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Council Minutes

Shire of Pingelly

Ordinary Council Meeting

17 April 2024

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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 2.04pm

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.

I ask for your indulgence as this is the first meeting I am managing, using my laptop. I am trying to go electronic, replacing the paper hard copy of the agenda.

I would like to acknowledge and welcome Lee Steel for attending today's Ordinary Council Meeting.

I would like to thank the staff for the assistance in the WALGA training for Councillors, that was held at the PRACC on Monday and Tuesday this week. Council members from our neighbouring shires including Beverly, Brookton, Wandering, Cuballing, Lake Grace attended and was a successful 2 days of training. It was well organised, and the presenter was glowing in his acknowledgement of the work the Shire of Pingelly staff had done, in getting the training organised and set up. Thank you very much.

I would like to commend and thank the staff for all the hard work they have done behind the scenes to get the derelict building right up to where it is, including connecting the power and the water. It's been a lot of effort assisting with the building, in preparation for the Pingelly Community Garden.

It was a pleasure to attend the official opening of the Pingelly Community Garden. I would like to present to Council the rent of this large \$1 coin that was presented to me as their rent for the year. This was a wonderful gesture.

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

Members Present

Cr J McBurney	President
Cr P Wood	Deputy President
Cr C Cheney	
Cr B Hotham	
Cr P Narducci	
Cr A Trethewey	

Staff in Attendance

Mr A Dover	Chief Executive Officer
Mr M Hudson	Executive Manager Works
Ms Z Macdonald	Executive Manager Corporate Services
Mrs S Nyssen	Governance and Executive Officer

Members of the Public

Ms Lee Steel

Members Apologies

Cr K Singh

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

Please see Public Question Time Information on page 3.

Lee Steel presented with questions relating to item 14.5 of the agenda.

Question1: Can you confirm that the costs noted are not complete as you have not included the labour and overhead costs for 22/23?

Response: From memory, labour was included.

Q2: Is Council as disappointed as I was to see that the actual costs of the Christmas Village project which was far in excess of the budgeted figure for the past 2 years?

Response: It is always disappointing when a budget goes over. The benefit from the Christmas Village was worth the overspend and expanding the project from the previous year.

Q3: Did Council have monthly report on the extreme overspend on this line item and if not, will Council be asking the finance officer to report on why the cost blow out was not reported in the finance reports as it was well over 100% increase?

Response: This information was reported in the February and March items 15.1, noted as variations; and subsequently amended in the midyear budget review.

Q4: Can you advise why you used REMPLAN estimate generator to estimate income instead of approaching local business to be inform by actual impact?

Response: REMPLAN is a well-respected tool to use. The estimates here are well accredited by tourism WA and have gone into studies for the Wheatbelt to determine that this is the accurate figure. Costs and expenditure may include fuel and meals, noting quite a few components. This has been well verified by the studies Tourism WA has completed. They place a lot of science behind these figures.

Q5: Regarding the REMPLAN estimate generator how could Council know what shops and services are available locally believe that of the estimated visitors to view our Christmas display averaged an approx. spend locally of \$177 per person – how when analysing the data did Council come to the conclusion that this was a fair/average spend?

Response: We have to reply on the scientific data that is provided to us. Whether or not we trust those studies or not is a separate thing. This gives us an overall figure. \$82,000 or different or similar figure we have to have some basis for an estimate anyway. As discussed, that \$177 would not have been a single spend in a single shop.

Q6: Did the Shire staff approach any local business to see if the impact estimate was close to accurate, or better still did they ever approach local main street businesses to see if they did in fact see a major increase in income from the Christmas visitors?

Response: We did a survey at the Business BBQ. The Business BBQ was not well attended. Some businesses noted an increase, other businesses such as the Bendigo Bank had no impact. The survey results were not large enough to be statistically significant.

Q7: Would it surprise Council to know that of the 8 local businesses I approached all said that they did not experience any major increase in sales due to the Christmas visitors?

Response: That doesn't necessarily surprise me, but I take that feedback on board. One of the features of the Christmas Village is that it runs over a month. If you divide the visitors over that time, it's not an impact that would be seen as a daily impact. Advantages of the village, it's diluted by the time that it's spent.

Q8: Will Council accept the report that justifies such a huge expense from rate payers' money, or will you insist on a more true report that better reflects the actual benefit to our economy?

Response: Moving forward, the item is in today's agenda, and we will be looking at the ongoing benefits of the Christmas Village. This includes not just the financial rewards but the strong social award, impacts and benefits to our community. This is not easily measurable which makes it very difficult to quantify.

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8. DISCLOSURES OF INTEREST

Nil

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Meeting – 20 March 2024

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13409 Moved: Cr Wood Seconded: Cr Hotham

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 20 March 2024 be confirmed.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

11. ITEMS BOUGHT FORWARD DUE TO PERSONS ATTENDING

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13410 Moved: Cr Cheney Seconded: Cr Hotham

That Item 14.5 be brought forward.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci,
 Trethewey

Against: Nil

14.5 Review of the Pingelly Christmas Village

File Reference:	Nil
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	REMPPLAN Report
Previous Reference:	Nil

Summary

For Council to consider the review of the Pingelly Christmas Village.

Background

The Pingelly Christmas Village commenced in December 2022 and continued in December 2023. This event comprises mainly of a launch event which includes markets, activities and the lighting of a Christmas tree, and semi-permanent decorations which are erected for the month of December. This approach is intended to minimise the burden on already stretched volunteers and to spread the impact of visitors across the entire month.

This event is designed to:

1. Attract tourists through Pingelly, encouraging them to stop and explore the Village and visit the various shops and restaurants; and
2. Provide our community with a festival like atmosphere through our main street.

Comment

The Christmas Village has significant establishment costs for the purchase and manufacture of the mostly reusable decorations. The cost of the Christmas Village was \$30,202 in 2022/23 and \$14,182 in 2023/24. In addition, labour of \$19,538 and overheads of \$19,538 was expended in 2023/24. This is non-cash and has not impacted the overall budget.

REMPPLAN estimates that the event generated \$82,700 in 2023/24 for the local economy, based on local figures. This report is attached. As the Christmas Village gains traction, these returns for the local economy are anticipated to grow.

A business and community survey was conducted with a positive outcome, however the number of results returned are not statistically significant. However, the Shire has received a number of very positive letters and emails commending the Shire on this event and the way that the town looks during the Christmas period. Many positive comments have been made to staff, particularly from residents of other towns.

There has been very positive feedback on social media. Some example comments are below:

- Thanks Shire of Pingelly
- Well done Pingelly! Looks like it was a magical evening
- Beautiful Shire of Pingelly 🌟
- Had an amazing time tonight, really enjoyed the community spirit. Thank you to everyone involved, the food, the stalls and the lights!!! 🎄
- Thank you to all the people involved for making Christmas even more special in our town, I am happy to call Pingelly home.
- Well done Pingelly 🙌
- Thanks for sharing these photos. So proud to call Pingelly my home and see how the town seems to have evolved over the past few years. We will be back in the area again in the early part of 2024. 🙌🙌🙌 to all involved spreading the Christmas spirit.
- Awesome Pingelly, gorgeous town and people 😊🙌🙌🙌
- Congrats Shire of Pingelly & all helpers involved for lighting up our town! A beautiful display in the main street for all to enjoy. Can imagine the time & effort to get all this together. Well done 🙌
- Looks fabulous, great time had by all
- I've got serious FOMO happening, if there is one next year we'll be there with bells on! 🛎️🛎️🎅🎄 well done to all 🙌🙌
- Well done to all involved 🙌
- Brilliant evening and the town looks stunning
- Fantabulous 😄
- Great event well done everyone
- Great work Pingelly
- Fantastic community ❤️
- Well done to you all!! It's looking amazing and testament to your hard work Ellen Cook 😊😄
- Absolutely fantastic! ❤️😄
- The Main street is looking lovely 😊

The Pingelly Christmas Village is now one of the Shire's signature events and has been well received by both visitors and our community. The event has the potential to grow and be a major attraction for visitors, placing Pingelly on the map.

Consultation

The business and community survey on events was advertised in the Pingelly Times, social media and at the Business BBQ. However, the number of responses was poor. The responses that were received were generally positive. Other channels of information as discussed above have had a particularly positive result.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Pingelly Community Plan Action 1.1.5 - Support a program of annual community and signature events, such as the Heritage Festival, Mother's Day and Christmas Markets, and Tutanning Wildflower Walk, and two-yearly events such as Astrofest and Country Collective.

Risk Framework

Risk:	Not continuing this event would cause reputational damage as the community has grown to love this event.		
Consequence Theme:	Reputational	Impact:	Moderate
Consequence:	Public embarrassment, moderate impact, low or moderate news profile		
Likelihood Rating:	Unlikely	Risk Matrix:	Medium (6)
Action Plan:	Allocate funding within the budget for the continuation of this event.		

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13420 Moved: Cr Wood Seconded: Cr Cheney

That Council consider an allocation within the 2024/25 budget to continue the Pingelly Christmas Village event.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey
Against: Nil

Tourism Impact Summary Report for Pingelly (S)

(Tourism Activity: 30 days)

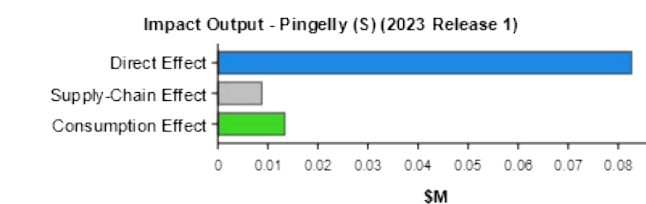
Tourism Impact Scenario

Name Pingelly Chirstmas Village
Duration 30 days

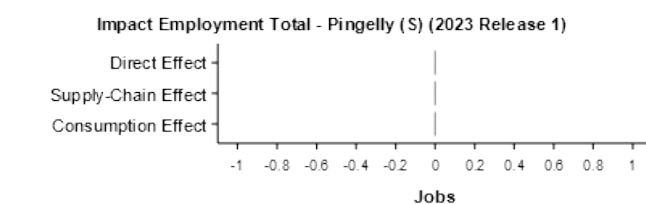
Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	400	50	0	450
Number of Nights	n/a	1.00	0.00	
Estimated Expenditure per Visitor per Day (\$)	\$177	\$238	\$155	
Total Estimated Expenditure (\$)	\$70,800	\$11,900	\$0	\$82,700

Estimated Expenditure per Visitor per Day data sourced from:
TRA 2022 Tourism Profile REMPLAN 2022 Tourism Analysis Model

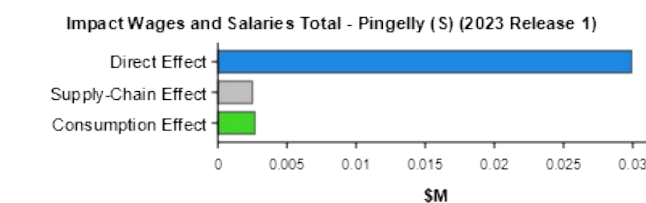
Tourism Impacts



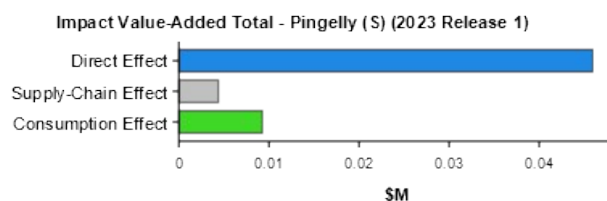
REMPPLAN



REMPPLAN



REMPPLAN



Under this scenario Gross Regional Product is estimated to increase by \$0.060 million (0.07%) to \$80.304 million. Contributing to this is a direct increase in output of \$0.083 million, 0 additional jobs, \$0.030 million more in wages and salaries and a boost in value-added of \$0.046 million.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$0.009 million, 0 more jobs, \$0.002 million more paid in wages and salaries, and a gain of \$0.004 million in terms of value-added.

These supply-chain effects represent the following Type 1 economic multipliers:

Impact	Type 1 Multipliers
Output	1.106
Employment	0.000
Wages and Salaries	1.084
Value-added	1.095

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$0.013 million, employment by 0 jobs, wages and salaries by \$0.003 million, and value-added by \$0.009 million.

Under this scenario, total output is expected to rise by \$0.105 million. Corresponding to this are anticipated increases in employment of 0 jobs, \$0.035 million wages and salaries, and \$0.060 million in terms of value-added.

The total changes to economic activity represent the following Type 2 economic multipliers:

Impact	Type 2 Multipliers
Output	1.268
Employment	0.000
Wages and Salaries	1.173
Value-added	1.297

Tourism Impact Summary (Tourism Activity: 30 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$0.083	\$0.009	\$0.013	\$0.105	1.106	1.268
Long Term Employment (Jobs)	0	0	0	0	0.000	0.000
Wages and Salaries (\$M)	\$0.030	\$0.002	\$0.003	\$0.035	1.084	1.173
Value-added (\$M)	\$0.046	\$0.004	\$0.009	\$0.060	1.095	1.297

Disclaimer

All figures, data and commentary presented in this report are based on data sourced from the Australian Bureau of Statistics (ABS), most of which relates to the 2021, 2016, 2011, 2006 and 2001 Censuses, and data sourced from the National Visitor Survey (NVS) and International Visitor Survey (IVS) published by Tourism Research Australia.

Using ABS datasets and an input / output methodology industrial economic data estimates for defined geographic regions are generated.

This report is provided in good faith with every effort made to provide accurate data and apply comprehensive knowledge. However, REMPLAN does not guarantee the accuracy of data nor the conclusions drawn from this information. A decision to pursue any action in any way related to the figures, data and commentary presented in this report is wholly the responsibility of the party concerned. REMPLAN advises any party to conduct detailed feasibility studies and seek professional advice before proceeding with any such action and accept no responsibility for the consequences of pursuing any such action.

12. REPORTS OF COMMITTEES

12.1 Reports of Committees of Council

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

12.1.2 Bush Fire Advisory Committee Meeting 27 March 2024

Statutory Environment:

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

Voting Requirements:

Simple Majority

Committee Recommendation and Council Decision:

13411 Moved: Cr Narducci Seconded: Cr Hotham

That Council receive the Minutes of the Bush Fire Advisory Committee meeting held 27 March 2024.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

Voting Requirements:

Simple Majority

Committee Recommendation and Council Decision:

13412 Moved: Cr Wood Seconded: Cr Trethewey

That Council reappoint the officers appointed in 2023 to their respective offices with the following changes:

Shire of Pingelly:	Remove Phil Burgess and add Mike Hudson (Executive Manager Works)
West Pingelly Brigade	Remove Malcolm Cunningham and add Richard Campbell (training required)
Fire Weather Officers	Names to be submitted to Commissioner for Gazettal. Training for Fire Weather Officers.

Moved: Brett Blechynden Seconded: Anthony Turton

Nomination for Chief Bush Fire Control Officer – Rod Shaddick Accepted

Moved Brett Blechynden Seconded Anthony Turton

That the following officers be elected for the positions of Fire Control Officers

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

**Fire Control Officers
East Pingelly Brigade**

**Jeffrey Bernard Edwards
Robert John Lee
Brett Scott Blechynden
Sam MacNamara**

**Moorumbine -
Noonebin Brigade**

**Rodney Leonard Shaddick
Scott Cunningham
Brodie Cunningham**

West Pingelly Brigade

**Simon Parsons
Anthony Turton
Adam Lindsay Watts
Richard Campbell (training pending)**

Pingelly Central/VFRS

Peter Narducci

CESM

Jason Carrall

Shire of Pingelly

**Andrew Dover (CEO)
Mike Hudson (Executive Manager Works)
Sheryl Frances Squiers (Shire Administration)**

Fire Weather Officers

Rodney Leonard Shaddick

**(Gazetted under the Act through
Commissioner)**

**Graeme Alex Watts
Sam MacNamara**

**Dual Fire Control Officers
Brookton:**

**Rodney Leonard Shaddick
Sam MacNamara
Jeffrey Bernard Edwards
Brodie Cunningham
Robert John Lee**

**Richard Campbell
Adam Lindsay Watts**

Wickepin:

**Rodney Leonard Shaddick
Brodie Cunningham
Robert John Lee
Brett Blechynden
Sam MacNamara**

Cuballing:

**Rodney Leonard Shaddick
Simon Parsons
Anthony Turton
Brodie Cunningham
Sam MacNamara
Brett Blechynden**

Corrigin:

**Rodney Leonard Shaddick
Brodie Cunningham
Jeffrey Bernard Edwards
Robert John Lee
Sam MacNamara**

Wandering:

**Rodney Leonard Shaddick
Brodie Cunningham
Sam MacNamara
Simon Parsons
Anthony Turton
Adam Lindsay Watts
Richard Campbell**

Voting Requirements:
Simple Majority

Committee Recommendation and Council Decision:

13413 Moved: Cr Narducci Seconded: Cr Hotham

That the Council adopt the 2023/24 Fire Break Order wording for 2024/25 Fire Break

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci,
Trethewey
Against: Nil

12.2 Reports of Council Delegates on External Committee

- | | |
|---|---|
| • Central Country Zone of WALGA | Delegate – Shire President
Delegate – Deputy President |
| • Hotham-Dale Regional Road Sub-Group | Delegate – Shire President
Deputy – Deputy President |
| • Pingelly Recreation & Cultural Centre Board | Member – Shire President
Deputy – Deputy President |
| • Development Assessment Panel | Delegate – Shire President
Delegate – Cr Narducci
Deputy – Cr Hotham
Deputy – Cr Singh |
| • Pingelly Tourism Group | Delegate – Cr Singh
Deputy – Cr Narducci |

Voting Requirements:

Simple Majority

Council Decision:

13414 Moved: Cr McBurney Seconded: Cr Cheney

Council sends a letter to Merv Beard, thanking him for his contribution to the Pingelly Tourism Group and to the community of Pingelly, and wish him well in his retirement and future endeavours.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey
Against: Nil

- | | |
|---|--|
| • Shires of Pingelly and Wandering Joint Local Emergency Management Committee | Delegate – Deputy President
Deputy – Cr Cheney |
| • Pingelly Youth Network | Delegate – Cr Narducci
Delegate – Cr Cheney
Deputy – Shire President |
| • Pingelly Early Years Network | Delegate – Shire President |
| • Pingelly Community Wellbeing Plan Working Group | Delegate – Shire President
Deputy – Cr Narducci |
| • Pingelly Museum and Historical Group | Delegate – Cr Hotham
Deputy – Cr Singh |

13. REPORTS FROM COUNCILLORS

13.1 Cr Jackie McBurney (President)

MARCH

25th March Meeting with the CEO and PRACC Members
27th March Project Advisory Group Meeting
27th March Meeting with the CEO, President and Deputy President

APRIL

2nd April Meeting with the CEO and PRACC Members
2nd April Meeting with Helen Moreton
2nd April Meeting with Lee Steel
3rd April Wandering and Pingelly staff meeting
8th April Meeting with the CEO
8th April Pingelly Heritage Festival Sundowner
10th April Meeting with the CEO, President and Deputy President
10th April Meeting with Darren West MLC, CEO and Deputy president
10th April Tourism Group AGM Meeting
11th April Audit Entrance Meeting with the CEO and Executives
12 April Central Country Zone Meeting in Pingelly
13th April Pingelly Community Garden Group Official Opening

Voting Requirements:

Simple Majority

Committee Recommendation and Council Decision:

13415 Moved: Cr McBurney Seconded: Cr Narducci

That Council send a letter to Pingelly Community Garden Incorporated, congratulating them on the wonderful effort towards their Official Launch, applaud their vision for community space and wishing them all the very best for their future.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

15th April WALGA Essential Training
16th April WALGA Essential Training
17th April Ordinary Council Meeting

13.2 Memorials

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

- Council pays their respects to the family and friends of Mervin John (Jack) Stone, who has sadly passed away.
- Council pays their respects to the family and friends of Wendy Vitlich, who has sadly passed away.

