



Council Agenda

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Shire of Pingelly

Ordinary Council Meeting

18 November 2020

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MISSION STATEMENT

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



Shire of Pingelly

Notice of Meeting

Notice is given that a meeting of the Council will be held in the Council Chambers, 17 Queen Street, Pingelly on 18 November 2020, commencing at 2.00pm.

Your attendance is respectfully requested.

Disclaimer

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

A handwritten signature in black ink, appearing to read "Julie Burton", is positioned above the printed name and title.

Julie Burton
Chief Executive Officer

PUBLIC QUESTION TIME INFORMATION

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

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

Questions may be submitted by e-mail to admin@pingelly.wa.gov.au.

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman to declare the meeting open.

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

3.1 Council Agenda Reports

Please note that all elected members have been provided with the relevant information pertaining to each Officers reports within today's Agenda and the Officer Recommendations are based on Council Policy and or State Acts and Legislation.

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

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

7. APPLICATIONS FOR LEAVE OF ABSENCE

8. DISCLOSURES OF INTEREST

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Meeting – 21 October 2020

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 21 October 2020 be confirmed.

Moved: _____ Seconded: _____

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

11. REPORTS OF COMMITTEES OF COUNCIL

- | | |
|--|---|
| • Audit Committee | Full Council |
| • Pingelly Recreation & Cultural Committee | Member – Shire President
Deputy – Deputy President |
| • Bushfire Advisory Committee | Member – Cr Freebairn
Deputy – Cr Hotham |
| • Chief Executive Officer Performance Review Committee | Member – Shire President
Member – Deputy President
Member – Cr Hastings |

12. REPORTS OF COUNCIL DELEGATES ON EXTERNAL COMMITTEES

- | | |
|---|--|
| • Central Country Zone of WALGA | Delegate – Shire President
Delegate – Deputy President
Deputy – Cr Wood |
| • Hotham-Dale Regional Road Sub-Group | Delegate – Shire President
Deputy – Cr Oliveri |
| • Development Assessment Panel | Delegate – Shire President
Delegate – Cr Wood

Deputy – Cr McBurney
Deputy – Cr Hotham |
| • Pingelly Tourism Group | Delegate – Cr Hotham
Deputy – Cr Oliveri |
| • Regional Waste Group | Delegate – Cr Mulroney
Deputy – Cr Wood |
| • Shires of Pingelly and Wandering Joint Local Emergency Management Committee | Delegate – Shire President
Deputy – Cr Freebairn |
| • Youth Focus Group | Delegate – Cr Hastings
Deputy – Cr McBurney |
| • Pingelly Somerset Alliance | Delegate – Shire President
Deputy – Cr McBurney |
| • Pingelly Early Years Network | Delegate – Cr Hastings |

13. REPORTS FROM COUNCILLORS

Cr William Mulroney (President)

Meetings attended October

22nd Councillors visit to Katanning to inspect the Community all ages playground and Council Projects in Katanning and lunch with Katanning Shire Councillors.

26th Hotham Dale Regional Road Sub Group Meeting with CEO in Brookton.

27th President-Deputy President and CEO meeting discussion re Council Business and project pathway.

29th President, Cr D Freebairn and CEO meeting.

29th Local Government Grants Commission visit and overview of how grants are determined per Local Government.

Meetings attended November

9th Wheatbelt South Grain Freight Network meeting to determine priority of Roads for Stage 2 within the Hotham Dale RR Subgroup.

10th President and CEO Meeting and Agenda Briefing.

10th LEMC Meeting with Wandering and Pingelly Shires- SES Building.

12th South West Land Council briefing with Department of Premier and Cabinet.

14th Market Day manning Shire Stall and networking with the community.

18th Risk Management Workshop and Ordinary Council Meeting for November.

14 OFFICE OF THE CHIEF EXECUTIVE OFFICER

14.1 Budget Project Allocation

File Reference: ADM0075
Location: Not Applicable
Applicant: Not Applicable
Author: Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Nil

Summary

This report seeks Council approval of a number of projects to be included within the Budget under the adopted amount of \$25,381 for Discretionary Projects. Adoption of the recommendation will result in a zero impact to the Shire's budgeted net current position.

Background

During the course of preparing the 2020/21 Budget, an amount of \$25,381 was set aside to enable Council to consider the allocation of projects following the annual financial audit and the finalisation of the 2019/20 end of financial year position.

At the Special Council Meeting on 23 July 2020, Council approved:

"an allocation of up to \$22,500 for a Community Emergency Services Manager, for each of the 2020/21, 2021/22 and 2022/23 financial years, with the contribution for Year 1 to be assigned from the discretionary projects allocation in the 2020/21 Budget."

The amount required to be allocated by the Shire of Pingelly to this position in the 2020/21 Budget is \$12,000, leaving a discretionary project balance of \$13,381.

Comment

Auditors were on site in early October 2020 to conduct the financial audit for the year end 30 June 2020. While the audit report is not yet available, there has been no indication of any adjustments required to the financial statements. The allocation of the remainder of the discretionary allocation can therefore take place with minimal risk.

It is recommended that the following projects are funded from the remaining \$13,381.

Project	Details	Cost
Repairs to front stairs – Shire administration	The front stairs of the Shire Administration have been a hazard for approximately six months. Full reconstruction is required due to the integrity of the structure having failed.	\$7,000
Fire Pump	Supply and fit new fire pump at the Shire of Pingelly Depot to decrease the time required to fill appliances during an emergency situation.	\$6,000

Consultation

Nil

Statutory Environment

Section 6.8 of the *Local Government Act 1995* refers to expenditure from the municipal fund that is not included in the annual budget. Any adjustments to a budget allocation must be made by an absolute majority decision of the Council. Additionally, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

Policy Implications

There are no policy implications.

Financial Implications

There are no impacts on the adopted 2020/21 Budget.

Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.5	Financial Resources are Effectively Managed
Strategy 5.5.2	Ensure financial sustainability

Risk Implications

Risk	Failure to allocate the funds to projects which are the highest priority may result in community complaints.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

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

Voting Requirements

Absolute Majority

Recommendation

That Council allocate the remaining portion of the discretionary project allocation in the 2020/21 Budget to the following projects:

1. Fire Pump \$6,000
2. Repair to administration entry stairs \$7,000

Moved: _____ Seconded: _____

14.2 Draft Tourism Strategy

File Reference:	ADM0051
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Draft Tourism Strategy Submission Draft Tourism Strategy 2020
Previous Reference:	OCM July 2020 Item 14.5

Summary

Council is requested to consider the Pingelly Tourism Strategy 2020 following a period of public comment and further review.

Background

The Shire of Pingelly Strategic Community Plan identifies the need for an increased focus on Tourism in order to diversify the Pingelly economy and ultimately support local business and a strong community. The development of a Tourism Strategy was seen to be the first step in providing direction for a thoughtful way forward, in order to maximise resources that would be allocated to tourism.

In July 2020, Council endorsed the draft Tourism Strategy to be released for public comment, with the final document to be presented to Council.

Comment

One submission from the public was received (attached), with the submission aligning well with the direction of the Strategy. Further review has been undertaken by staff in consultation with a number of industry leaders with general agreement around the priorities listed.

The Pingelly Tourism Strategy (attached) outlines a comprehensive approach in continuing the development of the tourism industry, and offers a strategic path for addressing issues associated with strengthening the tourism offerings.

In consideration of the limited amount of financial and workforce resources Pingelly has to allocate towards tourism initiatives, and considering this is the first Tourism Strategy to be adopted by Council, the actions contained within the Strategy are focused on what are both a priority and achievable.

The draft Strategy contains an evaluation of the Shire's current tourism product, identifies tourism opportunities within the Shire and considers the barriers to tourism development and growth. Pingelly's key advantages from a tourism perspective include nature, the award winning Pingelly Recreation and Cultural Centre, heritage and cultural experiences. The results of a SWOT analysis identify the Shire's strengths, weaknesses, opportunities and threats in the tourism sector.

The focus themes within the Strategy include:

- a. Experience Development
- b. Partnerships
- c. Infrastructure
- d. Marketing and Promotion
- e. Events

Each theme is considered to be a significant contributor to tourism success, and many are co-dependant. The success of larger scale events, for example, rely on the availability of suitable infrastructure (short term accommodation).

Consultation

A tourism workshop was held to allow any interested members of the community and business to have input into the priorities for tourism in Pingelly. Representatives from the Pingelly Tourism Group were present at this workshop, and further discussions with the Group occurred about the draft Strategy. Community comment on the draft Strategy was invited over a consultation period of four weeks, with one submission received.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Finalisation of the strategy and associated implementation plan will determine the priorities for Council for future resourcing commitments.

Strategic Implications

Goal 1	The local economy is strong and resilient, embraces opportunities, and delivers local business growth and jobs
Outcome 1.3	The right resources and infrastructure are in place to support business development, including an increase in visitors and visitor spend in the Shire
Strategy 1.3.1	Support local tourism infrastructure development.

Risk Implications

Risk	The primary risk to Council is ultimately not endorsing the Tourism Strategy which may lead to a lack of tourism focus for the Shire, and ultimately reduce the visitation to the region.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

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

Voting Requirements

Simple Majority

Recommendation

That Council adopt the Pingelly Tourism Strategy 2020 as attached.

Moved: _____ Seconded: _____

Draft Tourism Strategy Comments

I and my husband have been tourist operatives for the last 19 years. On this basis I wish to comment on several areas of the Draft Tourism Strategy.

TUTANNING.

Recently we had an experienced bushwalker stay at the Tavern during the warmer months. He did a number of walks through Dryandra and a ridge walk in the same area, his information of these walks came from another enthusiast who runs a blog website. On leaving I suggested that he go to Tuttanning. He did and commented that his experience at Tuttanning was the best he had that weekend. A brochure is needed for Tuttanning and for Boyagin Rock.

This brochure should appear not only in the centres and business houses of Pingelly but in Perth, Mandurah and beyond.

We recently had a couple that were touring Western Australia for Wildflowers. They had been up the coast visiting Lancelin and Mingenew and were disappointed with the wildflowers in that area. Over their dinner I suggested that they visit Tuttanning. Unfortunately they planned to leave the next day for the Stirling Ranges. During the wildflower season and beyond Tuttanning should be promoted both to Botanist and the general public. I realise that the walks are run by volunteers who have their own farming business. It would be a good investment to have a weekend operative for guided tours during the wildflower season.

THE TOWN CENTRE

Signage has been remiss for many years and is paramount in directing people to the amenities in the town centre. Pioneer Park with its free BBQ the Caravan Park, and all the other amenities and buildings that can be repurposed for tourist and locals alike.

Signage should be positioned on the perimeters of the main street with the additional pole street signs remaining.

Embellishment of the bollards perhaps painted in bright heritage colours or further embellished with yarn bombing. (Native animals- Woylies, Tamma wallabies and numbats etc.)

The buildings could be commissioned with the return of their veranda poles and original period features.

The re-development of Memorial Park to include the touching up of the Mural done long- long ago by community members.

The town hall which is still open to community consultation to become the Museum with the RSL portraits and the many acquisitions the Shire has to show its history. The genealogy records could be stored here for the families visiting Pingelly. Ancestral as well as Heritage tourism is a growing industry and the Town Hall would be the best space for this to operate from.

The Courthouse Museum could then return to be a Courthouse with Kangaroo courts being held on weekends, say once a month for a number of months. This will attract town interests and tourists alike.

If additional farming e.g. Carts and traps could be housed to the rear of the town hall this would give Pingelly a point of difference for tourists and keep everything within a developing Heritage Precinct.

All these things are close to the commercial buildings and the RV and Caravan Park and have economic viability.

The Caravan Park I believe is set to be redeveloped. It is proposed that initially there would be two accommodation units, which I believe would be the sufficient amount needed. However both should be of wheelchair accessibility. Additional accommodation could be sought by the Shire leveraging the farmers and part time residents who have houses in town that they only occupy part time. The use of B-N-B's is a great way of accommodating families. For the work that maybe required on these houses the owners would be in receipt of tax incentives and offsets. Looking at the demise of the roadhouse and knowing that the accommodation sector of that business was not profitable the private sector will not invest in Pingelly until the numbers of tourists increase the demand. It is important as a Shire not to undermine the private sector but encourage operators to take on many of the amenities needed for tourists.



PINGELLY TOURISM

STRATEGY

2020 - 2025



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Overview

This Tourism Strategy has been developed to provide the framework for tourism planning, destination development and marketing of the Shire's tourism experience for a four year period.

Tourism is a key component of economic diversification and the future sustainability of Pingelly. The local economy is underpinned by the agricultural sector and the region has excellent potential for growth in the visitor economy, as this largely remains untapped.

A holistic approach to destination development will be required – from marketing and positioning, through to the physical environment, and developing positive, tangible experiences unique to the region.



Context

The Shire of Pingelly is a Local Government Area in the Wheatbelt Region of Western Australia, located about 160km southeast of Perth. It covers an area of 1,294 km² and is bounded by the Shires of Wandering, Brookton, Cuballing and Wickepin. The climate is Mediterranean with an average yearly rainfall of 439.7mm which mainly falls during winter. The main localities are the townsites of Pingelly, Moorumbine and Datteneng.

Pingelly's population of 1,146 (2016 census) is projected to remain relatively stable over the next 10 years. Farming is the primary economic activity within the district, and this is likely to continue, however, if the population is to prosper, business and job creation activities need to be explored. These may be either linked to or complement farming activity – with tourism recognised as a significant opportunity.

Tourism Partnership

Shire of Pingelly

The Shire of Pingelly (SoP) has relied heavily on the Pingelly Tourism Group (PTG) to develop and deliver tourism initiatives in the past. The review of the Tourism Strategy has provided an opportunity to recalibrate this partnership between the SoP and PTG to enable tourism opportunities to be assigned and resourced adequately.

Pingelly Tourism Group

The PTG is a volunteer group which has been the lead for progressing tourism initiatives within Pingelly. Until 2014 the group operated under the umbrella of the Pingelly Development Association (PDA) as one of the many community volunteer groups striving to make a difference to the Pingelly community. In 2014, the PTG had gathered sufficient momentum to operate as an independent group, with the incorporation of the Group occurring in 2014.

Since incorporation, the PTG have focused on projects and issues which had already been identified as beneficial to the local community and directly relating to tourism. Some of these projects include:

- Boyagin Rock
- Tutanning Wildflowers
- Bush Schools Project
- Arts, Craft and Culture Weekend
- Historical Town Walk

In 2017 the PTG identified the need to develop a Strategic Plan in order to build support and credibility toward its stated objectives. This would also provide alignment with strategies established by the Shire of Pingelly and the wider community, including the Wheatbelt Development Commission (WDC) in its Economic Development Blueprint. The Strategic Plan has provided a base for the development of the Pingelly Tourism Strategy 2020.



Strategy Development

The principles of ownership, collaboration and engagement have been at the heart of the Strategy's development process. To ensure the Strategy is reflective of the values and aspirations of the local community, an engagement program was designed to provide the opportunity for community input and ideas to be considered with a whole of Council approach. An engagement session was held early in the Strategy development process with participants from the business sector, community groups, and tourism organisations.

The draft Strategy was circulated throughout the community for final comment prior to endorsement by the PTG and the SoP Council.

Issues and Trends

Global

The international market for inbound visitors will continue to fluctuate based on currency and security issues, however, there is large scope for development of nature based, cultural, and food and beverage experiences. 2020 has provided unique challenges for the global market due to the Coronavirus effect – with significant travel restrictions implemented that are likely to continue to have impacts for several years.

Interstate and Intrastate

The 'drive tourism' market consists of visitors who use a vehicle to travel for leisure. Tourism is an important contributor to regional economies, offering opportunities not only for tourism focused businesses, but for supporting businesses who benefit from visitor spend as they pass through communities.

The Family Market conventionally consists of two adults and their children, who live together in the same household, travel together and look for short stays (1-3 nights) which are quick, cheap and easy. These three aspects have proven to be a vital selling point for many family holidays with the increasing importance placed on having an enriching and connecting experience as a whole family, before returning back to the demands of work and life. Many families are now choosing

to do multiple small holidays throughout the year rather than the traditional once a year longer break. Pingelly is ideally positioned as a day or weekend destination due to its proximity to the metropolitan area.

Key growth areas in Australia for drive and family tourism

Camping and Caravans

- 11.7million caravan and camping overnight trips Australia wide
- 88% of 55+yrs drive tourists travel to rural Australia
- A growing family market

Heritage and Cultural tourism

- Visitor expenditure in heritage / cultural tourism exceeds \$14million
- High area of growth over next 5 years

Festivals and events – sports and culture

- Events play an important role in drive and family tourism and supporting local economies

Rural Tourism

- Rural tourism encompasses all forms of tourism that showcase the rural life, art, culture and heritage of rural locations



Tourism Context

Federal

Tourism Australia is the Australian Federal Government agency responsible for attracting international visitors to Australia, both for leisure and business. It is active in 15 key areas including advertising, public relations, trade shows and industry programs, online communications and consumer promotions and research. In 2010, Tourism Australia released a national strategy entitled “Tourism 2020” - a whole-of-government and industry long-term strategy designed to build the resilience and competitiveness of Australia’s tourism industry and grow its economic contributions. The strategy focuses on improving performance by pursuing new opportunities for growth and increased consumer spending and addressing supply-side factors. The primary goal of “Tourism 2020” is to achieve more than \$115 billion in overnight spend by 2020 (up from \$70 billion in 2009). With the impact of COVID-19, the tourism in Australia is pivoting to the intrastate and domestic market.

State

Tourism WA is the State Government agency responsible for developing tourism in WA and promoting it as an extraordinary tourism destination. It works in partnership with industry, private sector and government to develop and promote WA’s tourism experiences, attract events to the State, and help the tourism industry thrive, including providing funding, strategic direction, domestic marketing, research and other resources. In response to “Tourism 2020”, Tourism WA published WA Tourism 2020 Strategy in 2012, which describes 7 strategic ‘pillars’ of growth (Brand; Infrastructure; Business Travel; Regional Travel; Indigenous Tourism; Events; Asia) linked by ongoing operations, to deliver a goal of doubling tourism spend from \$6 billion in 2010 to \$12 billion by 2020.

Tourism Council WA is the peak body representing tourism businesses, industries and regions in WA. It promotes the value of tourism, facilitates sustainable tourism

development and advocates industry policy on behalf of members, comprising more than 1,500 private and public sector organisations including aviation, accommodation, venues, hospitality, tours, attractions and events sectors.

Tourism makes an increasingly significant contribution to the WA economy. In 2016-2017, Tourism WA reported that the tourism industry employed over 7.7% of the WA workforce and was valued at \$11.8 billion by Gross State Product (GSP) – a rise of 0.9% from the previous year and over \$3 billion in 4 years (2012-2013 \$8.6 billion GSP). However, whilst 2017-2018 saw an increase of 7.4% in overnight and daytrip visitors to or within WA, visitor spend declined by 5.2%, largely due to reduced length of stays by interstate and international visitors and declining daily spend of intrastate visitors.

Local

Within WA, there are 5 State Government funded Regional Tourism Organisations who work both independently and in partnership with Tourism Australia, Tourism Western Australia, the tourism industry and key local stakeholders to promote tourism across the State. The Shire of Pingelly sits within the Australia’s Golden Outback region, which captures around 10% of interstate visitors to the State.

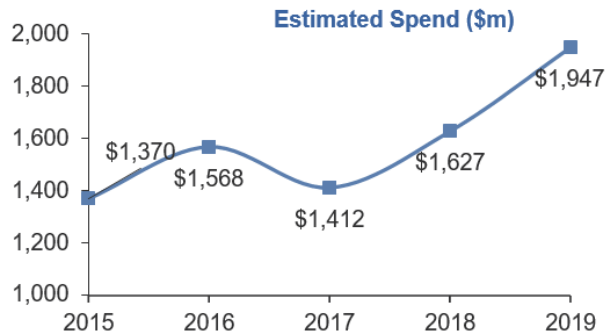


Total interstate overnight visitors to Western Australia

SPEND

+19.7%

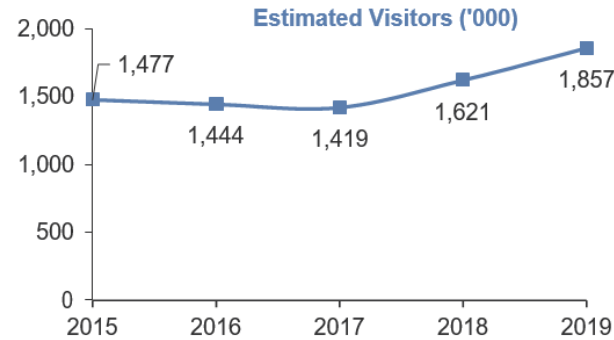
- \$1,947 million in spend
- Average daily spend: \$132
- Average spend per visitor: \$1,049
- 6.7% of interstate spend in Australia



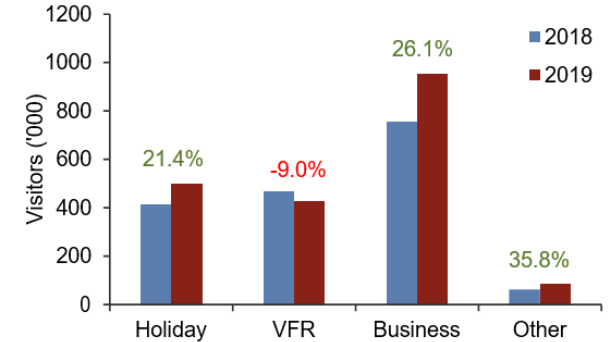
VISITORS

+14.5%

- 1.9 million interstate visitors
- 5.1% of interstate visitors to Australia



PURPOSE OF VISIT

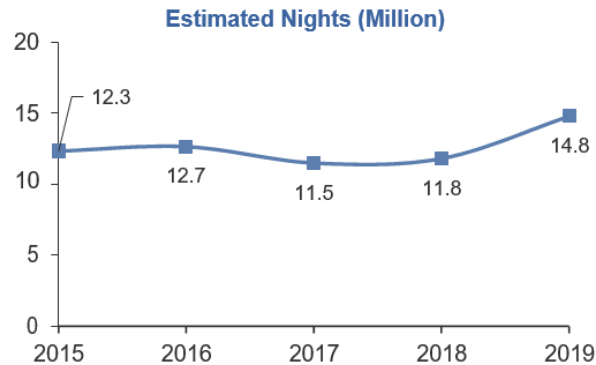


Note: *Estimates are based on a sample size of 751 and must be considered with the following confidence intervals: Visitors $\pm 8.0\%$, Nights $\pm 8.5\%$, Spend $\pm 9.2\%$

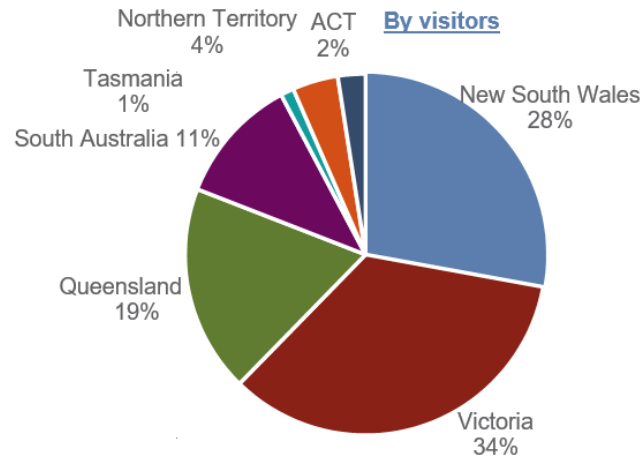
VISITOR NIGHTS

+25.1%

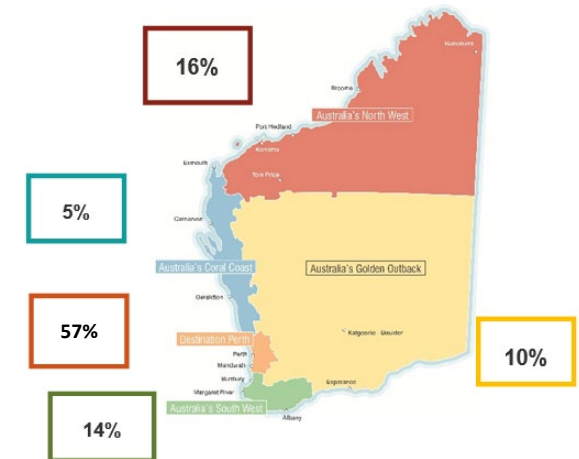
- 14.8 million nights
- Average length of stay: 8.0 nights
- 9.5% of interstate visitor nights in Australia



SOURCE



REGIONAL DISPERSAL

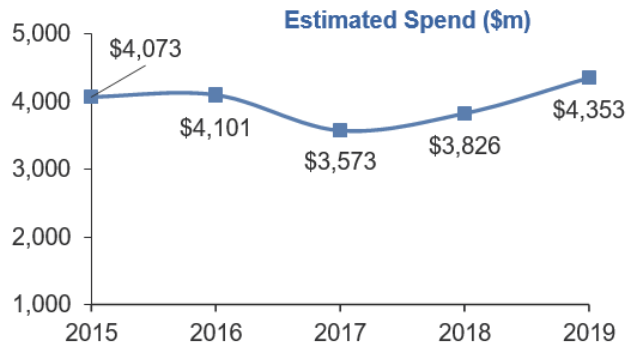


Total intrastate overnight visitors in Western Australia

SPEND

+13.8%

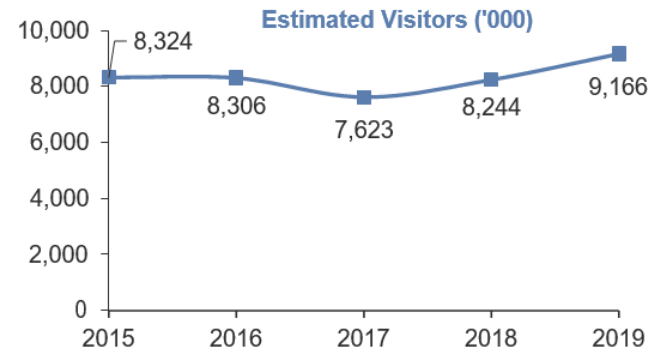
- \$4,353 million in spend
- Average daily spend: \$123
- Average spend per visitor: \$475



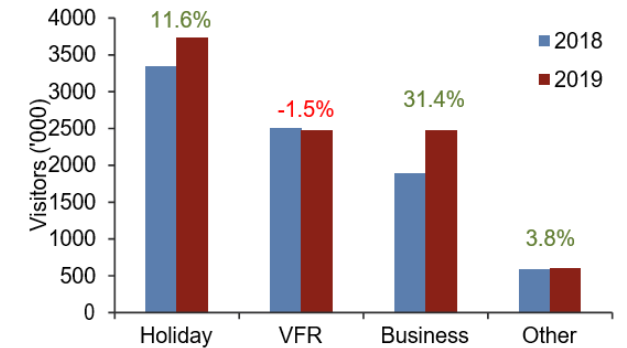
VISITORS

+11.2%

- 9.2 million intrastate visitors



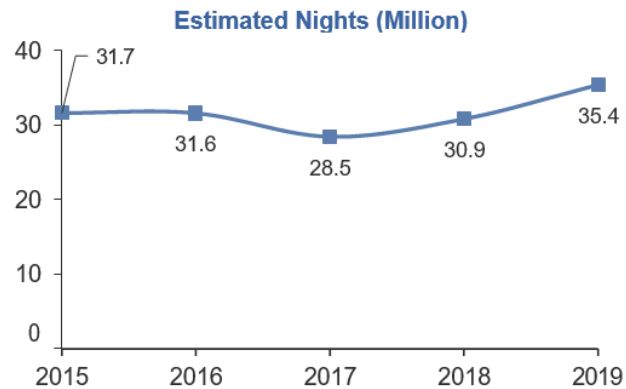
PURPOSE OF VISIT



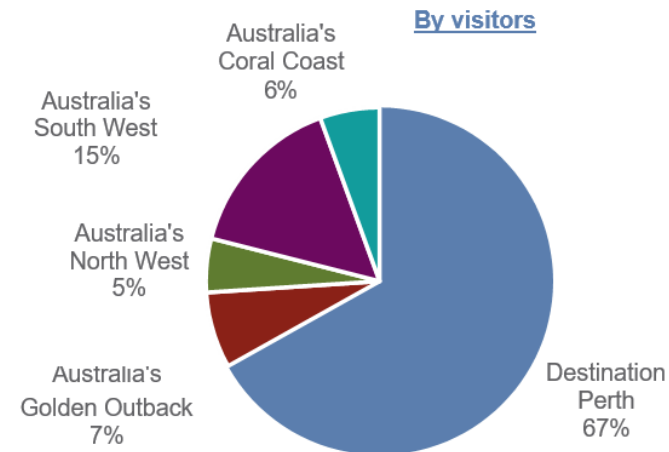
VISITOR NIGHTS

+14.8%

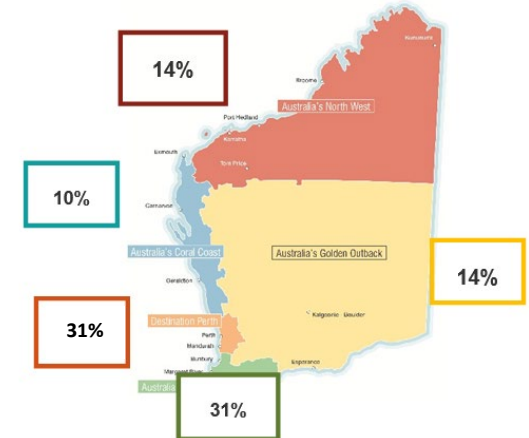
- 35.4 million nights
- Average length of stay: 3.9 nights



SOURCE



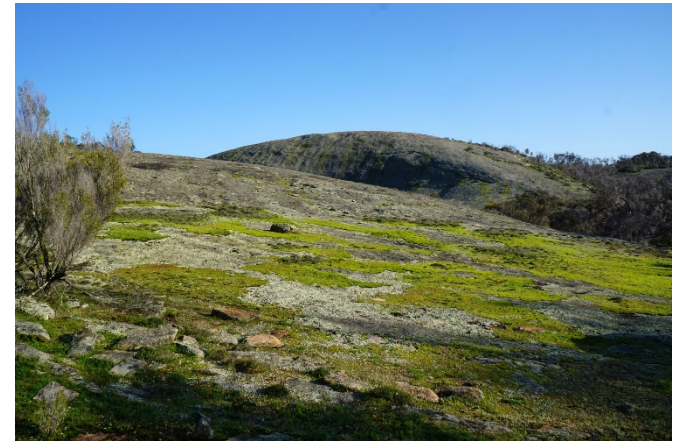
REGIONAL DISPERSAL



DOMESTIC VISITATION TO/IN WESTERN AUSTRALIA

KEY FACTS | YEAR ENDING DECEMBER 2019

- The number of interstate visitors to Western Australia increased (+) 14.5% to 1.86 million visitors in 2019.
- Interstate spend in WA increased by (+) 19.7% to \$1.95 billion as a result of an increase from both leisure and business visitors, as well as an increase in their average length of stay.
- WA's market share of interstate visitors grew by 0.1% points to 5.1% whilst share of spend grew by 0.4% points to 6.7%.
- Positively, WA received 501,100 interstate holiday visitors, an increase of 21.4% compared to the previous year. Interstate holiday visitor spend increased by (+) 30.4% to \$857 million.
- WA's market share of interstate holiday visitors grew by 0.4% points to 4.0% whilst share of holiday spend grew by 0.8% to 5.9%.
- West Australians took more overnight trips within the State compared to the previous year, increasing (+) 11.2% to 9.17 million intrastate overnight visitors.
- Intrastate spend in WA increased by (+) 13.8% to \$4.35 billion as a result of increases in visitation from both leisure and business, as well as an increase in their average length of stay.
- The number of intrastate holiday trips grew by (+) 11.6% to 3.74 million overnight visitors, whilst intrastate holiday visitor spend increased by (+) 5.4% to \$2.13 billion dollars.
- The number of daytrips taken intrastate increased (+) 20.1% to 24.2 million daytrips, driven by growth across all purpose of visits.

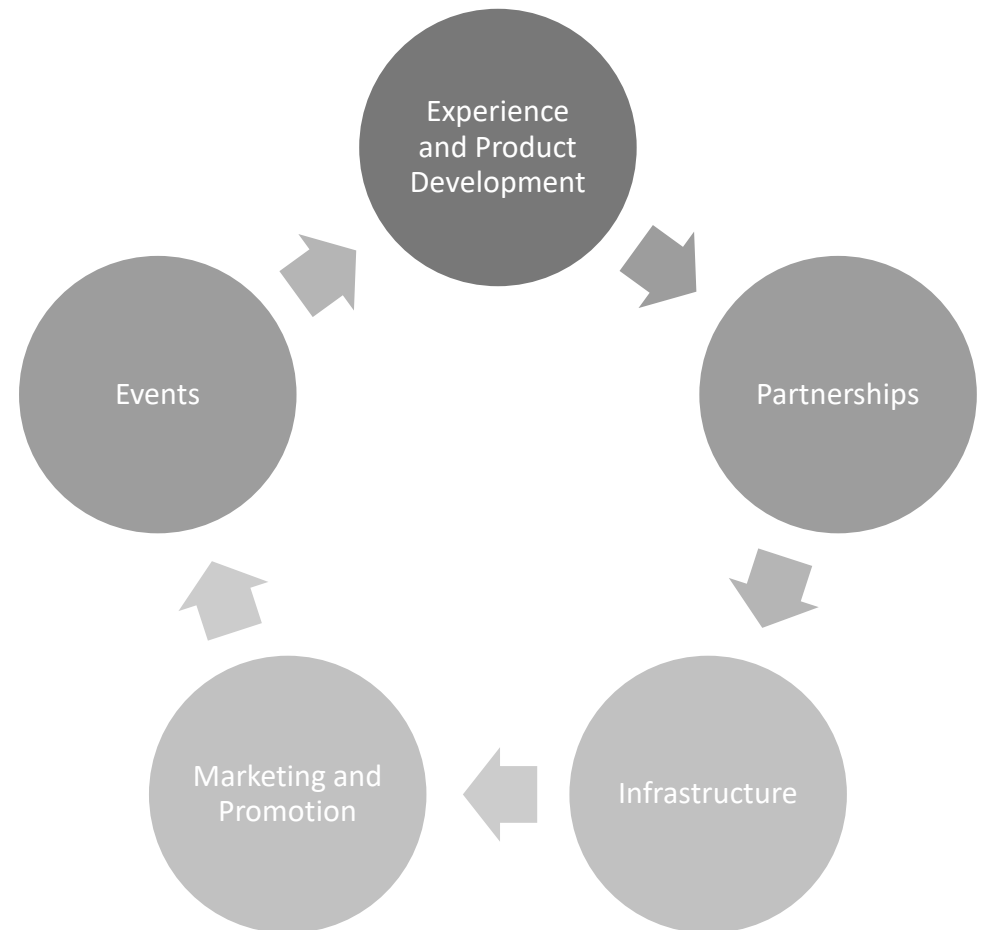


SWOT Analysis

Strengths	Weaknesses
<ul style="list-style-type: none"> • Nucleus of multiple transport corridors for regional traffic to/from Perth, Mandurah, Bunbury, Albany, Esperance and Kalgoorlie. • En route to Wave Rock • Proximity to Perth (day trips) • Proximity to Bibbulmun Track and Munda Biddi Track • Well-connected local road network within region • Strong cultural and heritage tourism products • Balance between built form and natural assets • Nature and ecotourism, i.e. Boyagin Rock, Tutanning Reserve, Dryandra • Telecommunication infrastructure which is improving • PTG and SoP collaboration • PRACC facility can house large events 	<ul style="list-style-type: none"> • Lack of active promotion of the southern Wheatbelt as a destination and/or stopover. • Poor online presence and lack of co-ordinated approach. • Poor signage • Little current collaboration between LGAs. • Limited image as a destination. • Local perception of tourism investment is divided. • Lack of resources (financial and workforce) dedicated to tourism development • Inadequate accommodation – quality and variety • Fractured groups • Lack of activity for families, 10 – 16 year old age group • Accessibility to Museum
Opportunities	Threats
<ul style="list-style-type: none"> • Shifting trends in tourism demand, particularly growth in the day-tripper and weekender segments. • Marketing and Communications – develop a tourism website • Information Technology, i.e. Free Wi-Fi, QR Codes • Tour operations • Improving collaboration across the region • Job creation and economic development for participating communities • Hallmark event • Untapped tourism market • Astro Tourism • Develop Agritourism – i.e. Farm stay, Farm tours • Further develop heritage offerings - both Aboriginal and European • Develop better camping areas • Develop more tracks, running, bikes, orienteering • Develop Chalet style accommodation • More self-drive routes 	<ul style="list-style-type: none"> • Lack of consistency with Main Roads signage and detail • Deterioration of natural assets due to fires or uncontrolled dumping. • Competition from other regions, i.e. York, Northam. • Operational service delivery is provided by external tourism bodies which may be open to varying standards of service quality.



Key Focus Areas



1. Experience and Product Development

Pingelly's proximity to Perth, vast agricultural landscape and wide open spaces, make it an ideal location for visitors of all age groups. Pingelly's diverse natural environment, with a number of significant state assets located within the Shire, offers a unique experience to visitors. Many attractions already exist, including Tutanning, Moorumbine, Boyagin and their associated unique flora and fauna. A focus needed on linking these together, as well as introducing additional experiences that will increase the visitation 'product'.

