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Council Minutes

Shire of Pingelly

Ordinary Council Meeting

Wednesday 15 April 2026

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 2.12pm.

Public members Mr and Mrs Ivermee were welcomed to the meeting.

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.

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

Members Present

Cr J McBurney President
Cr C Cheney
Cr B Hotham
Cr R Howell
Cr D Summers
Cr A Trethewey

Staff in Attendance

Mr A Dover Chief Executive Officer
Mr M Hudson Executive Manager Works
Mr L Beretta Manager Finance
Mrs S Nyssen Governance and Executive Officer

Public Members

Mrs Kim Ivermee
Mr Dennis Ivermee

Approved Leave

Cr P Wood Deputy President

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

Nil

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8. DISCLOSURES OF INTEREST

Cr Danielle Summers Item 14.2 Proximity

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1. Confirmation of Minutes of Previous Meetings – 18 March 2026

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.

13720 Cr Robert Howell 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 18 March 2026 be confirmed.

Carried Unanimously 6 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers & 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 and Improvement Committee Full Council
- Bush Fire Advisory Committee Member – Cr Hotham
Member – Shire President
Deputy – Deputy President
- CEO Performance Review Committee Member – Shire President
Member – Deputy President
Member – Cr Hotham

12.2. Reports of Council Delegates on External Committee

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

13. REPORTS OF COUNCILLORS

13.1. Reports of President

MARCH

25th Regular meeting with CEO and Deputy President
25th Heritage Festival Committee Meeting
27th President and Mayor's Forum – Perth
31st Meeting with Men's Shed Representatives

APRIL

2nd ABC Interview – Blessing of the Road
7th Central Country Zone Executive Committee Meeting
8th Regular Meeting with CEO and Deputy President
8th Heritage Festival Committee Meeting
8th PRACC Board Meeting
15th Ordinary Council Meeting and Corporate Discussion

13.2. Memorials

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

- Council extends its sincere condolences to the family and friends of Keryn Barsby.

13.3. Celebrations

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

- Council extends its congratulations to Peter and Katie Wood on the occasion of their 50th Wedding Anniversary, celebrated on 10 April 1976.
- The Shire President acknowledges and commends the significant efforts of staff in the planning and delivery of the Pingelly Heritage Festival, which continues to grow as a successful community event. At the time of reporting, 176 tickets have been sold for the Heritage Ball. Special recognition is given to CDO Amy Rankin and all staff for their considerable work and commitment, undertaken in addition to their regular responsibilities.

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:	Delegation Register
Previous Reference:	Council Resolution No: 13551

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 2025. The current review of delegation's 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.		

13721 Cr Bryan Hotham moved, Cr Angela Trethewey seconded

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

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

Carried Unanimously 6 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers & Cr Angela Tretheway
Against:	Nil



SHIRE OF PINGELLY

REGISTER OF DELEGATIONS

Adopted By Council on 15 April 2026
Council Resolution No: 13721

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 if it 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
2026	15 April 2026	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: <ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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: <ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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.	<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

1.5 Obstruction of footpaths and thoroughfares

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> 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:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> 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: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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.

	<ul style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> 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:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

1.7 Public Thoroughfare – Dangerous Excavation

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> 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:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995</i> 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:	<i>Local Government Act 1995:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> 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.	<ol style="list-style-type: none"> 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 <i>Local Government (Uniform Local Provisions) Regulation 1996</i> .
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> 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.	<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> 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: <ol style="list-style-type: none"> 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

	<p>determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers (F&G Reg. 23).</p> <p>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.</p>
Council Conditions on this Delegation:	<p>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.</p> <p>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:</p> <ul style="list-style-type: none"> • 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. <p>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.</p> <p>d. Authority to enter into a variation F&G r.20(1), r.20(2) subject to:</p> <ul style="list-style-type: none"> • 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:	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
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:	<p>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.</p> <p>Entry in the Tender Register in accordance with regulation 17 <i>Local Government (Functions and General) Regulations 1996</i>. Documentation to be recorded to the relevant Tender file in the ECMS.</p>
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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: <ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> i. Where a public auction is determined as the method of disposal: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • Without reference to Council for resolution; and

	<ul style="list-style-type: none"> 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. <p>5. Renewal of leases and licences may only be undertaken providing the circumstances of the original lease or licence has not substantially altered.</p>
Express Power to Sub- Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s:	Manager Finance Executive Manager Works
CEO Conditions on this Sub-Delegation:	<ol style="list-style-type: none"> Conditions on the original delegation also apply to the sub-delegation. 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	<i>Local Government Act 1995:</i> 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:	<i>Local Government (Financial Management) Regulations 1996:</i> 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:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Finance 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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.	<ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Manager Finance
CEO Conditions on this Sub-Delegation:	<ol style="list-style-type: none"> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

1.16 Investments

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> s.6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> 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.	<ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s:	Manager Finance
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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s:	Manager Finance 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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.	<ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s:	Manager Finance 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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.	<ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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 Finance
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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> s.9.49A(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:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s:	Manager Finance 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:	<ol style="list-style-type: none"> 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:	<i>Local Government Act 1995:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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:	<i>Local Government Act 1995:</i> 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	<i>Local Government Act 1995:</i> 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:	<i>Local Government Act 1995:</i> 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	<i>Building Act 2011</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011</i> 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 <i>authorised person</i> for the purposes of sections 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70.
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> 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	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011</i>
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. <ol style="list-style-type: none"> 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:	<i>Building Act 2011:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> 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	<i>Bush Fires Act 1954:</i> 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:	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister <i>Bush Fire Regulations 1954:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> 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 <i>Bush Fire Regulations 1954:</i> 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.	<ol style="list-style-type: none"> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> 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 <i>Bush Fire Regulations 1954:</i> 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.	<ol style="list-style-type: none"> 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)]. <ol style="list-style-type: none"> 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

	<p>on land used as a landing ground for an aeroplane [r.39B(3)].</p> <p>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)].</p> <p>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)].</p>
Council Conditions on this Delegation:	NIL
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
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	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> 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:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>
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	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> 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:	<ol style="list-style-type: none"> 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	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954</i> 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: <ol style="list-style-type: none"> 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	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> 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: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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 <i>Local Government Administration Regulations (1996) Regulation 19</i> , 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	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011</i> <i>Cat Act Regulations 2012</i>
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:	<i>Cat Act 2011:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976</i>
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: <ol style="list-style-type: none"> 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:	<i>Dog Act 1976:</i> 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.
Version Control:	15 April 2026 Council Resolution No: 13721

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	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation
Express Power or Duty Delegated:	<i>Food Act 2008:</i> 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: <ol style="list-style-type: none"> 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

	<p>the time for payment of modified penalties (s.126(6)) and determining withdrawal of an infringement notice (s.126(7)).</p> <p>The Environmental Health Officer is delegated:</p> <ol style="list-style-type: none"> 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 – <i>Food Regulations 2009</i> 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:	15 April 2026 Council Resolution No: 13721

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	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>The Graffiti Vandalism Act 2016</i>
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:	<i>Graffiti Vandalism Act 2016:</i> 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:	15 April 2026 Council Resolution No: 13721

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	<i>Health (Asbestos) Regulations 1992:</i> r.15D(7) Infringement Notices
Express Power or Duty Delegated:	<i>Health (Asbestos) Regulations 1992:</i> 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 <i>Criminal Procedure Act 2004</i> 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 <i>Health (Asbestos) Regulations 1992</i> 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:	15 April 2026 Council Resolution No: 13721

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	<i>Public Health Act 2016</i> <i>s21 Enforcement agency may delegate</i>
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> <i>s24(1) and (3) Designation of authorised officers</i>
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.	<ol style="list-style-type: none"> 1. Authority to designate a person or class of persons as authorised officers for the purposes of: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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:	<i>Public Health Act 2016</i> <i>s21 Enforcement agency may delegate</i>
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:	15 April 2026 Council Resolution No: 13721

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	<i>Local Government Act 1995</i> <i>s.5.42(1)(b) Delegation of some powers and duties to CEO</i> s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Planning and Development Act 2005</i> <i>s.214 (2), (3) and (5). Illegal development</i> <i>Shire of Pingelly Town Planning Scheme No. 3</i>
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.	<ol style="list-style-type: none"> 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; <ol style="list-style-type: none"> 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:	<ol style="list-style-type: none"> 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:	15 April 2026 Council Resolution No: 13721

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	<i>Planning and Development Act 2005</i> s.162 <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2 <i>Local Government Act 1995</i> s.5.42 Delegation of some powers or duties to CEO s.5.43 Limitations on delegations to CEO
Express Power or Duty Delegated:	<ul style="list-style-type: none"> • <i>Planning and Development Act 2005</i> • Clause 82, Schedule 2, Part 10 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, Schedule 2 Deemed Provisions for Local Planning Schemes. • Town Planning Scheme No. 3 • <i>Strata Titles Act 1985</i> 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.	<ol style="list-style-type: none"> 1. Authority to exercise any of the local government's powers or the discharge of any of the local government's duties under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, 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, <i>Planning and Development Act 2005</i>).
Council Conditions on this Delegation:	<p>Specific Land uses This power of delegation does not extend to determining applications for development approval relating to the following land uses:</p> <ul style="list-style-type: none"> • Industry - Extractive • Uses of land not listed in the zoning table <p>Exclusions to Delegated Authority This power of delegation does not extend to approving applications for development approval in the following categories:</p> <ol style="list-style-type: none"> 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

	<p>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).</p> <p>g) Reconsiderations of applications in accordance with Section 31 of the State Administrative Tribunal Act 2004.</p>
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:	15 April 2026 Council Resolution No: 13721

14.2 Pingelly Accommodation Action Plan

File Reference:	ADM0350
Location:	Pingelly Townsite
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Pingelly Accommodation Action Plan
Previous Reference:	Nil

Summary

Council is requested to adopt the Pingelly Accommodation Action Plan following broad consultation with the community.

Background

The Shire of Pingelly is experiencing significant and worsening accommodation and housing pressures. The current shortage of both short-term tourist accommodation and long-term residential housing is limiting the Shire's ability to attract and retain workers, support local businesses, and accommodate visitors during events and peak periods.

In response to these challenges, Shire staff have prepared the Pingelly Accommodation Action Plan (the Plan). The Plan identifies the following twelve actions across the spectrum of accommodation as follows:

- Action 1 – Premium Tourist Park: Develop a premium tourist park at Review Street, replacing the existing caravan park. Stage 1 provides 8 powered ensuite sites and 10 powered sites at an estimated cost of \$120,000.
- Action 2 – Tourist Cabins: Construct two high-quality self-contained tourist cabins at the new tourist park site at an estimated cost of \$80,000.
- Action 3 – Residential Park: Convert the existing caravan park site into a residential park of up to 20 lots for tiny homes and cabins, leased at approximately \$150 per week.
- Action 4 – Overflow Camping: Establish formal overflow camping at the Pingelly Tourism Group Headquarters to accommodate groups of 10 or more caravans at an estimated cost of \$35,000.
- Action 5 – Density Recoding: Amend the Local Planning Scheme to increase residential density coding townsite-wide, enabling greater subdivision and infill development at minimal cost.
- Action 6 – Old Hospital Site: Develop a 16-lot residential subdivision at 34 Stratford Street. An application has been submitted to the Regional Housing Support Fund (RHSF).
- Action 7 – Quartz Street Park: Develop Quartz Street Park for 10 residential lots in a mews-style configuration. An application will be submitted to the Regional Development Assistance Program (RDAP).
- Action 8 – Bodey Street: Rezone 1 Bodey Street to residential and develop larger lifestyle lots. An application will be submitted to the Regional Development Assistance Program (RDAP).
- Action 9 – Seniors Housing: Continue development of Pingelly Aged Appropriate Accommodation (PAAA) housing in conjunction with the Pingelly Somerset Alliance when funding becomes available.
- Action 10 – State Lots: Advocate for the immediate release and sale of approximately six to eight State Government-owned serviced residential lots in Pingelly.
- Action 11 – Dickens Street Lots: Construct four transportable residential houses on Shire-owned lots on Dickens Street at an estimated cost of \$480,000.

- Action 12 – Homelessness: Investigate partnership opportunities with community housing providers and homelessness services to address housing insecurity in Pingelly.

Public consultation on this plan has been carried out and feedback received.

Comment

The Plan has been advertised and modified in accordance with the consultation received. The Plan provides a strategic blueprint to tackle the accommodation issues that Pingelly is currently experiencing.

Consultation

Internal consultation has been undertaken in preparing the Plan including workshops with Council. As a result of these workshops, staff have carried out consultation on targeted questions to inform the draft Plan which then went out for further consultation. This includes discussions and correspondence with various stakeholders including the PRACC, Brookton-Pingelly Football Club, Pingelly Hockey Club, Cricket Club and public consultation with regard to the location of the tourist cabins at the PRACC.

The feedback received from this initial stage of consultation was that the preferred location for the tourist cabins is the old velodrome site. Other concerns related to the impact that tourist cabins may have on the existing accommodation in town as well as the demand for these cabins. This feedback is reflected in the draft Plan for consultation by positioning the cabins at the preferred location; reducing the number of cabins to 2 initially; Position the cabins in the premium accommodation bracket (to ensure that this accommodation is targeted to tourists rather than workers); and only allowing bookings of 1 week or less to ensure that this accommodation is targeted to tourists rather than workers. No further feedback has been received in relation to these issues during the formal consultation process.

Community feedback has been requested on the draft plan through advertising in the Pingelly Times, social media and through a community drop in session. The following feedback has been received during the consultation process either during the community workshop or arranged meetings with staff. Each numbered row corresponds to discussions with an individual resident. No formal correspondence has been received in relation to this consultation.

	Community Feedback	Officer Response
1.	Action 1 – consider adding some sites without ensuites. Good location for Tourist Park.	This is a positive suggestion and 10 powered sites without ensuites have been added by removing 2 ensuite sites.
2.	Action 3 – concern that the existing caravan park could become a 'ghetto'.	Explained that there was a maximum of 5 years per tenant after which alternative arrangements must be made. Explanation satisfied resident. No change required.
3.	Action 3 – enquiry regarding other regional towns that have used this model.	Research shows that there are mixed experiences operating residential parks. Many local governments operate these parks as well as private operators. Other regional towns that have used this model include the Shires of Busselton, Harvey, Donnybrook-Balingup, and Chittering. Successful operators:

		<p>1) develop and enforce clear guidelines for tenants; and</p> <p>2) have an on-site manager/supervisor</p>
4.	<p>This resident had considered and strategic feedback:</p> <p>Action 1 – The caravan park should remain at the existing location, as it is ideally located along the town’s main street, benefiting businesses and visitors.</p> <p>Action 2 – The cabins should be located at, and managed by the Golf Club. The cabins should be large enough to accommodate families.</p> <p>Actions 3 & 6 – A portion of the old hospital site should be developed as the residential park.</p> <p>General – The Shire should not compete with business - private investment could be encouraged. The Shire’s role is to open up land and create opportunities for permanent housing.</p>	<p>This option presents an alternative vision to the one presented. It removes any development from the vicinity of the PRACC and refocuses the actions to the main street. The feedback supports the actions of the Plan, but proposes that the developments are relocated.</p> <p>The existing caravan park is in a central location, but is not attractive to visitors and has limited potential.</p> <p>The Golf Club has not given an indication that they wish to manage the cabins or have them located at the club.</p> <p>The residential park is more suitable located in the town centre and not in a residential area.</p> <p>The development of housing solutions stimulates businesses to thrive and support existing and local business.</p>

In addition to the above, further discussions were held with the Regional Development Assistance Program (RDAP) arm of the State Government in relation to Action 8. RDAP recommended that changes to the subdivision layout to make maximum use of the southern lot as they own this lot freehold. This will increase the likelihood of the application progressing through to development.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

The Pingelly Accommodation Action Plan identifies actions with a combined estimated Shire-funded capital cost of approximately \$835,000 across all stages, subject to funding availability. Several actions are proposed to be funded through external grant programs including the Regional Housing Support Fund (RHSF) and the Regional Development Assistance Program (RDAP). The Plan does not commit Council to any expenditure at this stage. Individual actions will be brought to Council for separate consideration and budget allocation as they are progressed.

Strategic Implications

The Plan directly supports the following priorities of the Pingelly Community Plan:

Outcome 6. A great place to live	
6.1. Provide responsible planning and development.	6.1.1. Review the Local Planning Framework to ensure adequate land supply to meet growing and changing land use needs.

