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Council Minutes

Shire of Pingelly

Ordinary Council Meeting

21 February 2024

Risk Framework

Consequence Rating

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

Likelihood Rating

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

Risk Matrix

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

Risk Acceptance Criteria

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

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 2.02pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

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

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

Members Present

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

Staff in Attendance

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

Members of the Public

Angela Trethewey

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

Please see Public Question Time Information on page 3.

7. APPLICATIONS FOR LEAVE OF ABSENCE

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13384 Moved: Cr Narducci Seconded: Cr Hotham

That Council grant Cr Singh absence for the Ordinary Council Meeting dated 21 February 2024.

CARRIED 5/0

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

Against: Nil

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13385 Moved: Cr Wood Seconded: Cr Narducci

That Council grant Cr McBurney absence for the Ordinary Council Meeting dated 20 March 2024.

CARRIED 5/0

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

Against: Nil

8. DISCLOSURES OF INTEREST

Cr Clinton Cheney 19.1 Impartial

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Meeting – 12 December 2023

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13386 Moved: Cr Wood Seconded: Cr Hotham

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 12 December 2023 be confirmed.

CARRIED 5/0

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

Against: Nil

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

11. ITEMS BOUGHT FORWARD DUE TO PERSONS ATTENDING

Nil

12. REPORTS OF COMMITTEES

12.1 Reports of Committees of Council

- Audit & Risk Committee

Full Council

Voting Requirements:

Simple Majority

Audit Committee Recommendation and Council Decision:

13387 Moved: Cr Hotham Seconded: Cr Cheney

That Council:

- 1. Adopts the Compliance Audit Return (CAR) for the 2023 calendar year presented as attached.**
- 2. Accept and endorse the Financial Management Systems and Procedures Review January 2024, finding and recommendations as presented, pursuant to Regulation 5 of the *Local Government (Financial Management) Regulations 1996* and provide an update on the medium risk items at the next Audit and Risk Committee Meeting.**
- 3. Accept and endorse the review of the appropriateness and effectiveness of the systems and procedures in relation to risk management, internal control, and legislative compliance, pursuant to Regulation 17 of the *Local Government (Audit) Regulations 1996*. And provide an update on the developing process item at the next Audit and Risk Committee Meeting.**

CARRIED 5/0

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

Against: Nil

Councillor comments in support of the motion:

- Council acknowledges the work that the staff have put into the Audit Return documents and thank staff for their diligence.

Councillor comments in opposing the motion:

Nil

- Bush Fire Advisory Committee

Member – Cr Narducci
Deputy – Cr Hotham

- CEO Performance Review Committee

Member – Shire President
Member – Deputy President
Member – Cr Cheney
Member – Cr Hotham

12.2 Reports of Council Delegates on External Committee

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

13. REPORTS FROM COUNCILLORS

13.1 Cr Jackie McBurney (President)

DECEMBER

6th CEO, President, and Deputy Meeting
7th WALGA workshop – Role of Mayors and Presidents
8th Opening of the Christmas Village
12th December Ordinary Council Meeting
14th Party on the Oval
21st Shire of Pingelly Staff Christmas Party

JANUARY

10th CEO, President, and Deputy Meeting
16th Avon ale Sub Regional Road Group Meeting
24th CEO, President, and Deputy Meeting
26th Australia Day Event including Community Awards
26th Australia Day Bowls Presentation of Medallions
31st CEO meeting
31st Annual Electors Meeting

13.2 Memorials

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

- Mr William Brain, a prominent local has passed on.
- Marlene Smith, wife of Basil Smith has passed on.

14 OFFICE OF THE CHIEF EXECUTIVE OFFICER

14.1 Amendment to Council Policy 6.13 Bush Fire Brigade Training

File Reference:	ADM0714
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Policy 6.13 Bush Fire Brigade Training – with track changes
Previous Reference:	Council Resolution: 13128

Summary

For Council to consider modifying the Bush Fire Brigade Training Policy to allow volunteers every opportunity to conduct this training.

Background

Following the introduction of the *Work Health and Safety Act 2020* and *Work Health and Safety Regulations 2022*, the Bush Fire Brigade Training Policy was endorsed by the Bush Fire Advisory Committee (BFAC) and Council. At the Ordinary Council Meeting of 18 May 2022, Council resolved:

Resolution Number: 13128

That Council adopt the Pingelly Bush Fire Training Policy with the following change to 4.3:

“New Operational Members are required to complete the Fire Fighter Safety and Awareness and Firefighting Skills training or equivalent before attending any fires as a member of a Shire of Pingelly Bushfire Brigade”.

This policy is to ensure that bushfire volunteers have appropriate training. Volunteers with experience (i.e. existing members) are required to complete the ½ day course – the Rural Fire Awareness training or equivalent within 2 years of the introduction of the *Work Health and Safety Regulations 2022* (i.e. before 31 March 2024).

Inexperienced volunteers (i.e. new members) are required to complete the 2 2-day courses - the Fire Fighter Safety and Awareness and Firefighting Skills training or equivalent before attending any fires as a member of a Shire of Pingelly Bushfire Brigade.

Volunteers who do not complete this training will no longer be Operational Members. These volunteers will become axillary members of the brigade. They are still permitted to attend bushfires, but as spontaneous volunteers. This means that they are not:

- covered by the Shire’s insurance;
- provided with PPE and PPC; and
- permitted to utilise the Shire’s Fire Appliances, either for private burns or at a bushfire.

These volunteers may complete the specified training at their convenience and become Operational Members.

Comment

There are approximately 90 current volunteers who have not completed the required training. It may be that a portion of these volunteers no longer intend to remain as Operational

Members. Several training sessions have been conducted but have been significantly undersubscribed. In addition, the Rural Fire Awareness training can be completed online.

To ensure that every opportunity is provided for volunteers to complete their training, it is recommended that the Bush Fire Brigade Training Policy is amended to extend the date from 31 March 2024 to 30 April 2024 and to conduct additional training session(s) during the month of April. The Bush Fire Advisory Committee and brigade AGMs will be held prior to this training to remind all volunteers of the importance of training and inform them of the training date.

Consultation

Consultation was conducted with the Shire's Community Emergency Services Manager (CESM) and the Chief Bush Fire Control Officer.

Statutory Environment

It is a requirement of the *Work Health and Safety Act 2020* that the Person Conducting a Business or Undertaking (PCBU) – in this case the CEO, must take all reasonable steps to ensure the safety of all employees and volunteers within the organisation. This includes the 181 registered bushfire volunteers. Steps taken to comply with this requirement include the:

- Requirement for volunteers to undertake training;
- Ensuring processes and procedures are suitable; and
- Providing appropriate equipment including PPE and PPC.

Penalties for the CEO not taking all reasonable steps are fines of up to \$5,000,000 and up to 20 years imprisonment. Penalties for the Shire of Pingelly include fines of up to \$10,000,000. Please note that these fines cannot be paid through insurance.

Policy Implications

This is the modification of an existing policy.

Financial Implications

Nil

Strategic Implications

This is business as usual.

Risk Framework

Risk:	Injury or death of a Bush Fire Volunteer resulting from a lack of training.		
Consequence Theme:	Health, Financial	Impact:	Catastrophic
Consequence:	Fatality, permanent disability. More than \$200,000		
Likelihood Rating:	Unlikely	Risk Matrix:	High (10)
Action Plan:	Implement a policy that requires all Bush Fire Volunteer to undertake training proportional to their experience.		

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13388 Moved: Cr Narducci Seconded: Cr Cheney

That Council modify Council Policy 6.13 Pingelly Bush Fire Training as attached to allow a final opportunity for untrained Bush Fire Volunteers to complete suitable training, before 30 April 2024.

CARRIED 5/0

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

Against: Nil

Councillor comments in support of the motion:

Nil

Councillor comments in opposing the motion:

Nil

6.13 Bush Fire Brigade Training

1. PURPOSE

- 1.1 The purpose of this Policy is to outline the standards of training which are required for bushfire volunteers, including those volunteers with experience.

2. SCOPE

- 2.1 This Policy is applicable to all Operational Members of a Shire of Pingelly bushfire brigade.

3. DEFINITIONS

- 3.1 **Operational Members**, as defined by the Shire of Pingelly Bushfire Local Law 2022, are those persons aged being at least 16 years of age who undertake all normal brigade activities and have completed the required training qualification as determined by the local government.

4. POLICY STATEMENT

- 4.1 Following the introduction of the Work Health and Safety Act 2020 on 31 March 2022, the Shire of Pingelly now requires all Operational Members of the Shire's bushfire brigades to receive formal training.
- 4.2 To reflect the significant experience of existing Operational Members, volunteers who are Operational Members on or before 31 March 2022, are required to complete the Rural Fire Awareness training or equivalent before ~~31 March~~ 30 April 2024.
- 4.3 New Operational Members are required to complete the Fire Fighter Safety and Awareness and Firefighting Skills training or equivalent before attending any fires as a member of a Shire of Pingelly Bushfire Brigade.
- 4.4 All Operational Members (both new and existing) are required to complete at least 2 training sessions, which may be formal or informal per year. Formal training may include the training specified in sections 4.2 and 4.3. Informal training may include training held by the brigade.
- 4.5 Volunteers who do not complete the training specified in sections 4.2 or 4.3 and also 4.4 are no longer defined as Operational Members, **however, are eligible to become Operational Members once they complete the required training.**

5. RELATED DOCUMENTATION / LEGISLATION

Work Health and Safety Act 2020
Work Health and Safety Regulations 2022

6. REVIEW DETAILS

Review Frequency	Bi-Annually
Council Adoption	18 May 2022

14.2 Advertising of the Draft Local Planning Policy for Heritage List Places

File Reference:	ADM0714
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Guidelines for Preparing a LPP for Local Heritage Draft LPP for Heritage List Places
Previous Reference:	Council Resolution: 13321

Summary

For Council to consider endorsing the Draft Local Planning Policy (LPP) for Heritage List Places for the purpose of public advertising.

Background

The Shire of Pingelly Heritage List 2024 lists all Heritage Places within the Shire of Pingelly which are considered to be of considerable significance. These places are very important to the heritage of Pingelly and have a high degree of integrity/authenticity and as such should be conserved.

The Local Planning Policy for Heritage List Places protects the significant parts of these heritage places. A Local Planning Policy is considered when a development application is submitted under *the Planning and Development (Local Planning Schemes) Regulations 2015*. A development application is required for all work on places on the Heritage List unless the policy specifies otherwise.

Comment

The policy has been developed and rigorously reviewed following several iterations of the draft. The basis of the policy is the *Guidelines for Preparing a Local Planning Policy for Local Heritage*, however this proposed policy is less onerous on property owners and is less wordy for ease of use.

This policy exempts development which has only a positive or no discernible impact on the heritage place.

Consultation

Submissions will be requested from the public for a period of 21 days by advertising the proposed policy will be advertised once a week for 2 consecutive weeks in the Pingelly Times and posted on the Shire's website.

If submissions are received, this policy will be considered by Council at a subsequent meeting. If no submissions are received, this policy will be adopted without need for further consideration by Council.

Statutory Environment

Planning and Development (Local Planning Schemes) Regulations 2015 (Schedule 2) Division 2

If the local government resolves to prepare a Local Planning Policy, the local government:

- (a) is to publish a notice of the proposed Policy once a week for 2 consecutive weeks in a newspaper circulating in the Scheme area, giving details of –
 - i. where the draft Policy may be inspected;
 - ii. the subject and nature of the draft Policy; and

- iii. in what form and during what period (being not less than 21 days from the day the notice is published) submissions may be made;
- (b) may publish a notice of the proposed Policy in such other manner and carry out such other consultation as the local government considers appropriate.

After the expiry of the period within which submissions may be made, the local government is to –

- (a) review the proposed Policy in the light of any submissions made; and
- (b) resolve to adopt the Policy with or without modification, or not to proceed with the Policy.

If the local government resolves to adopt the Policy, the local government is to –

- (a) publish notice of the Policy once in a newspaper circulating in the Scheme area; and
- (b) if, in the opinion of the local government, the Policy affects the interests of the Commission, forward a copy of the Policy to the Commission.

Policy Implications

This is the adoption of a policy which will guide future development. The Shire of Pingelly currently does not have a comparable policy.

Financial Implications

Nil

Strategic Implications

This is business as usual.

Risk Framework

Risk:	Failure to assess concerns from the community in relation to protecting heritage or creating a policy that is overly onerous.		
Consequence Theme:	Reputational	Impact:	Minor
Consequence:	Low impact, a small number of complaints		
Likelihood Rating:	Unlikely	Risk Matrix:	Low (4)
Action Plan:	Advertise the proposed policy widely to ensure that it strikes the correct balance between protecting heritage and permitting appropriate development on heritage places.		

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13389

Moved: Cr Hotham

Seconded: Cr Narducci

That Council:

- 1. Endorse the draft Local Planning Policy for Heritage List Places for public consultation in accordance with the Planning and Development (Local Planning Scheme) Regulations 2015; and**
- 2. If no submissions are received as a result of the public consultation, adopt the Local Planning Policy for Heritage List Places, including publishing the Policy in the Pingelly Times.**

CARRIED 5/0

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

Against: Nil

Councillor comments in support of the motion:

Nil

Councillor comments in opposing the motion:

Nil



GUIDELINES FOR

PREPARING A LOCAL PLANNING POLICY FOR LOCAL HERITAGE

MARCH 2023

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Front cover image:
Western suburbs streetscape.

1. Introduction

The Western Australian planning process requires the consideration of cultural heritage significance when determining a development application for any heritage place.

For local heritage places *State Planning Policy 3.5 Historic Heritage Conservation* (SPP3.5) provides sound direction for decision making. Local governments may, however, choose to provide further guidance for their planners, decision-makers and property owners through adoption of a local planning policy (LPP) for heritage.

These guidelines assist planners when preparing a local planning policy for local heritage places, and provide sample text that can be adapted as needed for local conditions and priorities.

Note that applications for approval of development that may affect State registered places require referral to the Heritage Council of Western Australia, which provides statutory advice to the decision making authority on the heritage aspects of the proposal. The Heritage Council's advice should form the basis of decisions in respect of State heritage values.

1.1 Background

State Planning Policy 3.5 Historic Heritage Conservation sets out the principles of sound and responsible planning for the conservation and protection of Western Australia's historic heritage. The policy includes development control principles that should be applied in considering applications for development approval in relation to a place entered in a heritage list, or a heritage area designated pursuant to a local planning scheme.

If a local government is satisfied that *SPP3.5 Historic Heritage Conservation* gives sufficient direction for decision making, there may be

no need to establish an LPP for heritage. An LPP should not simply repeat SPP3.5 and should not contradict it.

A separate LPP is required for each heritage area designated under the local planning scheme. The requirements of such an LPP are detailed in cl. 9(2), Schedule 2 of the deemed provisions to the Planning and Development (Local Planning Schemes) Regulations 2015.

1.2 Purpose of the guidelines

These guidelines may assist local governments in drafting a local planning policy to guide decision-making for development proposals for local heritage places and areas. The use of the guidelines and the associated sample text will support a consistent approach to heritage management across local government areas. The resulting local planning policy would intend to:

1. enhance the heritage conservation objectives in the local planning strategy
2. elaborate upon the application of the development control principles contained in SPP3.5
3. identify how discretionary provisions of the local planning scheme will be applied in relation to conservation of local heritage places
4. identify how applications for the development of local heritage places will be assessed.

1.3 When to use the guidelines

These guidelines use the term 'local heritage place' for any property that is included in the definition of 'heritage-protected place' under Schedule 2 of the deemed provisions to the Planning and Development (Local Planning Schemes) Regulations 2015 but is not subject to the statutory referral process under

the *Heritage Act 2018* (Heritage Act). For purpose of these guidelines, a local heritage place does not include any place listed in s.72(1) of the Heritage Act. Determination of development applications for a local heritage place is therefore made without statutory advice from the Heritage Council.

Where a local government chooses to adopt a local planning policy to assist in clarifying how their local planning scheme will be applied in relation to local heritage places, these guidelines will assist in drafting such a policy.

Each local government should ensure that any proposed LPP meets any relevant statutory requirement and is consistent with the relevant sections/provisions of the local planning strategy, local planning scheme, the *Planning and Development Act 2005* and the Planning and Development (Local Planning Schemes) Regulations 2015.

2. The Heritage Framework

A local planning policy for local heritage places will be most effective when integrated with a wider heritage framework that includes an overall heritage strategy that considers both planning and non-planning matters. This includes processes for providing assistance and incentives towards heritage conservation, as well as the policy and procedures to ensure good advice and development controls. This recognises that retention and conservation of heritage places provides a community benefit, and that local government acts for the community when aiding owners to deliver this benefit.

Assistance measures, such as specialised services, grants, rates concessions and development incentives, are practical and accessible ways local governments can recognise owner contributions to the conservation of heritage places and can encourage positive engagement with the heritage process.

Further information and assistance in the development of a heritage framework is available from the Department of Planning, Lands and Heritage.