Development of tourism experiences around the agricultural sector fits well with the Pingelly brand, and opportunities such as an agricultural museum would create a unique experience for visitors. The close ties with large agricultural handling companies creates a tangible opportunity to progress this in the short to medium term.

Significant opportunity also exists to develop Aboriginal cultural experiences to promote the heritage of the region's first people. Cultural tourism includes Indigenous tourism as well as elements of history and heritage, to museums and galleries, to elements of food and art trails. Both Australian and European cultural experiences are in high demand, with Pingelly having a fascinating story to tell. This history, the associated heritage buildings, and the modern architecturally significant Pingelly Recreation and Cultural Centre, provide a surprising and pleasing element for tourists visiting the area.



Actions		Lead Agency	Est. Cost	Timeline
1.1	Investigate the potential of an agricultural museum within Pingelly	SoP	Nil	2021
1.2	Develop a self-drive trail that links key attractions such as Moorumbine, Boyagin, Tutanning and the Pingelly Recreation and Cultural Centre	PTG and SoP	\$1,500	2021
1.3	Explore opportunities for Astrotourism	SoP	Nil	2022
1.4	Support local Aboriginal organisations and individuals to develop cultural experiences, such as tours, interpretive information, displays of artworks and artefacts, etc.	SoP	Nil	2022
1.5	Investigate opportunities for bike/walk/run/equestrian trails	SoP	Nil	2023
1.6	Develop a heritage walk / drive trail	PTG and SoP	\$1,500	2023
1.7	Develop a wildflower itinerary throughout the Shire	PTG and SoP	\$1,500	2023
1.8	Investigate options to facilitate walking tours of the Pingelly townsite	PTG and SoP	Nil	2024

2. Partnerships

Successful partnerships are key to a strong collective tourism experience and ultimate success. Opportunities exist for regional tourism development which will require collaborative approaches with other Shires and organisations involved in tourism to explore alternative ways of expanding and promoting regional tourism initiatives. The key partners identified through the development of this Strategy include:

- Pingelly Tourism Group
- Caravan Clubs
- Tourism WA
- Australia's Golden Outback
- Pingelly Community Groups
- RDA Wheatbelt
- WAITOC
- Regional Shires
- Pingelly Aboriginal Progress Association
- Wheatbelt Development Commission
- Tourism Council WA
- Schools / Universities
- Wheatbelt Tourism WA
- TRANSWA
- Local Businesses
- Heritage WA
- Farmers / Producers
- Visitor Centres
- Emergency Services
- Motorbike Clubs

To fulfil our growth potential we need a collaborative industry, empowered by leadership from across Government, business and community. Collaboration and contribution from all stakeholders will allow the Shire of Pingelly and the Pingelly Tourism Group to better pool their resources and insights, agree on shared priorities and leverage the opportunities for driving growth.



Actions		Lead Agency	Cost	Timeline
2.1	Nurture a strong relationship between the Shire of Pingelly and the Pingelly Tourism Group	PTG and SoP	Nil	All years
2.2	Participate in opportunities with the Wheatbelt Development Commission to develop and promote regional tourism	SoP	Nil	All years
2.3	Partner with regional local governments to develop the southern Wheatbelt as a destination	SoP	Nil	All years
2.4	Develop a strong relationship with Caravan Clubs to understand their needs and offering to Pingelly	PTG	Nil	2021
2.5	Continue to undertake promotional activities with Australia's Golden Outback, and explore opportunities for increased focus on Pingelly.	SoP	\$1,500	All years

3. Infrastructure

The quality and quantity of short term accommodation has been identified as a significant weakness for Pingelly's economy. This lack of accommodation has several implications for Pingelly including the inability to secure larger events and functions as there is insufficient high quality accommodation for attendees. Potential opportunities in this area need to be actively explored to allow longer trips for visitors, which is considered to be a key enabler of tourism growth.

A small caravan park exists in a central location, with some upgrades required to attract longer stays. 2 dump points exist within the townsite, and one free 72 hour parking area allocated for recreational vehicles was established in early 2020. Over the past 15 years, the caravan, motor home and camping industry has been the fastest growing domestic tourism sector in Australia. Successful parks have responded to consumer demand for better standards and facilities by transforming from traditional transit parks (having very basic facilities and are used as overnight accommodation when travelling between two destination) to a holiday park featuring a combination of caravan/camping sites and camp kitchens as well as chalets and children's entertainment. There Pingelly Caravan Park would benefit from master planning (to maximise the use of the area) and an upgrade to facilitate longer periods of visitation.



There is currently a lack of directional signage, which is crucial to encourage visitation to places of interest, walks and trails (such as heritage and cultural walks). It is important to consider that better signposting of Pingelly's natural attractions could also potentially encourage visitors and the community to make better use of these facilities for activities including walking, cycling and picnicking. There is also currently a lack of interpretive signage at entry points to Pingelly, at key attractions, and sites of significance. There is a need to develop a signage program to ensure there is a uniform approach to directional and interpretive signage throughout the Shire.

Actions		Responsibility	Est. Cost	Timeline
3.1	Explore options to utilise the Town Hall for a tourism purpose	SoP	Nil	2020
3.2	Maintain RV Friendly accreditation and facilities that support increases in RV visitation	SoP	\$500 pa	ongoing
3.3	Improve tourism signage throughout the Pingelly townsite, including signage for attractions, services e.g. fuel and medical, caravan parking, and trails	SoP	\$2,000 pa	ongoing
3.4	Develop a Short Term Accommodation Strategy that identifies the potential opportunities to support tourism	SoP	Nil	2021
3.5	Upgrade the Pingelly Caravan Park to include self-contained accommodation options and improve the overall level of service	SoP	\$750,000	2023
3.6	Improve playground facilities / activity areas throughout the Shire	SoP	TBD	2021
3.7	Review the ability for businesses to use footpaths for displays, with a view to encouraging this to create an interesting and vibrant streetscape	SoP	Nil	2021

4. Marketing and Promotion

The aim of marketing and promotion relevant to Pingelly tourism is twofold:

1. Increasing awareness of the region, the Shire and the attractions within; and
2. Using modern technology to attract new visitors and stimulate a desire to travel to the area.

A core aspect of the approach is the development of a brand template for new brochures, signage and the tourism website. The lack of a tourism website is considered a key weakness, and has been allocated a high priority. The new site will contain a wealth of knowledge for potential and current touring visitors, particularly those who fit into the 'Drive Tourism' market.

The town entry signage is considered an important opportunity for improvement, having a dual role of welcoming visitors and marketing Pingelly's most significant tourism assets. The design and construction elements together represent a substantial investment for the Shire.



Actions		Responsibility	Cost	Timeline
4.1	Establish a modern brand template for new brochures and signage to promote iconic experiences	SoP	\$3,000	2021
4.2	Develop a Pingelly Tourism website	SoP	\$2,000	2021
4.3	Promote RV Friendly facilities that support increases in RV visitation	SoP	Nil	ongoing
4.4	Review and upgrade the town entry signage	SoP	\$2,000 + \$25,000	2021 2022
4.5	Implement a placement and restocking of brochure stands at accommodation facilities, key events and specific businesses throughout the Shire	PTG	\$1,000	2022
4.6	Explore social media opportunities to promote tourism, including Facebook and Instagram	SoP	Nil	2023

5. Events

Tourism Events play a key role in fostering regional tourism and economic development. They are an ideal way to build brand awareness and a key driver for regional visitation.

The most popular event categories are food and wine, music related, garden and botanical, sport and art exhibitions. Research by Tourism Research Australia suggests that events in natural settings are gaining popularity. The findings suggest that event participation is strongly influenced by word of mouth recommendations, with events in natural settings such as local food and drink events being more likely to be recommended than others.



As a result of Federal and State funding, the multi-million dollar Pingelly Recreation and Cultural Centre was developed with the vision of creating a multipurpose building, accommodating year round sport, recreation, cultural and community activities. In addition to providing the facility for the community, the state of the art centre could be a significant drawcard in attracting events and sporting groups from outside of the Shire, thereby increasing the regional economy. Events are a key trip driver - three-quarters of event attendees surveyed would not have gone to the destination on this occasion if not for the event. This highlights the enormous potential events have for regional tourism. Local food and beverage events have broad mainstream appeal and potential to drive overnight trips. Sporting competition events have a strong niche appeal and are key trip drivers having the ability to drive trips further from home. Events appeal to visitors for a variety of reasons with key drivers including opportunities for once in a lifetime experiences, natural settings and opportunities to participate.

High profile events and festivals help grow awareness of destinations as a diverse and attractive places to visit, and as a result, can directly drive visitation to the Shire of Pingelly, giving potential visitors a reason to visit. Utilising events to create reasons to visit Pingelly across the whole year, and strengthen the quieter seasons, is a core aim. It should be noted that events and festivals have a role across all of the previously outlined Priority Action Areas and should be treated in a coordinated way. While growing the size and number of events, the challenge is to encourage visitors to stay longer and add more touring options, which ultimately leads to greater visitor expenditure in the region, and to create repeat visitation.

Actions		Responsibility	Cost	Timeline
5.1	Prepare a Pingelly Events Plan to guide the Events Program allowing focus of scarce financial and people resources	PTG and SoP	Nil	2021
5.2	Support existing events to expand through capacity building, strong event planning and innovative marketing.	PTG and SoP	Nil	ongoing
5.3	Reconsider the rebranding of the Pingelly Community Markets to attract day trippers and improve the visitor experience.	PTG	Nil	2021
5.4	Support local community groups and event organisers to establish new events during gaps in the annual calendar that meet market demands and expectations.	PTG and SoP	Nil	ongoing
5.5	Undertake an audit of event facilities and infrastructure within Pingelly to allow the Shire to be added to national event programming.	SoP	\$27,500	2022

14.3 Consideration of Legal Action – unpaid rates over three years

File Reference: A11720, A11756, A11768, A11794, A6373, A11770, A11782, A9592
Location: Lot 142 Parade Street, Lots 567 and 568 Phillip Street, Lots 573, 574, 569 and 570 Kelvin Street, Lot 186 Pitt Street Pingelly
Applicant: Not applicable
Author: Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Nil

Summary

Council is requested to approve legal action in relation to several properties that have rates and service charges outstanding for a period exceeding three years.

Background

In accordance with the Local Government Act 1995, sections 6.56, 6.60, 6.64 and 6.68, Council is able to authorise the debt recovery process for outstanding rates and charges, required by the Local Government Act 1995, to facilitate the sale of the land where they remain outstanding for a period in excess of three years.

In determining whether the local government can take possession of the land, it must ensure that:

- the land is rateable. Except as provided for in s.6.26 of the Act, all land within a district is rateable.
- any unpaid service charge is not one that is imposed on the occupier of land who is not the owner of that land (s.6.63).
- the total amount of rates or service charges raised and due on the land by the issue of rate notices remain unpaid for at least the last three years. The three years is calculated from the date they became due (s.6.64).

Where rates remain unpaid for a period of 3 years, the Shire can sell the property(s) to recover the outstanding rates and costs incurred. The costs of undertaking these actions are recoverable by Council, under section 6.56 of the Local Government Act 1995.

Comment

There are currently eight properties that have rates and charges outstanding in excess of three years for which it has not been possible to enter into acceptable and successful arrangements for the payment of the balance owing. Written notification has been directed to the last known postal address of the ratepayers advising that it is the Shire's intention to refer the matter to Council with a recommendation to sell the property in order to recover the outstanding balance. There has been no response to the correspondence.

The eight properties and relevant details are contained in the following table.

Assessment	Address	Period Outstanding	Amount Outstanding
A11720	Lot 573 Kelvin Street	16/17 – 20/21	\$ 7,712
A11756	Lot 574 Kelvin Street	16/17 – 20/21	\$ 7,756
A11768	Lot 569 Kelvin Street	13/14 – 20/21	\$ 12,581
A11794	Lot 570 Kelvin Street	12/13 – 20/21	\$ 12,581
A6373	Lot 142 Parade Street	12/13 – 20/21	\$ 24,660
A11770	Lot 567 Philip Street	13/14 – 20/21	\$ 19,227
A11782	Lot 568 Philip Street	14/15 – 20/21	\$ 14,103
A9592	186 Pitt Street	15/16 – 20/21	\$ 8,541
TOTAL			\$107,161

Council has a number of options which are detailed below.

Option 1 – Exercise the provisions of Section 6.64 of the *Local Government Act 1995*

- Given the high level of the debts and the amount of time that has been afforded to enable the ratepayers to either clear or reduce the debt, it is appropriate to apply Section 6.64 of the Local Government Act 1995 empowering the sale of land provisions in relation to unpaid rates and charges.

Option 2 – Exercise the provisions of Section 6.74 of the *Local Government Act 1995*

- Apply to the Minister to have the land re-vested in the Crown in the right of the State.

Option 3 – Exercise the provisions of Section 6.75 of the *Local Government Act 1995*

- Make application for the land to be vested in the local government.

It is recommended that Council apply the provisions of Section 6.64 of the Local Government Act 1995 and sell the land in respect of the unpaid rates and charges, which are in arrears for a period of excess of 3 years.

The utilisation of a professional debt collector is proposed for the sale of the above properties, due to the complexity of this issue. Estimated fees for each property include a management fee of \$1,500, plus approximately \$6,000 over the 18 month process, including advertising. All fees and charges can be recovered at the point of the sale of the property.

Consultation

Department of Local Government, Sport and Cultural Industries
AMPAC Debt Collection Agency

Statutory Environment

Legislation Implications – S6.64 of the *Local Government Act 1995* states:

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and –
 - (a) from time to time lease the land;
 - (b) sell the land;
 - (c) cause the land to be transferred to the Crown; or
 - (d) cause the land to be transferred to itself.
- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

Policy Implications

Council Policy 5.7 Rates Recovery, requires properties with rates outstanding for more than 3 years (other than eligible pensioner properties) to be reported to Council for consideration of sale.

Financial Implications

The officer recommendation is not likely to have any financial impact, as the outstanding debt will either be recovered in due course, or written off.

Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.8	A strong corporate governance framework is maintained

Risk Implications

Risk	Initiation of legal proceedings presents a high reputational risk to Council, however, if the Shire does not proceed with recovery action, the likelihood of an ever increasing rate debt is high. Additionally, failure to act can increase public perception that the Shire is unwilling to follow through on legal recovery, encouraging ratepayers to ignore attempts in the recovery of debts. An additional risk exists that the sale of the properties will not fully cover the debt and associated legal costs.
Risk Rating (Prior to Treatment or Control)	High (16)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

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

Voting Requirements

Simple Majority

Recommendation

That Council pursuant to Section 6.64(1)(b) of the *Local Government Act 1995*, proceed to dispose of the following properties due to unpaid rates and charges in arrears for three (3) or more years, and recover from the proceeds of the sale the outstanding balance:

- a) A11720 Lot 573 Kelvin Street Pingelly
- b) A11756 Lot 574 Kelvin Street Pingelly
- c) A11768 Lot 569 Kelvin Street Pingelly
- d) A11794 Lot 570 Kelvin Street Pingelly
- e) A6373 Lot 142 Parade Street Pingelly
- f) A11770 Lot 567 Philip Street Pingelly
- g) A11782 Lot 568 Philip Street Pingelly
- h) A9592 Lot 186 Pitt Street Pingelly

Moved: _____ Seconded: _____

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1 Monthly Statement of Financial Activity – October 2020

File Reference: ADM0075
Location: Not Applicable
Applicant: Not Applicable
Author: Executive Manager Corporate Services
Disclosure of Interest: Nil
Attachments: Monthly Statements of Financial Activity for the period 1 October 2020 to 31 October 2020
Previous Reference: Nil

Summary

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

The Monthly Statements of Financial Activity for the month of October 2020 are attached for Council consideration and adoption. This report now incorporates new Australian Accounting Standards Board (AASB) requirements effective from 1 July 2019. AASB 15 Revenue from Contracts with Customers (IFRS 15), AASB 1058 Income for Not-for Profit Entities, AASB 16 Lease replaces AASB 117 (IFRS 16).

Background

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

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

Comment

The Monthly Financial report has been prepared in accordance with statutory requirements and provides council with their financial position as at 31 October 2020.

Consultation

Nil

Statutory Environment

Local Government Act 1995;

Local Government (Financial Management) Regulations 1996

Section 34: Financial Reports to be Prepared

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

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

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

Policy Implications

There are no policy implications.

Financial Implications

There are no significant trends or issues to be reported. The report and officer recommendation is consistent with Council's adopted Budget 2020/21.

Strategic Implications

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

Risk Implications

Risk	Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Reputational / Legislative
Risk Action Plan (Controls or Treatment Proposed)	Nil

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

Voting Requirements

Simple Majority

Recommendation

That with respect to the Monthly Statements of Financial Activity for the month ending 31 October 2020 be accepted and material variances be noted.

Moved: _____ Seconded: _____



SHIRE OF PINGELLY

MONTHLY STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

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Graphical Analysis

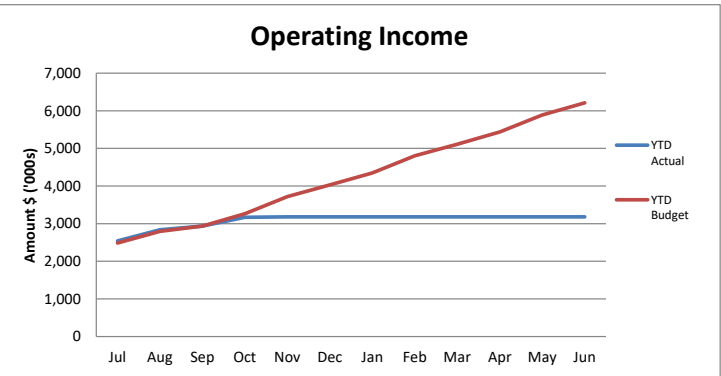
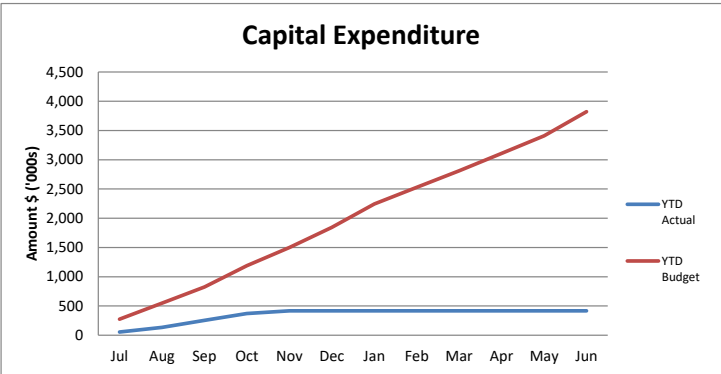
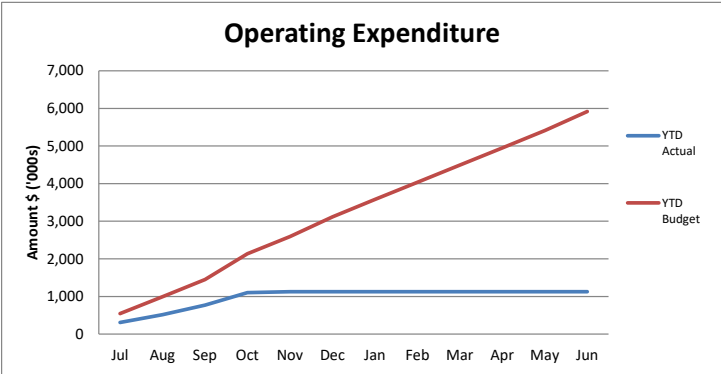
Statement of Financial Activity

Report on Significant Variances

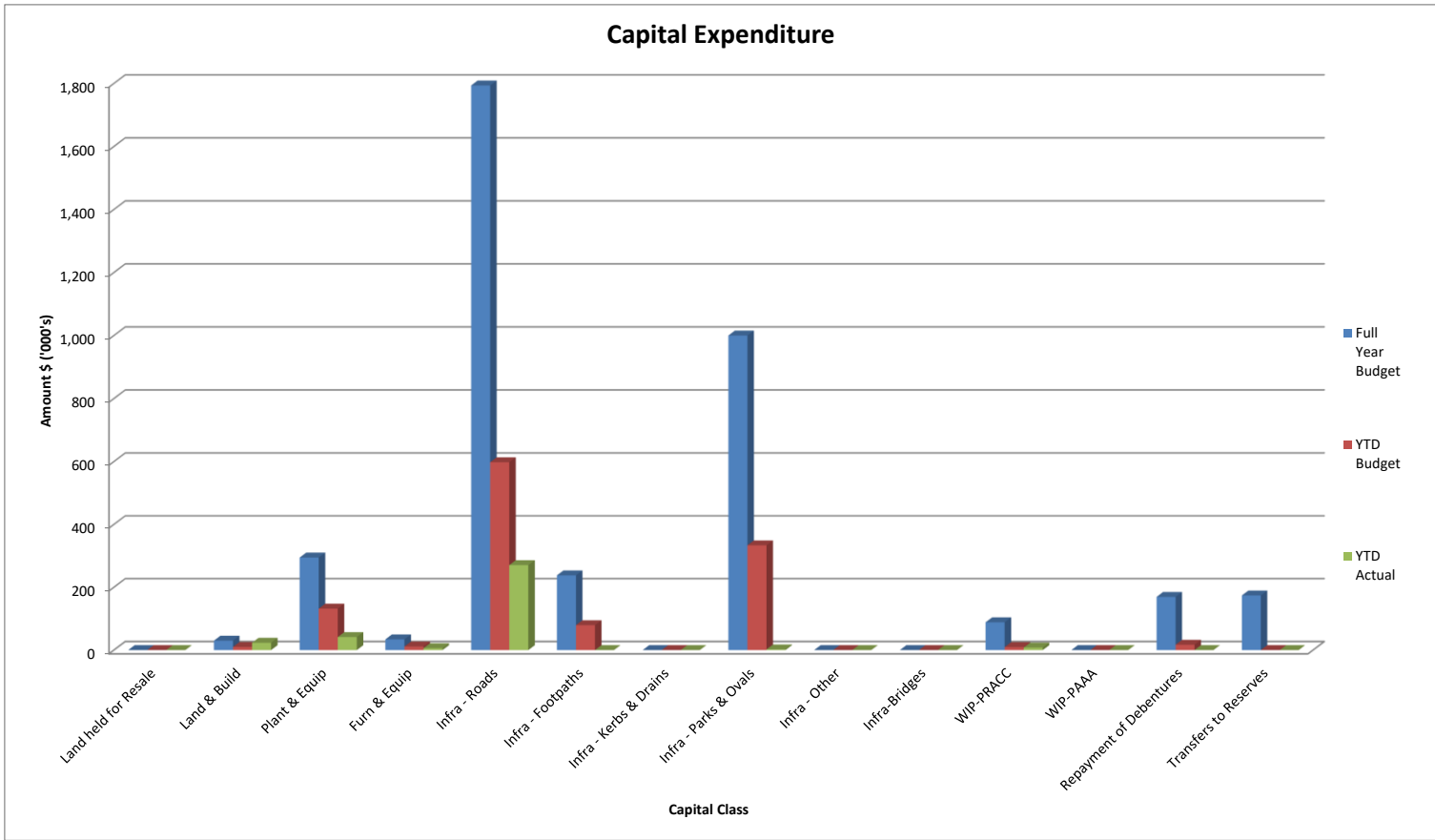
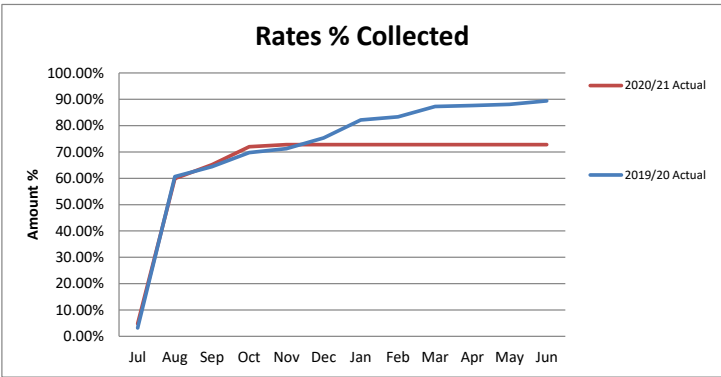
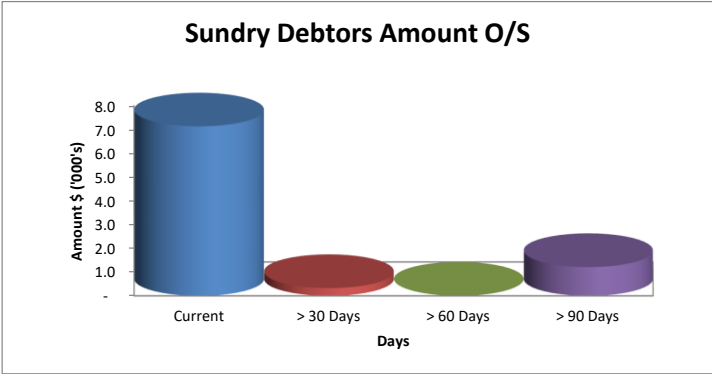
Notes to and Forming Part of the Statement

- 1 Acquisition of Assets
 - 2 Disposal of Assets
 - 3 Information on Borrowings
 - 4 Reserves
 - 5 Net Current Assets
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 - 7 Municipal Funds Restricted Cash - Bonds and Deposits
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Income and Expenditure Graphs to 31 October 2020



Other Graphs to 31 October 2020



SHIRE OF PINGELLY

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

	NOTE	2020/21 Adopted Budget \$	October 2020 Y-T-D Budget \$	October 2020 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<u>Operating</u>							
Revenues/Sources							
General Purpose Funding		639,371	177,543	173,969	(3,574)	-2%	
Governance		38,685	12,816	21,414	8,598	67%	▲
Law, Order, Public Safety		59,829	15,653	36,975	21,322	136%	▲
Health		1,636	540	215	(325)	-60%	
Education and Welfare		13,713	4,132	5,435	1,303	32%	
Housing		0	0	0	0	0%	
Community Amenities		199,740	174,868	175,295	427	0%	
Recreation and Culture		1,030,290	341,324	143,140	(198,184)	-58%	▼
Transport		2,049,122	414,386	460,067	45,681	11%	▲
Economic Services		45,550	15,176	39,460	24,284	160%	▲
Other Property and Services		40,227	13,400	22,848	9,448	71%	▲
		4,118,163	1,169,838	1,078,818	(91,020)	-8%	
(Expenses)/(Applications)							
General Purpose Funding		(149,696)	(48,908)	(50,093)	(1,185)	-2%	
Governance		(519,278)	(211,259)	(183,433)	27,826	13%	▼
Law, Order, Public Safety		(204,950)	(80,884)	(65,251)	15,633	19%	▼
Health		(144,759)	(49,152)	(49,657)	(505)	-1%	
Education and Welfare		(49,310)	(15,992)	(9,043)	6,949	43%	▼
Housing		0	0	0	0	0%	
Community Amenities		(379,875)	(109,497)	(114,607)	(5,110)	-5%	
Recreation & Culture		(1,295,110)	(488,973)	(274,846)	214,127	44%	▼
Transport		(2,870,996)	(975,714)	(307,846)	667,868	68%	▼
Economic Services		(286,465)	(91,156)	(57,390)	33,766	37%	▼
Other Property and Services		(17,446)	(62,479)	10,361	72,840	117%	▼
		(5,917,885)	(2,134,014)	(1,101,805)	1,032,209	-48%	
Net Operating Result Excluding Rates		(1,799,722)	(964,176)	(22,987)	941,189	-98%	
<u>Adjustments for Non-Cash (Revenue) and Expenditure</u>							
(Profit)/Loss on Asset Disposals	2	(36,500)	(12,290)	3,251	15,541	126%	▼
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0%	
Movement in Employee Benefit Provisions		0	0	0	0	0%	
Changes in Accounting Policy		0	0	0	0	0%	
Adjustments in Fixed Assets		0	0	0	0	0%	
Rounding		0	0	0	0	0%	
Depreciation on Assets		2,577,232	859,064	0	(859,064)	100%	▼
<u>Capital Revenue and (Expenditure)</u>							
Purchase Land Held for Resale	1	0	0	0	0	0%	
Purchase of Land and Buildings	1	(30,000)	(10,000)	(23,333)	(13,333)	-133%	▲
Purchase of Furniture & Equipment	1	(34,081)	(11,360)	(6,005)	5,355	47%	▼
Purchase of Right of Use Asset - Furniture & Equipment	1	(40,187)	(13,392)	0	13,392	100%	▼
Purchase of Right of Use Asset - Plant & Equipment	1	(337,468)	(112,488)	0	112,488	100%	▼
Purchase of Right of Use Asset - Buildings	1	(21,279)	(7,092)	0	7,092	100%	▼
Purchase of Plant & Equipment	1	(294,500)	(131,996)	(41,478)	90,518	69%	▼
Purchase of WIP - PP & E	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Roads	1	(1,793,554)	(597,800)	(270,440)	327,360	55%	▼
Purchase of Infrastructure Assets - Footpaths	1	(237,673)	(79,216)	0	79,216	100%	▼
Purchase of Infrastructure Assets - Kerbs & Drains	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(1,000,000)	(333,332)	(2,087)	331,245	99%	▼
Purchase of Infrastructure Assets - Bridges	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Other	1	0	0	0	0	0%	
Purchase of WIP Recreation and Culture	1	(88,443)	(9,564)	(27,450)	(17,886)	-187%	▲
Proceeds from WIP Aged Accommodation	1	0	0	0	0	0%	
Proceeds from Disposal of Assets	2	195,000	64,000	12,727	(51,273)	-80%	▼
Repayment of Debentures	3	(169,320)	(17,024)	0	17,024	100%	▼
Proceeds from New Debentures	3	0	0	0	0	0%	
Proceeds from new Lease Liabilities	3	398,934	132,972	0	(132,972)	-100%	▼
Repayment of Leases	3	(96,540)	(32,172)	(6,848)	25,324	-79%	▼
Advances to Community Groups		0	0	0	0	0%	
Self-Supporting Loan Principal Income		17,539	0	0	0	0%	
Transfer from Restricted Asset -Unspent Loans		0	0	0	0	0%	
Transfers to Restricted Assets (Reserves)	4	(173,803)	0	0	0	0%	
Transfers from Restricted Asset (Reserves)	4	152,200	50,732	0	(50,732)	-100%	▼
Transfers to Restricted Assets (Other)		0	0	0	0	0%	
Transfers from Restricted Asset (Other)		0	0	0	0	0%	
ADD Net Current Assets July 1 B/Fwd	5	718,609	718,609	718,609	0	0%	
Net Current Assets - Unspent Grants		0	0	0	0	0%	
LESS Net Current Assets Year to Date	5	0	1,587,124	2,425,247	838,124	-53%	▼
Amount Raised from Rates		<u>(2,093,556)</u>	<u>(2,093,649)</u>	<u>(2,091,288)</u>	<u>2,361</u>	<u>0%</u>	

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

Material Variances Symbol

Above Budget Expectations
Below Budget Expectations

▲
▼

SHIRE OF PINGELLY
FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020
Report on Significant variances Greater than 10% and \$5,000

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 \$5,000.

REPORTABLE OPERATING REVENUE VARIATIONS

Governance	8,598	67% ▲
The variance relates to increased reimbursements and increase rental income webb street units		
Law Order and Public Safety	21,322	136% ▲
ESL SES and BFB grants YTD higher than budget due to timing difference		
Recreation and Culture	(198,184)	-58% ▼
There are a number of factors relating to the variance with the main driver being the Community Development Grant - Memorial Park Redevelopment (Timing Difference) not yet received		
Transport	45,681	11% ▲
There are a number of factors that relate to this variance with the main drivers being the 20/21 R2R and RRG funding budget profiling being spread over 12 months - will self correct		
Economic Services	24,284	160% ▲
The major variance relates to revenue for Mensshed - 2 Stone Street Pingelly		
Other Property and Services	9,448	71% ▲
The variance relates to reimbursement of salary & Wages for Workers Compensation claim		

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance	27,826	13% ▼
The major variances relate to Depreciation not yet run for July - October along with integrated planning and consultants less than budget, due to budget profiling		
Law, Order, Public Safety	15,633	19% ▼
The variance relates to Depreciation not yet run for July - October		
Education and Welfare	6,949	43% ▼
The variance relates to Depreciation not yet run for July - October		
Recreation and Culture	214,127	44% ▼
There are a number of factors that relate to this variance with the main drivers being Community Development Grant - Memorial Park Redevelopment (Timing Difference) project not yet commenced, along with PRACC wage subsidy and swimming pool contract fees less than budget due to budget profiling		
Transport	667,868	68% ▼
There are a number of factors that relate to the variance with the main drivers being road construction and maintenance program less than YTD budget due to budget profiling & depreciation not yet run for July - October		
Economic Services	33,766	37% ▼
Major variances include Boyagin development not yet commenced and depreciation YTD Budget less than YTD Actuals due to depreciation not yet run for July - October		
Other Property and Services	72,840	117% ▼
There are a number of factors which relate to this variance with the main drivers being Salaries and Wages under budget, due to vacant Works Supervisor position along with depreciation not yet run for July - October		

REPORTABLE NON-CASH VARIATIONS

(Profit)/Loss on Asset Disposals	15,541	126% ▼
Plant replacement program not yet substantially commenced		
Depreciation on Assets	(859,064)	100% ▼
Depreciation YTD Budget less than YTD Actuals due to depreciation not yet run for July - October		

REPORTABLE CAPITAL EXPENDITURE VARIATIONS

Purchase of Land & Buildings	-13,333	-133% ▲
The variance relates to a timing issue on the purchase of Lot 856 - 2 Stone St Pingelly - Mensshed		
Purchase of Furniture & Equipment	5,355	47% ▼
The variance relates to a timing issue on the purchase of electronic device replacements, will self correct		
Purchase of Plant & Equipment	90,518	69% ▼
Purchase of Plant & Equipment YTD Actuals less than YTD Budget. Plant items not substantially commenced		
Purchase of Road Infrastructure Assets	327,360	55% ▼
Road Infrastructure YTD Actuals less than YTD Budget due to program not yet substantially commenced		
Purchase of Infrastructure Assets - Parks & Ovals	331,245	99% ▼
Memorial Park Re-Development not yet substantially commenced		
Purchase of WIP Recreation and Culture	-17,886	-187% ▲
The drivers which relate to variance include the PRACC flooring, garden lighting and bowling green shade shelter - Timing issue		
Proceeds from Disposal of Assets	-51,273	-80% ▼
The variance relates to a timing issue on the disposal of plant, will self correct		
Repayment of Leases	25,324	-79% ▼
The variance relates to the Server, Solar System and Grader Lease not yet entered into		

REPORTABLE CAPITAL REVENUE VARIATIONS

Transfers from Restricted Assets	(50,732)	-100% ▼
A portion of reserves will be transferred at the TDA maturity and the remainder to occur at the end of the financial year		

SHIRE OF PINGELLY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

	2020/21 Adopted Budget \$	2020/21 YTD Budget \$	October 2020 YTD Actual \$
1. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
<u>Members</u>			
Furniture & Equipment - Schedule 4 Members	25,381	8,460	0
<u>Administration</u>			
Furniture And Equipment	8,700	2,900	6005
Right Of Use Asset - F & E	40,187	13,392	0
Right Of Use Asset - Buildings	21,279	7,092	0
Capex - Admin Plant Purchases	90,000	90,000	34678
Recreation and Culture			
<u>Other Recreation & Sport</u>			
Capex - Infra Parks & Ovals	1,000,000	333,332	2087
Capex - Gardener Vehicle	33,500	0	0
<u>Works in Progress - Recreation Centre</u>			
Capex - Praac Building Construction	14,500	2,900	14300
Capex - Pracc Landscaping Soft & Hard	0	0	5249
Capex - Pracc Bowling Green	20,000	6,664	7902

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

	2020/21 Adopted Budget \$	2020/21 YTD Budget \$	October 2020 Actual \$
1. ACQUISITION OF ASSETS (Continued)			
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads Construction			
Various Road Resheeting	267,597	89,196	0
North Banister Road - Rtr	89,320	29,768	0
Pasture Street - Council Constr	30,624	10,200	0
Bullaring Road	158,611	52,864	0
Capex - Milton Road	263,069	87,676	221982
Capex - Rrg Wickepin Pingelly Slk 7.9-9.0	229,221	76,400	0
Capex - Wickepin Pingelly Road - Crsf Funding	708,956	236,316	48458
Review Street - Rtr	46,156	15,380	0
Footpath Construction			
Footpaths - Construction	237,673	79,216	0
Footpath - Upgrade Apex Hill	0	0	0
Drainage Construction			
Paragon Street Drainage	0	0	0
Rennet Street Drainage Flume	0	0	0
<i>Road Plant Purchases</i>			
8Kva Genset	8,500	2,832	6800
Capex - Pt15 Upgrade Truck Tip Tray	45,000	0	0
Capex - Light Truck	115,000	38,332	0
Capex - Fuel Pods	2,500	832	0
Right Of Use Asset - P & E	337,468	112,488	0
Economic Services			
<i>Other Economic Services</i>			
Capex - Purchase Of Land	30,000	10,000	23333
	<u>3,877,185</u>	<u>1,306,240</u>	<u>370793</u>
By Class			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Lease Repayments	0	0	0
Land	30,000	10,000	23333
Buildings	0	0	0
Furniture & Equipment	34,081	11,360	6005
Right of Use Asset - F & E	40,187	13,392	0
Right of Use Asset - P & E	337,468	112,488	0
Right of Use Asset - Buildings	21,279	7,092	0
Plant & Equipment	294,500	131,996	41478
Work in Progress - PPE	0	0	0
Infrastructure - Roads	1,793,554	597,800	270440
Infrastructure - Footpaths	237,673	79,216	0
Infrastructure - Kerbs & Drains	0	0	0
Infrastructure - Parks & Ovals	1,000,000	333,332	2087
Infrastructure - Bridges	0	0	0
Infrastructure - Other	0	0	0
Works in Progress - Recreation Centre	88,443	9,564	27450
Works in Progress - Aged Care Accommodation	0	0	0
	<u>3,877,185</u>	<u>1,306,240</u>	<u>370793</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