13.3 Celebrations

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

- Luke Vernon is a Pingelly shearer, originally from New Zealand. Luke has broken the world eight-hour record, shearing 500 merino ewes. He broke the world record of 497, that was set in 2019.

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: 13277

Summary

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

Background

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

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

The last review of the Delegations Register occurred at the Ordinary Council Meeting held in June 2022. The current review of delegations forms part of the annual and constant review process to ensure that the internal procedures of the organisation reflect current, efficient and compliant practices.

Comment

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

These delegations reference the specific sections of legislation under which a delegation is made and detail the express function and to what extent that function is delegated. A comprehensive review was carried out in 2022 with a further minor review in 2023. 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.		

Voting Requirements:

Absolute Majority

Council Decision:

13416 Moved: Cr Narducci Seconded: Cr Hotham

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

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil



SHIRE OF PINGELLY

REGISTER OF DELEGATIONS

Adopted By Council on 17 April 2024
Council Resolution No: 13416

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

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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:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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: 1. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods 2. Refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid 3. Sell or otherwise dispose of confiscated or uncollected goods 4. Humanely destroy the animal and dispose of the carcass, if an impounded animal is ill or injured to such an extent that treating it is not practicable.
Council Conditions on this Delegation:	1. Delegation to destroy and dispose of sick or injured animals is only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed. 2. Delegation applies to property with an estimated market value of less than \$20,000. 3. Disposal of confiscated or uncollected goods is to be undertaken by offering them for public sale by any fair means, or to an appropriate not-for-profit community group.
Express Power to Sub-Delegate:	<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:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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.
Version Control:	17 April 2024 Council Resolution No: 13416

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 <u>Local Government (Uniform Local Provisions) Regulations 1996</u>. 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:	17 April 2024 Council Resolution No: 13416

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 <u>Local Government (Uniform Local Provisions) Regulations 1996</u>. 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.
Version Control:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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:	<p>The exercise of this delegation is subject to:</p> <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.
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1.12 Tenders for Goods and Services

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<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: 1. to call tenders for any items included in the Annual Budget (F&G Reg. 11); 2. to invite tenders though not required to do so (F&G Reg. 13); 3. the selection criteria for deciding which tender should be accepted (F&G Reg. 14(2a)); 4. the information to be disclosed to those interested in submitting a tender (F&G Reg. 14(4)(a)); 5. to vary tender information after public notice of invitation to tender and before the close of tenders (F&G Reg. 14(5)); 6. to seek clarification from tenderers in relation to information contained in their tender submission (F&G Reg. 18(4a)); 7. to evaluate tenders and decide which is the most advantageous (F&G Reg. 18(4)); 8. to accept or reject tenders (F&G Reg. 18(2) and (4)); 9. to decline any tender (F&G Reg. 18(5)); 10. minor variations before entering into a contract (F&G Reg. 20); 11. to accept the next most advantageous tender where within 6 months of accepting a tender a contract has not been entered into, or the successful tenderer agrees to terminate the contract (F&G Reg. 18 (6) and (7)); 12. appropriate circumstances for seeking and inviting expressions of interest for the supply of goods or services (F&G Reg. 21); 13. to consider expressions of interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or

	<p>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></p> <p>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:	17 April 2024 Council Resolution No: 13416

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

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<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:	Executive Manager Corporate Services
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.
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1.16 Investments

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

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

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

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<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:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

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

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

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<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(2) Affixing the common seal s.9.49A(3) 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:	Executive Manager Corporate Services Executive Manager Works
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub delegation. Where a document is executed by a sub-delegate, the Chief Executive Officer is to be provided with due notice and opportunity to sight the original document, prior to execution.
Recordkeeping:	A record containing the requirements in accordance with Local Government Administration Regulations (1996) Regulation 19, is to be retained within the Shire's approved electronic content management system.
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1.21 Administer Local Laws

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Local Government Act 1995 s. 3.18 Performing Executive Functions
Delegate:	Chief Executive Officer
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to exercise the powers and duties and to administer and do all things necessary to enact the Shire of Pingelly Local Laws.
Council Conditions on this Delegation:	<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.
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1.22 Appointment of Acting CEO

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	Local Government Act 1995: s 5.52 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Local Government Act 1995 s. 5.36 (1) (a) Local government employees
Delegate:	Chief Executive Officer
Function: This is a précis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to appoint an Acting Chief Executive Officer.
Council Conditions on this Delegation:	Appointment to be made in accordance with Council Policy on this matter.
Express Power to Sub-Delegate:	<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.
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Part 3 *Bush Fires Act 1954*

3.1 Make Request to FES Commissioner – Control of Fire

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<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.
Version Control:	17 April 2024 Council Resolution No: 13416

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:	Chief Executive Officer 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:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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:	<p><i>Bush Fires Act 1954:</i></p> <ul style="list-style-type: none"> 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 <p><i>Bush Fire Regulations 1954:</i></p> <ul style="list-style-type: none"> 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.
Version Control:	17 April 2024 Council Resolution No: 13416

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.
Version Control:	17 April 2024 Council Resolution No: 13416

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.
Version Control:	17 April 2024 Council Resolution No: 13416

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: 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.
Version Control:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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.
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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:	17 April 2024 Council Resolution No: 13416

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:	17 April 2024 Council Resolution No: 13416

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> <i>s.5.43 Limitations on delegations to the CEO</i>
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:	17 April 2024 Council Resolution No: 13416

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 s.162</i> <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"> • Planning and Development Act 2005 • 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 Planning and Development (Local Planning Schemes) Regulations 2015, and Town Planning Scheme No. 3. 2. Authority to make recommendations to the Western Australian Planning Commission on subdivision applications, including the imposition of subdivision conditions or the clearance of subdivision conditions including the bonding of conditions (Part 10, Planning and Development Act 2005).
Council Conditions on this Delegation:	<p>Specific Land uses</p> <p>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</p> <p>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:	17 April 2024 Council Resolution No: 13416

14.2 Change of Date for the June 2024 Ordinary Council Meeting

File Reference: ADM0310
Location: Not Applicable
Applicant: Not Applicable
Author: Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Council Resolution No: 13364

Summary

Council is requested to consider changing the date of the June Council Meeting.

Background

Council currently meets the third Wednesday of the month with the exception of December (2nd Wednesday) commencing at 2pm. This was advertised prior to the February meeting in 2024 as per the *Local Government (Administration) Regulations 1996*.

Comment

The CEO has approved leave from 19 June – 7 August 2024. This includes two Council meetings. To minimise disruption to Council business, it is proposed that the Council Meeting currently scheduled for 2PM Wednesday 19 June 2024 be brought forward by one week to 2PM Wednesday 12 June 2024. This will allow the CEO to attend and business to continue as usual.

Consultation

A local government is required to give local public notice of any changes to the dates, times or place of the scheduled Council Meetings pursuant to the *Local Government (Administration) Regulations 1996*.

Statutory Environment

Local Government Act 1995, Sections 5.3 and 5.25(1)(g)
Local Government (Administration) Regulations 1996, Regulation 12

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Business as usual.

Risk Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation and Council Decision:

13417

Moved: Cr Wood

Seconded: Cr Trethewey

That Council change the date of the June 2024 Ordinary Council Meeting to be on the at 2PM 12 June 2024 instead of 19 June 2024, and advertise the change in the Narrogin Observer, Pingelly Times, Shire of Pingelly Website and on social media.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

14.3 Council Policy 8.6 Minimum Access Standards

File Reference: ADM0714
Location: Not Applicable
Applicant: Not Applicable
Author: Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Draft Council Policy 7.11 Minimum Access Standards Policy
Previous Reference: Nil

Summary

For Council to consider a Council policy for Minimum Access Standards.

Background

In 2020, Council adopted the Shire of Pingelly Disability Access and Inclusion Plan 2020 – 2025 (DAIP). This is a statutory requirement. This document has the following Outcomes and Strategies.

Disability Access and Inclusion Plan 2020 – 2025

Outcome	Strategy
1. People with disability have the same opportunities as other people to access the services of, and any events organised by the Shire of Pingelly.	1.1. Ensure that people living with a disability are consulted on their need for services and the accessibility of current services. 1.2. Incorporate the objectives of the DAIP into Council's Strategic Community Plan, and Corporate Business Plan.
2. People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Pingelly.	2.1. Ensure that all Shire facilities and infrastructure comply with minimum access standards as required by Australian Standards on Access and Mobility (AS 1428 suite) and are physically accessible and safe. 2.4. Prioritise addressing access barriers to the Shire's existing public buildings and facilities.

To reflect these Outcomes and Strategies in the DAIP, Council adopted the below Objective and Action in the Pingelly Community Plan 2023.

Pingelly Community Plan 2023

Objectives	Actions
2.3 People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Pingelly.	2.3.1 Adopt a policy to progressively upgrade facilities to ensure compliance with minimum access standards as required by Australian Standards on Access and Mobility (AS 1428 suite).

Comment

The adoption of a policy to progressively upgrade facilities is a significant step forward for disability, access and inclusion within the Shire of Pingelly. The draft policy balances provides for best practice standards at the design stage of a project.

Should the policy not provide sufficient guidance, it provides for relevant research into best practices to be undertaken, including consultation with experts in the field or people with lived experience.

To ensure that the provision of accessible and inclusive buildings and public spaces does not compromise projects, an 'Unjustifiable Financial Hardship' clause has been included in the policy. This limits the cost of these additional measures to a maximum of 15% of the total project cost.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

This is business as usual.

Risk Framework

Risk:	Council has stated its intentions through the DAIP and the Pingelly Community Plan. Failure or delay to implement these intentions may have a reputational impact.		
Consequence Theme:	Reputational	Impact:	Minor
Consequence:	Low impact, a small number of complaints		
Likelihood Rating:	Unlikely	Risk Matrix:	Low (4)
Action Plan:	Implement a policy to progressively upgrade facilities to ensure equal access for all, regardless of ability.		

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13418 Moved: Cr Cheney Seconded: Cr Hotham

That Council adopt Council Policy 8.6 Minimum Access Standards.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

8.6 Council Policy



Minimum Access Standards

1. PURPOSE

- 1.1 The purpose of this policy is to progressively upgrade facilities to ensure equal access for all, regardless of ability.

2. SCOPE

- 2.1 This Policy is applicable to the Shire of Pingelly and its operations.

3. DEFINITIONS

N/A

4. POLICY STATEMENT

- 4.1 When building or redeveloping Shire owned buildings, the Minimum Access Standards at Appendix 1 should be considered at the design stage.
- 4.2 When constructing or renewing Shire owned public domain works, the Minimum Access Standards at Appendix 2 should be considered at the design stage.
- 4.3 If Appendices 1 and 2 do not provide guidance for a particular project, Shire should research and apply the 'best practice' standards within the industry for the project or scenario at hand. This may include consultation with experts in the field or people with lived experience.
- 4.4 The requirements at Appendices 1 and 2 should be considered alongside other relevant requirements. In the case of conflicting requirements the CEO has the discretion to vary the at Appendices 1 and 2.
- 4.5 Should the cost of adopting a measure within this policy exceed 15% of the cost of the particular element, then this measure is deemed to constitute 'Unjustifiable Financial Hardship'. In this instance, the measure is not reasonable to be included in the design, unless it is to comply with specific legal requirements including the Building Code of Australia.

5 RELATED DOCUMENTATION / LEGISLATION

- 5.1 *Local Government Act 1995*
- 5.2 *Disability Discrimination Act 1992*
- 5.3 *Building Code of Australia*
- 5.4 *AS/NZS 2890.6-2009*
- 5.5 *AS 1428.1-2009*
- 5.6 *AS 1428.2-1992*
- 5.7 *AS 1428.3-1992*
- 5.8 *AS 1428.4-2002*
- 5.9 *AS 1428.5-2010*

6 REVIEW DETAILS

Review Frequency	Bi-Annually
Council Adoption	17 April 2024

Appendix 1 – Minimum Access Standards Checklist – Buildings

a) Accessible Car Parking

✓ / ✗	Enhanced Design Measures – Accessible Car Parking	Applicable Technical Standard
	Provide elevated signs above designated accessible parking bay (DAPB) with blue international symbol.	AS / NZS 2890.6 – A3
	If elevated signs are not visible from car park entry, provide directional signs to the DAPB.	AS / NZS 2890.6 – A3
	Ensure that the vehicle path to the DAPB has a min. overhead clearance of 2500mm .	AS / NZS 2890.6 Cl. 2.4
	Ensure the DAPBs are adjacent to, or as near as possible, to the principal pedestrian entry of the building or facility.	N/A
	Ensure the area for the DAPB is well lit and the lighting is even.	AS 1428.2 Cl. 19
	If the DAPB is parallel (to the roadway / parking aisle), ensure it is a min. width of 3600mm with an appropriate 1600mm wide x 7800mm long connecting pathway.	AS / NZS 2890.6 Cl. 2.2
	Provide directional Tactile Ground Surface Indicators (TGSI) on any pathway adjacent to a DAPB, where a kerb ramp is at a mid-block or where there is not a direct path of travel.	AS 1428.4.1 Cl. 3.1 (c) (i)

b) Change / Shower Facilities

✓ / ✗	Enhanced Design Measure – Change / Shower Facilities	Applicable Technical Standard
	Ensure the shower doorway has a min. clear opening width of 900mm	AS 1428.1 Cl. 13.2
	Ensure that taps are clearly identified as hot and cold (colour and text)	N/A
	Ensure access to the main internal area has a min. clear space of 2450 x 2450mm to allow circulation for a 360° wheelchair turn	AS 1428.2 Cl. 6.3
	Ensure appropriate clearance below washbasin suitable for wheelchair access for a child	AS 1428.3 Cl. 10.4 Obsolete
	Ensure drink fountain controls are at appropriate heights that are easy to use for children of each age group	AS 1428.3 Cl. 12.1 Obsolete
	Ensure taps are easy to operate for children of each age group	AS 1428.3 Cl. 12.3 Obsolete
	Door closures to be used by children, are to have a force less than 2.9N to open from 0-90 degrees.	AS 1428.3 Cl. 12.1 /12.2 Obsolete
	Accessible tables to be provided, at a height of 565-660mm for ambulant children with disabilities and at a height of 625-770mm for children using wheelchairs	AS 1428.3 Cl. 13.2 Obsolete

	Ensure there is a provision of accessible wheelchair circulation spaces, being a min. 1300mm long and 800mm wide, for a parallel wheelchair approach, adjacent to shelves and benches	AS 1428.2 24.2(a)
	Ensure the 1:14 ramps have landings every 2.2m (or 1:17 every 3.5m, or 1:22 every 4.2m) (note; requirements of changes in direction)	AS 1428.3 Cl. 7 Obsolescent
	Ensure handrails on the landings of ramps are at a height of 825mm and at a consistent height of 860mm on the ramp	AS 1428.3 Cl. 7 Obsolescent

c) Contrasts

✓ / ✗	Enhanced Design Measure - Contrasts	Applicable Technical Standard
	Provide a clear colour and luminance contrast between bollards (e.g. contrasting strip close to the top) and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between counter tops and supporting surface	N/A
	Provide a clear colour and luminance contrast between any cupboards and door handles	N/A
	Provide a clear colour and luminance contrast between emergency alarm buttons and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between equipment controls (fans, air conditioners, heaters etc) and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between exposed vertical building supports (posts, columns etc) and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between flushing controls on toilets and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between furniture and the floors	N/A
	Provide a clear colour and luminance contrast between grab and hand rails and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between kerb ramps and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between lift buttons and the background and / or surrounding area	N/A

	Provide a clear colour and luminance contrast between light switches and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between lips and edges and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between path edges and pathways and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between poles and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between power points and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between ramp edges and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between shower doors and curtains and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between taps and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between vertical and horizontal connections (e.g. floor and wall) and the background and / or surrounding area	N/A
	Provide a clear colour and luminance contrast between window frames and the background and / or surrounding area	N/A

d) Customer Service Areas

✓ / ✗	Enhanced Design Measure – Customer Service Areas	Applicable Technical Standard
	Where there is a reception counter / ticket or tellers booth provide a wheelchair accessible section at a height of 830 – 870mm with leg clearance at a height of 800 – 840mm underneath, for a min. length of 900mm	AS 1428.2 Cl. 24.1.1
	Ensure that some of the seating provided in customer services is 450 – 520mm high, with armrests at a height of 220 – 300mm above the seat and a seat back	AS 1428.2 Cl. 27.2
	Ensure customer service area is appropriately lit and the lighting is even	AS 1428.2 Cl. 19
	Ensure display and information stands are within common reach ranges (230 – 1350mm) for wheelchair users (Note: different angles of approach e.g. side approach)	AS 1428.2 Cl. 22

e) Entrances

✓ / ✗	Enhanced Design Measure – Entrances	Applicable Technical Standard
	Provide an electric automatic self-opening door that has an opening width of 900mm	N/A
	If the automatic door has a control push button ensure controls are a min. of 25mm dia., proud of the surface (activating door before the button becomes level with surrounding surface) and at a height between 900 -1200mm	AS 1428.1 Cl. 13.5.3 (b)
	If there is a doorbell, ensure that it is accessible and easy to operate, and located at a height between 900 – 1200mm	N/A
	Ensure there is appropriate lighting at the entry for night time use	N/A

f) Emergency Egress / Evacuation

✓ / ✗	Enhanced Design Measure – Emergency Egress / Evacuation	Applicable Technical Standard
	Provide an accessible (e.g. appropriate door handle, clear door opening width, opening force) emergency exit in addition to the main entry	N/A
	Provide clear, visible, accessible signage on emergency exits	N/A
	Ensure there is a continuous accessible path of travel from the building to any nominated assembly area (e.g. firm path, no steps or stairs, well lit)	N/A
	Ensure there is a continuous accessible path of travel from the building to any nominated assembly area (e.g. firm path, no steps or stairs, well lit)	N/A
	Provide audible emergency alarms in the building	N/A
	Provide visible emergency alarms in the building	N/A
	Provide refuge places for people with mobility difficulties on levels above the main entrance	N/A
	Provide audible security alarm at any security checkpoints	N/A
	Provide visible security alarm at any security checkpoints	N/A
	Ensure that any fire hoses and extinguishers are located at a height between 700 - 1200mm	N/A
	Ensure that the emergency management plan located at an accessible height in a public area in an accessible format (e.g. large print, tactile, Braille)	N/A

g) Hearing Augmentation

✓ / ✗	Enhanced Design Measure – Hearing Augmentation	Applicable Technical Standard
	Provide hearing augmentation in public accessible meeting rooms that have capacity for 15 or more participants	AS 1428.5 – 3
	Provide hearing augmentation in any lift to assist with communication in an emergency	AS 1428.5 – 3
	Ensure that any rooms where there are presentations, training or entertainment that any seating provides good lines of sight for lip reading	N/A
	Ensure there is effective lighting for lip reading and sign language interpreters	N/A
	Consider acoustic design elements to reduce noise (e.g. rubber tips on furniture legs, soft furnishings, low pile carpet, double glazing, quiet equipment etc.)	N/A

h) Kitchen/Dining/Canteen Areas

✓ / ✗	Enhanced Design Measure – Kitchen/Dining/Canteen Areas	Applicable Technical Standard
	Ensure any counters have a wheelchair accessible section at a height between 830 – 870mm for a min. length of 900mm and a leg clearance underneath at a height between 800 – 840mm for a min. length of 900mm	AS 1428.2 Cl. 24
	Ensure the sink / basin is accessible to people in wheelchairs at a height between 770 – 800mm with leg clearance height underneath between 640-650mm with appropriate unobstructed circulation space	AS 1428.2- A5
	If there is a canteen / servery window ensure it has a wheelchair accessible section at a height between 830 – 870mm with a leg clearance underneath at a height of 800mm	AS 1428.2 Cl. 24
	Ensure any operative components of any vending machine, for pre-packaged food and drink is accessible and at a height between 700 – 1200mm	AS 1428.2 Cl. 29
	If seating is available, ensure it is at a height of 450 – 520mm with armrests located at a height between 220 – 300mm above the seat and backs	AS 1428.2 Cl. 27.2
	If tea and coffee facilities are provided (other than vending machine), ensure the highest operable components are located at a height between 900 - 1100mm	N/A

i) Landscaping

✓ / ✕	Enhanced Design Measure – Landscaping	Applicable Technical Standard
	Ensure landscape designs, materials, plants, etc., that contribute to pedestrian safety	N/A
	Ensure any planter boxes are appropriately located clear of any pathway	N/A

j) Lifts-Passenger

✓ / ✕	Enhanced Design Measure – Lifts-Passenger	Applicable Technical Standard
	Provide appropriate wheelchair circulation space with floor size of 1700 x 1900mm	AS 1428.2 – Cl. 12
	Ensure any handrails have appropriate colour and luminance to the background and / or surrounding area	N/A
	Ensure walls in lift are of a not a reflective material	N/A
	Ensure emergency procedures in the event of a lift malfunction are in an accessible format	N/A

k) Stage / Assembly Spaces

✓ / ✕	Enhanced Design Measure –Stage / Assembly Spaces	Applicable Technical Standard
	Ensure there is some seating available which is 450 – 520mm high with armrests provided at a height of 220 – 300mm above the seat and back	AS 1428.2 Cl. 27.2
	Ensure boundaries of any stage or podium are defined by barriers or an appropriate contrast to the floor surface, (colour and texture)	AS 1428.2 Cl. 26.2
	Ensure all stage / podium controls are able to be operated by a person when seated	AS 1428.2 Cl. 26.2 (b) / 6.3
	Ensure there is appropriate lighting to the area Provide clear, concise signage, incorporating Braille and tactile components that identifies all elements e.g. toilet, emergency exits	N/A