<p>6.2 Facilitate access to diverse and affordable housing</p>	<p>6.2.1. Seek funding to leverage affordable housing schemes run by the State and Federal governments when opportunities arise.</p> <p>6.2.4. Advocate for State and Federal governments to build more community housing for older people.</p> <p>6.2.5. Investigate options for grants or direct contributions to headworks to enable private subdivisions of land to alleviate the housing pressure.</p> <p>6.2.6. Develop a pipeline of Shire-owned service residential land for sale on the open market.</p> <p>6.2.7. Investigate options for build-to-live opportunities for additional PAAA Units.</p>
<p>Outcome 9. Visitor numbers are growing.</p>	
<p>9.1. Improve tourism infrastructure, accommodation, services and experiences.</p>	<p>9.1.5. Design and cost the development a tourist caravan park including cabins near the PRACC/Swimming Pool.</p>

Risk Implications

<p>Risk:</p>	<p>Failure to proactively address Pingelly's accommodation shortage may constrain community growth and sustainability and may lead to reputational damage if the actions in the Pingelly Community Plan are not carried out.</p>		
<p>Consequence Theme:</p>	<p>Reputational</p>	<p>Impact:</p>	<p>Minor</p>
<p>Consequence:</p>	<p>Low impact, a small number of complaints.</p>		
<p>Likelihood Rating:</p>	<p>Possible</p>	<p>Risk Matrix:</p>	<p>Medium (6)</p>
<p>Action Plan:</p>	<p>Thorough community engagement has been invited and every opportunity provided for consultation to take place.</p>		

Cr Danielle Summers leaves the Council Chambers at 2.28pm













13722 Cr Robert Howell moved, Cr Clinton Cheney seconded	
Voting Requirements: Simple Majority	
Recommendation and Council Decision:	
That Council adopts the Pingelly Accommodation Action Plan and notes that the actions contained therein are subject to funding.	
Carried Unanimously 5 votes to 0	
For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell & Cr Angela Tretheway
Against:	Nil

Cr Danielle Summers returns to the Council Chambers at 2.31pm

PINGELLY ACCOMMODATION ACTION PLAN

Meeting Current Needs • Preparing for Future Growth

ACCOMMODATION ACTION PLAN

<p>① TOURIST PARK</p>  <p>Premium Park on Review Street 30 sites • <i>Ensuites</i> • <i>Landscaping</i> Stage 1 - \$120,000</p>	<p>② TOURIST CABINS</p>  <p>Premium accommodation 2 cabins • \$200+/night \$80,000</p>	<p>③ RESIDENTIAL PARK</p>  <p>Low-barrier entry housing 20 lots • \$150/week lease Stage 1 - \$20,000</p>
<p>④ OVERFLOW CAMPING</p>  <p>PTG HQ large groups 10+ caravan capacity \$35,000</p>	<p>⑤ DENSITY RECODING</p>  <p>Unlock latent supply Townsite-wide increase Minimal</p>	<p>⑥ OLD HOSPITAL SITE</p>  <p>34 Stratford Street 16 lots RHSF funded</p>
<p>⑦ QUARTZ ST PARK</p>  <p>Mews-style subdivision 10 lots RDAP funded</p>	<p>⑧ BODEY STREET</p>  <p>Rezone & develop Larger Lots RDAP funded</p>	<p>⑨ SENIORS HOUSING</p>  <p>PAAA with PSA Housing cascades Grant Funded</p>
<p>⑩ STATE LOTS</p>  <p>Serviced & ready now Advocacy • Immediate Nil</p>	<p>⑪ DICKENS ST LOTS</p>  <p>Construct alternative dwellings 2-4 units • Shire-owned 1st Dwelling - \$120,000</p>	<p>⑫ HOMELESSNESS</p>  <p>Advocacy & partnerships Investigate, Facilitate, Advocate Nil</p>

STRATEGIC CONTEXT

Existing Housing and Accommodation Challenges

Pingelly currently faces significant accommodation and housing demand that limits economic growth and community sustainability. The need for additional houses and housing lots is demonstrated by:

- The very few houses available for purchase or lease
- The speed at which for purchase or lease houses are snapped up – many of which do not even make it to the open market
- The number of permanent residents at the caravan park
- The number of enquiries received by the Shire for vacant housing and housing lots from both private individuals and businesses
- The waiting list for PAAA housing

This unmet demand impacts Pingelly's ability to attract and retain workers, support local businesses, accommodate visitors during events, and provide housing pathways for residents. The permanent residents at the caravan park also affects tourism potential—grey nomads and touring visitors currently are unable to stay in Pingelly. This represents significant lost tourism revenue and missed opportunities to capture the growing regional tourism market.

Current Short Term Accommodation Inventory

Facility	Rooms/Sites
Pingelly Motel	12
Exchange Tavern	14
Pingelly Hotel	17
Airbnb Properties	2
Caravan Park (Powered)	17 sites
Caravan Park (unpowered)	5 sites
Free RV Park (72 Hours)	Open
TOTAL COMMERCIAL ROOMS/SITES	67

Note: The Free RV Park will be retained without change.

Additional Pressure: Narrogin Renewable Energy Zone

These existing accommodation pressures will be significantly intensified by the emerging Narrogin Renewable Energy Zone. The NREZ represents over \$18 billion in proposed renewable energy investment within a 45-minute radius of Narrogin, as below:

	Estimated Cost	Construction Jobs (Peak)	Permanent Jobs
Narrogin Wind Farm	\$650M	250	15
Narrogin Solar Farm & BESS	\$400M	150	5
Narrogin BESS Project	\$400M	150	5
Narrogin Biodiesel Plant	\$400M	150	30
Narrogin East Wind, Solar & BESS	\$800M	450	8
Bellwether Wind Farm	\$6,000M	750	40
Ambrosia Wind Farm	\$1,200M	350	20
Dardadine Wind Farm	\$2,400M	400	15
West Arthur Wind Farm	\$2,000M	350	12
North Williams Wind Farm	\$1,800M	300	10
State Transmission Lines (within NREZ)	\$2,000M	TBD	TBD
Total	\$18,050M	3,300	160

Construction periods typically last 12-24 months. The concentration of multiple overlapping projects will create sustained accommodation demand. While a number of these projects are more than 1 hour from Pingelly, the demand will far exceed Narrogin's capacity, inevitably creating overflow pressure on surrounding communities including Pingelly. Without proactive planning, Pingelly risks being unable to accommodate this demand while simultaneously failing to address its existing housing shortfall—missing both the economic opportunities and the community development imperatives.

1

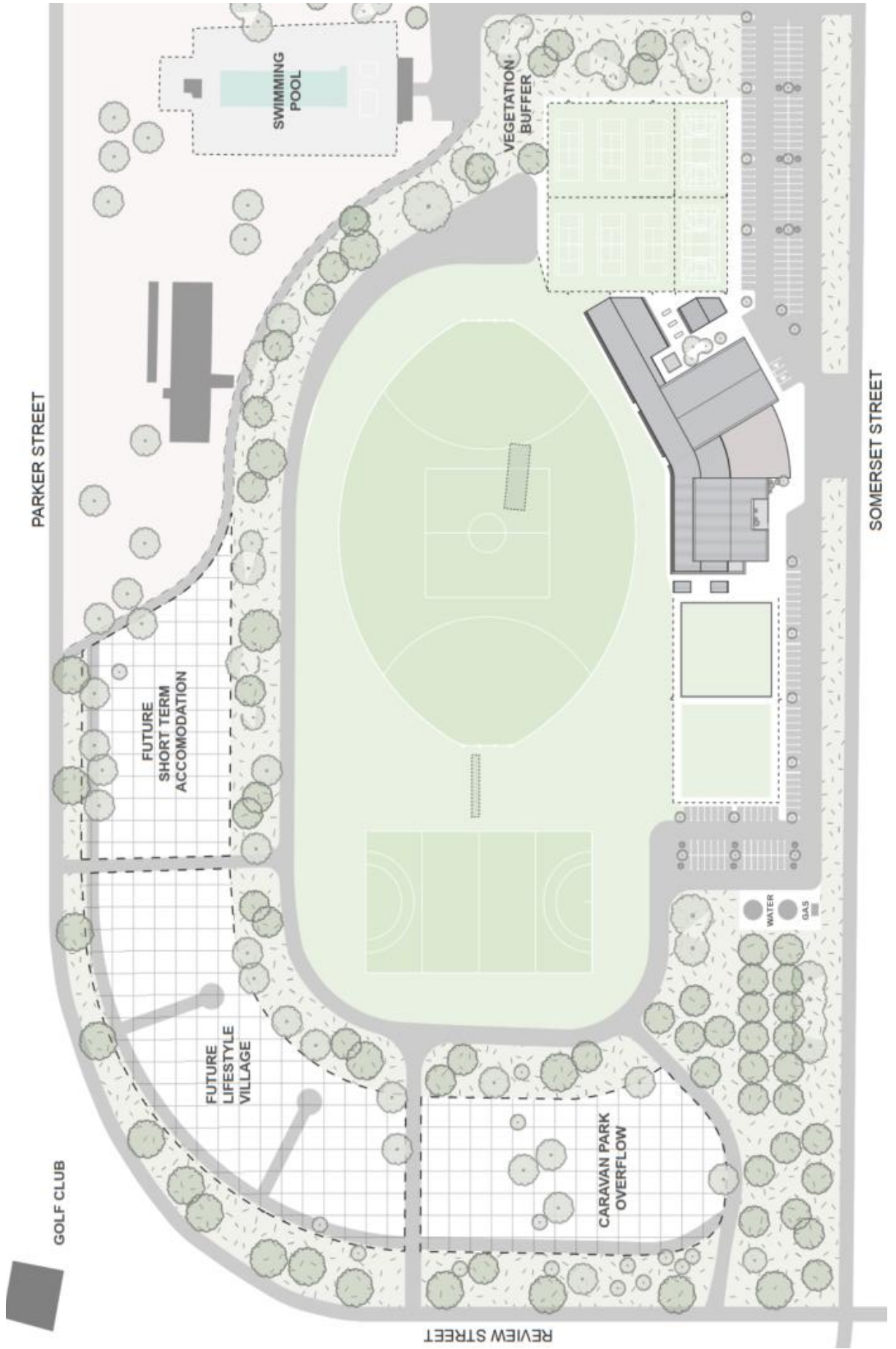
Action 1: Premium Tourist Park

Description	Develop a Premium Tourist Park at Review Street replacing the existing caravan park (see page 8)
Rationale	The new site offers a larger footprint allowing for improved layout with generous spacing between sites, landscaping, shade vegetation, and amenity upgrades. This premium facility will attract grey nomads and quality-seeking tourists who currently bypass Pingelly due to lack of suitable accommodation.
Capacity	Stage 1: 8 powered sites with ensuite facilities and 10 powered sites without ensuite facilities. Stage 2: 12 powered sites with ensuite facilities if demand requires.
Features	<ul style="list-style-type: none"> • Individual ensuite facilities rather than central amenity block • Extensive landscaping and vegetation and generous spacing between sites for a premium feel • Location away from main street attracts tourists seeking a peaceful getaway • Maximum stay of 2 weeks
Management	Managed by the Craft Shop and Visitors Centre
Estimated Cost	<p>Stage 1: \$10,000 per ensuite bay x 8 sites + \$4,000 per powered bay x 10 sites = \$120,000</p> <p>Stage 2: \$10,000 per bay x 12 sites = \$120,000</p> <p>Fees for ensuite sites are estimated at \$40 for the first night and \$30 for subsequent nights. Fees for powered sites are estimated at \$30 for the first night and \$25 for subsequent nights. At an occupancy rate of 40% (146 days per year), the return on investment will be 1 year 11 months.</p>

The current central location limits expansion potential and constrains the facility to basic amenities that do not meet contemporary tourist expectations. By relocating to Review Street, the Shire can develop a destination tourist park that attracts discretionary tourist spending rather than simply providing utilitarian accommodation. The larger site allows for individual ensuite facilities—a key drawcard for grey nomads and touring families who increasingly expect hotel-standard amenities. Generous spacing between sites, mature vegetation for shade, and landscaped surrounds create an appealing environment that encourages longer stays and repeat visitation.

The Review Street location (marked ‘Caravan Park Overflow’) offers strategic proximity to existing recreational infrastructure including the golf course and PRACC facility, creating opportunities for packaged experiences that enhance Pingelly’s tourism value proposition. This follows the original PRACC Masterplan and Business Plan.

PRACC Masterplan 2015



2

Action 2: Tourist Cabins

Description	Construct two high-quality cabins at the new tourist park site suitable for families of 4 people.
Rationale	These premium, accessible cabins target the tourist market and fill a significant gap in Pingelly's accommodation offering. Tourists seeking cabin accommodation currently travel to the neighbouring towns—this development will capture that market segment locally.
Capacity	Initial development: 2 premium tourist cabins. Design allows for expansion if required. A decision on expansion can consider any impact on existing accommodation options in Pingelly and the cabin's occupancy rate.
Features	<ul style="list-style-type: none"> • Priced at \$200+ per night to differentiate from worker accommodation (approx. \$125 per night) and align with Airbnb and neighbouring town's pricing. • Suitable for families of 4 people to differentiate from worker accommodation.
Management	Managed by the PRACC to align with various events occurring at that facility and to provide an additional income stream. This creates operational synergies e.g. shared cleaning.
Estimated Cost	<p>\$40,000 per cabin x 2 cabins = \$80,000</p> <p>At an occupancy rate of 40% (146 days per year), a 50% capital return (\$100 per night), the return on investment will be 2 years 9 months.</p>

Premium cabin accommodation represents the fastest-growing segment of regional tourism accommodation, appealing to visitors who want the outdoor experience of tourist park environments but prefer fixed accommodation with hotel-standard amenities. Neighbouring towns have successfully captured this market, demonstrating clear demand in the Wheatbelt region. At \$200+ per night, these cabins generate significantly higher revenue per guest than traditional caravan sites while requiring minimal ongoing operational input once constructed.

This development diversifies Pingelly's accommodation offering, providing options for visitors across different budget levels and preferences. The initial two cabin development allows market testing with minimal risk aligned with minimal capital investment. If the occupancy rate is 40% or higher and there is no demonstrated impact on existing accommodation options in Pingelly more cabins can be built.

Premium Tourist Park and Tourist Cabin Concept Plan

The below plan is an indicative concept plan for the premium tourist park and two tourist cabins at the location marked 'Caravan Park Overflow' on the PRACC Masterplan 2015 (page 6).

The historical velodrome is articulated by a circular track. This is intersected by an access track coming from the south linking to Somerset Street and turning towards the east linking to Review Street. South of this access track there is a Communal Area, with opportunity for a camp kitchen and games area at a later date. It is intended that there will be substantial tree planting and landscaping across the whole site to provide shade and a pleasant environment for tourists.

The tourist park north of the access track is Stage 1, south of the access track is Stage 2. The camping areas (grey rectangles) shown are spaced widely apart, some adjacent to an ensuite (black square) containing an accessible toilet and shower and access to power. Some other camping areas are adjacent to a black dot representing connection to power only.

The two tourist cabins (red rectangles) are approximately 28m² and are located close to the entrance off Review Street for easy access. If additional cabins are to be constructed, these can be located between the Swimming Pool and Oval. This provides a choice for tourists between the cabins at this location and those near the Swimming Pool.



3

Action 3: Residential Park

Description	Divide the existing caravan park site into small lots suitable for tiny homes and cabins. Each lot will be fully serviced (power, water, sewer) and leased for 5-year terms.
Rationale	This development is intended as a low-barrier entry point for people wanting to live in Pingelly, with the expectation that residents will transition to conventional housing when available.
Capacity	This will be staged to have 2-3 lots available (total 20 lots).
Features	<ul style="list-style-type: none"> • Only tiny homes/cabins permitted (no caravans or RVs) • Each dwelling must have its own ablution and kitchen facilities • Each dwelling must comply with the definition of ‘Park Home’ or Class 1A building. • All lots fully serviced with utilities
Management	<p>Managed directly by the Shire of Pingelly. Leases are approx. \$150/week including utilities. Leases are provided under <i>Residential Parks (Long-stay Tenants) Act 2006</i></p> <p>Lease options: Option 1: Build & Live - 5-year lease (lessee builds and occupies dwelling for up to 5 years) Option 2: Build & Rent - 15-year lease (lessee builds dwelling and rents it out for max 5 years per tenant)</p>
Estimated Cost	To be determined based on detailed site assessment and service extension requirements

The residential park addresses a critical gap in Pingelly's housing continuum—the absence of low-barrier entry options for people wanting to establish residence. At \$150 per week, these lots provide an affordable pathway for workers, young families, and others who cannot access traditional housing due to limited rental availability or deposit requirements. The 5-year lease terms offer security of tenure while the serviced lots allow residents to establish a genuine home base. The restriction of a maximum of 5 years for any one tenant (in both Build & Live and Build & Rent options) ensures that the residential park retains its purpose and does not devolve into a long-term accommodation solution. This model has proven successful in other regional communities facing similar housing constraints.

The multi-stage development approach (20 lots total) creates accommodation capacity equivalent to a substantial residential subdivision in the near term. Long-term residents currently occupying the existing caravan park can transition to this purpose-built facility, freeing the new Review Street tourist park to focus on tourism. The requirement for tiny

homes/cabins with individual ablutions ensures appropriate amenity standards while the prohibition on caravans/RVs maintains the development's residential character.

This development also supports workforce attraction and retention for renewable energy projects—workers can establish Pingelly residence through the residential park, then transition to conventional housing as availability permits, supporting long-term community sustainability rather than transient workforce churn.



- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Caravans | <input checked="" type="checkbox"/> Tiny Homes on Wheels | <input checked="" type="checkbox"/> Permanent Houses |
| <input checked="" type="checkbox"/> Camper Trailers | <input checked="" type="checkbox"/> Tiny Homes without Wheels | <input checked="" type="checkbox"/> Tourists |
| <input checked="" type="checkbox"/> RVs | <input checked="" type="checkbox"/> Transportable Cabins | <input checked="" type="checkbox"/> Workers |

4

Action 4: Overflow Camping

Description	Establish a formal overflow camping park at the Pingelly Tourism Group Headquarters (PTG HQ)
Rationale	To accommodate large groups of caravans, particularly during events, caravan clubs, or peak tourism periods.
Capacity	Designed to accommodate groups of 10+ caravans
Management	This facility will be managed by the Pingelly Tourism Group
Estimated Cost	\$35,000 to provide powered sites. This funding is the primary responsibility of the PTG, although grants and other funding may be available. Ablutions can be brought to site for events if needed.