Relevant resources include:

- *Guidelines for assessment of local heritage places* (2022)
- *Guidelines for local heritage surveys* (2019)
- *Guidelines for identifying and creating heritage areas* (2022)
- *Guidelines for establishing a heritage list* (2021)
- *An information guide to conservation management plans* (2013)
- *An information guide to conservation management strategy* (2017)
- *Heritage Impact Statement interactive form* (2020)
- *Guide to preparing an archival record* (2019)

Appendix 1 – Sample text

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
	<p>These notes do not form part of the policy and are intended to assist the local government in tailoring the policy text to meet its own needs. They may also assist in developing supporting material for heritage matters, but should be removed before publication of the LPP.</p> <p>The LPP should take the format and approach developed by each local government and be adopted and maintained consistent with the local planning scheme.</p> <p>General requirements and procedures for preparing LPPs are contained within Part 2, of the deemed provisions to the Planning and Development (Local Planning Schemes) Regulations 2015.</p>
<p>Statutory Background</p> <p>This policy is adopted under Part 2 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 which enables the [INSERT LOCAL GOVERNMENT] to prepare local planning policies for any matter related to the planning and development of the Scheme area.</p> <p>Purpose</p> <p>To provide guidance on the assessment of proposals for works affecting local heritage places or heritage areas.</p>	<p>Explanatory notes – Statutory Background</p> <p>The statutory background should briefly explain the legal status of the LPP.</p> <p>Note that the local planning policy can only have effect where consistent with the deemed provisions and local planning scheme.</p>
<p>Use of terms</p> <p>Unless otherwise noted, terms used in this policy have common meanings and include those defined in the <i>Planning and Development Act 2005</i>, Planning and Development (Local Planning Schemes) Regulations 2015, and the <i>Heritage Act 2018</i>.</p> <p>Fabric means all the physical material of the place.</p> <p>Impact means the manner in which proposed works will, or are likely to, affect the cultural heritage significance of a place, as assessed against the matrix at Schedule 1 of this policy.</p>	<p>Explanatory notes – Use of terms</p> <p>This list should be extended if the LPP uses any other terms that are not defined in the relevant legislation or that may be unclear.</p> <p>While the definition of a local heritage place includes any place within a local heritage area, the sample text makes occasional reference to ‘local heritage place or area’. This is intended to reinforce that works within a heritage area are also included in the relevant policy.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>Local heritage place means a place that meets the definition of a heritage-protected place in clause 1A, Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, with the exception of any place that is:</p> <ul style="list-style-type: none"> • entered in the State Register of <i>Heritage Places under the Heritage Act 2018</i> section 42; • the subject of an order under the <i>Heritage Act 2018</i> Part 4; or • the subject of a heritage agreement that has been certified under the <i>Heritage Act 2018</i> section 90, to which the Heritage Council of Western Australia is a party. <p>Significant fabric means fabric identified as contributing to the cultural heritage significance of the place.</p>	
<p>Application</p> <p>This policy applies to any works affecting a local heritage place or heritage area that requires development approval.</p> <p>Note that any heritage area adopted under the local planning scheme will have an associated local planning policy that should be read in conjunction with this policy. If there are any inconsistencies between the two, the policy specific to the heritage area will prevail.</p>	<p>Explanatory notes – Application</p> <p>The deemed provisions cl.67(k) require that the local government has due regard to the built heritage conservation of any place that is of cultural significance, and, (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located.</p> <p>An intent to apply the heritage provisions of the planning framework is signalled through inclusion of places in a heritage list, or adopting a heritage area.</p> <p>Places for which development proposals require statutory referral to, and advice from, the Heritage Council, are covered under separate Heritage Council policies and guidelines and should not be constrained by a LPP. It is therefore recommended that the stated target for this policy is local heritage places as defined.</p> <p>A LPP for a heritage area may provide additional provisions to, or replace elements of, this policy. This should be made clear within the heritage area LPP.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>Objectives</p> <p>This policy seeks to:</p> <ul style="list-style-type: none"> (a) conserve and protect places of local cultural heritage significance; (b) ensure that development does not adversely affect the significance of local heritage places and areas; (c) ensure that heritage significance is given due weight in local planning decision making; (d) provide improved certainty to landowners and community about the planning processes for heritage identification and protection; and (e) clarify the format and content of accompanying material in accordance with clauses 63(1)(d) and 63(3), Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 	<p>Explanatory notes – Objectives</p> <p>The suggested objectives are drawn from SPP3.5, but should be adapted to reflect any heritage-related outcomes identified in the local planning strategy.</p>
<p>POLICY PROVISIONS</p> <p>1. Development control principles</p> <ul style="list-style-type: none"> 1(a) In considering any planning applications in relation to a local heritage place or within a heritage area, the [City/Town/Shire] will apply and give due regard to the development control principles set out in this policy and <i>State Planning Policy 3.5 - Historic Heritage Conservation</i> (SPP3.5). 1(b) Development within a heritage area will also be assessed against the relevant provisions of any local planning policy for that area, including any design guidelines associated with the policy. 	<p>Explanatory notes – Development control principles</p> <p>If there are design guidelines for local heritage places that are to be applied across the scheme area, these should also be referenced here. Design guidelines, however, generally relate to a specific style or period of architecture and are rarely relevant to all places within a district.</p> <p>Some local governments may also choose to identify different development controls based on the level of significance identified for heritage places in their heritage list.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>2. Applications for development approval – accompanying material</p> <p>2(a) The accompanying material required with applications for development approval relating to a local heritage place or area will be determined by the likely impact of works on cultural heritage significance.</p> <p>2(b) Negative impact is indicated by any part of the works being assessed as having a minor, moderate or major impact on one or more of the identified values or criteria that contribute to the cultural heritage significance of the place.</p> <p>2(c) The applicant should make an initial assessment of impact to give an indication of accompanying material that should be provided. A final determination as to whether a proposal will, or is likely to, have a minor, moderate or major impact on the place, and therefore the final requirement for accompanying material, will be made by the [City/Town/Shire], with due regard to be given to the impact matrix identified in Schedule 1 of this policy and any independent heritage report submitted by the applicant.</p>	<p>Explanatory notes – Accompanying material</p> <p>This part of the policy should clearly guide applicants and planning officers on what accompanying material is required for any application. As with all parts of the policy, the requirements should be tailored for local need and the capacity of the local government to make use of the additional information.</p> <p>The same material may not be required in all cases, and accompanying material should only be required when it is of benefit in allowing the decision-making body to make an informed decision, and the local government has access to relevant skills to assess the material. The sample text uses the impact matrix to identify which proposals should be accompanied by additional material.</p> <p>Some local governments may choose different thresholds for activating the requirements for accompanying material, or choose to leave this as a discretionary matter to be determined on a case by case basis.</p>
<p>2.1 Works in a local heritage place or area</p> <p>2.1(a) An application for works to a local heritage place or area that will, or is likely to, have a negative impact on the place or area, (including any significant views and vistas within a heritage area), must be accompanied by:</p> <p>(i) street elevations drawn as one continuous elevation to a scale not smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land the subject of the application</p>	<p>Explanatory notes – Works in a local heritage place or area</p> <p>Clause 63(3) of the deemed provisions identifies that the local government may require an application to be accompanied by specified material if it relates to a heritage place or area. To provide certainty and a consistent approach, the sample text proposes that this option is exercised for all works that are likely to have a negative heritage impact.</p> <p>An initial assessment of impact should be made by the applicant. Use of this policy would require that the application is reviewed and the heritage impact assessed prior to acceptance of the application as being complete.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<ul style="list-style-type: none"> (ii) a detailed schedule of all finishes, including materials and colours of the proposed development (iii) a description of the finishes of the existing developments on the subject lot and on each lot immediately adjoining the subject lot. 	<p>The requirement for a schedule of finishes should not be taken as a requirement that new works have to match existing materials or colour.</p>
<p>2.2 Additional requirements for works within a heritage area</p> <p>2.2(a) For a proposed development that will be substantially visible from the street, the accompanying material required in 2.1(a) must include the following additional information:</p> <ul style="list-style-type: none"> (i) a site analysis plan showing: <ul style="list-style-type: none"> • any impacted view-lines of significance to or from the place • any heritage places within close proximity to the development. (ii) a cadastral base identifying all lots located in the street block in which the site is located, as well as the lots on the opposite side of the street, and the location, height, street setback and land use of all buildings located on these lots. 	<p>Explanatory notes – Additional requirements for works in a heritage area</p> <p>Relevant accompanying material for a heritage area aims to identify the site's setting within the heritage area and the potential for proposed development to impact the overall cultural heritage significance of the area. This is primarily achieved through a site analysis plan and cadastral base.</p> <p>The site analysis plan is a standard requirement as accompanying material under the R-Codes. The sample text proposes that such a plan is required for all heritage-related development, and that the requirements for view-lines and nearby heritage places are added in all cases.</p> <p>The requirement for a cadastral base is consistent with current R-code requirements, though again are recommended as a standard requirement for any application in a heritage area.</p> <p>For local governments that have high concentrations of heritage places, these provisions could be considered for proposals relating to individual heritage places.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>2.3 Heritage impact statement</p> <p>2.3(a) If in the opinion of the local government, a proposal is for works that are likely to have a moderate or major impact on the cultural heritage significance of a local heritage place or area, the application for development approval must be accompanied by a heritage impact statement (HIS) consistent with the guidelines produced by the Heritage Council of Western Australia.</p> <p>2.3(b) The [City/Town/Shire] may require that, at the applicant's cost, the HIS is provided by a heritage professional with relevant experience.</p>	<p>Explanatory notes – Heritage impact statement</p> <p>Clause 63(1)(c) of the deemed provisions allows the local government to require that a specialist study is provided for specific matters, which include heritage. The standard study for such purposes is identified as a heritage impact statement (HIS).</p> <p>In the recommended text, whether or not a local government may require an HIS, and the amount of detail expected, will depend on the likely impact of the proposal on the cultural heritage significance of a place.</p> <p>LGs with a more extensive heritage list may also consider the significance of the place when determining the need for a HIS. Generally, this would mean that works to a place of higher significance, as indicated in the LHS, will typically require a detailed HIS, however, works to a place of lesser significance may not require an HIS at all.</p>
	<p>An HIS will always be based on a Statement of Significance for the place, which clearly spells out the identified heritage values. Typically, this will be drawn from the statement in the heritage list, supported by information in the LHS, Conservation Management Plan or Strategy (CMP or CMS), and other relevant documents.</p> <p>A HIS enables the applicant to explain how they have taken heritage into account in their proposal, and helps the decision-maker to consider the impacts on heritage, and whether there are any mitigating factors that may allow approval of works that have an adverse impact.</p> <p>For proposals that are likely to have a major impact on heritage, or if a site is of particular local significance, the local government may determine that the HIS is to be undertaken by a heritage professional. If preferred, the conditions for such a request can be stated in the policy.</p> <p>An applicant may also choose to submit a HIS to support their application, and this should be given due regard by the decision-maker.</p> <p>Further details and an interactive template for an HIS are available from the Department of Planning, Lands and Heritage.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>2.4 Structural condition assessment in the case of demolition</p> <p>2.4(a) If structural failure is cited as a justification for the demolition of significant fabric, the [City/Town/Shire] may require that a structural condition assessment by a registered structural engineer with relevant heritage experience be provided.</p> <p>2.4(b) Demolition will not be approved unless a structural condition assessment provides evidence that the structural integrity of the building has failed to the point where it cannot be rectified without removal of a majority of its significant fabric and/or incurring prohibitive costs.</p> <p>2.4(c) Demolition will not be approved if the local government forms the view that structural inadequacy is a result of the place not being properly maintained, as defined in clause 13(1) Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>2.4(d) Demolition will not be approved based primarily on the grounds that redevelopment is a more attractive proposition.</p>	<p>Explanatory notes – Structural assessment</p> <p>As noted above, the deemed provisions allow the local government to determine that an application must be accompanied by ‘a report or any specialist studies’ relating to the development, with heritage and engineering noted as two such studies.</p> <p>It is open to the local government to determine other standards or requirements where demolition is proposed, with the potential to set different standards based on the identified significance of the place and/or the likely impact of the demolition based on the impact matrix.</p> <p>The sample text is based on development control principles relating to demolition as stated in SPP3.5.</p>
<p>2.5 Assessment documentation</p> <p>2.5(a) The cultural heritage significance of a place will generally be taken from the relevant entry in the heritage list, with supporting information from the LHS or other heritage assessment.</p> <p>2.5(b) Where the cultural heritage significance of a place cannot be adequately determined from an existing assessment, the applicant may be required to allow access to enable the [City/Town/Shire] to conduct an assessment or provide, at their own expense, a heritage assessment for the place.</p> <p>2.5(c) A heritage assessment must be carried out by a heritage professional with relevant experience and be consistent with guidelines provided by the Heritage Council of Western Australia.</p>	<p>Explanatory notes – Assessment Documentation</p> <p>Cl. 11 of the deemed provisions allows the local government to require a heritage assessment to be carried out before approval of a development application, whether or not there is already an assessment in place. This option can incur substantial costs, and could be considered to deliver work that is the responsibility of local government.</p> <p>A requirement for the applicant to provide a heritage assessment should therefore be used cautiously, perhaps in circumstances where the normal process has not been possible. This could include, for example, a property that has been recently nominated as a heritage place, or where assessment of the subject site has not been completed because access has not been granted by the owner.</p> <p>Ideally the local government should undertake its own assessment based on information commissioned from a heritage practitioner.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>3 Conditions of approval</p> <p>3(a) Where a development application for a local heritage place is approved with conditions, those conditions may be used to secure the built heritage conservation of the place, in addition to any standard condition.</p> <p>3(b) A condition of approval may include, but is not limited to, an archival record or entry into a heritage agreement.</p>	
<p>3.1 Archival recording in the case of demolition</p> <p>3.1(a) If a proposal is for demolition, including partial demolition, that will have a moderate or major impact on the cultural heritage significance of the place or heritage area, the [City/Town/Shire] will require the applicant as a condition of approval to submit an archival record of the place, prior to the commencement of development.</p> <p>3.1(b) Where a proposal includes partial demolition of significant fabric, an archival record will be conditioned only to the extent required to record the fabric being removed.</p> <p>3.1(c) An archival record may also be requested by the [Shire/Town/City] for any proposed works that result in the substantial alteration of a place,</p> <p>3.1(d) The archival record is to be in accordance with relevant guidelines published by the Heritage Council of Western Australia.</p> <p>3.1(e) The type of archival record required for general demolition will be a photographic record, as defined in the Heritage Council guidelines. For complex sites or places of exceptional local significance a standard or detailed record may be required.</p> <p>3.1(f) Completed archival records are to be submitted to the [City/Town/Shire] in electronic format and will form part of the local government historical records.</p>	<p>Explanatory notes – Archival records</p> <p>Removal of heritage fabric is an irreversible change that is likely to have a negative impact on a heritage place. While change cannot always be avoided, there is the option to require an archival record, which ensures that future understanding and interpretation of the place will be informed by a high level of information.</p> <p>The Heritage Council publication ‘Guide to Preparing an Archival Record’ offers guidelines on creation of an archival record, which can vary in complexity depending on the heritage significance of the site and the extent of demolition proposed.</p> <p>Archival records are only of value if they are accessible and available for future study. The sample text identifies the appropriate resource for this as the local government. Alternative locations may be substituted where they are better suited for storage of, and access to, archived reports.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>3.2 Heritage agreements</p> <p>3.2(a) A heritage agreement may be a condition of approval where a planning incentive, concession or allowance is sought on the basis of a commitment to the future built heritage conservation of a local heritage place.</p>	<p>Explanatory notes – Heritage agreements</p> <p>Heritage agreements are enabled under the <i>Heritage Act 2018</i>, and identified in the deemed provisions as a mechanism for local government to employ in the conservation of heritage places. They are stated in the deemed provisions (cl. 10(2)) as being the only legal agreement available to local governments in relation to heritage matters.</p>
<p>3.2(b) The condition will specify required conservation works, and any specific action required under a heritage agreement. Such actions may include prohibition of certain actions, use or works that are contrary to the built heritage conservation of the place. Requirements will be proportionate to the planning benefits or concessions awarded and relate to the stated heritage outcome. This may include, but is not limited to:</p> <ul style="list-style-type: none"> • completion of specified conservation works within a stated timeframe; • adherence to an identified routine for the ongoing care and maintenance of the place; and/or • creation of design guidelines for development within or around a heritage place. <p>3.2(c) A heritage agreement will generally require the applicant to commission, at their expense, a Conservation Management Strategy from a competent heritage professional.</p> <p>3.2(d) A heritage agreement will not be requested where the required outcome can be readily achieved through an alternative condition.</p>	<p>A heritage agreement is a substantial undertaking and binds the current and future owners of a place into certain actions. It should only be conditioned where an applicant has received, or will receive, an identifiable benefit or concession, and where there is an identifiable heritage outcome that can be practically managed only through such an agreement.</p> <p>For example, redevelopment of a site that includes conservation works can be conditioned such that the works are completed and assessed prior to occupation, which would be the preferred approach. A rural subdivision based on the ongoing care and conservation of a heritage place should, however, be managed through a heritage agreement.</p> <p>The cost of meeting the requirements of the heritage agreement should be assessed against the monetary value of the benefits gained. This does not need a detailed financial analysis, but the local government should be generally aware of the balance when making its decision.</p> <p>The condition should state that the heritage agreement is to be informed by a conservation report commissioned by the applicant. Such a plan may be specified as a Conservation Management Plan (CMP) or Conservation Management Strategy (CMS), and meet the relevant standards as established by the Heritage Council of Western Australia. A CMS is a simpler document and is generally suitable for management of local heritage places.</p> <p>Where a heritage agreement is proposed as a condition of approval, the local government should contact the Department of Planning, Lands and Heritage prior to determining the application</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>4 Planning-based incentives</p> <p>4.1 Variation of scheme requirements</p> <p>4.1(a) The local planning scheme allows for the variation of any site or development requirement, where that variation facilitates the conservation of a heritage place or enhances the values of a heritage area.</p> <p>4.1(b) The extent of variation that will be approved will be proportionate to the conservation benefit produced by the proposed works and the cost of achieving that benefit. The [City/Town/Shire] may request further information to support the assessment of these costs and benefits.</p> <p>4.1(c) The variations that may be considered appropriate are:</p> <p>[Each local government is to determine the extent of variations that may be acceptable, and whether any site or development requirements will be excluded. Common variations include maximum height, plot ratio, side and rear setbacks, and parking requirements.]</p>	<p>Explanatory notes – Variations</p> <p>The deemed provisions allow the local government to vary ‘any site or development requirement specified’ in the local planning scheme, in order to facilitate the conservation of a heritage place or area (cl.12). There are limits to matters that can be varied within the provisions of the scheme, which should be understood by the relevant planners.</p> <p>For residential development. <i>State Planning Policy 7.3 Residential Design Codes</i> allows the decision-maker to exercise its judgement to consider the merits of proposals having regard to objectives and balancing out these with the consideration of design principles.</p> <p>Because variations are discretionary it is useful to identify the sort of site or development requirements for which variation may be approved, and the degree to which variation may be acceptable.</p> <p>In general, there should be an identifiable correlation between the heritage outcomes delivered by the development proposal and the concession offered through the variation of planning requirements.</p>
<p>4.2 Supplementary provisions</p> <p>4.2(a) [Each local government is to note any supplementary provisions that offer incentives for the conservation of heritage places and give any further information that may assist in consistent application of the incentive.]</p>	<p>Explanatory notes – Supplementary provisions</p> <p>Other planning incentives inserted into the local planning scheme will generally be included as supplementary provisions. These incentives and any further information should be noted here. Local Governments must ensure there is no conflict with other provisions of the local planning scheme. For example, if proposing increased density as an incentive, the local planning scheme must have the power to allow density to be varied.</p> <p>Incentives used for heritage places have included waiver of fees for development applications, access to higher density zoning to enable development at the rear of a property, and ability to transfer development rights to non-heritage properties.</p>

Sample text for a Local Planning Policy – Development of Local Heritage Places	Explanatory notes
<p>5. Reference documents</p> <p><i>Heritage Act 2018</i></p> <p><i>Planning and Development Act 2005</i></p> <p>Planning and Development (Local Planning Schemes) Regulations 2015</p> <p><i>State Planning Policy 3.5 Historic Heritage Conservation</i> (WAPC, 2007)</p> <p><i>The Burra Charter</i> (Australia ICOMOS, 2013)</p> <p><i>An information guide to conservation management plans</i> (2013)</p> <p><i>An information guide to conservation management strategy</i> (2017)</p> <p><i>Heritage Impact Statement interactive form</i> (2020)</p> <p><i>Guide to preparing an archival record</i> (2019)</p>	