2. DISPOSALS OF ASSETS

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

Asset No	By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
		2020/21	October 2020	2020/21	October 2020	2020/21	October 2020
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
PDOC8	Governance DCCS Vehicle PN761	15,000	15,977.89	12,000	12,727.27	(3,000)	(3,250.62)
PC13	Recreation & Culture PC13 - Parks & Gardener Ute PN172	0	0.00	7,000	0.00	7,000	0.00
PG6	Transport 2008 120M Motor Grader - PN398	60,000	0.00	110,000	0.00	50,000	0.00
PMOW12	2015 Mitsub Triton WS PN01	20,000	0.00	15,000	0.00	(5,000)	0.00
PT17	2010 Isuzu Crew Cab Tray Top PN483	19,000	0.00	14,000	0.00	(5,000)	0.00
PT15	2008 Isuzu Tip Truck PN66	14,500	0.00	7,000	0.00	(7,500)	0.00
	Economic Services Lot 856 (2) Stone Street Pingelly	30,000	0.00	30,000	0.00	0	0.00
		158,500	15,977.89	195,000	12,727.27	36,500	(3,250.62)

Asset No	By Class of Asset	Written Down Value		Sale Proceeds		Profit(Loss)	
		2020/21	October 2020	2020/21	October 2020	2020/21	October 2020
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
PDOC8	Plant & Equipment DCCS Vehicle PN761	15,000	15,977.89	12,000	12,727	(3,000)	(3,250.62)
PC13	PC13 - Parks & Gardener Ute PN172	0	0.00	7,000	0	7,000	0.00
PG6	2008 120M Motor Grader - PN398	60,000	0.00	110,000.00	0.00	50,000	0.00
PMOW12	2015 Mitsub Triton WS PN01	20,000	0.00	15,000	0.00	(5,000)	0.00
PT17	2010 Isuzu Crew Cab Tray Top PN483	19,000	0.00	14,000	0.00	(5,000)	0.00
PT15	2008 Isuzu Tip Truck PN66	14,500	0.00	7,000	0.00	(7,500)	0.00
0	Land & Buildings Lot 856 (2) Stone Street Pingelly	30,000	0.00	30,000	0	0	0.00
		158,500	15,977.89	195,000	12,727.27	36,500	(3,250.62)

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2020/21 Adopted Budget \$	October 2020 Actual \$
57,000	0.00
(20,500)	(3,250.62)
36,500	(3,250.62)

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-20	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$
Education & Welfare									
Loan 120 - SSL Pingelly Cottage Homes *	149,819	0	0	17,539	0	132,280	149,819	9,414	(53)
Recreation & Culture									
Loan 123 - Recreation and Cultural Centre	2,054,890	0	0	100,699	0	1,954,191	2,054,890	85,462	(235)
Loan 124 - Recreation and Cultural Centre	1,200,000	0	0	51,082	0	1,148,918	1,200,000	7,757	(129)
	3,404,709	0	0	169,320	0	3,235,389	3,404,709	102,633	(417)

(*) 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-20	New Lease		Lease Principal Repayments		Lease Principal Outstanding		Lease Interest Repayments	
		2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$
Administration									
Photocopier Lease	57,502	0	0	20,366	6,848	37,136	50,654	1,442	421
Solar System-Admin Office	0	21,279	0	5,084	0	16,195	0	580	0
Server Lease	0	40,187	0	7,566	0	32,621	0	1,117	0
Grader Lease	0	337,468	0	63,524	0	273,944	0	9,224	0
	57,502	398,934	0	96,540	6,848	359,896	50,654	12,363	421

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

	2020/21 Adopted Budget \$	October 2020 Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	36,061	36,061
Amount Set Aside / Transfer to Reserve	799	0
Amount Used / Transfer from Reserve	(10,000)	0
	<u>26,860</u>	<u>36,061</u>
(b) Plant Reserve		
Opening Balance	48,977	48,977
Amount Set Aside / Transfer to Reserve	120,085	0
Amount Used / Transfer from Reserve	(133,500)	0
	<u>35,562</u>	<u>48,977</u>
(c) Building and Recreation Reserve		
Opening Balance	23,808	23,808
Amount Set Aside / Transfer to Reserve	348	0
Amount Used / Transfer from Reserve	0	0
	<u>24,156</u>	<u>23,808</u>
(d) Electronic Equipment Reserve		
Opening Balance	3,242	3,242
Amount Set Aside / Transfer to Reserve	35,006	0
Amount Used / Transfer from Reserve	(8,700)	0
	<u>29,548</u>	<u>3,242</u>
(e) Community Bus Reserve		
Opening Balance	11,807	11,807
Amount Set Aside / Transfer to Reserve	12,086	0
Amount Used / Transfer from Reserve	0	0
	<u>23,893</u>	<u>11,807</u>
(f) Swimming Pool Reserve		
Opening Balance	22,835	22,835
Amount Set Aside / Transfer to Reserve	5,320	0
Amount Used / Transfer from Reserve	0	0
	<u>28,155</u>	<u>22,835</u>
(g) Refuse Site Rehab/Closure Reserve		
Opening Balance	16,086	16,086
Amount Set Aside / Transfer to Reserve	159	0
Amount Used / Transfer from Reserve	0	0
	<u>16,245</u>	<u>16,086</u>
Total Cash Backed Reserves	<u>184,419</u>	<u>162,816</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 1 OCTOBER 2020 TO 31 OCTOBER 2020

	2020/21 Adopted Budget \$	October 2020 Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	799	0
Plant Reserve	120,085	0
Building and Recreation Reserve	348	0
Electronic Equipment Reserve	35,006	0
Community Bus Reserve	12,086	0
Swimming Pool Reserve	5,320	0
Refuse Site Rehab/Closure Reserve	159	0
	173,803	0
Transfers from Reserves		
Leave Reserve	(10,000)	0
Plant Reserve	(133,500)	0
Building Reserve	0	0
Electronic Equipment Reserve	(8,700)	0
Community Bus Reserve	0	0
Swimming Pool Reserve	0	0
Refuse Site Rehab/Closure Reserve	0	0
	(152,200)	0
Total Transfer to/(from) Reserves	21,603	0

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.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

	2019/20 B/Fwd Per 2020/21 Budget \$	2019/20 B/Fwd Per Financial Report \$	October 2020 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	698,429	698,429	1,621,920
Cash - Restricted Unspent Grants			296,373
Cash - Restricted Unspent Loans	0	0	(0)
Cash - Restricted Bonds & Deposits	6,692	6,692	6,892
Cash - Restricted Reserves	162,817	162,817	162,817
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	203,378	203,378	645,167
Sundry Debtors	66,182	66,182	8,782
Provision for Doubtful Debts	(990)	(990)	(990)
Gst Receivable	24,008	24,008	29,859
Contract Asset	180,445	180,445	180,445
Loans - clubs/institutions	17,538	17,538	17,538
Accrued Income/Payments In Advance	11,489	11,489	0
Investments	5,000	5,000	5,000
Inventories	3,704	3,704	7,544
	<u>1,378,691</u>	<u>1,378,691</u>	<u>2,981,346</u>
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	-
Sundry Creditors	(31,374)	(31,374)	(21,337)
Accrued Interest On Loans	(417)	(417)	-
Accrued Salaries & Wages	(15,193)	(15,193)	-
Bonds & Deposits Held	(6,692)	(6,692)	(6,892)
Income In Advance	0	0	(13,000)
Gst Payable	(5,656)	(5,656)	(5,046)
Payroll Creditors	0	0	-
Contract Liabilities	0	0	-
Performance Obligation Liability	(331,831)	(331,831)	(283,373)
Prepaid Rates Liability	(29,830)	(29,830)	(10,182)
Current Lease Liability	0	0	(13,518)
Accrued Expenses	(20,772)	(20,772)	-
PAYG Liability	(29,082)	(29,082)	(26,038)
Other Payables	(3,881)	(3,881)	(4,877)
Current Employee Benefits Provision	(374,554)	(374,554)	(374,554)
Current Loan Liability	(169,320)	(169,320)	(169,320)
	<u>(1,018,601)</u>	<u>(1,018,601)</u>	<u>(928,136)</u>
NET CURRENT ASSET POSITION	360,090	360,090	2,053,211
Less: Cash - Reserves - Restricted	(162,817)	(162,817)	(162,817)
Less: Cash - Unspent Grants/Loans - Fully Restricted	0	0	0
Less: Current Loans - Clubs / Institutions	(17,538)	(17,538)	(17,538)
Less: Investments	(5,000)	(5,000)	(5,000)
Add Back : Component of Leave Liability not Required to be Funded	374,554	374,554	374,554
Add Back : Current Loan Liability	169,320	169,320	169,320
Add Back : Current Lease Liability	0	0	13,518
Adjustment in Accounting policies	0	0 *	0
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>718,609</u>	<u>718,609</u>	<u>2,425,247</u>

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2020/21 Rate Revenue \$	2020/21 Interim Rates \$	2020/21 Back Rates \$	2020/21 Total Revenue \$	2020/21 Budget \$
General Rate								
GRV - Residential	0.121390	316	3,592,992	436,153	962	5	437,120	438,868
GRV - Rural Residential	0.121390	66	817,596	99,248	809	0	100,057	99,248
GRV - Commercial/Industrial	0.121390	29	412,252	50,043	(505)	(499)	49,039	50,043
GRV - Townsites	0.121390	12	144,560	17,548	0	0	17,548	17,548
UV - Broadacre Rural	0.009704	244	138,100,000	1,340,122	(301)	(112)	1,339,709	1,340,122
Non Rateable								
Sub-Totals		667	143,067,400	1,943,114	966	(606)	1,943,473	1,945,829
Minimum Rates	Minimum \$							
GRV - Residential	900	62	96,900	55,800	0	0	55,800	55,800
GRV - Rural Residential	900	24	52,909	21,600	0	0	21,600	21,600
GRV - Commercial/Industrial	900	11	36,200	9,900	0	0	9,900	9,900
GRV - Townsites	900	8	44,160	7,200	0	0	7,200	7,200
UV - Broadacre Rural	900	59	2,753,000	53,100	0	0	53,100	53,100
Sub-Totals		164	2,983,169	147,600	0	0	147,600	147,600
Ex Gratia Rates							2,091,073	2,093,429
Movement in Excess Rates							217	0
							0	0
Total Amount of General Rates							2,091,290	2,093,429
Specified Area Rates							0	0
Ex Gratia Rates							0	220
Total Rates							2,091,290	2,093,649

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 2020/21 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 1 OCTOBER 2020 TO 31 OCTOBER 2020

8. OPERATING STATEMENT

	October 2020 Actual \$	2020/21 Adopted Budget \$	2019/20 Actual \$
OPERATING REVENUES			
Governance	21,414	38,685	90,759
General Purpose Funding	2,265,259	2,732,800	3,462,546
Law, Order, Public Safety	36,975	59,829	42,604
Health	215	1,636	1,776
Education and Welfare	5,435	13,713	22,338
Housing	0	0	0
Community Amenities	175,295	199,740	197,523
Recreation and Culture	143,140	1,030,290	50,563
Transport	460,067	2,049,122	1,326,421
Economic Services	39,460	45,550	52,250
Other Property and Services	22,848	40,227	38,383
TOTAL OPERATING REVENUE	3,170,108	6,211,592	5,285,161
OPERATING EXPENSES			
Governance	183,433	519,278	639,695
General Purpose Funding	50,093	149,696	196,491
Law, Order, Public Safety	65,251	204,950	236,514
Health	49,657	144,759	141,730
Education and Welfare	9,043	49,310	133,366
Housing	0	0	0
Community Amenities	114,607	379,875	392,607
Recreation & Culture	274,846	1,295,110	1,480,401
Transport	307,846	2,870,996	2,764,104
Economic Services	57,390	286,465	301,461
Other Property and Services	(10,361)	17,446	26,851
TOTAL OPERATING EXPENSE	1,101,805	5,917,885	6,313,219
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	2,068,303	293,707	(1,028,057)

SHIRE OF PINGELLY**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY****FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020****9. STATEMENT OF FINANCIAL POSITION**

	October 2020 Actual \$	2019/20 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	2,081,110	861,246
Investments Current	5,000	5,000
Trade and Other Receivables	880,801	502,050
Inventories	7,544	3,704
Restricted Cash - Bonds & Deposits	6,892	6,692
TOTAL CURRENT ASSETS	2,981,347	1,378,692
NON-CURRENT ASSETS		
Other Receivables	198,513	198,513
Inventories	0	0
Property, Plant and Equipment	19,463,680	19,381,392
Infrastructure	66,965,123	66,692,594
Investments Non Current	53,416	53,416
TOTAL NON-CURRENT ASSETS	86,680,732	86,325,915
TOTAL ASSETS	89,662,079	87,704,607
CURRENT LIABILITIES		
Trade and Other Payables	377,370	488,401
Long Term Borrowings	169,320	169,320
Provisions	374,554	374,554
Bonds & Deposits Liability	6,892	6,692
TOTAL CURRENT LIABILITIES	928,136	1,038,967
NON-CURRENT LIABILITIES		
Trade and Other Payables	37,137	37,137
Long Term Borrowings	3,235,390	3,235,390
Provisions	82,901	82,901
TOTAL NON-CURRENT LIABILITIES	3,355,428	3,355,428
TOTAL LIABILITIES	4,283,564	4,394,395
NET ASSETS	85,378,515	83,310,212
EQUITY		
Retained Surplus	33,591,890	31,523,589
Reserves - Cash Backed	162,817	162,817
Revaluation Surplus	51,623,806	51,623,806
TOTAL EQUITY	85,378,513	83,310,212

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

10. FINANCIAL RATIOS

	2020 YTD	2019
Current Ratio	4.56	0.78
Operating Surplus Ratio	0.73	0.20

The above ratios are calculated as follows:

Current Ratio

$$\frac{(\text{Current Assets MINUS Restricted Assets})}{(\text{Current Liabilities MINUS Liabilities Associated with Restricted Assets})}$$

Purpose:

This is a modified commercial ratio designed to focus on the liquidity position of a local government that has arisen from past year's transactions.

Standards:

The standard is not met if the ratio is lower than 1:1 (less than 100%)

Below Std

The standard is met if the ratio is greater than 1:1 (100% or greater)

Std met

A ratio less than 1:1 means that a local government does not have sufficient assets that can be quickly converted into cash to meet its immediate cash commitments.

This may arise from a budget deficit from the past year, a Council decision to operate an overdraft or a decision to fund leave entitlements from next year's revenues.

Operating Surplus Ratio

$$\frac{(\text{Operating Revenue MINUS Operating Expense})}{(\text{Own Source Operating Revenue})}$$

Purpose:

This ratio is a measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes.

Standards:

Basic Standard is not met less than < 1% (< 0.01)

Below Std

Basic Standard between 1% and 15% (0.01 and 0.15)

Basic Std

Advanced Standard greater than > 15% (>0.15).

Adv Std

SHIRE OF PINGELLY RESTRICTED CASH RECONCILIATION 31 October 2020									
Restricted Grants/Funds Received	Projects	GL/Job Account	Total Restricted Funds	Actual Expenditure previous year 2016/17	Actual Expenditure current year 2017/18	Actual Expenditure current year 2018/19	Actual Expenditure current year 2019/20	Actual Expenditure current year 2020/21	Restricted Funds Remaining
			165,957.00						
Wickepin Pingelly Road 0156 - RRG05 and R2R	Transport	1230	106,515.00	0.00	0.00	0.00	40,779.72	0.00	65,735.28
Wickepin Pingelly Road CRSF5	Transport	1231	295,240.00	0.00	0.00	0.00	29,144.48	48,457.92	217,637.60
Live & Local Music	Recreation & Culture	1180	13,000.00	0.00	0.00	0.00	0.00	0.00	13,000.00
Sub Total									296,372.88
Total Restricted Grant Funds									296,372.88
Available Cash		GL/Job Account	Interest Rate	Maturing					Balance
Municipal Bank	Muni Fund Bank	0111	0	N/A					355,006.52
	Muni Fund Interest Bearing A/C	0111	0.15%	N/A					670,049.85
Municipal Bank - TDA	Muni Fund Bank TDA	0111	0.15%	26-Nov-20					892,486.25
Municipal Bank	Till Float SES	0112							50.00
Municipal Bank	Till Float	0113							200.00
Municipal Bank	Petty Cash on hand	0114							500.00
Total Cash									1,918,292.62
Less Restricted Cash									(296,372.88)
Total Unrestricted Cash									1,621,919.74

15.2 Accounts Paid by Authority – October 2020

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

Summary

Council endorsement is required for accounts paid by authority for the month of October 2020.

Background

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

Comment

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

Consultation

Nil

Statutory Environment

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

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

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

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

Policy Implications

There are no policy implications arising from this amendment.

Financial Implications

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

Strategic Implications

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

Risk Implications

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

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

Voting Requirements

Simple Majority

Recommendation

That Council endorse the Accounts for Payments for October 2020 as authorised under delegated authority and in accordance with the Local Government (Financial Management) Regulations 1996:

To 31 October 2020:

Municipal Account	\$371,390.26
Trust Account	\$150.00
Trust Licensing Account	\$32,129.40

Moved: _____ Seconded: _____

SHIRE OF PINGELLY						
ACCOUNTS PAID PRESENTED FOR ENDORSEMENT OCTOBER 2020						
EFT NUMBER	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	AMOUNT
EFT7379	02/10/2020	J R & A HERSEY	CONSUMABLES - SMALL PLANT	1		112.21
INV S46363	07/08/2020	J R & A HERSEY	TOP GUN REG OMEGA - SMALL PLANT		112.21	
EFT7380	02/10/2020	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		269.28
INV 109081	31/08/2020	SULLIVAN LOGISTICS PTY LTD	FROM 05/08/2020 TO 31/08/2020		269.28	
EFT7381	02/10/2020	GREAT SOUTHERN FUEL SUPPLIES	DIESEL FOR SHIRE DEPOT	1		10,057.30
INV D2039712	22/09/2020	GREAT SOUTHERN FUEL SUPPLIES	10,000L OF DIESEL DELIVERED TO SHIRE DEPOT		10,057.30	
EFT7382	02/10/2020	B.W. JAMES TRANSPORT PTY LTD	FREIGHT CHARGES	1		1,167.54
INV J164196	09/07/2020	B.W. JAMES TRANSPORT PTY LTD	FROM RCPA 09/07/2020		726.55	
INV J163722	04/08/2020	B.W. JAMES TRANSPORT PTY LTD	FROM ASPHALT IN A BAG 04/08/2020		125.95	
INV J172670	17/09/2020	B.W. JAMES TRANSPORT PTY LTD	FROM COLAS 17/09/2020		189.09	
INV J168047	17/09/2020	B.W. JAMES TRANSPORT PTY LTD	ASPHALT IN A BAG 17/09/2020		125.95	
EFT7383	02/10/2020	BRIAN WILLIAMS CARTAGE CONTRACTOR	GRAVEL CARTAGE	1		4,092.00
INV 288	11/09/2020	BRIAN WILLIAMS CARTAGE CONTRACTOR	MILTON ROAD JOB		4,092.00	
EFT7384	02/10/2020	CTI SECURITY SERVICES PTY LTD	ALARM MONITORING CHARGES	1		156.01
INV CINS3092982	14/09/2020	CTI SECURITY SERVICES PTY LTD	FROM 01/10/2020 TO 31/12/2020		156.01	
EFT7385	02/10/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		1,636.25
INV 02901	12/09/2020	WA CONTRACT RANGER SERVICES	31 AUGUST 2020, 03, 10 SEPTEMBER 2020		748.00	
INV 02929	26/09/2020	WA CONTRACT RANGER SERVICES	14, 23, 25 SEPTEMBER 2020		888.25	
EFT7386	02/10/2020	PN & AM WATTS (PHIL WATTS BULLDOZING)	HIRE OF BULLDOZER FOR WICKEPIN PINGELLY ROAD JOB	1		9,790.00
INV 12	18/09/2020	PN & AM WATTS (PHIL WATTS BULLDOZING)	WET HIRE OF BULLDOZER FOR GRAVEL PRODUCTION PLUS MOB & DEMOBE		9,790.00	
EFT7388	02/10/2020	PINGELLY CAFE	CATERING	1		225.00

INV 112	17/07/2020	PINGELLY CAFE	COUNCIL MEETING LUNCH - JULY 2020		125.00	
INV 113	22/09/2020	PINGELLY CAFE	CATERING FOR MEETING - 22/09/2020		100.00	
EFT7389	02/10/2020	PINGELLY SOMERSET ALLIANCE INC	WATER USAGE CHARGES @ COMMUNITY PLACE - SENSORY GARDENS	1		10.00
INV 151	17/09/2020	PINGELLY SOMERSET ALLIANCE INC	FROM 10/07/2020 TO 11/09/2020		10.00	
EFT7390	02/10/2020	SPECIALIST WHOLESALERS PTY LTD T/AS TRUCKLINE	FILTERS FOR GRADER	1		369.64
INV 7064640	12/08/2020	SPECIALIST WHOLESALERS PTY LTD T/AS TRUCKLINE	FILTERS FOR CAT MOTOR GRADER - PN398		369.64	
EFT7391	02/10/2020	STEVEN BECKETT	REIMBURSEMENT	1		575.00
INV 30092020	30/09/2020	STEVEN BECKETT	REIMBURSEMENT - STAFF TRAINING		575.00	
EFT7393	02/10/2020	PINGELLY COMMUNITY CRAFT CENTRE	CATERING	1		275.00
INV 14	18/09/2020	PINGELLY COMMUNITY CRAFT CENTRE	CATERING FOR COUNCIL MEETING DINNER - SEPTEMBER 2020		275.00	
EFT7395	08/10/2020	NORTHAM MAZDA	PLANT TRADE IN AND PURCHASE	1		24,146.00
INV 10623448	05/10/2020	NORTHAM MAZDA	PURCHASE OF MAZDA CX5		38,146.00	
INV TRADE-IN	05/10/2020	NORTHAM MAZDA	TRADE IN OF HOLDEN CAPTIVA PN761		-14,000.00	
EFT7396	16/10/2020	BOC GASES AUSTRALIA LIMITED	CONTAINER SERVICE	1		5.99
INV 4026638278	28/09/2020	BOC GASES AUSTRALIA LIMITED	OXYGEN MEDICAL SIZE C - SWIMMING POOL		5.99	
EFT7398	16/10/2020	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES	1		836.87
INV 30092020	30/09/2020	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES FOR SEPTEMBER 2020		836.87	
EFT7399	16/10/2020	LGISWA	LGIS INSURANCE - 30/06/2020 TO 30/06/2021	1		80,403.54
INV 100-140803	30/09/2020	LGISWA	LGIS LIABILITY		10,772.85	
INV 100-140594	30/09/2020	LGISWA	LGIS WORKCARE		25,970.35	
INV 100-140920	02/10/2020	LGISWA	CONTRIBUTIONS ASSISTANCE PACKAGE 2020/21		-10,715.09	
INV 100-141038	02/10/2020	LGISWA	LGIS PROPERTY		54,375.43	
EFT7400	16/10/2020	KLEENHEAT GAS	BULK TANK FACILITY FEE / CYLINDER SERVICE	1		825.00
INV 4316379	01/09/2020	KLEENHEAT GAS	BULK TANK FACILITY FEE / CYLINDER SERVICE - PRACC		825.00	
EFT7401	16/10/2020	COMBINED PROPERTY SETTLEMENTS AGENCY PTY LTD	PURCHASE OF LAND	1		22,140.03
INV 012660KH	09/10/2020	COMBINED PROPERTY SETTLEMENTS AGENCY PTY LTD	PURCHASE OF 2 STONE STREET PINGELLY AND ASSOCIATED FEES - MENSSED		22,140.03	

EFT7402	16/10/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		1,028.50
INV 02954	10/10/2020	WA CONTRACT RANGER SERVICES	29 SEPTEMBER, 5 & 8 OCTOBER 2020		1,028.50	
EFT7403	16/10/2020	WALLIS COMPUTER SOLUTIONS	IT SUPPORT 2019/20, MONTHLY BILLING	1		7,070.80
INV 20633	01/10/2020	WALLIS COMPUTER SOLUTIONS	GOLD MSA COMPREHENSIVE MONITOR, MAINTENANCE & SUPPORT		2,504.70	
INV 20635	01/10/2020	WALLIS COMPUTER SOLUTIONS	WCS MANAGEMENT PC - ENABLES ACCESS TO NETWORK COMPUTER FOR ALERTS AND MANAGEMENT		462.00	
INV 20636	01/10/2020	WALLIS COMPUTER SOLUTIONS	MSA-MIAAS-SOPHOS		209.00	
INV 20634	01/10/2020	WALLIS COMPUTER SOLUTIONS	BKP DATTO + PLATINUM		965.80	
INV 20632	01/10/2020	WALLIS COMPUTER SOLUTIONS	IT SUPPORT 2019/20 - COVID19 SETUP AND SIGNIFICANT OFFICE/365 CHANGES		2,929.30	
EFT7404	16/10/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LG PROFESSIONALS MEMBERSHIP & COMMUNICATIONS NETWORK EVENT	1		321.00
INV 18762	07/09/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	COMMUNICATIONS NETWORK EVENT		68.00	
INV 18763	07/09/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	COMMUNICATIONS NETWORK EVENT		68.00	
INV 18765	07/09/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LG PROFESSIONALS MEMBERSHIP		185.00	
EFT7406	16/10/2020	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		215.11
INV 0405	13/09/2020	TOLL TRANSPORT PTY LTD	FROM VARIOUS SUPPLIERS 11/09/2020		215.11	
EFT7407	16/10/2020	SPYKER TECHNOLOGIES PTY LTD	CCTV MONITORING	1		159.50
INV 2021115	02/10/2020	SPYKER TECHNOLOGIES PTY LTD	FOR SEPTEMBER 2020		159.50	
EFT7408	16/10/2020	JANI MURPHY PTY LTD	STAFF TRAINING	1		432.30
INV 3228	05/10/2020	JANI MURPHY PTY LTD	EMAIL MASTERY COURSE		432.30	
EFT7409	16/10/2020	MEANDER TRUST T/A NARROGIN FLORIST	CELEBRATORY FLOWERS	1		100.00
INV 134	02/10/2020	MEANDER TRUST T/A NARROGIN FLORIST	FOR STAFF MEMBERS		100.00	
EFT7410	16/10/2020	JAMES AUSTIN POWELL	REFUND	1		250.00
INV 05102020	05/10/2020	JAMES AUSTIN POWELL	LIFETIME DOG REGISTRATION		250.00	
EFT7412	16/10/2020	EDWARDS MOTORS PTY LTD	REPAIRS TO HOLDEN COLORADO - PN810	1		404.35
INV GNCSN13328	14/09/2020	EDWARDS MOTORS PTY LTD	REPAIR IGNITION BARREL		404.35	
EFT7413	20/10/2020	AUSTRALIAN TAXATION OFFICE	BAS FOR SEPTEMBER 2020	1		41,525.00

INV 20102020	20/10/2020	AUSTRALIAN TAXATION OFFICE	GST LIABILITY		41,525.00	
EFT7414	22/10/2020	J R & A HERSEY	STAFF PPE	1		187.97
INV 46950	24/09/2020	J R & A HERSEY	STAFF PPE		187.97	
EFT7415	22/10/2020	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		65.12
INV 110028	30/09/2020	SULLIVAN LOGISTICS PTY LTD	FROM 01/09/2020 TO 22/09/2020		65.12	
EFT7416	22/10/2020	METROCOUNT	HIRE OF TRAFFIC COUNTERS	1		3,663.00
INV INV028934	24/09/2020	METROCOUNT	FOR 10 WEEK PERIOD, FULL FIELD KIT, 30M RUBBER ROAD TUBE		3,663.00	
EFT7417	22/10/2020	BUNNINGS BUILDING SUPPLIES	CONSUMABLES	1		114.53
INV 2432/0015374	24/09/2020	BUNNINGS BUILDING SUPPLIES	PARTS FOR TOILETS - PONY CLUB, HINGES FOR GATE - PRACC, VARIOUS SCREWS - HOLDEN COLORADO PN569		114.53	
EFT7418	22/10/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	WALGA TRAINING	1		3,325.00
INV I3084178	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	CONFLICTS OF INTEREST TRAINING E LEARNING		195.00	
INV I3084176	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	CONFLICTS OF INTEREST TRAINING E LEARNING		195.00	
INV I3084173	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	MEETING PROCEDURES E LEARNING		195.00	
INV I3084174	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	MEETING PROCEDURES E LEARNING		195.00	
INV I3084172	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	SERVING ON COUNCIL E LEARNING		195.00	
INV I3084170	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	SERVING ON COUNCIL E LEARNING		195.00	
INV I3084171	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	SERVING ON COUNCIL E LEARNING		195.00	
INV I3084177	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	CONFLICTS OF INTEREST TRAINING E LEARNING		195.00	
INV I3084175	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	MEETING PROCEDURES E LEARNING		195.00	
INV I3084179	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	PLANNING COURSE		525.00	
INV I3084321	30/09/2020	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	RATES IN LOCAL GOVERNMENT CLERICAL COURSE		1,045.00	
EFT7419	22/10/2020	BROOKTON PLUMBING	ANNUAL BACKFLOW DEVICE TESTING	1		1,100.00
INV 6030	19/10/2020	BROOKTON PLUMBING	SHIRE DEPOT, CARAVAN PARK, PUBLIC STANDPIPES		1,100.00	
EFT7420	22/10/2020	WHEATBELT ELECTRICS	ELECTRICAL REPAIRS - ADMIN BUILDING	1		145.20
INV 3566	02/10/2020	WHEATBELT ELECTRICS	REPLACE UNSERVICABLE EXTRACTOR FAN IN LADIES TOILET		145.20	
EFT7421	22/10/2020	KENWICK AUTO ELECTRICS	AUTO ELECTRICAL UPGRADE/REPAIRS	1		2,948.00

INV 126446	24/09/2020	KENWICK AUTO ELECTRICS	FIT, WIRE AND TEST UPGRADED ELECTRICS - PORTABLE TRAFFIC LIGHTS PN3256		2,948.00	
EFT7422	22/10/2020	E & MJ ROSHER PTY LTD	SPINDLE ASSY KIT - KUBOTA 1EPG726	1		295.80
INV 1418808	22/09/2020	E & MJ ROSHER PTY LTD	SPINDLE ASSY KIT		295.80	
EFT7423	22/10/2020	NUTRIEN AG SOLUTIONS	PARTS AND FITTINGS	1		214.17
INV 903416406	08/09/2020	NUTRIEN AG SOLUTIONS	PIPE FITTINGS TO REPAIR WATER PIPE IN DEPOT YARD		41.61	
INV 903413182	08/09/2020	NUTRIEN AG SOLUTIONS	DIESEL AUTO SHUT OF GUN PLUS FREIGHT		172.56	
EFT7424	22/10/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES AUTHORITY OF WA	ESL INCOME	1		4,246.17
INV 151305	02/10/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES AUTHORITY OF WA	LOCAL GOVERNMENT 2020/21 - VARIOUS SHIRE PROPERTIES		4,246.17	
EFT7425	22/10/2020	LENIP PTY LTD T/A ASPHALT IN A BAG	ASPHALT - RURAL ROAD MAINTENANCE	1		1,168.75
INV 1217	15/09/2020	LENIP PTY LTD T/A ASPHALT IN A BAG	OPEN GRADE		1,168.75	
EFT7426	22/10/2020	MOORE STEPHENS (WA) PTY LTD	STAFF TRAINING	1		1,419.00
INV 1393	02/10/2020	MOORE STEPHENS (WA) PTY LTD	NUTS & BOLT TRAINING 19TH & 20TH NOVEMBER 2020		1,419.00	
EFT7427	22/10/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	PARTS AND FITTINGS - VARIOUS SHIRE PLANT	1		1,207.13
INV 1959235	17/09/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	TRAILER WHEEL BEARING KIT - SMALL PLANT		25.91	
INV 1959301	17/09/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	BEARINGS FOR KUBOTA MOWER - 1EPG726		16.19	
INV 1960850	23/09/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	FILTERS FOR SERVICE OF PUMP MOTOR ON FIRE TRUCK - PN5698		26.93	
INV 1960910	23/09/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	LOCT PIPE SEALANT - DEPOT WORKSHOP		32.49	
INV 1961421	24/09/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	BELTS FOR MOWER - REC GROUNDS MAINTENANCE		219.35	
INV 1962206	29/09/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	TRAILER AXLE - SMALL PLANT		111.25	
INV 1961987	29/09/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	BRUSHCUTTER - MINOR PLANT		775.01	
EFT7428	22/10/2020	COLAS WEST AUSTRALIA PTY LTD	EMULSION	1		946.00
INV SIN200930210	30/09/2020	COLAS WEST AUSTRALIA PTY LTD	EMULSION - RURAL ROAD MAINTENANCE		946.00	
EFT7429	22/10/2020	PINGELLY CAFE	CATERING	1		37.50
INV 114	09/10/2020	PINGELLY CAFE	CATERING FOR MEETING 09/10/2020		37.50	
EFT7430	22/10/2020	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	ASSORTED PLANTS	1		49.00
INV DI286388	29/09/2020	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	FOR MEMORIAL PARK		49.00	

EFT7431	22/10/2020	PINGELLY IGA EXPRESS	ASSORTED SUPPLIES FOR VARIOUS SHIRE BUILDINGS, FUNCTIONS AND MEETINGS - SEPTEMBER 2020	1		231.04
INV 03/3223	01/09/2020	PINGELLY IGA EXPRESS	ASSORTED SUPPLIES FOR VARIOUS SHIRE BUILDINGS, FUNCTIONS AND MEETINGS - SEPTEMBER 2020		231.04	
EFT7432	22/10/2020	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		86.52
INV 0400	26/07/2020	TOLL TRANSPORT PTY LTD	FROM 21/07/2020 TO 24/07/2020		75.35	
INV 0401	02/08/2020	TOLL TRANSPORT PTY LTD	FROM VISION SAFE 30/07/2020		11.17	
EFT7433	22/10/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA	ONLINE ATTENDANCE AT CONFERENCE	1		495.00
INV 13	07/10/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA	ONLINE ATTENDANCE AT CONFERENCE		495.00	
EFT7434	22/10/2020	PINGELLY COMMUNITY CRAFT CENTRE	CARAVAN PARK TAKINGS COMMISSIONS	1		631.18
INV 104	05/10/2020	PINGELLY COMMUNITY CRAFT CENTRE	SCHEDULE 104		631.18	
EFT7435	30/10/2020	CWA PUMPHREYS BRIDGE	CATERING	1		280.00
INV 68	21/10/2020	CWA PUMPHREYS BRIDGE	FOR COUNCIL MEETING DINNER - OCTOBER 2020		280.00	
EFT7436	30/10/2020	WESTRAC EQUIPMENT PTY LTD	PART FOR CAT GRADER - PN166	1		148.43
INV PI5060510	01/10/2020	WESTRAC EQUIPMENT PTY LTD	RADIATOR HOSE		148.43	
EFT7438	30/10/2020	AUSTRALIA POST	POSTAGE - SEPTEMBER 2020	1		305.20
INV 1009981932	03/10/2020	AUSTRALIA POST	GENERAL & RATES POSTAGE		305.20	
EFT7439	30/10/2020	B.W. JAMES TRANSPORT PTY LTD	FREIGHT CHARGES	1		1,077.45
INV 162670	13/10/2020	B.W. JAMES TRANSPORT PTY LTD	FROM RCPA & GARRARDS 12/10/2020		1,077.45	
EFT7440	30/10/2020	JOHN RAYMOND GILES	2020/21 RATES INCENTIVE 2ND PRIZE WINNER	1		200.00
INV 29102020	29/10/2020	JOHN RAYMOND GILES	2020/21 RATES INCENTIVE 2ND PRIZE WINNER		200.00	
EFT7441	30/10/2020	GREAT SOUTHERN WASTE DISPOSAL	REFUSE COLLECTION, REFUSE SITE MANAGEMENT, WHEELIE BINS	1		15,877.68
INV 1393	05/10/2020	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC & BULK WASTE & RECYCLING COLLECTION - 25/08/2020 TO 29/09/2020		9,189.68	
INV 1393.1	05/10/2020	GREAT SOUTHERN WASTE DISPOSAL	REFUSE SITE MANAGEMENT & PLANT HOURS - 31/08/2020 TO 28/09/2020		6,138.00	
INV 1393.2	05/10/2020	GREAT SOUTHERN WASTE DISPOSAL	EXTRA WHEELIE BINS - PRACC FOOTY GRAND FINAL		550.00	
EFT7442	30/10/2020	NICHOLLS BUS AND COACH SERVICE PTY LTD	ANNUAL BUS INSPECTION	1		187.75
INV 2448	19/10/2020	NICHOLLS BUS AND COACH SERVICE PTY LTD	ANNUAL BUS INSPECTION		187.75	
EFT7444	30/10/2020	ALLWEST PLANT HIRE AUSTRALIA	HIRE OF VIBE ROLLER	1		3,476.00