Large group travel represents a significant but currently unserved market segment for Pingelly. Caravan clubs, grey nomad convoys, and organised tour groups often travel in groups of 10-20 vehicles, requiring facilities that can accommodate the entire group together. Without suitable overflow capacity, these groups bypass Pingelly entirely, representing substantial lost tourism revenue from meals, fuel, supplies, and local spending. The PTG HQ location offers sufficient space for large groups while leveraging existing infrastructure.



5

Action 5: Increase Density Coding

<p>Description</p>	<p>Amend the Local Planning Scheme to increase low residential density coding in select locations throughout Pingelly, enabling more efficient use of existing residential land as below:</p> <ul style="list-style-type: none"> • Recode R2.5/5 land to R5/10 • Recode R10/20 land to R12.5/25
<p>Rationale</p>	<p>Enables subdivision of existing lots and higher-density development options, increasing housing supply without requiring new land release.</p> <p>This change will provide landowners the option to subdivide their land or build an additional dwelling on the land. Alternatively, landowners can continue to enjoy their land without change.</p>
<p>Management</p>	<p>This density increase will have no impact on the landowner’s rates, unless subdivided or an addition dwelling is constructed.</p>
<p>Estimated Cost</p>	<p>This cost is minimal and can be absorbed in the current budget.</p>

Residential density coding directly constrains housing supply by limiting subdivision and development options on existing residential land. The Shire has received a number of enquiries regarding subdividing parcels of land currently zoned R2.5/5 and R10/20. Increasing density coding from R2.5/5 to R5/10 and R10/20 to R12.5/25 enables existing landowners to subdivide large lots, creating new residential allotments without requiring Shire investment in new infrastructure or land acquisition.

This regulatory reform multiplies the effectiveness of all other actions in this plan—new subdivisions at higher densities yield more lots per hectare, existing residents can downsize by subdividing and selling portions of their land, and developers find projects more financially viable due to improved lot yield. The Local Planning Scheme amendment process requires State government approval but involves minimal cost compared to infrastructure-intensive initiatives. This action represents high-impact, low-cost intervention that unlocks latent housing supply across the townsite.

6

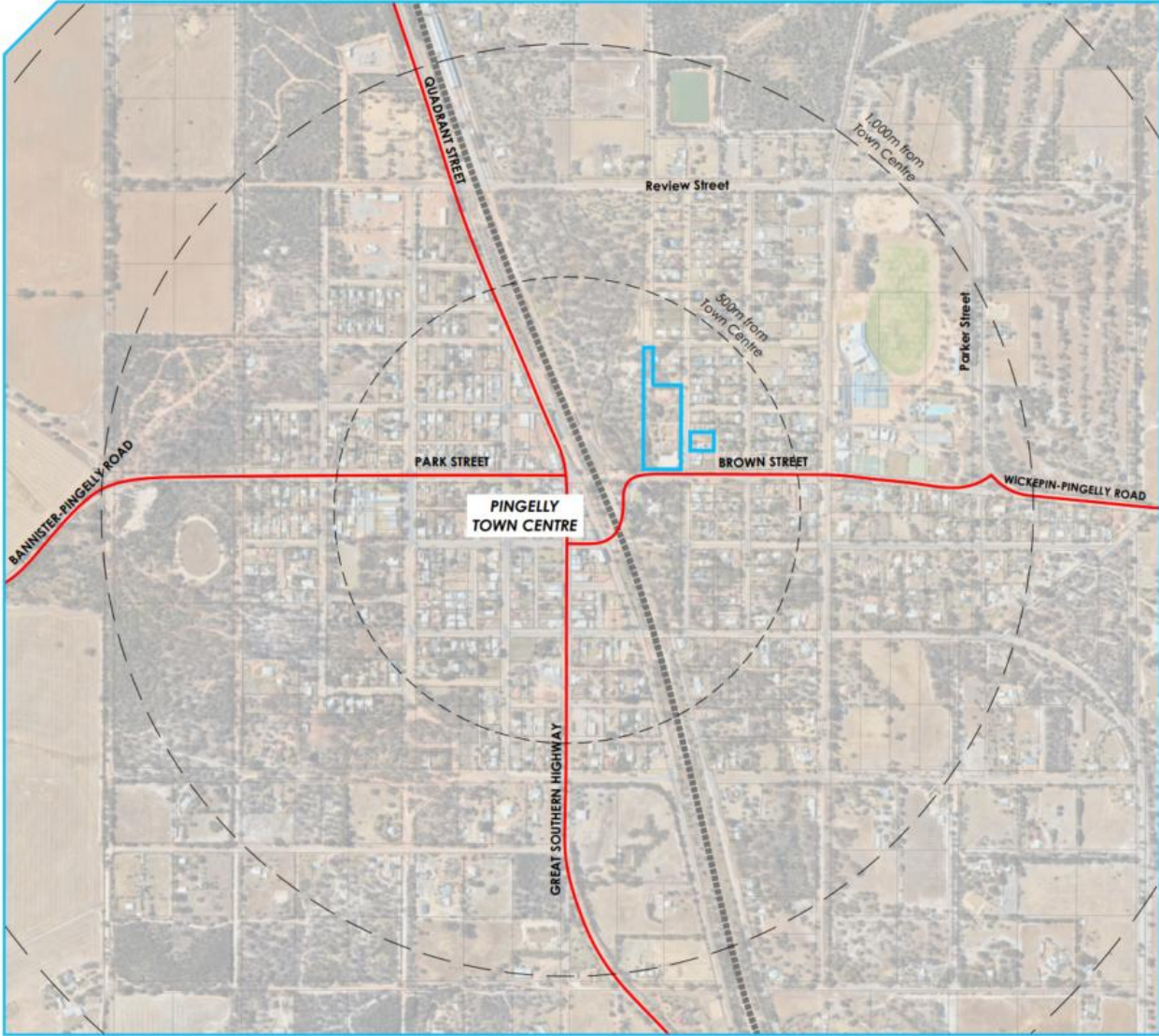
Action 6: Old Hospital Site

Description	Develop a 16-lot residential subdivision on the old hospital site at 34 Stratford Street. The site is owned freehold by the Shire and is suitable for residential development.
Rationale	This subdivision is intended to directly tackle Pingelly’s housing needs.
Capacity	16 lots ranging between 500m ² and 800m ² . It is estimated that this subdivision will take a minimum of 2 years. It is likely that this will be a staged subdivision with the lots accessed directly from Stratford St released first.
Features	Services are available to the site boundaries.
Management	This will be developed by the Shire of Pingelly and sold as vacant serviced lots.
Estimated Cost	Application submitted to the Regional Housing Support Fund (RHSF)

The old hospital site represents Pingelly’s most significant opportunity for immediate residential land supply expansion. It is the largest freehold land owned by the Shire and therefore is uniquely suitable for residential development. The 16-lot configuration at 500-800m² lot sizes aligns with contemporary housing preferences—sufficiently large for family homes while avoiding the land inefficiency of traditional quarter-acre blocks. This scale of development provides meaningful housing supply increase in the context of Pingelly’s limited market.



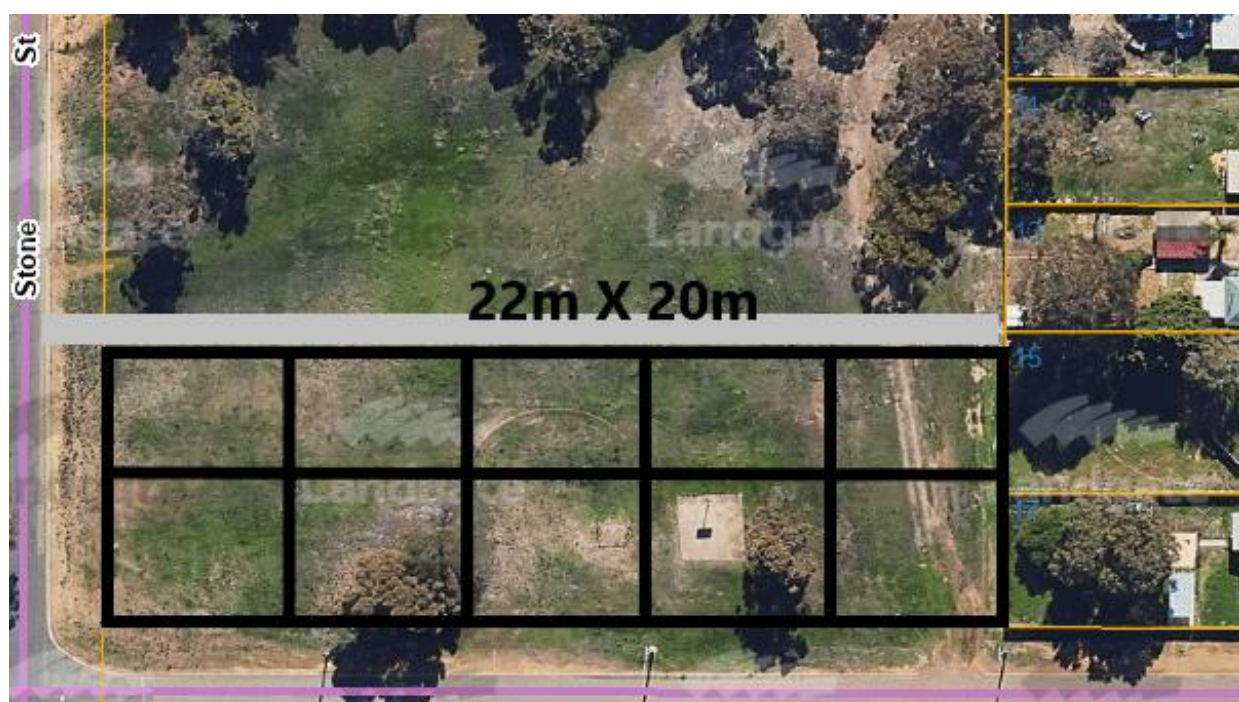
The Regional Housing Support Fund specifically targets projects with a feasibility gap—enabling regional communities to address housing shortfalls that constrain economic development and population growth. The 16-lot development creates opportunities for both new home construction and land investment, potentially attracting builders and developers who can deliver housing stock. Even if lots are purchased but not immediately built upon, the existence of available residential land sends important market signals that Pingelly is growth-ready, supporting business investment and worker recruitment for renewable energy projects and other economic opportunities.



Description	Develop the rear portion of Quartz Street Park for residential lots in a mews-style configuration. Homes will face onto the park, providing passive surveillance and reducing the overall park footprint while creating new housing stock.
Rationale	This subdivision will directly tackle Pingelly's housing needs.
Capacity	10 residential lots of between 440m ² each
Features	Water, sewer, and power are located close to the site boundary, facilitating cost-effective connection
Management	This will be developed by the State Government and sold as vacant serviced lots.
Estimated Cost	Application to the Regional Development Assistance Program (RDAP) for State government delivery

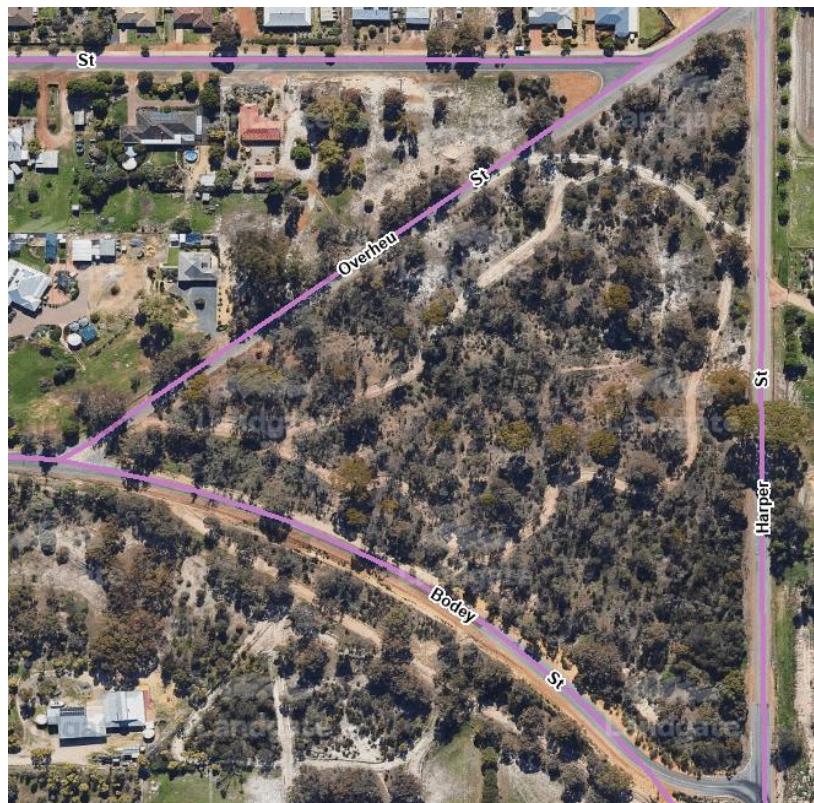
The development enhances the park's amenity while creating valuable residential lots. Homes facing onto the underused park provide passive surveillance, improving safety and activation of the public space.

This design approach is recognised in urban planning as superior to parks with rear boundaries, which often become neglected. The reduction in overall park size is offset by improved quality and usage of the remaining space. The RDAP pathway offers potential for State government delivery, reducing financial burden on the Shire while still achieving the housing supply objective.



Description	Rezone 1 Bodey Street to residential and develop for large residential lots.
Rationale	This subdivision will directly tackle Pingelly's housing needs.
Capacity	Unknown
Features	Water, sewer, and power are located close to the site boundary, facilitating cost-effective connection The site has significant trees which must be retained, while managing the bushfire risk. These issues may be managed by creating larger lifestyle lots, however these lots have increased servicing cost per lot.
Management	This will be developed by the State Government and sold as vacant serviced lots.
Estimated Cost	Application to the Regional Development Assistance Program (RDAP) for State government delivery

This site represents additional residential land supply potential, further diversifying Pingelly's housing options. Like the Quartz Street Park development, the site benefits from proximity to existing services, minimising infrastructure investment required. Rezoning and development through the RDAP process leverages State government resources and expertise, providing professional subdivision design and delivery without exhausting limited Shire resources.



9

Action 9: Seniors Housing

Description	Continue development of Pingelly Aged Appropriate Accommodation (PAAA) housing in conjunction with the Pingelly Somerset Alliance (PSA) when funding becomes available.
Rationale	Provide age-appropriate housing for seniors, enabling downsizing and freeing up larger family homes for rental or purchase by working families
Features	Significant capacity for additional units adjacent to current PAAA units.
Management	Managed by Pingelly Somerset Alliance (PSA)
Estimated Cost	Subject to funding availability

Age-appropriate housing development addresses a critical but often overlooked component of regional housing systems. Many seniors occupy large family homes suitable for working families but cannot access appropriate downsizing options due to lack of suitable smaller dwellings. This creates housing market gridlock—seniors remain in oversized homes while families seeking larger properties find none available. PAAA housing breaks this logjam by providing quality age-appropriate accommodation that enables seniors to downsize while remaining in their community.



The partnership with PSA leverages established management expertise and community trust, ensuring PAAA housing is professionally managed with appropriate support services. While subject to funding availability, PAAA housing represents strategic investment in housing – building smaller, cheaper houses freeing up housing more suitable for families.

10

Action 10: State Lots

Description	Advocate for the release and sale of existing State Government-owned residential lots in Pingelly.
Rationale	These lots, estimated to be approx. 6 – 8 in total are currently serviced and ready for development but remain held by the State, representing immediate housing supply that requires no subdivision or infrastructure investment.
Capacity	Formal advocacy to Department of Planning, Lands and Heritage and relevant ministers requesting immediate release of State-owned residential lots to the market
Management	These vacant lots will be identified and sold by the State Government
Estimated Cost	Nil (advocacy only)

State Government land holdings in regional towns often include serviced residential lots that remain undeveloped for extended periods, constraining housing supply while publicly-owned, ready-to-build land sits idle. These lots are fully serviced with power, water, and sewer connections already in place, representing the fastest possible pathway to increase housing availability. Unlike subdivision projects requiring planning, infrastructure investment, and construction timelines measured in years, State Government lot release can provide immediate market availability once administrative processes are completed.

The release of State-owned lots demonstrates government commitment to addressing regional housing shortages through concrete action. For Pingelly, these lots represent 'shovel-ready' housing opportunities that can respond to immediate demand from renewable energy workers and families.

Description	Construct 4 transportable residential houses on Shire-owned lots on Dickens Street.
Rationale	These units will provide immediate rental or affordable purchase housing options and demonstrate alternative building methods.
Capacity	2 residential houses on each of the 2 lots on Dickens Street. These lots are dual frontage with Quiver Street. Drainage is a significant consideration for these sites.
Management	1 house will be developed initially as a proof of concept for alternative transportable/modular houses, followed by the remaining houses.
Estimated Cost	The funding for this action has not been secured. \$120,000 X 4 houses = \$480,000

Direct construction of residential units on Shire-owned land increases the return on investment compared with simply selling the land. The construction of alternative transportable/modular houses reduces the overall price and speeds delivery, compared with traditional building methods. In addition, the use of these methods, if successful, will give confidence to others, facilitating investment and innovation. Upon completion, the houses can be used for staff accommodation, leased or sold.