Schedule 1 – Impact Matrix

Impact (Level of impact is to assessed separately for each criterion)	Values				Rarity	Representativeness	Condition	Integrity	Authenticity	Demolition
	Aesthetic including streetscape and setting	Historic	Scientific including archaeology	Social						
Positive	Development that enhances the aesthetic value.	Development that conserves the historic value and interprets the history of the place.	Development that protects and/or reveals scientific value through interpretation.	Development that enhances a sense of place through retention of use associations, meaning and/or interpretation.	Enhances by retaining or conserving element(s) that contribute(s) to rarity.	Enhances by retaining or conserving element(s) that contribute(s) to representativeness.	Development that maintains, preserves or restores significant fabric to a known earlier state.	Development retains and enhances original fabric through good conservation practice.	Retains and enhances authenticity of the place through retention or reinstatement of original use, associations and meaning.	Demolition or removal only of element(s) identified in a heritage assessment as intrusive.
No Discernible Impact	Development that maintains or has no impact on the aesthetic value.	Development that does not affect the historic value.	Development does not affect known or potential scientific /archaeological value.	Development does not affect the social value of the place.	There is no loss or proposed change that affects rarity.	There is no loss or proposed change that affects representativeness.	Development that maintains, stabilises or preserves significant fabric in its current state without contributing to its deterioration.	Development does not affect the condition of fabric that contributes to the place's significance.	Development does not affect the authenticity of the place.	Demolition or removal of element(s) identified in a heritage assessment as being of little significance.
Minor (negative)	Development that does not detract from the aesthetic value. May include minor alterations to the appearance of the place.	Development that does not detract from the historic value and may include minor alterations to the place either internally or externally.	Development does affect areas of little or some scientific value and is consistent with an appropriate Management Plan.	Development results in loss of fabric or change of use of a place that has some past but lapsed association with the community.	Results in a change to an element that contributes to rarity but impact can be mitigated by interpretation.	Results in a change to an element that contributes to representativeness but impact can be mitigated by interpretation.	Development that could be detrimental to the condition of significant fabric but can be mitigated by providing advice and conditional support.	Does not substantially detract from the integrity of the place. May include minor alterations to the place to provide for a new or continued use.	Development that does not detract from the authenticity of the place. May include change of use for compatible re-use.	Partial demolition or relocation of element(s) identified in a heritage assessment as being of some significance.
Moderate (negative)	Development that extensively reconstructs fabric to reproduce an earlier state or materially alters the appearance of a place through adaptations, additions or construction of new fabric.	Development that extensively reconstructs fabric to reproduce an earlier state or materially alters significant fabric through adaptation, construction of new fabric or change of use.	Development that is not informed by a conservation or archaeological management plan and may affect potential scientific value.	Development results in a significant loss of fabric or use of a place that has a strong and current association with the community.	Element that contributes to rarity is lost and impact cannot be mitigated.	Element that contributes to representativeness is lost and impact cannot be mitigated.	Development that is likely to lead to loss or deterioration of the structural integrity of the place, or the loss or deterioration of any element of the place that is integral to its cultural heritage significance.	Development results in a significant loss of fabric or settlement pattern that contributes to the authenticity of the place.	Development that proposes a change of use that is not compatible with past uses and/or does not reflect the values of the place.	Demolition or removal of element(s) of some significance. Demolition, relocation of element(s) identified in a heritage assessment as being of considerable significance.
Major (negative)	New infill development on vacant lots (including those approved for total demolition), carparks, open space. New construction that retains a façade of historic fabric.	Development that significantly detracts from the historic value through adaptation or removal of significant element(s) or introduction of a new incompatible use.	Development that significantly affects or destroys known scientific values.	Development results in a total loss of place, or loss of a use that has a strong and current association with the community.	Development that results in a substantial loss of an element or area identified as contributing to the rarity of the place.	Development that results in a substantial loss of an element or area identified as contributing to the representativeness of the place.	Development that will result in deterioration in the condition of significant fabric and/or that fails to address an evident need for urgent conservation works.	Development results in a total loss of fabric and/or results in only the retention of a façade or shell of the significant fabric.	Development that proposes a change of use that is unsympathetic to the values of the place and detracts from the significance of the place.	Total demolition or removal or relocation of a building to an alternative site or dismantling and reconstruction of historic fabric. Partial demolition of elements of exceptional significance.

The Department of Planning, Lands and Heritage acknowledges the traditional owners and custodians of land and waterways across Western Australia. The Department is committed to reconciliation to improve outcomes for Aboriginal and Torres Strait Islander peoples and to work together to provide a culturally-safe and inclusive environment.

Disclaimer

This document has been produced by the Department of Planning, Lands and Heritage on behalf of the Heritage Council of Western Australia. Any representation, statement, opinion or advice expressed or implied in this publication is made in good faith and on the basis that the Government, its employees and agents are not liable for any damage or loss whatsoever which may occur as a result of action taken or not taken, as the case may be, in respect of any representation, statement, opinion or advice referred to herein. Professional advice should be obtained before applying the information contained in this document to particular circumstances.

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LPP For Heritage List Places

1. PURPOSE

- 1.1. To conserve and protect places of heritage significance.
- 1.2. To ensure that development does not adversely impact the significance of heritage places.
- 1.3. To ensure that heritage significance is given due regard in local planning decision making.
- 1.4. To provide certainty to landowners and community about the planning processes for identification and protection of places identified in the Heritage List.

2. SCOPE

This policy applies to any works affecting a local heritage place on the Shire of Pingelly Heritage List 2024.

3. STATUTORY BACKGROUND

This policy is adopted under Part 2 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* which enables the Shire of Pingelly to prepare local planning policies for any matter related to the planning and development of the Scheme area.

4. DEFINITIONS

Unless otherwise noted, terms used in this policy have common meanings and include those defined in the *Planning and Development Act 2005*, *Planning and Development (Local Planning Schemes) Regulations 2015*, and the *Heritage Act 2018*.

Fabric means all the physical material of the place.

Impact means the manner in which proposed works will, or are likely to, affect the cultural heritage significance of a place, as assessed against the matrix at Schedule 1 of this policy.

Local heritage place means a place that meets the definition of a heritage-protected place in clause 1A, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, with the exception of any place that is:

- entered in the *State Register of Heritage Places* under the *Heritage Act 2018* section 42;
- the subject of an order under the *Heritage Act 2018* Part 4; or
- the subject of a heritage agreement that has been certified under the *Heritage Act 2018* section 90, to which the Heritage Council of Western Australia is a party.

Significant fabric means fabric identified as contributing to the cultural heritage significance of the place.

5. POLICY PROVISIONS

Exemptions from the Requirement for Development Approval

- 5.1. Development with only “positive”, or “no discernible impact” on the significant fabric of a heritage place as assessed against the matrix at Schedule 1 of this policy are exempt from the requirement of a development approval.
- 5.2. In an instance of doubt regarding if development approval is required, the owner should seek written advice from the Shire of Pingelly. This request should include full details of the proposal and may involve a site visit. The written advice provided will state if a development approval is required or not and is binding on the Shire of Pingelly.

Development Control Principles

- 5.3. In considering any planning applications in relation to a local heritage place, the Shire of Pingelly will apply and give due regard to the development control principles set out in this policy and *State Planning Policy 3.5 - Historic Heritage Conservation (SPP3.5)*.

Applications for Development Approval – accompanying material

- 5.4. The accompanying material required with applications for development approval relating to a local heritage place will be determined by the likely impact of works on cultural heritage significance.
- 5.5. Negative impact is indicated by any part of the works being assessed as having a minor, moderate or major impact on one or more of the identified values or criteria that contribute to the cultural heritage significance of the place.
- 5.6. The applicant should make an initial assessment of impact to give an indication of accompanying material that should be provided. A final determination as to whether a proposal will, or is likely to, have a minor, moderate or major impact on the place, and therefore the final requirement for accompanying material, will be made by the Shire of Pingelly, with due regard to be given to the impact matrix identified in Schedule 1 of this policy and any independent heritage report submitted by the applicant.

Works in a local heritage place

- 5.7. An application for works to a local heritage place that will, or is likely to, have a negative impact on the place, must be accompanied by:
- 5.7.1. street elevations drawn as one continuous elevation to a scale not smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land the subject of the application
 - 5.7.2. a detailed schedule of all finishes, including materials and colours of the proposed development
 - 5.7.3. a description of the finishes of the existing developments on the subject lot and on each lot immediately adjoining the subject lot.

Heritage impact statement

- 5.8. If in the opinion of the local government, a proposal is for works that are likely to have a moderate or major impact on the cultural heritage significance of a local heritage, the application for development approval must be accompanied by a heritage impact statement (HIS) consistent with the guidelines produced by the Heritage Council of Western Australia.
- 5.9. The HIS is to be provided by a heritage professional with relevant experience, at the applicant's cost.

Structural condition assessment in the case of demolition

- 5.10. If structural failure is cited as a justification for the demolition of significant fabric, the Shire may require that a structural condition assessment by a registered structural engineer with relevant heritage experience be provided.
- 5.11. Demolition will not be approved unless a structural condition assessment provides evidence that the structural integrity of the building has failed to the point where it cannot be rectified without removal of a majority of its significant fabric and/or incurring prohibitive costs.
- 5.12. Demolition will not be approved if the local government forms the view that structural inadequacy is a result of the place not being properly maintained, as defined in clause 13(1) Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
- 5.13. Demolition will not be approved based primarily on the grounds that redevelopment is a more attractive proposition.

Assessment documentation

- 5.14. The cultural heritage significance of a place will generally be taken from the relevant entry in the heritage list, with supporting information from the LHS or other heritage assessment.
- 5.15. Where the cultural heritage significance of a place cannot be adequately determined from an existing assessment, the applicant may be required to allow access to enable the Shire to conduct an assessment or provide, at their own expense, a heritage assessment for the place.
- 5.16. A heritage assessment must be carried out by a heritage professional with relevant experience and be consistent with guidelines provided by the Heritage Council of Western Australia.

Conditions of Approval

- 5.17. Where a development application for a local heritage place is approved with conditions, those conditions may be used to secure the built heritage conservation of the place, in addition to any standard condition.
- 5.18. A condition of approval may include, but is not limited to, an archival record or entry into a heritage agreement.

Archival recording in the case of demolition

- 5.19. If a proposal is for demolition, including partial demolition, that will have a moderate or major impact on the cultural heritage significance of the place, the Shire will require the applicant as a condition of approval to submit an archival record of the place, prior to the commencement of development.
- 5.20. Where a proposal includes partial demolition of significant fabric, an archival record will be conditioned only to the extent required to record the fabric being removed.
- 5.21. An archival record may also be requested by the Shire for any proposed works that result in the substantial alteration of a place,
- 5.22. The archival record is to be in accordance with relevant guidelines published by the Heritage Council of Western Australia.
- 5.23. The type of archival record required for general demolition will be a photographic record, as defined in the Heritage Council guidelines. For complex sites or places of exceptional local significance a standard or detailed record may be required.
- 5.24. Completed archival records are to be submitted to the Shire in electronic format and will form part of the local government historical records.

Heritage agreements

- 5.25. A heritage agreement may be a condition of approval where a planning incentive, concession or allowance is sought on the basis of a commitment to the future built heritage conservation of a local heritage place.
- 5.26. The condition will specify required conservation works, and any specific action required under a heritage agreement. Such actions may include prohibition of certain actions, use or works that are contrary to the built heritage conservation of the place. Requirements will be proportionate to the planning benefits or concessions awarded and relate to the stated heritage outcome. This may include, but is not limited to:
 - 5.26.1. completion of specified conservation works within a stated timeframe;
 - 5.26.2. adherence to an identified routine for the ongoing care and maintenance of the place; and/or
 - 5.26.3. creation of design guidelines for development within or around a heritage place.
- 5.27. A heritage agreement will generally require the applicant to commission, at their expense, a Conservation Management Strategy from a competent heritage professional.
- 5.28. A heritage agreement will not be requested where the required outcome can be readily achieved through an alternative condition.

Planning-based Incentives - variation of scheme requirements

- 5.29. The local planning scheme allows for the variation of any site or development requirement, where that variation facilitates the conservation of a heritage place.
- 5.30. The extent of variation that will be approved will be proportionate to the conservation benefit produced by the proposed works and the cost of achieving that benefit. The Shire may request further information to support the assessment of these costs and benefits.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. *The Local Heritage Survey 2024*
- 6.2. *Heritage List 2024*
- 6.3. *Heritage Act 2018*
- 6.4. *Planning and Development Act 2005*
- 6.5. *Planning and Development (Local Planning Schemes) Regulations 2015*
- 6.6. *State Planning Policy 3.5 Historic Heritage Conservation (WAPC, 2007)*
- 6.7. *The Burra Charter (Australia ICOMOS, 2013)*
- 6.8. *An information guide to conservation management plans (2013)*
- 6.9. *An information guide to conservation management strategy (2017)*
- 6.10. *Heritage Impact Statement interactive form (2020)*
- 6.11. *Guide to preparing an archival record (2019)*

Schedule 1 – Impact Matrix

Impact (Level of impact is to assessed separately for each criterion)	Values				Rarity	Representativeness	Condition	Integrity	Authenticity	Demolition
	Aesthetic including streetscape & setting	Historic	Scientific including archaeology	Social						
Positive	Enhances the aesthetic value.	Conserves the historic value and interprets the history of the place.	Protects and/or reveals scientific value through interpretation.	Enhances a sense of place through retention of use associations, meaning and/or interpretation.	Enhances by retaining or conserving element(s) that contribute(s) to rarity.	Enhances by retaining or conserving element(s) that contribute(s) to representativeness.	Maintains, preserves or restores significant fabric to a known earlier state.	Retains and enhances original fabric through good conservation practice.	Retains and enhances authenticity of the place through retention or reinstatement of original use, associations and meaning.	Demolition or removal only of element(s) identified in a heritage assessment as intrusive.
No Discernible Impact	Maintains or has no impact on the aesthetic value.	Does not affect the historic value.	Does not affect known or potential scientific / archaeological value.	Does not affect the social value of the place.	There is no loss or proposed change that affects rarity.	There is no loss or proposed change that affects representativeness.	Maintains, stabilises or preserves significant fabric in its current state without contributing to its deterioration.	Does not affect the condition of fabric that contributes to the place's significance.	Does not affect the authenticity of the place.	Demolition or removal of element(s) identified in a heritage assessment as being of little significance.
Minor (negative)	Does not detract from the aesthetic value. May include minor alterations to the appearance of the place.	Does not detract from the historic value and may include minor alterations to the place either internally or externally.	Does affect areas of little or some scientific value and is consistent with an appropriate Management Plan.	Results in loss of fabric or change of use of a place that has some past but lapsed association with the community.	Results in a change to an element that contributes to rarity but impact can be mitigated by interpretation.	Results in a change to an element that contributes to representativeness but impact can be mitigated by interpretation.	Could be detrimental to the condition of significant fabric but can be mitigated by providing advice and conditional support.	Does not substantially detract from the integrity of the place. May include minor alterations to the place to provide for a new or continued use.	Does not detract from the authenticity of the place. May include change of use for compatible re-use.	Partial demolition or relocation of element(s) identified in a heritage assessment as being of some significance.
Moderate (negative)	Extensively reconstructs fabric to reproduce an earlier state or materially alters the appearance of a place through adaptations, additions or construction of new fabric.	Extensively reconstructs fabric to reproduce an earlier state or materially alters significant fabric through adaptation, construction of new fabric or change of use.	Is not informed by a conservation or archaeological management plan and may affect potential scientific value.	Results in a significant loss of fabric or use of a place that has a strong and current association with the community.	Element that contributes to rarity is lost and impact cannot be mitigated.	Element that contributes to representativeness is lost and impact cannot be mitigated.	Is likely to lead to loss or deterioration of the structural integrity of the place, or the loss or deterioration of any element of the place that is integral to its cultural heritage significance.	Results in a significant loss of fabric or settlement pattern that contributes to the authenticity of the place.	Proposes a change of use that is not compatible with past uses and/or does not reflect the values of the place.	Demolition or removal of element(s) of some significance. Demolition, relocation of element(s) identified in a heritage assessment as being of considerable significance.
Major (negative)	New infill development on vacant lots (including those approved for total demolition), carparks, open space. New construction that retains a façade of historic fabric.	Significantly detracts from the historic value through adaptation or removal of significant element(s) or introduction of a new incompatible use.	Significantly affects or destroys known scientific values.	Results in a total loss of place, or loss of a use that has a strong and current association with the community.	Results in a substantial loss of an element or area identified as contributing to the rarity of the place.	Results in a substantial loss of an element or area identified as contributing to the representativeness of the place.	Will result in deterioration in the condition of significant fabric and/or that fails to address an evident need for urgent conservation works.	Results in a total loss of fabric and/or results in only the retention of a façade or shell of the significant fabric.	Proposes a change of use that is unsympathetic to the values of the place and detracts from the significance of the place.	Total demolition or removal or relocation of a building to an alternative site or dismantling and reconstruction of historic fabric. Partial demolition of elements of exceptional significance.

14.3 Adopting the Local Heritage Survey and Heritage List

File Reference:	ADM0714
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Local Heritage Survey (attached separately) Heritage List (attached separately) Guidelines for the Assessment of Local Heritage Places Submissions received from Landowners
Previous Reference:	Council Resolution: 13321

Summary

For Council to consider adopting the Local Heritage Survey (LHS) and Heritage List following public advertising.

Background

The purpose of the Heritage Survey is to identify the significant heritage places within the Shire of Pingelly. Inclusion in the Heritage Survey does require any modification or conservation to occur.

Drawn from the Heritage Survey is the Heritage List. The key purpose of a Heritage List is to identify highly significant places on the Local Heritage Survey that are worthy of built heritage conservation.

The Shire has been successful in applying for a grant for \$20,000 from the Department of Planning, Lands and Heritage for the review of our Municipal Heritage Inventory (now Local Heritage Survey) and Heritage List. These documents have not been reviewed since 1996.

Council resolved at the Ordinary Council Meeting of 20 September 2023 to:

Motion Number: 13321

That Council:

- 1. Endorse the draft Local Heritage Survey for public consultation in accordance with the Guidelines for Local Heritage Surveys 2022.*
- 2. Endorse the draft Heritage List and Local Planning Policy for Heritage List Places as amended, for public consultation in accordance with the Planning and Development (Local Planning Scheme) Regulations 2015.*

Consultation

Heritage Intelligence has engaged with the community and with key stakeholders to develop this draft Local Heritage Survey and Heritage List.