INV 11801	31/08/2020	ALLWEST PLANT HIRE AUSTRALIA	DRY HIRE OF VIBE ROLLER - 11/08/2020 TO 14/08/2020		1,694.00	
INV 11802	31/08/2020	ALLWEST PLANT HIRE AUSTRALIA	DRY HIRE OF VIBE ROLLER - 03/08/2020 TO 07/08/2020		1,782.00	
EFT7445	30/10/2020	PINGELLY RECREATION & CULTURAL CENTRE ASSOCIATION	2020/21 OPERATING EXPENDITURE	1		88,000.00
INV 0119	29/09/2020	PINGELLY RECREATION & CULTURAL CENTRE ASSOCIATION	WAGES SUBSIDY		88,000.00	
EFT7446	30/10/2020	BRAD STEPHEN ALLEN	REFUND	1		400.00
INV 22102020	22/10/2020	BRAD STEPHEN ALLEN	OVERPAYMENT OF RATES FOR A5810		400.00	
TOTAL EFT						341,127.81
CHEQUE NUMBER	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	AMOUNT
24802	02/10/2020	SHIRE OF PINGELLY	RATES INCENTIVE PRIZE - AA NARDUCCI PINGELLY GIFT CARD	1		100.00
INV 30092020	30/09/2020	SHIRE OF PINGELLY	RATES INCENTIVE PRIZE - AA NARDUCCI PINGELLY GIFT CARD		100.00	
24803	16/10/2020	SYNERGY	SHIRE STREETLIGHT CHARGES	1		3,023.13
INV 2029059948	02/10/2020	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/08/2020 TO 24/09/2020		3,023.13	
24804	22/10/2020	TELSTRA	TELEPHONE, MOBILE AND INTERNET CHARGES	1		1,020.07
INV 18102020	18/10/2020	TELSTRA	TELEPHONE, MOBILE AND INTERNET CHARGES - 11/10/2020 TO 10/11/2020		1,020.07	
24805	22/10/2020	SHIRE OF PINGELLY	SHIRE OF PINGELLY VEHICLE REGISTRATION RENEWALS 2020/21	1		7,547.50
INV 20092020	20/09/2020	SHIRE OF PINGELLY	VARIOUS SHIRE PLANT		7,133.30	
INV 20102020	20/10/2020	SHIRE OF PINGELLY	VEHICLE REGISTRATION RENEWAL - PN359		414.20	
TOTAL CHEQUE						11,690.70
PAYROLL	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	AMOUNT
EFT7387	02/10/2020	SHIRE OF PINGELLY SOCIAL CLUB	PAYROLL DEDUCTIONS	1		15.00
EFT7392	02/10/2020	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		143.50
EFT7397	16/10/2020	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		55.61
EFT7405	16/10/2020	SHIRE OF PINGELLY SOCIAL CLUB	PAYROLL DEDUCTIONS	1		15.00

EFT7411	16/10/2020	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		143.50
EFT7437	30/10/2020	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		16.67
EFT7443	30/10/2020	SHIRE OF PINGELLY SOCIAL CLUB	PAYROLL DEDUCTIONS	1		15.00
EFT7447	30/10/2020	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		143.50
DD11603.1	13/10/2020	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	1		1,830.01
DD11603.2	13/10/2020	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	1		410.58
DD11603.3	13/10/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS	1		4,901.00
DD11603.4	13/10/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		535.57
DD11603.5	13/10/2020	AMP FLEXIBLE SUPER	SUPERANNUATION CONTRIBUTIONS	1		322.27
DD11603.6	13/10/2020	MLC	SUPERANNUATION CONTRIBUTIONS	1		135.94
DD11603.7	13/10/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		185.76
DD11651.1	27/10/2020	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	1		1,869.90
DD11651.2	27/10/2020	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	1		410.58
DD11651.3	27/10/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS	1		4,985.50
DD11651.4	27/10/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		524.94
DD11651.5	27/10/2020	AMP FLEXIBLE SUPER	SUPERANNUATION CONTRIBUTIONS	1		304.73
DD11651.6	27/10/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		185.76
TOTAL PAYROLL						17,150.32
DIRECT DEBIT	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	AMOUNT
DD11606.1	15/10/2020	BENDIGO BANK CREDIT CARDS	EMTS CREDIT CARD TRANSACTIONS SEPTEMBER 2020	1		4.00
INV 14.10.2020	14/10/2020	BENDIGO BANK CREDIT CARDS	29/09/2020 - BENDIGO BANK - CREDIT CARD FEE \$4.00	1	4.00	
DD11608.1	15/10/2020	BENDIGO BANK CREDIT CARDS	CEO CREDIT CARD TRANSACTIONS SEPTEMBER 2020	1		1,081.40

INV 14.10.2020	14/10/2020	BENDIGO BANK CREDIT CARDS	01/09/2020 - OFFICEWORKS - MONITOR, CABLE AND DELIVERY \$204.91 08/09/2020 - INDESIGN SUBSCRIPTION \$21.99 09/09/2020 - EMB RENT COVER - 7B WEBB STREET INSURANCE \$285.00 10/09/2020 - WESTNET - 9 WEBB STREET INTERNET \$69.99 15/09/2020 - OFFICEWORKS - HDMI ADAPTOR AND DELIVERY \$45.83 23/09/2020 - CALTEX - FUEL FOR CEO CAR \$69.43 25/09/2020 - ADOBE - CEO ADOBE SUBSCRIPTION \$263.87 29/09/2020 - CROWN METROPOL PERTH - MEAL REFRESHMENTS, PARKING FOR CR MULRONEY \$116.38 29/09/2020 - BENDIGO BANK - CREDIT CARD FEE \$4.00	1	1,081.40	
DD11610.1	15/10/2020	BENDIGO BANK CREDIT CARDS	EMCS CREDIT CARD TRANSACTIONS SEPTEMBER 2020	1		336.03
INV 14.10.2020	14/10/2020	BENDIGO BANK CREDIT CARDS	29/09/2020 - CROWN METROPOL PERTH - ACCOMMODATION AND MEALS CR HASTINGS \$340.03 29/09/2020 - BENDIGO BANK - CREDIT CARD FEE PAID IN ERROR \$-8.00 29/09/2020 - BENDIGO BANK - CREDIT CARD FEE \$4.00	1	336.03	
TOTAL DIRECT DEBIT						1,421.43
TRUST LICENSING	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	AMOUNT
DD11616.1	01/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 01/10/2020	8		958.35
DD11618.1	02/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 02/10/2020	8		2,117.65
DD11620.1	05/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 05/10/2020	8		1,095.15
DD11622.1	06/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 06/10/2020	8		513.70
DD11624.1	07/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 07/10/2020	8		1,135.95
DD11632.1	08/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 08/10/2020	8		1,331.05
DD11634.1	09/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 09/10/2020	8		1,026.10
DD11636.1	12/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 12/10/2020	8		2,724.75
DD11638.1	13/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 13/10/2020	8		609.10
DD11642.1	14/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 14/10/2020	8		253.85
DD11644.1	15/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 15/10/2020	8		790.10
DD11654.1	16/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 16/10/2020	8		1,725.65
DD11656.1	19/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 19/10/2020	8		1,736.25
DD11658.1	20/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 20/10/2020	8		1,067.75
DD11660.1	21/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 21/10/2020	8		810.05
DD11662.1	22/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 22/10/2020	8		1,573.85
DD11664.1	23/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 23/10/2020	8		8,128.70

DD11666.1	26/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 26/10/2020	8		2,773.15
DD11670.1	27/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 27/10/2020	8		579.65
DD11673.1	28/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 28/10/2020	8		718.95
DD11675.1	29/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 29/10/2020	8		340.85
DD11678.1	30/10/2020	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 30/10/2020	8		118.80
TOTAL TRUST LICENSING						32,129.40
TRUST NUMBER	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	AMOUNT
1985	22/10/2020	PINGELLY YOUTH GROUP INC	BOND REFUND	7		100.00
INV T253	22/10/2020	PINGELLY YOUTH GROUP INC	HIRE OF COMMUNITY BUS	7	100.00	
1986	22/10/2020	CLEMENT JAMES NOTTLE	BOND REFUND	7		50.00
INV T269	20/10/2020	CLEMENT JAMES NOTTLE	SHEARING SHED KEY	7	50.00	
TOTAL TRUST						150.00
GRAND TOTAL						403,669.66

16. DIRECTORATE OF TECHNICAL SERVICES

16.1 Bush Fire Advisory Committee Minutes

File Reference: ADM0057
Location: Not Applicable
Applicant: Not Applicable
Author: Administration Officer Technical
Disclosure of Interest: Nil
Attachments: Bush Fire Advisory Committee Minutes 6 October 2020

Summary

Council is requested to endorse the minutes from the Bush Fire Advisory Committee (BFAC) Meeting held on 6 October 2020.

Background

The Bush Fire Advisory Committee (BFAC) meet before and after the fire season to review the actions for the coming season and to review the Shire Fire Break information.

Comment

The minutes of the October meeting are attached for Council consideration and endorsement.

Consultation

BFAC Committee

Statutory Environment

Bushfires Act 1954
 Local Government Act 1995

Financial Implications

No known financial implications.

Strategic Implications

Goal 2	Community
Outcome 2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
Strategy 2.3.2	Act to reduce the risk of bush fire, and be prepared in case of bush fire in terms of emergency response and disaster recovery.

Risk Implications

Risk	The key risk in relation to this decision lies around the governance of the BFAC, and the need to accept and consider the minutes as a Committee of Council.
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Legislative
Risk Action Plan (Controls or Treatment Proposed)	Nil

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

Voting Requirements

Simple Majority

Recommendation:

That Council receive the Minutes of the Bushfire Advisory Committee Meeting of the Shire of Pingelly held in the Council Chambers on 6 October 2020

Moved: _____ Seconded: _____



Shire of Pingelly

Minutes

Bushfire Advisory Committee Meeting
6 October 2020

Minutes of the Bushfire Advisory Committee Meeting of the Shire of Pingelly held in the Council Chambers, 17 Queen Street, Pingelly on 6 October 2020.

Charter (Item 10.6 – 17 March 2010):

Is to advise Council on all matters relating to:

- the prevention, controlling and extinguishing of bush fires;
- prosecutions for breaches of the Bush Fires Act;
- the formation and de-formation of bush fire brigades;
- the co-ordination of the efforts and activities of the bush fire brigades; and
- any other matter relating to bush fire control.

Membership

- Cr D Freebairn - Member
- Cr B Hotham - Deputy
- Brigade representatives
- FCOs

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1. OPENING & ANNOUNCEMENTS

The CBFCO, Mr Rod Shaddick, declared the meeting open at 7.03 pm.

2. ATTENDANCE & APOLOGIES

2.1 Attendance

Membership Deputy	Cr B Hotham
Shire of Pingelly	Mrs Julie Burton (CEO)
West Pingelly	Nil
Moorumbine-Noonebin	Mr Rodney Shaddick (CBFCO)
East Brigade	Mr Andrew Marshall
Pingelly Central	Mr Peter Narducci
DFES	Mr Paul Blechynden
DPAW	Mr Greg Durrell (DBCA)

2.2 Observers & Visitors

Nil

2.3. Apologies

Cr David Freebairn
Mr Darryn Watkins (DTS)
Mrs Sheryl Squiers (AOT)
Mr Anthony Turton
Mr Sam MacNamara

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

Minutes of the Shire of Pingelly Bushfire Advisory Committee meeting held on 8 October 2019 have been circulated.

Statutory Environment:

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

Recommendation:

That the Minutes of the Shire of Pingelly Bushfire Advisory Meeting held in the Council Chamber on 8 October 2019 be confirmed subject to correction of dates on items 5 and item 6.

11353 – Moved Peter Narducci,

Seconded Bryan Hotham

That the Minutes of the Shire of Pingelly Bushfire Advisory Committee Meeting held in the Council chamber on the 8 October 2019 be confirmed.

CARRIED 12/0

Business Arising:

Nil

5. AGENDA ITEMS

5.1 Volunteers Requirements for Insurance Cover

For the purpose of insurance for Active Volunteer Fire Fighters our insurers LGIS only require an estimated number of active volunteers. When some one who is not registered as

an active volunteer but attends a fire ground to offer help, the FCO in charge is to record all their relevant details – Name, address, DOB and the directions that have been given to them.

There is only a requirement for full details of a volunteer to be submitted to LGIS when a claim for injury is submitted.

With auxiliary members they come under the policy for community volunteers as they are not active fire fighters and are not covered under the policy for the brigade members.

Any of the existing active members on our register who are also members of another Local Government Brigade will need to nominate their primary brigade so that we are not paying insurance cover that we don't need to.

Definition of a volunteer fire fighter under the Act is below:

“volunteer fire fighter means a bush fire control officer, a person who is a registered member of a bush fire brigade established under this Act or a person working under the direction of that officer or member.”

Recommended:

Information be received and discussion.

Action: Send email to FCO's to clarify requirements – create paper trail etc. Sign on to fire ground etc

Moved A Marshall Seconded P Narducci

5.2 Pingelly Central Brigade Minutes 4 August 2020

Minutes of the meeting of the Pingelly Central Bushfire Brigade held at the Pingelly Fire Station on 4 August 2020.

Meeting commenced at 2030 hours. Present

Captain: - R A Kirk

1st Lieutenant: - Travis Hodges

2nd Lieutenant: - Lindsay Johns

Secretary: - Peter Narducci

Fire-fighters

As recorded in the Roll Call.

Apologies

As recorded in the Roll Call.

1. Minutes

The minutes of the previous meeting were emailed to all members and the minutes were accepted to be true and correct.

Moved: S Diamond Seconded: M. Hall Carried

2 Business Arising

Nil

3 Correspondence

There was no inward correspondence received or outward correspondence to be endorsed.

Moved: L Johns

Seconded: R. Stone Carried

4 General Business

4.1 Appointment of Officers for the 2020/21 Year.

Members present agreed that the current officer positions remain as is for the 2020/2021 year.

Robert KIRK - Captain and DCFCO.

Travis HODGES - 1st Lieutenant.

L. JOHNS 2nd Lieutenant.

Peter NARDUCCI. Secretary and FCO.

4.2 4.4 Pingelly Central Rural Appliance

Pingelly Central 4.4 Rural Appliance has attended a number of fires in the Pingelly District. It was also a critical extra appliance in being able to deliver much needed water at a commercial building fire in Park Street, Pingelly.

4.3 Training.

A number of crew members have undergone extra training in the area of Advanced Bushfire Fighting, First Aid, Manage Injuries and Casualty Handling.

4.4 Hazard Reduction Burns

Secretary reported that there have been a number of enquiries from landholders regarding bushland and whether hazard reduction burns would be carried out.

4.5 ARC Rail

Discussion took place regarding the condition of the railway reserve land from Kulyaling to Hotham River. The amount of litter build up and lack of firebreaks pose for a serious fire to develop with the right conditions prevailing. The main concern was the railway reserve areas south and north of the Pingelly town site.

4.6 High Season Bushfire Light Tanker

Discussion centred around the High Season Light Tanker (West Pingelly Bushfire Appliance) The High Season Light Tanker is housed in the Pingelly Fire Station along with the Pingelly Central 4.4 Rural Appliance. Members felt that the High Season Light Tanker is arriving on Station far too late into the season. When the High Season Light Tanker is on Station, it is used frequently to attend bushfires and other incidents. The High Season Light Tanker is subject to availability, depending when the North West Fire Season is nearing the end. However, while all this is happening, West Pingelly does not have a Fire Appliance and this raises some questions as to whether West Pingelly is being adequately equipped with a fire fighting appliance. Pingelly Central Bushfire Brigade and Pingelly VFRS fire crews are happy to assist West Pingelly Bushfire Brigade with any fire situation but the lack of an appliance does question what help can be offered.

As there was no further business, the meeting was closed at 2115 hours.

Recommended:

Information be received and discussion.

Moved A Marshall Seconded B Hotham

5.3 High Fire Season Light Tanker.

When will this be available as raised in the Pingelly Central Brigades minutes above?

P Blechynden outlined previous discussions re risk to resource analysis.

Action: Review the model and resubmit the request for priority appliances.

Pick the top couple – e.g. light tanker and truck for out west. Put this up for ESL funding.

5.4 East Pingelly Brigade AGM Minutes

AGM held on the 4 March 2020 in C Walton's Shearing Shed. Meeting Opened 5.50 pm.

Present: C Walton, G Poultney, R Shaddick (CFCO), S MacNamara, G Marsh, J Edwards, A Marshall, S Blechynden, D Gent, L Corke, R Marshall, R Hickmott, Q Dungey, K McBurney, D Squiers, L Marshall, M Walton, B Nicholls, R Elson, N Stone, A Robinson, Apologies: A Fairhead, J Burton (CEO), D Watkins (DTS), S Squiers, B Blechynden.

Minutes of the previous meeting were read and moved to be true and correct by A Marshall and Seconded S MacNamara.

Business Arising: Lamination of members details is done. There were a couple of wrong numbers.

Correspondence Inward and Outward:

Inward:

- 5.4.1 Another \$1000 of fuel.
- 5.4.2 No news on new truck.
- 5.4.3 There is goggles, gloves and bags for members thanks to Rodney.

Outward:

Nil

General Business:

1. C Walton suggested that we should set up a whatsapp group for the brigade. It will be handy as it can be used to let neighbours know of upcoming burning. It was resolved, M Walton to set up the whatsapp group.
2. R Marshall moved the motion that the fuel has been passed around for the members. Seconded: R Elson.
3. We will stay with restricted permits until another significant rain event. No Permits over Easter are from Thursday to midnight Tuesday.
4. New members need to let shire know their overall sizes before the start of the next fire season.
5. Be aware that sometimes harvest ban text messages don't always come through. Turning phone on and off can help retrieve messages.
6. Rod still can't get a build date from DFES for the new truck hoping it will be before next fire season.
7. Rod has found Julie and Darren from Shire very obliging and good to work with.
8. Rod noted again how well the weather stations are working and it has been money well spent.
9. The fires in February with the bad weather we had were well controlled and a good effort by all involved.
10. A Marshall saw subcontractors from Telstra whipper snipping around the East Pingelly Exchange on a harvest ban day. Be aware that not everyone receives our harvest ban messages.
11. L Marshall noted fire breaks in Tutanning Reserve are not good enough. DCBA need to be made aware. Tracks need to be pruned and access made available for our fire truck. Resolved to request a meeting with DCBA about these issues in Tutanning Reserve.

President: C Walton Nominated by R Marshall, Seconded J Edwards. Accepted and Elected.

Secretary: G Poultney Nominated by D Squiers, Seconded M Walton. Accepted and Elected.

FCO's: A Marshall, J Edwards, S MacNamara, V Lee. Nominated by M Walton, Seconded R Hickmott.

Accepted and Elected.

Captain: C Walton Nominated by L Marshall, Seconded J Edwards. Accepted and Elected.

Lieutenants: B Blechynden, B Nicholls Nominated by Q Dungey, Seconded by M Walton. Accepted and Elected.

Meeting Closed 6.45 pm

Recommended:

Information be received and discussed.

A Marshall provided an update of works around Tutanning. Will provide the Shire with a map of the new access tracks in the Reserve.

P Narducci outlined BART – replacement option for Whatsapp. VFRS team proceeding with this as a trial. Price involved. 15 members = \$150 per year.

Moved A Marshall

Seconded P Narducci

5.5 Portable Defibrillators for Brigades

The Shire of Pingelly have received a portable defibrillator for each brigade and a training unit to learn how to use them.

Recommended:

Information be received and discussed.

Moved A Marshall

Seconded P Narducci

6 Reports

DFES – report as tabled. Plus :

DFES Report – Paul Blechynden Pingelly BFAC 6 October 2020

2019 / 20 Fire Season

Last fire season was very busy with local firefighters traveling to help in Kondinin, Lake Grace, Katanning and Norseman as well as Queensland, NSW & Victoria.

A register of firefighters interested in interstate deployments has been setup (firefighters need shire approval, a minimum of 4 years' experience and a level of basic training).

Prescribed burning

We completed a successful Autumn burning season, despite the very dry conditions three strategic prescribed burns were completed in Cuballing, Brookton & Wandering.

Training

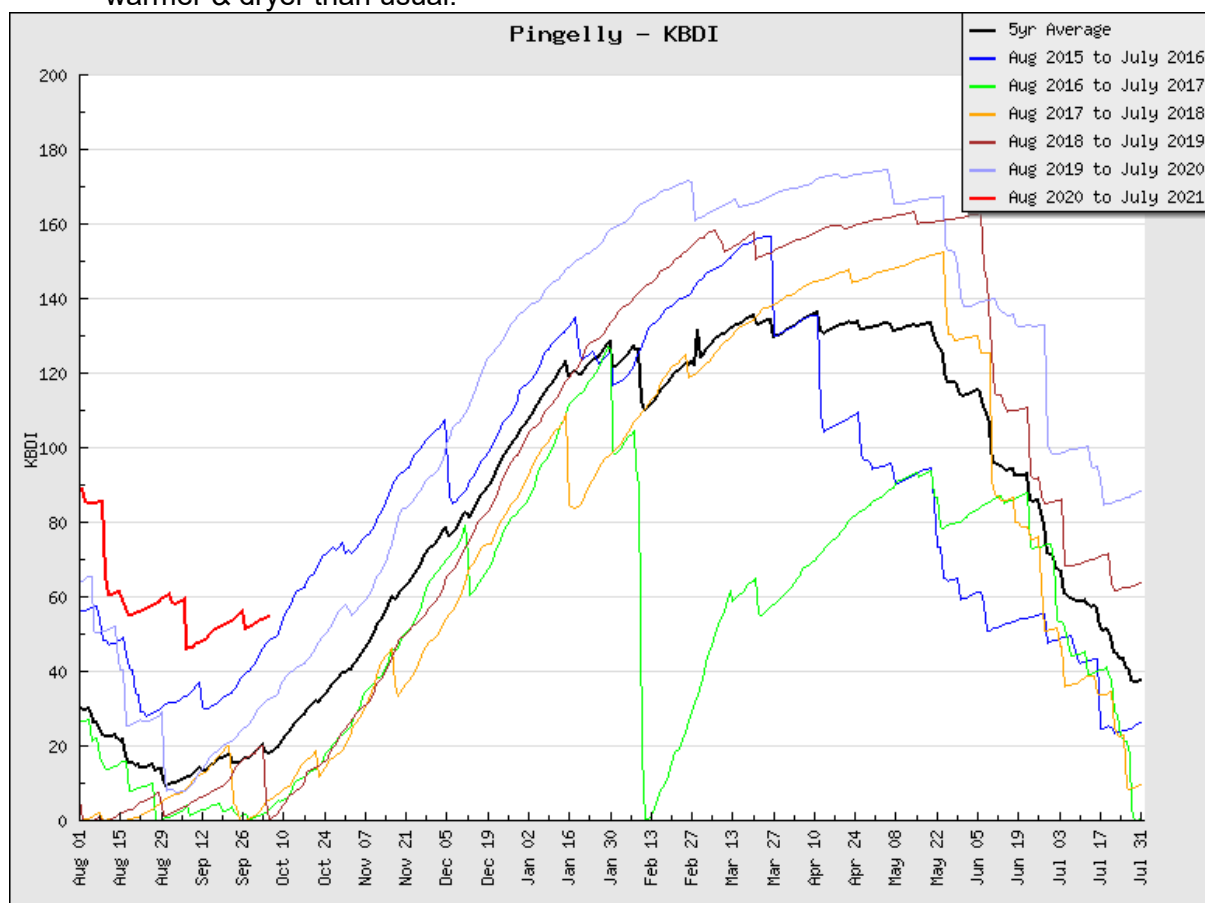
Despite the COVID related interruption a range of training courses including more advanced training was conducted around the region.

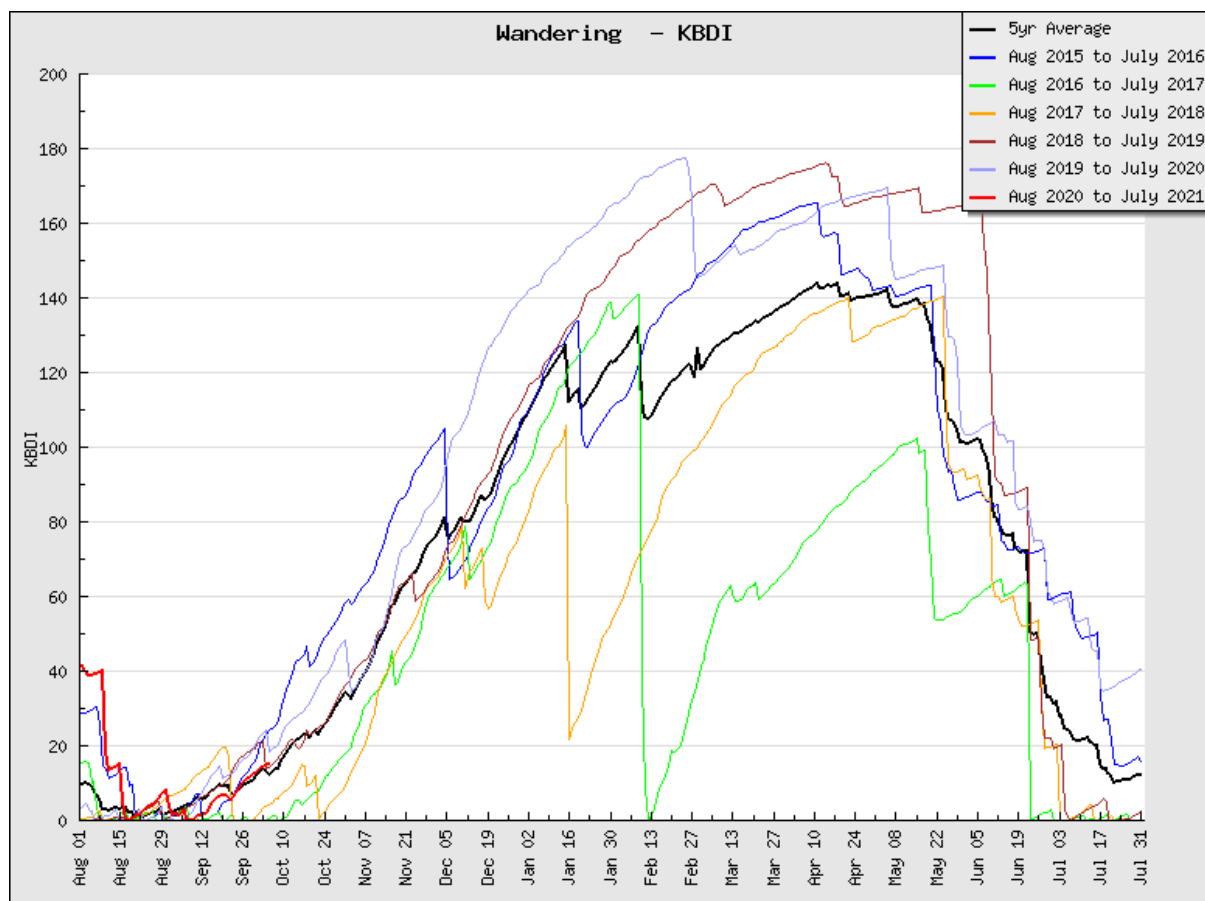
2020/21 Fire Season

Conditions in the central and eastern parts of this region are significantly drier than average, limited runoff has reduced the amount of water available for firefighting. As a result, we have been working with shires to get a better understanding of the equipment, particularly water trucks that they have available together with private contractors they use who can be called in to assist this season.

The seasonal outlook provided by the Bureau of Meteorology is:

- The 2019/20 fire season saw widespread hot & dry conditions across large areas of Australia. Nationwide we are unlikely to have a repeat of these conditions in 2020/21. The maximum temps this year are expected to be closer to average where the temperatures last season were well above average.
- Warm & dry conditions over winter 2020 has resulted in very much lower soil moisture (top 1 metre) compared to the average for that area / that time of year. See the Pingelly soil dryness graph – Wandering is also included to provide an indication of conditions to the west (next page). Please note: o Red line is the soil moisture for this year, black line is the 5-year average
- The higher the line, the dryer the conditions
- A rough interpretation is that the soil dryness now is like that normally experienced in mid-November.
- Drier soils mean drier fuels (leaf litter, logs etc) in the bush. As a result, fires in the bush may be more intense than expected at this time of year.
- Outlook for Spring & Summer is not as extreme as last year. However, we are entering Spring in a slightly worse position compared to last year due to Winter being warmer & dryer than usual.





Seeking (or have sought) list of equipment, contractor details, arrangements for having shire operators and equipment on call during period of high risk e.g. total fire ban.

Note of appreciation from R Shaddick for comms from Darryn last season as to location of equipment.

Focusing on water conservation. Option to use foam – available through ESL funding.

Some discussions at ROAC about getting thermal imaging cameras put on the ESL.

Collar tanks – option to increase water availability on site. Water tankers can unload into the collar tank and then go back to reload – no waiting. Not currently covered under ESL but there is a push for this to be included. Shire may wish to put in a request for one.

Replacing water – what are the opportunities to replenish water. Shire potentially needs to have a position on this. Discussion was that this is best dealt with on a case by case basis.

Moorumbine Noonebin BFB Meeting Minutes tabled at meeting

Moorumbine Noonebin BFB Minutes 18/09/2020

Meeting opened 5.05pm

Present: S Leake, R Shaddick, J Shaddick, E Blechynden, S Cunningham, B Cunningham, M Cunningham, R Overington, T Hodges, B Eva, L Johns,

Apologies: J Overington B Jennings C Shaddick, L Smith, C Davis.

Minutes: Were not available

Correspondence: Read

Treasurers Report: \$353.53 in bank account moved by L Johns
Second B Cunningham

Captains Report: All fires over the summer will be well attended

FCO Report: Nil

General Business: The question was asked about hazard reduction burn in Moorumbine reserves. Bush fire risk management will be looking at reserves and road side verges.

Fire breaks to be done by 1st November fire units checked and made ready especially ropes. Maybe make a 10ml socket spanner available just in case.

Make a hose available at sheds to fill fire units.

Our current soil moisture is nearly at Nov average already.

As of Sunday you will need a permit to burn no permit will be issued for pushed up timber. Make sure you are registered at the Shire for bushfire and check clothing and radios.

Next Meeting: 26/03/2021 at R Overingtons
Meeting closed at 6.00pm

Moved A Marshall Seconded B Hotham

Action: follow up supply levels for foam and PPE at the Shire Depot and advise Rod Shaddick.

DBCA – verbal report, update on previous fire season and staffing.

7 GENERAL BUSINESS

Rod

- Requested update on DFES taking on management of volunteers. Paul Blechynden reported nil movement at this point
- Requested update on the CESM position. Paul Blechynden provided advantages, Julie Burton provided recruitment update.
- Bushfire Risk Management Planning – DFES officer met with Rod Shaddick in early July.
- Need to follow up weather stations urgently (Sheryl)
- Water pump at depot - short term solution may be to use a petrol driven unit. Fast fill pump. Other option is to use the bowling club pump (Peter Wood is the contact). Check ESL stationary pump may fit within the guidelines.
- Restricted burning period - Chief suggesting stopping permits east side of Great Southern Highway immediately due to soil dryness. Restricted burning period to potentially end 19 October 2020. Rod will speak to other FCO's to gain feedback and will advise the Shire.
- FCO ID cards. Some have an expiry date 31/10/2020. May be able to be reissued and use photos on file.

A Marshall

Updated that there is plenty of water to put out a fire at Tutanning.

Pingelly Bushfire Exercise provided by Paul Blechynden discussed.

8 CLOSURE

9.11pm

9 Next Meeting

Tuesday 6 April 2021 at 7.00pm in Council Chambers

These minutes were received by Council at an Ordinary Meeting held on 18 November 2020

Signed

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

16.2 Proposed Relocation of Telecommunications Facility

File Reference: ADM0299/A22008
Location: Lot 3& 4 – 167 Page Road, West Pingelly
Applicant: Visionstream Australia Pty Ltd
Author: Administration Officer Technical
Disclosure of Interest: Nil
Attachments: Application Documents
Previous Reference: OCM 11 December 2019

Summary

Council to consider an application for planning approval for the proposed relocation of previously approved Telstra Communications Facility.

Background

An application has been received from Visionstream Australia Pty Ltd for planning approval for the construction and operation of a Telstra Telecommunications Facility.

Visionstream Australia Pty Ltd have submitted the application on behalf of Telstra Corporation Ltd. This application involves the installation of a 60m lattice tower and associated ancillary equipment at Lots 3 & 4 – 167 Page Road, West Pingelly. Lot J27 – 3724 North Wandering Road, West Pingelly.

Visionstream Australia Pty Ltd previously applied to have the facility located at Lot J27 – 3724 North Wandering Road, West Pingelly and approval was granted by Council on 11 December 2019. This location is no longer viable and a new location has been sourced with an application for approval submitted for the site.

Telstra has applied the precautionary approach in the selection and design of the proposed site in accordance with Sections 4.12 and 4.2 of the Telecommunications Code.

Comment

This application is part of Telstra's commitment to regional Australia in bringing high-speed mobile internet to even more communities around the country as part of the Federal Government's Mobile Black Spot Program.

The proposed location of the facility is Lots 3 & 4 – 167 Page Road, West Pingelly. The property is owned by the University of Western Australia who have co-signed the application along with the applicant.

Under the *Shire of Pingelly's Local Planning Scheme No.3*, Lots 3 & 4 are zoned "General Agriculture" and under the zoning table the land use for a telecommunications infrastructure in the "General Agriculture Zone" is a Discretionary ('D') use.

'D' means that the use is not permitted unless the local government has exercised its discretion by granting planning approval.

The proposal complies with the objectives and general requirements of the General Agricultural Zone, encouraging process and value adding industries and further intensive agriculture through providing a mobile network to connect and support industries and future growth. It ensures the protection of rural landscapes and the natural environment and maintaining an appropriate distance from any sensitive uses. As the proposal is located within an area not designated as an agricultural use, and by request of the landowner only taking up a small amount of space, there is no adverse impacts to the existing agricultural use of the land or surrounding uses.

The proposed scope of works for the proposal includes the following:

- Installation of one (1) 60m high lattice (overall height 62.4m to top of antennae);
- Installation of one (1) triangular headframe;
- Installation of six (6) new panel antennas;
- Installation of one (1) equipment shelter at the base of the lattice tower;
- Installation associated ancillary cabling and equipment on the tower and within the equipment shelter; and
- Clearing vegetation for the purposes of the above.

Site Selection Process

Telstra assesses the technical viability of potential sites through the use of computer modelling tools that produce predictions of the coverage that may be expected from these sites as well as from the experience and knowledge of the radio engineers.

There are also a number of other important criteria that Telstra uses to assess options and select sites that may be suitable for a proposed new facility. These take into account factors other than the technical performance of the site, and include:

- The potential to co-locate on an existing telecommunications facility.
- The potential to locate on an existing building or structure.
- Proximity to community sensitive locations and areas of environmental heritage.
- The potential to obtain tenure at the site.
- The cost of developing the site and the provision of utilities (power, access to the facility and transmission links).

Telstra is also contracted to meet objectives of the Mobile Black Spot Programme, with parameters set by the Federal Government. A number of factors determined which areas receive funding, including the lack of outdoor coverage and the number of people who would benefit from a new facility.