Description	Investigate partnership opportunities with community housing providers and homelessness services to jointly address homelessness and housing insecurity in Pingelly.
Rationale	Engage with the professionals in this space to
Capacity	<ul style="list-style-type: none"> • Encourage and facilitate a local organisation to become community housing provider • Investigate options to partner with organisations such as Foundation Housing or Southern Aboriginal Corporation to facilitate community housing programs (e.g. peppercorn lease arrangements) • Advocate to State Government for regional crisis accommodation funding servicing Pingelly
Management	Facilitation, advocacy, and coordination only. No direct service delivery or capital construction.
Estimated Cost	Nil (staff time for advocacy and coordination only)

Regional homelessness is often invisible—people couch-surfing, living in vehicles, or in unsafe temporary arrangements. Pingelly currently has no dedicated crisis accommodation or homelessness services.

The Shire's role is facilitation and advocacy, not direct service delivery. Community housing providers, homelessness services, and support organizations have specialized expertise, funding access, and service delivery capacity that Shires lack.

By facilitating partnerships with organizations like Foundation Housing, St Vincent de Paul, or Ruah Community Services, the Shire can enable solutions and support services without capital investment or operational responsibility.

Persistent advocacy positions regional homelessness as a State Government responsibility requiring funding and coordination, particularly given the scale of renewable energy development transforming the Wheatbelt.

Implementation Plan

ACTION	LEAD AGENCY	DEPENDENCY
① TOURIST PARK	Shire of Pingelly	Funding
② TOURIST CABINS	Shire of Pingelly	Funding
③ RESIDENTIAL PARK	Shire of Pingelly	Funding
④ OVERFLOW CAMPING	Pingelly Tourism Group	Funding
⑤ DENSITY RECODING	Shire of Pingelly	Approvals
⑥ OLD HOSPITAL SITE	Regional Housing Support Fund	Approvals
⑦ QUARTZ ST PARK	Regional Development Assistance Program	Approvals
⑧ BODEY STREET	Regional Development Assistance Program	Approvals
⑨ SENIORS HOUSING	Shire of Pingelly and Pingelly Somerset Alliance	Funding
⑩ STATE LOTS	Department of Lands	Approvals
⑪ DICKENS ST LOTS	Shire of Pingelly	Funding
⑫ HOMELESSNESS	Department of Communities	Advocacy

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1. Monthly Statement of Financial Activity – March 2026

File Reference:	ADM0075
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Manager Finance
Disclosure of Interest:	Nil
Attachments:	15.1 (i) Monthly Statement of Financial Activity 15.1 (ii) Variances at Sub Program Level 15.1 (iii) 2025 2026 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 2026 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 2026.

Operating revenue is above year to date budget by 0.18% or \$7,656 and operating expenditure against the year-to-date budget is down by 0.85% or \$51,896

A comparative cash position against last year is shown below:

	31/03/2026	31/03/2025
Current Position	1,995,156	3,991,522
Municipal Bank	736,589	2,850,562
Reserve Bank	1,258,567	1,140,960
Rates Collected	2,498,671	2,385,301

Capital expenditure is lower than anticipated YTD, please refer to Note 5 for further information.

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 2025/26.

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.		

13723 Cr Clinton Cheney moved, Cr Bryan Hotham 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 2026 be accepted and material variances be noted.

Carried Unanimously 6 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers & 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 2026

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 2026

Note	Adopted	YTD		Variance*	Variance*	Var.
	Budget Estimates	Budget Estimates	YTD Actual	\$	%	
	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
	\$	\$	\$	\$	%	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates		2,617,583	2,617,583	2,616,338	(1,245)	(0.05%)
Grants, subsidies and contributions		1,354,310	1,102,723	1,134,254	31,531	2.86%
Fees and charges		438,360	386,183	398,967	12,784	3.31%
Interest revenue		107,839	87,042	52,571	(34,471)	(39.60%)
Other revenue		89,750	69,189	71,203	2,014	2.91%
Profit on asset disposals		18,000	18,000	15,043	(2,957)	(16.43%)
		4,625,842	4,280,720	4,288,376	7,656	0.18%
Expenditure from operating activities						
Employee costs		(2,301,955)	(1,709,282)	(1,702,402)	6,880	0.40%
Materials and contracts		(1,752,231)	(1,365,399)	(1,353,756)	11,643	0.85%
Utility charges		(224,575)	(171,453)	(138,045)	33,408	19.49%
Depreciation		(3,303,900)	(2,480,188)	(2,525,187)	(44,999)	(1.81%)
Finance costs		(87,746)	(46,397)	(45,332)	1,065	2.30%
Insurance		(241,847)	(241,847)	(247,693)	(5,846)	(2.42%)
Other expenditure		(78,981)	(70,067)	(38,844)	31,223	44.56%
Loss on asset disposals		(18,522)	(18,522)	0	18,522	100.00%
		(8,009,757)	(6,103,155)	(6,051,259)	51,896	0.85%
Non cash amounts excluded from operating activities	2(c)	3,304,422	2,480,710	2,501,623	20,913	0.84%
Amount attributable to operating activities		(79,493)	658,275	738,740	80,465	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions		2,281,501	1,578,828	538,220	(1,040,608)	(65.91%)
Proceeds from disposal of assets	6	60,500	18,000	15,043	(2,957)	(16.43%)
Proceeds from financial assets at amortised cost - self supporting loans		25,699	11,865	11,865	0	0.00%
		2,367,700	1,608,693	565,128	(1,043,565)	(64.87%)
Outflows from investing activities						
Acquisition of property, plant and equipment	5	(1,278,350)	(1,171,350)	(675,386)	495,964	42.34%
Acquisition of infrastructure	5	(2,514,782)	(1,549,288)	(772,983)	776,305	50.11%
		(3,793,132)	(2,720,638)	(1,448,369)	1,272,269	46.76%
Amount attributable to investing activities		(1,425,432)	(1,111,945)	(883,241)	228,704	20.57%
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	4	294,000	0	0	0	0.00%
		294,000	0	0	0	0.00%
Outflows from financing activities						
Payments for principal portion of lease liabilities	11	(78,289)	(19,373)	(19,373)	0	0.00%
Repayment of borrowings	10	(241,805)	(119,396)	(119,396)	0	0.00%
Transfer to reserves		(41,499)	0	(18,418)	(18,418)	0.00%
		(361,593)	(138,769)	(157,187)	(18,418)	(13.27%)
Amount attributable to financing activities		(67,593)	(138,769)	(157,187)	(18,418)	(13.27%)
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a)	1,831,907	1,831,907	1,813,033	(18,874)	(1.03%)
Amount attributable to operating activities		(79,493)	658,275	738,740	80,465	12.22%
Amount attributable to investing activities		(1,425,432)	(1,111,945)	(883,241)	228,704	20.57%
Amount attributable to financing activities		(67,593)	(138,769)	(157,187)	(18,418)	(13.27%)
Surplus or deficit after imposition of general rates		259,389	1,239,468	1,511,346	271,878	21.94%

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.

SHIRE OF PINGELLY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2026

	Actual 30 June 2025	Actual as at 31 March 2026
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	2,760,522	1,995,156
Trade and other receivables	982,873	1,411,381
Other financial assets	85,414	73,549
Inventories	5,637	37,298
TOTAL CURRENT ASSETS	3,834,446	3,517,384
NON-CURRENT ASSETS		
Trade and other receivables	72,645	72,645
Property, plant and equipment	29,172,907	29,219,395
Infrastructure	85,195,935	84,104,521
Right-of-use assets	306,228	274,336
TOTAL NON-CURRENT ASSETS	114,747,715	113,682,762
TOTAL ASSETS	118,582,161	117,200,146
CURRENT LIABILITIES		
Trade and other payables	344,004	296,515
Contract liabilities	294,117	308,023
Capital grant/contributions liabilities	64,540	79,540
Lease liabilities	78,232	58,859
Borrowings	241,504	122,108
Employee related provisions	251,808	251,808
TOTAL CURRENT LIABILITIES	1,274,205	1,116,853
NON-CURRENT LIABILITIES		
Lease liabilities	18,881	18,881
Borrowings	1,769,849	1,769,849
Employee related provisions	109,090	109,090
TOTAL NON-CURRENT LIABILITIES	1,897,820	1,897,820
TOTAL LIABILITIES	3,172,025	3,014,673
NET ASSETS	115,410,136	114,185,473
EQUITY		
Retained surplus	31,535,892	30,290,712
Reserve accounts	1,238,050	1,258,567
Revaluation surplus	82,636,194	82,636,194
TOTAL EQUITY	115,410,136	114,185,473

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

SHIRE OF PINGELLY

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MARCH 2026

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 31 March 2026

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resource functions have been included in the financial statements of this financial report.

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

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of the financial statements are as described within the 2025-26 Annual Financial Report. 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 the Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of the standards and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on the best available information, experience and various other factors believed to be relevant under the circumstances; the results of which form the basis for 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 or estimates may result in material changes in the amounts reported in the financial statements.

The following are estimates and assumptions that present a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year. Further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at revalued value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in the preparation of accounting

SHIRE OF PINGELLY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

2 NET CURRENT ASSETS INFORMATION

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

Note	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 March 2026
	\$	\$	\$
Current assets			
Cash and cash equivalents	2,754,702	2,760,522	1,995,156
Trade and other receivables	1,147,600	982,873	1,411,381
Other financial assets	29,114	85,414	73,549
Inventories	5,637	5,637	37,298
	3,937,053	3,834,446	3,517,384
Less: current liabilities			
Trade and other payables	9 (131,631)	(344,004)	(296,515)
Other liabilities	(470,094)	(358,657)	(387,563)
Lease liabilities	11 (78,232)	(78,232)	(58,859)
Borrowings	10 (196,352)	(241,504)	(122,108)
Employee related provisions	(281,753)	(251,808)	(251,808)
	(1,158,062)	(1,274,205)	(1,116,853)
Net current assets	2,778,991	2,560,241	2,400,531
Less: Total adjustments to net current assets	2(b) (710,830)	(747,208)	(889,185)
Closing funding surplus / (deficit)	2,068,161	1,813,033	1,511,346

(b) Current assets and liabilities excluded from budgeted deficiency

Less: Reserve accounts	(1,238,050)	(1,238,050)	(1,256,468)
Less: Financial assets at amortised cost - self supporting loans	(25,699)	(25,699)	(13,834)
- Other liabilities Investment	(5,000)	(5,000)	(5,000)
- Current portion of lease liabilities	78,232	78,232	58,859
- Current portion of borrowings	241,504	241,504	122,108
- Current portion of employee benefit provisions held in reserve	201,805	201,805	205,149
Total adjustments to net current assets	2(a) (747,208)	(747,208)	(889,185)

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 March 2026	YTD Actual 31 March 2026
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(18,000)	(18,000)	(15,043)
Add: Loss on asset disposals	18,522	18,522	0
Add: Depreciation	3,303,900	2,480,188	2,525,187
Movement in current employee provisions associated with restricted cash			3,343
Non-cash movements in non-current assets and liabilities:			
- Other provisions			(11,864)
Total non-cash amounts excluded from operating activities	3,304,422	2,480,710	2,501,623

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.

SHIRE OF PINGELLY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

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 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Interest revenue	(34,471)	(39.60%)	▼
Timing - YTD budget of ledger accounts have not been profiled in accordance with expected interest revenue			
Expenditure from operating activities			
Utility charges	33,408	19.49%	▲
Timing - Town Hall Public toilets and Standpipe charges lower than anticipated YTD			
Other expenditure	31,223	44.56%	▲
Timing - Profiling for the Councillor sitting fees not in alignment with quarterly payment schedule			
Loss on asset disposals	18,522	100.00%	▲
Timing - assets yet to be traded			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(1,040,608)	(65.91%)	▼
Timing - Youth Precinct, Roads to Recovery and WSFN funds yet to be received			
Outflows from investing activities			
Acquisition of property, plant and equipment	495,964	42.34%	▲
Timing - two admin vehicles and community bus are yet to be purchased, grader lease payment remains outstanding			
Acquisition of infrastructure	776,305	50.11%	▲
Timing - capital road program is underway, however some projects have been slow to progress			

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 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.83 M	\$1.83 M	\$1.81 M	(\$0.02 M)
Closing	\$0.26 M	\$1.24 M	\$1.51 M	\$0.27 M

Refer to Statement of Financial Activity

Cash and cash equivalents		Payables		Receivables	
Unrestricted Cash	\$2.00 M	Trade Payables	\$0.30 M	Rates Receivable	\$1.11 M
Restricted Cash	\$0.74 M	0 to 30 Days	(\$0.00 M)	Trade Receivable	\$0.30 M
	% of total	Over 30 Days	% Outstanding	Over 30 Days	% Collected
	36.9%	Over 90 Days	100.0%	Over 30 Days	89.1%
	63.1%		0.0%	Over 90 Days	25.3%
			0.0%		24.5%

Refer to 3 - Cash and Financial Assets Refer to 9 - Payables Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
	(\$0.08 M)	\$0.66 M	\$0.74 M	\$0.08 M

Refer to Statement of Financial Activity

Rates Revenue		Grants and Contributions		Fees and Charges	
YTD Actual	\$2.62 M	YTD Actual	\$1.13 M	YTD Actual	\$0.40 M
YTD Budget	\$2.62 M	YTD Budget	\$1.10 M	YTD Budget	\$0.39 M
	% Variance		% Variance		% Variance
	(0.0%)		2.9%		3.3%

Refer to 13 - Grants and Contributions 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)
	(\$1.43 M)	(\$1.11 M)	(\$0.88 M)	\$0.23 M

Refer to Statement of Financial Activity

Proceeds on sale		Asset Acquisition		Capital Grants	
YTD Actual	\$0.02 M	YTD Actual	\$0.77 M	YTD Actual	\$0.54 M
Adopted Budget	\$0.06 M	Adopted Budget	\$2.51 M	Adopted Budget	\$2.28 M
	%		% Spent		% Received
	(75.1%)		(69.3%)		(76.4%)

Refer to 6 - Disposal of Assets Refer to 5 - Capital Acquisitions Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
	(\$0.07 M)	(\$0.14 M)	(\$0.16 M)	(\$0.02 M)

Refer to Statement of Financial Activity

Borrowings		Reserves		Lease Liability	
Principal repayments	(\$0.12 M)	Reserves balance	\$1.26 M	Principal repayments	(\$0.02 M)
Interest expense	(\$0.04 M)	Net Movement	\$0.02 M	Interest expense	(\$0.00 M)
Principal due	\$1.89 M			Principal due	\$0.08 M

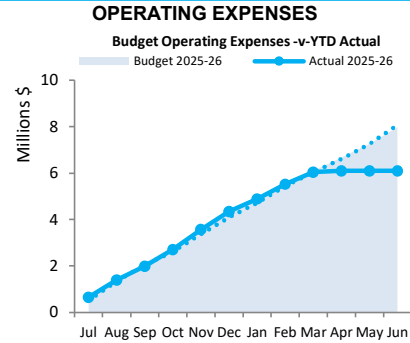
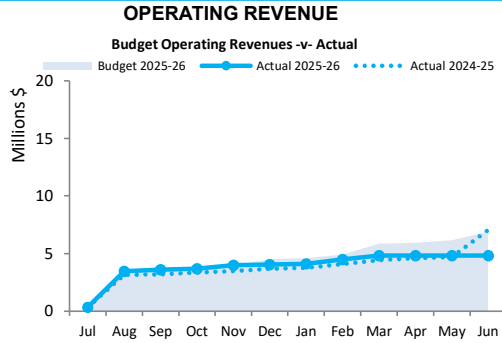
Refer to 10 - Borrowings Refer to 4 - Cash Reserves Refer to Note 11 - Lease Liabilities

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

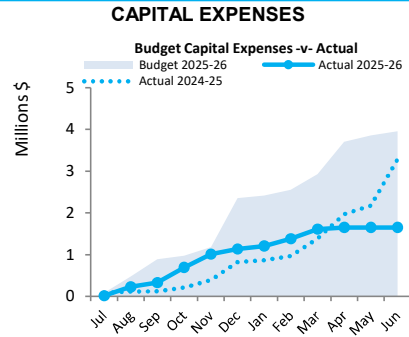
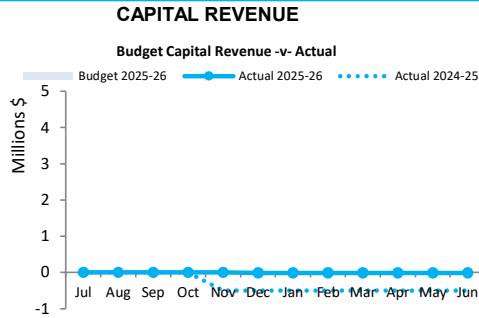
SHIRE OF PINGELLY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026

2 KEY INFORMATION - GRAPHICAL

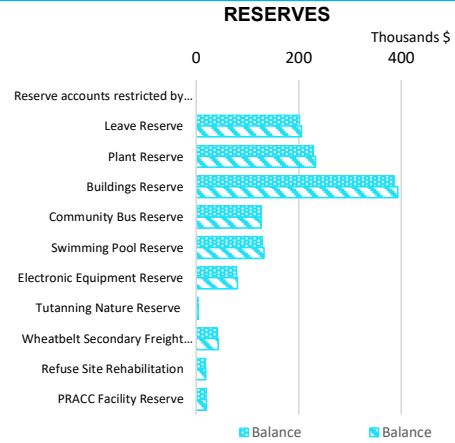
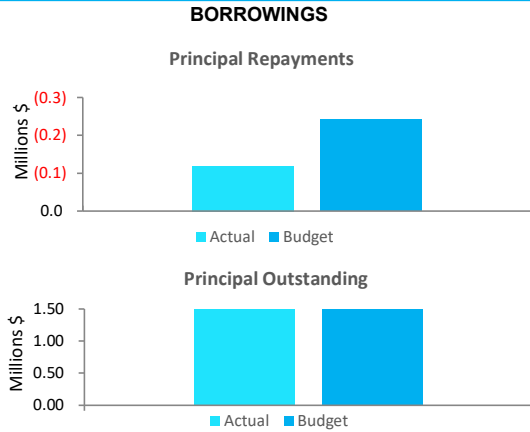
OPERATING ACTIVITIES