The draft Local Heritage Survey and Heritage List for public consultation, the documents was advertised for more than 21 days in accordance with the Guidelines for Local Heritage Surveys (2022) and *Planning and Development (Local Planning Schemes) Regulations 2015* by:

- Sending letters owners of places on the draft Local Heritage Survey and Heritage List.
- Placing a public notice on the Shire's website and notice board and in the Pingelly Times
- Displaying information on the Shire of Pingelly website and Facebook page.

The Local Heritage Survey and Heritage List has been amended in light of the submissions received (Appendix 5) and the conversations between the Heritage Consultant and the respective property owners.

Submissions received from the owners of the below Heritage Places:

LHS No. 14	7 Parade St	Union Bank (former) – residence (formerly newsagent)
LHS No. 20	14 Parade St	Ayton's Newsagency (former) – Pingelly Quality Meats
LHS No. 21	16 Parade St	McGorlick's shops (former) – Chemist & Loaded Nutrition
LHS No. 22	18 Parade St	Wilson's Drapery Shops (former) - CRC
LHS No. 55	2 Parage St	Watson's Service Station (former) – vacant (formerly Elders)
LHS No.104	Moorambine	St Patrick's Church of England Rectory (former)

Each of these places were proposed to be Category 2 on the Local Heritage Survey and included on the Heritage List. The Heritage Consultant met with most of these owners and makes the following recommendations:

LHS No. 14	Retain the Category 2 and Heritage List recommendation and revise the Local Planning Policy
LHS No. 20 LHS No. 21 LHS No. 22	Although worthy of category 2 listing, as individual places and for their streetscape contribution as a group, the Planning Policy and other shire proposals presented significant operational concerns to the owners and operators of those businesses. As a result, these places are recommended to be amended to Category 3 on the Local Heritage Survey and removed from the Heritage List.
LHS No. 55	Further discussion and review of the building revealed essentially a facade to an extensive industrial workshop along the Parade Street front. I concede that although a Category 2 recognises the history and architecture of the period, the extent of the industrial workshop impacts that significance. As a result, this place is recommended to be amended to Category 3 on the Local Heritage Survey and removed from the Heritage List.
LHS No. 104	Retain the Category 2 and Heritage List recommendation and revise the Local Planning Policy. Note that while the Heritage Consultant has advised that this is retained as a Category 2 due to its importance to the region and history of Pingelly, staff have consulted with the property owner and significant building work has been carried out. As a result, staff recommend that this place be amended to Category 3 on the Local Heritage Survey and removed from the Heritage List.

In addition to these changes, other minor amendments were made including numbering, duplications, typographical errors, and historical information.

Comment

This comprehensive review aligns these documents with the updated legislation as well as updating the relevant information for increased accuracy and adds new heritage places that have not been previously included. Overall, these documents are more comprehensive and useful than previously.

The Local Planning Policy for Heritage List Places protects the significant parts of these heritage places. This is the subject of a separate report due to the statutory process involved

with the adoption of Local Planning Policies under *the Planning and Development (Local Planning Schemes) Regulations 2015*.

Statutory Environment

Heritage Act 2018 – Part 8 Local Heritage Surveys

The *Heritage Act 2018* requires a local government to prepare a Local Heritage Survey (previously known as a Heritage Inventory under the previous Act). The purpose of a Local Heritage Survey includes:

- (a) identifying and recording places that are, or may become, of cultural heritage significance in its district;
- (b) assisting the local government in making and implementing decisions that are in harmony with cultural heritage values;
- (c) providing a cultural and historical record of its district;
- (d) providing an accessible public record of places of cultural heritage significance to its district; and
- (e) assisting the local government in preparing a heritage list or list of heritage areas under a local planning scheme.

The adopted Local Heritage Survey must be made available to the public and provided to the Heritage Council.

Planning and Development (Local Planning Schemes) Regulations 2015 - Heritage List

Local Governments are required to establish and maintain a Heritage List under Part 3 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The purpose of the Heritage List is to identify and afford protection to places that are of considerable or exceptional cultural heritage significance.

Prior to adding, removing or amending a place on the Heritage List the owner and occupier of the place must be notified and provided a minimum of 21 days to make a submission. Following this consultation, a Council resolution is required to include, remove or amend a place on the Heritage List.

Provisions for developing a Heritage Listed Place

Any modifications to a place on the Heritage List, that are not considered maintenance, require development approval in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*. This allows for an assessment to be undertaken to determine the impact of the proposal on the heritage value of the place.

The *Planning and Development (Local Planning Schemes) Regulations 2015* also allow local planning scheme provisions, such as setbacks or site cover, to be varied to facilitate the conservation of a heritage protected place or to enhance or preserve the heritage values of a heritage area.

Policy Implications

State Planning Policy 3.5 Historic Heritage Conservation

This Policy sets out the principles of sound and responsible planning for the conservation and protection of Western Australia's historic heritage. It states that each local government should identify places of local heritage significance through a Heritage Inventory (now known as a Local Heritage Survey) in accordance with assessment criteria and other relevant guidelines published by the Heritage Council. The local government survey may be used to assist in identifying places for inclusion in Heritage Lists and Heritage Area's under the Local Planning Scheme. The survey does not have statutory force and effect in terms of planning controls.

Guidelines for Local Heritage Surveys 2022

The Guidelines for Local Heritage Surveys 2022 contains information on the preparation and review of a Local Heritage Survey and is attached.

Financial Implications

Nil

Strategic Implications

Compliance with statutory obligations.

Risk Framework

Risk:	Lack of compliance with the <i>Heritage Act 2018</i> . Some complaints regarding inclusion or exclusion from Heritage Survey or Heritage List.		
Consequence Theme:	Reputational / Compliance	Impact:	Minor
Consequence:	Low impact, a small number of complaints. Some temporary non-compliance		
Likelihood Rating:	Unlikely	Risk Matrix:	Low (4)
Action Plan:	Consultation has been conducted, including speaking with each person that has provided a formal submission and changes made accordingly.		

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13390 Moved: Cr Narducci Seconded: Cr Hotham

That Council:

- 1. Endorse the Local Heritage Survey as attached in accordance with clause 104 of the *Heritage Act 2018* and Guidelines for Local Heritage Surveys 2022;**
- 2. Endorse the Shire of Pingelly Heritage List as attached in accordance with the 8 Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;**
- 3. Gives notice under clause 8(4) Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to:**
 - a. the Heritage Council of Western Australia; and**
 - b. each owner and occupier of the place of their inclusion on the Heritage List.**

CARRIED 5/0

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

Against: Nil

Councillor comments in support of the motion:

- What we have is a very precise and consistent list of heritage properties within Pingelly.

Councillor comments in opposing the motion:

Nil



GUIDELINES FOR

ASSESSMENT OF LOCAL HERITAGE PLACES

NOVEMBER 2022

PART ONE: CONTEXT

1 Introduction

1.1 Purpose

These guidelines provide advice and information on the process of assessing places for their cultural heritage significance. They are not intended as a full and comprehensive tool for undertaking heritage assessments but will assist in guiding standard approaches and terminology for assessing local heritage and recording this in a standardised format. They support the publication *Guidelines for local heritage surveys*.

1.2 Overview

These guidelines are primarily intended to inform the development or review of a local heritage survey (LHS), although the assessment process is relevant in any situation where an understanding of cultural heritage significance is required. They identify best practice and encourage consistency in undertaking heritage assessments across the State. The material derived from them can assist in supporting elected members, as well as the community, local government officers, and property owners in understanding the assessment process.

PART TWO: ASSESSMENT

2 Assessing local heritage places

2.1 Initiating an assessment

The most common requirement for undertaking a heritage assessment is when assessing places for entry or review in a LHS. However, heritage assessments may also be required in response to a development proposal, or for the preparation of a heritage impact statement, conservation plan or other matter.

Heritage assessments can be carried out by professional heritage consultants or trained and experienced local government staff and can have input from various groups or individuals with relevant knowledge. The use of an independent heritage consultant is recommended to advise on key elements of the process, in particular the classification of places under the LHS, and to give general advice and support to the process. Where necessary, further specialist advice should be sought on aspects such as archaeology, landscape, gardens, and plantings.

As noted above, commissioning a heritage professional at the early stage of project planning is recommended, as they can assist in the development of appropriate communications, an achievable schedule, and overall project plan. Community engagement at the early stage in the process can also play an important role in identifying places of local heritage significance and may assist in revealing more places than would be identified by following a narrower investigative approach.

As part of the assessment process, consultation should be undertaken with relevant stakeholders. A draft of the assessment should be made available to the property owner and any group or individual that has a direct interest in the place. While property owners should be advised of the assessment process and invited to participate, the assessment of a place should not be conditional on owner support.

Guidance on engaging a heritage consultant and a checklist for commissioning or updating a LHS is available from the Department of Planning, Lands and Heritage. Funding for local governments undertaking this process may also be available.

2.2 Defining a place

The concept of 'place' is clearly defined in the *Heritage Act 2018* (Heritage Act) and given further consideration in the *Guidelines for local heritage surveys*. As noted in these documents, a place can include buildings, monuments, gardens, landscapes and archaeological sites, groups, or precincts.

The definition of 'place' also includes heritage areas, which can include any number of lots in different ownership. Heritage areas typically contain a large number of built elements that demonstrate a unified or cohesive physical form in the public realm with an identifiable aesthetic, historic or social theme associated with a particular period or periods of development. Heritage areas will generally be quite uncommon within a locality.

Each heritage place includes a setting, which is the immediate and extended area around a place that is part of or contributes to its cultural heritage significance. This may include the visual setting, including views to and from the place, or natural elements such as land, or water. However, a setting is not limited to structures, it can be both tangible and intangible, and include other sensory aspects such as smells and sounds, or be associated with social and spiritual practices, important to a local group or community.

The assessment of a place should also consider its setting, and this should be mapped accordingly, by defining a 'curtilage'. This assists in mapping the place and determines what is included and excluded as part of the place record. As a minimum, the curtilage should include all elements that contribute to the cultural

heritage significance of the place, as well as any notable landscape features, and should consider any important views and vistas.

In practical terms, most heritage places in urban environments are defined by the lot within which they sit. However, places may cover many lots, or be part of a lot. When defining the curtilage, the boundaries should be clearly stated, either through reference to lot numbers, or identified on a clear map, diagram, or plan. When creating a record for a new place, the curtilage should include sufficient information to enable the mapping of the place.

2.3 Assessing significance

Cultural heritage significance may be embodied in a place itself and in any of its fabric, setting, use, associations, meanings, records, related places, and related objects.

The assessment of significance – understanding the cultural values and historical importance of a place – is the basis of all good heritage decisions. This is the first step of the conservation management process identified in the Australia ICOMOS *Charter for places of cultural heritage significance* (the Burra Charter 2013), which guides best heritage practice.

The first step in the assessment process is to gather documentary and physical evidence for the place. This evidence includes factual information that will inform a series of value statements that define the significance of the place. These statements and the supporting information are used to create a place record, which is the primary document for sharing information on a heritage place.

Part 3 of these guidelines identifies a series of statements that can be used to test for the values. A practice note entitled [Understanding and assessing cultural significance](#) accompanies the Burra Charter and provides additional questions that can be used to consider each of the values, as well as further guidance on the assessment process. The factors identified in s.38 of the Heritage Act may also assist in determining values.

2.4 Heritage values

The cultural heritage significance of a place is determined by its cultural heritage values. Each place is unique and has its own combination of values that are assessed against various criteria. The assessment of a place should address the following values:

- aesthetic
- historic
- scientific
- social
- spiritual.

and be guided by a thematic history of the local district or region. A thematic history of the local district or region provides an understanding of its history and development. It uses the Western Australian heritage themes to categorise the history by themes. A thematic history should be written or reviewed by a historian. These themes will be used in the assessment of significance of a place.

2.5 Archaeological potential and significance

The assessment of archaeological sites in Western Australia follows the same process applied to other places of cultural significance. Advice from a qualified and experienced historical archaeologist should be sought in the early stages of the LHS compilation or review process, where there are known or suspected archaeological sites within the survey area. This will assist in identifying the potential for archaeology to be present in and around built heritage fabric, as well as advising processes for assessment and survey in relation to archaeology.

Archaeological sites can include visible features (e.g building remnants) as well as sub-surface deposits and ruins. It is common that many archaeological sites tend to focus on scientific values, in terms of their research potential, but consideration should also be given to whether a site has aesthetic qualities; is associated with a particular person, group or event; or has social value related to the archaeology.

3 Indicators for cultural heritage significance

Cultural heritage significance is assessed through consideration of the values below. A place does not need to demonstrate all values – it may be of cultural heritage significance if it meets any one of these. An assessment should consider the indicators in full and include any relevant information.

3.1 Aesthetic Value: It is significant in exhibiting particular aesthetic characteristics valued by the community

OVERVIEW

Aesthetic value is necessarily subjective and should not simply rely on a common perception or most popular view. There is a need to consider aesthetics as understood by different community groups and cultures. A place does not necessarily need to conform to prevailing ‘good taste’ or be architecturally designed to display aesthetic qualities. For example, vernacular buildings that sit well within their cultural landscape due to the use of local materials, form, scale, or massing, may also have aesthetic value. The aesthetic qualities of gardens, plantings and cultural landscape settings should also be considered.

INDICATORS

Places demonstrating this value should have importance:

- to a community for aesthetic characteristics.
- for its ability through archaeological investigation to reveal obscured fabric due to subsequent alterations or additions and in so doing, reveal aesthetic characteristics of an earlier structure, either through design or setting

- for its creative, design or artistic excellence, innovation or achievement
- for its contribution to the aesthetic values of the setting demonstrated by a landmark quality or having impact on important vistas
- for its contribution to the aesthetic qualities of the cultural environs or the natural landscape within which it is located or importance for its contribution to the natural landscape as part of a cultural environment
- for the aesthetic character created by the individual components that collectively form a significant precinct; that is, streetscape, townscape, or cultural environment

GUIDELINES FOR EXCLUSION

A place will generally be excluded if:

- the aesthetic qualities of the place do not exceed those of the general class to which the place belongs
- its distinguishing features have been lost, irreversibly impacted, or compromised
- its landmark or scenic qualities have been irreversibly impacted by subsequent activities or development

EXAMPLES (INCLUSION)

Example One: St Edmunds's Anglican Church, Wembley

The place has aesthetic value as a good example of a post-war international style ecclesiastical building that makes a striking contribution to the streetscape through its design, scale and setting.



Example Two: Mechanics Institute, Guildford

The place, constructed in 1865, has aesthetic value as a fine example of architect Richard Roach Jewell's vernacular Free Gothic architectural style, and exhibits his distinctive polychrome brickwork. The place is a visually pleasing element in the Meadow Street streetscape.



3.2 Historic value: It is significant in the evolution or pattern of the history of Western Australia

OVERVIEW

The historic values associated with a place should be explored with reference to the thematic history for the locality and/or region.

INDICATORS

Places demonstrating this value should have importance:

- for the density or diversity of cultural features illustrating the human occupation and evolution of the locality, or region
- in relation to an event, phase or activity of historic importance in the locality, or region
- for close association with an individual or individuals whose life, works or activities have been significant within the history of the locality or region
- as an example of technical, creative, design or artistic excellence, innovation or achievement in a particular period.

The associations should be strong and verified by evidence and will most often be supported in the fabric of the place. However, consideration should also be given to places with little or no fabric such as archaeological sites, ruins, and sites of historical importance.

GUIDELINES FOR EXCLUSION

A place will generally be excluded if:

- no reliable or verifiable physical, documentary, or historical evidence exists to demonstrate the association of the place with an historical event or phase in the locality

- the place has an association with, or demonstrates evidence of, an historical event, phase etc that is of low or questionable historical importance in the locality
- there is only an incidental or distant association with local historically important activities, processes, people, or events.

EXAMPLES (INCLUSION)

Example One: Old Throssell Emporium, Northam

The place has historic value for its association with George Throssell, an influential Northam identity who became Premier of Western Australia in 1901. The emporium was one of his earliest commercial ventures in the district.



Example Two: Wandina Station

Wandina Station (c1880 -1920) has historic value as one of the early stations established in the Mullewa and Murchison district that illustrates the development of the pastoral industry in the region at this time.



3.3 Scientific value: Potential to yield information that will contribute to an understanding of the history of the locality or region

OVERVIEW

These indicators will generally inform a determination of scientific value. They will commonly be used to assess significance of identified, or potential, archaeological deposits, or to identify places that through investigation may reveal earlier construction and design techniques.

INDICATORS

Places demonstrating this value should have importance:

- for information/archaeological material contributing to a wider understanding of cultural history by virtue of its use as a research site, teaching site, type locality, reference or benchmark site

- for its potential to yield information contributing to a wider understanding of the history of human occupation of the locality or region
- in demonstrating technical innovation or achievement

Places may include former industrial sites, or archaeological sites that can be important benchmark, research, or reference sites.

GUIDELINES FOR EXCLUSION

A place will generally be excluded if:

- no reliable or verifiable physical, documentary, or historical evidence exists to indicate that physical evidence of investigative potential may be present
- the information the place might yield is likely to be of low or questionable historical importance to the locality or region
- the physical evidence has been so disturbed by subsequent activities that any research potential is compromised.

EXAMPLES (INCLUSION)

Example One: Peel Town Archaeological Site

The site has scientific value as a very early colonial settlement area that has the potential, through archaeological investigation, to reveal evidence of the way of life of some of the earliest settlers in the locality.



Image: Shane Burke

Example Two: Canning Dam

The place has scientific value through its demonstration of innovative structural and hydraulic design and is considered a benchmark site in the construction of concrete gravity dams in Western Australia.



3.4 Social value:

It is significant through association with a community or cultural group in the locality or region for social, cultural, educational, or spiritual reasons.

OVERVIEW

Places of social value are commonly, but not always, public places that make a positive contribution to the local 'sense of place' and identity. They may be symbolic or landmark places, and may include places of worship, community halls, or schools, as well as privately owned places such as hotels, cinemas, or sporting venues. However, more modest places such as private residences may also be of importance to a particular group within the local community.

INDICATORS

Places demonstrating this value should be:

- highly valued by a community or cultural group for reasons of social, cultural, religious, spiritual, aesthetic, or educational associations.

Places need not be valued by the entire community to be significant. For example, a place may be valued by a community or cultural group based on its associations with a particular group's ethnic identity, religious belief, or profession.

GUIDELINES FOR EXCLUSION

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others
- the social value is historical rather than in the present day.

Care should be taken not to confuse cultural heritage significance with amenity or utility. There must be evidence that the building/ place is valued over and above everyday activities that occur there.

EXAMPLES (INCLUSION)

Example One: CWA Centre, Shoalwater

The Safety Bay CWA Hall was constructed in 1952 through the efforts of local volunteers with funds raised by CWA members. The place remains in use and has social value to local CWA members.