In the Mobile Black Spot Programme Discussion Paper, the Australian Government Department of Communications 2013, it states that:

“The Mobile Black Spot Programme will improve mobile phone coverage and competition in regional and remote Australia, including along major transport routes, in small communities and in locations prone to experiencing natural disasters. The Guidelines aim to ensure the Programme is delivered efficiently and effectively as possible and achieve maximum value for money”

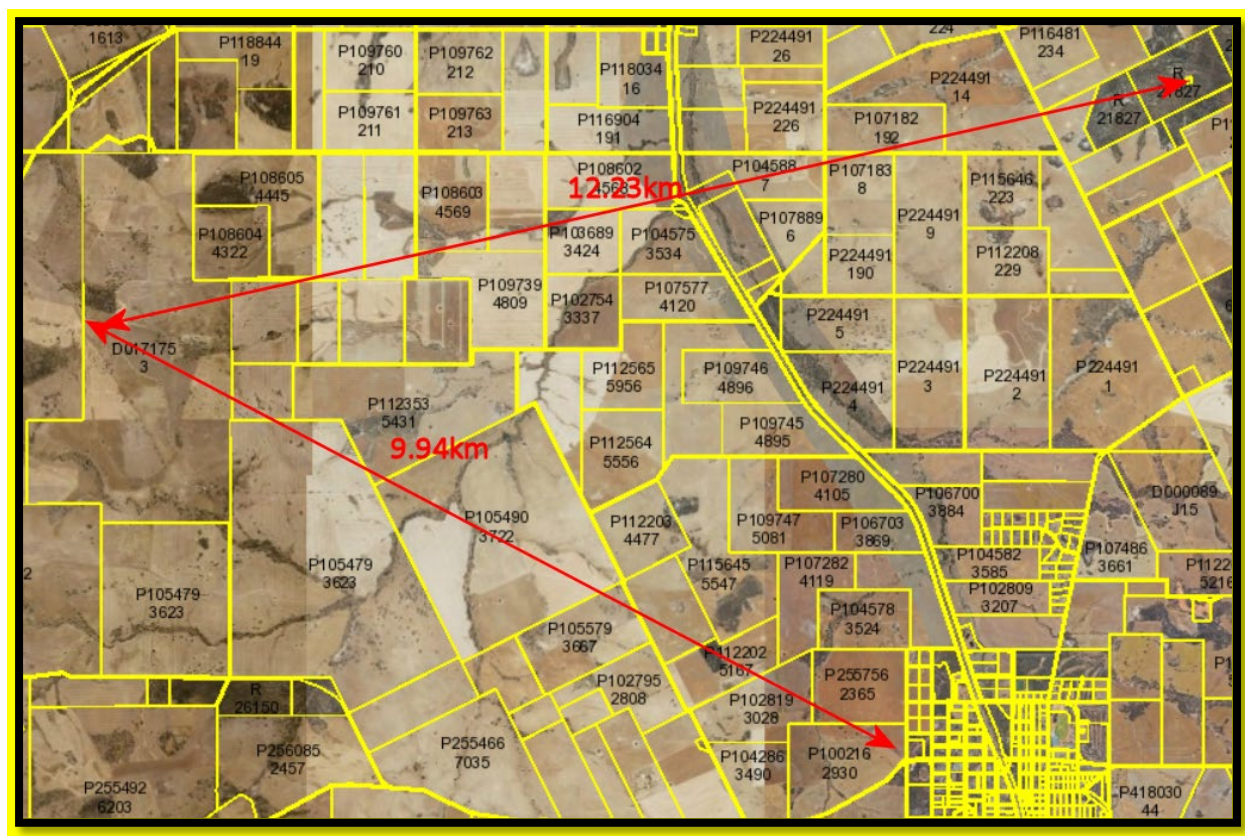
In making the proposal for this site at West Pingelly, Telstra has carefully weighed all of the aforementioned criteria.

Candidate Sites

Telstra carefully examined a range of possible deployment options in the area before concluding that a new mobile base station at 167 Page Road, West Pingelly would be the most appropriate solution to provide necessary mobile phone coverage to the West Pingelly locality.

- Colocation opportunities and existing telecommunications infrastructure within proximity to the proposed installation; and
- An analysis of the locations considered when determining an appropriate location for a new telecommunications installation within the required coverage area.

Below is a map showing the existing facilities and the distance from the proposed facility location.



Summary of co-location opportunities within West Pingelly area

Site No.	Site Address	Structure Type	Is site constructed?	Suitable for co-location	Comments
6308008	2 North Bannister Pingelly Road, West Pingelly	81m guyed Mast	Yes	No	Distance to nominal location is too far.
6308001	751 Moorumbine Road, East Pingelly	53.3m Lattice Tower	Yes	No	Located over 12km from nominal.

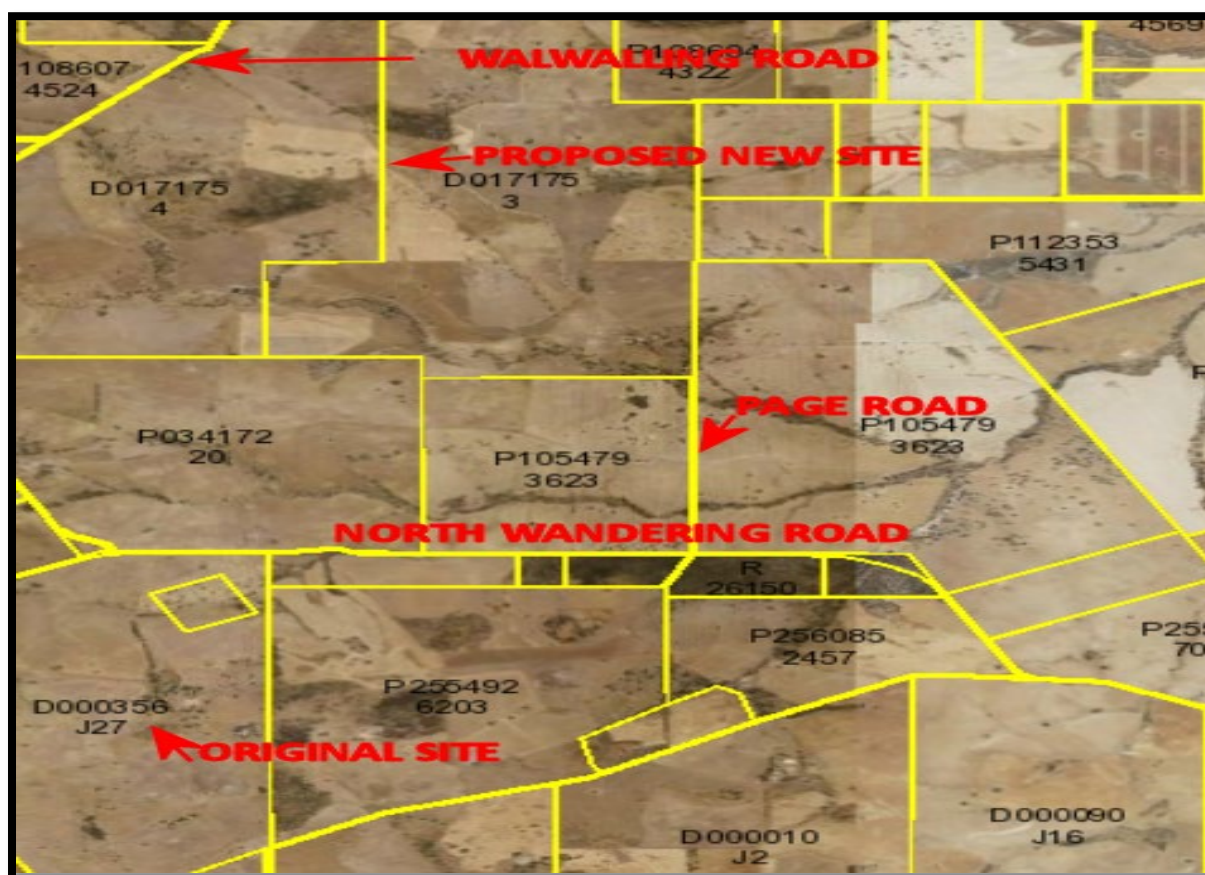
- As evidenced in the above table, the nearby mobile phone base stations are inappropriate for co-location due to not being within an appropriate distance to service the Black Spot West Pingelly area.
- The site selected is deemed to be the most optimal location to achieve the required coverage for the identified Black spot and requires the installation of a new mobile base station. Alternative candidates were considered in locating on the selected site. This is further outlined in Table 2 along with the balance of alternative candidates considered as part of the site selection process. Figure 2 provides a map of the non-colocation candidates considered for the proposed facility.

Candidate	Location	Proposal	Zoning	Description
Candidate A	143 Ivanhoe Road, West Pingelly WA 6308	New 60m tower	Rural/Agriculture	Could not obtain tenure.
Candidate B	143 Ivanhoe Road, West Pingelly WA 6308	New 60m tower	Rural/Agriculture	Could not obtain tenure.
Candidate C	Lot 6203 on deposited plan 255492	New 60m tower	Rural/Agriculture	Landowner advised different lot closer to power which is the proposed location.
Candidate D	202 Ivanhoe Road, West Pingelly WA 6308	New 60m tower	Rural/Agriculture	Could not obtain tenure.
Candidate E	3724 North Wandering Road, West Pingelly WA 6308	New 60m tower	Rural/Agriculture	Planning Approval was received 13 December 2019 (reference: ADM0299/A820/OPA19352)
Candidate F	167 Page Road, West Pingelly WA 6308	New 60m tower	Rural/Agriculture	Subject site

A preferred nominated candidate was selected for the proposed facility based on the radiofrequency objectives, property tenure, planning and environmental issues, potential community sensitive uses and engineering criteria as noted above. For this project, co-location on an existing telecommunications facility is not possible and a new macro tower is considered suitable given:

- The site is technically feasible and can achieve Telstra's coverage and capacity objectives by installing the new mobile base station;
- The site will provide improved coverage to the West Pingelly area, which provides an important first response tool in emergency situations;
- The proposed location is situated on freehold land;
- The proposed facility maintains what is considered to be appropriate separation from sensitive land uses;
- The facility will not alter the land use;
- The landowner is supportive of the Telstra proposal;
- The site is not located within a culturally significant area;
- The site is appropriately serviced and has a readily available access to the electricity supply network and existing transport network;
- The proposed facility will not prejudice the existing or anticipated future use of the site; and
- The costs associated with delivering the site and constructing the facility are considered by Telstra.

Site Details	
Site Address	167 Page Road, West Pingelly
Real Property Description	Lot 3 on Diagram 17175 and Lot 4 on Diagram 17175 (access only)
Coordinates	-32°490570°, 116.979010°
Site Area	6,341,086m ²
Registered Owner	The University of Western Australia
Existing Land Use	Rural Residential/Agriculture
Vegetation	The subject site is clear of vegetation
Topography	The proposal area is relatively flat.
Services	As yet unconfirmed. This is subject to design from Western Power



Proposed Telstra Site 167 Page Road, West Pingelly.

Surrounding area

The proposed facility is on privately owned land located within West Pingelly, approximately 117kms south west of Perth. The subject property is situated off Page Road. Entrance to the property is taken directly from Page Road. The surrounding properties in the area are predominantly large rural properties with pockets of vegetated spaces. The closest residence not on the subject site being located approximately 2km to the north east of the subject and 3km to the north.

Summary of land bordering subject site (Source: *Visionstream 2020*)

North	The northern edge of the property borders two (2) rural farmland properties with pockets of mature vegetation and dams.
East	The eastern edge of the property borders five (5) rural properties. Rural farmland properties with pockets of vegetation, outhouses dams and one possible residential dwelling.
South	The southern edge of the property borders two (2) rural properties. Rural farmland properties with scattered vegetation, dams and one residential dwelling to the south west.
West	The western side of the property borders one rural property. The rural farmland includes scattered vegetation, vegetation pockets and dams.

The surrounding area can be described as being predominately rural with pockets of vegetation or scattered vegetation, several dams and farm outhouses. The below figures show the surrounding areas from the proposed tower's location. The figures show the area to be rural with no residences within view from ground level.



View south of the proposed facility

Visual Impacts

The site has been identified as being located within land that is zoned general agriculture. The subject lot is predominantly cleared with clustered areas of mature vegetation to the north. The site and the proposed works have been located and designed to take into consideration the aims of the *Shire of Pingelly Local Planning Scheme No.3*.

Telstra has selected a site and location that appropriately minimises any perceived negative impacts on the visual amenity of the area. An assessment of the area has shown that residences in the area are relatively few comprising:

- One residence 3.3km to the north
- One residence/farm 2.14km to the north east
- One residence/farm 2.15km to the south east
- One residence 3.4km to the south west
- three residences/farm 3.4km to south west
- One residence 2.9km to the north west

Views of the existing facility from these residences is significantly obstructed by the existing mature vegetation surrounding, and further lessened by the large distance between the proposal and each residence.

The site selection carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived visual impact. Moreover, as previously mentioned the site will also provide other carriers with the opportunity to co-locate their infrastructure in the future.

Heritage

In order to determine any possible natural or cultural values of state or national significance associated with the site a search was conducted through the relevant Heritage Registers. No Aboriginal or other heritage sites of significance were identified within the subject land holding or within proximity.

The site is located within Native Title Applications WC1998/058 and WC2003/006 and Native Title Indigenous Land Use Agreement (ILUA) WI2015/005. Visionstream will, where required under Native Title legislation, notify the relevant corporation during Telstra's notification or as otherwise directed by Council.

Flora and Fauna

In order to determine any possible natural flora and fauna significance associated with the site, a search was conducted through the relevant environmental registers. The Protected Matters Search Tool from the Department of the Environment and Energy which shows matters of national environmental significance or other matters protected by the *Environment Protection and Biodiversity Conservation Act 1999*, found that no significant environmental matter was identified.

Bushfire

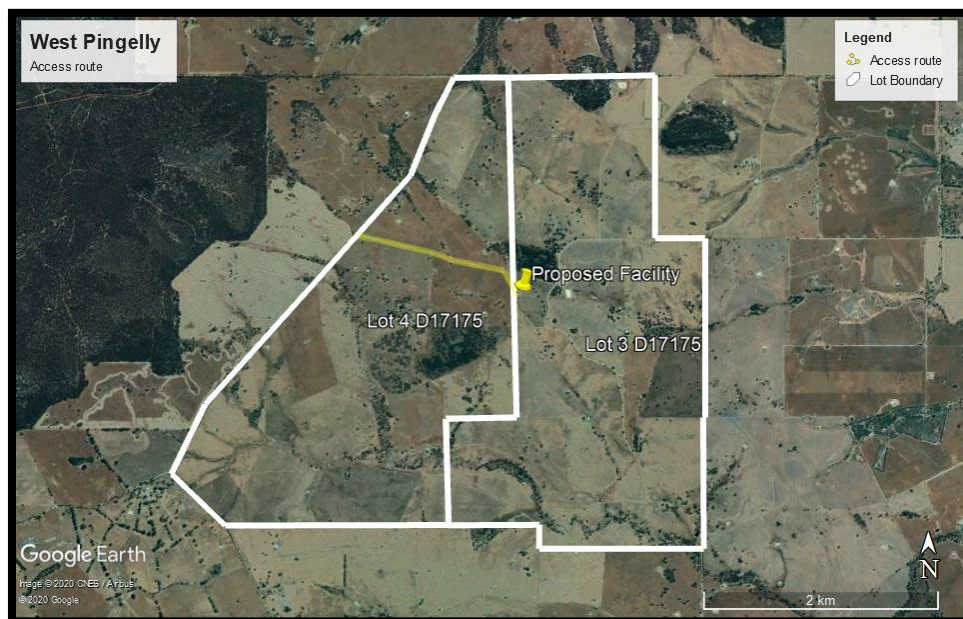
The specific site location is not identified as being in a Bush Fire Prone Area by the Fire and Emergency Services Commissioner.

Natural disasters, including the continuing threat of bushfires, have served to highlight the critical importance of effective telecommunications. Previous bushfire incident reviews have demonstrated effective telecommunications networks are essential for disaster response management, allowing emergency service providers to be alerted to medical or fire emergencies.

The subject lot is predominantly cleared and not adjoining large vegetated areas which could cause high bushfire risk. Additionally, the proposed facility will operate on an unmanned basis acquiring only 2-4 maintenance visits per year. As a result, the proposed works do not increase the extent of bushfire risk currently affecting the land.

Access

Access to the facility will be via an internal access track that comes off Walwalling Road with ample parking on site. All vehicles will be able to use the access straight of Page Road.



Proposed access route through Lot 4 D17175 to the subject site



View of the subject site from existing internal access track

Mobile phone base stations require only infrequent maintenance visits (i.e. only two (2) to four (4) times per year). Furthermore, the site will operate on a continually unmanned basis. As such, the proposal will not be a significant generator of vehicular and/or pedestrian traffic.

The existing access will provide appropriate access to the site for the infrequent maintenance inspections. Furthermore, dedicated parking spaces are not considered necessary for the site given the very low traffic generation of the site and the unmanned nature of the site.

During the construction phase various vehicles will be used to deliver equipment and construct the Telstra Mobile Base Station Facility. Any traffic impacts associated with construction and establishment will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and are not anticipated to adversely impact on the surrounding road network.

Traffic from this construction would only occur from the hours of 7am to 6pm. If a road closure is required for the erection and installation of equipment, the appropriate approvals will be obtained from the Department of Transport.

Construction

The construction of the mobile base station will take approximately one or two weeks over non-consecutive periods, subject to weather.

Noise and vibration emissions associated with the Telstra Mobile Base Station Facility will be limited to the construction phase will be of short duration and will be in accordance with the standards outlined in the Environmental Protection (Noise) Regulations 1997. Construction works will only occur between the hours of 7am and 6pm.

The proposal will connect to the existing power supply on the subject property. The power supply route involves an extension of 2km.

Furthermore, the proposal incorporates minimal hard surfaces and therefore will generate significant stormwater runoff from the site. As such, the proposal does not require connection to the stormwater network.

Conclusion

This application is a direct result of the community's requests for reliable telecommunications to be provided to the West Pingelly area. There is strong State policy support for telecommunications facilities if, when balancing improved telecommunications services with environmental impacts; including for example, visual impact and flood or fire hazard, a particular proposal provides a net community benefit.

The proposed works provide the community with reliable 4G access which in turn supports the various rural, residential and tourist industries in the region and form part of a wider plan to ensure reliable and accessible coverage during emergency situations such as in the event of bush fires.

The proposed telecommunications facility will form an integral component in Telstra's national 4GX network. This 4G service brings higher speeds and extra 4G coverage to a range of communities across the nation. 4GX will include services provided over Telstra's new 700MHz spectrum and deliver higher typical mobile speeds on compatible devices, allowing more Australians to experience more reliable connections and ultra-fast mobile internet.

Telstra has undertaken an assessment of the relevant matters as required by the *Telecommunications Act 1997*, State Legislation and the *Shire of Pingelly Local Planning Scheme No. 3*. The proposal is considered appropriate in light of the relevant legislative, environmental, technical, radio coverage and public safety requirements.

The proposed development is considered appropriate for the subject site for the following reasons:

- The proposed works are located as part of the Mobile Blackspot Program to provide reliable mobile phone service to the West Pingelly area. It will deliver mobile coverage to regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage is increasing access to new technologies for key regional sectors and communities, which rely on a fast, reliable and affordable mobile network.
- Public views to the existing facility are adequately contained due to the presence of mature vegetation and the undulating topography, and appropriate distances to surrounding residents.
- The proposal is consistent with the relevant provisions of the *Shire of Pingelly Local Planning Scheme No. 3*.
- The proposal will improve Telstra 4GX communications services to the area, including voice calls, video calling and Wireless Broadband – a high speed wireless internet service via the 3G/4G phone network.
- The proposed facility is appropriately located in a rural area, providing good separation from residential properties and roads.
- Emissions from the proposed facility will be significantly below the Australian Radiation Protection and Nuclear Safety Agency standards adopted by the Australian Communications and Media Authority.

The assessment of the proposal demonstrates that the proposal represents sound and proper town planning and it is respectfully requested that consent is granted for this development application.

A detailed planning assessment report is attached.

Consultation

The Shire administration invited neighbour comment on the Development Application for a two week period by writing to 8 adjoining/nearby landowners. The Shire received 1 submission on the Development Application which is outlined in Attachment 16.2. The main issues raised in the submission relate to the location of the proposed tower and effects of interference from other nearby towers.

In accordance with standard practice and in order to address concerns and issues where possible, the Shire administration provided the applicant an opportunity to review and respond to the submission. Attachment 16.2 outlines the applicant's response.

Attachment 16.2 sets out *State Planning Policy 5.2 Telecommunications Infrastructure*, while Attachment 16.2 is an extract from the *Planning and Development (Local Planning Schemes) Regulations* which sets out matters to be considered by local government in assessing a Development Application.

Statutory Environment

Shire of Pingelly Local Planning Scheme No.3

Policy Implications

There are no known policy implications.

Financial Implications

There are no known financial implications.

Strategic Implications

Goal 1	Economy
Outcome 1.3	The right resources and infrastructure are in place to support business development, including an increase in visitors and visitor spend in the Shire.
Strategy 1.3.2	Advocate for adequate broadband, water and power supply capacity.

Risk Implications

Risk	<p>The key risk around this application is the need to consult with the community. There is no requirement to consult due to the use being a 'discretionary' use under the Local Planning Scheme. On occasions, it is beneficial to consult due to the public being concerned about a development and the need to 'hear' the community. In this circumstance, the risk is considered to be low, as the tower is located on a 6,341,086m² block, with the nearest neighbour being in excess of 2 km away.</p> <p>If Council refuses a compliant application for telecommunications given the need for additional infrastructure, damage to the reputation of Council may arise.</p> <p>If the application is refused, and the applicant requests a review at the State Administrative Tribunal, legal costs will be incurred by the Shire.</p>
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

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

Voting Requirements

Simple Majority

Recommendation

The application for development approval for the proposed Telstra Telecommunications Tower at Lots 3 & 4 – (No. 167) Page Road, West Pingelly is approved subject to the following conditions:

1. The development must be carried out in accordance with the submitted plans and specifications (addressing all conditions) or otherwise amended by the local government and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
2. Any lighting devices are to be positioned and shielded so as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries, in accordance with Australian Standard AS4282/1997.

Moved: _____ Seconded: _____



Level 1, 10 Browning Street
WEST END QLD 4101
Telephone: 31 69 8300

20 October 2020

Sheryl Squiers
Shire of Pingelly
17 Queen Street
PINGELLY WA 6308

Via email: aot@pingelly.wa.gov.au

Attn: Sheryl Squiers

Submission response for a proposed Telecommunications Facility at

Visionstream has reviewed the submission provided by the Shire of Pingelly on 19 October 2020 and provides the following response.

Service from other base stations

The proposed facility has been identified by the Federal Government as being within an identified mobile black spot. Contrary to the submission, the nearest telecommunication facility is not "4 to 5 kilometres east of this proposed location". As provided under **Figure 1**, the nearest existing tower in the area is an NBN tower 10km south-east of the proposed facility. While this NBN tower does not have Telstra equipment on it, it is located too far from the required coverage area to provide the level of coverage required under the Federal Government Mobile Black Spot Program.

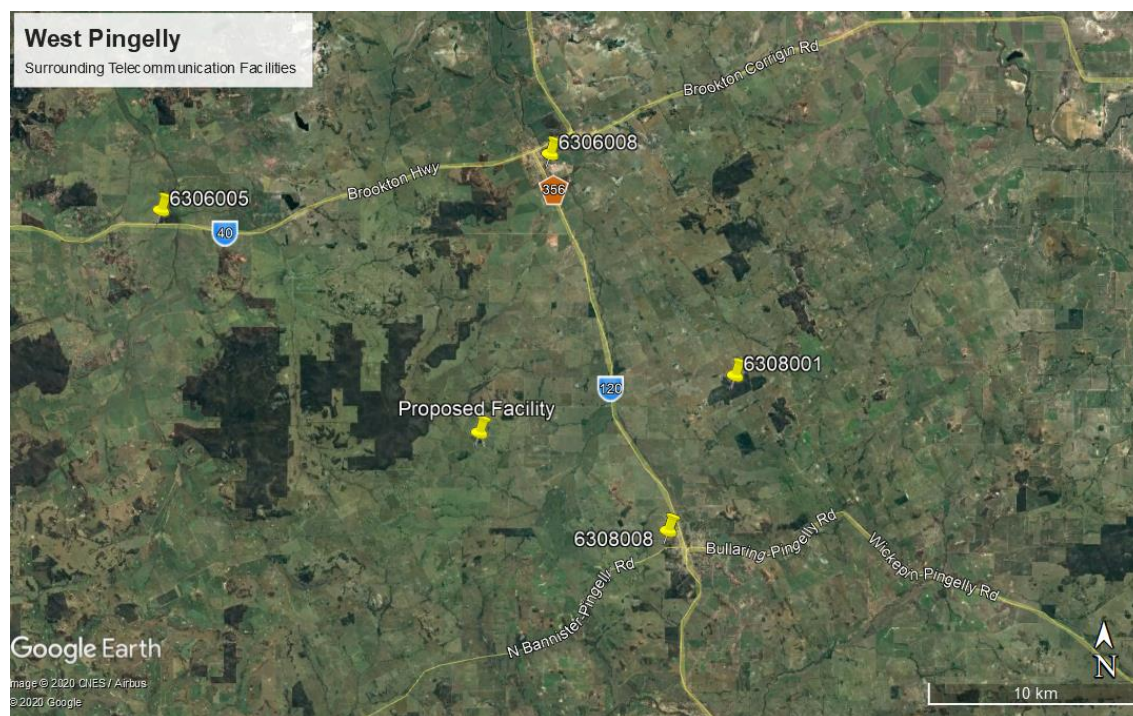


Figure 1: Map of nearby Telecommunication Facilities (includes NBN towers and non-Telstra facilities)

As shown in **Figure 1**, the proposed facility is located in the exact centre of ring of surrounding towers, with an average distance of 13.5km. Based on this, it can clearly be seen that the proposed facility will fill a coverage gap. Furthermore, the location and height meets the coverage objectives set by the Federal Government, which include consideration for new coverage areas, new coverage dwellings and new coverage transport networks and will provide a critical service to the surrounding area.

Need for mobile services at Kubbine Road, York-Williams Road or Pumphreys Bridge

With regards to coverage to the areas of Kubbine Road, York-Williams Road and Pumphrey's Bridge, **Figure 2** provides an extract from the Mobile Black Spot database used for Black Spot rounds 1 to 4. As identified, the **Figure 2** shows that Kubbine Road and York-Williams Road are close to the identified Black Spots of Hastings (identifier WA-0852) and Kubbine Road (identifier WA-0922), while Pumphreys Bridge is close to the identified black spots of Pumphreys Road (identifier WDA-0399) and Pumphyres Bridge (identifier WA-0400). Funding for black spots under the Mobile Black Spot program is at the sole discretion of the Federal Government, however funding has been allocated for future rounds of the program for which specific locations have not been decided. As such, it may be that the areas identified in the submission are provided mobile coverage under future black spot funding rounds.

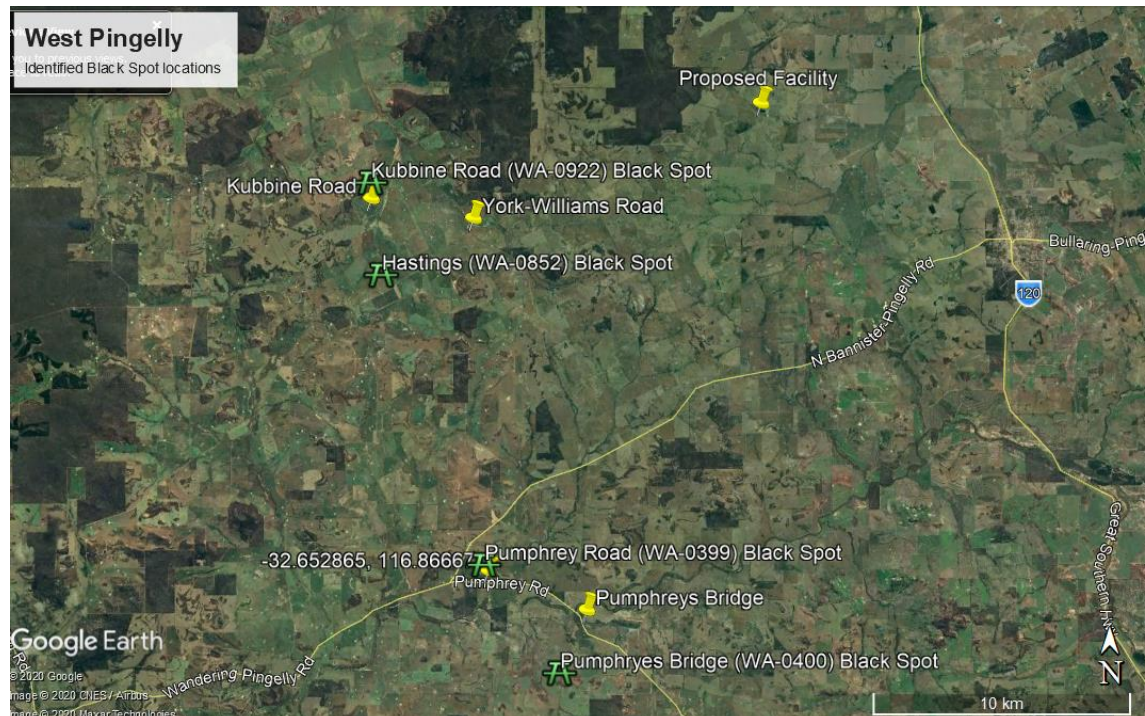


Figure 2: Identified Black Spots in surrounding area

Visionstream hopes that this information has been of use to the Shire of Pingelly in its assessment of the proposed and important community facility.

For further information on the proposal please contact Daniel Park on 0437 318 758 or via email at daniel.park@visionstream.com.au.

Yours sincerely

A handwritten signature in black ink, appearing to be "Daniel Park".

Daniel Park

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PLANNING ASSESSMENT REPORT

Planning Permit Application for a Telecommunications Facility

**167 Page Road Road, West Pingelly WA 6308
(Lot 3 Diagram 17175 and Lot 4 D17175)**

**Prepared by Visionstream Australia Pty Ltd
On behalf of Telstra Corporation Limited**

Project No: WA10279.01

September 2020

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Document Quality Control

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Document Control				
Rev	Date	Status	Prepared by	Reviewed by
0.1	20/08/2020	Draft	KH	DP
1.0	14/09/2020	Final	DP	DP

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1.0 EXECUTIVE SUMMARY

1.1 Site and Proposal Details

Address of Site	167 Page Road, WEST PINGELLY, WA 6308
Legal Property Description	Lot 3 Diagram 17175 and Lot 4 Diagram 17175 (access only)
Coordinates	-32.490570°, 116.979010°
Site Area	6341086m ²
Registered Owner	The University of Western Australia
Local Authority	Shire of Pingelly
Proposal	60m lattice tower, six (6) panel antennas on a triangular headframe, one (1) GPS antenna, one (1) microwave link dish, nine (9) radio units, three (3) twin tower mounted amplifiers, one equipment shelter and ancillary equipment.
Planning Instrument	Shire of Pingelly Local Planning Scheme No. 3
Zone	General agriculture
Overlays	None identified
Application seeking	Development permit for a Telecommunications Facility
Use definition	Telecommunications Facility

1.2 Applicant Details

Applicant	Telstra Corporation Limited ABN 051 775 556
Contact Person	Daniel Park 0437 318 759 Daniel.Park@visionstream.com.au
Our Reference	WA10279.01 West Pingelly

2.0 INTRODUCTION

This report has been prepared by Visionstream on behalf of Telstra as supporting information to a Planning Permit Application for the works and use of a Telecommunications Facility at 167 Page Road, WEST PINGELLY, WA 6308. The property is formally described as Lot 3 Diagram 17175. Access to the subject site will be via Lot 4 on D17175.

As part of Telstra's commitment to regional Australia, Telstra is excited to bring high-speed mobile internet to even more communities around the country as part of the Federal Government's Mobile Black Spot program.

The Black Spot Program is one of the largest ever expansions of mobile coverage in regional and remote Australia. Areas which will receive new mobile network coverage have been announced in multiple rounds since 2015, starting with Round 1, and most recently with Round 4 announced in March 2019. This program will deliver mobile coverage to a large number of regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage is increasing access to new technologies for key regional sectors like agriculture, transport, mining and tourism – technologies which rely on a fast, reliable and affordable mobile network.

After the fourth round of the Mobile Black Spot Program is completed, Telstra will have invested over \$280 million and built over 780 new sites to improve coverage for regional areas around the country - a significant proportion of the total 1047 sites co-funded by Government under the Program since 2015.

The Mobile Black Spot Program Round 4 has identified a need to provide mobile service to West Pingelly and surrounding areas.

All mobile phone network operators are bound by the operational provisions of the federal *Telecommunications Act 1997* ("The Act") and the *Telecommunications Code of Practice 2018*. The proposed telecommunications facility installation is not defined as a low-impact facility and is therefore subject to relevant State and local planning provisions.

The proposal is subject to the provisions of the WA Planning and Development Act 2005 and the provisions of the Shire of Pingelly Local Planning Scheme No. 3.

3.0 PROPOSED SCOPE OF WORKS

The proposal is inclusive of the following scope of works:

- installation of one (1) 60m high lattice (overall height 62.4m to top of antennae);
- installation of one (1) triangular headframe;
- installation of six (6) new panel antennas;
- installation of one (1) GPS antenna;

- installing one (1) microwave link dish;
- installation of one (1) equipment shelter at the base of the lattice tower;
- installation of associated ancillary cabling and equipment on the tower and within the equipment shelter
- 2km power extension
- Reuse of existing access track from Lot 4 on D17175

Refer to Plans attached in **Appendix A** for further details and **Appendix B** for Land Titles.



Figure 1: Left: Constructed 60m lattice tower. Top right: Example of proposed headframe design. Bottom right: Lattice tower base including equipment shelter and stock fence
Source: Visionstream 2019

4.0 PURPOSE OF THE PROPOSAL

The primary drivers for proposing a new telecommunications facility at the subject site are as follows:

Federal Government's Mobile Black Spot Program

This program will deliver mobile coverage to a large number of regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage is increasing access to new technologies for key regional sectors like agriculture, transport, mining and tourism – technologies which rely on a fast, reliable and affordable mobile network.

This program will deliver mobile coverage to a large number of regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage is increasing access to new technologies for key regional sectors like agriculture, transport, mining and tourism – technologies which rely on a fast, reliable and affordable mobile network.

The Mobile Black Spot Program builds upon significant investments already undertaken by Telstra to expand and upgrade Telstra's mobile network. Telstra's partnership with the Federal Government will involve Telstra investing up to \$280 million of their own funds to build over 780 new sites under all rounds of the Mobile Black Spot Program. This is over and above the billions of dollars Telstra have spent on their mobile network in recent years.

Telstra has worked with State and Local Governments, to attract tens of millions of dollars in additional targeted funding. This means Telstra will be able to deliver a combined investment of over \$540 million for regional telecommunications under the program.

Telstra is committed to providing improved mobile coverage to regional and remote Australia. Over the five years to June 2019 their total mobile network investment has been around \$8 billion, of which almost \$3 billion has been invested in regional areas.

In addition to the Mobile Black Spot Program, Telstra has also delivered over 200 small cells in selected areas where appropriate infrastructure is available, which will bring high speed 4G data services to small country towns.

Telstra continues to invest significantly in maintaining and expanding our mobile network across Australia.

By way of a background:

Mobile phones and mobile broadband devices continue to play an important role in the lives of Australians. This includes providing the fundamental ability to be in contact with family and friends, operating businesses more efficiently and effectively as well as dialing triple 0 during a natural disaster or other emergency.

Because of the ever-growing demand for more data and better reception, mobile phone carriers such as Telstra continually must upgrade and expand mobile phone networks to eliminate coverage blackspots and to keep up with the demands and expectations placed upon them by the community.

The Federal Government through the Mobile Black Spot Program has identified the need to increase the capacity of the mobile phone network in the West Pingelly area due to demands placed upon the existing network by people in the locality.

As the incumbent telco Telstra knows how important access to modern telecommunications infrastructure is and in order to remedy the lack of mobile phone coverage in the aforementioned areas Telstra wishes to establish a new mobile telecommunications base station facility the subject site.

5.0 THE NEED FOR THE PROPOSAL

Access to wireless services is a critical requirement in the modern era. While Australia has among the fastest mobile networks speeds across the globe, there is an identified coverage disparity between urban and rural areas. This disparity is due to the population concentration in urban areas, with existing wireless services covering 99% of the population but only 33% of the total landmass. As a result, major transport routes and large landholdings miss out on the critical wireless services available in urban areas.

While satellite services for mobile phone and data are available in some rural areas, the steep cost for landholders, unreliability and low data caps are all significant impediments to their daily use.

The 2018 Regional Telecommunications Review (the **Edwards Review**) brought these issues into clear focus, with important findings relating to:

- economic benefits; and
- social benefits

The Edwards Review found that economic benefits in regional areas are increasingly linked to wireless services, with regional businesses in a weak position to take advantage of new digital applications and economic opportunities. The Australian Government Response to the review strengthened this argument, stating that *"digital agriculture could increase the gross value of Australian agricultural production by \$20.3 billion, a 25% increase over 2014-15 levels. The greatest gains are expected to come from remote monitoring, automation, better tailoring of inputs such as fertiliser and seed, and environmental benefits such as efficiencies in water and pest management"*.

Tourism is often touted as a key asset to Australia as a whole, with the emerging areas of agri-tourism and eco-tourism combining with the rich and unique history and experiences available in outback areas to provide new economic opportunities for regional areas. Connectivity is a driver of such economic opportunities, even in rural areas. Data from Tourism Australia shows that 289 million visitor nights were spent in regional Australia in 2017, up from 234 million in 2012. The Edwards Report includes first-hand examples from

regional tourism operators on the challenges they have faced and how technologies have or could improve their businesses.

The education opportunities in regional areas of Australia have lagged behind those in urban areas for several decades (Karmel. 1973 and Lamb et al. 2014). The need to send children and young adults to cities to obtain the education available in urban areas was long seen as a necessity. The advent of digital education services has proven a boon in ensuring that families in regional areas can stay together while still receiving a high-quality education. Irrespective of students being educated via distance or at local schools, education is increasingly digital. With video being a key component of lessons, access to wireless services is essential.

Social cohesion and connectivity is another important aspect of the digital age. Expanded wireless services allow for regional and rural communities more options to communicate with each other and with relatives and/or friends in other cities and countries. Additionally, rural and remote communities are less likely to have access to a range of health care services (Rural Health Standing Committee, 2016: National Strategic Framework for Rural and Remote Health). Given the natural hazards such as drought, bushfires and floods that are a frequent and ongoing occurrence in Australia, access to mental health services can be of critical importance. Wireless services allow for more communications opportunities in regional areas and opens additional avenues for mental health services (National Mental Health Commission, 2018).