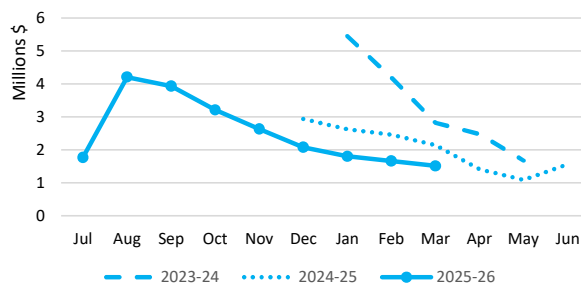
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

SHIRE OF PINGELLY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash at Municipal Bank	Cash and cash equivalents	(300,567)		(300,567)				
Municipal Cash Management Account	Cash and cash equivalents	500,609		500,609				
Till Float SES	Cash and cash equivalents	50		50				
Till Float Office	Cash and cash equivalents	200		200				
Petty cash on hand - office	Cash and cash equivalents	300		300				
Reserve Fund Bank	Financial assets at amortised cost	0	1,258,567	1,258,567		Bendigo	3.00%	30/06/2026
Trust fund bank - Other	Cash and cash equivalents	23,635		23,635	23,635			
Shares	Cash and cash equivalents	5,000		5,000				
Muni Term Deposit	Cash and cash equivalents	507,361		507,361				
Total		736,588	1,258,567	1,995,156	23,635			
Comprising								
Cash and cash equivalents		736,588	0	736,589	23,635			
Financial assets at amortised cost		0	1,258,567	1,258,567	0			
		736,588	1,258,567	1,995,156	23,635			

KEY INFORMATION

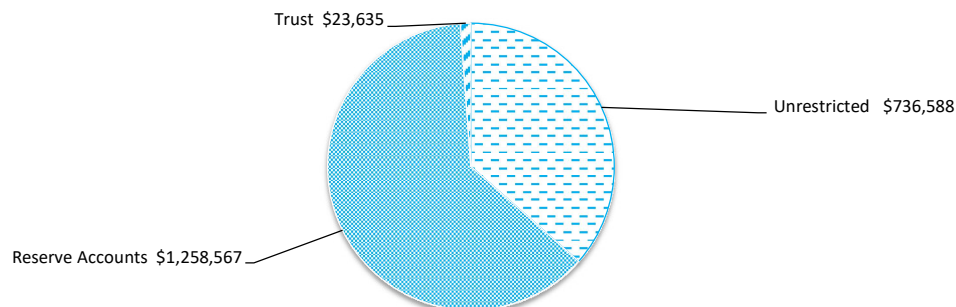
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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



SHIRE OF PINGELLY
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 MARCH 2026

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Leave Reserve	201,805		3,260	205,065	201,805	3,344	0	205,149
Plant Reserve	229,344		3,705	233,049	229,344	3,801	0	233,145
Buildings Reserve	386,269		6,240 (250,000)	142,509	386,269	6,401	0	392,670
Community Bus Reserve	126,700		2,045 (44,000)	84,745	126,700		0	126,700
Swimming Pool Reserve	129,981		2,100	132,081	129,981	2,154	0	132,135
Electronic Equipment Reserve	79,133		1,278	80,411	79,133	1,311	0	80,444
Tutanning Nature Reserve	3,760		61	3,821	3,760	62	0	3,822
Wheatbelt Secondary Freight Network	42,257		683	42,940	42,257	700	0	42,957
Refuse Site Rehabilitation	18,801		304	19,105	18,801	312	0	19,113
PRACC Facility Reserve	20,000		21,823	41,823	20,000	331	0	20,331
	1,238,050		41,499 (294,000)	985,549	1,238,050	18,418	0	1,256,468

5 CAPITAL ACQUISITIONS

Capital acquisitions		Adopted		YTD Actual	YTD Variance
		Budget	YTD Budget		
		\$	\$	\$	\$
Buildings - specialised	130	512,000	405,000	317,999	(87,001)
Furniture and equipment	132	46,350	46,350	25,427	(20,923)
Plant and equipment	134	720,000	720,000	331,960	(388,040)
Acquisition of property, plant and equipment		1,278,350	1,171,350	675,386	(495,964)
Infrastructure - Roads	136	1,817,433	1,051,936	427,342	(624,594)
Infrastructure - Footpaths	165	10,000	10,000	0	(10,000)
Infrastructure - Parks & Ovals	169	407,349	407,352	287,494	(119,858)
Infrastructure - Other	138	280,000	80,000	58,147	(21,853)
Acquisition of infrastructure		2,514,782	1,549,288	772,983	(776,305)
Total capital acquisitions		3,793,132	2,720,638	1,448,369	(1,272,269)
Capital Acquisitions Funded By:					
Capital grants and contributions		2,281,501	1,578,828	538,220	(1,040,608)
Other (disposals & C/Fwd)		60,500	18,000	15,043	(2,957)
Reserve accounts					
Buildings Reserve		250,000		0	0
Community Bus Reserve		44,000		0	0
Contribution - operations		1,157,131	1,123,810	895,106	(228,704)
Capital funding total		3,793,132	2,720,638	1,448,369	(1,272,269)

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

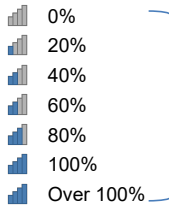
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

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

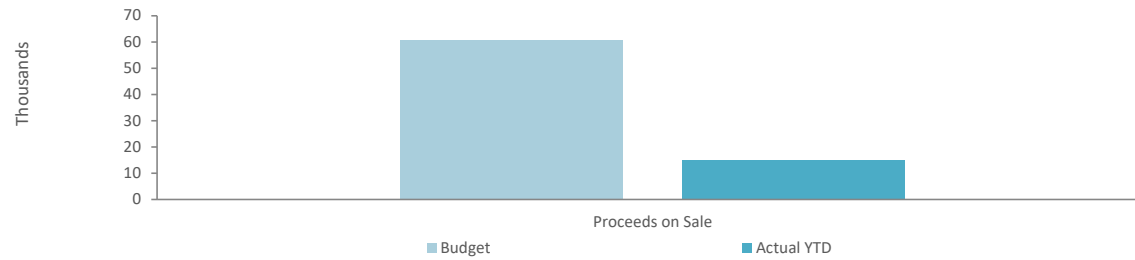


Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Job	Job Description	Adopted		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
Buildings					
BU020	Solar Footpath Lighting	15,000	15,000	0	15,000
11CH	Craft Hub Upgrade	97,000	90,000	25,344	64,656
BFB02	West Pingelly Fire Shed - Grant Funded	0	0	501	(501)
BFB03	East Pingelly Fire Shed - Grant Funded	0	0	2,075	(2,075)
BU023	Renew Pool Bowl	300,000	300,000	290,079	9,921
BU045	Purchase 17 Parade Street	100,000	0	0	0
		512,000	405,000	317,999	87,001
Furniture & Equipment					
0491	New Phone System, Replacement Laptops	20,000	20,000	8,850	11,150
0591	CCTV Cameras	12,000	12,000	0	12,000
1091	Cemetery Records Software	14,350	14,350	16,577	(2,227)
		46,350	46,350	25,427	20,923
Plant & Equipment					
4APE	Admin Plant Purchases	116,000	116,000	0	116,000
COM1	Community Bus	99,000	99,000	0	99,000
EP001	PRACC Generator	0	0	36,960	(36,960)
EP020	Truck 24/25 Budget	320,000	320,000	295,000	25,000
EP021	Grader	185,000	185,000	0	185,000
		720,000	720,000	331,960	388,040
Infrastructure - Roads					
CA152	North Bannister Road	43,048	43,048	22,529	20,519
CC11	Moorumbine Road - Council Construction	93,870	93,870	43,232	50,638
CC160	Heavy Vehicle Rest Area	285,416	285,416	35,991	249,425
CC25	Bulyee Road - Council Construction	765,497	0	172,543	(172,543)
CC3	Aldersyde-Pingelly Road - Council Constructi	77,850	77,850	3,333	74,517
CC8	Jingaring Road - Council Construction	164,423	164,423	121,428	42,995
RRG09	RRG Yenellin Road Upgrade	127,100	127,100	0	127,100
RRG10	RRG North Bannister Pingelly Road	162,451	162,451	10,497	151,954
RRG25	RRG Bulyee Road	0	0	1,088	(1,088)
CC131	Balfour Street - Council Construction	97,778	97,778	16,700	81,078
		1,817,433	1,051,936	427,342	624,594
Footpaths					
FP999	Footpath Annual Allocation	10,000	10,000	0	10,000
		10,000	10,000	0	10,000
Infrastructure - Parks & Ovals					
IP014	Memorial Park	15,000	15,000	0	15,000
IP008	Youth Precinct	392,349	392,352	287,495	104,857
		407,349	407,352	287,495	119,857
Infrastructure - Other					
1093	Oval Flood Lights	70,000	70,000	19,610	50,390
SS001	Mini Pump & Skills Track - costs to be reallocated to Pingelly Pump Track	10,000	10,000	38,537	(28,537)
		80,000	80,000	58,147	21,853
		3,593,132	2,720,638	1,448,369	1,272,269

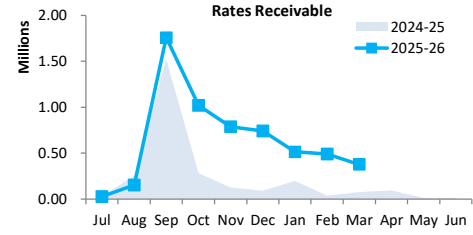
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual				
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	
		\$	\$	\$	\$	\$	\$	\$	\$	
Plant and equipment										
PROM7	2014 Kubota F2880 & 2014 Kubota GR2120-54A	5,840	1,500	0	(4,340)			0	0	
PCOM2	Hyundai Santa Fe 7S Elite 2.2D Auto	27,847	15,000	0	(12,847)			0	0	
PDTS01	Holden Colorado LS Crew Cab Chassis	0	18,000	18,000	0	0	15,043	15,043	0	
EMT1	2020 Toyota Fortuner - CEO	27,337	26,000	0	(1,337)			0	0	
		61,024	60,500	18,000	(18,524)	0	15,043	15,043	0	0



7 RECEIVABLES

Rates receivable	30 June 2025	31 Mar 2026
	\$	\$
Opening arrears previous year	86,176	187,050
Levied this year	2,516,380	2,616,338
Less - collections to date	(2,415,506)	(2,498,671)
Net rates collectable	187,050	304,717
% Collected	92.8%	89.1%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,134)	299,945	340	2,838	98,063	400,052
Percentage	(0.3%)	75.0%	0.1%	0.7%	24.5%	
Balance per trial balance						
Trade receivables						400,052
GST receivable						91,572
Accrued Income						602,673
Prepayments						118
SSL Current						12,249
Total receivables general outstanding						1,106,664

Amounts shown above include GST (where applicable)

KEY INFORMATION

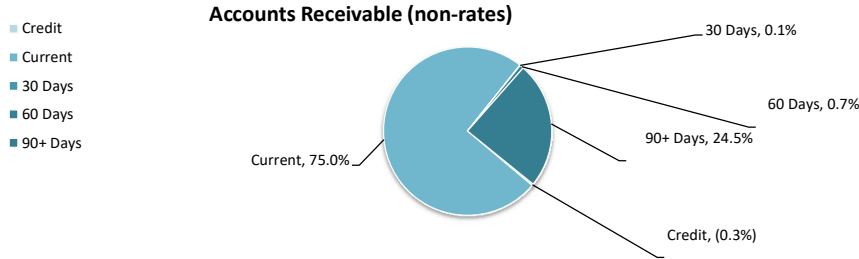
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

	Opening Balance	Asset Increase	Asset Reduction	Closing Balance
	1 July 2025			31 March 2026
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost	59,715	0	0	59,715
Financial assets at amortised cost - self supporting loans	25,699	0	(11,865)	13,834
Inventory				
Fuel	5,637	31,661	0	37,298
Total other current assets	91,051	31,661	(11,865)	110,847

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

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.

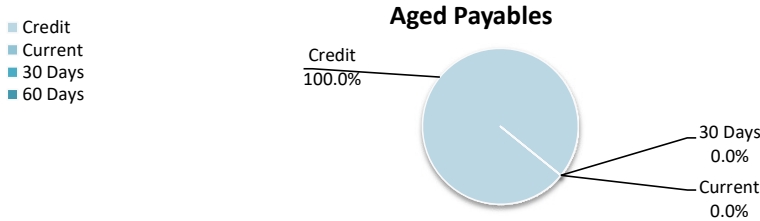
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(2,449)	0	0	0	0	(2,449)
Percentage	100.0%	0.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						(2,449)
Accrued salaries and wages						50,352
ATO liabilities						177,905
ESL Liability						235
Accrued Expenses						0
Accrued Interest on Loans						0
Bonds and Deposits						23,704
Other Payables						4,737
Prepaid Rates Liability						42,031
Total payables general outstanding						296,515

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 Particulars	Loan No.	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
				Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation & Cultural Centre	123	1,506,692	0	0	(61,365)	(124,021)	1,445,327	1,382,671	(31,716)	(39,792)	
Transport Fleet Replacement	125	454,848	0	0	(46,166)	(93,369)	408,682	361,479	(10,217)	(14,013)	
		1,961,540	0	0	(107,531)	(217,390)	1,854,009	1,744,150	(41,932)	(53,805)	
Self supporting loans											
Pingelly Cottage Homes	120	49,813	0	0	(11,865)	(25,699)	37,948	24,114	(1,612)	(2,839)	
		49,813	0	0	(11,865)	(25,699)	37,948	24,114	(1,612)	(2,839)	
Total		2,011,353	0	0	(119,396)	(243,089)	1,891,957	1,768,264	(43,544)	(56,644)	
Current borrowings		243,089					122,108				
Non-current borrowings		1,768,264					1,769,849				
		2,011,353					1,891,957				

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

KEY INFORMATION

The Shire 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 Particulars	Lease No.	1 July 2025	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Photocopier		6,007			(870)	(4,008)	5,137	1,999	(132)	(265)
Server Lease		5,047			(2,508)	(5,144)	2,539	-97	(64)	(96)
CCTV Server Lease		3,538			(1,046)	(3,645)	2,492	-107	(169)	(107)
Grader Lease		44,035			(10,924)	(44,548)	33,111	-513	(213)	(512)
Loader Lease		38,487			(4,025)	(20,944)	34,462	17,543	(1,210)	(2,390)
Total		97,114	0	0	(19,373)	(78,289)	77,740	18,825	(1,788)	(3,370)
Current lease liabilities		78,232					58,859			
Non-current lease liabilities		18,881					18,881			
		97,113					77,740			

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

		Opening Balance	Liability transferred from/(to)	Liability	Liability	Closing Balance
	Note	1 July 2025	Non Current	Increase	Reduction	31 March 2026
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		294,117	0	13,906	0	308,023
Capital grant/contributions liabilities		64,540	0	15,000	0	79,540
Total other liabilities		358,657	0	28,906	0	387,563
Employee Related Provisions						
Provision for annual leave		179,830	0			179,830
Provision for long service leave		71,978	0			71,978
Total Provisions		251,808	0	0	0	251,808
Total other current liabilities		610,465	0	28,906	0	639,371

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 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2026	Current Liability 31 Mar 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
General Purpose Grant FAGS (LGGC)						767,848	602,544	548,233
Local Roads Grant FAGS (LGGC)						242,132	238,965	209,252
ESL Grant - BFB						108,000	85,126	84,125
ESL Grant - SES						33,680	16,838	28,071
MRWA Direct Grant						137,000	137,000	202,233
Reimbursements Others						3,000	2,250	5,509
Grants, Reimbursements & Contributions						20,000	20,000	18,182
Other Culture - Income						10,000	0	37,650
Small Grants Income SCH 11						32,650	0	1,000
		0	0	0	0	1,354,310	1,102,723	1,134,254

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2025	Liability	Liability	31 Mar 2026	Liability	Budget	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Off-Road Vehicle Redevelopment Contributions & Subsidies						100,000	100,000	100,000
Grants, Contributions & Subsidies						70,000	70,000	0
Youth Precinct Income - LRCI						357,639	357,639	0
Regional Road Group Funding						343,132	343,132	410,720
Roads to Recovery						369,241	369,241	0
Other Grants (No GST)						235,416	235,416	0
Wheatbelt Secondary Freight Network						103,400	103,400	0
TOURISM GRANT REVENUE					0	100,000	0	27,500
East & West Pingelly Fire Shed remaining acquittal					0	602,673		
		0	0	0	0	2,281,501	1,578,828	538,220

**SHIRE OF PINGELLY
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 MARCH 2026**

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	Amount		Closing Balance	
	1 July 2025	Received	Paid	31 March 2026	
	\$	\$	\$	\$	
Dept of Transport Licensing	2,301		259,673	(261,473)	501
Bonds	12,578		3,951	(1,495)	15,034
Sundry Trust	7,500		0	0	7,500
Nomination Deposits	0		600	0	600
	22,379		264,224	(262,968)	23,635