Image: City of Rockingham

Example Two: Roleystone Theatre

The place is associated with the Roleystone Choral and Dramatic Society, which was formed in 1933 and has used the Roleystone Theatre since that time. The place continues to hold social value for the local community as a long-standing venue for entertainment and social functions.



Example Three: Forrestdale Lake

The place has social value as a popular educational site and for bush walking and bird-watching. It is also valued by local Aboriginal communities as it is of historical-mythological significance, and was known as the 'place of the whistling kite' (Jandakot).



Image: Stephen Carrick

3.5 Spiritual value:

It is significant because it embodies or evokes intangible values and meanings which give it importance in the spiritual identity, or the traditional knowledge, art, and practices of a cultural group.

OVERVIEW

Spiritual value refers to the intangible values and meanings embodied in or evoked by a place which give it importance in the spiritual identity, or the traditional knowledge, art and practices of a cultural group. Spiritual values may also be interdependent on the social values and physical properties of a place.

INDICATORS

Places demonstrating this value should have importance for:

- contributing to the spiritual identity or belief system of a cultural group
- being a repository of knowledge, traditional art or lore related to spiritual practice of a cultural group
- maintaining the spiritual health and wellbeing of a culture or group
- finding expression in cultural practices or human-made structures, or inspire creative works

A place will not normally be considered if:

- the associations are not held very strongly or cannot be demonstrated satisfactorily to others
- the spiritual value is historical rather than in the present day.

EXAMPLE (INCLUSION)

Mosque, Katanning

Constructed in 1980 by the local Islamic community, the place has spiritual value to Islamic migrants in Katanning, many of whom originated from the Christmas and Cocos (Keeling) Islands. In recent times, the congregation has grown to include people from countries such as Afghanistan, Myanmar, the Congo, and China, and illustrates the diversity of the Katanning community.



3.6 Heritage Areas – an extra factor

A Heritage Area will be of significance for the local district if:

- it meets one or more of the values noted above in terms of aesthetic, historic, scientific, social, or spiritual significance; and,
- it demonstrates a unified or cohesive physical form in the public realm with an identifiable aesthetic, historic or social theme associated with a particular period or periods of development.

GUIDELINES FOR INCLUSION

A heritage area should have an overall theme or connecting heritage value that demonstrates a strong unifying character. It should always be established on the basis of a clear statement of significance, (that explains what is significant about an area and why) that describes its key features and elements. The individual components of a heritage area will collectively form a streetscape, townscape, or cultural environment with significant heritage characteristics, which may include architectural style, town planning or urban design excellence, landscape qualities, or strong historic associations.

In some cases, the development of a heritage area may span an extended period and include a variety of building types. In such cases it may be worthwhile to analyse the different phases of growth as part of the assessment, while also demonstrating the 'unifying thread' that holds the area together as a meaningful whole.

EXAMPLE (INCLUSION)

Central York Heritage Area -

comprises a number of substantial commercial buildings as well as single storey residences along Avon Terrace and the north and west edges of the town centre, that illustrate the development of the town from its early establishment in the 1860's and 1870's, through to the gold boom period, the 1930's and later decades.



GUIDELINES FOR EXCLUSION

Heritage significance needs to be clearly distinguished from the broader concept of urban character, given that all areas or localities demonstrate some form of this. Heritage values can be conserved, diminished, destroyed, enhanced or restored, but (unlike other amenity values), cannot be replicated. Heritage Areas are select areas with special qualities and will generally be quite uncommon.

Further information on identification and adoption of heritage areas, as well as development of local planning policy for heritage areas, is included in separate guidelines.

4 The statement of cultural heritage significance

4.1 Writing a statement of cultural heritage significance

Every assessment document should include a statement of significance, which is a summary of the values that together best define the cultural heritage significance of the place. The statement should list the values in descending order of importance, ensuring that the primary contributors to the heritage significance of the place are read first. Not all the associated values need to be included in the statement.

4.2 Determining a level of significance

Typically, the assessment process will be guided by a thematic history of the local district or region, which should identify the historic themes relevant to a particular area. This will enable the identification of a wide variety of places that demonstrate the unique story of the locality, and which in the view of the local government are, or may become, of cultural heritage significance. It is worth noting that not every place which is 'old' is likely to demonstrate values relevant to local significance.

For each place that demonstrates one or more of the above values a level of significance should be determined, giving due regard to the additional qualities of rarity and representativeness.

4.2.1 Rarity - importance in demonstrating uncommon, rare, or endangered aspects of local heritage

OVERVIEW

A place may demonstrate rarity with respect to any of the values (aesthetic, historic, scientific, social, or spiritual). This encompasses places that either are

rare from the time of their construction, or subsequently become rare due to the loss of similar places or areas.

INDICATORS

Places demonstrating rarity should:

- provide evidence of a defunct custom, way of life or process
- demonstrate a custom, way of life or process that is in danger of being lost
- demonstrate a building function, design or technique of exceptional interest.

GUIDELINES FOR EXCLUSION

A place would generally not be considered to be rare if:

- it is not rare in the locality
- it appears rare only because research has not been undertaken to determine otherwise
- the analysis of rarity is dependent upon too many qualifiers. (e.g., the only brick house - with a tile roof - in the Federation style - designed by Charlie Bloggs)
- its distinguishing features have been degraded or compromised.

EXAMPLE (INCLUSION)

The Bungalow Cottage, Bunbury

The cottage is rare as a residence constructed using Bunbury Basalt, a material that was quarried locally and fashioned into building blocks.



4.2.2 Representative - importance in demonstrating the characteristics of a class of cultural places or environments in the local district.

OVERVIEW

This indicator explores how well a place would stand as a representative of others in its class. The analysis of representativeness provides information that helps to assess the relative merits of a place against its peers. A place may demonstrate representativeness with respect to any of the values.

A place will generally be considered to be representative if it:

- provides a good example of its type
- is representative of a common building or construction type, a particular period or way of life, the work of a particular builder or architect, or an architectural style

To be considered a good representative example, the place should have a high level of authenticity.

GUIDELINES FOR EXCLUSION

A place would generally not be considered to be representative if:

- its characteristics do not clearly typify its class
- the representative qualities have been degraded or lost.

EXAMPLE (INCLUSION)

Marginata Crescent Precinct, Dwellingup

The place is a good representative example of a intact group of government-designed early twentieth century timber workers' cottages that illustrate the provision of government housing for local timber mill employees.



Once the values and the additional qualities of rarity and representativeness have been defined for a place or area, a level of significance should be determined, giving due regard to these. This will result in the place being graded with one of the levels of significance, or classification, identified in Table 1. A place with exceptional significance may demonstrate either a particularly strong response to one value, or a range of responses to several. A place that responds in a minimal way to only a few values would have lower significance.

Table 1 – Levels of significance and classification

LEVEL OF SIGNIFICANCE TO THE LOCAL AREA	CLASSIFICATION	DESCRIPTION
Exceptional	Category 1	Essential to the heritage of the locality. Rare or outstanding example.
Considerable	Category 2	Very important to the heritage of the locality.
Some/moderate	Category 3	Contributes to the heritage of the locality.
Little	Category 4	Has elements or values worth noting for community interest but otherwise makes little contribution.

4.3 A note on integrity and authenticity

Authenticity and Integrity are aspects about the physical evidence of a place that can help understand its cultural significance. They are useful factors to take into consideration in relation to managing change to heritage places and assessing impacts to heritage values. These terms are not, however, defined in the Heritage Act, nor are they used within the Burra Charter.

The Heritage Council defines these terms as follows:

- Integrity - explains the extent to which the fabric is in its original state.
- Authenticity - explains the extent to which the original intention is evident, and the compatibility of current use.

Use levels of high, moderate, and low to describe the degree of integrity/authenticity and explain why.

Condition is another consideration that helps to determine if a place is a good, fine, or excellent example of its type.

5 Creating the place record

The preferred format for recording and storing heritage data is in the inHerit online Historic Heritage Places database.

This provides a central resource for heritage information across the State and initiates the mapping of places for inclusion in the State's land information services. For access and further information on administration of local heritage data in inHerit, please contact the Department of Planning, Lands and Heritage.

A full list of the fields included in a place record is included in the *Guidelines for Local Heritage Surveys*. Additional information has been provided for some of these fields below. For further information on completion of a place record, either within inHerit or generally, please contact the Department of Planning, Lands and Heritage.

5.1 Place name – standard conventions

The name for a place should be a unique identifier, notwithstanding that some information will be duplicated within the place record. While this may result in place names being longer and more complex, this is of great benefit when browsing through lists and tables of place names.

The place record includes a field to record alternative names for a place. This should include any name by which a place may have been known at any time in its past, or the current name if not indicated in the place name. The following statements should be used to guide determination of a name for any heritage place:

- The name of a place should, where possible, reflect the primary or original reason for its significance.
- For a place with no specific association or name to identify it, for example a simple residence, this will mean incorporating the street address and suburb into the name (e.g., House, 3 Suburban Street, Sampletown).

- Where a place has a distinct name, it will usually still be necessary to note the suburb (e.g., St Mark's Church, Smallplace), unless the name is itself unique in the State (e.g., Big Pointy Mountain).
- If the suburb is already integrated into the name of a place, it is not necessary to repeat it (e.g., Metrocity Town Hall).
- Where there has been a change of use or association, the original use will commonly (but not always), be more related to the significance of the place. Provided that the earlier physical fabric has been retained, a designation of '(fmr)' should be added to the name to indicate this earlier use. For example, a residence that was built for a prominent family but has been converted for office use would be listed as 'Sample Family Residence (fmr), 12 Old Street, Sampletown'.
- In instances where the primary significance does not relate to the original use, the name can reflect a later use. For example, 'Bunbury Women's Club' was formerly a rectory but has greater significance for its current use as a club, with the name reflecting this.
- Where there is little to distinguish between the significance of different uses, the place name would generally derive from the longest association.
- If a significant building has been demolished but is still the primary reason for listing a site, it is appropriate to use a place name (e.g., 'St Mark's Church (demolished), Smallplace').
- If the term 'demolished' is not appropriate, but physical traces of the former use have been largely removed, the term 'site of' can be used (e.g., Countrytown Cricket Pitch (site of)).
- If the place is listed as a ruin, this should be noted in the name (e.g., Bell Cottage (ruin), Rockingham).
- Where the significance of a place relates to its association with an event, the name should relate to the event and include the term 'site' (e.g., Site of First Town Fair).

5.2 Sites

A site is generally a place that has few visible material remains that relate to its former use and significance. It may be the location of a former industrial site or building, an old settlement, or an historic local event, and the land may have been redeveloped for an alternative use. For a site that has cultural heritage significance, the name should give a clear indication that this will not be found in its original built form. For example:

5.3 Recognising Aboriginal names

The inclusion of an Aboriginal name for a place of historic heritage significance may be relevant for a number of different reasons, but in general it would be considered where there is a known Aboriginal name for the site.

Aboriginal names should always be identified in consultation with traditional custodians and used only with their approval.

6 Groups and precincts

A group consists of two or more places that have a common association and share cultural heritage significance, but with boundaries that may or may not coincide. This could, for example, include a homestead group that includes associated buildings such as stables and shearing sheds or archaeological sites with a related theme, such as a group of wells, kilns, or quarries. The name should reflect the reason for defining the group and include the term 'Group' (e.g., Art Deco Cinemas Group, Metrocity).

A precinct is a defined area that contains multiple contributory elements with a uniting theme, usually on multiple lots, such as a series of buildings built to provide housing for timber workers, or a railway precinct that includes various structures and elements relating to the function of the railway. The area covered by a precinct should be contiguous. This is likely to result in the inclusion of elements that do not contribute to the significance of the place, and these should be identified as such within the listing. The term 'Precinct' should be included in the name within the LHS.

The term 'Heritage Precinct' is not preferred, i.e., use 'Main Street Precinct' not 'Main Street Heritage Precinct'. The term 'Heritage Area' should be reserved only for a place that has been adopted as such under the local planning scheme.

7 Location

7.1 Address

The address used should be the verified Landgate address, as shown on the tenure data for the place. If there no street address is available, then the location can be identified by reference to Lot on Plan.

Street names should use the correct abbreviation and format as identified in the current Land Tenure Data Dictionary from Landgate. For example, St George's Terrace, Perth, would be St Georges Tce (without an apostrophe, and with the abbreviated road name format).

If the place is not the whole lot, this would be identified in the mapping for the place and be clearly described as a part lot. When providing information to the Heritage Council, the mapping needs to be given in a Shape file, or a clear drawn map where this is not available. The drawn map should have reference to cadastral lots, roads and/or places of interest, so the place can be easily identifiable in spatial context.

Where there is a heritage place that occupies multiple street numbers, the address can be described as, for example: 1-3 New St, New Town. If the place occupies space on multiple streets e.g., a corner, each street address should be noted, with an additional location description noting the area as being on the corner of street A and street B.

Precincts should be defined in a similar way to places that occupy multiple lots. The main difference is that a precinct is usually centred around or along a road. When describing a precinct, the main road can be used, as well as named local roads within the precinct and the LGA name. The boundary should be clearly defined using a map that shows the whole precinct area and the roads contained. An example of a precinct address is: Throssell Street Precinct (between Mungilup Rd and Steere St South).

7.2 Location Description

This field can be used where there is no simple Landgate address, or where the place is known, or has previously been known, by a different address. The location description can also be used to compliment the address because it contains a lot more detail that accurately describes a place spatially.

Examples may include:

PLACE	ADDRESS	LOCATION DESCRIPTION
St Joseph's Convent (fmr)	142-152 Aberdeen St, Albany	
Balladong Farm Group		Cnr Avon Terrace and Parker Road, York
Ascot Residential & Stables Precinct		Bounded by Grandstand Rd, Gt Eastern Hwy, Davis St & Swan River Ascot
Oyster Harbour Fish Trap Site (Albany Fish Traps)		North End of Oyster Harbour, 10km NE of Albany, Albany
Rose Avenue Group	5, 5A, 16-18 Rose Ave Bayswater	

8. Related Documents

The following documents relate to this guideline:

- Guidelines for local heritage surveys (2022)
- Practice Note – Understanding and assessing cultural significance (Australia ICOMOS, 2013)
- Australia ICOMOS Charter for places of cultural significance, 2013
- Guidelines for heritage areas (2022)
- Guidelines for establishing a heritage list (2021)



The Department of Planning, Lands and Heritage acknowledges the traditional owners and custodians of land and waterways across Western Australia. The Department is committed to reconciliation to improve outcomes for Aboriginal and Torres Strait Islander peoples and to work together to provide a culturally-safe and inclusive environment.

Disclaimer

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4 November 2023

CEO
Shire of Pingelly

RE: SHIRE OF PINGELLY DRAFT HERITAGE LIST, DRAFT LOCAL HERITAGE SURVEY AND DRAFT LOCAL PLANNING POLICY FOR HERITAGE PLACES

The following is in response to the letter received regarding the proposed draft heritage list and draft local planning policy. It is assumed comments on the Local Heritage Survey, which inform the heritage list, are also invited.

We are the owners of 104 Moorumbine Road, East Pingelly (the Rectory (former)) which is proposed to be listed as a Category 2 on the Local Heritage Survey (place number 104) and included on the Heritage List.

We object to the proposed management category 2 in the Local Heritage Survey and inclusion of the place on the heritage list.

Place number 104 should remain listed as a Category 3 on the Local Heritage Survey, and with this being the appropriate management category for the place it should be removed from the heritage list. Our submission in support of this request is listed below.

1. Heritage Assessment and Management Category

The assessment is inadequate to justify the change in management category from a 3 in the 1995 Municipal Heritage Inventory to a category 2 in the draft Local Heritage Survey.

The assessment in the Local Heritage Survey does not address all categories of the Assessment of Local Heritage Places, referenced as being used to justify the management category of the place.

The 1995 category was listed as management category 3 because of the number of modifications that had been undertaken to the place (i.e roof, internal flooring, verandah on the southern elevation and northern and eastern elevations have been modified and are not original). The integrity/authenticity is listed as moderate and condition is listed as good. The current assessment does not address this in the Local Heritage Survey, although lists management category 2 places as generally having a high degree of integrity and authenticity.

It is not clear what has justified the change in management category and the place should remain a category 3.

Further the boundaries and curtilage of the listing are not specified. The Local Heritage Survey does not include an address for the place or map to depict where the listing applies.

It is noted that the adjoining Church is proposed to be included as a Category 1, and is to be recommended for inclusion on the State Heritage Register. There is no address or curtilage defined for this place either.

The listings do reference the 'Inherit' online place number, which includes a place that covers both the church and rectory. Inherit is a database which is based on the information contained in the Local Heritage Survey/Heritage List and does not define the place boundary. It is assumed that place number 105 is intended to exclude the rectory (former) building, but the information on the boundaries of the listing are inadequate to conclude the extent of where each listing is to apply.

Please note the spelling of Moorumbine Road and townsite in the Local Heritage Survey is incorrect.

Financial implications

Inclusion on the heritage list has financial implications and increases risk for owners, without any benefit being offered by the Shire. This includes:

- Increased insurance costs;
- Increased costs and onerous process for maintenance and repairs. The listing will add complexity to undertaking repairs and maintenance to the building by requiring a form of written approval from the Shire to undertake simple tasks such as erecting a water tank, fence or shed or modification of gutters/windows. If an application is required, there is associated fees and potentially a heritage impact statement required which is at the fully cost of the landowner to meet. The rental or economic income that can be generated off the building does not cover the cost of general maintenance let alone additional costs added by the heritage listing. The Shaddicks have farmed the land in this area for over 100 years, and were involved in the construction of the church, maintenance since this time, and have an active interest in the appropriate maintenance of the building as is, although consider the listing of the disincentive to retain the building in our ownership.
- The listing also adds risk, as its inclusion of the Heritage List under the *Planning and Development (Local Planning Scheme) Regulations 2015* provides the ability for the Shire to issue a notice on landowners requiring works be undertaken if they deem the property is not adequately being maintained.

It is noted that the listing is proposed because the place is considered of value to the local community. If this is the case, the Shire should be adequately contributing to added costs, burden and responsibility of owning a heritage listed place. Other Shires have recognised the burden by offering rate rebates, waiving of application fees, and offering services of a heritage consultant for minor development. Is the Shire proposing to offset the burden of a listing by offering any incentives to affected landowners?

Conclusion

In summary, we the owners object to the proposed management category 2 in the Local Heritage Survey and inclusion of the place on the heritage list.

Place number 104 should remain listed as a Category 3 on the Local Heritage Survey, and with this being the appropriate management category for the place it should be removed from the heritage list. Place number 105 should clearly exclude the rectory.

Please keep us informed and provide adequate notice of the date the matter will be considered by Council.