I) Signage

✓ / ✗	Enhanced Design Measure –Stage / Assembly Spaces	Applicable Technical Standard
	Provide signage (including tactile and Braille) that is located at the main building entry, both inside and out, giving directional and general information about buildings and facilities including services and access for people with disabilities.	N/A

Appendix 2 – Minimum Access Standards Checklist – Public Domain Works

a) Pathways (accessways)

✓ / ✗	Enhanced Design Measure – Pathways (accessways)	Applicable Technical Standard
	Ensure pathway is a min. of 1800mm wide	AS 1428.1 Cl. 6.3
	Ensure that objects on pathway, such as seats, tables, drinking fountains, bins etc have luminance contrast (intensity of light reflected) of not less than 0.3 (30%) to background or surrounding surfaces	AS 1428.2 Cl. 27.1 (b)
	Ensure the edges of the pathways are in colour contrast to their background (e.g. colour strip or grass on same ground surface)	N/A
	Provide seating at a height between 450 – 520mm with armrests between 220 – 300mm above the seat with a back provided along the pathway at a minimum of every 60m along the pathway set back a minimum of 500mm	AS 1428.2 Cl. 27.1 (a)
	Ensure there is uniform appropriate lighting along length of pathway for night time use	N/A
	Install warning (hazard) TGSIs at changes in direction along the pathway	AS 14.28.4.1 Cl. 3.2/3.3
	If there is a childproof gate ensure that it has an accessible doorbell or intercom system, located at a height between 900 - 1200mm, which can be heard from inside the premises	N/A
	If the entrance / childproof gate is located within a continual height fence, ensure it is highlighted to assist recognition by a child or a person with vision impairment	N/A

b) Playgrounds

✓ / ✗	Enhanced Design Measure – Playgrounds	Applicable Technical Standard
	Provide designated accessible car parking in any onsite car park, close to the entry of the playground	N/A
	Provide a continuous accessible path of travel, with a min. width of 1800mm to the playground from the property boundary and accessible car park	N/A
	Provide a continuous accessible path of travel through the playground	N/A
	Provide a firm, slip resistant pathway with a surface texture that is traversable by a person using a wheelchair to and through the playground equipment	N/A

	Ensure appropriate directional and hazard TGSIs are provided where required on the pathways	N/A
	Ensure that objects along the pathways such as seats, tables, drinking fountains, bins etc. are set back a min. of 500mm	N/A
	Ensure that objects along the pathways, such as seats, tables, drinking fountains, bins etc. have an effective contrast to surrounding areas	N/A
	Ensure edges of pathways are in contrast to the surrounding / background area	N/A
	Provide clear lines of sight from any seating / viewing areas to and over the play equipment	N/A
	Provide shade / shelter over play equipment and seating	N/A
	Provide a variety of accessible play components including ground level and above ground components	N/A
	Provide appropriate seating for children and adults with backrests and armrests	N/A
	Provide accessible facilities e.g. drink fountains, toilets, change tables	N/A
	Ensure there is uniform appropriate lighting to the area	N/A
	Provide clear concise signage	N/A

c) Ramps

✓ / ✗	Enhanced Design Measure – Ramps	Applicable Technical Standard
	Ensure that ramp has a slope / gradient no steeper than 1:20	AS 1428.1 Cl. 10.3 (a) (b)
	Ensure ramp has an obstructed width of 1800mm in between handrails	AS 1428.1 Cl. 6.3 / 10.3 (e) / 12
	Ensure handrails have a consistent min. height of 900mm throughout the ramp and any landing	AS 1428.1 Cl. 12 (e)
	Ensure the edges of ramps have colour contrast to their background	AS 1428.2 Cl. 8.4.5
	Provide uniform lighting of the ramp for night time use	AS 1428.2 Cl. 19
	Ensure that handrails are of non-reflective material and are a contrasting colour to the background	N/A

d) Kerb Ramps

✓ / ✗	Enhanced Design Measure – Kerb Ramps	Applicable Technical Standard
	Ensure the openings of kerb ramps are a min. of 1500mm wide	AS 1428.1 Cl. 6.3
	Install TGSIs (hazard) indicators at kerb ramps on the accessway (width x 600 – 800mm, setback 300mm + 10mm)	N/A

e) Stairs

✓ / ✗	Enhanced Design Measure – Stairs	Applicable Technical Standard
	Ensure there is minimum clearance of 1200mm between handrails	AS 1428.1 Cl. 11.2 (b)
	Ensure tread heights are between 150 – 165mm and tread depth is between 275 -300mm	AS 1428.2 – Cl. 13.2
	Ensure there is appropriate, uniform lighting of the stairs for night time use	N/A
	Install handrails that are of a non-reflective material and that have a contrasting colour to the background	N/A

f) Tactile Ground Surface Indicators

✓ / ✗	Enhanced Design Measure – TGSIs	Applicable Technical Standard
	Install directional TGSIs on any pathway adjacent to where a kerb ramp is at a mid-block section or not on a direct path of travel	AS 1428.4.1 Cl 3.1 (c) (i)
	Install warning TGSIs at changes in direction in conjunction with directional TGSIs, along the pathway to the Principle Pedestrian Entrance	AS 1428.4. 1 Cl. 2.1 / 2.2 / 2.3
	Install hazard TGSIs prior to existing kerb ramps on the pathway (width x 600 – 800mm, setback 300mm + 10mm)	N/A
	Install directional TGSIs to provide direction to key elements such as bus stops, kerb ramps, street furniture, toilets, train platforms and road crossings	AS 1428.4. 1 App. D
	Ensure that TGSIs are used with consistent application throughout a given area	AS 1428.4. 1 App. A 3.1
	Ensure TGSIs are well maintained	N/A

g) Spectator facilities

✓ / ✕	Enhanced Design Measure – Spectator facilities	Applicable Technical Standard
	Provide an accessible storage area for mobility aids off any path of travel	N/A
	Install easy to grip handrails (hoop design or similar) on any stairs within a tiered grandstand or similar seating area	N/A

h) Accessible Toilets

✓ / ✕	Enhanced Design Measure – Accessible toilets	Applicable Technical Standard
	Install a sliding self-opening door with an opening width of 900mm or greater	AS1428.1 Cl. 13.2
	Install an emergency alarm in the cubicle for users requiring assistance	N/A
	Ensure the door handles or controls have a colour contrast to the background	N/A
	Provide appropriate lighting inside toilet	N/A
	Ensure taps are clearly identified as hot and cold (colour and text)	N/A
	Install a drop down grab rail on transfer side of pan	N/A

14.4 GROH Housing

File Reference:	Nil
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary

For Council to consider the development of Government Regional Officer Housing (GROH).

Background

The Pingelly Perception Survey 2022 identified the shortage of housing options within the Shire. The Pingelly Community Plan 2023 then articulated a strategy to increase housing options, including the opportunity for Government Regional Officer Housing (GROH).

Comment

Officers have carried out an investigation into the feasibility of GROH, including consultation with the Department of Communities, the agency responsible for this housing.

The following information is relevant:

1. GROH is for the construction of new housing
2. The Shire is responsible for the capital cost and management of the project
3. GROH have strict standards which increases the build cost
4. GROH have consulted with other agencies and have determined that they need one 4x2 house in Pingelly
5. A 4x2 house to GROH standards would cost typically \$700,000
6. The Shire would have to finance this capital cost through a treasury loan of 3% – 3.5%
7. The compound interest at 3% for 25 years would be \$780,513
8. Repayment of the \$1,480,513 loan would be \$1,139 per week
9. GROH are prepared to lease the house once built for \$1,200 per week for 10 years with the option of a further 1 year
10. Rent at a market rate is currently approximately \$350 per week for a 4x2 house.
11. Rent at a market rate following the GROH lease would not be sufficient to repay the remaining 14 years of the treasury loan.

Consequently, officers advise that the development of Government Regional Officer Housing is not viable at this stage.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Pingelly Community Plan Action 6.2.3 - Investigate opportunities to build new housing for government employees through the Government Regional Officer Housing (GROH) program.

Risk Framework

Nil

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13419 Moved: Cr Narducci Seconded: Cr Trethewey

That Council:

- 1. Note that officer's investigation into opportunities to build new housing for government employees through the Government Regional Officer Housing (GROH) program has concluded; and**
- 2. Resolve not to proceed with the development of Government Regional Officer Housing.**

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1 Monthly Statement of Financial Activity – March 2024

File Reference: ADM0075
Location: Not Applicable
Applicant: Not Applicable
Author: Executive Manager Corporate Services
Disclosure of Interest: Nil
Attachments: Monthly Statement of Financial Activity for the period 1 March 2024 to 31 March 2024.
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 2024 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 2024.

The Shire has received a 50% payment of the grant for the East Pingelly Fire Shed from DFES \$370,966.

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 2023/24 and Budget Review 2023/24.

The purchase of 27 Parade Street has settled, and the property has been transferred to the Shire of Pingelly.

Strategic Implications

Business as usual.

Risk Framework

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.		

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13421 Moved: Cr Wood Seconded: Cr Hotham

That with respect to the Monthly Statement of Financial Activity for the month ending 31 March 2024 be accepted and material variances be noted.

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci,
Trethewey

Against: Nil



SHIRE OF PINGELLY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD TO 31 MARCH 2024

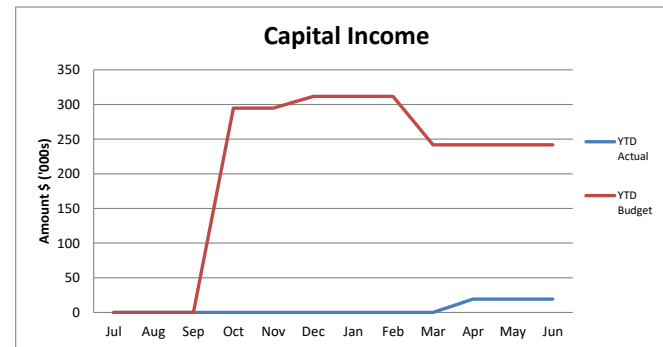
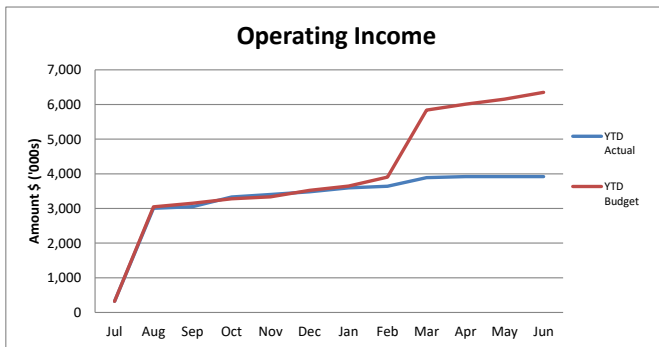
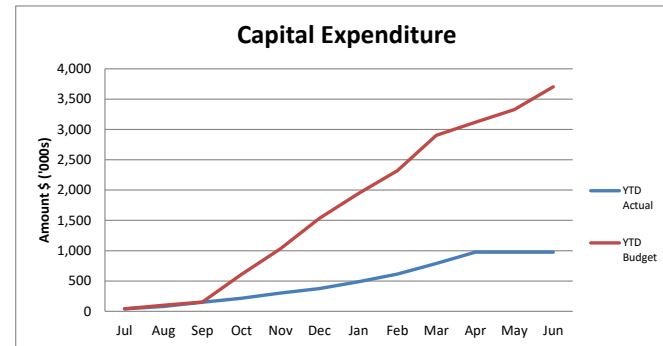
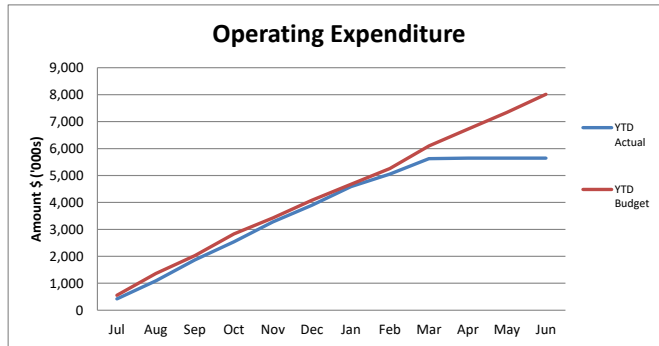
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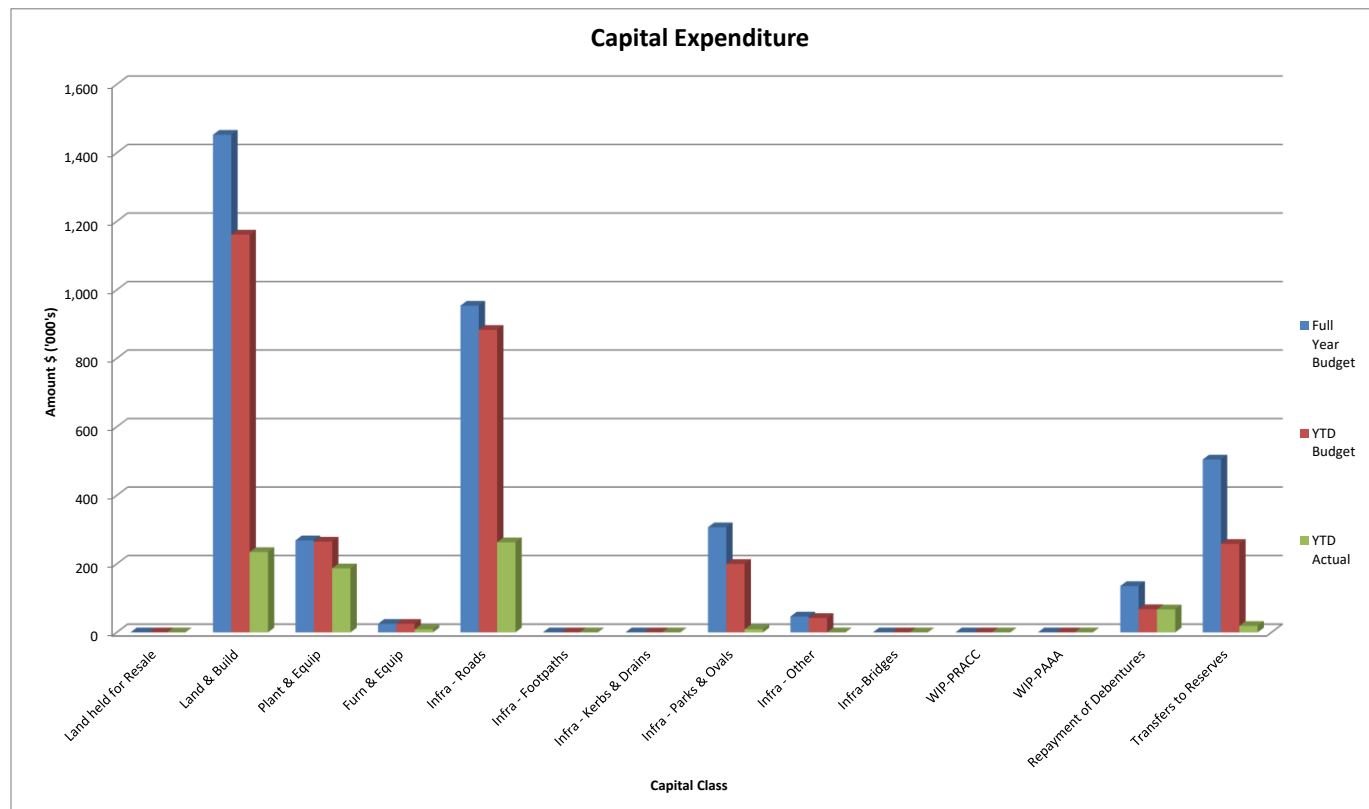
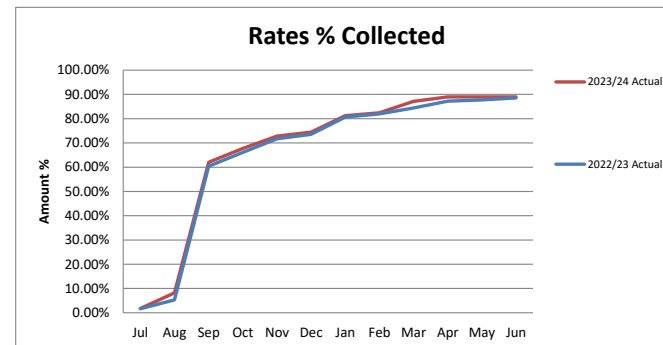
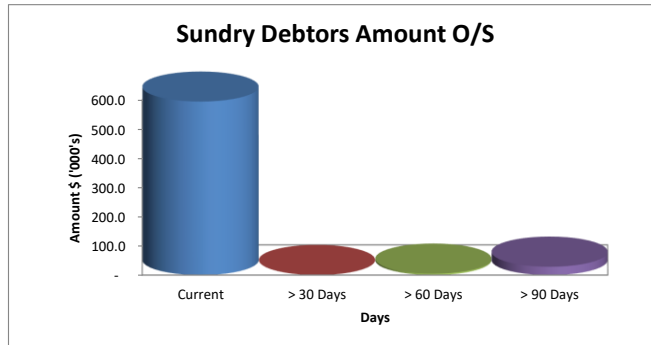
- 1 Acquisition of Assets
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- 3 Information on Borrowings
- 4 Reserves
- 5 Net Current Assets
- 6 Rating Information
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- 8 Statement of Financial Position
- 9 Restricted Funds Summary