Wireless services are also important for safety reasons, particularly in relation to the aforementioned natural hazards present in Australia. The 2017-2018 ACMA Communications Report showed that in 2017-2018 there were nine (9) millions calls made to emergency services numbers, and increase of 4.8 per cent from 2016-2017, with the majority made from mobile phones. This increase in emergency numbers calls from mobile phones is a continuing trend, with the share increase by approximately 2-3% on average every year from 2012-2014. In regional and remote communities, where potentially dangerous tasks are undertaken on a daily basis, but where neighbours or family-members are oftentimes out of earshot, the ability to call for assistance from a mobile phone can be critical.

The Federal Government Mobile Black Spot Programme is an important aspect of bridging the digital disparity between urban and remote communities, and in doing so better supporting their communities in a range of areas, including economic, education, social and safety.

6.0 MOBILE TELECOMMUNICATIONS NETWORKS

A mobile telecommunications network is made up of multiple base stations covering a geographic area. They work by sending and receiving radio signals from their antennas to mobile phones and other mobile devices such as tablet computers, wireless dongles etc. Base stations are designed to provide service to the area immediately surrounding the base station which can be up to several kilometers in distance. Depending on the technical objectives of a base station, the physical characteristics of each

telecommunications facility; such as its height, number and size of antennas, equipment, cabling etc. will vary.

As a general rule, the higher the antennas of a base station the greater the range of coverage and the ability to relieve capacity issues. If this height is compromised then additional facilities, and thus more infrastructure, will be required for any given locality. The further a facility is located away from its technically optimum position the greater the compromise of the service. This may result in coverage gaps and require additional or taller base stations to provide adequate service.

Each base station transmits and receives signals to and from mobile devices in the area. As the mobile device users move around their devices will communicate with the nearest base station facility to them at all times. If the users cannot pick up a signal, or the nearest base station is congested because it is already handling the maximum number of phone calls or maximum level of data usage, then the users may not be able to place a call, they may experience call “drop outs” or they might experience a slow data rate while attempting to download content.

There are three main factors that can cause the above:

- You may be too far away from a facility to receive a signal, or there may be objects blocking the signal from the nearest facility; such as hills and large trees. To ensure optimum service the radio signals transmitted between the facility's antennas and mobile devices need to be unimpeded, maintaining a “line-of-sight” between them.
- The facility may be transmitting as much data and calls as it can handle. This can result in call drop-outs and slower data rates when too many users are connected to a facility at once.
- The depth of coverage, which affects the ability to make calls inside buildings, may be insufficient in some local areas.

The current proposal will form part of Telstra's 4GX network solution to the West Pingelly locality and will deliver essential mobile services (voice calling, SMS), as well as live video calling, video-based content including; news, finance and sports highlights, and high-speed wireless internet – wireless broadband. With a coverage footprint of more than 2.1 million square kilometers and covering more than 99% of the Australian population. Telstra's 4GX is Australia's largest and fastest national mobile broadband network and as such requires more network facilities, located closer together to ensure a high-quality signal strength to achieve reliable service and the fastest possible data transfer rates.

7.0 SITE SELECTION PROCESS

Telstra commences the site selection process with a search of potential sites that meet the network's technical requirements, with a view to also having the least possible impact on the amenity of the surrounding locality. Telstra applies and evaluates a range of criteria as part of this site selection process.

Telstra assesses the technical viability of potential sites through the use of computer modelling tools that produce predictions of the coverage that may be expected from these sites as well as from the experience and knowledge of the radio engineers.

There are also a number of other important criteria that Telstra uses to assess options and select sites that may be suitable for a proposed new facility. These take into account factors other than the technical performance of the site, and include:

- The potential to co-locate on an existing telecommunications facility.
- The potential to locate on an existing building or structure.
- Visual impact and the potential to obtain relevant town planning approvals.
- Proximity to community sensitive locations and areas of environmental heritage.
- The potential to obtain tenure at the site.
- The cost of developing the site and the provision of utilities (power, access to the facility and transmission links).

Telstra is also contracted to meet objectives of the Mobile Black Spot Programme, with parameters set by the Federal Government. A number of factors determined which areas received funding, including the lack of outdoor coverage and the number of people who would benefit from a new facility.

In the Mobile Black Spot Programme Discussion Paper, the Australian Government Department of Communications 2013, it states that:

"The Mobile Black Spot Programme will improve mobile phone coverage and competition in regional and remote Australia, including along major transport routes, in small communities and in locations prone to experiencing natural disasters. The Guidelines aim to ensure the Programme is delivered as efficiently and effectively as possible and achieve maximum value for money."

In making the proposal for this site at West Pingelly, Telstra has carefully weighed all of the aforementioned criteria. This analysis is detailed in the next section.

8.0 CANDIDATE SITES

Telstra carefully examined a range of possible deployment options in the area before concluding that a new mobile base station at 167 Page Road, West Pingelly would be the most appropriate solution to provide necessary mobile phone coverage to the West Pingelly locality.

Accordingly, this section of the report will demonstrate the following:

- Colocation opportunities and existing telecommunications infrastructure within proximity to the proposed installation; and
- An analysis of the locations considered when determining an appropriate location for a new telecommunications installation within the required coverage area.

8.1 Colocation opportunities

The Communications Alliance Ltd. (formerly Australian Communications Industry Forum Ltd. - ACIF) *Industry Code C564:2018 – Mobile Phone Base Station Deployment* promotes the use of existing sites in order to mitigate the effects of the facilities on the landscape. It should also be noted that as a first preference Telstra attempts to utilise, where possible, any existing infrastructure or co-location opportunities.

A map has been prepared that shows the location of existing and proposed telecommunications facilities surrounding the West Pingelly locality (**Figure 1**).



Figure 2: Location of nearby existing and proposed telecommunications facilities Source: www.rfnsa.com.au/6308011

The map shows two (2) nearby sites 12.23km north-east and 9.94km south-east from the proposed location (**Figure 2**). The characteristics of the mobile phone base station identified in **Figure 1** are provided below in **Table 1**.

Table 1: Summary of co-location opportunities within West Pingelly area

Site No.	Site Address	Structure type	Is site constructed?	Suitable for co-location?	Comments

6308008	2 North Bannister-Pingelly Road West Pingelly	81m Guyed Mast	Yes	No	Located 9km over from nominal.
6308001	751 Moorunbine Rd, East Pingelly	53.3m Steel Lattice Tower	Yes	No	Located 12km over from nominal.

As evidenced in **Table 1**, the nearby mobile phone base stations are inappropriate for co-location due to not being within an appropriate distance to service the Black Spot West Pingelly area.

8.2 Candidates considered

The site selected is deemed to be the most optimal location to achieve the required coverage for the identified Black Spot and requires the installation of a new mobile base station. Alternative candidates were considered in locating on the selected site. This is further outlined in **Table 2** along with the balance of alternative candidates considered as part of the site selection process. **Figure 2** provides a map of the non-colocation candidates considered for the proposed facility.

Table 2: Summary of non-colocation candidates considered

Candidate	Location	Proposal	Zoning	Description
Candidate A	143 Ivanhoe Road, West Pingelly, WA 6308	New 60m tower	Rural Agriculture	Could not obtain tenure
Candidate B	143 Ivanhoe Road, West Pingelly, WA 6308	New 60m tower	Rural Agriculture	Could not obtain tenure
Candidate C	Lot 6203 On Deposited 255492	New 60m Plantower	Rural Agriculture	Could not obtain tenure
Candidate D	202 Ivanhoe Road, West Pingelly, WA 6308	New 60m tower	Rural Agriculture	Could not obtain tenure

Candidate E	3724 Wandering Road, West Pingelly, WA 6308	North New tower	60m	Rural Agriculture	Planning approval was received 13 December 2019 (reference: ADM299/A820/OPA19352)
Candidate F	167 Page Road, West Pingelly, WA 6308	New tower	60m	Rural Agriculture	Subject site



Figure 2: Location of non-colocation candidates *Source: Google Earth*

8.3 Nominated Candidate

A preferred nominated candidate was selected for the proposed facility based on the radiofrequency objectives, property tenure, planning and environmental issues, potential community sensitive uses and engineering criteria as noted above. For this project, co-location on an existing telecommunications facility is not possible and a new macro tower is considered suitable given:

- the site is technically feasible and can achieve Telstra's coverage and capacity objectives by installing the new mobile base station;

- the site will provide improved coverage to the West Pingelly area, which provides an important first response tool in emergency situations and can assist with agricultural production;
- the proposed location is situated on freehold land;
- the proposed facility maintains what is considered to be appropriate separation from sensitive land uses;
- the facility will not alter the land use and will instead support any future university development;
- the site is not located within a culturally significant area;
- the site is appropriately serviced and has access to the electricity supply network and existing transport network;
- the site will not require the clearing of any vegetation;
- the costs associated with delivering the site and constructing the facility are considered by Telstra to be reasonable.

As stated above, the site selection process carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived impacts. The proposed Telstra site has been sited and designed to minimise any adverse impact on the amenity of the surrounding locality. The site is located on an existing cleared lease area away from sensitive sites such as schools and child care centres and is not within an identified aboriginal heritage area.

As a result of the aforementioned points it is considered that the siting and design effectively responds to the landscape setting in the area.

9.0 SUBJECT SITE AND SURROUNDS

9.1 Site details

Site Details	
Site address	167 Page Road, West Pingelly
Real property description	Lot 3 on Diagram 17175 and Lot 4 on Diagram 17175 (access only)
Coordinates	-32.490570°, 116.979010°
Site area	6,341,086m ²
Registered owner	The University of Western Australia
Existing land use	Rural residential / agricultural
Vegetation	The subject site is clear of vegetation
Topography	The proposal area is relatively flat
Services	As yet unconfirmed. This is subject to design from Western Power



Figure 3: Proposed Telstra Site – 3724 North Wandering Road, West Pingelly Source: Google Earth

9.2 Surrounding area

The proposed facility is located within West Pingelly, approximately 117 kilometres south west of Perth. The subject property is situated off Page Road. The entrance to the property is taken directly from Page Road. The surrounding properties in the area are predominantly large rural properties with pockets of vegetated spaces. The closest residences not on the subject site being located approximately 2km to the north east of the subject site and 3km north.

Table 2: Summary of land bordering subject site (Source: Visionstream, 2020)

North	The northern edge of the property borders two (2) rural farmland properties with pockets of mature vegetation and dams.
East	The eastern edge of the property borders five (5) rural properties. Rural farmland properties with pockets of vegetation, outhouses, dams and one possible residential dwelling.
South	The southern edge of the property borders two (2) rural properties. Rural farmland properties with scattered vegetation, dams and one residential dwelling to the south west.
West	The western side of the property borders one rural property. The rural farmland includes scattered vegetation, vegetation pockets and dams.

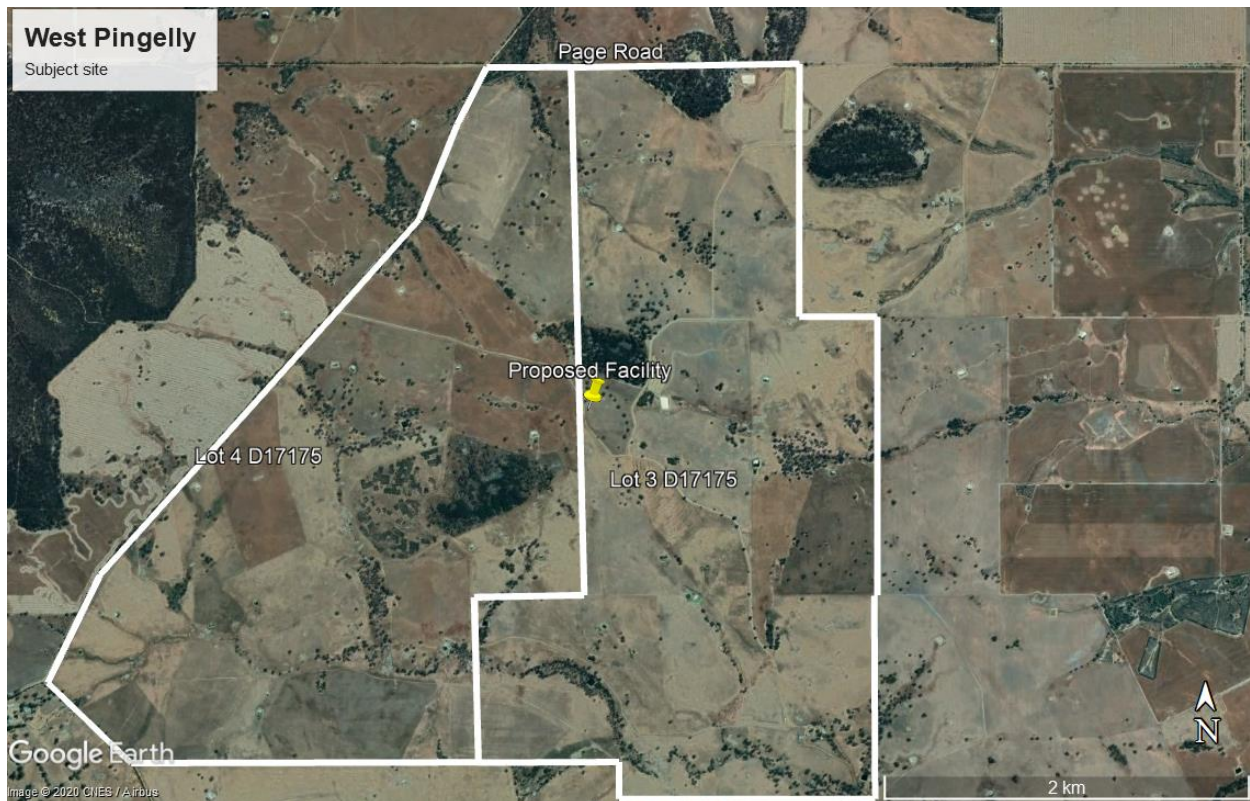


Figure 3: Aerial view of subject site and surrounds *Source: Visionstream, 2020*

The surrounding area can be described as being predominantly rural with pockets of vegetation or scattered vegetation, several dams and farm outhouses. The below figures show the surrounding areas from the proposed tower's location. **Figure 4** to **Figure 7** show the area to be rural with no residences within view from ground level.



Figure 4 View north of proposed facility
Source: Visionstream, 2020



Figure 5: View east of proposed facility
Source: Visionstream, 2020



Figure 6: View south of proposed facility
Source: Visionstream, 2020



Figure 7: View west of proposed facility
Source: Visionstream, 2020

From ground level, views will be limited to the existing cleared land and pockets of vegetation in the surrounding area.

10.0 PROPOSAL DETAILS

The proposal is necessary to provide improved 4G telecommunications services within the West Pingelly area and surrounding localities. The proposal is a part of Round 4 of the Federal Government's Mobile Blackspot Program.

10.1 Facility and Equipment Overview

The proposed telecommunication installation requires the following works:

- installation of one (1) 60m high lattice (overall height 62.4m to top of antennae);
- installation of one (1) triangular headframe;
- installation of six (6) new panel antennas;
- installation of one (1) GPS antenna;
- installing one (1) microwave link dish;
- installation of one (1) equipment shelter at the base of the lattice tower;
- installation of associated ancillary cabling and equipment on the tower and within the equipment shelter

The proposed installation will be an unpainted/untreated galvanized grey in colour. This is considered appropriate given the low level of visual impact from the proposed facility. While green-coloured facilities can be a better option in some circumstances, the proposed facility will not have a vegetated backdrop to blend into and so a green pole will be more noticeable against the sky. The proposed galvanized grey facility will blend better into a variety of skybackdrop. Galvanised facilities also tend to weather over time, creating a low reflective facility that matches the tin and timber style of rural Australia.

The proposal is demonstrated through the proposal plans, attached in **Appendix A**.

10.2 Access, traffic and and parking

Access to the facility will be via an internal access track that comes off Walwalling Road with ample parking on site (**Figure 8** and **Figure 9**). All vehicles will be able to use the access straight off Page road.

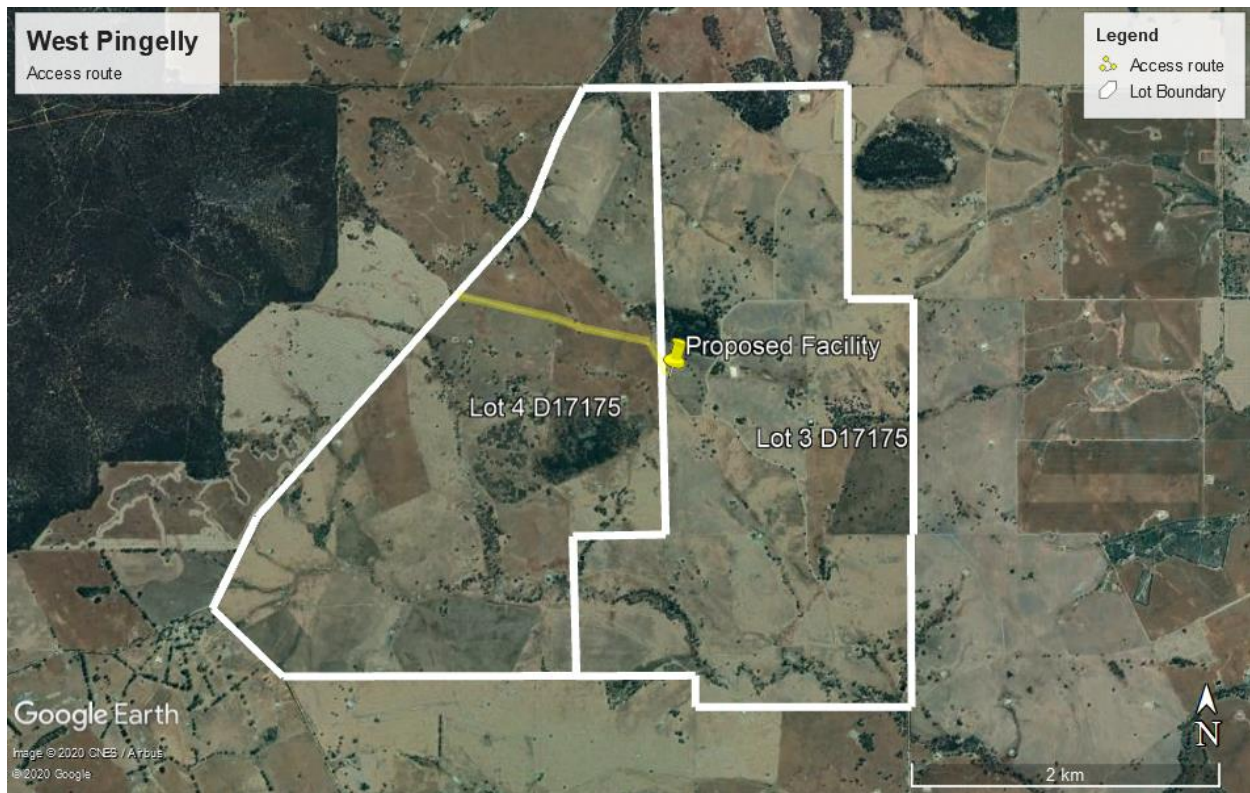


Figure 8: Proposed access route through Lot 4 D17175 to the subject site Source: Visionstream, 2020



Figure 9: View of subject site from existing internal access track: *Visionstream, 2020*

Mobile phone base stations require only infrequent maintenance visits (i.e. only two (2) to four (4) times per year). Furthermore, the site will operate on a continually unmanned basis. As such, the proposal will not be a significant generator of vehicular and/or pedestrian traffic.

The existing access will provide appropriate access to the site for the infrequent maintenance inspections. Furthermore, dedicated parking spaces are not considered necessary for the site given the very low traffic generation of the site and the unmanned nature of the site.

During the construction phase various vehicles will be used to deliver equipment and construct the Telstra Mobile Base Station Facility. Any traffic impacts associated with construction and establishment will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and are not anticipated to adversely impact on the surrounding road network.

Traffic from this construction would only occur from the hours of 7am to 6pm. If a road closure is required for the erection and installation of equipment, the appropriate approvals will be obtained from the Department of Transport (DOT).

10.3 Utilities

The proposal will connect to the existing power supply on the subject property. The power supply route is indicatively shown in the proposed plans (**Appendix A**) and involves an extension of 2km.

The unmanned nature of the proposed mobile base station removes the need for connection to water or sewer services.

Furthermore, the proposal incorporates very minimal hard surfaces and therefore will generate insignificant stormwater runoff from the site. As such, the proposal does not require connection to the stormwater network.

10.4 Construction schedule

The construction of the mobile base station will take approximately five to six weeks over non-consecutive periods, subject to weather.

The construction of the proposed mobile phone base station primarily consists of the following processes:

- Site preparation and foundation earthworks – Including site clearing and access track preparation
- Tower foundation installation – Concreting of foundations and installation of underground conduits.
- Tower assembly including head frame and equipment shelter – Crane on site for duration of tower assembly
- Installation of new equipment using an EWP and laying of cabling – reflective of the scope of works outlined within this Development Application; and
- Network Integration – Ensuring that the mobile phone base station can connect with both end users and other sites within the Telstra network.
- Noise and vibration emissions associated with the Telstra Mobile Base Station Facility will be limited to the construction phase. Noise generated during the construction phase will be of short duration and will be in accordance with the standards outlined in the Environmental Protection (Noise) Regulations 1997. Construction works will only occur between the hours of 7am and 6pm.

No road closures will be required for the erection and installation of equipment, as all construction equipment can be set-up on the subject property. A mobile generator may be temporarily required until the external power authority has connected the site to mains power.

10.5 Acoustic

Noise and vibration emissions associated with the proposed facility would be limited to the construction/demolition phase outlined above. The works are to be concluded in a

timely manner with construction occurring over a period of 4 weeks, so that residents and visitors to West Pingelly should not be inconvenienced in the long term.

During normal operation the noise emanating from the air- conditioning equipment would be similar to those used in domestic situations and will comply with the background noise levels given in *Australian Standard AS 1055*.

11.0 RELEVANT FEDERAL LEGISLATION

The following information provides a summary of the Federal legislation relevant to telecommunications deployment.

As a licensed telecommunications carrier, Telstra must operate under the provisions of the *Telecommunications Act 1997* and the following legislation and industry codes:

- The Telecommunications Code of Practice 2018;
- The Telecommunications (Low-impact Facilities) Determination 2018 (as amended);
- Mobile Phone Base Station Deployment Code; and
- The Environment Protection and Biodiversity Conservation (EPBC) Act 1999

11.1 Telecommunications Act 1997

The *Telecommunications Act 1997* (the Act) came into operation on 1 July 1997. The Act provides a system for regulating telecommunications and the activities of carriers and service providers. The aim of the *Telecommunications Act 1997* is to provide a regulatory framework that promotes:

- The long-term interests of end users of carriage services or of services provided by means of carriage services; and
- The efficiency and international competitiveness of the Australian Telecommunications Industry.

Under the Act, telecommunications carriers are no longer exempt from State and Territory planning laws except in three limited instances:

1. There are exemptions for the inspection of land, maintenance of facilities, installation of "low impact facilities", subscriber connections and temporary defense facilities. These exemptions are detailed in the Telecommunications (Low-impact Facilities) Determination 2018 and these exemptions are subject to the Telecommunications Code of Practice 2018;
2. A limited case-by-case appeals process exists to cover the installation of facilities in situations of national significance; and
3. There are some specific powers and immunities from the previous Telecommunications Act 1991.

11.2 Telecommunications Code of Practice 2018

Noise and vibration emissions associated with the proposed facility would be limited to the construction/demolition phase outlined above. The works are to be concluded in a timely manner, so, the residents and visitors to West Pingelly should not be inconvenienced in the long term.

The Telecommunications Code of Practice 2018 (The Code) authorizes a carrier to enter land, inspect land and install and maintain a facility. The Code emphasizes “best practice” for the installation of facilities, compliance with industry standards and minimization of adverse impacts, particularly in terms of degradation of the environment and visual impact. The proposal is considered to comply with “best practice” given the proposal will:

- provide improved telecommunications and wireless internet coverage in the West Pingelly area;
- be located on a non-residential site within the local area, which maximizes separation to residential and other sensitive uses; and
- Comprises the smallest configuration possible for the site to reduce the visual impact of the proposal, while providing appropriate coverage to the surrounding area.

11.3 Telecommunications (Low-impact Facilities) Determination 2018

The Telecommunications (Low-impact Facilities) Determination 2018 came into effect in March 2018.

The *Determination* contains a list of Telecommunications Facilities that the Commonwealth will continue to regulate. These are facilities that are essential to maintaining telecommunications networks and are unlikely to cause significant community disruption during their installation or operation. These facilities are therefore considered to be ‘Low-impact’ and do not require planning approval under State or Territory laws.

The proposed facility at West Pingelly does not fall under the *Determination* and, therefore, requires approval under State planning legislation.

11.4 Communications Alliance Ltd. Industry Code C564: 2018 – Mobile Phone Base Station Deployment

The new Communications Alliance Ltd. *Industry Code C564:2018 – Mobile Phone Base Station Deployment* (referred to as the Deployment Code), replaced the 2011 version of the Deployment Code, which in turn replaced the Australian Communications Industry Forum (ACIF) ‘*Industry Code - Deployment of Mobile Phone Network Infrastructure*’ (more commonly referred to as the ACIF Code) in July 2012.

Similar to the previous ACIF Code, the Deployment Code does not change the existing regulatory regime for telecommunications at Local, State or Federal levels. However, it supplements the existing obligations on Carriers, particularly in relation to community consultation and the consideration of exposure to radio signals, sometimes known as electromagnetic energy (EME or EMR).

The Code imposes mandatory levels of notification and community consultation for sites complying with the *Telecommunications (Low-impact Facilities) Determination 2018*. It identifies varying levels of notification and/or consultation depending on the type and location of the proposed infrastructure.

The subject proposal, not being designated a 'Low-impact' Facility', is not subject to the notification or consultation requirements associated with the Deployment Code. These processes are handled within the relevant State and Local consent procedures.

Nevertheless, the intent of the Code is to ensure Carriers follow a 'precautionary approach' to the siting of infrastructure away from sensitive land uses and this approach has been followed in the selection of this site, as demonstrated in the *Deployment Code* section 4.1 and 4.2 Precautionary Approach Checklists. The checklists will be uploaded to the RFNSA website, reference number 6308011.

Included in these section's Checklist is a statement of how the public's exposure to EME from the site has been minimised. All emissions from the site will be well within the requirements of the relevant Australian Standard. Details of this standard are contained in the following section.

This site has been selected and designed to comply with the requirements of the *Deployment Code* in so much as the precautionary approach has been adhered to and, as a result, the best design solution has been achieved.

11.5 Environment Protection and Biodiversity Conservation Act 1999

The *Environment Protection Biodiversity Conservation Act 1999* (the EPBC Act) controls matters of national environmental significance. The key objectives of the EPBC Act include:

- a. "To provide for the protection of the environment, especially those aspects of the environment that are matters of national environmental significance; and
- b. To promote ecologically sustainable development through the conservation and ecologically sustainable use of natural resources; and
- c. To promote the conservation of biodiversity; and
- d. To provide for the protection and conservation of heritage..."

Amongst other aspects, the EPBC Act relates to matters of national environmental significance, including world heritage areas, natural heritage places (including declared

RAMSAR wetland areas), listed threatened species in communities, listed migratory species, protection of environment on nuclear actions, and environment matters.

The proposal is **not** identified as having a significant impact on any of the above matters of national environmental significance. Therefore, the proposal will not require referral to the Government Minister for the Environment for assessment.

11.6 Native Title Act 1993

The *Native Title Act 1993* (the **Native Title Act**) was given effect on 1 January 1994 and recognises the rights and interests of Aboriginal and Torres Strait Islander people in land and waters according to their traditional laws and customs. The Native Title Act also sets out processes through which development as a Future Act can proceed with regards to the rights and interests of Traditional Owners.

The subject site is identified on a site that is the subject of a single Native Title claim (WC1998/058) that has been accepted for registration (**Figure 10**), with two (2) other claims not being accepted for registration.

Under section 23B of the Native Title Act, native title can be extinguished by previous exclusive possession, where that previous exclusive possession includes a grant or vesting that was granted or created on or before 23 December 1996. The current land title shows the land has been freehold since at least 9 June 1971 . Accordingly, Native Title is considered to be extinguished over the subject site and the development can proceed without requiring Native Title notification.

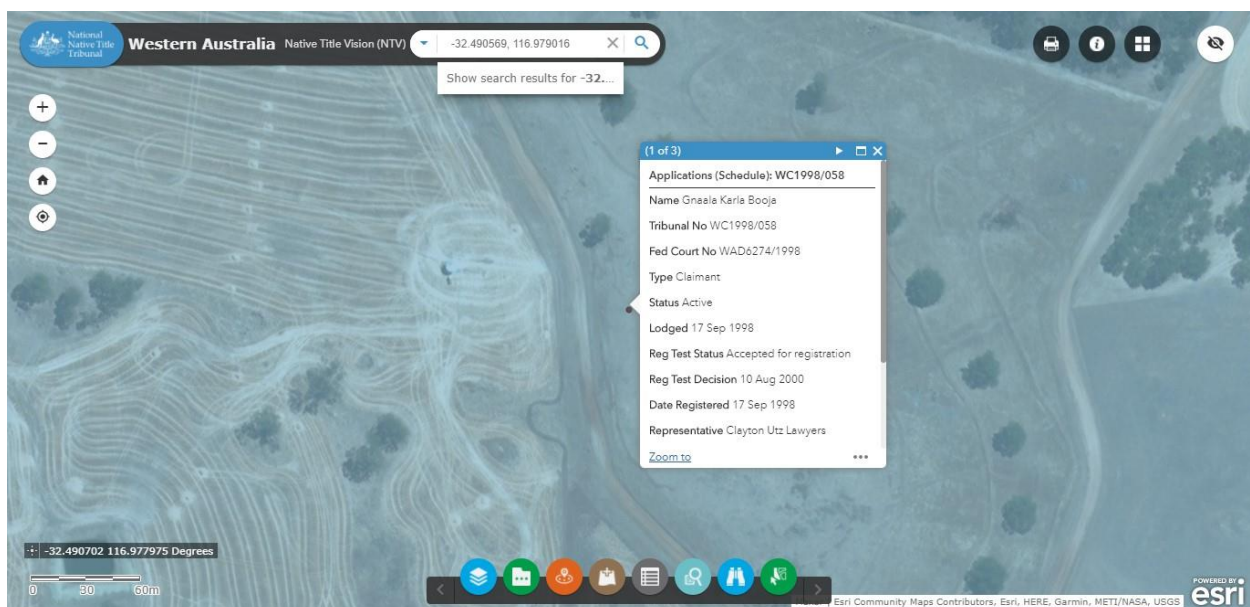


Figure 10: Excerpt of Native Title Tribunal Vision showing relevant Native Title dealings in area surrounding subject site Source: *Native Title Tribunal Vision, 2020*

12.0 STATE REGULATORY FRAMEWORK

The following information provides a summary of the State legislation/guidelines relevant to telecommunications development proposals.

12.1 Aboriginal Heritage Act 1972

The Aboriginal Heritage Act 1972 (the **Aboriginal Heritage Act**) is the main piece of legislation within Western Australia with regards to Aboriginal cultural heritage. The Aboriginal Heritage Act sets out the requirements for ensuring that Aboriginal heritage is appropriately identified and protected.

Under the Aboriginal Heritage Act the Western Australian must maintain an Aboriginal Sites Register where specific places of importance and significance to Aboriginal people are recorded and protected by Law.

Section 5 of the Aboriginal Heritage Act defines an Aboriginal site as;

- a) Any place of importance or significance where people of Aboriginal descent have, or appear to have, left any object, natural or artificial, used for, or made or adapted for use for, any purpose connected with the traditional cultural life of Aboriginal people, past or present;
- b) Any sacred, ritual or ceremonial site, which is of importance and special significance to people of Aboriginal descent;
- c) Any place which, in the opinion of the committee, is or was associated with Aboriginal people and which is of historical, anthropological, archaeological or ethnographical interest and should be preserved because of its importance and significance to the cultural heritage of the State; and
- d) Any place where objects to which this Act applies are traditionally stored, or to which, under the provisions of the Act, such objects have been taken or removed.

As a result of this definition a breach of Section 17 of the Aboriginal Heritage Act occurs when a person excavates, destroys, damages, conceals or in any way alters any Aboriginal site; or who deals with in a manner not sanctioned by relevant custom, or assumes the possession, custody or control of, any object on or under an Aboriginal site, commits an offence unless he is acting with the authorization of the Registrar under Section 16 or the consent of the Minister under Section 18.

Regulation 10 Consent can be granted by authorization by the Registrar or Minister under the AHA, usually granted for non-deleterious, site-preservation land uses (rehabilitation) or in emergencies. Aboriginal sites broadly fall into two categories, archaeological and anthropological or ethnographic sites. Archaeological sites are generally where material evidence of Aboriginal people's traditional cultural life is found. Sites of this type consist of artefact scatters, stone structures, marked trees, fish traps, middens, cave or rock paintings/engravings, arranged stones and burial sites. Most

archaeological sites are prehistoric, but some are also more contemporary in nature and are where Aboriginal cultural material objects from the post settlement period are found.

Visionstream has conducted an assessment of the area against the Aboriginal Heritage Due Diligence guidelines (the **Guidelines**), as published originally by the Department of Aboriginal Affairs & Department of the Premier and Cabinet. This assessment considered that the Aboriginal Heritage Inquiry System did not show any aboriginal heritage matters in the area, the previous disturbance of the land, the current use of the land, the proximity of potential risk factors including freshwater, elevated lookouts, exposed stone or rock and other relevant factors.

This assessment has determined the area is not of high or medium risk for aboriginal heritage and so the works may proceed without further

This Aboriginal Heritage Due Diligence has been undertaken by Visionstream on behalf of Telstra for a proposed Telecommunications Facility at 167 Page Road, West Pingelly, WA 6308 (the subject site).

The area where works (including ground disturbance) are proposed (the **works area**) is a 192m² (16m x 12m) area of land located directly off Page Road. Given the characteristics of the proposed works it is unlikely this entire works area will undergo ground disturbance. The existing use in the area is for rural farming land.

The works area is located in a completely cleared area immediately adjacent to Page road. The area is relatively flat with a pocket of vegetation located to the north of the subject site (**Figure 11.**)



Figure 11: Surrounding area Source: Google Earth



Figure 12: No Aboriginal sites identified

Source: <https://espatial.dplh.wa.gov.au/AHIS/index.html?viewer=AHIS>

12.2 Planning and Development Act 2005

The Minister of Planning and Infrastructure has ultimate authority for town planning in Western Australia. Development within Western Australia is controlled by the *Planning and Development Act 2005* through the application of environmental planning instruments. Under the *Planning and Development Act 2005*, the Western Australian Planning Commission (**WAPC**) is the responsible authority for land use planning and development matters and this report seeks to demonstrate compliance with the WAPC and other items of relevant legislation which pertain to the subject application.

12.3 State Planning Policy No. 5.2 – Telecommunications Infrastructure (WAPC)

State Planning Policy 5.2: Telecommunications Infrastructure Policy aims to balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas. The SPP applies for above and below telecommunications infrastructure, other than those exempted under the Commonwealth Telecommunications Act 1997.

Under section 5.1.1 of the State Planning Policy 5.2: Telecommunications Infrastructure Policy the West Australian Planning Commission provides a set of measures in assessing the visual impact of a proposed telecommunications facility.

An assessment of these guidelines below has found that the proposed Telstra Mobile Phone Base Station is compliant with the intent and requirements of the State Planning Policy 5.2: Telecommunication Infrastructure Policy.

Table 4: Assessment against State Planning Policy 5.2, Policy Measure 5.1.1

Measures	Comments	Complies
Be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;	The proposed 60m lattice structure has been sited to maintain the primary use of the land whilst considering the impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived impacts.	✓
Be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;	Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area, particularly when viewed from residential areas. The lattice tower will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, the proposed subject site maintains suitable separation distance from surrounding residential areas.	✓
Not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised;	The proposed facility will not require the removal of any trees. The site is not identified as containing matters of environmental or cultural heritage importance. The visual impact of the facility is mitigated to an appropriate level by both the significant distance to rural residences in the area, and the existing mature vegetation between it and surrounding residences.	✓
Display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;	The proposed 60m lattice tower structure has been sited to maintain the primary use of the land whilst considering the impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived impacts.	✓
Be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community;	The Federal Government under the Mobile Black Spot Program has identified a need for wireless services in the West Pingelly locality. The proposed location at the subject site will provide improved and continuous coverage to the locality and will also provide other	✓

	carriers with the opportunity to co-locate their infrastructure in the future.	
Telecommunications infrastructure should be co-located and whenever possible: Cables and lines should be located within an existing underground conduit or duct; and Overhead lines and towers should be co-located with existing infrastructure and/or within an existing infrastructure corridor and/or mounted on existing or proposed buildings.	<p>As per Section 7 of this report, all opportunities for co-location on existing structures without any changes to their design were investigated. All possible locations are too far from the subject area to meet the radio frequency objectives of the proposal.</p> <p>The proposed Telstra lattice tower will also provide other carriers with the opportunity to co-locate their infrastructure in the future.</p> <p>Overhead lines are not applicable to this application.</p>	✓

Overall the proposed development application is consistent with the intent and requirements of the SPP 5.2.