Yours sincerely

Rod, Jenny, Courtney and Carly Shaddick

To Shire of Pingelly Councilors and CEO
17 Queen Street
Pingelly 6308

SHIRE OF PINGELLY	
FILE	ADM0712
DATE	20 NOV 2023
Officer	CEO + EGO
Copy to	ICR 236378

Dear Councilors

Re your letter dated 30/10/2023 advising that 14, 16 and 18 Parade street "have been recommended for inclusion on the Shire of Pingelly Heritage list.

As owner occupiers of 14, 16 and 18 Parade Street we the undersigned wish to object to the category 2 recommendation. We believe that the correct category for our building should be category 3 as they better suit the description of

"A place (including a site with no built remains) of some /moderate cultural heritage significance to Shire of Pingelly.

No constraints.

Some/moderate contribution to the heritage of the Shire of Pingelly.

No constraints.

Recommend: Encourage retention of the place, or where there are ruins, archaeological findings or no built remains: Interpret the place."

We do not see our building as being relevant to category 2

"A place of considerable cultural heritage significance to Shire of Pingelly that is worthy of recognition and protection through provisions of the shire if Pingelly's Planning Scheme.

Planning application needs to be submitted to Shire of Pingelly for any proposed development for particular consideration of the heritage.

Recommend:

Inclusion in the Heritage List

Retain and conserve the place.

Document the place prior to any development; and photographic archive report if retention is not possible.

IMPLICATIONS:

Planning applications must be submitted to Shire of Pingelly for approval prior to undertaking any works."

We respectfully ask council to reconsider the recommendation as we are all active running businesses who have already made significant changes to the interior of our buildings to suit the needs of our services provided and the exterior of the buildings and facades have been altered significantly over the years so in some cases do not closely resemble the original buildings, therefore reducing their heritage value.

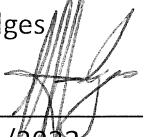

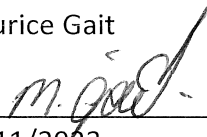
We all respect the desire of the council to retain all buildings on the main street however believe we require the autonomy to make changes as needed. We are happy to have a full photo record done of our buildings inside and out and agree as per recommendation 3 to consult with shire if there was ever a decision that may consider not retaining the current building.

We note that the proposed list the majority of churches that play a very significant role in our past and present heritage are only classed as category 3 or 4 and that 31 Parade street which is also an existing business is classed as a category 4 and that the CWA Hall is a category 3. Hence our request to reconsider our category.

If council does not consider our request to be category 3 and instead retains the category 2 recommendation, can you please advise us what mediation process is open to us to have this decision reconsidered.

Please consider our request as above and also consider not only looking at it from a council view but also the many unintended consequences your actions would put on small local businesses such as our.

Regards

Owner occupier 18 Parade Street E Hodges  17/11/2023	Owner occupier 16 Parade Street Rebecca Cousins  17/11/2023	Owner occupier 14 Parade Street Maurice Gait  17/11/2023
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14.4 Adoption of Shire of Pingelly Cat Local Law 2024

File Reference:	ADM0103
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Governance and Executive Officer
Disclosure of Interest:	Nil
Attachments:	Submissions received from Community Submission from the Department of Local Government Cat Local Law 2024
Previous Reference:	Ordinary Council Meeting 19 July 2023

Summary

Council is requested to endorse the Shire of Pingelly Cat Local Law 2024, for gazettal.

Background

Pet cats kill approximately 186 animals per year on average, including 110 native animals (40 reptiles, 38 birds and 32 mammals). This average includes pet cats which are contained. On average, an individual feral cat in the bush kills 748 reptiles, birds and mammals a year. Many of these animals are native animals. Foxes and cats killed more than 2.6 billion animals in Australia each year.

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

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

At its meeting held on 19 July 2023, Council resolved that:

Motion Number: 13287

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

1.Modify the proposed Local Law to prohibit cats from public places unless under effective control;

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

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

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

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

Comment

Shire of Pingelly has modified the proposed Local Law to include the prohibit of cats from public places unless under effective control in accordance with the Council resolution in the 19 July 2023.

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

Prior to sending for Gazettal the draft review of the Shire of Pingelly Cat Local Law 2023 was advertised for public comment for the 6 weeks statutory advertising. The draft was also sent to the Minister for Local Government.

Consultation

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

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

- Public Consultation
- Minister for Local Government.

The public have supported the proposed cat local law with several submissions received. These are summarised in the schedule of public submissions attached.

Technical advice was received from the Department of Local Government stating that the Parliamentary Joint Standing Committee on Delegated Legislation, who are responsible to approve local laws, are likely to view clause 2.2 as a cat confinement clause. This submission is attached. As a result, it is anticipated that the Committee will not permit the Local Law to proceed.

The recommended solution is to amend clause 2.2 of the Local Law in accordance with the technical advice to include a list of reserves from which cats are prohibited.

Statutory Environment

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

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

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

- j. the regulation of approved cat breeders, including record keeping and inspection;
- k. fees and charges payable in respect of any matter under this Act.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Outcome 4	Local natural assets and ecosystems are being sustainably managed and preserved
Objective 4.1	Sustainably manage local lands, waters and ecosystems
Action 4.1.2	Provide responsible cat ownership education and adopt tighter cat controls to help preserve local wildlife.

Risk Framework

Risk:	Failure to adequately control cats in the Shire will lead to further endangerment of native animals.		
Consequence Theme:	Environment	Impact:	Moderate
Consequence:	Contained, reversible impact managed by a coordinated response from external agencies.		
Likelihood Rating:	Likely	Risk Matrix:	High (12)
Action Plan:	Implementation of measures to control cats, particularly within bushland areas.		

Voting Requirements:

Absolute Majority

Recommendation and Council Decision:

13391 Moved: Cr Wood Seconded: Cr Cheney

That Council:

- 1. Resolves to make the Shire of Pingelly Cat Local Law 2024, incorporating amendments arising from the advice of the Department of Local Government as per the attached document.**
- 2. Authorise the President and CEO to sign and affix the Common Seal to the Local Law;**
- 3. Authorise the CEO to –**
 - a. Publish the Local Law in the Government Gazette and provide copies of the local law to the Minister for Local Government; and**
 - b. Forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.**

CARRIED 5/0

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

Councillor comments in support of the motion:

- Council supports the Local Cat Law.

Councillor comments in opposing the motion:

Nil

Sent: Wednesday, 12 July 2023 11:50 AM
To: Admin Officer <admin@pingelly.wa.gov.au>
Subject: ICR236245 - A22486 - Proposed cat laws

Good morning,

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

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

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

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

Kind Regards

Angela Trethewey

Sent: Friday, July 21, 2023 8:50 AM

To: [REDACTED]

Admin Officer <admin@pingelly.wa.gov.au>

Subject: Shire of Pingelly cat laws - introduction and useful information

Dear Andrew, Councillors,

I write to you in regard to your recent efforts to introduce local cat laws in the Shire of Pingelly. I would like to commend you on taking these actions proactively.

Your efforts were drawn to my attention by ABC Great Southern Radio, who asked me to talk with them on their Breakfast program this morning about the Pingelly pet cat laws (from 1:08:30 at this link: <https://www.abc.net.au/greatsouthern/programs/breakfast/great-southern-breakfast/102607424>).

I sit on the Executive of the WA Feral Cat Working Group (<https://wafcwg.org.au/>). As a Working Group, our desire is to ensure all discussions around cat management in the state are based on the latest evidence and are free of misunderstanding. It is only when this informed position is reached that sensible, best practice decisions can be made.

We are currently assisting a number of LGAs around Western Australia with putting best practice cat management in place via reconsidering local laws and understanding how to most effectively implement them. We are also assisting these LGAs with managing the conversations they are having, ensuring that discussions are evidence based (rather than emotive) and consider all the best information available. Much of this information is available on our website, but we often find that in person or customised engagement is more effective. At the moment we are providing advice to Stirling, Cambridge, Bayswater and Wanneroo, who are all interested in doing better with cat management.

If it might help your efforts in the Shire, I provide the following information by way of introduction, and would be happy to engage further as you see fit.

First, I have attached a media flyer that we provide to interested parties that highlights the benefits to pet cats, wildlife and people if cats are kept safe at home 24/7 – a win-win situation for everyone.

Second, I have attached a document produced by the Biodiversity Council on action to improve pet cat ownership that is happening at a national level.

Last, I would like to bring two points to your attention, which may help you to form a different opinion as to how useful existing legislation is, and might help the Shire adopt wording in your local laws that is more effective at 24/7 containment of pet cats:

(1) you may be already aware of the recent legal opinion on the Cat Act, prepared by a leading local law legal team, Castledine Gregory (attached). This finding makes it clear that making local laws to contain cats is a reasonable and proportionate exercise of the power to make local laws under WA Cat Act 2011.

(2) I would encourage the Shire to consider Clause 82 of the WA Cat Act 2011 as an alternative solution for implementing local laws that can more effectively contain cats.

Clause 82 of the WA Cat Act 2011

82. Local laws may adopt codes etc.
- (1) A local law made under this Act may adopt the text of —
- (a) any model local law, or amendment to it, published under section 83; or
 - (b) *a local law of any other local government*; or
 - (c) any code, rules, specifications, or standard issued by Standards Australia or such other body as is specified in the local law.

Clause 82 of the Cat Act 2011 clearly states that a LGA can legally adopt the text of a local law of any other local government. In relation to cat containment, both the Shire of Northam and the Shire of Narrogin have existing local laws that enable the permanent containment of pet cats by requiring them to be under effective control at all times. Both local laws are attached here (both are also available online). The Shire of Pingelly could very easily adopt the laws of Northam or Narrogin to achieve effective cat containment.

You may note an apparent conflict between the text in our media statement and the two options outlined above as to whether or not the existing Cat Act is able to be used to enforce permanent containment for cats. While our media statement is conservative and based on past evidence, understanding in this space has shifted considerably in the past six months. This change in awareness of what is legally possible, as well as a change in awareness around the broad benefits of cat containment for people, pets and wildlife, is very sound rationale for decisive action by the Shire on this incredibly important matter.

I hope the above information is useful for implementing best practice pet cat management in your Shire.

If you require any further assistance, including links into the stakeholder organisations (e.g. RSPCA, the Australian Veterinary Association, DBCA) that sit on our Working Group or other LGAs looking to achieve the same outcomes as you, please do not hesitate to get in touch.

Best regards,

Bruce

Bruce Webber
Executive, WA Feral Cat Working Group

Sent: Thursday, August 24, 2023 1:03 PM
To: Admin Officer <admin@pingelly.wa.gov.au>
Subject: ICR236294 - ADM0103 - local cat law 2023

Good Afternoon,

I have read the draft for this proposed act and believe the act to be fair and reasonable for all cat owners and the residents of Pingelly.

We have two life-time registered cats in our household, and they do a good job of keeping the mouse population down, and hopefully lessening the attraction of snakes to the property.

Of course, they are also well-loved companions!

Regards

Cathy Mann

Legislation <legislation@dlgsc.wa.gov.au>
Wed 8/11/2023 9:24 AM
To: storm.nyssen@pingelly.wa.gov.au

Good morning,

This email is regarding the Shire's proposed local laws. The Department's comments are provided below.

Shire of Pingelly Cat Local Law 2023

1. Public notice

The Shire has provided sufficient evidence of public notice as required by the local law checklist.

However, the Shire should be aware that the Act requires several kinds of notice to be issued in order for "local public notice" to have occurred (e.g. notice on website). The City should ensure that these additional elements have also been met.

2. Cats in public areas and confinement clauses

The Delegated Legislation Committee has formed the view that while the Cat Act permits local laws that prohibit cats absolutely from specified areas, it does not contemplate local laws that:

- ban cats from all public areas;
- place conditions on when a cat may be permitted in a public area; or
- attempts to restrict all cats in the district to their owner's premises.

Clause 2.2 provides that cats which are not under effective control are banned from public places and bushland. This is likely to be interpreted by the Committee as a cat confinement clause.

It is suggested that clause 2.2 be deleted and the relevant item removed from Schedule 2. If this clause isn't removed, it is likely the Committee will request an undertaking to delete it.

While the Committee is willing to allow local laws that set up cat prohibited areas, this requires the specific cat prohibited areas to be specifically listed in a table or Schedule.

3. Potential interference with private rights of landholders

Clause 2.2 provides that a cat must not enter bushland of greater than 5,000 metres regardless of land ownership or management.

In theory, this could mean that a private landholder could be prohibited from having cats on their own property, if the land contains cat-prohibited bushland.

Under the Cat Act, people are conferred with a general right to own a cat, subject to certain rules such as registration and microchipping. It would seem unlikely that the Parliament would have

intended local governments to be able to specify private land as “cat prohibited” and thereby deny landholders the right to keep any cats on the property.

If the Shire wishes to keep cats out of specific bushland, it is suggested that these specific lots be listed in a table and added to the local law. It is also suggested that these areas be restricted to land which is owned or managed by the Shire.

4. Minor edits

The following minor edits are suggested:

- Replace all instances of “shall” with “must”.
- Replace all “:” and “-” at the end of linking clauses with an em-dash (–)
- Commencement Statement: Change “fourteenth day” to “14 days”
- It is suggested the following terms be defined in the local law:
 - **Schedule**
 - While not all these terms are necessary, they will assist readers and reduce the possibility of misinterpretation.
- **Clause 1.4:** The definition of **cat prohibited area** refers to a Schedule that currently doesn’t exist. If the Shire is not intending to add a Schedule, the definition can be deleted.
- **Clause 3.6:**
 - Renumber subclauses (2),(3) and (4) to (1),(2) and (3).
- **Clause 4.1:** The designator “(1)” can be deleted, as there are no other subclauses.

The Shire should also ensure that all references and cross references are checked, particularly if any changes are made as a result of the Department’s comments.

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

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

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

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

Please note that my comments:

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

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

Kind Regards

Dale Martin
A/Senior Legislation Officer

Department of Local Government, Sport and Cultural Industries
140 William Street, Perth 6000
Telephone 08 6552 1530
Email legislation@dlgsc.wa.gov.au
Web www.dlgsc.wa.gov.au



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CAT ACT 2011

LOCAL GOVERNMENT ACT 1995

Shire of Pingelly

CATS LOCAL LAW 2024

Under the powers conferred by the *Cat Act 2011*, the *Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Pingelly hereby records having resolved on 21 February 2024 to adopt the following local law.

PART 1 - PRELIMINARY

1.1 Citation:

This local law may be cited as the *Shire of Pingelly Cats Local Law 2024*.

1.2 Commencement

This local law comes into operation on the 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Interpretation

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

Act means the *Cat Act 2011*;

application means an application for a permit;

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

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

cat has the meaning given to it in the Act;

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

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

CEO means the Chief Executive Officer of the local government;

district means the district of the local government;

local government means the Shire of Pingelly;

nuisance means -

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

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

owner has the meaning given to it in the Act;

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

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

premises has the meaning given to it in the Act;

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

public place has the meaning given to it in the Act and includes any place to which the public lawfully has access; and

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

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

PART 2 - CONTROL OF CATS

2.1 Cat not to be a nuisance

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

2.2 Cats in Prohibited Areas

- (1) A cat must not be in any cat prohibited area as listed on Schedule 3.
- (2) If a cat is at any time in a place in contravention of subclause 2.2(1) -
 - (a) the owner of the cat commits an offence; and
 - (b) an authorised person may seize and impound the cat in accordance with the Act.

2.3 Interference with Cat Traps

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

PART 3 - NUMBER OF CATS THAT MAY BE KEPT

3.1 Interpretation

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

3.2 Prescribed premises

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

3.3 Standard number of cats

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

3.4 Application for additional cats

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

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

3.5 Refusal to determine application

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

3.6 Factors relevant to the determination of application

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

3.7 Decision on application

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

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

3.8 Conditions

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

3.9 Compliance with conditions of permit

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

3.10 Duration of a permit

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

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

3.11 Revocation

The local government may revoke a permit if –

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

3.12 Permit not transferable

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

3.13 Permit to be kept at premises and available for view

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

PART 4 - MISCELLANEOUS

4.1 Giving of a Notice

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

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

PART 5 - OBJECTIONS AND APPEALS

5.1 Objections and appeal rights

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

PART 6 - OFFENCES AND PENALTIES

6.1 Offences

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

6.2 Prescribed offences

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

6.3 Forms

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

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

Form 1 - Nuisance Complaint Form

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

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

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

DATED this _____ day of _____ 20

(to be signed by complainant)

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

Schedule 2

[Cl. 6.2(2)]

Prescribed Offences and Modified Penalties

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

Schedule 3
[Cl. 2.3(1)]

Areas Where Cats Are Prohibited Absolutely

Reserve	House No.	Street Name	Street Type	Suburb
R10207	1	Quadrant	Street	Pingelly
R23556	17	Queen	Street	Pingelly
R28717		Bicker (Now Woyerling Rd)	Road	Pingelly
R5004	21	Park	Street	Pingelly
R44884	10	Stone	Street	Pingelly
R24038	26	Queen	Street	Pingelly
R6495	15	Railway	Street	Pingelly
R23983	4	Somerset	Street	Pingelly
R26413	1	Paragon	Street	Pingelly
R27088		Moorumbine	Townsite	Pingelly
R39410	67	Raglan	Street	Pingelly
R9675	2	Bodey	Street	Pingelly
R5000	8	Eliot	Street	Pingelly
R42843	26	Stratford	Street	Pingelly
R45121		Review	Street	Pingelly
R27839	3	Paragon	Street	Pingelly
R33548	39	Parade	Street	Pingelly
R34572		Review	Street	Pingelly
R34570		Realm	Street	Pingelly
R35011		Realm	Street	Pingelly
R38443		Moorumbine	Townsite	Pingelly
R22955 & R31393	73	Rickard	Street	Pingelly
A23984	29	Review	Street	Pingelly
R9903	39	Park	Street	Pingelly
R9903		Park	Street	Pingelly
A23983	9	Review	Street	Pingelly
A23983		Review	Street	Pingelly
R6568		Great Southern	Highway	Pingelly
R24836		Great Southern (Station Rd)	Highway	Pingelly
R28744		Boyagin	Reserve	Pingelly
R21286		Napping Pool	Road	Pingelly
R21287		South Wandering	Road	Pingelly
R9357		Wickepin-Pingelly	Road	Pingelly
R6798		Bullaring	Road	Pingelly
R11320		Yenellin	Road	Pingelly
R21241		Neamutin	Road	Pingelly
R6121		Ford	Road	Pingelly
R6799		Aldersyde Pingelly	Road	Pingelly
R6867		Aldersyde Pingelly	Road	Pingelly
R21827		Beverley	Road	Pingelly
R30298		Powell	Road	Pingelly
R20097		Bullaring	Road	Pingelly
R2023		Wickepin-Pingelly	Road	Pingelly
R25555		Tutanning	Road	Pingelly