Income and Expenditure Graphs to 31 March 2024



This is adjusted in line with accounting standards to capital grants expenditure
To date no transfers have been made from reserves

Other Graphs to 31 March 2024



SHIRE OF PINGELLY

STATEMENT OF FINANCIAL ACTIVITY BY NATURE

FOR THE PERIOD TO 31 MARCH 2024

	NOTE	2023/24 Adopted Budget \$	2023/24 Revised Budget \$	March 2023 YTD Budget \$	March 2023 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates		2,446,730	2,436,547	2,436,547	2,436,948	401	0%	
Grants, subsidies and contributions		619,746	586,190	380,479	400,295	19,816	5%	
Fees and charges		427,668	439,583	396,696	366,061	(30,635)	-8%	
Interest revenue		48,997	83,897	63,536	69,818	6,282	10%	
Other revenue		89,221	198,605	185,750	142,664	(43,086)	-23%	▼
Profit on asset disposal		2,000	2,000	2,000	0	0	100%	
		3,634,362	3,746,822	3,465,008	3,415,787	(47,221)	-1%	
Expenditure from operating activities								
Employee costs		(2,149,081)	(2,100,690)	(1,641,012)	(1,466,438)	174,574	11%	▼
Materials & Contracts		(2,028,784)	(2,093,488)	(1,540,606)	(1,259,770)	280,836	18%	▼
Utility charges		(166,838)	(171,838)	(132,144)	(145,131)	(12,987)	-10%	
Insurance charges		(231,841)	(217,091)	(217,060)	(232,437)	(15,377)	-7%	
Finance costs		(89,641)	(89,641)	(47,759)	(67,883)	(20,124)	-42%	▲
Depreciation		(2,933,590)	(3,202,339)	(2,401,713)	(2,412,853)	(11,140)	0%	
Other Expenditure		(93,111)	(129,599)	(107,899)	(39,353)	68,546	64%	▼
Loss on Asset Disposal		(9,300)	(9,300)	(8,297)	0	0	100%	
		(7,702,186)	(8,013,986)	(6,096,490)	(5,623,865)	464,328	-8%	
Operating activities excluded from budget								
(Profit)/Loss on Asset Disposals	2	7,300	7,300	6,297	0	(6,297)	100%	
Adjustments in Fixed Assets		0	0	0	0	0	0%	
Add back Depreciation		2,933,590	3,202,339	2,401,713	2,412,853	11,140	0%	
		2,940,890	3,209,639	2,408,010	2,412,853	4,843	0%	
Amount attributable to operating activities		(1,126,934)	(1,057,525)	(223,472)	204,775	428,247	192%	▼
INVESTING ACTIVITIES								
Inflows from investing activities								
Capital grants, subsidies and contributions		2,606,381	2,604,500	2,376,389	473,980	(1,902,409)	80%	▼
Proceeds from Disposal of Assets	2	42,000	42,000	42,000	0	(42,000)	-100%	▼
Proceeds from financial assets at amortised cost - self supporting loans		21,230	21,230	10,615	10,446	(169)	-2%	
		2,669,611	2,667,730	2,429,004	484,426	(1,500,349)	-80%	
Outflows from investing activities								
Purchase Land Held for Resale	1	0	0	0	0	0	0%	
Purchase of Land and Buildings	1	(1,324,477)	(1,452,712)	(1,161,436)	(234,570)	926,866	80%	▼
Purchase of Furniture & Equipment	1	(25,000)	(25,000)	(25,000)	(8,719)	16,281	65%	▼
Purchase of Right of Use Asset - Furniture & Equipment	1	0	0	0	0	0	0%	
Purchase of Right of Use Asset - Plant & Equipment	1	0	0	0	0	0	0%	
Purchase of Right of Use Asset - Buildings	1	0	0	0	0	0	0%	
Purchase of Plant & Equipment	1	(279,691)	(268,654)	(264,904)	(186,952)	77,952	29%	▼
Purchase of WIP - PP & E	1	0	0	0	0	0	0%	
Purchase of Infrastructure Assets - Roads	1	(967,970)	(953,790)	(883,054)	(263,021)	620,033	70%	▼
Purchase of Infrastructure Assets - Footpaths	1	0	0	0	0	0	0%	
Purchase of Infrastructure Assets - Kerbs & Drains	1	0	0	0	0	0	0%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(306,899)	(306,899)	(199,852)	(9,071)	190,781	95%	▼
Purchase of Infrastructure Assets - Bridges	1	0	0	0	0	0	0%	
Purchase of Infrastructure Assets - Other	1	(46,293)	(46,293)	(42,002)	0	42,002	100%	▼
		(2,950,330)	(3,053,348)	(2,576,248)	(702,334)	1,873,914	-73%	▼
Amount attributable to investing activities		(280,719)	(385,618)	(147,244)	(217,907)	(70,663)	48%	▲
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfers from Restricted Asset (Reserves)	4	269,691	339,691	339,691	0	(339,691)	-100%	▼
		269,691	339,691	339,691	0	(339,691)	-100%	▼
Outflows from financing activities								
Repayment of Borrowings	3	(135,336)	(135,336)	(67,668)	(66,905)	763	1%	
Payments for principal portion of lease liabilities	3	(98,891)	(98,891)	(74,157)	(73,127)	1,030	-1%	
Transfers to Restricted Assets (Reserves)	4	(504,638)	(514,510)	(258,417)	(18,948)	239,469	93%	▼
		(738,865)	(748,737)	(400,242)	(158,980)	241,262	60%	▲
Amount attributable to financing activities		(469,174)	(409,046)	(60,551)	(158,980)	(98,429)	-163%	▼
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	5	1,876,827	1,832,480	1,832,480	1,832,480	(44,347)	0%	
Amount attributable to operating activities		(1,126,934)	(1,057,525)	(223,472)	204,775	428,247	192%	▼
Amount attributable to investing activities		(280,719)	(385,618)	(147,244)	(217,907)	(70,663)	48%	▲
Amount attributable to financing activities		(469,174)	(409,046)	(60,551)	(158,980)	(98,429)	-163%	▼
Surplus or deficit at the end of the financial year	5	(0)	(19,709)	1,401,213	1,660,368	259,154	-18%	▼

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

1. Please note that the rates were raised in August but this schedule is not date sensitive

Material Variances Symbol

Above Budget Expectations

Greater than 10% and \$5,000

▲

Below Budget Expectations

Less than 10% and \$5,000

▼

SHIRE OF PINGELLY
FOR THE PERIOD TO 31 MARCH 2024
Report on Significant variances greater than 10% and \$10,000

Purpose

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.
The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$10,000.
Items in bold are additions not previously included in reporting

NATURE AND TYPE VARIATIONS

REPORTABLE OPERATING REVENUE VARIATIONS

Other Revenue		(43,086)	-23% ▼
Sundry Income - Rates Incentive Sponsors	(20,000)		
Other culture revenue AASB 115 Australia Day Grant	(5,809)		
Insurance Claims	(21,606)		
Reimbursement Workers Comp	7,757		
Sponsorship FAM Festival	4,709		
Event Funding including Party on the Oval, Tidy Towns and Heritage Funding	(6,322)		
Capital Grants (Non Operating)		(1,902,409)	80% ▼
Timing of grants relating to DFES Firesheds, LRCI 3, LRCI 4, RTR, WSN.			

REPORTABLE OPERATING EXPENSE VARIATIONS

Employee Costs		174,574	11% ▼
2022/23 Salaries and Wages EOFY accrual reversed in July 2023.	174,574		
Materials and Contracts		280,836	18% ▼
Debt Collection (Recoverable)	(8,859)		
Valuation Expense - External Infrastructure valuation for 30 June 2023	6,939		
Computer and office equipment (Timing of profiling of licensing, not anticipated to exceed budget at the end of the financial year)	(12,135)		
Council Plans and Strategies	36,191		
Minor plant and equipment	6,658		
Consultants	19,384		
SES ESL Expenditure (timing of receipt of invoices)	18,872		
BFB ESL Expenditure - Additional PPE purchased	(9,920)		
CCTV Maintenance	2,258		
CESM costs (timing of receipt of invoices)	2,060		
Bush Fire Mitigation	145,759		
Conferences	5,382		
Councillor Training	3,693		
Subscriptions	2,113		
Refuse Site collection and Tip Site maintenance	7,326		
Swimming Pool Contract Management Expense - Timing	(6,340)		
Swimming Pool maintenance, partial recovery from insurance claim for pump failure	(19,570)		
Area Promotion	37,963		
Rural Road, Town Road maintenance & bridges	4,830		
Job Training	6,866		
PWO non cash	35,431		
Finance Costs		(20,124)	-42% ▲
Budgeted Interest Expenses are phased monthly			
Other Expenditure		68,546	64% ▼
Rates write off, job training, community grants program and sitting fees behind budget profiling.			
REPORTABLE CAPITAL EXPENDITURE VARIATIONS			
Purchase of Land & Buildings		926,866	80% ▼
Building Capex - Admin Building	39,000		
Building capex - Fire Shed West Pingelly	469,183		
Building capex - Fire Shed East Pingelly	370,998		
Building capex - Caravan Park Improvements	37,878		
Building Capex - Childcare centre	17,702		
Building Capex - Town Hall Election Promise	(7,896)		
Purchase of Furniture & Equipment		16,281	65% ▼
The CCTV for the Pocket Park was purchased and installed.	16,281		
Purchase of Plant & Equipment		77,952	29% ▼
Replacement vehicles, PRACC Generator and mower			
Purchase of Road Infrastructure Assets		620,033	70% ▼
Roads program Somerset	3,293		
Roads program Yenellin	108,551		
Roads Program Wickopin Pingelly	413,904		
Roads Program North Bannister Pingelly Road - Funding not yet received	94,284		
Purchase of Infrastructure Assets - Parks & Ovals		190,781	95% ▼
Pingelly Pocket Park	(3,071)		
The Community Water Supply budget profiling.	33,295		
Parks capex -Youth Park	160,557		
Purchase of Infrastructure Assets - Other		42,002	100% ▼
The signage and streetscape has not yet commenced.	30,002		
Standpipe swipe card upgrade not yet commenced.	12,000		
REPORTABLE CAPITAL REVENUE VARIATIONS			
Transfers to Restricted Assets (Reserves)		239,469	93% ▼
Interest was transferred at the TDA maturity, with the remainder to occur at the end of the financial year			
Transfers from Restricted Assets (Reserves)		(339,691)	-100% ▼
Transfers to occur at the end of the financial year			
Proceeds from Disposal of Assets		(42,000)	-100% ▼
Budgeted proceeds from the sale of plant behind budget, no disposals have been undertaken.			

SHIRE OF PINGELLY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD TO 31 MARCH 2024

		2023/24 Adopted Budget \$	2023/24 Revised Budget \$	2023/24 YTD Budget \$	March 2024 YTD Actual \$
1. ACQUISITION OF ASSETS					
The following assets have been acquired during the period under review:					
<u>By Program</u>					
Governance					
<u>Administration</u>					
Furniture And Equipment	CCTV	25,000	25,000	25,000	8,719
Building Purchase Level 3 - Schedule 4		65,000	65,000	39,000	-
EMCS Vehicle		46,872	0	0	-
Law, Order & Public Safety					
<u>Fire Prevention</u>					
Plant Purchase - Weather Stations X 3		15,000	15,000	15,000	14,197
West Pingelly Fire Shed		765,814	765,814	510,540	41,357
East Pingelly Fire Shed 50%		371,000	371,000	370,998	-
Education & Welfare					
<u>Education</u>					
Building Purchase - Education Schedule 8		55,194	109,129	109,129	91,427
Recreation and Culture					
<u>Public Halls & Civic Centres</u>					
Town Hall - State Election Promise		17,469	21,769	21,769	29,665
Parade Street Craft Hub		0	70,000	70,000	70,000
<u>Swimming Areas & Beaches</u>					
Youth Precinct		267,597	267,597	160,557	-
Capex - Infra Parks & Ovals		33,302	33,302	33,295	-
Pingelly Pocket Park - Expenditure		6,000	6,000	6,000	9,071
Pracc Generator		30,000	30,000	30,000	-
Transport					
<u>Construction - Roads, Bridges, Depots</u>					
Roads Construction					
Somerset Street		50,000	35,820	35,820	32,527
Yenellin Road		154,355	154,355	154,345	45,794
Capex - Rrg Wickopin Pingelly Slk 7.9-9.0		598,615	598,615	598,605	184,701
Capex - Rrg North Bannister Pingelly Road		165,000	165,000	94,284	-
<u>Road Plant Purchases</u>					
High Pressure Cleaner Jet Rodder		12,000	11,364	11,364	11,364
Mitsubishi Triton Parks and gardens		0	42,000	42,000	-
Himac Open Front Slasher for Skid Steer Loader		0	11,640	11,640	11,640
Capex - Skip Trailers		15,000	10,000	10,000	8,636
Squirrell Ewp		10,000	10,000	10,000	-
Parks and Gardens Kubota Mower		15,000	15,000	11,250	14,364
UHI Loader Tip		70,000	49,991	49,991	49,991
Capex - 2023 Mitsubishi Triton Glx 2.4L Cab					
Chassis		33,182	33,182	33,182	36,283
Forestry Mulching Head		32,637	40,477	40,477	40,477
Economic Services					
<u>Tourism & Area Promotion</u>					
Caravan Park Improvements		50,000	50,000	40,000	2,122
Signage & Streetscape		34,293	34,293	30,002	-
<u>Other Economic Services</u>					
Public Standpipe Upgrade		12,000	12,000	12,000	-
		<u>2,950,330</u>	<u>3,053,348</u>	<u>2,576,248</u>	<u>702,334</u>
<u>By Class</u>					
Buildings		1,324,477	1,452,712	1,161,436	234,570
Furniture & Equipment		25,000	25,000	25,000	8,719
Plant & Equipment		279,691	268,654	264,904	186,952
Infrastructure - Roads		967,970	953,790	883,054	263,021
Infrastructure - Parks & Ovals		306,899	306,899	199,852	9,071
Infrastructure - Other		46,293	46,293	42,002	-
		<u>2,950,330</u>	<u>3,053,348</u>	<u>2,576,248</u>	<u>702,334</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

Asset No		Written Down Value		Sale Proceeds		Profit(Loss)	
		2023/24	March 2023	2023/24	March 2023	2023/24	March 2023
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
By Program							
PM4	Governance PM4 Mazda CX5	29,000	0	25,000	0	(4,000)	0
PSM01	Transport Building Services Ute	10,000	0	12,000	0	2,000	0
PT20	Case Loader Tip	10,300	0	5,000	0	(5,300)	0
		49,300	0	42,000	0	(7,300)	0

Asset No		Written Down Value		Sale Proceeds		Profit(Loss)	
		2023/24	March 2023	2023/24	March 2023	2023/24	March 2023
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
By Class of Asset							
PSM01	Plant & Equipment Building Services Ute	10,000	0	12,000	0	2,000	0
PT20	Case Loader Tip	10,300	0	5,000	0	(5,300)	0
PM4	PM4 Mazda CX5	29,000	0	25,000	0	(4,000)	0
		49,300	0	42,000	0	(7,300)	0

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2023/24	March 2023
Adopted Budget \$	Actual \$
2,000	0
(9,300)	0
(7,300)	0

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2023/24 Budget \$	2023/24 Actual \$	2023/24 Budget \$	2023/24 Actual \$	2023/24 Budget \$	2023/24 Actual \$	2023/24 Budget \$	2023/24 Actual \$
Education & Welfare									
Loan 120 - SSL Pingelly Cottage Homes *	93,669	0	0	21,230	10,446	72,439	83,223	5,722	4,413
Recreation & Culture									
Loan 123 - Recreation and Cultural Centre	1,739,758	0	0	114,106	56,459	1,625,652	1,683,299	72,055	54,533
	1,833,427	0	0	135,336	66,905	1,698,091	1,766,522	77,777	58,946

(*) Self supporting loan financed by payments from third parties.

All other loan repayments were financed by general purpose revenue.

3. INFORMATION ON LEASES

(b) Lease Repayments

Particulars	Principal 1-Jul-23	New Lease		Lease Principal Repayments		Lease Principal Outstanding		Lease Interest Repayments	
		2023/24 Budget \$	2023/24 Actual \$	2023/24 Budget \$	2023/24 Actual \$	2023/24 Budget \$	2023/24 Actual \$	2023/24 Budget \$	2023/24 Actual \$
Administration									
Photocopier Lease	13,005	0	0	3,421	1,712	9,584	11,293	587	292
Solar System-Admin Office	5,492	0	0	3,612	2,690	1,880	2,802	225	187
Server Lease	24,010	0	0	9,242	6,888	14,768	17,122	1,045	828
CCTV Server Lease	12,330	0	0	4,216	3,138	8,114	9,192	643	506
Grader Lease	170,834	0	0	62,421	46,621	108,414	124,213	4,400	3,494
Loader Lease	71,356	0	0	15,979	12,078	55,377	59,278	4,964	3,629
	297,027	0	0	98,891	73,127	198,137	223,900	11,864	8,936

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

	2023/24		March 2023 Actual \$
	Adopted Budget \$	Revised Budget \$	
4. RESERVES			
Cash Backed Reserves			
(a) Leave Reserve			
Opening Balance	198,012	198,012	198,012
Amount Set Aside / Transfer to Reserve	275	275	3,923
Amount Used / Transfer from Reserve	0	0	0
	<u>198,287</u>	<u>198,287</u>	<u>201,934</u>
(b) Plant Reserve			
Opening Balance	165,988	165,988	165,988
Amount Set Aside / Transfer to Reserve	329,054	329,054	3,288
Amount Used / Transfer from Reserve	(269,691)	(269,691)	0
	<u>225,351</u>	<u>225,351</u>	<u>169,277</u>
(c) Building and Recreation Reserve			
Opening Balance	378,019	378,019	378,019
Amount Set Aside / Transfer to Reserve	56,077	56,077	7,488
Amount Used / Transfer from Reserve	0	70,000	0
	<u>434,096</u>	<u>504,096</u>	<u>385,508</u>
(d) Electronic Equipment Reserve			
Opening Balance	53,094	53,094	53,094
Amount Set Aside / Transfer to Reserve	24,663	24,663	1,052
Amount Used / Transfer from Reserve	0	0	0
	<u>77,757</u>	<u>77,757</u>	<u>54,146</u>
(e) Community Bus Reserve			
Opening Balance	64,342	64,342	64,342
Amount Set Aside / Transfer to Reserve	50,328	50,328	1,275
Amount Used / Transfer from Reserve	0	0	0
	<u>114,670</u>	<u>114,670</u>	<u>65,616</u>
(f) Swimming Pool Reserve			
Opening Balance	38,345	38,345	38,345
Amount Set Aside / Transfer to Reserve	40,247	40,247	760
Amount Used / Transfer from Reserve	0	0	0
	<u>78,592</u>	<u>78,592</u>	<u>39,104</u>
(g) Refuse Site Rehab/Closure Reserve			
Opening Balance	16,369	16,369	16,369
Amount Set Aside / Transfer to Reserve	1,122	1,122	324
Amount Used / Transfer from Reserve	0	0	0
	<u>17,491</u>	<u>17,491</u>	<u>16,693</u>
(h) Tutanning Nature Reserve			
Opening Balance	2,013	2,013	2,013
Amount Set Aside / Transfer to Reserve	1,682	1,682	40
Amount Used / Transfer from Reserve	0	0	0
	<u>3,695</u>	<u>3,695</u>	<u>2,053</u>
(i) Wheatbelt Secondary Freight Network Reserve			
Opening Balance	40,329	40,329	40,329
Amount Set Aside / Transfer to Reserve	1,190	1,190	799
Amount Used / Transfer from Reserve	0	0	0
	<u>41,519</u>	<u>41,519</u>	<u>41,128</u>
Total Cash Backed Reserves	<u>1,191,458</u>	<u>1,261,458</u>	<u>975,459</u>

All of the above reserve accounts are to be supported by money held in financial institutions.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

	2023/24		
	Adopted Budget \$	Revised Budget \$	March 2023 Actual \$
4. RESERVES (Continued)			
Cash Backed Reserves (Continued)			
Summary of Transfers To Cash Backed Reserves			
Transfers to Reserves			
Leave Reserve	275	275	3,923
Plant Reserve	329,054	329,054	3,288
Building and Recreation Reserve	56,077	56,077	7,488
Electronic Equipment Reserve	24,663	24,663	1,052
Community Bus Reserve	50,328	50,328	1,275
Swimming Pool Reserve	40,247	40,247	760
Refuse Site Rehab/Closure Reserve	1,122	1,122	324
Tutanning Nature Reserve	1,682	1,682	40
Wheatbelt Secondary Freight Network Reserve	1,190	1,190	799
	504,638	504,638	18,948
Transfers from Reserves			
Leave Reserve	0	0	0
Plant Reserve	(269,691)	(269,691)	0
Building Reserve	0	(70,000)	0
Electronic Equipment Reserve	0	0	0
Community Bus Reserve	0	0	0
Swimming Pool Reserve	0	0	0
Refuse Site Rehab/Closure Reserve	0	0	0
Tutanning Nature Reserve	0	0	0
Wheatbelt Secondary Freight Network Reserve	0	0	0
	(269,691)	(339,691)	0
Total Transfer to/(from) Reserves	234,947	164,947	18,948

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Leave Reserve

- to be used to fund annual and long service leave requirements.