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED, 31 MARCH 2026**

Variance Reported at Sub Program Level

Operating Income

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	2,648,883.00	2,645,640.00	2,647,556.57	1,917	0%	
03	02	GENERAL PURPOSE FUNDING	1,014,480.00	845,887.00	761,912.88	(83,974)	(10%)	
03	03	OTHER GENERAL PURPOSE INCOME	100,000.00	78,799.00	36,718.81	(42,080)	(53%)	▼ Interest on Municipal Funds lower than anticipated
04	04	MEMBERS OF COUNCIL	250.00	189.00	0.00	(189)	(100%)	
05	06	FIRE PREVENTION	712,423.00	86,440.00	84,875.00	(1,565)	(2%)	
05	07	ANIMAL CONTROL	6,600.00	5,944.00	5,440.75	(503)	(8%)	
05	08	OTHER LAW,ORDER,PUBLIC SAFETY	53,680.00	36,838.00	46,252.82	9,415	26%	
07	14	HEALTH INSP AND ADMINISTRATION	2,200.00	2,200.00	2,032.40	(168)	(8%)	
07	17	OTHER HEALTH	500.00	378.00	472.00	94	25%	
08	21	OTHER AGED & DISABLED SERVICES	9,339.00	8,111.00	9,992.46	1,881	23%	
10	25	SANITATION-HOUSEHOLD REFUSE	181,200.00	181,200.00	186,050.00	4,850	3%	
10	26	OTHER SANITATION	58,200.00	51,450.00	43,759.62	(7,690)	(15%)	
10	30	TOWN PLANNING & REG DEVELOPMNT	2,500.00	1,872.00	2,984.00	1,112	59%	
10	31	OTHER COMMUNITY AMENITIES	20,500.00	15,381.00	19,769.61	4,389	29%	
11	32	PUBLIC HALLS.CIVIC CENTRES	7,500.00	5,625.00	7,073.84	1,449	26%	
11	33	SWIMMING AREAS AND BEACHES	9,000.00	9,000.00	3,405.95	(5,594)	(62%)	
11	34	OTHER RECREATION AND SPORT	562,789.00	529,511.00	103,969.53	(425,541)	(80%)	▼ Youth Precinct grant not received, other projects
11	36	OTHER CULTURE	20,600.00	8,200.00	50,487.79	42,288	516%	▲ Unbudgeted grant received
12	37	CONST. STS,RDS,BRIDGES,DEPOTS	1,188,189.00	1,188,189.00	612,953.20	(575,236)	(48%)	▼ HV Rest Area, R2R & WSNF grants not received
12	38	MTCE STS,RDS,BRIDGES,DEPOTS	2,200.00	0.00	0.00	0		
12	39	ROAD PLANT PURCHASES	0.00	0.00	0.00	0		
13	45	TOURISM AND AREA PROMOTION	159,500.00	44,622.00	82,886.64	38,265	86%	▲ Tourism grant not received
13	46	BUILDING CONTROL	6,000.00	4,500.00	8,438.99	3,939	88%	
13	49	OTHER ECONOMIC SERVICES	10,000.00	7,497.00	10,497.06	3,000	40%	
04	4A	ADMINISTRATION	106,310.00	83,706.00	78,394.68	(5,311)	(6%)	
14	52	PUBLIC WORKS OVERHEADS	2,500.00	1,872.00	0.00	(1,872)	(100%)	
14	56	UNCLASSIFIED	22,000.00	16,497.00	17,248.16	751	5%	
			4,787,755	3,943,076	3,825,063	(118,013)	(2.99%)	

Operating Expenditure

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	(140,087.00)	(105,066.00)	(85,906.38)	19,160	18%	▲ Debt Collection costs lower against YTD budget
03	02	GENERAL PURPOSE FUNDING	(135,814.00)	(101,862.00)	(91,991.83)	9,870	10%	
04	04	MEMBERS OF COUNCIL	(418,805.00)	(307,635.00)	(313,006.44)	(5,371)	(2%)	
04	05	OTHER GOVERNANCE	(1,500.00)	(1,125.00)	(4,930.82)	(3,806)	(338%)	
05	06	FIRE PREVENTION	(168,945.00)	(132,507.00)	(129,958.95)	2,548	2%	
05	07	ANIMAL CONTROL	(26,520.00)	(19,801.00)	(46,849.98)	(27,049)	(137%)	▼ Labour Overheads not budgeted
05	08	OTHER LAW,ORDER,PUBLIC SAFETY	(306,633.00)	(235,236.00)	(265,435.51)	(30,200)	(13%)	▼ Depreciation and unbudgeted SES expenditure
08	09	EDUCATION	(38,423.00)	(28,958.00)	(53,543.51)	(24,586)	(85%)	▼ Old Pre Primary building maintenance & depreciation
07	14	HEALTH INSP AND ADMINISTRATION	(21,025.00)	(15,576.00)	(15,651.68)	(76)	(0%)	
07	15	PREVENTIVE SVES - PEST CONTROL	(100.00)	(72.00)	0.00	72	100%	
07	16	PREVENTIVE SERVICES - OTHER	(500.00)	(500.00)	0.00	500	100%	
07	17	OTHER HEALTH	(201,164.00)	(151,137.00)	(113,333.08)	37,804	25%	▲ Contract Health Services lower than budgeted
08	21	OTHER AGED & DISABLED SERVICES	(11,983.00)	(10,333.00)	(8,871.94)	1,461	14%	
08	22	OTHER WELFARE	(67,906.00)	(50,931.00)	(45,411.51)	5,519	11%	
10	25	SANITATION-HOUSEHOLD REFUSE	(182,465.00)	(135,557.00)	(184,183.56)	(48,627)	(36%)	▼ Refuse Site Mtce higher than budgeted
10	26	OTHER SANITATION	0.00	0.00	(6,067.20)	(6,067)		
10	29	PROTECTION OF ENVIRONMENT	(37,563.00)	(28,371.00)	(39,008.20)	(10,637)	(37%)	▼ Old Roads Board Building Maintenance
10	30	TOWN PLANNING & REG DEVELOPMNT	(68,430.00)	(51,318.00)	(55,089.35)	(3,771)	(7%)	
10	31	OTHER COMMUNITY AMENITIES	(148,500.00)	(111,027.00)	(103,316.15)	7,711	7%	
11	32	PUBLIC HALLS.CIVIC CENTRES	(251,489.00)	(215,769.00)	(228,620.35)	(12,851)	(6%)	
11	33	SWIMMING AREAS AND BEACHES	(201,077.00)	(176,888.00)	(159,901.26)	16,987	10%	
11	34	OTHER RECREATION AND SPORT	(628,795.00)	(454,385.00)	(392,509.19)	61,876	14%	▲ Parks & Gardens Mtce underexpended YTD
11	35	LIBRARIES	(22,500.00)	(16,875.00)	(16,099.03)	776	5%	
11	36	OTHER CULTURE	(810,160.00)	(626,264.00)	(642,113.43)	(15,849)	(3%)	
12	38	MTCE STS,RDS,BRIDGES,DEPOTS	(3,386,328.00)	(2,528,420.00)	(2,566,672.43)	(38,252)	(2%)	
12	39	ROAD PLANT PURCHASES	0.00	0.00	0.00	0		
13	45	TOURISM AND AREA PROMOTION	(166,286.00)	(130,152.00)	(95,923.02)	34,229	26%	▲ Trail Development, Tourist Committee, Area Promotion
13	46	BUILDING CONTROL	(71,735.00)	(53,575.00)	(49,792.59)	3,782	7%	
13	49	OTHER ECONOMIC SERVICES	(421,022.00)	(324,929.00)	(229,309.18)	95,620	29%	▲ Depreciation, ABCs & Standpipe
04	4A	ADMINISTRATION	(27,000.00)	(29,258.57)	(103,094.61)	(73,836)	(252%)	▼ Contract services, building maintenance
14	50	PRIVATE WORKS	(14,000.00)	(10,240.00)	(1,903.83)	8,336	81%	
14	52	PUBLIC WORKS OVERHEADS	0.00	(23,236.00)	78,653.85	101,890	438%	▲ Currently overallocated, to be reviewed
14	53	PLANT OPERATION COSTS	0.00	(25,790.00)	(27,408.05)	(1,618)	(6%)	
14	56	UNCLASSIFIED	(352.00)	(352.00)	(3,622.84)	(3,271)	(929%)	
			(7,977,107)	(6,103,146)	(6,000,872)	102,274	1.68%	

SHIRE OF PINGELLY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026

General rate revenue

	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget			YTD Actual		
				Rate Revenue	Reassessed Rate Revenue	Total Revenue	Rate Revenue	Reassessed Rate Revenue	Total Revenue
				\$	\$	\$	\$	\$	\$
RATE TYPE									
Gross rental value									
GRV General	0.121946	379	4,528,011	552,173		552,173	552,191		552,191
GRV Rural Residential	0.121946	84	1,016,860	124,002		124,002	124,006		124,006
GRV Commercial Industrial	0.121946	40	399,780	48,752		48,752	48,753		48,753
GRV Townsites	0.121946	21	178,100	21,719		21,719	21,719		21,719
Unimproved value									
UV Broadacre Rural	0.005074	296	330,190,999	1,675,389		1,675,389	1,675,389		1,675,389
Sub-Total		820	336,313,750	2,422,034	0	2,422,034	2,422,059	0	2,422,059
Minimum payment									
Minimum Rate									
Gross rental value									
GRV General	1,123.00	58	93,316	65,134		65,134	65,134		65,134
GRV Rural Residential	1,123.00	17	61,550	19,091		19,091	19,091		19,091
GRV Commercial Industrial	1,123.00	16	82,795	17,968		17,968	17,968		17,968
GRV Townsites	1,123.00	8	15,685	8,984		8,984	8,984		8,984
Unimproved value									
UV Broadacre Rural	1,123.00	74	9,228,311	83,102		83,102	84,225	(1,123)	83,102
Sub-total		137	9,481,657	194,279	0	194,279	195,402	(1,123)	194,279
Total general rates			345,795,407	2,616,313	0	2,616,313	2,617,461	(1,123)	2,616,338

15.2. Accounts Paid by Authority – March 2026

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

Summary

Council is requested to receive the list of accounts paid by authority for the month of March 2026.

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 2025/2026 Budget.

Consultation

Nil

Statutory Environment

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

- (2) A payment may only be made from the municipal fund or the trust fund —
 - (b) 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:

- (3) 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.
- (3) 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 —
 - (iii) the payee's name;
 - (iii) 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 associated with this report.

Financial Implications

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

Strategic Implications

This is a statutory requirement.

Risk Framework

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.		

13724 Cr Bryan Hotham moved, Cr Danielle Summers seconded

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

That Council receive the Accounts for Payments for March 2026 as authorised under delegated authority and in accordance with the Local Government (Financial Management) Regulations 1996:

To 31 March 2026:

Municipal Account	\$354,570.78
Trust Account	\$52.00

Carried Unanimously 6 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers & Cr Angela Tretheway
Against:	Nil

SHIRE OF PINGELLY

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MARCH 2026

EFT NUMBER	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT13033	05/03/2026	N HICKMAN CONTRACTING PTY LTD	ROADSIDE TREE MAINTENANCE	1		3,564.00
INV 0017	08/02/2026	N HICKMAN CONTRACTING PTY LTD	ROADSIDE TREE MAINTENANCE - MARSHALL ROAD		3,564.00	
EFT13034	05/03/2026	WEST COAST PROFILERS PTY LTD	ROAD PROFILING - BULYEE ROAD INCLUDES: MOB/DEMOB, 2M PROFILER & SERVICE VEHICLE, MEALS/ACCOMMODATION X2 OPERATORS, ONSITE COSTS FOR 2 DAYS	1		23,793.00
INV 34444	18/02/2026	WEST COAST PROFILERS PTY LTD	2M PROFILER (0-8 HRS ON SITE), 2M PROFILER (AFTER 8HRS). MOB 2M PROFILER & SERVICE VEHICLE, MEALS/ACCOMMODATION, FLOAT TO REMAIN ON SITE		13,607.00	
INV 3445	19/02/2026	WEST COAST PROFILERS PTY LTD	2M PROFILER (0-8 HRS ON SITE), DEMOB 2M PROFILER & SERVICE VEHICLE		10,186.00	
EFT13035	05/03/2026	NARROGIN CARPETS & CURTAINS	WINDOW ROLLER SHUTTER REMOTE	1		624.00
INV BO12928	07/01/2026	NARROGIN CARPETS & CURTAINS	SUPPLY 2X ROLLER SHUTTER RF BATTERY UNITS AND 2X CHARGERS - 7 WEBB STREET		624.00	
EFT13036	05/03/2026	HERSEY'S SAFETY PTY LTD	VARIOUS PPE AND CONSUMABLES	1		1,711.68
INV 5057	05/02/2026	HERSEY'S SAFETY PTY LTD	VARIOUS PPE AND CONSUMABLES - SHIRE DEPOT		1,711.68	
EFT13037	05/03/2026	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		126.61
INV 169977	09/01/2026	SULLIVAN LOGISTICS PTY LTD	07/01/2026 FROM E & MJ ROSHER		53.03	
INV 170553	16/01/2026	SULLIVAN LOGISTICS PTY LTD	13/01/2026 FROM CORSIGN		73.58	
EFT13038	05/03/2026	BUNNINGS BUILDING SUPPLIES	ASSORTED CONSUMABLES	1		49.44
INV 2182/00452838	25/02/2026	BUNNINGS BUILDING SUPPLIES	METHYLATED SPIRITS, BOSTIK SEAL IT, DIAMOND BLADE, SCREWS - CRAFT HUB		49.44	
EFT13039	05/03/2026	GREAT SOUTHERN FUEL SUPPLIES	NEW FUEL CARD	1		2.75
INV 31013378	09/02/2026	GREAT SOUTHERN FUEL SUPPLIES	NEW FUEL CARD		2.75	
EFT13040	05/03/2026	SECURITY & KEY DISTRIBUTORS	VARIOUS PADLOCKS AND KEYS	1		4,681.14
INV 101851	23/02/2026	SECURITY & KEY DISTRIBUTORS	VARIOUS PADLOCKS AND KEYS - SHIRE DEPOT		4,681.14	
EFT13041	05/03/2026	OFFICEWORKS LTD	ADMIN OFFICE SUPPLIES	1		487.55
INV 626639299	14/01/2026	OFFICEWORKS LTD	VARIOUS CONSUMABLES		487.55	

EFT13042	05/03/2026	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE & RECYCLING COLLECTION 24/12/2026 - 28/01/2026	1		9,196.23
INV 3702	04/02/2026	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE: 617 HOUSEHOLDS X 5 WEEKS = 3085, RECYCLING COLLECTION: 471 HOUSEHOLDS X2 = 942, 16 BINS OF RECYCLABLES SKIP BINS		9,196.23	
EFT13043	05/03/2026	MORNINGSIDE PRINTERS & GRAPHICS	PRINTED SHIRE ENVELOPES	1		732.00
INV INV31008	20/02/2026	MORNINGSIDE PRINTERS & GRAPHICS	1,500 PRINTED WINDOW FACE ENVELOPES, 1,500 PRINTED PLAIN FACE ENVELOPES PLUS FREIGHT		732.00	
EFT13044	05/03/2026	STEVE DAVIS BUILDER	SUPPLY OF MATERIALS	1		240.00
INV 4380	15/02/2026	STEVE DAVIS BUILDER	920MM STEEL DOOR FRAME - CRAFT HUB		240.00	
EFT13045	05/03/2026	NUTRIEN AG SOLUTIONS	VARIOUS CONSUMABLES	1		9,434.68
INV 913972862	03/02/2026	NUTRIEN AG SOLUTIONS	18KG PROPANE CYLINDER - TOYOTA FORKLIFT		81.38	
INV 913990457	06/02/2026	NUTRIEN AG SOLUTIONS	LLAN TOLERO 20L - REC GROUNDS MAINTENANCE		247.50	
INV 913990458	06/02/2026	NUTRIEN AG SOLUTIONS	LLAN SONIC SURFACTANT 5L - TOWN STREET MAINTENANCE		176.00	
INV 914029536	16/02/2026	NUTRIEN AG SOLUTIONS	3X 25 LITRE JERRY CANS - EAST PINGELLY SHED, PRACC, ISUZU D-MAX		125.40	
INV 914029537	16/02/2026	NUTRIEN AG SOLUTIONS	55148398* COER WATER STORAGE TANK FLAT WALL x 2 - BULYEE ROAD		8,415.00	
INV 914041470	18/02/2026	NUTRIEN AG SOLUTIONS	PCTI CROPRO ZEUS 5L - REC GROUND MAINTENANCE		330.00	
INV 914058574	23/02/2026	NUTRIEN AG SOLUTIONS	4X PHIL CAMLOCK TYPE F NYGLASS 2IN - BULYEE ROAD		59.40	
EFT13046	05/03/2026	TEEDE'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	1		625.40
INV 178	26/02/2026	TEEDE'S AUTO ELECTRICS	ELECTRICAL FAULT FINDING AND REPAIR - MITSUBISHI FUSO PT16		625.40	
EFT13047	05/03/2026	QUICKFIT WINDSCREENS	MAINTENANCE SERVICES	1		315.00
INV 65892	01/01/2026	QUICKFIT WINDSCREENS	REPLACE SLIDING DOOR HANDLE - 7A WEBB STREET		315.00	
EFT13048	05/03/2026	NARROGIN ELECTRICAL APPLIANCE TESTING	ELECTRICAL TESTING & TAGGING	1		316.80
INV 863	27/01/2026	NARROGIN ELECTRICAL APPLIANCE TESTING	ELECTRICAL TESTING & TAGGING - DEPOT WORKSHOP AND DONGA		316.80	
EFT13049	05/03/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	1		58.50
INV 0573-S658780	15/02/2026	TEAM GLOBAL EXPRESS PTY LTD	06/02/2026 FROM EASTERN HILLS SAWS & MOWERS		58.50	
EFT13050	05/03/2026	DUFFY ELECTRICS	ELECTRICAL SERVICES	1		8,102.34
INV INV0843	17/02/2026	DUFFY ELECTRICS	ELECTRICAL WORK - 27 PARADE STREET		8,102.34	
EFT13051	05/03/2026	RED DUST REMOTE PLUMBING AND PUMPS	PLUMBING SERVICES	1		3,264.80
INV 409	25/02/2026	RED DUST REMOTE PLUMBING AND PUMPS	REPLACE & INSTALL GAS HOT WATER SYSTEM WITH CAGE - TUTANNING HUTT		3,264.80	