12.4 Statement of Planning Policy No. 5.2 – Telecommunications Infrastructures (WAPC)

With the gazettal of State Planning Policy 5.2, the WAPC *Statement of Planning Policy No. 5.2 – Telecommunications Infrastructure* (Statement 5.2) has been repealed. However, it is recognised that the Statement 5.2 provides a more holistic set of criteria than SPP 5.2 which largely focuses on visual impacts. Given this, an assessment of the guiding principles of Statement 5.2 is provided in **Table 5**.

Table 5 Assessment against Statement 5.2 Guiding Principles

Principles	Comments	Complies
There should be a co-ordinated approach to the planning and development of telecommunications infrastructure, although changes in the location and demand for services require a flexible approach.	Telstra undertakes a carefully co-ordinated and planned approach to the development of their network.	✓
Telecommunications infrastructure should be strategically planned and co-ordinated, similar to planning for other essential	The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level coverage to the West Pingelly locality.	✓

infrastructure such as networks and energy supply.		
Telecommunications facilities should be located and designed to meet the communication needs of the community.	The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level coverage to the West Pingelly locality.	✓
Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.	The proposed 60m lattice tower structure has been sited to maintain the primary use of the land whilst considering the impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived impacts.	✓
Telecommunications facilities should be designed and sited to minimise impacts on areas of natural conservation value and places of heritage significance or where declared rare flora are located.	The proposed telecommunications facility will not require the removal of any trees and is not located within an identified built heritage or cultural heritage area. As a result, the proposed facility will not have any impact on areas of natural conservation values, places of heritage significance or rare flora.	✓
Telecommunications facilities should be designed and sited with specific consideration of water catchment protection requirements and the need to minimise land degradation.	Prior to the commencement of work Telstra will undertake such measures as deemed necessary by Council to effectively protect water catchments within the immediate area.	✓
Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential area.	Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area, particularly when viewed from residential areas. The lattice will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, the proposed subject site maintains suitable separation distance from surrounding residential areas.	✓

Telecommunications cables should be placed underground, unless it is impractical to do so and there would be no significant effect on visual amenity or, in the case of regional areas, it can be demonstrated that there are long-term benefits to the community that outweigh the visual impact.	Overhead cabling is not proposed for this site.	✓
Telecommunications cables that are installed overhead with other infrastructure such as electricity cables should be removed and placed underground when it can be demonstrated and agreed by the carrier that it is technically feasible and practical to do so.	This principle does not apply to the subject of this application.	• N/A
Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.	The proposed site is located in a rural locality predominately used for agricultural uses. The location of the facility is by request of the landowner, ensuring the agricultural use is maintained. Given the rural nature of the land, the proposed facility will be located in the desired zone.	✓
The design and siting of telecommunications towers and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.	As per Section 7 of this report, all opportunities for co-location on existing structures without any changes to their design were investigated. All possible locations are too far from the subject area to meet the radio frequency objectives of the proposal. The proposed development will minimise amenity impacts due to its location being approximately 2.17km from the nearest dwelling (to the north east of the subject site), and having sparse mature vegetation between it and all surrounding residences.	✓
Co-location of telecommunications	As per Section 7 of this report, all opportunities for co-location on existing	✓

facilities should generally be sought, unless such an arrangement would detract from local amenities or where operation of the facilities would be significantly compromised as a result.	structures without any changes to their design were investigated. All possible locations are too far from the subject area to meet the radio frequency objectives of the proposal.	
Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.	Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area, particularly when viewed from residential areas. The lattice tower will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, the proposed subject site maintains suitable separation distance from surrounding residential areas.	✓
Design and operation of a telecommunications facility should accord with the licensing requirements of the Australian Communications Authority, with physical isolation and control of public access to emission hazard zones and use of minimum power levels consistent with quality services.	Telecommunications facilities include radio transmitters that radiate electromagnetic energy (EME) into the surrounding area. The levels of these electromagnetic fields must comply with safety limits imposed by the Australian Communications and Media Authority (ACMA, previously ACA). All Telstra installations are designed to operate within these limits.	✓
Construction of a telecommunications facility (including access to a facility) should be undertaken so as to minimise adverse effects on the natural environment and the amenity of users or occupiers of adjacent property and to ensure compliance with relevant health and safety standards.	During construction Telstra contractors will endeavour to minimise the impact of their works on the amenity of nearby residents and on the surrounding environment. As the proposed site is located in a rural area, adverse effects on nearby properties will be minimal. Following construction, maintenance (excluding emergency repair work) activities should not interfere with the amenity of users. All Health and Safety standards will be adhered to.	✓

Overall the proposed development application is consistent with the intent and requirements of the Statement 5.2

13.0 LOCAL REGULATORY FRAMEWORK

The following information provides a summary of the local provisions relevant to telecommunications development proposal.

13.1 Shire of Pingelly Local Planning Scheme No. 3

The *Shire of Pingelly Local Planning Scheme No.3* provides the legal basis for planning in the Shire of Pingelly's local government area.

The proposed site is within the General Agriculture Zone (**Figure 13**), and within a designated bushfire prone area which is further outlined in **section 14.8** of this report.

For the purposes of this proposal the Principal Designated Use of the property is 'Rural'.

The proposed telecommunications facility is identified as "D", where the use is not permitted unless the local government has exercised its discretion by granting planning approval. Nonetheless, the proposal complies with the objectives and general requirements of the General Agricultural Zone, encouraging process and value adding industries and further intensive agriculture through providing a mobile network to connect and support industries and future growth. Ensuring the protection of rural landscapes and the natural environment and maintaining an appropriate distance from any sensitive uses. As the proposal is located within an area not designated to an agricultural use and by request of the landowner, only taking up a small amount of space, there is no adverse impacts to the existing agricultural use of the land, or surrounding uses.

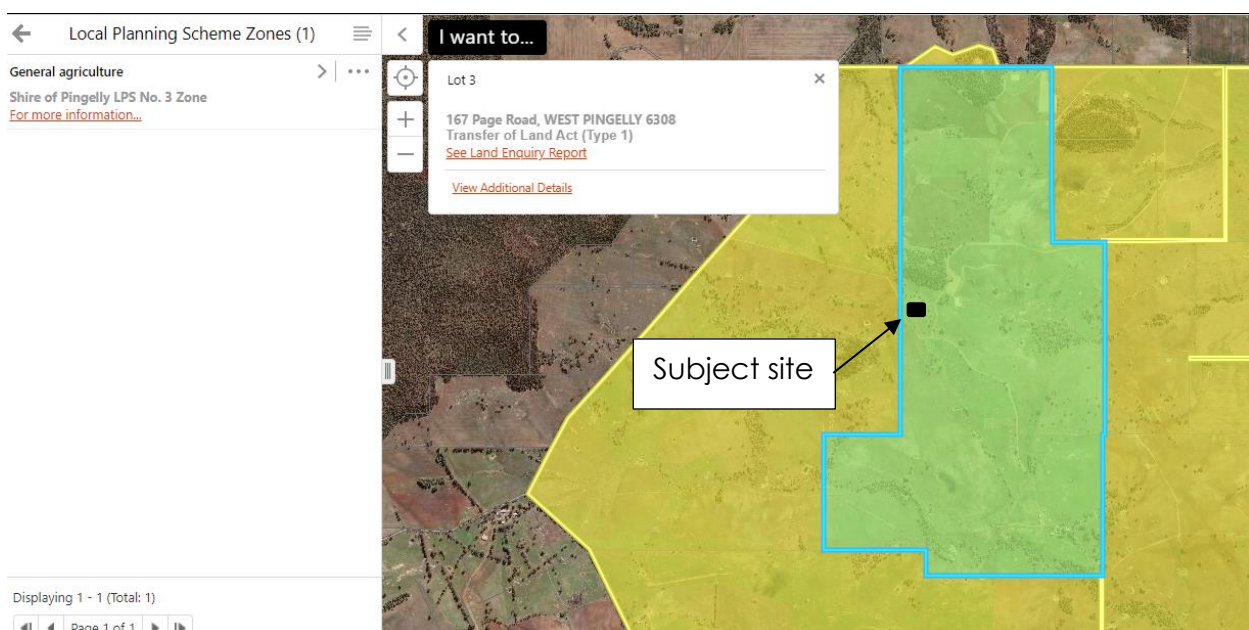


Figure 13: Zoning Map No.3

Source: <https://espatial.dplh.wa.gov.au/PlanWA/Index.html?viewer=PlanWA>)

Overall the proposed development application is consistent with the intent and requirements of the *Western Australian Planning Commission SPP 5.2* and the *Shire of Pingelly Local Planning Scheme No.3*.

14.0 GENERAL PROVISIONS

This proposal is for a new Telstra Mobile Base Station Facility in the West Pingelly area.

Telstra considers that the proposal is appropriate for the locality given the rural nature of the proposed site and the nature of existing and anticipated uses of the surrounding land.

Environmental considerations such as visual impact, heritage, flora and fauna, traffic, flooding, bushfire, social and economic aspects, health and safety have been discussed within the below sub sections.

14.1 Visual Impacts

The site has been identified as being located within land that is zoned general agricultural. The subject lot is predominately cleared with clustered areas of mature vegetation to the north. The site and the proposed works have been located and designed to take into consideration the aims of the *Shire of Pingelly Local Planning Scheme No.3*.

Telstra has selected a site and location that appropriately minimises any perceived negative impacts on the visual amenity of the area. An assessment of the area has shown that residences and /or farm outhouses in the area are relatively few (**Figure 14**), comprising:

- One residence 3.3km to the north
- One residence/ farm 2.14km to the north east
- One residence/ farm 2.15km to the south east
- One residence 3.4km to the south west
- One residence/ farm 3.4km to the south west
- One residence 2.96km to the north west

Views of the existing facility from these residences are significantly obstructed by the existing mature vegetation surrounding, and further lessened by the large distance between the proposal and each residence.

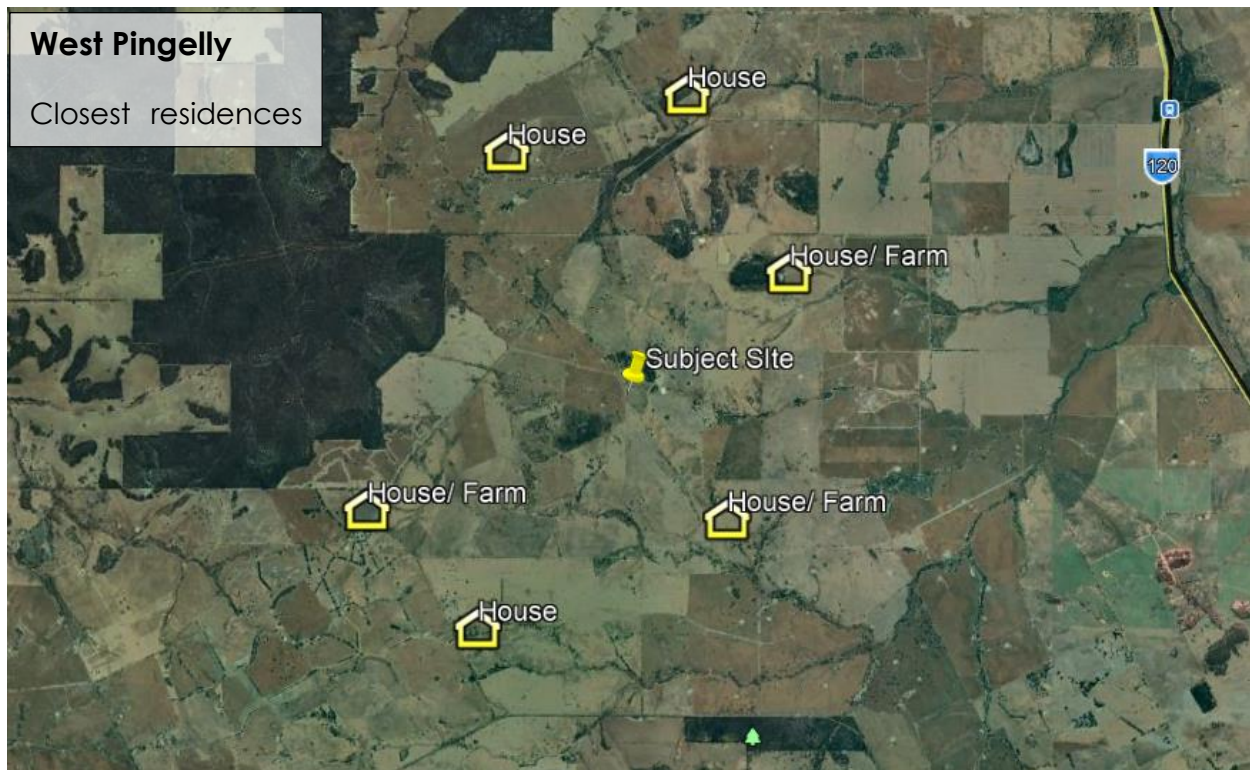


Figure 14: Aerial photo of subject site and closest residences *Source: Google Earth*

The site selection carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived visual impact. Moreover, as previously mentioned the site will also provide other carriers with the opportunity to co-locate their infrastructure in the future.

14.2 Heritage

In order to determine any possible natural or cultural values of state or national significance associated with the site a search was conducted through the relevant Heritage Registers.

No Aboriginal or other heritage sites of significance have been identified within the subject land holding or within close proximity (see **section 12.1**).

The site is located within Native Title Applications WC1998/058 and WC2003/006 and Native Title Indigenous Land Use Agreement (ILUA) WI2015/005. Visionstream will, where required under Native Title legislation, notify the relevant corporation during Telstra's notification or as otherwise directed by Council.

14.3 Flora and Fauna

In order to determine any possible natural Flora and Fauna significance associated with the site, a search was conducted through the relevant environmental registers. The

Protected Matters Search Tool from the Department of the Environment and Energy which shows matters of national environmental significance or other matters protected by the *Environment Protection and Biodiversity Conservation Act 1999*, found that no significant environmental matter was identified (**Figure 15**) (**Appendix C**).

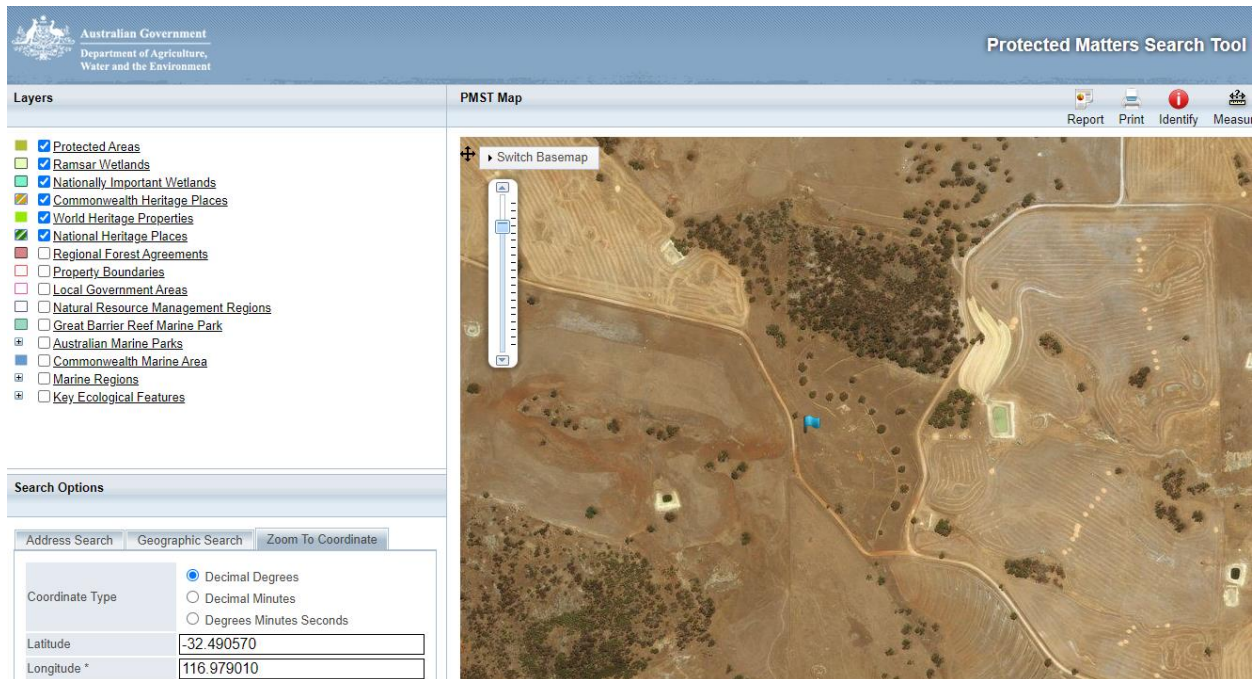


Figure 15: Excerpt from Protected Matters Search Tool Source: Department of Agriculture, Water and the Environment

14.4 Bushfire

The specific site location is not identified as being in a Bush Fire Prone Area by the Fire and Emergency Services Commissioner (**Figure 16**).

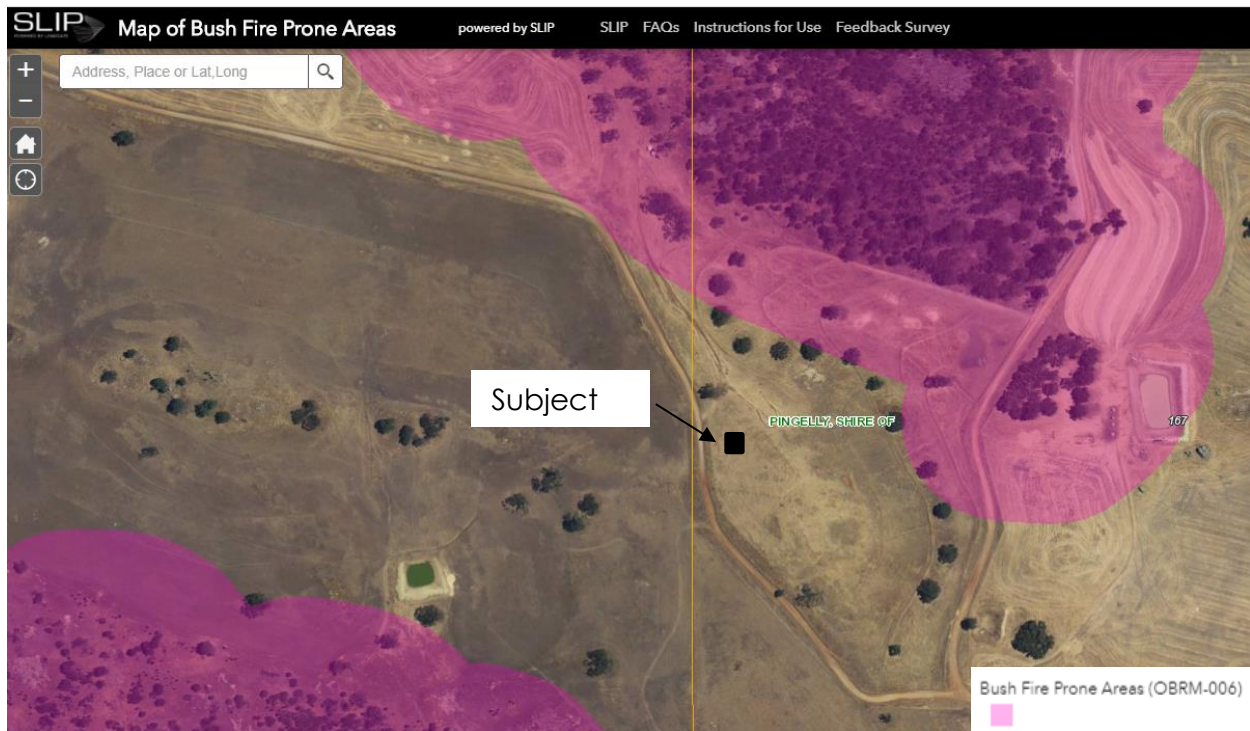


Figure 16 – Bushfire Prone Areas Mapping

Source:

<https://maps.slip.wa.gov.au/landgate/bushfireprone/?center=13022786.8429561,-3828291.59547117,102100&scale=10000>

Natural disasters, including the continuing threat of bushfires, have served to highlight the critical importance of effective telecommunications. Previous bushfire incident reviews have demonstrated effective telecommunications networks are essential for disaster response management, allowing emergency services providers to be alerted to medical or fire emergencies.

The subject lot is predominately cleared and not adjoining large vegetated areas which could cause high bushfire risk. Additionally, the proposed facility will operate on an unmanned basis acquiring only 2-4 maintenance visits per year. As a result, the proposed works do not increase the extent of bushfire risk currently affecting the land.

14.5 Health and Safety

Telstra acknowledges some people are genuinely concerned about the possible health effects of electromagnetic energy (EME) from mobile phone base stations and is committed to addressing these concerns responsibly.

Telstra, along with the other mobile phone carriers, must strictly adhere to Commonwealth Legislation and regulations regarding mobile phone facilities and equipment administered by the Australian Communications and Media Authority (ACMA).

In 2003 the ACMA adopted a technical standard for continuous exposure of the general public to RF EME from mobile base stations. The standard, known as the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2003*, was prepared by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and is the same as that recommended by ICNIRP (International Commission for Non- Ionising Radiation Protection), an agency associated with the World Health Organisation (WHO). Mobile carriers must comply with the Australian Standard on exposure to EME set by the ACMA.

The Standard operates by placing a limit on the strength of the signal (or RF EME) that Telstra can transmit to and from any network base station. The general public health standard is not based on distance limitations or the creation of “buffer zones”. The environmental standard restricts the signal strength to a level low enough to protect everyone at all times. It has a significant safety margin, or precautionary approach, built into it.

In order to demonstrate compliance with the standard, the ARPANSA created a prediction report using a standard methodology to analyse the maximum potential impact of any new telecommunications facility. Carriers are obliged to undertake this analysis for each new facility and make it publicly available.

Importantly, the ARPANSA-created compliance report demonstrates the maximum signal strength of a proposed facility, assuming that it is handling the maximum number of users 24-hours a day.

In this way, the ARPANSA requires network carriers to demonstrate the greatest possible impact that a new telecommunications facility could have on the environment to give the community greater peace of mind. In reality base stations are designed to operate at the lowest possible power level to accommodate only the number of customers using the facility at any one time. This design function is called “adaptive power control” and ensures that the base station operates at minimum, not maximum, power levels at all times.

Using the ARPANSA standard methodology, Telstra is required to complete and make available an EME report which predicts the maximum environmental EME level the facility will emit. Telstra has completed this EME report and it shows that the maximum level of EME emitted by the proposed facility is 0.15% (1/666666) (**Appendix D**). To better understand the information within this EME report, an ARPANSA published *A Guide to the Environmental EME Report* (**Appendix E**).

Telstra relies on the expert advice of national and international health authorities such as the ARPANSA and the WHO for overall assessments of health and safety impacts.

The WHO advises that all expert reviews on the health effects of exposure to radiofrequency fields have concluded that no adverse health effects have been established from exposure to radiofrequency fields at levels below the international safety guidelines that have been adopted in Australia.

Telstra has strict procedures in place to ensure its mobile phones and base stations comply with these guidelines. Compliance with all applicable EME standards is part of Telstra's responsible approach to EME and mobile phone technology.

14.6 Social and Economic Impact

Reliable mobile phone coverage is important to ensure the economic growth of communities. It is not expected to have any adverse social or economic impacts as a result of the development. Indeed, it is anticipated that there would be positive impacts because of the mobile telephone coverage, and the proposed facility could also be utilised in the event of an emergency with reference to mobile phone and internet use.

The proposed development is essential to enable Carriers to remain competitive and increase the choice of mobile telephone services to consumers. Additional competition in the market will have economic benefits for individual consumers and the community as a whole. The development is consistent, with the objectives of the *Telecommunications Act 1997*, namely:

- To promote "the efficiency and international competitiveness of the Australian telecommunications industry" (s.3 (1)); and
- To ensure that telecommunications services "*are supplied as efficiently and economically as practicable*" (s.3 (2) (a) (ii).

15.0 CONCLUSION

This application is a direct result of the community's requests for reliable telecommunications to be provided to the West Pingelly area. There is strong State policy support for telecommunications facilities if, when balancing improved telecommunications services with environmental impacts; including for example, visual impact and flood or fire hazard, a particular proposal provides a net community benefit.

The proposed works provide the community with reliable 4G access which in turn supports the various rural, residential and tourist industries in the region and form part of a wider plan to ensure reliable and accessible coverage during emergency situations such as in the event of bush fires.

The proposed telecommunications facility will form an integral component in Telstra's national 4GX network. This 4G service brings higher speeds and extra 4G coverage to a range of communities across the nation. 4GX will include services provided over Telstra's new 700MHz spectrum and deliver higher typical mobile speeds on compatible devices, allowing more Australians to experience more reliable connections and ultra-fast mobile internet.

Telstra has undertaken an assessment of the relevant matters as required by the *Telecommunications Act 1997*, State Legislation and the *Shire of Pingelly Local Planning Scheme No. 3*. The proposal is considered appropriate in light of the relevant legislative, environmental, technical, radio coverage and public safety requirements.

The proposed development is considered appropriate for the subject site for the following reasons:

- The proposed works are located as part of the Mobile Blackspot Program to provide reliable mobile phone service to the West Pingelly area. It will deliver mobile coverage to regional and remote communities who, for the first time, will be able to access fast mobile voice and data services. The improved coverage is increasing access to new technologies for key regional sectors and communities, which rely on a fast, reliable and affordable mobile network.
- Public views to the existing facility are adequately contained due to the presence of mature vegetation and the undulating topography, and appropriate distances to surrounding residents.
- The proposal is consistent with the relevant provisions of the Shire of Pingelly Local Planning Scheme No. 3.
- The proposal will improve Telstra 4GX communications services to the area, including voice calls, video calling and Wireless Broadband – a high speed wireless internet service via the 3G/4G phone network.
- The proposal does not require any vegetation clearing.
- The proposal will not affect the future use of the site, but will instead support any future university development on the site.
- The proposed facility is appropriately located in a rural area, providing good separation from residential properties and roads.
- Emissions from the proposed facility will be significantly below the Australian Radiation Protection and Nuclear Safety Agency standards adopted by the Australian Communications and Media Authority.

The assessment of the proposal demonstrates that the proposal represents sound and proper town planning and it is respectfully requested that consent is granted for this development application.

Should Council have any further queries regarding the subject application, please do not hesitate to contact the nominated representative outlined within this document.

12th October 2020

Shire of Pingelly
17 Queen Street
PINGELLY WA 6308

Dear [REDACTED]

Relocation of Proposed Communications Facility – Lots 3 & 4 – 167 Page Road

On behalf of [REDACTED] and [REDACTED] ([REDACTED]), [REDACTED], we would like to express our deepest disappointment and concern with the location of this telecommunication proposal.

We understand, from previous conversations and discussions with Telstra technicians, this proposal will be receiving direct funding from the Mobile Black Spot Program. We understand this funding is to facilitate in eliminating mobile black spots, defined as **expanding and improving mobile coverage for regional and remote Australia**. This location is clearly not within a 'mobile black spot' zone. The current tower is only 4 to 5 kilometres east of this proposed location, therefore another tower is not warranted in this area.

In addition, if the proposed tower was erected and utilised, the intersecting arcs of both towers will decrease coverage and it would be questionable if this would improve anybody's mobile coverage.

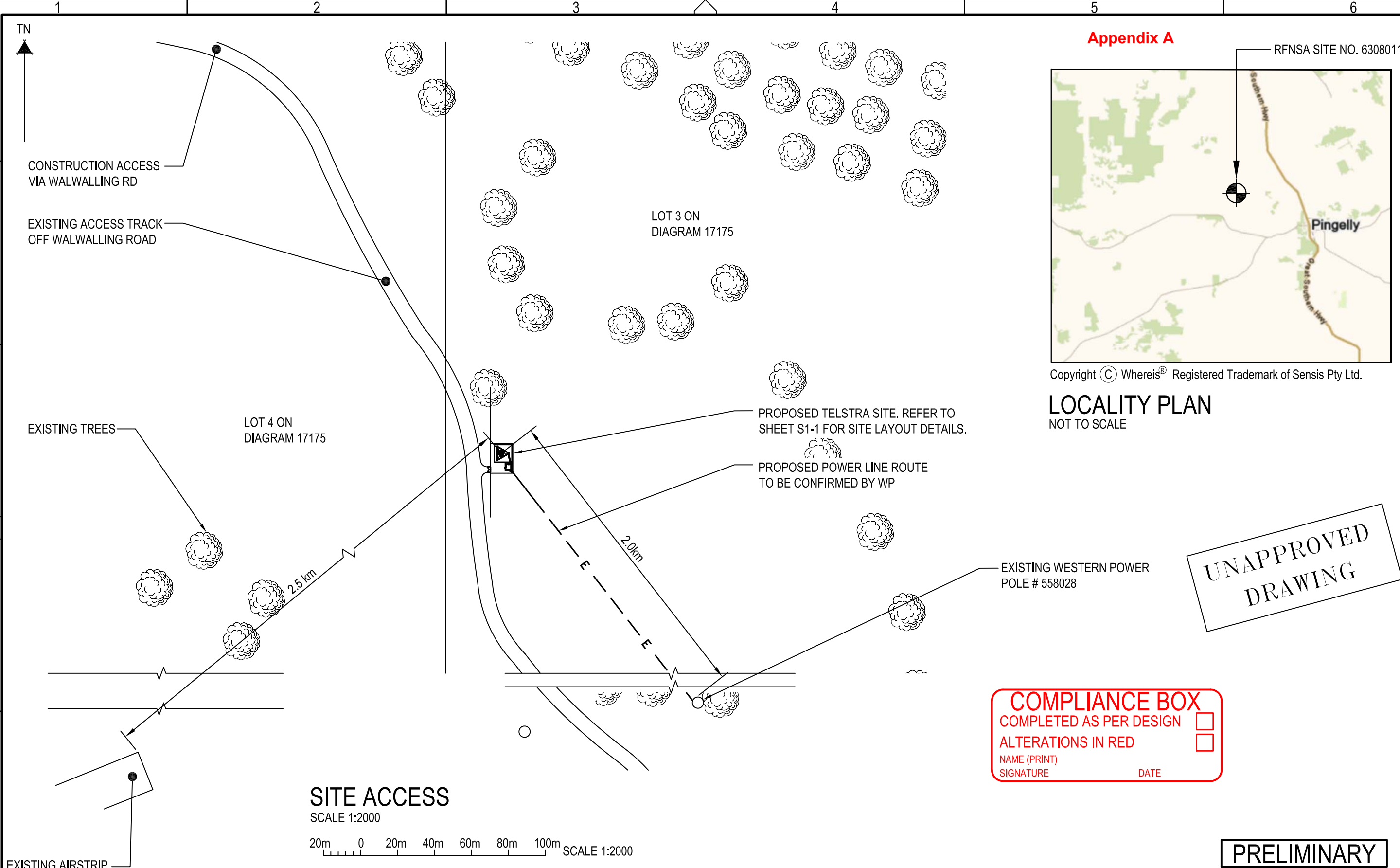
We believe the telecommunications tower would be better located further west to an area in need of improved coverage. For instance, Kubbine Road, York-Williams Road or Pumphreys Bridge, where there are vast areas of little or limited mobile coverage.

We look forward to hearing the reasoning for such a proposal considering the lack of need and wrong use of funding.

Regards

[REDACTED]

Plot date: 21 August 2020 - 3:18 PM
Telstra Networks Wireless Program Delivery Template - 01766P02 Issue 12 11/04/2016



PROPERTY DESCRIPTION		SITE STRUCTURE CO-ORDINATES (GDA94)	
LOT 3 ON DIAGRAM 17175		GPS READING ACCURACY: ±10m CENTRE OF TOWER	
LATITUDE		-32.49057° (GDA94)	
LONGITUDE		116.97901° (GDA94)	



TO BE READ IN CONJUNCTION WITH SHEETS S1-1, S1-2, S3 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA10279.01	RH	AH	PRELIMINARY - 30082845WQ257 VPL - LTE700 / WCDMA850	SR	RO	16.08.20	1

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PRELIMINARY



MOBILE NETWORK SITE 330347
WEST PINGELLY
SITE ACCESS AND LOCALITY PLAN
167 PAGE ROAD, WEST PINGELLY, WA 6308

DWG NO.	W109422	SHT NO.	S1
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Cad file: W109422_PD.dwg

Plot date: 21 August 2020 - 3:14 PM
Telstra Networks Wireless Program Delivery Template - 01766P02 Issue 12 11/04/2016

A
B
C
D
E
F



EXISTING FENCE TO TIE INTO COMPOUND

PROPOSED TELSTRA TRIANGULAR ROTATABLE HEADFRAME ACCOMMODATES PROPOSED ANTENNAS, COMBINERS, RRU'S & TMA'S.

PROPOSED SIGNS TO BE UV STABLE STICKERS AND FIXED TO REAR OF ALL TELSTRA PANEL ANTENNAS (6 OFF)

PROPOSED TELSTRA PANEL ANTENNAS, RRUS, COMBINERS & TMA'S. REFER TO SHEET S1-2 FOR DETAILS.

PROPOSED TELSTRA TOWER SLAB FOOTING (9.5m x 9.5m) INDICATIVE ONLY.

PROPOSED TELSTRA (12.0m x 16.0m) COMPOUND WITH STOCK FENCE AND 3.0m WIDE ACCESS GATE.

PROPOSED TELSTRA SIGN TO BE SECURED TO COMPOUND ACCESS GATE USING STAINLESS STEEL STRAPS

PROPOSED ACCESS OFF EXISTING GARVEL ROAD

PROPOSED TELSTRA LEASE AREA (12.0m x 16.0m)

UNAPPROVED
DRAWING

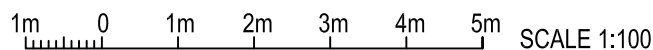
COMPLIANCE BOX
COMPLETED AS PER DESIGN
ALTERATIONS IN RED
NAME (PRINT)
SIGNATURE
DATE

NOTES :

- ALL EXTERNAL FEEDERS AND TAILS MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
- FOR EME SIGNS NOTED AS (#X) REFER TO 005486 DOCUMENTS FOR DETAILS.
- ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE STATED.
- ☒ PROPOSED TELSTRA LEASE AREA.

SITE LAYOUT

SCALE 1:100



TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-2, S3 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA10279.01	RH	AH	PRELIMINARY - 30082845WQ257 VPL - LTE700 / WCDMA850	SR	RO	16.08.20	1

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PROPOSED TELSTRA 60.0m HIGH LeBLANC 207 LATTICE TOWER WITH TRIANGULAR HEADFRAME.

6 PROPOSED SIGN SECURED AT 1.5m AGL TO LEG OF LATTICE TOWER

PROPOSED TELSTRA 300W NEMA 20B CABLE LADDER WITH SUPPORT POSTS TO ACCOMMODATE PROPOSED TELSTRA 7/8" HYBRID CABLES (3 OFF).

PROPOSED TELSTRA LTE700 GPS ANTENNA (1 OFF) TO BE INSTALLED ON SHELTER USING STANDARD MOUNT.

PROPOSED TELSTRA BLACKS POT TYPE 1B SHELTER ON CRUSHED ROCK PAD (3.7m x 4.2m).

PROPOSED TELSTRA P5 POWER PIT

PROPOSED TELSTRA POWER CABLE TO RUN (APPROX. 2.0km) TO BE CONFIRMED BY WESTERN POWER

PRELIMINARY



MOBILE NETWORK SITE 330347
WEST PINGELLY
SITE LAYOUT
167 PAGE ROAD, WEST PINGELLY, WA 6308

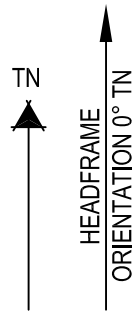
DWG NO. W109422 SHT NO. S1-1

Cad file: W109422_PD.dwg



Plot date: 21 August 2020 - 3:09 PM
Telstra Networks Wireless Program Delivery Template - 01766P02 Issue 12 11/04/2016

UNAPPROVED
DRAWING



PROPOSED TELSTRA 60.0m HIGH
LeBLANC 207 LATTICE TOWER WITH
TRIANGULAR HEADFRAME.

PROPOSED TELSTRA TRIANGULAR ROTATABLE
HEADFRAME ACCOMMODATES PROPOSED
ANTENNAS, COMBINERS, RRU'S & TMA'S.

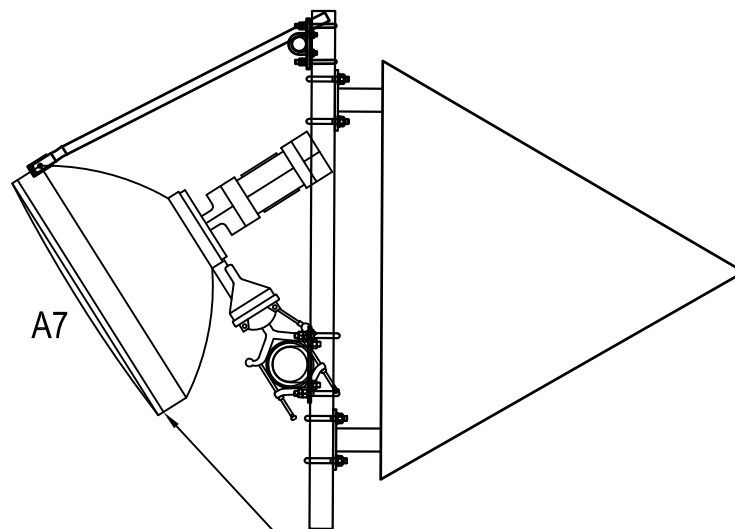
PROPOSED TELSTRA WCDMA850 RADIO 2212
(B5) (3 OFF), WCDMA850 FILTERS (3 OFF) AND
LTE700/WCDMA850 TMA'S (3 OFF) TO BE
INSTALLED ON PROPOSED MOUNTS ON
PROPOSED TRIANGULAR HEADFRAME.