Plant Reserve

- to be used for the purchase of major plant.

Building and Recreation Reserve

- to be used to fund the renovation/purchase of Shire of Pingelly buildings and Recreation Infrastructure.

Electronic Equipment Reserve

- to be used to fund the purchase of administration computer system equipment.

Community Bus Reserve

- to be used to fund the change-over of the community bus.

Swimming Pool Reserve

- to be used to fund the upgrading of the swimming pool complex

Joint Venture Housing Reserve

- to be used for the future maintenance of the Joint Venture units

Refuse Site Rehab/Closure Reserve

- to be used to facilitate the rehabilitation/closure of the town refuse site.

Tutanning Nature Reserve

- to be used for the operations, improvements and promotion of the Tutanning Nature Reserve

Wheatbelt Secondary Freight Network Reserve

- to be used for the Shire of Pingelly's contribution for Infrastructure renewal for future Wheatbelt Secondary Freight network capital renewal

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

	2022/23 June Actual \$	March 2023 Actual \$
5. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,141,062	715,464
Cash - Restricted Unspent Grants		970,138
Cash - Restricted Unspent Loans	0	(0)
Cash - Restricted Bonds & Deposits	14,787	14,890
Cash - Restricted Reserves	956,511	975,459
Rates Outstanding	262,584	323,371
Sundry Debtors	191,891	681,505
Provision for Doubtful Debts	(768)	(768)
Gst Receivable	51,643	16,026
Loans - clubs/institutions	21,230	10,784
Accrued Income/Payments In Advance	52,534	43,272
Investments	5,000	5,000
Inventories	2,105	13,314
	<u>3,698,580</u>	<u>3,768,455</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions (Budget Purposes Only)	0	-
Sundry Creditors	(206,646)	(3,687)
Accrued Interest On Loans	(232)	(19,526)
Accrued Salaries & Wages	(51,400)	-
Bonds & Deposits Held	(14,787)	(14,890)
Income In Advance	* (45,924)	(31,589)
Gst Payable	(14,764)	(39,453)
Performance Obligation Liability	(453,504)	(938,549)
Prepaid Rates Liability	(46,325)	(27,313)
Current Lease Liability	(98,891)	(25,764)
Accrued Expenses	(12,499)	(3,109)
PAYG Liability	(29,468)	(38,156)
Other Payables	(7,808)	(571)
Current Employee Benefits Provision	(352,434)	(352,434)
Current Loan Liability	(135,336)	(68,431)
	<u>(1,470,019)</u>	<u>(1,563,473)</u>
NET CURRENT ASSET POSITION	2,228,561	2,204,982
Less: Cash - Reserves - Restricted	(956,511)	(975,459)
Less: Current Loans - Clubs / Institutions	(21,230)	(10,784)
Less: Investments	(5,000)	(5,000)
Add Back : Component of Leave Liability not Required to be Funded	352,434	352,434
Add Back : Current Loan Liability	135,336	68,431
Add Back : Current Lease Liability	98,891	25,764
Adjustment for Trust Transactions Within Muni	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,832,480</u>	<u>1,660,368</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2023/24 Rate Revenue \$	2023/24 Interim Rates \$	2023/24 Back Rates \$	2023/24 Total Revenue \$	2023/24 Adopted Budget \$
General Rate								
GRV - Residential	0.14090	321	3,661,944	515,968	(4,140)	9	511,837	515,968
GRV - Rural Residential	0.14090	65	807,924	113,836	(3,818)	(76)	109,942	113,836
GRV - Commercial/Industrial	0.14090	28	396,080	55,808	(1,172)	0	54,636	55,808
GRV - Townsites	0.14090	13	155,480	21,907	67	0	21,974	21,907
UV - Broadacre Rural	0.007294	238	214,707,000	1,566,073	(652)	0	1,565,421	1,566,073
Non Rateable								
Sub-Totals		665	219,728,428	2,273,592	(9,715)	(66)	2,263,810	2,273,592
Minimum Rates	Minimum \$							
GRV - Residential	1043	61	82,646	63,623	0	0	63,623	63,623
GRV - Rural Residential	1043	23	55,170	23,989	0	0	23,989	23,989
GRV - Commercial/Industrial	1043	13	55,980	13,559	0	0	13,559	13,559
GRV - Townsites	1043	7	15,685	7,301	0	0	7,301	7,301
UV - Broadacre Rural	1043	62	5,573,662	64,666	0	0	64,666	64,666
Sub-Totals		166	5,783,143	173,138	0	0	173,138	173,138
Ex Gratia Rates							2,436,948	2,446,730
Movement in Excess Rates							0	0
Total Amount of General Rates							2,436,948	2,446,730
Specified Area Rates							0	0
Ex Gratia Rates							0	0
Total Rates							2,436,948	2,446,730

All land except exempt land in the Shire of Pingelly is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2023/24 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

7. OPERATING STATEMENT

	March 2023 Actual \$	2023/24 Revised Budget \$	2023/24 August Ytd Budget \$	2023/24 Adopted Budget \$	2022/23 Actual \$
OPERATING REVENUES					
Governance	58,028	187,187	170,647	95,260	62,186
General Purpose Funding	2,602,191	2,638,764	2,619,763	2,569,697	4,463,526
Law, Order, Public Safety	272,137	1,518,848	1,312,570	1,584,093	846,854
Health	2,305	2,694	2,007	2,694	2,682
Education and Welfare	18,586	22,697	19,186	68,925	64,781
Community Amenities	230,809	242,730	232,596	242,730	229,919
Recreation and Culture	79,232	386,264	276,688	350,509	367,969
Transport	527,930	1,137,153	1,014,087	1,123,765	1,435,597
Economic Services	61,427	148,758	132,632	136,843	82,071
Other Property and Services	37,123	66,227	61,221	66,227	49,534
TOTAL OPERATING REVENUE	3,889,767	6,351,322	5,841,397	6,240,743	7,605,118
OPERATING EXPENSES			-		
			-		
Governance	361,026	655,392	552,502	678,281	507,321
General Purpose Funding	188,575	290,849	221,701	240,620	234,827
Law, Order, Public Safety	341,347	680,387	440,068	696,320	383,215
Health	146,800	201,864	151,913	201,126	182,203
Education and Welfare	85,350	116,100	89,306	110,229	110,174
Community Amenities	304,763	444,354	333,659	439,224	389,612
Recreation & Culture	1,390,534	1,809,640	1,381,289	1,631,589	1,538,031
Transport	2,427,437	3,307,962	2,517,165	3,231,052	2,712,209
Economic Services	328,104	469,556	355,084	467,466	436,531
Other Property and Services	49,931	37,882	53,803	6,279	19,021
TOTAL OPERATING EXPENSE	5,623,865	8,013,986	6,096,490	7,702,186	6,513,144
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	(1,734,098)	(1,662,664)	(255,093)	(1,461,443)	1,091,973

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SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 MARCH 2024

8. STATEMENT OF FINANCIAL POSITION

	March 2023 Actual \$	2022/23 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	2,661,061	3,097,573
Investments Current	5,000	5,000
Trade and Other Receivables	1,074,190	579,114
Inventories	13,314	2,105
Restricted Cash - Bonds & Deposits	14,890	14,787
TOTAL CURRENT ASSETS	3,768,455	3,698,580
NON-CURRENT ASSETS		
Other Receivables	137,555	137,555
Inventories	0	0
Property, Plant and Equipment	23,883,379	23,960,962
Infrastructure	86,571,693	88,204,630
Investments Non Current	61,117	61,117
TOTAL NON-CURRENT ASSETS	110,653,745	112,364,264
TOTAL ASSETS	114,422,199	116,062,844
CURRENT LIABILITIES		
Trade and Other Payables	1,127,718	967,462
Long Term Borrowings	68,431	135,336
Provisions	352,434	352,434
Bonds & Deposits Liability	14,890	14,787
TOTAL CURRENT LIABILITIES	1,563,473	1,470,019
NON-CURRENT LIABILITIES		
Trade and Other Payables	198,421	198,421
Long Term Borrowings	1,698,091	1,698,091
Provisions	35,785	35,785
TOTAL NON-CURRENT LIABILITIES	1,932,296	1,932,296
TOTAL LIABILITIES	3,495,769	3,402,315
NET ASSETS	110,926,431	112,660,528
EQUITY		
Retained Surplus	31,781,028	33,574,403
Reserves - Cash Backed	975,459	916,182
Revaluation Surplus	78,169,943	78,169,943
TOTAL EQUITY	110,926,431	112,660,528

SHIRE OF PINGELLY RESTRICTED CASH RECONCILIATION 31 March 2024						
9. Restricted Grants/Funds Received	Projects	GL/Job Account	Total Restricted Funds	Year to date expenditure year to 30 June 2022	Actual Expenditure current year 2023/24	Restricted Funds Remaining
PRACC Lighting, Drainage & Landscaping (LRCI 3)	Recreation & Culture	LP001	67,500	67,500		-
Sulkies and Buggies (LRCI 3)	Recreation & Culture	11ES	54,000	54,000		-
Signage Streetscape Upgrades (LRCI 3)	Tourism	SS001	36,000	5,707		30,293
Caravan Park Improvements (LRCI 3)	Tourism	BU046	45,000		2,122	42,878
Wickepin Pingelly Seal (LRCI 3)	Transport	RRG05	117,000	117,000		-
Somerset Street upgrade (LRCI 3)	Transport	CC89	57,030	-	32,527	24,502
CCTV Upgrade (LRCI 3 variation)	Governance	OF001	18,750			18,750
Admin Upgrade (LRCI 3 variation)	Governance	AD01	41,396			41,396
Youth Precinct, Memorial Park & Pump Track (LRCI 4)	Recreation & Culture	IP008	160,557			160,557
Yenellin Road (LRCI 4)	Transport	CB42	92,615		63,088	29,527
Roads to Recovery Cfwd plus 22/23 receipt	Transport	RRG05	166,461	137,132		29,329
DFES East Pingelly Fireshed	Law Order & Public Safety	BFB03	370,966	-		370,966
DFES West Pingelly Fireshed	Law Order & Public Safety	BFB02	231,707		41,356	190,351
Heritage Survey & Listing (Dept Planning)	Recreation & Culture	135C	20,000	4,559	9,119	6,322
Regional Childcare attraction and retention grant	Other Economic Services	CG027	18,250			18,250
Pingelly Youth Strategy	Other Economic Services	CG009	10,000	4,766		5,234
Live & Local Music	Recreation & Culture	CG022	13,000	13,000		-
Seniors Weeks	Other Communitites	0805	1,000			1,000.00
Tutanning Walk Trails	Department of Communities	113440.03	5,000		5,000	-
Australia Day	National Australia Day Council	EV001	12,000		12,000	-
Naidoc Week	National Indigenous Australians					
	Agency	EV006	1,000		217	783
Sub Total						970,138
Total Restricted Grant Funds						970,138
Available Cash		GL/Job Account	Interest Rate			Balance
Municipal Bank	Muni Fund Bank	0111	0			127,627.08
Municipal Bank	Muni Fund Interest Bearing A/C	0111	1.45%			538,870.48
Municipal Bank - TDA	Muni Fund Bank TDA	0111	3.75%			1,018,554.28
Municipal Bank	Till Float SES	0112				50.00
Municipal Bank	Till Float	0113				200.00
Municipal Bank	Petty Cash on hand	0114				300.00
Total Cash						1,685,601.84
Less Restricted Cash						(970,137.68)
Total Unrestricted Cash						715,464.16

15.2 Accounts Paid by Authority – March 2024

File Reference:	ADM0066
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Finance Officer
Disclosure of Interest:	Nil
Attachments:	List of Accounts for March 2024
Previous Reference:	Nil

Summary

Council is requested to receive the list of accounts paid by authority for the month of March 2024.

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 2023/2024 Budget.

Consultation

Nil

Statutory Environment

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

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.

- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

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

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.

- (2) A list of accounts for approval to be paid is to be prepared each month showing —

- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the Council to which the list is to be presented.

- (3) A list prepared under sub regulation (1) or (2) is to be —

- (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Policy Implications

There are no policy implications arising from this amendment.

Financial Implications

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

Strategic Implications

Business as usual.

Risk 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.		

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13422 Moved: Cr Trethewey Seconded: Cr Wood

That Council receive the Accounts for Payments for March 2024 as authorised under delegated authority and in accordance with the Local Government (Financial Management) Regulations 1996:

To 31 March 2024:

Municipal Account	\$465,704.84
Trust Account	\$252.00

CARRIED 6/0

For: President McBurney, Deputy Wood, Cr's Cheney, Hotham, Narducci, Trethewey

Against: Nil

SHIRE OF PINGELLY

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MARCH 2024

EFT NUMBER	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT10911	01/03/2024	TELSTRA	TELSTRA ACCOUNT CHARGES	1		1,261.22
INV 990000005004	12/02/2024	TELSTRA	MOBILE CHARGES - 11/01/2024 TO 10/02/2024		456.03	
INV K543503331-4	18/02/2024	TELSTRA	TELEPHONE & INTERNET CHARGES - 11/02/2024 TO 10/03/2024		805.19	
EFT10912	01/03/2024	PINGELLY TIMES	PINGELLY TIMES	1		1,596.00
INV JAN2059	14/02/2024	PINGELLY TIMES	5 MONTH ADVERTISING FEE - FEBRUARY 2024 TO JUNE 2024, 5 MONTH 2024 SUBSCRIPTION - FEBRUARY 2024 TO JUNE 2024		1,596.00	
EFT10913	01/03/2024	H RUSHTON & CO	PARTS FOR PLANT & CONSUMABLES	1		318.70
INV 117320	10/01/2024	H RUSHTON & CO	FITTINGS - EFFLUENT POND MAINTENANCE		76.69	
INV 117397	25/01/2024	H RUSHTON & CO	VARIOUS PARTS - KIA CERATO PCG01		184.01	
INV 117440	31/01/2024	H RUSHTON & CO	HYDRAULIC PARTS - SKID STEER SLASHER		58.00	
EFT10914	01/03/2024	SHERIDAN'S FOR BADGES	NAME PLAQUES	1		402.20
INV 4434	22/01/2024	SHERIDAN'S FOR BADGES	VARIOUS NAME PLATES AND PLAQUES - COUNCIL AWARDS & GIFTS		402.20	
EFT10915	01/03/2024	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		114.18
INV 57437	28/01/2024	SULLIVAN LOGISTICS PTY LTD	11/01/2024 FROM MAXIPARTS, 11/01/2024 FROM MATILDA AUTO, 09/01/2024 FROM MAXIPARTS		114.18	
EFT10917	01/03/2024	SIGMA CHEMICALS	SWIMMING POOL CHEMICALS	1		184.80
INV 177550-01	05/12/2023	SIGMA CHEMICALS	LIQUID CHLORINE 20LT, 20LT DG DRUM POLY		184.80	
EFT10918	01/03/2024	BUNNINGS BUILDING SUPPLIES	CONSUMABLES	1		207.19
INV 2182/0032425	06/02/2024	BUNNINGS BUILDING SUPPLIES	ENTRY KNOBSET - DEPOT BUILDING, PAINT & SANDING BELT - 17 ELIOT STREET, TOILET CISTERN WITH SEAT - SWIMMING POOL		207.19	
EFT10919	01/03/2024	HANCOCKS HOME HARDWARE	CONSUMABLES	1		31.40
INV 467270	01/02/2024	HANCOCKS HOME HARDWARE	PADLOCK & KEYS CUT - SHIRE DEPOT		31.40	
EFT10920	01/03/2024	AUSTRALIA POST	POSTAGE	1		61.49
INV 1013012832	03/02/2024	AUSTRALIA POST	GENERAL POSTAGE - JANUARY 2024		61.49	

EFT10921	01/03/2024	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES - JANUARY 2024	1		1,402.72
INV 31012024	31/01/2024	GREAT SOUTHERN FUEL SUPPLIES	0PN - 309.24L, PN761 - 128.65L, 1HQT711 - 135.36L, GM010 - 50.85L, PN322 - 137.70L		1,402.72	
EFT10922	01/03/2024	BEST OFFICE SYSTEMS	ADMIN PRINTING CHARGES	1		266.29
INV 627063	29/01/2024	BEST OFFICE SYSTEMS	20/12/2023 TO 20/01/2024, BLACK - 2,107, COLOUR - 1,790		266.29	
EFT10923	01/03/2024	HIMAC ATTACHMENTS	PART FOR PLANT	1		101.75
INV SI-43939	15/02/2024	HIMAC ATTACHMENTS	1 X TRENCHER BOOM TENSIONER KIT - SMALL PLANT		101.75	
EFT10924	01/03/2024	PINGELLY GP UNITY TRUST	MEDICAL SERVICE CHARGES	1		28,764.71
INV 77396	10/02/2024	PINGELLY GP UNITY TRUST	JANUARY TO MARCH 2024		28,764.71	
EFT10925	01/03/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED	WORKSHOP REGISTRATION	1		940.00
INV 38123	06/02/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED	TWO DAY STAFF TRAINING - GRANT WRITING AND BUSINESS CASE WORKSHOP - FEBRUARY 2024 GEO		940.00	
EFT10926	01/03/2024	NUTRIEN AG SOLUTIONS	ASSORTED CONSUMABLES	1		1,232.43
INV 910227357	22/01/2024	NUTRIEN AG SOLUTIONS	OMYA CALCIPRILL 20KG - REC GROUNDS		17.71	
INV 910230817	22/01/2024	NUTRIEN AG SOLUTIONS	DMSS PIPE RURAL RED - REC GROUNDS		220.00	
INV 910230818	22/01/2024	NUTRIEN AG SOLUTIONS	WHITE TIE WIRE - SOMERSET STREET		41.80	
INV 910230819	22/01/2024	NUTRIEN AG SOLUTIONS	STAR POSTS 165CM - WICKEPIN PINGELLY ROAD		104.50	
INV 910230820	22/01/2024	NUTRIEN AG SOLUTIONS	POLY FITTINGS - EFFLUENT POND MAINTENANCE		68.30	
INV 910246350	25/01/2024	NUTRIEN AG SOLUTIONS	ONE PALLET RAPID SET CEMENT - WICKEPIN PINGELLY ROAD JOB		780.12	
EFT10927	01/03/2024	NARROGIN EARTHMOVING AND CONCRETE	CONSUMABLES	1		2,180.64
INV 2713	31/01/2024	NARROGIN EARTHMOVING AND CONCRETE	5.6M CONCRETE - WICKEPIN PINGELLY ROAD JOB		2,180.64	
EFT10928	01/03/2024	FUEL DISTRIBUTORS OF WA PTY LTD	BULK DIESEL	1		18,871.50
INV 43104175	13/02/2024	FUEL DISTRIBUTORS OF WA PTY LTD	10,000L DIESEL DELIVERED TO SHIRE DEPOT		18,871.50	
EFT10929	01/03/2024	PINGELLY TYRE SERVICE	PARTS FOR PLANT	1		1,406.00
INV 10469	01/02/2024	PINGELLY TYRE SERVICE	2 X TYRES AND WHEEL ALIGNMENT - ISUZU D-MAX PC24, SUPPLY AND FIT NEW TYRE - HAULMARK SIDE TIPPER PT23, 1 X 1L BRAKE FULID - UHI LOADER PL10		1,045.00	
INV 10444	09/02/2024	PINGELLY TYRE SERVICE	1 X BATTERY - TIP GENERATOR		130.00	

