 10032025	10/03/2025	BRYAN HOTHAM	JANUARY TO MARCH 2025		1,150.00	

EFT12156	**27/03/2025**	**AFGRI EQUIPMENT AUSTRALIA PTY LTD**	**PART FOR PLANT**	**1**		**164.34**
INV 2941093	17/02/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	1 X AL233526 HYD FILTER - JOHN DEERE TRACTOR PTC4		164.34	
EFT12157	**27/03/2025**	**PETER WOOD**	**DEPUTY PRESIDENT SITTING FEE & ALLOWANCE**	**1**		**1,375.00**
INV 10032025	10/03/2025	PETER WOOD	DEPUTY PRESIDENT ALLOWANCE, DEPUTY PRESIDENT SITTING FEES - JANUARY TO MARCH 2025		1,375.00	
EFT12158	**27/03/2025**	**JACKIE MCBURNEY**	**PRESIDENTIAL SITTING FEES & ALLOWANCE**	**1**		**3,025.00**
INV 10032025	10/03/2025	JACKIE MCBURNEY	PRESIDENTIAL ALLOWANCE, PRESIDENTIAL SITTING FEES - JANUARY TO MARCH 2025		3,025.00	
EFT12159	**27/03/2025**	**ITR PACIFIC PTY LTD**	**PARTS FOR PLANT**	**1**		**2,178.00**
INV 760191	19/02/2025	ITR PACIFIC PTY LTD	10 X 6FT X5/8 X5/8 GRADER BLADES - CAT GRADER PG7, 10 X 6FT X5/8 X5/8 GRADER BLADES - CAT GRADER PG8		2,178.00	
EFT12160	**27/03/2025**	**DOMUS NURSERY**	**ASSORTES PLANTS**	**1**		**721.24**
INV 188425	10/03/2025	DOMUS NURSERY	ADMIN GROUNDS		721.24	
EFT12161	**27/03/2025**	**KARMVIR SINGH**	**COUNCILLOR SITTING FEES**	**1**		**1,150.00**
INV 10032025	10/03/2025	KARMVIR SINGH	JANUARY TO MARCH 2025		1,150.00	
EFT12162	**27/03/2025**	**PETER MICHAEL NARDUCCI**	**COUNCILLOR SITTING FEES**	**1**		**383.33**
INV 10032025	10/03/2025	PETER MICHAEL NARDUCCI	JANUARY 2025		383.33	
EFT12163	**27/03/2025**	**PINGARNING PTY LTD - PROMPT SAFETY**	**QUARTERLY WHS SERVICES**	**1**		**1,210.00**
INV 87	04/03/2025	PINGARNING PTY LTD - PROMPT SAFETY	TOOLBOX MEETING AND INDUCTIONS		1,210.00	
EFT12164	**27/03/2025**	**ALLINGTON AGRI**	**SUMMER SPRAY PROGRAM**	**1**		**16,500.00**
INV 04	19/03/2025	ALLINGTON AGRI	ROAD VERGE SPRAYING ON BITUMEN ROADS		16,500.00	
EFT12165	**27/03/2025**	**CLINTON JAMES CHENEY**	**COUNCILLOR SITTING FEES**	**1**		**1,150.00**
INV 10032025	10/03/2025	CLINTON JAMES CHENEY	JANUARY TO MARCH 2025		1,150.00	
EFT12166	**27/03/2025**	**ANGELA TRETHEWEY**	**COUNCILLOR SITTING FEES**	**1**		**1,150.00**
INV 10032025	10/03/2025	ANGELA TRETHEWEY	JANUARY TO MARCH 2025		1,150.00	
EFT12167	**27/03/2025**	**AVON VALLEY GLASS**	**50% DEPOSIT FOR WORKS**	**1**		**6,025.50**
INV 14426	20/03/2025	AVON VALLEY GLASS	DOORS - YOUTH PRECINCT		6,025.50	
EFT12168	**27/03/2025**	**AVON PLASTERING**	**RENDERING SERVICES**	**1**		**2,000.00**
INV 59	14/02/2025	AVON PLASTERING	RENDER & TOPCOAT FRONT OF SHIRE OFFICE, TOPCOAT REAR OF SHIRE OFFICE BUILDING, PART PAYMENT REAR NOT COMPLETE		2,000.00	