EFT13052	13/03/2026	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	BSL FEBRUARY 2026	1		113.30
INV FEB 26	28/02/2026	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS - FEBRUARY 2026		113.30	
EFT13053	13/03/2026	VINES MEDICAL PRACTICE	PRE EMPLOYMENT MEDICAL	1		150.00
INV 200253	01/12/2025	VINES MEDICAL PRACTICE	PRE EMPLOYMENT MEDICAL - PLANT OPERATOR LABOURER		150.00	
EFT13054	13/03/2026	LUCA BERETTA	REIMBURSEMENT	1		199.16
INV EFT REQUEST	10/02/2026	LUCA BERETTA	FUEL PRIOR TO SHIRE CREDIT CARD ISSUE, ACCOMMODATION AFTER VEHICLE BREAKDOWN		199.16	
EFT13055	13/03/2026	SHERIDAN'S FOR BADGES	2X SHIRE OF PINGELLY STAFF BADGES	1		79.92
INV INV11114	04/02/2026	SHERIDAN'S FOR BADGES	SHIRE OF PINGELLY RANGER		79.92	
EFT13056	13/03/2026	HERSEY'S SAFETY PTY LTD	SAFETY AND PROTECTION GEAR - DEPOT	1		1,680.25
INV INV5087	04/03/2026	HERSEY'S SAFETY PTY LTD	ASSORTED STAFF PPE		1,680.25	
EFT13057	13/03/2026	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		117.10
INV 167912	12/12/2025	SULLIVAN LOGISTICS PTY LTD	12/12/2025 FROM RAPID METAL DEVELOPMENTS		117.10	
EFT13059	13/03/2026	BUNNINGS BUILDING SUPPLIES	ASSORTED CONSUMABLES	1		488.29
INV 2182/00450639	23/02/2026	BUNNINGS BUILDING SUPPLIES	GAP FILLER, SANDING BLOCKS, SANDPAPER - CRAFT HUB		23.38	
INV 2182/00455385	02/03/2026	BUNNINGS BUILDING SUPPLIES	EYE BOLTS, DRILL BIT - PRACC		44.39	
INV 2182/00339527	02/03/2026	BUNNINGS BUILDING SUPPLIES	PLASTIC SCRAPER, PINE - CRAFT HUB		49.36	
INV 2182/00455974	03/03/2026	BUNNINGS BUILDING SUPPLIES	TREATED PINE - CRAFT HUB		75.80	
INV 2182/00341299	04/03/2026	BUNNINGS BUILDING SUPPLIES	CEMENT, EXPANSION TIES - CRAFT HUB		96.73	
INV 2182/00342066	05/03/2026	BUNNINGS BUILDING SUPPLIES	TOP PULL LATCH MAGNALATCH - PRACC		69.63	
INV 2182/00344168	08/03/2026	BUNNINGS BUILDING SUPPLIES	CORDLESS CHAINSAW - MINOR TOOLS		129.00	
EFT13060	13/03/2026	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES - FEBRUARY 2026	1		1,395.89

INV 00033203	28/02/2026	GREAT SOUTHERN FUEL SUPPLIES	0PN, PN761, P100, PN01		1,395.89	
EFT13061	13/03/2026	NARROGIN BETTA HOME LIVING	WHITE GOODS	1		2,548.00
INV 25710112384	20/02/2026	NARROGIN BETTA HOME LIVING	RANGEHOOD CANOPY - CRAFT HUB		549.00	
INV 25710112398	20/02/2026	NARROGIN BETTA HOME LIVING	EUROMAID 900MM ELECTRIC FREE STANDING OVEN - CRAFT HUB		1,999.00	
EFT13062	13/03/2026	SYNERGY	SHIRE STREET LIGHT CHARGES	1		10,582.24
INV FEB 2026	06/03/2026	SYNERGY	SHIRE STREET LIGHT CHARGES - DEC 25 TO FEB 26		10,582.24	
EFT13063	13/03/2026	PINGELLY COMMUNITY RESOURCE CENTRE	PROVISION OF LIBRARY SERVICES	1		5,749.15
INV INV352	01/01/2026	PINGELLY COMMUNITY RESOURCE CENTRE	LIBRARY SERVICES - JANUARY TO MARCH 2026		5,749.15	
EFT13064	13/03/2026	WA ELECTORAL COMMISSION	LOCAL GOVERNMENT ELECTORAL SERVICES	1		16,966.37
INV 3886	05/02/2026	WA ELECTORAL COMMISSION	ELECTORAL SERVICES - LOCAL GOVERNMENT ELECTION OCTOBER 2025		16,966.37	
EFT13065	13/03/2026	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	ASSORTED CONSUMABLES	1		57.25
INV DI25047108	26/02/2026	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	MDF ARCH PRIMED DBN 67 X 19 - CRAFT HUB		33.00	
INV DI25047260	05/03/2026	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	TIE WALL FRAME 240MM - CRAFT HUB		6.00	
INV DI25047268	05/03/2026	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	DEKTITE BLACK 5-55MM - CRAFT HUB		18.25	
EFT13066	13/03/2026	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES	1		157.24
INV 0572-S658780	25/01/2026	TEAM GLOBAL EXPRESS PTY LTD	14/01/2026 FROM HERSEY'S SAFETY AND TO PATHWEST		116.68	
INV 0574-S658780	01/03/2026	TEAM GLOBAL EXPRESS PTY LTD	19/02/2026 TO PATHWEST		40.56	
EFT13067	13/03/2026	SNAP MANDURAH	PRINTING SERVICES	1		914.05
INV F140-23696	20/02/2026	SNAP MANDURAH	20X PRINTED ANNUAL REPORTS 2024/2025		914.05	
EFT13068	13/03/2026	GENELITE WEST PTY LTD	PURCHASE OF MINOR PLANT	1		4,052.95
INV SC0025514	09/12/2025	GENELITE WEST PTY LTD	GH7000E GENELITE GENERATOR - PINGELLY SES		4,052.95	
EFT13069	13/03/2026	CUSTOM SHADE SAILS WA	SUPPLY AND INSTALL SHADE SAILS	1		9,925.00
INV IV469	12/03/2026	CUSTOM SHADE SAILS WA	SUPPLY AND INSTALL SHADE SAILS - PRACC PLAYGROUND		9,925.00	

EFT13070	13/03/2026	AVON VALLEY GLASS	BUILDING WORKS/MAINTENANCE SERVICES	1		6,366.90
INV 14977	11/03/2026	AVON VALLEY GLASS	SIDE - ANODIC MATTE NATURAL 100 X 44MM F/D COMMERCIAL SINGLE DOOR WITH TOPLIGHT WITH 6.38MM CLEAR LAMINATED GLASS AND LOCKWOOD LEVER HANDLE AND CLOSER INSTALLED SO DOORS OPEN INWARDS, KITCHEN - PEARL WHITE CARINYA SELECT HH DOUBLE HUNG WINDOW WITH 6.38MM CLEAR LAMINATED SAFETY GLASS AND LOCKABLE HANDLE INSTALLED, KITCHEN - ANODIC MATTE NATURAL STANDARD DIAMOND MESH BARRIER SCREEN WITH FIBERGLASS WIRE INSTALLED ON EXISTING WINDOW, , TRAVEL AND INSTALL COSTS		6,366.90	
EFT13071	13/03/2026	RED DUST REMOTE PLUMBING AND PUMPS	PLUMBING SERVICES	1		3,300.00
INV 420	11/03/2026	RED DUST REMOTE PLUMBING AND PUMPS	SUPPLY AND INSTALL NEW HOT WAT SYSTEM - 17 ELIOT STREET		3,300.00	
EFT13072	13/03/2026	COHESIS PTY LTD	IT VENDER SUPPORT SELECTION	1		5,500.00
INV INV765	04/03/2026	COHESIS PTY LTD	INCORPORATING CCTV INTO ICT SUPPORT SELECTION PROCESS		2,200.00	
INV INV00765	04/03/2026	COHESIS PTY LTD	ICT SUPPORT SELECTION PROCESS		3,300.00	
EFT13075	26/03/2026	HUGHES DIESEL MECHANICAL	DIESEL MECHANICAL SERVICES	1		5,404.36
INV 3046	10/03/2026	HUGHES DIESEL MECHANICAL	CHECK ISSUE WITH MITSUBISHI FUSO PN124		3,181.57	
INV 3048	13/03/2026	HUGHES DIESEL MECHANICAL	REPAIR HYDRAULIC HOSE - CASE LOADER PN430		1,678.29	
INV 3049	16/03/2026	HUGHES DIESEL MECHANICAL	CHECK STARTING ISSUE - ISUZU MAINTENANCE TRUCK PT19		544.50	
EFT13076	26/03/2026	MICHAEL WILLIAMS CONTRACTING	HIRE OF PLANT	1		8,043.75
INV 170	22/02/2026	MICHAEL WILLIAMS CONTRACTING	WATER TRUCK WET HIRE 58.5HRS - BULYEE ROAD		8,043.75	
EFT13077	26/03/2026	ROAD PAVEMENT PRODUCTS PTY LTD	MATERIALS FOR WORKS	1		17,875.00
INV 20260319-01	19/03/2026	ROAD PAVEMENT PRODUCTS PTY LTD	SUPPLY AND DELIVER 1 X 200L DRUM OF CLAYCRETE, CLEGG HAMMER - BULYEE ROAD		17,875.00	
EFT13078	26/03/2026	HERSEY'S SAFETY PTY LTD	SAFETY EQUIPMENT	1		2,200.00
INV 5117	12/03/2026	HERSEY'S SAFETY PTY LTD	700 ORANGE REFLECTIVE CONES		2,200.00	
EFT13079	26/03/2026	PINGELLY TRANSPORT	WATER CARTAGE	1		944.24
INV 6566	13/03/2026	PINGELLY TRANSPORT	CARTAGE OF 30000L WATER - BULYEE ROAD		944.24	
EFT13081	26/03/2026	BUNNINGS BUILDING SUPPLIES	ASSORTED CONSUMABLES	1		130.79
INV 2182/0039977 2	07/01/2026	BUNNINGS BUILDING SUPPLIES	PINE, MOULDING, GAP FILLER - CRAFT HUB		111.23	
INV 2182/0045876 6	10/03/2026	BUNNINGS BUILDING SUPPLIES	GROUT CLEANER, DISHCLOTHS, PAINT ROLLER COVER - CRAFT HUB		19.56	
EFT13082	26/03/2026	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS	1		77.45
			125			

INV 345107-Y3K5N7	27/02/2026	CONSTRUCTION TRAINING FUND	COLLECTIONS FOR PROJECT 12.25/26 WARD ROAD		77.45	
EFT13083	26/03/2026	SIGMA TELFORD GROUP	PURCHASE OF CONSUMABLES	1		336.93
INV 197480/01	10/03/2026	SIGMA TELFORD GROUP	SODHYPO20LT SODIUM HYPOCHLORITE 20LT x 10, PALLET INCLUSIVE OF PALLETISED PACKAGING, 20L DG DRUM POLY TWENTY LITRE BLUE x 10 - EFFLUENT POND		336.93	
EFT13084	26/03/2026	KEITH THE MAINTENANCE MAN PTY LTD	HIRE OF EQUIPMENT	1		236.15
INV B1278	09/03/2026	KEITH THE MAINTENANCE MAN PTY LTD	SCAFFOLDING HIRE & TIMBER - CRAFT HUB		236.15	
EFT13085	26/03/2026	GREAT SOUTHERN WASTE DISPOSAL	REFUSE & RECYCLING COLLECTION CHARGES - FEBRUARY 2026	1		8,368.68
INV 3736	05/03/2026	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE COLLECTION 28/01/2026 - 25/02/2026, RECYCLE COLLECTION 11 & 25 FEBRUARY 2026, WASTE COLLECTION 10/02/2026, WASTE COLLECTION 10/02/2026, RECYCLE COLLECTION 10/02/2026		8,368.68	
EFT13086	26/03/2026	DC & SF SQUIERS	PURCHASE OF GRAVEL	1		36,504.00
INV 32	04/03/2026	DC & SF SQUIERS	PUSH 7800 CUBIC METERS OF GRAVEL, PURCHASE 7800 CUBIC METERS OF GRAVEL - JINGARING ROAD		36,504.00	
EFT13087	26/03/2026	CEMETERIES & CREMATORIA ASSOC. OF WA	CCAWA 2026 SEMINAR REGISTRATION	1		250.00
INV CCAWA 2026	23/03/2026	CEMETERIES & CREMATORIA ASSOC. OF WA	ATTENDANCE AND DINNER - AOT		250.00	
EFT13088	26/03/2026	COUNTRY PAINT SUPPLIES	PURCHASE OF MATERIALS	1		406.38
INV 4899002134	18/11/2025	COUNTRY PAINT SUPPLIES	20LTR NATURAL STONE SEALER, 200X 200 WHITE TILES (6) - PINGELLY SWIMMING POOL		406.38	
EFT13089	26/03/2026	NARROGIN EARTHMOVING AND CONCRETE	PURCHASE OF MATERIALS	1		1,131.46
INV 4027	06/03/2026	NARROGIN EARTHMOVING AND CONCRETE	1M3 40MPA CONCRETE - PRACC CARPARK REPAIRS		1,131.46	
EFT13090	26/03/2026	FUEL DISTRIBUTORS OF WA PTY LTD	PURCHASE OF BULK DIESEL	1		19,333.89
INV 59102798	07/03/2026	FUEL DISTRIBUTORS OF WA PTY LTD	9,000L DIESEL DELIVERED TO DEPOT		19,333.89	
EFT13091	26/03/2026	PINGELLY TYRE SERVICE	TYRE AND VEHICLE SERVICES	1		1,099.42
INV 1457	21/10/2025	PINGELLY TYRE SERVICE	REPLACE 2 X TYRES - MITSUBISHI TRITON PSM02		616.00	
INV 1775	16/12/2025	PINGELLY TYRE SERVICE	HYDRAULIC HOSES AND SEAL - CASE SKID STEER PL9		305.76	
INV 2105	12/03/2026	PINGELLY TYRE SERVICE	REPAIR HYDRAULIC HOSE - CASE SKID STEER PL9		177.66	
EFT13092	26/03/2026	JH COMPUTER SERVICES PTY LTD	PURCHASE OF EQUIPMENT	1		3,806.00
INV 006656-D01	30/09/2025	JH COMPUTER SERVICES PTY LTD	PROJECTORS, PRINTERS AND SCREENS - EAST AND WEST BUSH FIRE SHEDS		3,806.00	
EFT13093	26/03/2026	NARROGIN QUARRY OPERATIONS	PURCHASE OF MATERIALS	1		3,666.52