INV 10487	12/02/2024	PINGELLY TYRE SERVICE	NEW TYRE - MITSUBISHI TRITON PC22		231.00	
EFT10930	01/03/2024	PINGELLY IGA EXPRESS	VARIOUS CHARGES	1		254.91
INV 03-5805	15/03/2023	PINGELLY IGA EXPRESS	CESM ACCOUNT CHARGES - 15/03/2023 03-5805 - BREAD, 15/03/2023 03-5830 - BUTTER, TOMATO SAUCE, BBQ SAUCE, 24/11/2023 03-7739 - BISCUITS, LE SNACKS, SMITHS CHIPS, REFRESHMENTS, 06/04/2023 03-3997 - REFRESHMENTS, BAKERY ITEMS, WOODEN KNIVES, 06/04/2023 03-3997 - BUTTER, 15/03/2023 03-5836 - WOODEN CUTLERY, PAPER PLATES		238.71	
INV 03/8763	20/02/2024	PINGELLY IGA EXPRESS	SURFACE SPRAY - CARAVAN PARK, SURFACE SPRAY - PIONEER PARK TOILETS, SURFACE SPRAY - CEMETERY TOILETS, SURFACE SPRAY - SHIRE DEPOT		16.20	
EFT10931	01/03/2024	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		167.33
INV 0522	04/02/2024	TOLL TRANSPORT PTY LTD	17/01/2024 TO WATER EXAMINERS, 19/01/2024 FROM EASTERN HILLS SAWS AND MOWERS		97.79	
INV 0523	11/02/2024	TOLL TRANSPORT PTY LTD	31/01/2024 TO STATE LIBRARY		69.54	
EFT10932	01/03/2024	JH COMPUTER SERVICES PTY LTD	TECHNICAL SERVICES	1		528.00
INV 001873-D01	16/01/2024	JH COMPUTER SERVICES PTY LTD	TP LINK DECO X50 WIFI EXTENDER		528.00	
EFT10933	01/03/2024	SNAP MANDURAH	PRINTING SERVICES	1		177.76
INV F140-18300	02/02/2024	SNAP MANDURAH	BUSINESS CARDS - EXECUTIVE MANAGER WORKS		177.76	
EFT10934	01/03/2024	EDGE PLANNING & PROPERTY	PLANNING SERVICES	1		834.90
INV 2531	05/02/2024	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES - JANUARY 2024		834.90	
EFT10935	01/03/2024	AVON VALLEY NISSAN & MITSUBISHI	PURCHASE OF PLANT	1		39,867.15
INV 8371	23/02/2024	AVON VALLEY NISSAN & MITSUBISHI	mitsubishi MR TRITON GLX 2.4L 4X2 - EP027, ON ROAD CHARGES		39,867.15	
EFT10936	01/03/2024	FLASH AS TRANSPORT	HIRE OF PLANT	1		10,395.00
INV 56	25/02/2024	FLASH AS TRANSPORT	SINGLE SIDE TIPPER HIRE FOR 10 DAYS - WICKEPIN PINGELLY ROAD RRG05		10,395.00	
EFT10937	01/03/2024	INTERFIRE AGENCIES	BUSH FIRE BRIGADE UNIFORM & PPE	1		3,603.75
INV 16759	16/11/2023	INTERFIRE AGENCIES	ASSORTED PPE		3,603.75	
EFT10938	01/03/2024	SAPIO PTY LTD	CCTV MONITORING ON SERVERS - DECEMBER 2023	1		374.00
INV SP258573	31/01/2024	SAPIO PTY LTD	CCTV MONITORINGS ON SERVERS & MONTHLY SUBSCRIPTION - NOVEMBER 2023		187.00	
INV SP260456	22/02/2024	SAPIO PTY LTD	CCTV MONITORINGS ON SERVERS & MONTHLY SUBSCRIPTION - JANUARY 2024		187.00	
EFT10939	01/03/2024	SW TAYLOR PROMPT SAFETY SOLUTIONS	SAFETY SOLUTIONS SERVICES	1		1,210.00
INV 703	01/02/2024	SW TAYLOR PROMPT SAFETY SOLUTIONS	ANNIVERSARY-PROMPT SAFETY SOLUTIONS SERVICES-JANUARY 2024 TO JANUARY 2025 -12 MONTH'S REVISION OF WHS PROCESSES, UPDATE OF WHS WEB PAGE AND ONGOING SUPPORT AS REQUIRED		1,210.00	

EFT10940	01/03/2024	WANDERING HVAC	ELECTRICAL SERVICES	1		2,676.91
INV 04162	09/02/2024	WANDERING HVAC	ELECTRICAL REPAIRS TO GARAGE DOOR - 7A WEBB STREET		1,962.40	
INV 04159	09/02/2024	WANDERING HVAC	CHECK ISSUE WITH PUMP NOT WORKING - OVAL TANK		714.51	
EFT10941	01/03/2024	WHEATBELT CONTRACT SERVICES	SWIMMING POOL MANAGEMENT FEE	1		13,300.00
INV 9	31/01/2024	WHEATBELT CONTRACT SERVICES	MARCH 2024, 01/03/2024 TO 29/03/2024		13,300.00	
EFT10942	01/03/2024	CLINTON JAMES CHENEY	REIMBURSEMENT	1		100.00
INV 06112023	06/11/2023	CLINTON JAMES CHENEY	2023 COUNCIL NOMINATION FEE		100.00	
EFT10944	07/03/2024	NARROGIN CARPET COURT	CARPET SERVICES	1		2,065.00
INV B10913	08/12/2023	NARROGIN CARPET COURT	VINYL FLOORING - PLAYGROUP KITCHEN & RAMP		2,065.00	
EFT10945	07/03/2024	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS	1		1,833.36
INV 213549-G9K2R8	05/02/2024	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS - LOT 856, 2 STONE STREET		45.31	
INV 215645-L3M1P0	19/02/2024	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS - LOT 11, 25 PINGELLY HEIGHTS		141.75	
INV 216420-R7Q3N1	23/02/2024	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS - LOT 241 & 242, 51-53 STRATFORD STREET, LOT 700, 30 QUARTZ STREET		1,646.30	
EFT10946	07/03/2024	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION - WALGA	STAFF TRAINING	1		638.00
INV SI-009049	29/01/2024	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION - WALGA	STATE EMPLOYMENT LAW ESSENTIALS 12/02/2024 - CEO		638.00	
EFT10947	07/03/2024	BIRD'S SILOS & SHELTERS	REPAIRS TO INFRASTRUCTURE	1		165.00
INV 7945	15/02/2024	BIRD'S SILOS & SHELTERS	REPAIRS TO SHADE SAILS - MEMORIAL PARK		165.00	
EFT10948	07/03/2024	SHIRE OF BROOKTON	WALGA TRAINING	1		1,100.00
INV 10463	14/02/2024	SHIRE OF BROOKTON	CEO PERFORMANCE REVIEW - ELECTED MEMBER TRAINING - CR CHENEY AND CR WOOD		1,100.00	
EFT10949	07/03/2024	MIDALIA STEEL (INFRABUILD)	MATERIALS - CHILDCARE BUILDING	1		13,121.06
INV 64472081	27/11/2023	MIDALIA STEEL (INFRABUILD)	ASSORTED MATERIALS - CHILDCARE BUILDING		13,018.25	
INV 64475500	29/01/2024	MIDALIA STEEL (INFRABUILD)	SD SCREW HHNW - CHILDCARE BUILDING		102.81	
EFT10950	07/03/2024	COUNTRY PAINT SUPPLIES	CONSUMABLES	1		439.19
INV 4801016080	19/12/2023	COUNTRY PAINT SUPPLIES	VARIOUS PAINT - CHILDCARE BUILDING		439.19	
EFT10951	07/03/2024	NUTRIEN AG SOLUTIONS	CONSUMABLES	1		25.10

INV 910179928	11/01/2024	NUTRIEN AG SOLUTIONS	D SHACKLE - TOWN STREET MAINTENANCE		14.65	
INV 910179929	11/01/2024	NUTRIEN AG SOLUTIONS	PHIL END CONN - EFFLUENT POND		10.45	
EFT10952	07/03/2024	DDAGROUP CORPORATE COMMUNICATIONS PTY LTD T/A TANGELO CREATIVE	DESIGN SERVICES	1		2,112.00
INV 10005	12/02/2024	DDAGROUP CORPORATE COMMUNICATIONS PTY LTD T/A TANGELO CREATIVE	REDESIGN PINGELLY A3 TOURIST MAP		2,112.00	
EFT10953	07/03/2024	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL ASSISTANCE	1		123.75
INV 3768	05/03/2024	BOB WADDELL & ASSOCIATES PTY LTD	ASSISTANCE WITH BUDGET REVIEW 2024		123.75	
EFT10954	07/03/2024	PINGELLY HOTEL	FOOD & REFRESHMENTS	1		7,627.33
INV 0116	22/12/2023	PINGELLY HOTEL	FOOD & BEVERAGES PROVIDED FOR SHIRE CHRISTMAS FUNCTION 2023		4,502.33	
INV 0117	22/12/2023	PINGELLY HOTEL	FOOD AND BEVERAGE PROVIDED FOR LUNCH & DINNER FOR BUSH FIRE ATTENDEES 20/12/2023		3,125.00	
EFT10955	07/03/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	ASSORTED CONSUMABLES	1		241.36
INV DI25026719	05/01/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	SINK MIXER - 7B WEBB STREET		117.00	
INV DI25027650	16/02/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	CREAM CEMENT - CARAVAN PARK MAINTENANCE		26.32	
INV DI25027731	19/02/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	PLUMBING FITTINGS - MUSEUM BUILDING MAINTENANCE		80.75	
INV DI25027788	21/02/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	PLUMBING FITTINGS - MUSEUM BUILDING MAINTENANCE		17.29	
EFT10956	07/03/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS	1		357.12
INV BSLJAN2024	01/01/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	JANUARY 2024		357.12	
EFT10957	07/03/2024	AUTOPRO NORTHAM	VARIOUS PARTS FOR PLANT	1		94.83
INV 1114771	15/01/2024	AUTOPRO NORTHAM	DEUTSCH CONNECTOR TOOLKIT - FORESTRY MULCHER PMUL2		36.30	
INV 1120041	12/02/2024	AUTOPRO NORTHAM	24 VOLT HORN - CASE LOADER PL8		52.03	

INV 1120459	14/02/2024	AUTOPRO NORTHAM	INTERIOR SUNSHADE BUBBLE - KIA CERATO PCG01		6.50	
EFT10958	07/03/2024	KYLIES CLEANING AND VACATE SERVICES	CLEANING SERVICES	1		495.00
INV 108	25/02/2024	KYLIES CLEANING AND VACATE SERVICES	PIONEER PARK TOILETS 23, 24 & 25 FEBRUARY, TOWN HALL TOILETS 23, 24 & 25 FEBRUARY, CARAVAN PARK 23, 24 & 25 FEBRUARY		495.00	
EFT10959	07/03/2024	EDWARDS ISUZU UTE	AUTO ELECTRICAL WORKS	1		471.82
INV R53837	10/11/2023	EDWARDS ISUZU UTE	NEW CYLINDER KIT FOR INGNITION - HOLDEN COLORADO PSM01		471.82	
INV 32113	10/01/2024	EDWARDS ISUZU UTE	SET OF FILTERS - DMAX UTE PC24		151.34	
INV 32114	10/01/2024	EDWARDS ISUZU UTE	CREDIT ON SET OF FILTERS - DMAX UTE PC24		-151.34	
EFT10960	07/03/2024	PINGELLY COMMUNITY CRAFT CENTRE	COMMUNITY & EVENTS GRANT SCHEME 2023/24	1		970.65
INV 575087	02/02/2024	PINGELLY COMMUNITY CRAFT CENTRE	ROUND 1 RECIPIENT OF THE COMMUNITY & EVENTS GRANT SCHEME 2023-2024. ALLOCATED FUNDING FOR LAPTOP, INK AND PAPER		970.65	
EFT10961	08/03/2024	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		2,926.00
INV 5281	28/01/2024	WA CONTRACT RANGER SERVICES	8, 16 & 23 JANUARY 2024		1,567.50	
INV 5308	10/02/2024	WA CONTRACT RANGER SERVICES	31/01/2024 & 05/02/2024		627.00	
INV 5326	22/02/2024	WA CONTRACT RANGER SERVICES	12 & 20 FEBRUARY 2024		731.50	
EFT10962	15/03/2024	ISETTLEMENTS	PURCHASE OF 27 PARADE STREET	1		72,784.51
INV 15032024	15/03/2024	ISETTLEMENTS	PURCHASE OF 27 PARADE STREET, LESS DEPOSIT ALREADY PAID		72,784.51	
EFT10963	15/03/2024	WANDERING HVAC	ELECTRICAL SERVICES	1		6,167.86
INV 04141	08/01/2024	WANDERING HVAC	INSTALL POWER POINT FOR LIGHTS - POCKET PARK		263.40	
INV 04152	22/01/2024	WANDERING HVAC	REPLACE FAULTY PUMP IN PUMP SHED - SWIMMING POOL INSURANCE CLAIM		4,072.94	
INV 04156	30/01/2024	WANDERING HVAC	REPLACE LIGHTING IN WORKSHOP PIT - DEPOT WORKSHOP		1,281.52	
INV 04181	02/03/2024	WANDERING HVAC	REPAIRS TO OVAL PUMP - RECREATION GROUNDS		550.00	
EFT10964	18/03/2024	H RUSHTON & CO	PART FOR PLANT	1		28.60
INV 117529	29/02/2024	H RUSHTON & CO	TOGGLE SWITCH ON/OFF - HOLDEN COLORADO PSM01		28.60	
EFT10965	18/03/2024	NARROGIN BEARING SERVICE	VARIOUS PARTS FOR PLANT	1		1,390.02
INV 212008	26/10/2023	NARROGIN BEARING SERVICE	DISC HARROW BEARING, STUDLOK V/HIGH STRENGTH - SMALL PLANT		237.08	
INV 212234	01/11/2023	NARROGIN BEARING SERVICE	2 X UNIJOINTS - SMALL PLANT		74.34	
INV 213808	19/12/2023	NARROGIN BEARING SERVICE	AIR LINE FITTINGS - CHILDCARE BUILDING		71.72	

INV 214244	12/01/2024	NARROGIN BEARING SERVICE	4 X BELTS - FORESTRY MULCHER		277.82	
INV 214539..	25/01/2024	NARROGIN BEARING SERVICE	MI8FID30 TECH DRIVER SKIN ONLY - MINOR PLANT		237.08	
INV 214765	31/01/2024	NARROGIN BEARING SERVICE	FEES CHARGED FOR INVOICE 212008 DATED 26/10/2024		5.40	
INV 215065	16/02/2024	NARROGIN BEARING SERVICE	3 X BX 55 BELTS - PERUZZO MOWER, 1 X 17MM ALLEN KEY - FORESTRY MULCHER, 2 X DEVON PUTTY - FORESTRY MULCHER		293.43	
INV 215350	27/02/2024	NARROGIN BEARING SERVICE	3 X BX 55 BELTS, 1 X 17MM ALLEN KEY, 1 X DEVON PUTTY - FORESTRY MULCHER		28.22	
INV 215357	27/02/2024	NARROGIN BEARING SERVICE	1 X BELT - KOMATSU BACKHOE, 1 X ADAPTOR - PERUZZO MOWER, 2 X BEARINGS, 2 X CIRCLIPS - PERUZZO MOWER		270.30	
INV CR55897	28/02/2024	NARROGIN BEARING SERVICE	1 X BELT FOR BACKHOE, 1 X ADAPTOR, 2 X BEARINGS - PERUZZO MOWER		-108.90	
INV 215526	29/02/2024	NARROGIN BEARING SERVICE	FEES CHARGED FOR INVOICE 212234		3.53	
EFT10966	18/03/2024	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		220.69
INV 55035	14/12/2023	SULLIVAN LOGISTICS PTY LTD	06/12/2023 FROM T-QUIP, 06/12/2023 FROM MCINTOSH & SON, 06/12/2023 FROM MATILDA AUTO, 06/12/2023 FROM MCINTOSH & SON		220.69	
EFT10967	18/03/2024	LOCAL GOVERNMENT WORKS ASSOCIATION WA INC	ANNUAL MEMBERSHIP	1		100.00
INV 3085	17/02/2024	LOCAL GOVERNMENT WORKS ASSOCIATION WA INC	LOCAL GOVERNMENT WORKS ASSOCIATION MEMBERSHIP GEOFF FORWARD		100.00	
EFT10968	18/03/2024	KOMATSU PTY LTD	PART FOR PLANT	1		163.54
INV 003578251	14/02/2024	KOMATSU PTY LTD	1 X V BELT FOR KOMASU BACKHOE - KOMATSU LOADER PBH3		163.54	
EFT10969	18/03/2024	BUNNINGS BUILDING SUPPLIES	CONSUMABLES	1		892.69
INV 2182/00316918	29/01/2024	BUNNINGS BUILDING SUPPLIES	CISTERN ONLY LINKSUITES - CEMETERY, SHOWER - 59 STRATFORD STREET, SANDING BELT & TAPE MEASURE - DEPOT, ENTRANCE DOOR SET - DEPOT, TOILET CISTERN - BALANCE OF SWAPPING CISTERNS		190.04	
INV 2182/00435603	29/01/2024	BUNNINGS BUILDING SUPPLIES	CISTERN ONLY LINKSUITES, SHOWER, SANDING BELT & TAPE MEASURE, ENTRANCE DOOR SET, TOILET CISTERN WITH SEAT - CEMETERY		69.77	
INV ADJ2182/00435603	29/01/2024	BUNNINGS BUILDING SUPPLIES	ADJUSTMENT FOR PART - CISTERN ONLY LINKSUITES - CEMETERY, SHOWER, SANDING BELT & TAPE MEASURE, ENTRANCE DOOR SET, TOILET CISTERN - BALANCE OF SWAPPING CISTERNS		-65.55	
INV 2182/00317863	30/01/2024	BUNNINGS BUILDING SUPPLIES	LAUNDRY TROUGH & TAPS - CARAVAN PARK, LAUNDRY TROUGH & TAPS - MUSEUM		571.08	
INV 2182/00336218	19/02/2024	BUNNINGS BUILDING SUPPLIES	PLUMBING FITTINGS - MUSEUM, PVC ADAPTOR MALE IRON, PVC BEND F&F PLAIN HOLMAN, PVC CONNECTOR FEMALE IRON, MINI CISTERN TAP KINETIC, PVC BEND F&F PLAIN HOLMAN, PVC COUPLING STRAIGHT, PVC ADAPTOR MALE IRON, BRASS THR HEX NIP BRASSHARDS, BRASS THR HEX RD NIP BRASSHARD		51.22	
INV 2182/00544070	23/02/2024	BUNNINGS BUILDING SUPPLIES	CHAINWIRE FENCE PEAK POST CAP, BRASS THR HEX PLUG B/HARDS, BRASS THR HEX RD NIP BRASSHARD - PRACC		76.13	
EFT10970	18/03/2024	BEST OFFICE SYSTEMS	PRINTING CHARGES	1		895.94