R20095		Bullaring	Road	Pingelly
R10298		Milton	Road	Pingelly
R9651		Milton	Road	Pingelly
R10142		Bullaring	Road	Pingelly
R9714		Bullaring	Road	Pingelly
R12895		Aldersyde Pingelly	Road	Pingelly
R10962		Aldersyde Pingelly	Road	Pingelly
R12894		Aldersyde Pingelly	Road	Pingelly
R10753		Aldersyde Pingelly	Road	Pingelly
R13797		Jingaring	Road	Pingelly
R27223		South Kweda	Road	Pingelly
R20066		South Kweda	Road	Pingelly
R244		Dwarlaking	Road	Pingelly
R9764		Squires	Road	Pingelly
R10556		Bullaring	Road	Pingelly
R17852		Bullaring	Road	Pingelly
R2196		Kulyalling	Road	Pingelly
R11144		Boyagin	Road	Pingelly
R29413	91	Pech	Road	Pingelly
R12098		Bulyee	Road	Pingelly
R28105	19	Stone	Street	Pingelly
R14751	41	Paragon	Street	Pingelly
R5014	42	Paragon	Street	Pingelly
R41872	46	Paragon	Street	Pingelly
R9441	1	Narrogin	Road	Pingelly
R27461	26	Stone	Street	Pingelly
R28105	17	Stone	Street	Pingelly
R925		York-Williams	Road	Pingelly
R12032		Yenellin	Road	Pingelly
R21624		Aldersyde Pingelly	Road	Pingelly
R9042		Ward	Road	Pingelly
R5072	20	Parade	Street	Pingelly
R9244	29	Paragon	Street	Pingelly
R17942	11	Parade	Street	Pingelly
R10705	13	Parade	Street	Pingelly
R10705	15	Parade	Street	Pingelly
R754		Moorumbine	Road	Pingelly
R1835		Quadrant	Street	Pingelly
R5012	1	Hall	Street	Pingelly
R21351	8	Swinnow	Street	Pingelly
R5017		Stratford	Street	Pingelly
R9687	3	Aldersyde Pingelly	Road	Pingelly
R9996		Moorumbine	Townsite	Pingelly
R10153	72	Raglan	Street	Pingelly
R11328	22	North Wandering	Road	West Pingelly
R13582	1	Bodey	Street	Pingelly
R16969		Quadrant	Street	Pingelly
R28003	5	Aldersyde Pingelly	Road	Pingelly
R28656	2788	North Wandering	Road	West Pingelly

R8087	33	Sharow	Street	Pingelly
R37528	9	Marconi	Street	Pingelly
R37627	1	Aviation	Street	Pingelly
R39597	2	Quadrant	Street	Pingelly
R23983	18	Brown	Street	Pingelly
R23668	40	Stratford	Street	Pingelly
R44884	7	Paragon	Street	Pingelly
R24038	22	Queen	Street	Pingelly
R21351	14	Swinnow	Street	Pingelly
R53977	105	Park (13 Balfour)	Street	Pingelly
R29182	192 30 & 34	Kelvin	Street	Pingelly
R29182	34	Kelvin	Street	Pingelly
UCL	54	Park	Street	Pingelly
UCL	56	Park	Street	Pingelly
UCL	62	Park	Street	Pingelly
UCL	64	Park	Street	Pingelly
UCL	66	Park	Street	Pingelly
UCL	70	Park	Street	Pingelly
R23053	13	Balfour (105 Park)	Street	Pingelly
UCL	17	Kelvin	Street	Pingelly
UCL	4	Quiver	Street	Pingelly
R9593		Rickard	Street	Pingelly
R9441	1	Narrogin	Road	Pingelly
R22955		Narrogin	Road	Pingelly
R48558		Rickard	Street	Pingelly
UCL	3	Webb	Street	Pingelly
R17942	25	Queen	Street	Pingelly
R10705	27A	Queen	Street	Pingelly
R13582	3	Bodey	Street	Pingelly
R22869	23, 25	Parade	Street	Pingelly
R26150		North Wandering	Road	Pingelly
R1891		North Bannister	Road	Pingelly
R29818		South Kweda	Road	Pingelly

Dated this ____ Day of _____ 2024

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

Jackie McBurney
Shire President

Andrew Dover
Chief Executive Officer

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1 Monthly Statement of Financial Activity - December 2023 and January 2024

File Reference:	ADM0075
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Executive Manager Corporate Services
Disclosure of Interest:	Nil
Attachments:	Monthly Statement of Financial Activity for the period 1 December 2023 to 31 January 2024.
Previous Reference:	Nil

Summary

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

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

Background

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

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

Comment

The Monthly Financial report has been prepared in accordance with statutory requirements and provides council with their financial position as at 31 December and 31 January 2024.

Consultation

Nil

Statutory Environment

Local Government Act 1995;

Local Government (Financial Management) Regulations 1996

Section 34: Financial Reports to be Prepared

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

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;

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

Policy Implications

There are no policy implications.

Financial Implications

The report and Officer recommendation is consistent with Council's adopted Budget 2023/24.

The Shire is currently awaiting confirmation of the insurance claim for the PRACC power board replacement due to water damage.

Settlement on 27 Parade Street, Pingelly has been delayed and an extension granted to 15 March 2024, due to the requirement to remove the Caveat on the Certificate of Title.

Operating expenditure currently exceeding budget as at 31 January 2024 includes:

Christmas Village

The budget of \$26,625 was overspent by \$27,064. This was comprised of materials and contracts (purchases) of \$14,182, labour of \$19,538 overheads of \$19,538. While the budget is overspent, the majority of this overspend is wages and overhead allocations which are non-cash. The material and contract portion of this budget is underspent by \$3,657, having a positive impact on cash movement.

FAM Festival

The budget (excluding sponsorship) of \$11,000 was overspent by \$22,890. There was an unexpected expense of traffic management to support the Main Street Closure. Similar to the Christmas Village, the majority of this overspend is wages and overhead allocations which are

non-cash. Income from sponsorship commitments has not been added to the expenditure budget but will be included during the Budget Review from this budget, however, it served to partially offset the overspend.

Strategic Implications

Compliance with statutory obligations.

Risk Framework

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

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13392 Moved: Cr Hotham Seconded: Cr Wood

That with respect to the Monthly Statement of Financial Activity for the month ending 31 December 2023 and 31 January 2024 be accepted and material variances be noted.

CARRIED 5/0

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

Against: Nil

Councillor comments in support of the motion:

- The Pingelly Christmas Decorations were a fantastic effort.

Councillor comments in opposing the motion:

Nil



SHIRE OF PINGELLY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD TO 31 DECEMBER 2023

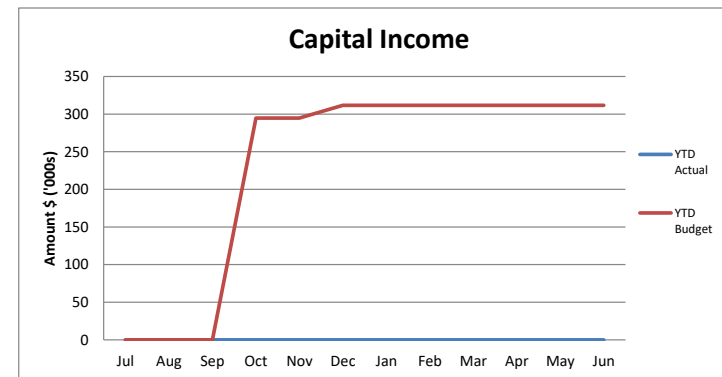
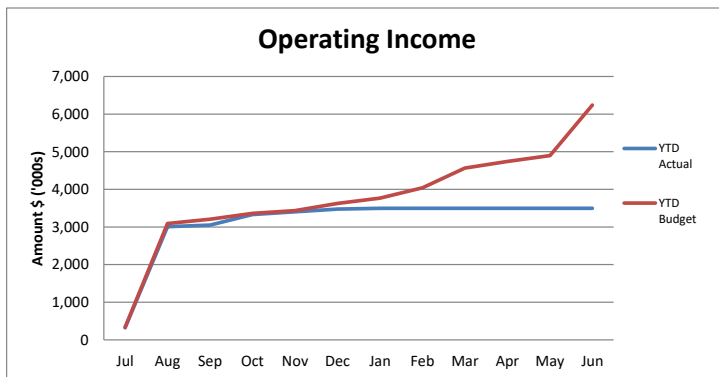
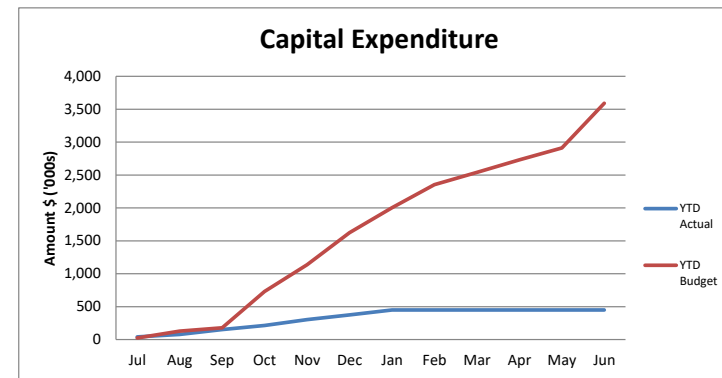
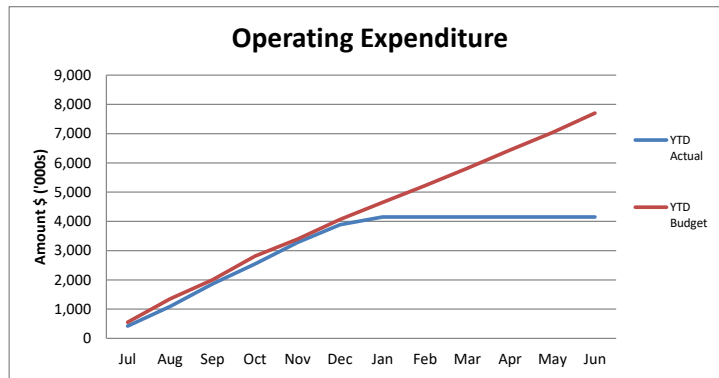
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Report on Significant Variances

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- 2 Disposal of Assets
- 3 Information on Borrowings
- 4 Reserves
- 5 Net Current Assets
- 6 Rating Information
- 7 Operating Statement
- 8 Statement of Financial Position
- 9 Restricted Funds Summary

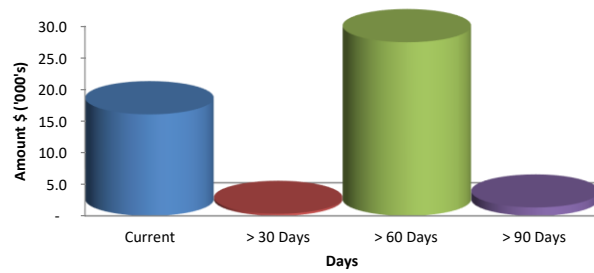
Income and Expenditure Graphs to 31 December 2023



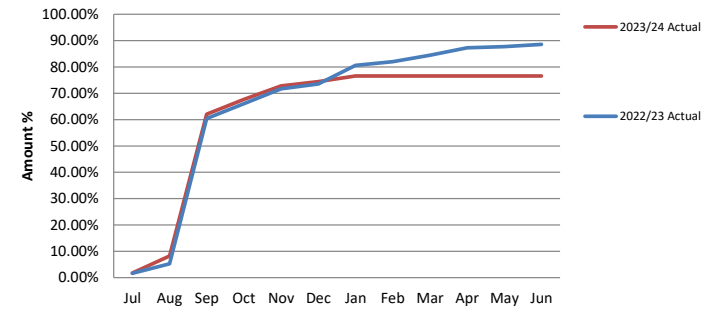
This is adjusted in line with accounting standards to capital grants expenditure
To date no transfers have been made from reserves

Other Graphs to 31 December 2023

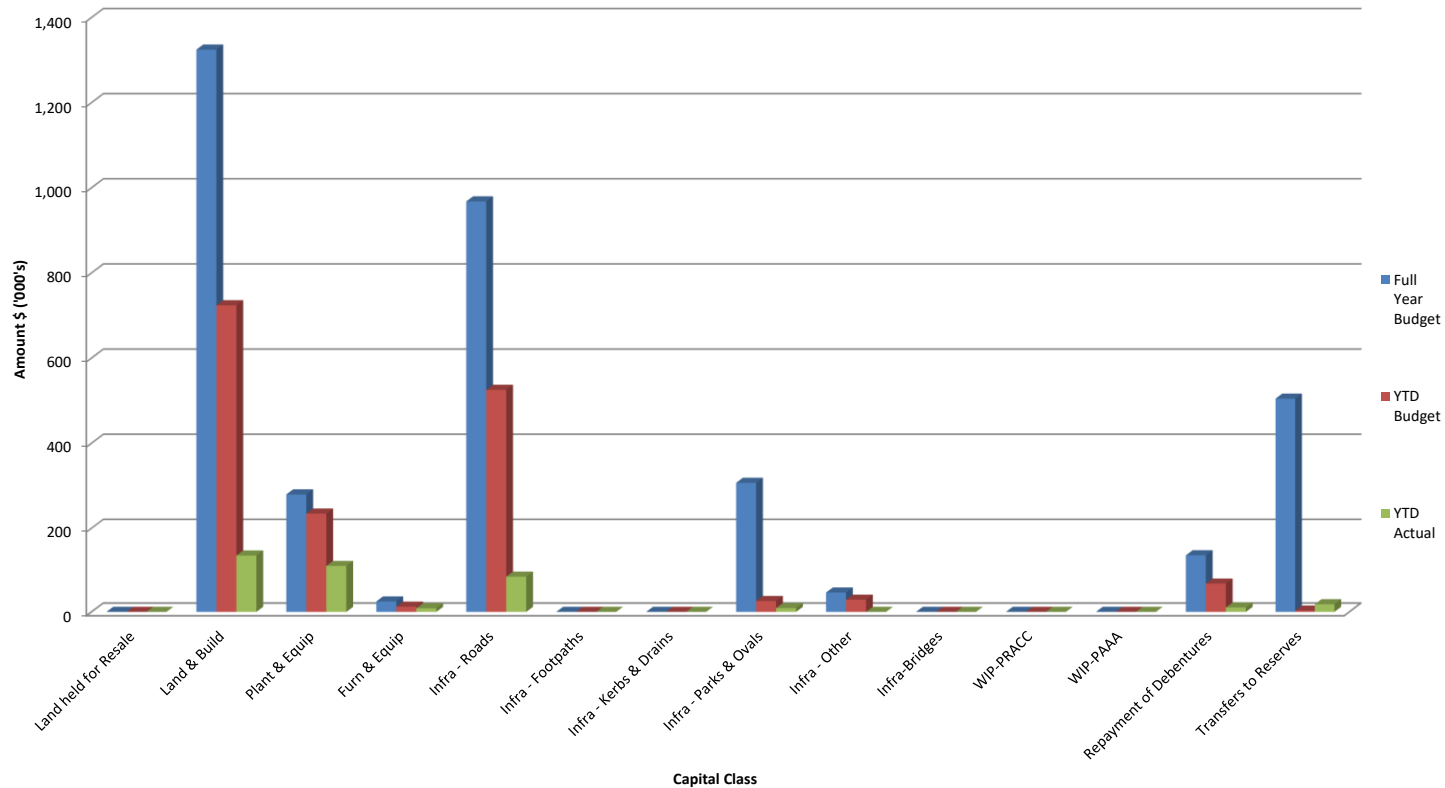
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



SHIRE OF PINGELLY

STATEMENT OF FINANCIAL ACTIVITY BY NATURE

FOR THE PERIOD TO 31 DECEMBER 2023

	NOTE	2023/24 Adopted Budget \$	December 2023 YTD Budget \$	December 2023 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates		2,446,730	2,446,730	2,436,480	(10,250)	0%	
Grants, subsidies and contributions		619,746	331,184	352,564	21,380	6%	
Fees and charges		427,668	299,728	290,499	(9,229)	-3%	
Interest revenue		48,997	28,127	49,170	21,043	75%	▲
Other revenue		89,221	37,585	95,762	58,177	155%	▲
Profit on asset disposal		2,000	2,000	0	0	100%	
		<u>3,634,362</u>	<u>3,145,354</u>	<u>3,224,475</u>	<u>81,121</u>	<u>3%</u>	
Expenditure from operating activities							
Employee costs		(2,149,081)	(1,119,966)	(980,834)	139,132	12%	▼
Materials & Contracts		(2,028,784)	(1,064,995)	(908,260)	156,735	15%	▼
Utility charges		(166,838)	(83,322)	(72,513)	10,809	13%	▼
Insurance charges		(231,841)	(231,810)	(232,437)	(627)	0%	
Finance costs		(89,641)	(44,802)	(46,057)	(1,255)	-3%	
Depreciation		(2,933,590)	(1,466,772)	(1,614,351)	(147,579)	-10%	▲
Other Expenditure		(93,111)	(45,236)	(35,477)	9,759	22%	
Loss on Asset Disposal		(9,300)	(7,298)	0	0	100%	
		<u>(7,702,186)</u>	<u>(4,064,201)</u>	<u>(3,889,930)</u>	<u>166,973</u>	<u>-4%</u>	
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	2	7,300	5,298	0	(5,298)	100%	
Adjustments in Fixed Assets		0	0	0	0	0%	
Add back Depreciation		2,933,590	1,466,772	1,614,351	147,579	-10%	▲
		<u>2,940,890</u>	<u>1,472,070</u>	<u>1,614,351</u>	<u>142,281</u>	<u>10%</u>	
Amount attributable to operating activities		(1,126,934)	553,223	948,896	395,673	-72%	▲
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital grants, subsidies and contributions		2,606,381	481,561	253,045	(228,516)	47%	▼
Proceeds from Disposal of Assets	2	42,000	42,000	0	(42,000)	-100%	▼
Proceeds from financial assets at amortised cost - self supporting loans		21,230	10,615	0	(10,615)	-100%	▼
		<u>2,669,611</u>	<u>534,176</u>	<u>253,045</u>	<u>404,403</u>	<u>-53%</u>	
Outflows from investing activities							
Purchase Land Held for Resale	1	0	0	0	0	0%	
Purchase of Land and Buildings	1	(1,324,477)	(723,931)	(134,714)	589,217	81%	▼
Purchase of Furniture & Equipment	1	(25,000)	(12,500)	(8,719)	3,781	30%	
Purchase of Right of Use Asset - Furniture & Equipment	1	0	0	0	0	0%	
Purchase of Right of Use Asset - Plant & Equipment	1	0	0	0	0	0%	
Purchase of Right of Use Asset - Buildings	1	0	0	0	0	0%	
Purchase of Plant & Equipment	1	(279,691)	(234,691)	(109,824)	124,867	53%	▼
Purchase of WIP - PP & E	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Roads	1	(967,970)	(525,339)	(84,233)	441,106	84%	▼
Purchase of Infrastructure Assets - Footpaths	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Kerbs & Drains	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(306,899)	(25,977)	(9,078)	16,899	65%	▼
Purchase of Infrastructure Assets - Bridges	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Other	1	(46,293)	(29,144)	0	29,144	100%	▼
		<u>(2,950,330)</u>	<u>(1,551,582)</u>	<u>(346,569)</u>	<u>1,205,013</u>	<u>-78%</u>	▼
Amount attributable to investing activities		(280,719)	(1,017,406)	(93,524)	923,882	-91%	▼
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfers from Restricted Asset (Reserves)	4	269,691	269,691	0	(269,691)	-100%	▼
		<u>269,691</u>	<u>269,691</u>	<u>0</u>	<u>(269,691)</u>	<u>-100%</u>	▼
Outflows from financing activities							
Repayment of Borrowings	3	(135,336)	(67,668)	(10,446)	57,222	85%	▼
Payments for principal portion of lease liabilities	3	(98,891)	(49,438)	(48,209)	1,229	-2%	
Transfers to Restricted Assets (Reserves)	4	(504,638)	(3,000)	(18,221)	(15,221)	-507%	▲
		<u>(738,865)</u>	<u>(120,106)</u>	<u>(76,876)</u>	<u>43,230</u>	<u>36%</u>	▲
Amount attributable to financing activities		(469,174)	149,585	(76,876)	(226,461)	151%	▲
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	5	1,876,827	1,876,827	1,832,480	(44,347)	2%	
Amount attributable to operating activities		(1,126,934)	553,223	948,896	395,673	-72%	▲
Amount attributable to investing activities		(280,719)	(1,017,406)	(93,524)	923,882	-91%	▼
Amount attributable to financing activities		(469,174)	149,585	(76,876)	(226,461)	151%	▲
Surplus or deficit at the end of the financial year	5	(0)	1,562,229	2,610,977	1,048,748	-67%	▼