TOTAL EFT						601,667.57

PAYROLL	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT12131	19/03/2025	LOCAL GOVERNMENT, RACING AND CEMETERIES EMPLOYEES UNION (WA) LGRCEU	PAYROLL DEDUCTIONS	1		88.00
EFT12132	19/03/2025	AUSTRALIAN SERVICES UNION OF WA	PAYROLL DEDUCTIONS	1		26.50
EFT12169	27/03/2025	LOCAL GOVERNMENT, RACING AND CEMETERIES EMPLOYEES UNION (WA) LGRCEU	PAYROLL DEDUCTIONS	1		88.00
EFT12170	27/03/2025	AUSTRALIAN SERVICES UNION OF WA	PAYROLL DEDUCTIONS	1		26.50
DD14327.1	11/03/2025	AWARE SUPER	PAYROLL DEDUCTIONS	1		7,420.65
DD14327.2	11/03/2025	HESTA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		282.94
DD14327.3	11/03/2025	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		696.67
DD14327.4	11/03/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		771.75
DD14327.5	11/03/2025	MLC	SUPERANNUATION CONTRIBUTIONS	1		746.41
DD14327.6	11/03/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		572.06
DD14327.7	11/03/2025	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		304.09
DD14327.8	11/03/2025	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		413.10
DD14327.9	11/03/2025	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		294.26
DD14342.1	25/03/2025	AWARE SUPER	PAYROLL DEDUCTIONS	1		7,229.54
DD14342.2	25/03/2025	HESTA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		282.94
DD14342.3	25/03/2025	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		661.31
DD14342.4	25/03/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		795.74
DD14342.5	25/03/2025	MLC	SUPERANNUATION CONTRIBUTIONS	1		882.81
DD14342.6	25/03/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		506.38

DD14342.7	**25/03/2025**	**PRIME SUPER**	**SUPERANNUATION CONTRIBUTIONS**	**1**		**294.26**
DD14342.8	**25/03/2025**	**HOSTPLUS**	**SUPERANNUATION CONTRIBUTIONS**	**1**		**413.10**
DD14342.9	**25/03/2025**	**AMP SUPER FUND**	**SUPERANNUATION CONTRIBUTIONS**	**1**		**294.26**
DD14327.10	**11/03/2025**	**MERCER**	**SUPERANNUATION CONTRIBUTIONS**	**1**		**588.52**
DD14342.10	**25/03/2025**	**MERCER**	**SUPERANNUATION CONTRIBUTIONS**	**1**		**598.69**
TOTAL PAYROLL						**24,278.48**

DIRECT DEBIT	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD14330.1	**14/03/2025**	**BENDIGO BANK CREDIT CARDS**	**CEO CREDIT CARD RECONCILIATION - FEBRUARY 2025**	**1**		**2,496.77**
INV 28022025	28/02/2025	BENDIGO BANK CREDIT CARDS	04/02/2025 CLAUD AI - CLAUDE PRO SUBSCRIPTION - 02/02/2025 TO 02/03/2025 $32.27, 04/02/2025 INTERNATIONAL TRANSACTION - FEE $0.97, 05/02/2025 KMART - EQUIPMENT FOR TOWN HALL READING ROOM / DRIVER REVIVER $266.00, 07/02/2025 STEPFAST FLOORING - WALL PANELLING, CEO OFFICE $902.16, 08/02/2025 SHIRE OF PINGELLY - VEHICLE REGISTRATION 1TZQ073 RENEWAL TO 31/10/2025 $15.55, 08/02/2025 SHIRE OF PINGELLY - VEHICLE REGISTRATION 1TZQ073 RENEWAL, RECORDING FEE $8.25, 12/02/2025 FOR SALE BY OWNER - ADVERTISING, RESIDENTIAL REAL ESTATE 21 & 23 QUEEN STREET $699.00, 13/02/2025 LANDGATE - CERTIFICATE OF TITLE, 23 QUEEN STREET $31.60, 19/02/2025 COLES - CATERING, REFRESHMENTS & SUPPLIES FOR COUNCIL CHAMBERS $213.90, 19/02/2025 COLES - CATERING, REFRESHMENTS & SUPPLIES FOR COUNCIL CHAMBERS $60.12, 28/02/2025 SHIRE OF PINGELLY - VEHICLE REGISTRATION PN6349 RENEWAL TO 31/10/2025 $232.00, 28/02/2025 SHIRE OF PINGELLY - VEHICLE REGISTRATION PN6349 RENEWAL,RECORDING FEE $8.25, 28/02/2025 SHIRE OF PINGELLY - VEHICLE REGISTRATION KA9454 RENEWAL TO 31/10/2025 $14.45, 28/02/2025 SHIRE OF PINGELLY - VEHICLE REGISTRATION KA9454 RENEWAL, RECORDING FEE $8.25, 27/02/2025 BENDIGO BANK - CREDIT CARD FEE $4.00	1	2,496.77	
DD14332.1	**14/03/2025**	**BENDIGO BANK CREDIT CARDS**	**EMCS CREDIT CARD RECONCILIATION - FEBRUARY 2025**	**1**		**291.08**
INV 28022025	28/02/2025	BENDIGO BANK CREDIT CARDS	11/02/2025 PETRO FUELS - FUEL FOR EMCS VEHICLE $114.14, 18/02/2025 FOXIT SOFTWARE - PDF SUITE PRO MONTHLY CHARGE - 16/02/2025 TO 16/03/2025 $42.80, 18/02/2025 INTERNATIONAL TRANSACTION - FEE $1.28, 25/02/2025 PETRO FUELS - FUEL FOR EMCS VEHICLE $128.86, 27/02/2025 BENDIGO BANK - CREDIT CARD FEE $4.00	1	291.08	
DD14334.1	**14/03/2025**	**BENDIGO BANK CREDIT CARDS**	**EMW CREDIT CARD RECONCILIATION - FEBRUARY 2025**	**1**		**204.00**