INV 7966	28/02/2026	NARROGIN QUARRY OPERATIONS	7MM BLUE METAL - RURAL ROADS MAINTENANCE		3,666.52	
EFT13094	26/03/2026	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES	1		1,212.75
INV 3164	16/03/2026	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES - FEBRUARY 2026		1,212.75	
EFT13095	26/03/2026	DUFFY ELECTRICS	ELECTRICAL SERVICES	1		14,052.50
INV 0857	08/03/2026	DUFFY ELECTRICS	INSTALLATION AND COMMISSIONING OF AUTOMATIC STARTER SWITCH, SYSTEM CHECKING, TESTING AND COMMISSIONING OF THE GENERATOR INSTALLATION., MODIFICATIONS TO THE EXISTING PRACC SWITCHBOARD TO SUIT NEW GENERATOR - PRACC		13,475.00	
INV 0875	23/03/2026	DUFFY ELECTRICS	CALL OUT TO CHECK TRIPPED SEWERAGE PUMP - PRACC		577.50	
EFT13096	26/03/2026	ZONE 50 ENGINEERING SURVEYS PTY LTD	WSFN DESIGN NORTH BANISTER PINGELLY ROAD	1		23,171.50
INV 1752	12/03/2026	ZONE 50 ENGINEERING SURVEYS PTY LTD	PROJECT MANAGEMENT, SURVEY CONTROL, MATERIALS CONTROL POINTS, FEATURE SURVEY, ACCOMMODATION/MEALS, PROCESS FEATURE SURVEY		23,171.50	
EFT13097	26/03/2026	XAV GROUP PTY LTD T/A CONTRACT AQUATIC	SWIMMING POOL MANAGEMENT	1		16,500.00
INV 0123	15/02/2026	XAV GROUP PTY LTD T/A CONTRACT AQUATIC	SWIMMING POOL MANAGEMENT - MARCH 2026		16,500.00	
EFT13098	26/03/2026	CARMEL JOHNSON	LICENSING TRAINING REIMBURSEMENT	1		581.32
INV DOT - REIMBURSE	26/03/2026	CARMEL JOHNSON	LICENSING TRAINING - TRAVEL REIMBURSEMENT, 326KM @ \$0.91, LICENSING TRAINING - MEAL REIMBURSEMENT		581.32	
EFT13099	26/03/2026	LG BEST PRACTICES PTY LTD	PROVISION OF FINANCIAL SERVICES	1		12,608.00
INV 23186	31/01/2026	LG BEST PRACTICES PTY LTD	MONTHLY FINANCIAL STATEMENTS - DECEMBER 2025		288.00	
INV 23185	31/01/2026	LG BEST PRACTICES PTY LTD	RATES SERVICES - JANUARY 2026		3,784.00	
INV 23241	28/02/2026	LG BEST PRACTICES PTY LTD	FINANCIAL SERVICES - FEBRUARY 2026		5,544.00	
INV 23240	28/02/2026	LG BEST PRACTICES PTY LTD	MONTHLY FINANCIAL STATEMENTS - DECEMBER 2025 TO MARCH 2026		2,992.00	
EFT13102	26/03/2026	NARROGIN PUMPS SOLAR & SPRAYING	PURCHASE OF MINOR TOOL	1		543.40
INV 00073568	13/03/2026	NARROGIN PUMPS SOLAR & SPRAYING	PUMP AQUATEC 20L/M 60 PSI - MINOR TOOLS		543.40	
TOTAL EFT						316,153.47

PAYROLL	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT13058	13/03/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		721.50
EFT13073	13/03/2026	LOCAL GOVERNMENT, RACING AND CEMETERIES EMPLOYEES UNION (WA) LGRCEU	PAYROLL DEDUCTIONS	1		66.00

EFT13074	13/03/2026	AUSTRALIAN SERVICES UNION OF WA	PAYROLL DEDUCTIONS	1		26.50
EFT13080	26/03/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		721.50
EFT13100	26/03/2026	LOCAL GOVERNMENT, RACING AND CEMETERIES EMPLOYEES UNION (WA) LGRCEU	PAYROLL DEDUCTIONS	1		66.00
EFT13101	26/03/2026	AUSTRALIAN SERVICES UNION OF WA	PAYROLL DEDUCTIONS	1		26.50
DD14721.1	10/03/2026	AWARE SUPER	PAYROLL DEDUCTIONS	1		7,595.58
DD14721.2	10/03/2026	WEST STATE SUPER AND GESB SUPER	SUPERANNUATION CONTRIBUTIONS	1		180.13
DD14721.3	10/03/2026	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	1		438.46
DD14721.4	10/03/2026	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		508.55
DD14721.5	10/03/2026	MLC	SUPERANNUATION CONTRIBUTIONS	1		577.77
DD14721.6	10/03/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		860.23
DD14721.7	10/03/2026	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		342.03
DD14721.8	10/03/2026	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		342.03
DD14721.9	10/03/2026	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		826.41
DD14730.1	24/03/2026	AWARE SUPER	PAYROLL DEDUCTIONS	1		7,489.12
DD14730.2	24/03/2026	MERCER	SUPERANNUATION CONTRIBUTIONS	1		305.26
DD14730.3	24/03/2026	WEST STATE SUPER AND GESB SUPER	SUPERANNUATION CONTRIBUTIONS	1		219.54
DD14730.4	24/03/2026	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	1		438.46
DD14730.5	24/03/2026	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		8,439.01
DD14730.6	24/03/2026	MLC	SUPERANNUATION CONTRIBUTIONS	1		577.77
DD14730.7	24/03/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		860.23
DD14730.8	24/03/2026	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		317.81
DD14730.9	24/03/2026	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		317.81
DD14721.10	10/03/2026	HESTA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		288.47

DD14721.11	10/03/2026	MERCER	SUPERANNUATION CONTRIBUTIONS	1		494.71
DD14730.10	24/03/2026	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		282.74
DD14730.11	24/03/2026	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		427.81
DD14730.12	24/03/2026	HESTA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		288.47
TOTAL PAYROLL						34,046.40
DIRECT DEBIT	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD14712.1	01/03/2026	BENDIGO BANK CREDIT CARDS	CREDIT CARD USAGE - EMCS - FEBRUARY 2026	1		104.63
INV FEB 2026	28/02/2026	BENDIGO BANK CREDIT CARDS	10/02/2026 - NANUTARRA ROADHOUSE - FUEL - NO BP AVAILABLE - \$35.73 13/02/2026 - WEST AUSTRALIAN POLICE FORCE - POLICE CHECK STAFF TRAINING \$64.90 27/02/26 - BENDIGO BANK - CREDIT CARD FEE - \$4.00	1	104.63	
DD14714.1	14/03/2026	BENDIGO BANK CREDIT CARDS	CREDIT CARD USAGE CEO FEBRUARY 2026	1		3,405.25
INV FEB 2026	28/02/2026	BENDIGO BANK CREDIT CARDS	01/02/26 - AMAZON PRIME - AUDIO EQUIPMENT FOR EVENTS & COUNCIL - GENERAL \$79.00, 04/02/26 - CLAUDE AI - CLAUDE PRO SUBSCRIPTION FEB2 - MAR 2 2026 \$28.96, 04/02/26 - INTERNATIONAL TRANSACTION - TRANSACTION FEE \$0.87, 05/02/26 - HONOURABLE FLORIST - GIFT FOR COUNCILLOR - FROM SHIRE STAFF & COUNCILLORS - DELIVERED JAN 2026 \$80.00, 05/02/26 - PINGELLY IGA - NEWSPAPER SUBSCRIPTION 2026 - THE WEST (WEDNESDAY) & THE NARROGIN OBSERVER \$225.60, 05/02/26 - PINGELLY IGA - ESL PURCHASE - WATER BOTTLES FOR EAST BFB SHED \$750.00, 12/02/26 - PINGELLY HERITAGE FESTIVAL 2026 - SUNDOWNER FOR HOME OPEN VOLUNTEERS \$105.86, 17/02/26 - LIQOUR BARRONS NARROGIN - REFRESHMENTS ORDINARY COUNCIL MEETING & ANNUAL/GENERAL ELECTORS MEETING 18/2/26 \$136.95, 17/02/26 - THE REJECT SHOP - SUPPLIES FOR COUNCIL CHAMBER/ EVENTS. SUPPLIES FOR CATERING/KITCHEN UTENSILS \$139.00, 17/02/26 - CLOES NARROGIN - SUPPLIES FOR COUNCIL CHAMBERS AND ADMIN OFFICE \$72.65, 17/02/26 - CLOES NARROGIN - SUPPLIES FOR COUNCIL CHAMBERS AND ADMIN OFFICE \$253.06, 17/02/26 - CLOES NARROGIN - CATING FOR YAG & YOUTH CENTRE EVENT 17/2/26 - YOUTH ADVISORY GROUP/ YOUTH CENTRE \$128.70, 18/02/26 - FOXIT SOFTWARE - FOXIT PDF SUITE PRO FOR TEAMS YEARLY PLAN - FEB 16 - MAR 16 2026 \$42.80, 18/02/26 - INTERNATIONAL TRANSACTION - TRANSACTION FEE \$1.28, 26/02/26 - HOLIDAY INN WEST PERTH - ACCOMMODATION FOR CEO - CORPERATE MEETING - 2 DAYS PERTH 5TH & 6TH MARCH 2026 \$529.83, 26/02/26 - HOLIDAY INN WEST PERTH - ACCOMMODATION FOR CEO - CORPERATE MEETING - 2 DAYS PERTH 5TH & 6TH MARCH 2026 \$529.83, 26/02/26 - HERITAGE FESTIVAL DECORATIONS & PHOTO PROPS \$142.59, , 26/02/26 - HERITAGE FESTIVAL DECORATIONS & PHOTO PROPS \$80.09, 27/02/26 - COLES ONLINE - FOOD PLATTERS FOR YOUTH ADVISORY GROUP MEETING \$42.18, 27/02/26 - BENDIGO BANK - CREDIT CARD FEE \$4.00, 27/02/26 - COLES ONLINE - FOOD PLATTERS FOR YOUTH ADVISORY GROUP MEETING \$32.00,	1	3,405.25	
DD14716.1	14/03/2026	BENDIGO BANK CREDIT CARDS	CREDIT CARD USAGE EWM FEBRUARY 2026	1		861.03

INV FEB 2026	28/02/2026	BENDIGO BANK CREDIT CARDS	7/2/26 - EASY PEST SUPPLIES - PROTECTA LP RODENT BAIT STATION \$511.00, 7/2/26 - TELSTRA CREDIT - RANGER PHONE RECHARGES \$180.00, 25/02/25 - PINGELLY IGA EXPRESS - SURVEY EQUIPMENT - REPLACEMENT BATTERIES \$21.60, 26/02/26 - SMS BROADCAST BY SINC - SMS BROADCAST \$144.43, 27/02/26 - BENDIGO BANK - CREDIT CARD FEES \$4.00	1	861.03	
TOTAL DD						4,370.91
TRUST	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD14727.1	23/03/2026	WG & SJ DAVEY	BOND REFUND	7		52.00
INV T344	23/03/2026	WG & SJ DAVEY	BOND REFUND - STANDPIPE KEY	7	52.00	
TOTAL TRUST						52.00
GRAND TOTAL						354,622.78

Credit card transactions for the current month

CEO

Date	Transaction	Description	Amount
1/03/2026	Amazon	General IT Tech	\$ 19.95
1/03/2026	Amazon	General IT Tech	\$ 19.99
4/03/2026	Stealth Mode Three	Heritage Festival Golden Tickets	\$ 472.42
4/03/2026	International Transaction	Fee	\$ 14.17
4/03/2026	Claude Ai	Claude Pro Subscription	\$ 28.45
4/03/2026	International Transaction	Fee	\$ 0.85
5/03/2026	Amazon	General IT Tech	\$ 165.98
7/03/2026	Royal India	Presentation for ERP Dinner	\$ 140.30
13/03/2026	Pop Magic	Magical Entertainment	\$ 698.50
18/03/2026	Pingelly Hotel	Refreshments for Council Meeting	\$ 45.45
18/03/2026	Foxit Software	Foxit PDF Suite Pro - Monthly Plan	\$ 42.80
18/03/2026	International Transaction	Fee	\$ 1.28
18/03/2026	Pingelly IGA	Supplies for Council Meeting	\$ 71.60
18/03/2026	Pingelly IGA	Supplies for Council Meeting	\$ 281.64
21/03/2026	Amazon	Heritage Festival Decorations	\$ 32.29
23/03/2026	Holiday Inn West	CEO Connections Conference Accommodation	\$ 249.76
25/03/2026	Easy Signs	Heritage Festival Promotional Items	\$ 177.84
30/03/2026	Bendigo Bank	Credit Card Fee	\$ 4.00
31/03/2026	Zoom	Annual Subscription	\$ 246.29
31/03/2026	International Transaction	Fee	\$ 7.39
Total March 2026			\$ 2,720.95

EMW

Date	Transaction	Description	Amount
9/03/2026	SMS Broadcast	Top Up Credits	\$ 666.60
12/03/2026	Reddy Express	Fuel for EMW Car	\$ 71.94
27/03/2026	Pingelly Pharmacy	Consumables	\$ 8.00
30/03/2026	Bendigo Bank	Credit Card Fee	\$ 4.00
Total March 2026			\$ 750.54

MCCS

Date	Transaction	Description	Amount
5/03/2026	Thing-a-me-bobs	Ninja Park Opening Consumables	\$ 30.96
5/03/2026	Coles	Ninja Park Opening Gift Vouchers	\$ 184.00
5/03/2026	Coles	Ninja Park Opening Food Supplies	\$ 142.20
5/03/2026	The Reject Shop	Ninja Park Opening Food Supplies	\$ 42.40
9/03/2026	Holiday Inn West	Executive Conference Incidentals	\$ 25.48
10/03/2026	Holiday Inn West	Executive Conference Incidentals	\$ 15.23
10/03/2026	Holiday Inn West	Executive Conference Incidentals	\$ 198.94
13/03/2026	Shire of Pingelly	Vehicle Registration Renewal	\$ 86.80
18/03/2026	Pingelly Post Office	Employee Leaving Gift	\$ 255.95
18/03/2026	Pingelly Post Office	Stationery Item	\$ 1.00
30/03/2026	Bendigo Bank	Credit Card Fee	\$ 4.00
31/03/2026	Chat GBT	AI Subscription	\$ 27.27
31/03/2026	International Transaction	Fee	\$ 0.82
Total March 2026			\$ 1,015.05

Fuel Card Transactions for the current month

CEO	OPN	Litres	Amount
1/03/2026		64.03	\$ 118.71
1/03/2026		-	\$ 0.38
7/03/2026		70.1	\$ 140.55
13/03/2026		65.28	\$ 159.61
19/03/2026		60.08	\$ 160.71
22/03/2026		54.14	\$ 161.55
22/03/2026		-	\$ 0.38
25/03/2026		65.34	\$ 195.69
29/03/2026		53.94	\$ 173.36
29/03/2026		-	\$ 0.38
		432.91	\$ 1,111.32
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EWM	PN01		
3/03/2026		44.81	\$ 75.95
17/03/2026		29.09	\$ 64.73
24/03/2026		29.46	\$ 71.44
		103.36	\$ 212.12
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MCCS	PN761		
4/03/2026		26.56	\$ 45.02
22/03/2026		30.63	\$ 71.21
		57.19	\$ 116.23
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Bush Fire Truck	PN322		
21/03/2026		74.43	\$ 213.99
		170.56	\$ 213.99
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P100	PN100		
4/03/2026		104.34	\$ 176.86
24/03/2026		52.98	\$ 128.48
		52.98	\$ 305.34
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INVOICE TOTAL			\$ 1,959.00

15.3. 2025/26 Budget Amendment

File Reference: ADM0067
Location: Not Applicable
Applicant: Not Applicable
Author: Finance Manager
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Nil

Executive Summary

This report seeks Council approval for budget amendments to the 2025/26 Annual Budget.

The amendments reverse grant funding incorrectly included in the current financial year and recognise additional revenue. These adjustments ensure the budget accurately reflects financial activity and complies with legislative requirements.

Background

Council adopted the 2025/26 Annual Budget Review on 18 March 2026.

Following a review of financial records, it has been identified that grant funding relating to the West and East Pingelly Fire Shed projects was recognised in the 2024/25 financial year and should not be included in the 2025/26 budget.

Additional revenue and reduced expenditure items have also been identified that were not included in the original adopted budget.

Comment

The removal of the fire shed grant funding aligns the 2025/26 budget with the correct accounting treatment, as the revenue was recognised in the prior financial year.

The inclusion of additional revenue improves the accuracy of the budget and ensures all known financial movements are reflected.

Description	Variation \$
Revenue	
Correction to opening surplus position	\$18,874
West Pingelly Fire Shed Grant–Acquittal double counted	(231,707)
East Pingelly Fire Shed Grant– Acquittal double counted	(370,966)
Fire Mitigation Activity Fund Grant	146,000
West & East Pingelly Fire Shed fit out costs to be reimbursed	30,000
Expenses	
Purchase of 17 Parade Street deferred to 26/27	(100,000)
Mini Pump & Skills Track deferred to 26/27	(10,000)

The closing deficit following these changes is \$38,410. Staff will identify small cost savings across the budget to reduce or eliminate this deficit.

Consultation

No external consultation is required for this item.

Statutory Environment

The proposed budget amendments are made in accordance with:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996 – Regulation 33A

Regulation 33A requires that budget amendments be approved by Council resolution.

Policy Implications

There are no policy implications.

Financial Implications

The proposed amendments result in a net reduction to the 2025/26 budgeted surplus of \$297,799

These adjustments ensure that prior year revenue is not double counted and that current year revenue is accurately reflected.

- Adopted Budget Review Surplus position at year end: \$259,389
- Operating Surplus / (Deficit): Decrease of \$297,799
- Closing Funding Position Surplus (Deficit): (\$38,410)

Strategic Implications

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

Risk Framework

Risk:	Failure to present a budget amendment when staff become aware of issues 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 review but monthly monitoring.		

Officer's Recommendation:

That Council adopts the budget amendments noted for the period ending 31 March 2026 and resolves that the expenses deferred to 26/27 are added into the draft 26/27 budget for further consideration by Council.

13724 Cr Danielle Summers moved, Cr Bryan Hotham seconded

Voting Requirements:

Simple Majority

Council Decision:

That Council adopts the budget amendments noted for the period ending 31 March 2026 and resolves that the expenses deferred to 26/27 are added into the draft 26/27 budget.

Carried Unanimously 6 votes to 0

For:	President Jackie McBurney, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers & Cr Angela Tretheway
Against:	Nil

16. DIRECTORATE OF WORKS

Nil

17. ELECTED MEMBERS MOTIONS WITH PREVIOUS NOTICE

Nil

18. NEW OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

Nil

19. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

20. CLOSURE OF MEETING

The Chairman declared the meeting closed at 2.49pm.

<p>These minutes were confirmed by Council at the Ordinary Council Meeting held on</p> <p>Signed..... Presiding Person at the meeting at which the minutes were confirmed.</p>
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