PROPOSED TELSTRA COMBINERS (6 OFF)
TO BE INSTALLED BEHIND PANEL ANTENNAS
MOUNTED ON PROPOSED HEADFRAME.

PROPOSED TELSTRA LTE700 RADIO 2217 (B28)
(6 OFF) AND RRU INTERFACE JUNCTION BOXES
(3 OFF) TO BE INSTALLED ON PROPOSED MOUNTS
ON PROPOSED TRIANGULAR HEADFRAME.

PROPOSED TELSTRA LTE700 PANEL ANTENNAS
(3 OFF A2, A4 & A6) TO BE INSTALLED ON PROPOSED
MOUNTS ON PROPOSED TRIANGULAR HEADFRAME.

PROPOSED TELSTRA LTE700 / WCDMA850 PANEL ANTENNAS
(3 OFF A1, A3 & A5) TO BE INSTALLED ON PROPOSED
MOUNTS ON PROPOSED TRIANGULAR HEADFRAME.



PROPOSED TELSTRA MICROWAVE
LINK DISH (1 OFF, A7) TO BE
INSTALLED ON PROPOSED MOUNT.

ANTENNA LAYOUT AT EL 61.1m

SCALE 1:25
250 0 250 500 750 1000 1250

DISH LAYOUT AT EL 20.0m

SCALE 1:25
250 0 250 500 750 1000 1250

COMPLIANCE BOX
COMPLETED AS PER DESIGN ☐
ALTERATIONS IN RED ☐
NAME (PRINT) _____
SIGNATURE _____ DATE _____

visionstream

TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-1, S3 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA10279.01	RH	AH	PRELIMINARY - 30082845WQ257 VPL - LTE700 / WCDMA850	SR	RO	16.08.20	1

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PRELIMINARY

Telstra

MOBILE NETWORK SITE 330347
WEST PINGELLY
ANTENNA LAYOUT
167 PAGE ROAD, WEST PINGELLY, WA 6308

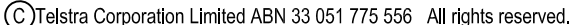
DWG
NO.

W109422

SHT
NO.

S1-2

Cad file: W109422_PD.dwg



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EPBC Act Protected Matters Report

Appendix C

This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected.

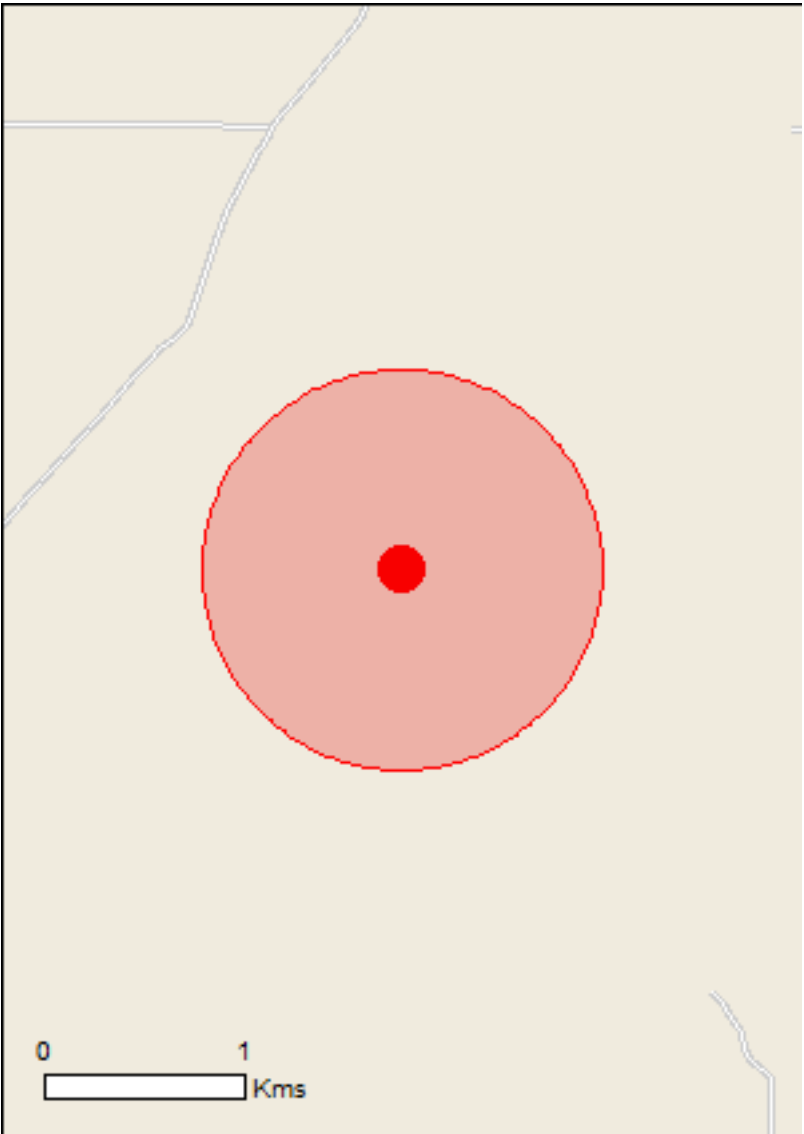
Information on the coverage of this report and qualifications on data supporting this report are contained in the caveat at the end of the report.

Information is available about [Environment Assessments](#) and the EPBC Act including significance guidelines, forms and application process details.

Report created: 21/08/20 11:40:01

- [Summary](#)
- [Details](#)

[Matters of NES](#)[Other Matters Protected by the EPBC Act](#)[Extra Information](#)
- [Caveat](#)
- [Acknowledgements](#)



This map may contain data which are ©Commonwealth of Australia (Geoscience Australia), ©PSMA 2010

[Coordinates](#)
Buffer: 1.0Km



Summary

Matters of National Environmental Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the [Administrative Guidelines on Significance](#).

World Heritage Properties:	None
National Heritage Places:	None
Wetlands of International Importance:	None
Great Barrier Reef Marine Park:	None
Commonwealth Marine Area:	None
Listed Threatened Ecological Communities:	1
Listed Threatened Species:	15
Listed Migratory Species:	6

Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the environment anywhere.

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at <http://www.environment.gov.au/heritage>

A [permit](#) may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

Commonwealth Land:	None
Commonwealth Heritage Places:	None
Listed Marine Species:	12
Whales and Other Cetaceans:	None
Critical Habitats:	None
Commonwealth Reserves Terrestrial:	None
Australian Marine Parks:	None

Extra Information

This part of the report provides information that may also be relevant to the area you have nominated.

State and Territory Reserves:	None
Regional Forest Agreements:	None
Invasive Species:	18
Nationally Important Wetlands:	None
Key Ecological Features (Marine)	None

Details

Matters of National Environmental Significance

Listed Threatened Ecological Communities

[Resource Information]

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Name	Status	Type of Presence
Eucalypt Woodlands of the Western Australian Wheatbelt	Critically Endangered	Community likely to occur within area

Listed Threatened Species

[Resource Information]

Name	Status	Type of Presence
Birds		

Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
---	-----------------------	--

Calyptorhynchus banksii naso Forest Red-tailed Black-Cockatoo, Karrak [67034]	Vulnerable	Species or species habitat may occur within area
--	------------	--

Calyptorhynchus latirostris Carnaby's Cockatoo, Short-billed Black-Cockatoo [59523]	Endangered	Breeding likely to occur within area
--	------------	--------------------------------------

Falco hypoleucos Grey Falcon [929]	Vulnerable	Species or species habitat may occur within area
---	------------	--

Leipoa ocellata Malleefowl [934]	Vulnerable	Species or species habitat may occur within area
---	------------	--

Rostratula australis Australian Painted Snipe [77037]	Endangered	Species or species habitat may occur within area
--	------------	--

Mammals

Bettongia penicillata ogilbyi Woylie [66844]	Endangered	Species or species habitat may occur within area
---	------------	--

Dasyurus geoffroii Chuditch, Western Quoll [330]	Vulnerable	Species or species habitat may occur within area
---	------------	--

Phascogale calura Red-tailed Phascogale, Red-tailed Wambenger, Kenngoor [316]	Vulnerable	Species or species habitat likely to occur within area
--	------------	--

Plants

Acacia cochlocarpa subsp. cochlocarpa Spiral-fruited Wattle [23877]	Endangered	Species or species habitat may occur within area
--	------------	--

Name	Status	Type of Presence
Banksia oligantha Wagin Banksia [20697]	Endangered	Species or species habitat likely to occur within area
Boronia capitata subsp. capitata a shrub [29156]	Endangered	Species or species habitat may occur within area
Diuris micrantha Dwarf Bee-orchid [55082]	Vulnerable	Species or species habitat may occur within area
Thomasia montana Hill Thomasia [12136]	Vulnerable	Species or species habitat likely to occur within area
Verticordia fimbrileps subsp. fimbrileps Shy Featherflower [24631]	Endangered	Species or species habitat may occur within area

Listed Migratory Species

[[Resource Information](#)]

* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.

Name	Threatened	Type of Presence
Migratory Marine Birds		
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area

Migratory Terrestrial Species		
Motacilla cinerea Grey Wagtail [642]		Species or species habitat may occur within area

Migratory Wetlands Species		
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat may occur within area
Calidris acuminata Sharp-tailed Sandpiper [874]		Species or species habitat may occur within area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat may occur within area

Other Matters Protected by the EPBC Act

Listed Marine Species

[[Resource Information](#)]

* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.

Name	Threatened	Type of Presence
Birds		
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat may occur within area
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area

Name	Threatened	Type of Presence
Ardea alba Great Egret, White Egret [59541]		Species or species habitat likely to occur within area
Ardea ibis Cattle Egret [59542]		Species or species habitat may occur within area
Calidris acuminata Sharp-tailed Sandpiper [874]		Species or species habitat may occur within area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat may occur within area
Chrysococcyx osculans Black-eared Cuckoo [705]		Species or species habitat likely to occur within area
Haliaeetus leucogaster White-bellied Sea-Eagle [943]		Species or species habitat may occur within area
Merops ornatus Rainbow Bee-eater [670]		Species or species habitat may occur within area
Motacilla cinerea Grey Wagtail [642]		Species or species habitat may occur within area
Rostratula benghalensis (sensu lato) Painted Snipe [889]	Endangered*	Species or species habitat may occur within area

Extra Information

Invasive Species	[Resource Information]
------------------	--------------------------

Weeds reported here are the 20 species of national significance (WoNS), along with other introduced plants that are considered by the States and Territories to pose a particularly significant threat to biodiversity. The following feral animals are reported: Goat, Red Fox, Cat, Rabbit, Pig, Water Buffalo and Cane Toad. Maps from Landscape Health Project, National Land and Water Resouces Audit, 2001.

Name	Status	Type of Presence
Birds		
Columba livia Rock Pigeon, Rock Dove, Domestic Pigeon [803]		Species or species habitat likely to occur within area
Streptopelia chinensis Spotted Turtle-Dove [780]		Species or species habitat likely to occur within area
Streptopelia senegalensis Laughing Turtle-dove, Laughing Dove [781]		Species or species habitat likely to occur within area
Mammals		
Canis lupus familiaris Domestic Dog [82654]		Species or species habitat likely to occur within area

Name	Status	Type of Presence
Capra hircus Goat [2]		Species or species habitat likely to occur within area
Felis catus Cat, House Cat, Domestic Cat [19]		Species or species habitat likely to occur within area
Mus musculus House Mouse [120]		Species or species habitat likely to occur within area
Oryctolagus cuniculus Rabbit, European Rabbit [128]		Species or species habitat likely to occur within area
Rattus rattus Black Rat, Ship Rat [84]		Species or species habitat likely to occur within area
Sus scrofa Pig [6]		Species or species habitat likely to occur within area
Vulpes vulpes Red Fox, Fox [18]		Species or species habitat likely to occur within area

Plants		
Asparagus asparagoides Bridal Creeper, Bridal Veil Creeper, Smilax, Florist's Smilax, Smilax Asparagus [22473]		Species or species habitat likely to occur within area
Carrichtera annua Ward's Weed [9511]		Species or species habitat may occur within area
Cenchrus ciliaris Buffel-grass, Black Buffel-grass [20213]		Species or species habitat may occur within area
Chrysanthemoides monilifera Bitou Bush, Boneseed [18983]		Species or species habitat may occur within area
Chrysanthemoides monilifera subsp. monilifera Boneseed [16905]		Species or species habitat likely to occur within area
Solanum elaeagnifolium Silver Nightshade, Silver-leaved Nightshade, White Horse Nettle, Silver-leaf Nightshade, Tomato Weed, White Nightshade, Bull-nettle, Prairie-berry, Satansbos, Silver-leaf Bitter-apple, Silverleaf-nettle, Trompillo [12323]		Species or species habitat likely to occur within area
Tamarix aphylla Athel Pine, Athel Tree, Tamarisk, Athel Tamarisk, Athel Tamarix, Desert Tamarisk, Flowering Cypress, Salt Cedar [16018]		Species or species habitat likely to occur within area

Caveat

The information presented in this report has been provided by a range of data sources as acknowledged at the end of the report.

This report is designed to assist in identifying the locations of places which may be relevant in determining obligations under the Environment Protection and Biodiversity Conservation Act 1999. It holds mapped locations of World and National Heritage properties, Wetlands of International and National Importance, Commonwealth and State/Territory reserves, listed threatened, migratory and marine species and listed threatened ecological communities. Mapping of Commonwealth land is not complete at this stage. Maps have been collated from a range of sources at various resolutions.

Not all species listed under the EPBC Act have been mapped (see below) and therefore a report is a general guide only. Where available data supports mapping, the type of presence that can be determined from the data is indicated in general terms. People using this information in making a referral may need to consider the qualifications below and may need to seek and consider other information sources.

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Threatened, migratory and marine species distributions have been derived through a variety of methods. Where distributions are well known and if time permits, maps are derived using either thematic spatial data (i.e. vegetation, soils, geology, elevation, aspect, terrain, etc) together with point locations and described habitat; or environmental modelling (MAXENT or BIOCLIM habitat modelling) using point locations and environmental data layers.

Where very little information is available for species or large number of maps are required in a short time-frame, maps are derived either from 0.04 or 0.02 decimal degree cells; by an automated process using polygon capture techniques (static two kilometre grid cells, alpha-hull and convex hull); or captured manually or by using topographic features (national park boundaries, islands, etc). In the early stages of the distribution mapping process (1999-early 2000s) distributions were defined by degree blocks, 100K or 250K map sheets to rapidly create distribution maps. More reliable distribution mapping methods are used to update these distributions as time permits.

Only selected species covered by the following provisions of the EPBC Act have been mapped:

- migratory and
- marine

The following species and ecological communities have not been mapped and do not appear in reports produced from this database:

- threatened species listed as extinct or considered as vagrants
- some species and ecological communities that have only recently been listed
- some terrestrial species that overfly the Commonwealth marine area
- migratory species that are very widespread, vagrant, or only occur in small numbers

The following groups have been mapped, but may not cover the complete distribution of the species:

- non-threatened seabirds which have only been mapped for recorded breeding sites
- seals which have only been mapped for breeding sites near the Australian continent

Such breeding sites may be important for the protection of the Commonwealth Marine environment.

Coordinates

-32.4905 116.97901

Acknowledgements

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

- [Office of Environment and Heritage, New South Wales](#)
- [Department of Environment and Primary Industries, Victoria](#)
- [Department of Primary Industries, Parks, Water and Environment, Tasmania](#)
- [Department of Environment, Water and Natural Resources, South Australia](#)
- [Department of Land and Resource Management, Northern Territory](#)
- [Department of Environmental and Heritage Protection, Queensland](#)
- [Department of Parks and Wildlife, Western Australia](#)
- [Environment and Planning Directorate, ACT](#)
- [Birdlife Australia](#)
- [Australian Bird and Bat Banding Scheme](#)
- [Australian National Wildlife Collection](#)
- Natural history museums of Australia
- [Museum Victoria](#)
- [Australian Museum](#)
- [South Australian Museum](#)
- [Queensland Museum](#)
- [Online Zoological Collections of Australian Museums](#)
- [Queensland Herbarium](#)
- [National Herbarium of NSW](#)
- [Royal Botanic Gardens and National Herbarium of Victoria](#)
- [Tasmanian Herbarium](#)
- [State Herbarium of South Australia](#)
- [Northern Territory Herbarium](#)
- [Western Australian Herbarium](#)
- [Australian National Herbarium, Canberra](#)
- [University of New England](#)
- [Ocean Biogeographic Information System](#)
- [Australian Government, Department of Defence](#)
- [Forestry Corporation, NSW](#)
- [Geoscience Australia](#)
- [CSIRO](#)
- [Australian Tropical Herbarium, Cairns](#)
- [eBird Australia](#)
- [Australian Government – Australian Antarctic Data Centre](#)
- [Museum and Art Gallery of the Northern Territory](#)
- [Australian Government National Environmental Science Program](#)
- [Australian Institute of Marine Science](#)
- [Reef Life Survey Australia](#)
- [American Museum of Natural History](#)
- [Queen Victoria Museum and Art Gallery, Inveresk, Tasmania](#)
- [Tasmanian Museum and Art Gallery, Hobart, Tasmania](#)
- Other groups and individuals

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the [Contact Us](#) page.

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Environmental EME Report

Location	167 Page Road, WEST PINGELLY WA 6308		
Date	14/09/2020	RFNSA No.	6308011

How does this report work?

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at 167 Page Road, WEST PINGELLY WA 6308. These levels have been calculated by Telstra using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

A document describing how to interpret this report is available at ARPANSA's website:

[A Guide to the Environmental Report.](#)

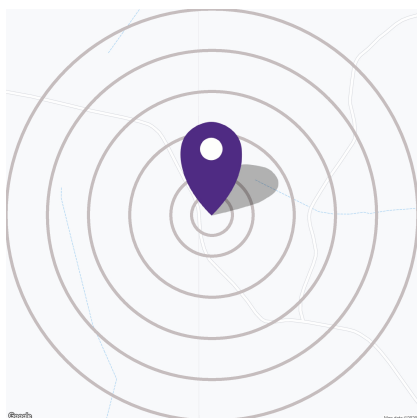
A snapshot of calculated EME levels at this site

There are currently no existing radio systems for this site.

The maximum EME level calculated for the **proposed** changes at this site is

0.15%

out of 100% of the public exposure limit, 348 m from the location.



EME levels with the proposed changes

Distance from the site	Percentage of the public exposure limit
0-50 m	Less than 0.01%
50-100 m	0.02%
100-200 m	0.02%
200-300 m	0.13%
300-400 m	0.15%
400-500 m	0.14%

For additional information please refer to the EME ARPANSA Report annexure for this site which can be found at <http://www.rfnsa.com.au/6308011>.

Radio systems at the site

This base station currently has equipment for transmitting the services listed under the existing configuration. The proposal would modify the base station to include all the services listed under the proposed configuration.

Carrier	Existing		Proposed	
	Systems	Configuration	Systems	Configuration
Telstra			3G, 4G	LTE700 (proposed), WCDMA850 (proposed)

An in-depth look at calculated EME levels at this site

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined. All EME levels are relative to 1.5 m above ground and all distances from the site are in 360° circular bands.

Distance from the site	Existing configuration			Proposed configuration		
	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
0-50m				0.29	0.23	Less than 0.01%
50-100m				0.52	0.71	0.02%
100-200m				0.57	0.87	0.02%
200-300m				1.40	5.23	0.13%
300-400m				1.50	5.99	0.15%
400-500m				1.47	5.70	0.14%

Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest, identified through consultation requirements of the [Communications Alliance Ltd Deployment Code C564:2018](#) or other means. Calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Maximum cumulative EME level for the proposed configuration

Location	Height range	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
No locations identified				

16.3 Proposed Oversize Shed

File Reference: A5245
Location: Lot 171 – 15 Taylor Street
Applicant: T Messenger
Author: Administration Officer Technical
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Nil

Summary

Council to consider an application for a proposed oversized shed at Lot 171 - 15 Taylor Street, Pingelly.

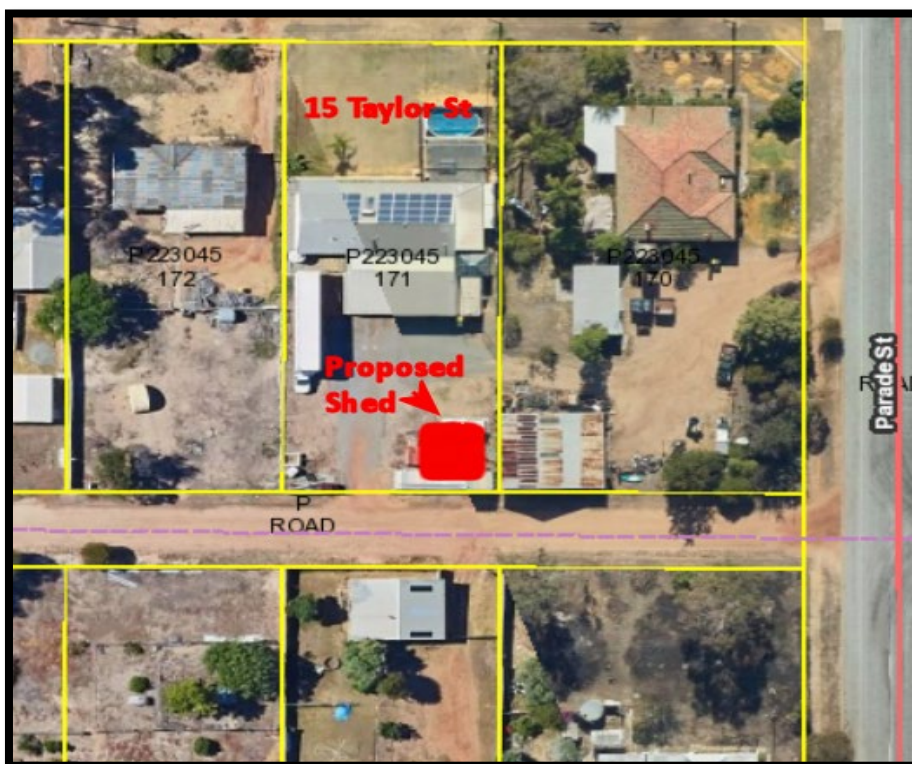
Background

The applicant has submitted an application for planning consent for a proposed oversized shed with an area of 144m² at Lot 171 – 15 Taylor Street. This application is required to be referred to Council as the new shed will create a larger than existing outbuilding area bringing it over the requirements of 75m² for zoning area of R12.5/R20 as referenced in the Shire of Pingelly's Policy 13.2 Outbuildings.

Comment

The shed is proposed to be located at Lot 171 – 15 Taylor Street, Pingelly, which is zoned residential with an R12.5/R25 code and a total lot area of 1518m². The shed will be constructed in colorbond materials and be located on the south eastern corner of the property bordering the neighbour to the east and Shaddick Street to the south with 1.5m boundary setbacks from rear and side boundaries. The shed will have a total area of 144m² with a gable height of 4.8m. There are no other existing outbuildings on the property. There will be limited overshadowing issues with neighbouring properties as the proposed location of the shed joins the eastern boundary of the property where there is an existing shed located on the adjoining property boundary and the southern boundary adjoins Shaddick Street. The shed will be located 11.5m from the western boundary.

Four neighbours have been consulted on the proposed shed with a request for any objections to be submitted by 12 November 2020.



Consultation

The Shire administration invited neighbour comment on the Development Application for a two week period by writing to four adjoining/nearby landowners. No submissions have been received to date.

Statutory Environment

Shire of Pingelly's Local Planning Scheme No.3

Policy Implications

"Outbuildings that do not detract from the streetscape or the visual amenity of the residents or neighbouring properties."

Buildings are to comply with any local planning policy made under the Scheme in respect of the design of carports and garages, including the colour, scale, materials and roof pitch of buildings. This policy provides design requirements for carports and garages, however it does not interfere with any other requirement of the Residential Design Codes relating to carports and garages.

This policy does not alter or change in any way the acceptable development criteria of the *Residential Design Codes currently in force*.

Within all "Residential" and "Rural Residential" zoned areas of the Shire and on Farming zoned lots with an area of 2ha or less except as otherwise stated, planning consent for all outbuildings is required. If planning consent is granted, building approval will be issued for outbuildings which are appurtenant to a dwelling, provided all boundary setbacks and building separation requirements have been complied with, the building is of single storey construction, located behind any residence on-site and provided the proposed development complies with the following:

1. In any residential zone with an R10 code or above in the Shire:
 - a. Non-masonry construction, where the total non-masonry outbuilding area does not exceed 60m² and the total outbuilding area does not exceed 75m²;
 - b. Masonry or other approved construction, where the total outbuilding area has walls constructed of the same materials and appearance as the house and does not exceed 75m² and no parapet wall is greater in length than 8m;
 - c. Wall height of any outbuildings not to exceed 3m. This height limitation also applies to parapet walls. In the case of gable roof construction, the maximum building height is not to exceed 4.2m;
 - d. Prior to considering a parapet wall construction over 8m in length, the applicant will present Council with written agreement to the same by any affected adjoining landowner;
 - e. No planning consent or building licence approval will be granted or issued for any outbuildings, on any Residential zoned lot, which does not contain a residence;
 - f. The applicant providing the Shire with a written undertaking that the outbuilding constructed, will only be used for the purpose permitted within the zone in which it is located, under the provisions of the Shire's operative Local Planning Scheme;
 - g. Any development application which does not comply with the above, shall be referred to Council for consideration.

Financial Implications

There are no known financial implications.

Strategic Implications

Goal 3	Built Environment
Outcome 3.2	New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town.
Strategy 3.2.1	Encourage new developments to be designed and built in a way that reduces pressure on and demand for resources (e.g. energy efficiency and water conservation), and gives priority to development/ infill of currently zoned land.

Risk Implications

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

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

Voting Requirements

Simple majority

Recommendation

That Council grant planning approval for the proposed oversized shed at Lot 171 – 15 Taylor Street, Pingelly which is to be used ancillary to the dwelling and not for commercial purposes.

Moved: _____ Seconded: _____

16.4 Proposed Partial Permanent Closure of Scudds Lane

File Reference: ADM0393
Location: Scudds Lane
Applicant: Shire of Pingelly
Author: Administration Officer Technical
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: 17 February 2010, 21 April 2010 and 15 April 2020

Summary

Council to consider the partial permanent closure of Scudds Lane.

Background

The Shire of Pingelly was notified in early 2020 of the opportunity to apply for funding under the Drought Communities Programme – Extension (DCPE). The objectives of the program are to deliver support to targeted drought-affected regions of Australia by funding:

- local community infrastructure and
- other drought relief projects.

In April 2020, Council considered a number of projects as viable options under the DCPE, with the redevelopment of Memorial Park chosen as the project which would provide the greatest economic benefit to the Shire of Pingelly within the grant criteria. At the Ordinary Council Meeting of 15 April 2020, Council endorsed a submission to be prepared under the Drought Communities Programme – Extension, for the re-development of Memorial Park, with final concept drawings and project components to be endorsed by Council prior to the final submission. The concept plan was subject to community and stakeholder consultation.

Comment

Approval for the funding application has been granted, with the project to be delivered by 30 June 2021. Part of the concept plan, which was previously subject to consultation, is to partially close Scudds Lane to create a safer environment for the use of the two parks (east and west) and allow better utilisation of the area.

It is recommended that the Council initiates the permanent road reserve closure process to assist in implementing the Council's concept plan for Memorial Park.



Following the close of the consultation period, the Shire Administration will consider the submissions and will report back to Council. The Council will determine whether or not it will agree to the road reserve closure request and whether it will advise the Minister for Lands to permanently close a portion of Scudds Lane.

Should the proposal progress, it is proposed that the road reserve is amalgamated into Shire managed reserves (Memorial Park).

Consultation

Subject to the Council's decision, there is a requirement to seek comments from affected landowners and stakeholders for at least 35 days. This will include through writing to and inviting comments from stakeholders and government agencies, placing a public notice in a newspaper circulating in the district, placing details on community noticeboards, placing details on the Shire website, on the Shire's Facebook page and having details at the Shire office.

Statutory Environment:

Land Administration Act 1997 and the Land Administration Regulations 1998. A Council resolution is required to initiate the road closure process.

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.
- (4) On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —
 - (a) by order grant the request;
 - (b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
 - (c) refuse the request.
- (5) If the Minister grants a request under subsection (4) —
 - (a) the road concerned is closed on and from the day on which the relevant order is registered; and
 - (b) any rights suspended under section 55(3)(a) cease to be so suspended.
- (6) When a road is closed under this section, the land comprising the former road —
 - (a) becomes unallocated Crown land; or
 - (b) if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.

Policy Implications

No known policy implications.

Financial Implications

The Shire is required to meet all costs associated with the road closure process including survey, possible land acquisition, State Government administration fees and amalgamation fees.

Strategic Implications

Goal 1	Economy
Outcome 1.1	The Shire experiences significant new business growth and employment and is known widely as an innovative and collaborative community which is attracting new population and investment.
Strategy 1.1.1	Work with community groups, local business and other partners to explore and leverage opportunities for business development around the PRACC.

Risk Implications

Risk	The road closure will retain vehicular access to properties in Scudds Lane. There are existing services in the road reserve which may need to be protected by an easement. Landowner and stakeholder feedback are required. Without the closure of Scudds Lane, the full economic and social benefits of an enhanced Memorial Park will not be realised.
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Compliance
Risk Action Plan (Controls or Treatment Proposed)	Consultation with property owners on Scudds Lane (between Pasture Street and Sharow Street), servicing authorities and other stakeholders who may be impacted by the permanent road reserve closure.

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

Voting Requirements

Simple majority

Recommendation**That Council:**

1. **Agrees to initiate permanent road reserve closure action, under section 58 of the *Land Administration Act 1997*, to close a portion of Scudds Lane as outlined in the Concept Plan, with the road reserve proposed to be amalgamated into Reserve 10705 and Reserve 17942.**
2. **Notes the Shire administration will invite submissions on the closure of a portion of Scudds Lane for a period of six (6) weeks.**
3. **Will reconsider the road closure request following the close of the public submission period and will determine whether or not it will agree to request that the Minister for Lands permanently closes a portion of the Scudds Lane reserve.**

Moved: _____ Seconded: _____

16.5 Road Dedication and Closure – Portion of Bettison Road

File Reference: 00307
Location: East Pingelly
Applicant: Shire of Pingelly
Author: Administration Officer Technical
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: 19 December 2012

Summary

Council to formalise the dedication of a small section of the realigned Bettison Road reserve.

Background

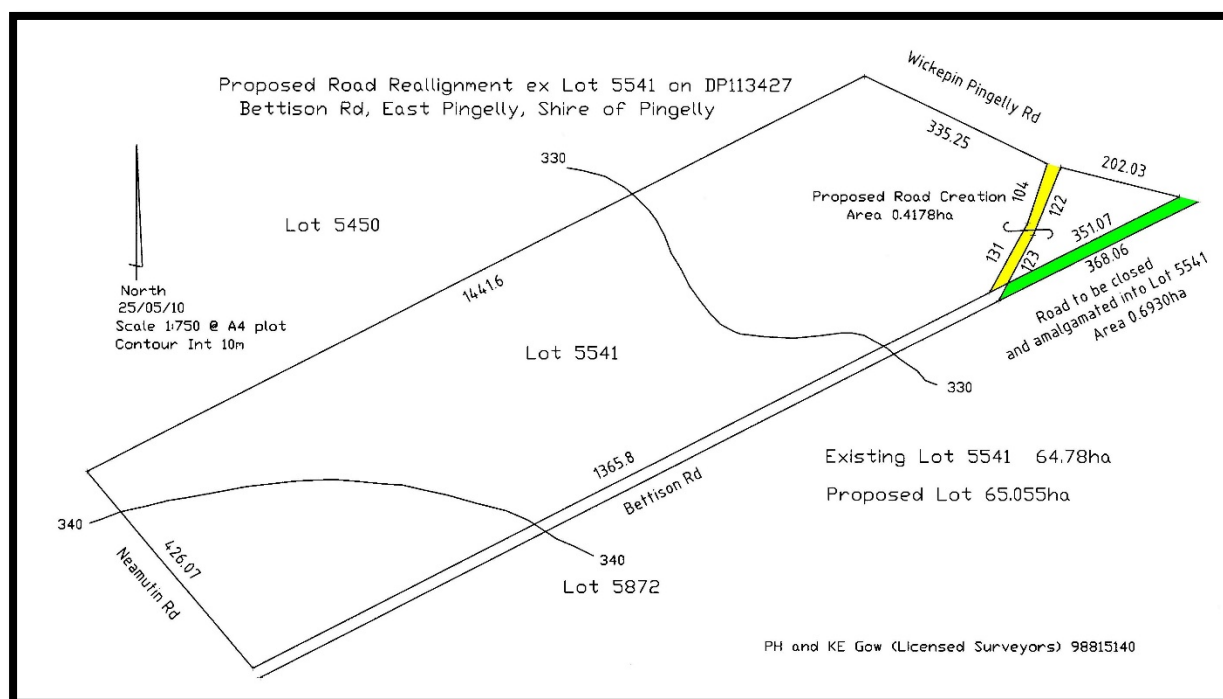
In 2009, the Shire of Pingelly realigned the intersection of Bettison Road and Wickepin-Pingelly Road through freehold Lot 5541 on Deposited Plan 113427. The process involved the Taking by Agreement of 4560m² from Lot 5541 in exchange for 6933m² of redundant road corridor.

The Council, at its meeting on the 19 December 2012, resolved:

“That the section of Bettison Road shown on the sketch in green be closed and the Minister for Lands be indemnified in this action.”

The road closure requirements for this proposal were suitably addressed by the Shire in 2012 including associated consultation.

The plan showing the road closure and associated road dedication is outlined below:



Based on recent Department of Planning, Lands and Heritage (DPLH) advice, the Shire did not however address the requirements of section 56 of the *Land Administration Act 1997* (LAA) in 2012. For the road reserve dedication (creation) to be completed, the Shire is required to undertake the following:

1. Statement of Indemnity for claims of compensation as a result of the Taking by Agreement under Part 9 of the LAA (outlined in the recommendation);
2. Deed of Agreement signed by the freehold landowner (William Sydney Brain) and the Shire, using the Shire's common seal (the Deed has not currently been signed; however this is proposed to be addressed in the recommendation); and
3. Council Resolution for the dedication of a road under section 56 of the LAA and a statement that the Shire indemnified the Minister for Lands, under section 56(4) of the LAA, against any claim for compensation (outlined in the recommendation).

Comment

It is suggested that Council is now able to finalise its position on the Bettison Road reserve dedication. It is recommended that Council agree to the road reserve dedication for a portion of Bettison Road to provide certainty for the landowner, the community and the Shire.

Subject to the Council's decision, a Deed of Agreement is required to be signed between the landowner and the Shire. The Shire's final task is nominating a preferred surveyor to prepare a freehold acquisition plan, which will support both the taking and amalgamation of freehold land into Lot 5541.

The Minister for Lands will determine whether to dedicate the road reserve. Should the Minister agree, the section of the Bettison Road reserve will be dedicated and vested with the Shire.

Consultation

Previously undertaken to meet the requirements of the LAA.

Statutory Environment

Land Administration Act 1997 and Land Administration Regulations 1998.

The Council now needs to formally resolve to finalise the dedication and indemnify the DPLH against any costs that may arise (survey documentation, stamp duty etc.).

Policy Implications

No known policy implications.

Financial Implications

The Shire is required to meet all costs associated with the road dedication process including survey and State Government administration fees.

Strategic Implications

Goal 3	Built Environment
Outcome 3.4	It is easy and safe to move around and in and out of the district
Strategy 3.4.1	Provision of a road network with service levels that meet the needs of industry and residents.

Risk Implications

Risk	The key risk is the realigned road is not a dedicated road reserve for public use under the control of the Shire of Pingelly.
Risk Rating (Prior to Treatment or Control)	Medium 6
Principal Risk Theme	Operational/Reputational
Risk Action Plan (Controls or Treatment Proposed)	For a formal resolution of the land resumption and road dedication.

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

Voting Requirements

Simple majority

Recommendation

That Council:

1. Endorses the plan outlined in this report to dedicate a portion of Bettison Road, East Pingelly as a Shire managed road under section 56 of the *Land Administration Act 1997*.
2. Delegates authority to the Shire President and to the Shire's Chief Executive Officer to sign and seal the Deed of Agreement with the owner of Lot 5541 on Deposited Plan 113427.
3. Subject to suitably addressing point 2, requests the Minister for Lands to support the road reserve dedication for a portion of Bettison Road.
4. Confirms the Shire will meet all costs associated with the road reserve dedication process and indemnifies the Minister for Lands and the Department of Planning, Lands and Heritage against any claim for compensation and for costs and expenses in the process under section 56(4) of the *Land Administration Act 1997*.
5. Delegates authority to the Shire's Chief Executive Officer to progress matters with the Department of Planning, Lands and Heritage, other agencies and the landowner regarding the dedication of the Bettison Road reserve along with nominating and engaging the preferred surveyor to prepare a freehold acquisition plan.

Moved: _____ Seconded: _____

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

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

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

19. CLOSURE OF MEETING

The Chairman to declare the meeting closed.