INV 28022025	28/02/2025	BENDIGO BANK CREDIT CARDS	28/02/2025 T & J TRAILERS - DEPOSIT FOR PURCHASE OF CAGED TILT TRAILER FOR EVENTS $200.00, 27/02/2025 BENDIGO BANK - CREDIT CARD FEE $4.00	1	204.00	
TOTAL DD						**2,991.85**
DIRECT DEBIT	**DATE**	**CREDITOR**	**INVOICE DESCRIPTION**	**BANK CODE**	**INVOICE AMOUNT**	**TOTAL**
DD14321.1	**05/03/2025**	**WATER CORPORATION**	**WATER ACCOUNT CHARGES - VARIOUS SHIRE PROPERTIES**	**1**		**9,834.20**
INV NOV24-JAN25	14/01/2025	WATER CORPORATION	VARIOUS SHIRE PROPERTIES	1	9,834.20	
DD14324.1	**06/03/2025**	**WATER CORPORATION**	**WATER ACCOUNT CHARGES - VARIOUS SHIRE PROPERTIES**	**1**		**16,828.51**
INV NOV24-JAN25.2	15/01/2025	WATER CORPORATION	VARIOUS SHIRE PROPERTIES	1	16,828.51	
DD14346.1	**31/03/2025**	**WATER CORPORATION**	**WATER ACCOUNT CHARGES - VARIOUS SHIRE PROPERTIES**	**1**		**875.25**
INV 0095	14/03/2025	WATER CORPORATION	VARIOUS SHIRE PROPERTIES	1	875.25	
DD14349.1	**31/03/2025**	**WATER CORPORATION**	**WATER ACCOUNT CHARGES - VARIOUS SHIRE PROPERTIES**	**1**		**-875.25**
INV 0095	14/03/2025	WATER CORPORATION	VARIOUS SHIRE PROPERTIES	1	-875.25	
DD14351.1	**31/03/2025**	**WATER CORPORATION**	**WATER ACCOUNT CHARGES - VARIOUS SHIRE PROPERTIES**	**1**		**875.25**
INV 0095	14/03/2025	WATER CORPORATION	VARIOUS SHIRE PROPERTIES	1	875.25	
TOTAL DD WATER						**27,537.96**
GRAND TOTAL						**656,475.86**

Shire of Pingelly **Mar-25**

Credit card transations for the current month

CEO

Date	Transaction	Description	Amount
1/03/2025	Sp Australia Day Council	Australia Day Medals	$ 145.00
1/03/2025	Amazon	Sound Equipment Adaptor	$ 6.99
2/03/2025	Water Corporation	Water Account Charges	$ 384.05
2/03/2025	Water Corporation	Water Account Charges	$ 261.04
2/03/2025	Water Corporation	Water Account Charges	$ 309.44
2/03/2025	Water Corporation	Water Account Charges	$ 492.77
2/03/2025	Water Corporation	Water Account Charges	$ 335.65
4/03/2025	Claud Ai	Pro Subscription	$ 32.24
4/03/2025	International Transaction	Fee	$ 0.97
7/03/2025	The Stage Door	Catering Services	$ 415.62
8/03/2025	The Peninsula Mandurah	Catering Services	$ 509.55
9/03/2025	The Sebel Mandurah	Catering Services	$ 684.45
18/03/2025	Foxit Software	Monthly Subscription	$ 42.80
18/03/2025	International Transaction	Fee	$ 1.28
20/03/2025	Australia Post	Working with Children Check	$ 87.00
23/03/2025	Australia Post	Working with Children Check	$ 87.00
23/03/2025	Australia Post	Working with Children Check	$ 87.00
26/03/2025	Pingelly IGA	Supplies for Meeting	$ 112.75
27/03/2025	Coles	Supplies for Event	$ 81.52
30/03/2025	Kmart	Dsupplies for Council Kitchen	$ 208.50
30/03/2025	Bendigo Bank	Credit Card Fee	$ 4.00
31/03/2025	Zoom	Annual Subscription	$ 246.29
31/03/2025	International Transaction	Fee	$ 7.39
		Total March 2025	**$ 4,543.30**