INV 628164	26/02/2024	BEST OFFICE SYSTEMS	ADMIN 20/01/2024 TO 20/02/2024, BLACK - 5344, COLOUR - 5.825, EMERGENCY SERVICES - 20/01/2024 TO 20/02/2024, MINIMUM CHARGES		895.94	
EFT10971	18/03/2024	MCINTOSH & SON WA	REPAIRS FOR PLANT	1		467.50
INV 1888513	21/02/2024	MCINTOSH & SON WA	CHECK LOSS OF AUX FUNCTION WHEN DRIVING - CASE LOADER PL9		467.50	
EFT10972	18/03/2024	NARROGIN AUTO ELECTRICS	PARTS FOR PLANT	1		1,728.45
INV 266938	24/01/2024	NARROGIN AUTO ELECTRICS	SUPPLY AND FIT NEW AIR CON COMPRESSOR - CAT MOTOR GRADER PG7		1,728.45	
EFT10973	18/03/2024	GREAT SOUTHERN WASTE DISPOSAL	WASTE & RECYCLING COLLECTION INCLUDING SITE MANAGEMENT	1		19,725.50
INV 2857	12/02/2024	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE COLLECTION 27 DECEMBER 23 TO 31 JANUARY 24, RECYLCE COLLECTION 2, 16 & 30 JANUARY 2024, REFUSE SITE MAINTENANCE LABOUR 25 DECEMBER 23 TO 29 JANUARY 24, REFUSE SITE MAINTENANCE MACHINE HOURS 25 DECEMBER 23 TO 29 JANUARY 24, BULK WASTE & RECYCLING COLLECTIONS 2 & 22 JANUARY 24		19,725.50	
EFT10974	18/03/2024	STEVE DAVIS	BUILDING SERVICES	1		3,465.00
INV 2450	17/12/2023	STEVE DAVIS	ELECTRICIAN AND PLUMBING WORK TO THE NEW HOT WATER SYSTEM AND THE KITCHEN SINK - CHILDCARE BUILDING		3,465.00	
EFT10975	18/03/2024	COATES HIRE OPERATIONS PTY LTD	HIRE OF PLANT	1		1,113.60
INV 23068163	25/02/2024	COATES HIRE OPERATIONS PTY LTD	HIRE OF TRAFFIC LIGHTS - 16/02/2024 TO 25/02/2024		1,113.60	
EFT10976	18/03/2024	HARE & FORBES	PART FOR PLANT	1		352.00
INV 2890073	16/02/2024	HARE & FORBES	1 X FORKLIFT JIB ATTACHMENT FLA-2 - TOYOTA FORKLIFT		352.00	
EFT10977	18/03/2024	E & MJ ROSHER PTY LTD	PURCHASE OF PLANT	1		15,800.00
INV 1470748	05/02/2024	E & MJ ROSHER PTY LTD	KUBOTA 21HP GARDEN TRACTOR C/W 54" MOWER DECK		15,800.00	
EFT10978	18/03/2024	WREN OIL	WASTE DISPOSAL	1		33.00
INV 165898	16/02/2024	WREN OIL	WASTE OIL REMOVAL - PINGELLY REFUSE SITE		16.50	
INV 165902	16/02/2024	WREN OIL	WASTE OIL REMOVAL - SHIRE DEPOT		16.50	
EFT10979	18/03/2024	QUICKFIT WINDSCREENS	MAINTENANCE SERVICES	1		192.25
INV 61937	13/02/2024	QUICKFIT WINDSCREENS	SUPPLY AND FIT OUTER JASON LEVER ON SLIDING DOOR - 7B WEBB STREET		192.25	
EFT10980	18/03/2024	MATILDA AUTO PARTS	VARIOUS PARTS FOR PLANT	1		203.50
INV 271486	05/02/2024	MATILDA AUTO PARTS	1 X WA1154 AIR CLEANER - KOMATSU LOADER PBH3, 1 X 982-8889 AIR CLEANER - KOMATSU LOADER PBH3		93.50	
INV 271885	22/02/2024	MATILDA AUTO PARTS	1 X SET OF FILTERS - MITSUBISHI TRITON PSM02, 1 X SET OF FILTERS - MITSUBISHI TRITON PC23		110.00	
EFT10981	18/03/2024	PINGELLY TYRE SERVICE	TYRE SERVICES	1		1,024.00
INV 10474	02/02/2024	PINGELLY TYRE SERVICE	4 X 245/70R16 MAXXIS AT 771 - HOLDEN COLORADO PDTS01, 1 X ON HOIST WHEEL ALIGNMENT		1,024.00	

EFT10982	18/03/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	CONSUMABLES	1		190.99
INV DI25025886	01/12/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	4L GOLD YELLOW PAINT - ADMIN OFFICE		125.50	
INV DI25025984	05/12/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	EXTENSION CORD & ADAPTORS - MINOR PLANT		30.49	
INV DI25026240	14/12/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	ENTRANCE SET - DEPOT WORKSHOP		35.00	
EFT10983	18/03/2024	PINGELLY IGA EXPRESS	CONSUMABLES	1		32.54
INV 03/7044	15/02/2024	PINGELLY IGA EXPRESS	ASSORTED SUPPLIES FOR VOLUNTEERS AT LOTTERYWEST SEMINAR		32.54	
EFT10984	18/03/2024	TOCOJEPA PTY LIMITED T/AS T-QUIP	PARTS FOR PLANT	1		123.60
INV 127263	27/02/2024	TOCOJEPA PTY LIMITED T/AS T-QUIP	2X BUSH, 2X BEARING DUAL SEAL - PERUZZO MOWER PROM9		123.60	
EFT10985	18/03/2024	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		241.98
INV 0516	26/11/2023	TOLL TRANSPORT PTY LTD	28/06/2023 FROM STATE LIBRARY, 15/11/2023 TO WATER EXAMINERS, 15/11/2023 TO WATER EXAMINERS, 17/11/2023 FROM INTERFIRE, 20/11/2023 FROM INTERFIRE, 23/11/2023 FROM INTERFIRE		293.87	
INV 0525	25/02/2024	TOLL TRANSPORT PTY LTD	21/02/2024 TO WATER EXAMINERS, 21/02/2024 TO WATER EXAMINERS		39.96	
INV 153868	04/03/2024	TOLL TRANSPORT PTY LTD	CREDIT ON UNDELIVERED FREIGHT FROM INVOICE 0516		-91.85	
EFT10986	18/03/2024	JH COMPUTER SERVICES PTY LTD	TECHNICAL IT SERVICES - MARCH 2024	1		6,082.45
INV 002255-D01	29/02/2024	JH COMPUTER SERVICES PTY LTD	MARCH 2024 , CONTRACT COMPUTER CHARGES - \$5962.00, DEPOT STARLINK, DEPOT INTERNET, MONITORING PROBE INTERNET SERVICE, NETVAULT PUBLIC STATIC IP		6,082.45	
EFT10987	18/03/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION	BSL COLLECTIONS	1		1,256.02
INV BSLFEBS024	18/03/2024	DEPARTMENT OF MINES, INDUSTRY REGULATION	FEBRUARY 2024		1256.02	
EFT10988	18/03/2024	SAPIO PTY LTD	CCTV MONITORING	1		187.00
INV SP261552	06/03/2024	SAPIO PTY LTD	CCTV MONITORINGS ON SERVERS & MONTHLY SUBSCRIPTION - FEBRUARY 2023		187.00	
EFT10989	18/03/2024	SW TAYLOR PROMPT SAFETY SOLUTIONS	SAFETY SERVICES	1		1,100.00
INV 698	22/01/2024	SW TAYLOR PROMPT SAFETY SOLUTIONS	JANUARY 2024 TO 30 JUNE 2024 - 6 MONTHS REVISION OF WHS PROCESSES, UPDATE WEB PAGE, SUPPORT AS REQUIRED, QUARTERLY WHS SERVICE & TOOLBOX MEETING WITH WHS INDUCTIONS APRIL QUARTER 2024		1,100.00	
EFT10990	18/03/2024	COASTMAC PTY LTD	PURCHASE OF TRAILER	1		9,499.99
INV 5761	08/02/2024	COASTMAC PTY LTD	HT35 TRAILER - 10X5 HYDRAULIC TIPPER TRAILER		9,499.99	

EFT10992	18/03/2024	PINGELLY COMMUNITY CRAFT CENTRE	CARAVAN PARK TAKINGS COMMISSION	1		1,188.00
INV 145	04/03/2024	PINGELLY COMMUNITY CRAFT CENTRE	FEBRUARY 2024		1,188.00	
EFT10993	22/03/2024	HUGHES DIESEL MECHANICAL	MECHANICAL SERVICES	1		453.86
INV 2334	29/02/2024	HUGHES DIESEL MECHANICAL	SERVICE AIR CONDITIONER - BOMAG ROLLER PMR5		453.86	
EFT10994	22/03/2024	HERSEY'S SAFETY PTY LTD	PART FOR SMALL PLANT	1		123.46
INV 2716	18/01/2024	HERSEY'S SAFETY PTY LTD	1 X 751545 SPADE BIT - JACK HAMMER		123.46	
EFT10995	22/03/2024	BUNNINGS BUILDING SUPPLIES	PART FOR PLANT	1		11.88
INV 2182/0033978	23/02/2024	BUNNINGS BUILDING SUPPLIES	SOCKET - CAT GRADER PG7		11.88	
EFT10996	22/03/2024	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS	1		71.25
INV 219317-Z2D3W1	18/03/2024	CONSTRUCTION TRAINING FUND	PROJECT 16.23/24 QUEEN STREET		71.25	
EFT10997	22/03/2024	GREAT SOUTHERN FUEL SUPPLIES	BULK DIESEL & FUEL CARD CHARGES	1		20,066.24
INV 29022024	29/02/2024	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES FEBRUARY 2024 - 0PN - 361.41L, PN761 - 190.59L, 1HQT711 - 135.90L, GM010 - 151.14L		1,663.24	
INV D2172998	11/03/2024	GREAT SOUTHERN FUEL SUPPLIES	10,000L DIESEL DELIVERED TO SHIRE DEPOT		18,403.00	
EFT10998	22/03/2024	GALVINS PLUMBING PLUS	PARTS FOR CARAVAN PARK MAINTENANCE	1		1,067.44
INV 1106411	01/02/2024	GALVINS PLUMBING PLUS	FXCI0009 CAROMA INVISI II DUAL FLUSH INWALL, CISTERN 4.5 / 3 LITRE 237007, FXCI0125 CAROMA INVISI II METAL ROUND DUAL, FLUSH PLATE AND BUTTONS CHROME, 237088C		1,067.44	
EFT10999	22/03/2024	HIMAC ATTACHMENTS	PARTS FOR PLANT	1		1,206.70
INV SI-44226	01/03/2024	HIMAC ATTACHMENTS	2 SET OF BLADES AND BOLTS - HIMAC SLASHER		1,206.70	
EFT11000	22/03/2024	AUSTRALIAN TAXATION OFFICE	BAS	1		20,433.00
INV 20032024	20/03/2024	AUSTRALIAN TAXATION OFFICE	FEBRUARY 2024		20,433.00	
EFT11001	22/03/2024	NARROGIN AUTO ELECTRICS	MECHANICAL SERVICES	1		850.50
INV 266169	19/10/2023	NARROGIN AUTO ELECTRICS	DEGAS AIRCONDITIONER AND SERVICE - CAT GRADER PG7, AIRCONDITIONER SERVICE - MITSUBISHI FUSO PT13		850.50	
EFT11002	22/03/2024	BROOKTON PLUMBING	PLUMBING SERVICES	1		233.20
INV 7154	29/02/2024	BROOKTON PLUMBING	REPAIR LEAKING HOT WATER SYSTEM RELIEF VALVE - CARAVAN PARK		233.20	
EFT11003	22/03/2024	NARROGIN TOYOTA	MECHANICAL SERVICES	1		1,132.78
INV JC24040865	27/12/2023	NARROGIN TOYOTA	REPAIR ORDER #JC24040865, 100,000KM SERVICE WITH HANDBOOK TOTAL, VEHICLE KEY TRANSMITTER REPLACEMENT - KIA CERATO		1,132.78	
EFT11004	22/03/2024	BRIAN WILLIAMS CARTAGE CONTRACTOR	PLANT HIRE INCLUDING LABOUR	1		5,962.00

INV 551	29/02/2024	BRIAN WILLIAMS CARTAGE CONTRACTOR	DRY & WET HIRE OF WATER TRUCK 9 DAYS, DOCKETS - 1704 - 1710		5,962.00	
EFT11005	22/03/2024	ARTS NARROGIN INC.	FAM FESTIVAL ART COMPETITION ENTRY FEES	1		181.20
INV 2164	07/03/2024	ARTS NARROGIN INC.	FAM FESTIVAL ART COMPETITION ENTRY FEES - 96 ENTRIES, LESS ARTWORK SALES ON DAY - 1 SALE		181.20	
EFT11006	22/03/2024	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS	1		2,696.00
INV 104515	29/02/2024	AMPAC DEBT RECOVERY PTY LTD	DEBT COLLECTION COSTS - FEBRUARY 2024 RECOVERABLE		2,696.00	
EFT11007	22/03/2024	CTI SECURITY SERVICES PTY LTD	ALARM MONITORING	1		164.59
INV CINS3160527	12/03/2024	CTI SECURITY SERVICES PTY LTD	ALARM MONITORING CHARGES - 17 QUEEN STREET, 01/04/2024 TO 30/06/2024		164.59	
EFT11008	22/03/2024	JTAGZ PTY LTD	ANIMAL REGISTRATION TAGS	1		181.50
INV 29981	28/02/2024	JTAGZ PTY LTD	100 CAT AND DOG TAGS EXPIRING YEARS 2027 AND 2028, POSTAGE		181.50	
EFT11009	22/03/2024	NUTRIEN AG SOLUTIONS	VARIOUS CONSUMABLES	1		459.25
INV 910350708	15/02/2024	NUTRIEN AG SOLUTIONS	PLUMBING SUPPLIES, IPLE BEND 90DWV 100MM - CHILDCARE BUILDING		14.30	
INV 910390921	23/02/2024	NUTRIEN AG SOLUTIONS	BOGS BOOT SIZE 12		132.00	
INV 910412759	28/02/2024	NUTRIEN AG SOLUTIONS	FENCE DROPPERS - WICKEPIN PINGELLY ROAD JOB RRG05		181.50	
INV 910415845	29/02/2024	NUTRIEN AG SOLUTIONS	PLUMBING SUPPLIES, 3X VINI PIPE STORMWATER SWJ 90MM 6M WA, 1X VINI TEE I/O SW 90MM, 1X ENGI CABLE TIES 300 X 4.8MM 100PK - CHILDCARE BUILDING		131.45	
EFT11010	22/03/2024	MATILDA AUTO PARTS	PARTS FOR PLANT	1		171.60
INV 272197	05/03/2024	MATILDA AUTO PARTS	SET OF FILTERS - ISUZU TRUCK PT19, 5L BRAKE FLUID - DEPOT WORKSHOP		171.60	
EFT11011	22/03/2024	EASTERN HILLS SAWS & MOWERS PTY LTD	PARTS FOR SMALL PLANT	1		187.20
INV 51542	22/02/2024	EASTERN HILLS SAWS & MOWERS PTY LTD	ORANGE LINE 2.4MM X420M - WHIPPER SNIPPERS, CF3 LINE 2.4MM X420M - WHIPPER		187.20	
EFT11012	22/03/2024	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL ASSISTANCE	1		742.50
INV 3785	11/03/2024	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL ASSISTANCE - FEBRUARY MONTHLY STATEMENTS		660.00	
INV 3800	17/03/2024	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL ASSISTANCE - 2023/24 ANNUAL BUDGET REVIEW		82.50	
EFT11013	22/03/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	CONSUMABLES	1		318.20
INV DI25027828	22/02/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	FLOOR FLANGE SWAPPED 40MM FOR 50MM - MUSEUM, FLOOR FLANGE 40MM		0.25	
INV DI25028161	08/03/2024	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON RURAL TRADERS	FIBREGLASS REPAIR KITS - EFFLUENT POND, AMGROW ANT BAIT - COUNCIL CHAMBERS, PAVING PAINT FOR UNDER STAGE FLOOR - TOWN HALL		317.95	

EFT11014	22/03/2024	PINGELLY IGA EXPRESS	ASSORTED CONSUMABLES AND SUPPLIES	1		368.01
INV JAN2024	01/01/2024	PINGELLY IGA EXPRESS	03/7138 17/01/2024 - 2X BOXES OF TISSUES, AIR FRESHNER, 03/7393 17/01/2024 - MILK, 03/7525 18/01/2024 - NARROGIN OBSERVER, 03/7654 18/01/2024 - 4X UHT MILK, 03/9509 23/01/2024 - MILK, 01/6755 12/01/2024 - MILK, 01/6755 12/01/2024 - SUPPLIES FOR COUNCIL KITCHEN, 01/6755 12/01/2024 - SUPPLIES FOR COUNCIL KITCHEN, 03/2026 30/01/2024 - SPRING WATER, MILK, 03/4006 08/01/2024 - MILK, 03/5002 11/01/2024 - NARROGIN OBSERVER		147.87	
INV FEB2024	01/02/2024	PINGELLY IGA EXPRESS	01/8991 09/02/2024 - MILK, 03/1461 27/02/2024 - MILK, 03/2199 29/02/2024 - NARROGIN OBSERVER, 03/2294 29/02/2024 2X UHT MILK, SUGAR, 03/2529 01/02/2024 - NARROGIN OBSERVER, 03/2623 01/02/2024 - 5X UHT MILK, 03/4177 05/02/2024 - MILK, 03/4644 08/02/2024 - NARROGIN OBSERVER, COFFEE, 03/6726 14/02/2024 - 4X TISSUES, 03/6726 14/02/2024 - MILK, 03/7152 15/02/2024 - 2X UHT MILK, 03/8960 20/02/2024 - ASSORTED SUPPLIES FOR COUNCIL KITCHEN, 03/8960 20/02/2024 - ASSORTED SUPPLIES FOR COUNCIL KITCHEN, 03/9199 21/02/2024 - ASSORTED SUPPLIES FOR COUNCIL KITCHEN, 03/9199 21/02/2024 - ASSORTED SUPPLIES FOR COUNCIL KITCHEN, 03/9485 22/02/2024 - NARROGIN OBSERVER		212.94	
INV 03-6138	13/02/2024	PINGELLY IGA EXPRESS	PAINT BRUSH - TOWN HALL		7.20	
EFT11015	22/03/2024	ELDERS RURAL SERVICES	CONSUMABLES	1		37.00
INV 6B33585	12/02/2024	ELDERS RURAL SERVICES	PHILMAC NIPPLE - PIONEER PARK		23.80	
INV 113335	22/02/2024	ELDERS RURAL SERVICES	RETICULATION PARTS - MEMORIAL PARK		13.20	
EFT11016	22/03/2024	CORSIGN WA	VARIOUS SIGNAGE	1		1,332.65
INV 82490	21/02/2024	CORSIGN WA	DICKENS STREET - ST NAME PLATE 150EXT SHIRE OF PINGELLY SPECS, BLUE ON YELLOW CL400 D/SIDED WITH SCALLOPED END, JAMES STREET - ST NAME PLATE 150EXT SHIRE OF PINGELLY SPECS, BLUE ON YELLOW CL400 D/SIDED WITH SCALLOPED END, WARD ROAD - ST NAME PLATE 150EXT SHIRE OF PINGELLY SPECS, BLUE ON YELLOW CL400 D/SIDED WITH SCALLOPED END, CONVEX MIRROR STAINLESS INCL FIXINGS X 2, RURAL ADDRESS PLATE NUMBER 5323. 240MM X 150MM P/C HERITAGE GREEN WITH 75MM HIGH NUMBERS BOTH SIDES (CLASS 2 WHITE) WITH 2 X HOLES		1,332.65	
EFT11017	22/03/2024	EDGE PLANNING & PROPERTY	PLANNING SERVICES	1		1,631.85
INV 2550	11/03/2024	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES - FEBRUARY 2024		1,631.85	
EFT11018	22/03/2024	AUTOPRO NORTHAM	MINOR TOOLS	1		97.45
INV 1121830	21/02/2024	AUTOPRO NORTHAM	2X WRENCH, DRIVE RATCHET, BREAKER BAR, LONG NOSE PLIER, JAW LOCKING PLIER		97.45	
EFT11019	22/03/2024	WANDERING HVAC	ELECTRICAL SERVICES	1		583.42
INV 04188	16/03/2024	WANDERING HVAC	UPGRADE POWER AT SHEEPDOG GROUNDS FROM 15AMP TO 40AMP - REC GROUNDS		583.42	
EFT11020	22/03/2024	PINGELLY COMMUNITY CRAFT CENTRE	CATERING SERVICES	1		231.00
INV 13	28/02/2024	PINGELLY COMMUNITY CRAFT CENTRE	FEBRUARY 2024 COUNCIL MEETING - 7 ATTENDEES		231.00	
EFT11024	28/03/2024	TELSTRA	TELSTRA MOBILE CHARGES - 11/02/2024 TO 10/03/2024	1		534.14

INV 990000005200	12/03/2024	TELSTRA	WORKS CHARGES, NEW DEVICE - EMW 1 OF 24, ADMIN CHARGES, NEW DEVICE - CEO 20 OF 24		534.14	
EFT11025	28/03/2024	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		415.98
INV 58092	10/02/2024	SULLIVAN LOGISTICS PTY LTD	21/01/2024 FROM MATILDA AUTO, 15/01/2024 FROM MATILDA AUTO		104.60	
INV 58358	11/02/2024	SULLIVAN LOGISTICS PTY LTD	23/01/2024 FROM WA RETICULATION, 23/01/2024 FROM WA RETICULATION		38.06	
INV 59182	11/02/2024	SULLIVAN LOGISTICS PTY LTD	04/02/2024 FROM MAXIPARTS, 04/02/2024 FROM MATILDA AUTO		75.16	
INV 59826	16/02/2024	SULLIVAN LOGISTICS PTY LTD	09/02/2024 FROM MCINTOSH & SON, 09/02/2024 FROM MATILDA AUTO, 09/02/2024 FROM MAJOR MOTORS, 05/02/2024 FROM GALVINS PLUMBING		160.58	
INV 60496	25/02/2024	SULLIVAN LOGISTICS PTY LTD	18/02/2024 FROM KOMATSU		37.58	
EFT11026	28/03/2024	AUSTRALIA POST	POSTAGE - FEBRUARY 2024	1		247.62
INV 1013084679	03/03/2024	AUSTRALIA POST	GENERAL POSTAGE - FEBRUARY 2024, RATES NOTICES POSTAGE - FEBRUARY 2024		247.62	
EFT11027	28/03/2024	SECURITY & KEY DISTRIBUTORS	CONSUMABLES	1		1,025.58
INV 95890	08/02/2024	SECURITY & KEY DISTRIBUTORS	FA5390QSC BILOCK OVAL CYLINDER SATIN CHROME - TOWN HALL, 102-BILOCK CUT KEYS - TOWN HALL, SKD8345SS25 BILOCK 83/45 PADLOCK COMPLETE (25MM SHACKLE) - REFUSE		1,025.58	
EFT11028	28/03/2024	BEST OFFICE SYSTEMS	PRINTING CHARGES	1		49.50
INV 627082	29/02/2024	BEST OFFICE SYSTEMS	CESM PRINTER, MINIMUM PRINTING CHARGES - 20/12/2023 TO 20/01/2024		49.50	
EFT11029	28/03/2024	GREAT SOUTHERN WASTE DISPOSAL	WASTE & RECYCLING COLLECTION INCLUDING SITE MANAGEMENT - 31/01/2024 TO 28/02/2024	1		14,863.10
INV 2892	05/03/2024	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE COLLECTION 31 JANUARY TO 28 FEBRUARY 2024, RECYCLE COLLECTION 13 & 27 FEBRUARY 2024, REFUSE SITE MAINTENANCE LABOUR 29 JANUARY TO 26 FEBRUARY 2024, REFUSE SITE MACHINE HOURS 29 JANUARY TO 26 FEBRUARY 2024, BULK WASTE & RECYCLING COLLECTION 12 FEBRUARY 2024		14,863.10	
EFT11030	28/03/2024	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		627.00
INV 5364	09/03/2024	WA CONTRACT RANGER SERVICES	26 FEBRUARY & 5 MARCH 2024		627.00	
EFT11031	28/03/2024	MCPEST PEST CONTROL	ANNUAL TERMITE INSPECTIONS & TREATMENTS IF REQUIRED	1		1,441.00
INV 02182	18/03/2024	MCPEST PEST CONTROL	4 SHIRE STREET, SHEARING SHED, CARAVAN PARK GROUNDS, OLD CROQUET CLUB BUILDING, OLD ROADS BOARD, CEMETERY NICHE WALL, YOUTH CENTRE (OLD SCOUT HALL), PINGELLY RECREATION & CULTURAL CENTRE, TOWN HALL, ROTUNDA MEMORIAL, OLD COURTHOUSE (FLORIST), SWIMMING POOL, RSL HALL, ADMIN OFFICE, DEPOT GROUNDS, DEPOT, DEPOT WORKSHOP		1,441.00	
EFT11032	28/03/2024	PINGELLY TYRE SERVICE	TYRE SERVICES	1		2,049.50
INV 10583	01/03/2024	PINGELLY TYRE SERVICE	1 X 1200 X 24 GRADER TYRE - MOTOR GRADER PG7, 1 X WHEEL ALIGNMENT - MITSUBISHI TRITON PC23, 1 X TYRE REPAIR - KOMATSU LOADER PBH3, 1 X TYRE REPAIR - MITSUBISHI TRITON PSM02		1,978.00	
INV 10628	14/03/2024	PINGELLY TYRE SERVICE	REPAIR TRUCK TYRE - MITSUBISHI FUSO PT13		71.50	
EFT11033	28/03/2024	EASTERN HILLS SAWS & MOWERS PTY LTD	PARTS FOR PLANT	1		78.30

INV 51436#4	19/01/2024	EASTERN HILLS SAWS & MOWERS PTY LTD	1 XSTP3610 000 0050 CHAIN - MINOR EQUIPMENT, 3 X STP5605 7734003 FILES 5/32 - MINOR EQUIPMENT, 3 X STP5605 7735203 FILES 13/64 - MINOR EQUIPMENT,		78.30	
EFT11034	28/03/2024	ITR PACIFIC PTY LTD	PARTS FOR PLANT	1		3,213.72
INV 663406	15/02/2024	ITR PACIFIC PTY LTD	SET OF BUCKET TEETH - CASE LOADER PL8		566.28	
INV 667675	28/02/2024	ITR PACIFIC PTY LTD	10 GRADER BLADES - CAT MOTOR GRADER PG7, 10 GRADER BLADES = KOMATSU GRADER PG8		2,178.00	
INV 667680	28/02/2024	ITR PACIFIC PTY LTD	WELD ON CUTTING EDGE - KOMATSU BACKHOE PBH3		469.44	
EFT11035	28/03/2024	SOURCE MY PARTS PTY LTD	PART FOR PLANT	1		157.62
INV 450639	05/03/2024	SOURCE MY PARTS PTY LTD	1 X VIB BUTTON - BOMAG ROLLER PMR5		157.62	
EFT11036	28/03/2024	KOV & CO	MATERIAL FOR WORKS	1		4,125.00
INV 202043	20/03/2024	KOV & CO	1500 CUBIC METRES GRAVEL - WICKEPIN PINGELLY ROAD		4,125.00	
EFT11037	28/03/2024	MAXIPARTS OPERATIONS P/L	TOOL FOR PLANT	1		68.84
INV 5616279	31/01/2024	MAXIPARTS OPERATIONS P/L	WRENCH WHEEL 41MM HEX X 21MM SQUARE - ISUZU TRUCK PT19		68.84	
TOTAL EFT						404,183.35
CHEQUE NUMBER	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
24965	01/03/2024	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/10/2023 TO 24/01/2024 PLUS BROWN STREET	1		9,791.77
INV 2030037606	29/01/2024	SYNERGY	SYNERGY ACCOUNT CHARGES - LOT 493 BROWN STREET - 17/11/2023 TO 17/01/2024		124.67	
INV 2038044382	08/02/2024	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/10/2023 TO 24/11/2023, 198 LIGHTS		3,278.74	
INV 2038044383	08/02/2024	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/11/2023 TO 24/12/2023, 198 LIGHTS		3,141.82	
INV 2038044384	08/02/2024	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/12/2023 TO 24/01/2024, 198 LIGHTS		3,246.54	
24966	18/03/2024	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/01/2024 TO 24/02/2024	1		2,199.99
INV 2090028676	05/03/2024	SYNERGY	SHIRE STREETLIGHT CHARGES 25/01/2024 TO 24/02/2024 \$3,248.64 LESS CREDIT PREVIOUS QUARTER TO 24/01/2024 \$1,048.65		2,199.99	
24967	22/03/2024	SHIRE OF PINGELLY	VEHICLE REGISTRATION RENEWAL 1TNP374	1		25.30
INV 1TNP374-2024	05/03/2024	SHIRE OF PINGELLY	12 MONTHS REGISTRATION RENEWAL - POLMAC TRAILER 1TNP374, RECORDING FEE - POLMAC TRAILER 1TNP374		25.30	
24968	28/03/2024	WATER CORPORATION	WATER ACCOUNT CHARGES	1		25,129.72

INV WAT - JAN 24 TO MAR 24	12/03/2024	WATER CORPORATION	USAGE CHARGES - 17 ELIOT STREET, SERVICE CHARGES & USAGE CHARGES - DR'S HOUSE 59 STRATFORD STREET, SERVICE CHARGES & USAGE CHARGES - 4 SHIRE STREET, SERVICE CHARGES & USAGE CHARGES - 9A WEBB STREET, SERVICE CHARGES & USAGE CHARGES ON CHARGED - DEPOT @ 1 PARAGON STREET, SERVICE CHARGES & USAGE CHARGES - DEPOT @ LOT 827 PARAGON STREET, SERVICE CHARGES & USAGE CHARGES - ADMIN BUILDING @ 17 QUEEN STREET, SERVICE CHARGES & USAGE CHARGES - SEWERAGE CONNECTION @ 23 QUEEN STREET, SERVICE CHARGES & USAGE CHARGES - PLAYGROUP BUILDING @ LOT 810 QUEEN STREET, SERVICE CHARGES & USAGE CHARGES - RSL HALL @ LOT 140-141 PARADE STREET, SERVICE CHARGES & USAGE CHARGES - MEMORIAL PARK @ LOT 136 PARADE STREET, SERVICE CHARGES & USAGE CHARGES - TOWN HALL & TOILETS @ 20 PARADE STREET, SERVICE CHARGES & USAGE CHARGES - CARAVAN PARK @ LOT 151-153 QUADRANT STREET, SERVICE CHARGES & USAGE CHARGES - RAILWAY STATION @ LOT 832 RES 10207 QUADRANT STREET, SERVICE CHARGES 33 PIONEER PARK @ LOT 835 PARK STREET, SERVICE CHARGES & USAGE CHARGES - STANDPIPE @ 1 PARAGON STREET, SERVICE CHARGES & USAGE CHARGES - STANDPIPE @ SHAROW STREET, SERVICE CHARGES & USAGE CHARGES - 7B WEBB STREET, SERVICE & USAGE CHARGES ON CHARGED - 7A WEBB STREET, USAGE CHARGES & SERVICE ON CHARGED- 9B WEBB STREETSERVICE & USAGE CHARGES ON CHARGED - YOUTH GROUP @ 1 PEMBERTON STREET, SERVICE CHARGES		22,658.48	
INV WAT - JAN 24 TO MAR 24	12/03/2024	WATER CORPORATION	USAGE CHARGES - PRACC @ LOT 201 SOMERSET STREET, SERVICE CHARGES - PRACC @ LOT 201 SOMERSET STREET		2,471.24	
TOTAL CHEQUE						37,146.78
PAYROLL	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT10991	18/03/2024	LOCAL GOVERNMENT, RACING AND CEMETERIES EMPLOYEES UNION (WA) LGRCEU	PAYROLL DEDUCTIONS	1		154.00
EFT10916	01/03/2024	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		334.61
EFT10943	01/03/2024	LOCAL GOVERNMENT, RACING AND CEMETERIES EMPLOYEES UNION (WA) LGRCEU	PAYROLL DEDUCTIONS	1		154.00
DD13912.1	12/03/2024	AWARE SUPER	PAYROLL DEDUCTIONS	1		7,473.13
DD13912.2	12/03/2024	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		538.24
DD13912.3	12/03/2024	MLC	SUPERANNUATION CONTRIBUTIONS	1		791.28
DD13912.4	12/03/2024	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		261.49
DD13912.5	12/03/2024	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		261.49
DD13912.6	12/03/2024	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		367.10
DD13912.7	12/03/2024	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		522.98
DD13912.8	12/03/2024	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		78.35

DD13912.9	12/03/2024	MERCER	SUPERANNUATION CONTRIBUTIONS	1		261.49
EFT11038	28/03/2024	LOCAL GOVERNMENT, RACING AND CEMETERIES EMPLOYEES UNION (WA) LGRCEU	PAYROLL DEDUCTIONS	1		154.00
DD13941.1	26/03/2024	AWARE SUPER	PAYROLL DEDUCTIONS	1		7,455.45
DD13941.2	26/03/2024	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		569.72
DD13941.3	26/03/2024	MLC	SUPERANNUATION CONTRIBUTIONS	1		791.28
DD13941.4	26/03/2024	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		203.00
DD13941.5	26/03/2024	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		261.49
DD13941.6	26/03/2024	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		367.10
DD13941.7	26/03/2024	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		522.98
DD13941.8	26/03/2024	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		83.75
DD13941.9	26/03/2024	MERCER	SUPERANNUATION CONTRIBUTIONS	1		261.49
TOTAL PAYROLL						21,868.42
DIRECT DEBIT	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD13923.1	14/03/2024	BENDIGO BANK CREDIT CARDS	CEO CREDIT CARD RECONCILIATION - FEBRUARY 2024	1		1,258.15
INV 29022024	29/02/2024	BENDIGO BANK CREDIT CARDS	14/02/2024 FACEBOOK - ADVERTISING, BUSINESS INVESTMENT PROPOSAL FUND, OPEN TRAINING \$108.09 14/02/2024 INTERNATIONAL TRANSACTION - FEE \$3.24 23/02/2024 CROWN METROPOL PERTH - ACCOMMODATION FOR STAFF TRAINING \$720.80 23/02/2024 SPOTTO WA - TAXI FROM BURSWOOD TO STAFF TRAINING IN MOUNT HAWTHORN 22/02/2024 \$33.50 23/02/2024 SPOTTO WA - TAXI FROM STAFF TRAINING IN MOUNT HAWTHORN TO BURSWOOD 22/02/2024 \$31.50 25/02/2024 CROWN METROPOL PERTH - ACCOMMODATION SECURITY DEPOSIT FOR STAFF TRAINING \$283.73 25/02/2024 SWAN TAXIS - TAXI FROM BURSWOOD TO STAFF TRAINING IN MOUNT HAWTHORN 23/02/2024 \$37.92 25/02/2024 SWAN TAXIS - TAXI FROM STAFF TRAINING IN MOUNT HAWTHORN TO BURSWOOD 23/02/2024 \$35.37 28/02/2024 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	1,258.15	
DD13925.1	14/03/2024	BENDIGO BANK CREDIT CARDS	EMCS CREDIT CARD RECONCILIATION - FEBRUARY 2024	1		464.15

INV 29022024	29/02/2024	BENDIGO BANK CREDIT CARDS	05/02/2024 CALTEX KARRAGULLEN - 55.76L FUEL FOR EMCS CAR \$105.89 07/02/2024 SHIRE OF PINGELLY - 12 MONTH VEHICLE REGISTRATION RENEWAL, KUBOTA TRACTOR PN6313 07/02/2024 SHIRE OF PINGELLY - RECORDING FEE FOR REGISTRATION RENEWAL \$10.30 07/02/2024 SHIRE OF PINGELLY - NEW PLATE FEE FOR PN6313 \$31.10 17/02/2024 CALTEX UPPER SWAN - 59.22L FUEL FOR EMCS CAR \$114.83 18/02/2024 FOXIT - PDF SUITE PRO FOR TEAMS - 16/02/2024 TO 16/03/2024 \$42.80 18/02/2024 INTERNATIONAL TRANSACTION - FEE \$1.28 29/02/2024 THE HONOURABLE FLORIST - GET WELL SOON GIFT, STAFF MEMBER \$80.00 28/02/2024 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	464.15	
DD13927.1	14/03/2024	BENDIGO BANK CREDIT CARDS	EMW CREDIT CARD RECONCILIATION - FEBRUARY 2024	1		783.99
INV 29022024	29/02/2024	BENDIGO BANK CREDIT CARDS	15/02/2024 EBAY - 1/2" BRUSHLESS CORDLESS IMPACT WRENCH RATTLE GUN \$84.99 24/02/2024 ANANT CORP PTY LTD - NEW PUMP, FOUNTAIN AT PIONEER PARK \$695.00 28/02/2024 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	783.99	
TOTAL DD						2,506.29
TRUST ACCOUNT	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT11021	25/03/2024	PINGELLY MUSEUM AND HISTORICAL GROUP	BOND REFUND	7		100.00
INV T307	26/02/2024	PINGELLY MUSEUM AND HISTORICAL GROUP	HIRE OF COMMUNITY BUS 19/01/2023	7	100.00	
EFT11022	25/03/2024	PRIME CONTRACTING PTY LTD	BOND REFUND	7		52.00
INV T5	26/02/2024	PRIME CONTRACTING PTY LTD	PRIME CONTRACTING - DISPOSAL OF RUBBLE 12-15/02/2024	7	52.00	
EFT11023	25/03/2024	REGIONAL TRANSIT	BOND REFUND	7		100.00
INV T309	25/03/2024	REGIONAL TRANSIT	HIRE OF COMMUNITY BUS 01/03/2024	7	100.00	
TOTAL TRUST						252.00
GRAND TOTAL						465,956.84

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

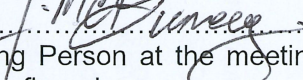
19. CONFIDENTIAL ITEMS

Nil

20. CLOSURE OF MEETING

The Chairman declared the meeting closed at 03.24pm.

These minutes were confirmed by Council at the
Ordinary Council Meeting held on 15 May 2024

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