EMW

Date	Transaction	Description	Amount
5/03/2025	SMS Broadcast	Messaging System Top Up	$ 666.60
15/03/2025	Jays Door Centre	Materials for Job	$ 1,335.25
15/03/2025	MWB Contracting	Materials for Job	$ 300.00
16/03/2025	Jays Door Centre	Credit for Materials	-$ 239.07
19/03/2025	MWB Contracting	Materials for Job	$ 300.00
19/03/2025	Avon Valley Group	Materials for Job	$ 60.99
20/03/2025	Pingelly IGA	Supplies for Council Meeting	$ 149.05
29/03/2025	Shire of Pingelly	BSL Charges	$ 61.65
20/03/2025	Bendigo Bank	Credit Card Fee	$ 4.00
		Total March 2025	**$ 2,638.47**

EMCS

Date	Transaction	Description	Amount
6/03/2025	Petro Fuels	Fuel for EMCS Vehicle	$ 102.76
12/03/2025	Caltex	Fuel for EMCS Vehicle	$ 125.00
30/03/2025	Bendigo Bank	Credit Card Fee	$ 4.00
		Total March 2025	**$ 231.76**

Fuel Card Transactions for the current month

CEO	0PN	Litres	Amount
3/03/2025		61.53	$ 117.78
3/03/2025		-	$ 0.38
5/03/2025		66.8	$ 133.20
5/03/2025		-	$ 0.38
10/03/2025		70.86	$ 130.03
15/03/2025		59.18	$ 106.23
20/03/2025		55.77	$ 98.99
27/03/2025		57.89	$ 102.75
		372.03	**$ 689.74**
EMW	**PN01**		
4/03/2025		38.4	$ 68.16
11/03/2025		43.28	$ 76.82
27/03/2025		40.96	$ 72.70
		122.64	**$ 217.68**
EMCS	**PN761**		
16/03/2025		57.33	$ 106.00
16/03/2025		-	$ 0.38
		57.33	**$ 106.38**
Small Plant	**P100**		
19/03/2025		59.02	$ 104.76
20/03/2025		46.23	$ 82.06
		105.25	**$ 186.82**
INVOICE TOTAL			**$ 1,200.62**

16. DIRECTORATE OF WORKS
Nil

17. ELECTED MEMBERS MOTIONS WITH PREVIOUS NOTICE
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).

Nil

19. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

13558 Cr Bryan Hotham moved, Cr Angela Trethewey seconded

Voting Requirements:
Simple Majority

Recommendation and Council Decision:

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.

Carried Unanimously 5 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

Cr Clinton Cheney leaves the Ordinary Council Meeting at 3.22pm

19.1. Confidential Item - Swimming Pool CSRFF Grant Application

13559 Cr Bryan Hotham moved, Cr Karmvir Singh seconded

Voting Requirements:
Simple Majority

Recommendation and Council Decision:

That Council endorse the application to the Community Sports and Recreation Facilities Fund for "Pingelly Pool – Access and Enhance" as the priority project for this funding round.

Carried Unanimously 4 votes to 0

For:	President Jackie McBurney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

13560 Cr Angela Trethewey moved, Cr Bryan Hotham seconded

Voting Requirements:
Simple Majority

Recommendation and Council Decision:

That the meeting be re-opened to the public.

Carried Unanimously 4 votes to 0

For:	President Jackie McBurney, Cr Bryan Hotham, Cr Karmvir Singh and Cr Angela Tretheway
Against:	Nil

Cr Clinton Cheney returns to the Ordinary Council Meeting at 3.30pm

20. CLOSURE OF MEETING

The Chairman declared the meeting closed at 3.30pm

These minutes were confirmed by Council at the Ordinary Council Meeting held on 21/5/2025

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