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

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

Material Variances Symbol

Above Budget Expectations Greater than 10% and \$5,000 ▲
Below Budget Expectations Less than 10% and \$5,000 ▼

SHIRE OF PINGELLY
FOR THE PERIOD TO 31 DECEMBER 2023
Report on Significant variances greater than 10% and \$10,000

Purpose

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date.
The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$10,000.
Items in bold are additions not previously included in reporting

NATURE AND TYPE VARIATIONS

REPORTABLE OPERATING REVENUE VARIATIONS

Interest Earnings		21,043	75% ▲
Term Deposit Interest on investments including reserves	21,026		
Other Revenue		58,177	155% ▲
Other culture revenue AASB 115			
Reimbursements of Legal Fees	14,275		
Sundry Income - Rates Incentive Sponsors	2,300		
Insurance Claims	4,176		
Reimbursement Workers Comp	7,757		
Reimbursement Somerset Alliance Profile timing	3,364		
Sponsorship FAM Festival	4,709		
Party on the Oval Funding	5,500		
Tidy Towns Award Funding	4,091		
Heritage Survey Funding	9,119		
Capital Grants (Non Operating)		(228,516)	47% ▼
Timing of grants relating to DFES Fireshed, LRCI 3, Town Hall (Election Promise)			

REPORTABLE OPERATING EXPENSE VARIATIONS

Employee Costs		139,132	12% ▼
2022/23 Salaries and Wages EOFY accrual reversed in July 2023. Budget profile timing.	139,132		
Materials and Contracts		156,735	15% ▼
Computer and office equipment (Timing of profiling of licensing)	(21,303)		
Council Plans and Strategies	20,900		
Minor plant and equipment	6,658		
Printing & Stationery	(5,757)		
Valuation Expense - External Infrastructure valuation for 30 June 2023- Budget Review	(3,600)		
Consultants	16,434		
SES ESL Expenditure (timing of receipt of invoices)	12,324		
BFB ESL Expenditure	14,052		
CESM costs (timing of receipt of invoices)	8,496		
Bush Fire Mitigation	145,759		
Audit - Invoiced January	19,440		
Conferences	5,382		
Councillor Training	4,693		
Election Expenses - February 2024	6,420		
Subscriptions	2,113		
Refuse Site collection and Tip Site maintenance	15,817		
	(50,220)		
PRACC Building maintenance/operations Circuit Failure - Insurance Claim to be reimbursed 20K, profile 80K subsidy			1100
Swimming Pool maintenance	11,491		
Area Promotion	26,429		
Other Culture Heritage and Arts profile timing	(9,118)		
Rural Road, Town Road maintenance & bridges	(12,212)		
Job Training	7,935		
PWO non cash	(39,371)		
Utilities		10,809	13% ▼
We have received fewer than anticipated utility charges. Timing of the Pool utilities, parks and gardens and street light billing			
Depreciation		(147,579)	-10% ▲
Depreciation charges were not budgeted to include revaluations of infrastructure conducted at 30 June 2023. These will be adjusted during the Budget Review Process - Non cash			

REPORTABLE CAPITAL EXPENDITURE VARIATIONS

Purchase of Land & Buildings		589,217	81% ▼
Building capex - Fire Shed West Pingelly	216,546		
Building capex - Fire Shed East Pingelly	370,998		
Building capex - Caravan Park Improvements	25,000		
Building Capex - Childcare centre	(11,131)		
Building Capex - Town Hall Election Promise	(12,196)		
Purchase of Plant & Equipment		124,867	53% ▼
Replacement vehicles and mower decks awaiting delivery.			
Purchase of Road Infrastructure Assets		441,106	84% ▼
Roads program Somerset	17,509		
Roads program Yenellin	92,138		
Roads Program Wickepin Pingelly	307,888		
Roads Program North Bannister Pingelly Road - Funding not yet received	23,571		
Purchase of Infrastructure Assets - Parks & Ovals		16,899	65% ▼
Pingelly Pocket Park	(3,077)		
The Community Water Supply budget profiling.	19,976		
Purchase of Infrastructure Assets - Other		29,144	100% ▼
The signage and streetscape has not yet commenced.	17,144		
Standpipe swipe card upgrade not yet commenced.	12,000		

REPORTABLE CAPITAL REVENUE VARIATIONS

Transfers from Restricted Assets (Reserves)		(269,691)	-100% ▼
Transfers to occur at the end of the financial year, profile timing to be adjusted at Budget Review			
Proceeds from Disposal of Assets		(42,000)	-100% ▼
Budgeted proceeds from the sale of plant behind budget, no disposals have been undertaken.			

SHIRE OF PINGELLY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD TO 31 DECEMBER 2023

		2023/24 Adopted Budget \$	2023/24 YTD Budget \$	December 2023 YTD Actual \$
1. ACQUISITION OF ASSETS				
The following assets have been acquired during the period under review:				
By Program				
Governance				
<u>Administration</u>				
Furniture And Equipment	CCTV	25,000	12,500	8,719
Building Purchase Level 3 - Schedule 4		65,000	0	-
Capex - Admin Plant Purchases		46,872	46,872	-
Law, Order & Public Safety				
<u>Fire Prevention</u>				
Plant Purchase - Weather Stations X 3		15,000	15,000	14,197
Building Purchase Schedule 5		765,814	255,270	38,724
Building Purchase Schedule 5		371,000	370,998	-
Education & Welfare				
<u>Education</u>				
Building Purchase - Education Schedule 8		55,194	55,194	66,325
Recreation and Culture				
<u>Public Halls & Civic Centres</u>				
Town Hall - State Election Promise		17,469	17,469	29,665
<u>Swimming Areas & Beaches</u>				
Youth Precinct		267,597	0	-
Capex - Infra Parks & Ovals		33,302	19,977	-
Pingelly Pocket Park - Expenditure		6,000	6,000	9,078
Pracc Generator		30,000	0	-
Transport				
<u>Construction - Roads, Bridges, Depots</u>				
Roads Construction				
Somerset Street		50,000	49,998	32,489
Yenellin Road - Expenditure (Lrci 4 Roads Grant)		154,355	92,607	470
Capex - Rrg Wickepin Pingelly Slk 7.9-9.0		598,615	359,163	51,275
Capex - Rrg North Bannister Pingelly Road		165,000	23,571	-
<u>Road Plant Purchases</u>				
High Pressure Cleaner Jet Rodder		12,000	12,000	11,364
Capex - Skip Trailers		15,000	7,500	-
Squirrell Ewp		10,000	10,000	-
Capex - Parks And Gardens - Kubota				
F2280 Mower/ Flail Mower/ Billy Goat		15,000	7,500	-
Loader Tip Second Hand		70,000	70,000	49,991
Capex - Isuzu Dmax 3L Auto Diesel Crew				
Cab 4 X 2		33,182	33,182	-
Forestry Mulching Head		32,637	32,637	34,273
Economic Services				
<u>Tourism & Area Promotion</u>				
Caravan Park Improvements - Chalets		50,000	25,000	-
Signage & Streetscape		34,293	17,144	-
<u>Other Economic Services</u>				
Infrastructure Economic Services		12,000	12,000	-
		<u>2,950,330</u>	<u>1,551,582</u>	<u>346,569</u>
By Class				
Buildings		1,324,477	723,931	134,714
Furniture & Equipment		25,000	12,500	8,719
Plant & Equipment		279,691	234,691	109,824
Infrastructure - Roads		967,970	525,339	84,233
Infrastructure - Parks & Ovals		306,899	25,977	9,078
Infrastructure - Other		46,293	29,144	-
		<u>2,950,330</u>	<u>1,551,582</u>	<u>346,569</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

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)	
		2023/24	December 2023	2023/24	December 2023	2023/24	December 2023
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
PM4	Governance PM4 Mazda CX5	29,000		25,000		(4,000)	0
PSM01	Transport Building Services Ute	10,000		12,000		2,000	0
PT20	Case Loader Tip	10,300		5,000		(5,300)	0
		49,300	0	42,000	0	(7,300)	0

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

Summary

Profit on Asset Disposals
Loss on Asset Disposals

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual
		\$	\$	\$	\$	\$	\$	\$	\$
Education & Welfare									
Loan 120 - SSL Pingelly Cottage Homes *	93,669	0	0	21,230	10,446	72,439	83,223	5,722	3,074
Recreation & Culture									
Loan 123 - Recreation and Cultural Centre	1,739,757	0	0	114,106	0	1,625,651	1,739,757	72,055	36,817
	1,833,426	0	0	135,336	10,446	1,698,090	1,822,980	77,777	39,891

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

All other loan repayments were financed by general purpose revenue.

3. INFORMATION ON LEASES

(b) Lease Repayments

Particulars	Principal 1-Jul-23	New Lease		Lease Principal Repayments		Lease Principal Outstanding		Lease Interest Repayments	
		2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual
		\$	\$	\$	\$	\$	\$	\$	\$
Administration									
Photocopier Lease	13,005	0	0	3,421	851	9,584	12,155	587	152
Solar System-Admin Office	5,492	0	0	3,612	1,781	1,880	3,711	225	137
Server Lease	24,010	0	0	9,242	4,563	14,768	19,447	1,045	581
CCTV Server Lease	12,330	0	0	4,216	2,077	8,114	10,253	643	353
Grader Lease	170,834	0	0	62,421	30,956	108,414	139,878	4,400	2,454
Loader Lease	71,356	0	0	15,979	7,981	55,377	63,375	4,964	2,490
	297,027	0	0	98,891	48,209	198,137	248,818	11,864	6,166

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

	2023/24 Adopted Budget \$	December 2023 Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	198,012	198,012
Amount Set Aside / Transfer to Reserve	275	3,772
Amount Used / Transfer from Reserve	0	0
	<u>198,287</u>	<u>201,784</u>
(b) Plant Reserve		
Opening Balance	165,988	165,988
Amount Set Aside / Transfer to Reserve	329,054	3,162
Amount Used / Transfer from Reserve	(269,691)	0
	<u>225,351</u>	<u>169,150</u>
(c) Building and Recreation Reserve		
Opening Balance	378,019	378,019
Amount Set Aside / Transfer to Reserve	56,077	7,201
Amount Used / Transfer from Reserve	0	0
	<u>434,096</u>	<u>385,220</u>
(d) Electronic Equipment Reserve		
Opening Balance	53,094	53,094
Amount Set Aside / Transfer to Reserve	24,663	1,011
Amount Used / Transfer from Reserve		0
	<u>77,757</u>	<u>54,105</u>
(e) Community Bus Reserve		
Opening Balance	64,342	64,342
Amount Set Aside / Transfer to Reserve	50,328	1,226
Amount Used / Transfer from Reserve	0	0
	<u>114,670</u>	<u>65,568</u>
(f) Swimming Pool Reserve		
Opening Balance	38,345	38,345
Amount Set Aside / Transfer to Reserve	40,247	730
Amount Used / Transfer from Reserve	0	0
	<u>78,592</u>	<u>39,075</u>
(g) Refuse Site Rehab/Closure Reserve		
Opening Balance	16,370	16,370
Amount Set Aside / Transfer to Reserve	1,122	312
Amount Used / Transfer from Reserve	0	0
	<u>17,492</u>	<u>16,682</u>
(h) Tutanning Nature Reserve		
Opening Balance	2,013	2,013
Amount Set Aside / Transfer to Reserve	1,682	38
Amount Used / Transfer from Reserve	0	0
	<u>3,695</u>	<u>2,051</u>
(i) Wheatbelt Secondary Freight Network Reserve		
Opening Balance	40,329	40,329
Amount Set Aside / Transfer to Reserve	1,190	768
Amount Used / Transfer from Reserve	0	0
	<u>41,519</u>	<u>41,097</u>
Total Cash Backed Reserves	<u>1,191,459</u>	<u>974,732</u>

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

	2023/24 Adopted Budget \$	December 2023 Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	275	3,772
Plant Reserve	329,054	3,162
Building and Recreation Reserve	56,077	7,201
Electronic Equipment Reserve	24,663	1,011
Community Bus Reserve	50,328	1,226
Swimming Pool Reserve	40,247	730
Refuse Site Rehab/Closure Reserve	1,122	312
Tutanning Nature Reserve	1,682	38
Wheatbelt Secondary Freight Network Reserve	1,190	768
	504,638	18,220
Transfers from Reserves		
Leave Reserve	0	0
Plant Reserve	(269,691)	0
Building Reserve	0	0
Electronic Equipment Reserve	0	0
Community Bus Reserve	0	0
Swimming Pool Reserve	0	0
Refuse Site Rehab/Closure Reserve	0	0
Tutanning Nature Reserve	0	0
Wheatbelt Secondary Freight Network Reserve	0	0
	(269,691)	0
Total Transfer to/(from) Reserves	234,947	18,220

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

Leave Reserve

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

Plant Reserve

- to be used for the purchase of major plant.

Building and Recreation Reserve

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

Electronic Equipment Reserve

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

Community Bus Reserve

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

Swimming Pool Reserve

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

Joint Venture Housing Reserve

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

Refuse Site Rehab/Closure Reserve

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

Tutanning Nature Reserve

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

Wheatbelt Secondary Freight Network Reserve

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

	2022/23 June Actual \$	December 2023 Actual \$
5. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,141,062	1,958,520
Cash - Restricted Unspent Grants		429,970
Cash - Restricted Unspent Loans	0	(0)
Cash - Restricted Bonds & Deposits	14,787	10,732
Cash - Restricted Reserves	956,511	974,732
Rates Outstanding	262,584	702,972
Sundry Debtors	191,891	83,152
Provision for Doubtful Debts	(768)	(768)
Gst Receivable	51,643	14,217
Loans - clubs/institutions	21,230	21,230
Accrued Income/Payments In Advance	52,534	44,272
Investments	5,000	5,000
Inventories	2,105	18,162
	<u>3,698,580</u>	<u>4,262,192</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions (Budget Purposes Only)	0	-
Sundry Creditors	(206,646)	(121,369)
Accrued Interest On Loans	(232)	(37,093)
Accrued Salaries & Wages	(51,400)	-
Bonds & Deposits Held	(14,787)	(10,732)
Income In Advance	* (45,924)	(47,680)
Gst Payable	(14,764)	(1,892)
Performance Obligation Liability	(453,504)	(382,290)
Prepaid Rates Liability	(46,325)	(17,688)
Current Lease Liability	(98,891)	(50,682)
Accrued Expenses	(12,499)	(6,515)
PAYG Liability	(29,468)	(32,902)
Other Payables	(7,808)	(2,682)
Current Employee Benefits Provision	(352,434)	(352,434)
Current Loan Liability	(135,336)	(124,890)
	<u>(1,470,019)</u>	<u>(1,178,259)</u>
NET CURRENT ASSET POSITION	2,228,561	3,083,933
Less: Cash - Reserves - Restricted	(956,511)	(974,732)
Less: Current Loans - Clubs / Institutions	(21,230)	(21,230)
Less: Investments	(5,000)	(5,000)
Add Back : Component of Leave Liability not Required to be Funded	352,434	352,434
Add Back : Current Loan Liability	135,336	124,890
Add Back : Current Lease Liability	98,891	50,682
Adjustment for Trust Transactions Within Muni	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,832,480</u>	<u>2,610,977</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2023/24 Rate Revenue \$	2023/24 Interim Rates \$	2023/24 Back Rates \$	2023/24 Total Revenue \$	2023/24 Adopted Budget \$
General Rate								
GRV - Residential	0.14090	321	3,661,944	515,968	(4,225)	9	511,752	515,968
GRV - Rural Residential	0.14090	65	807,924	113,836	(3,818)	(76)	109,942	113,836
GRV - Commercial/Industrial	0.14090	28	396,080	55,808	(1,172)	0	54,636	55,808
GRV - Townsites	0.14090	13	155,480	21,907	67	0	21,974	21,907
UV - Broadacre Rural	0.007294	238	214,707,000	1,566,073	(1,083)	0	1,564,990	1,566,073
Non Rateable								
Sub-Totals		665	219,728,428	2,273,592	(10,232)	(66)	2,263,294	2,273,592
Minimum Rates	Minimum \$							
GRV - Residential	1043	61	82,646	63,623	0	0	63,623	63,623
GRV - Rural Residential	1043	23	55,170	23,989	0	0	23,989	23,989
GRV - Commercial/Industrial	1043	13	55,980	13,559	0	0	13,559	13,559
GRV - Townsites	1043	7	15,685	7,301	0	0	7,301	7,301
UV - Broadacre Rural	1043	62	5,573,662	64,666	0	0	64,666	64,666
Sub-Totals		166	5,783,143	173,138	0	0	173,138	173,138
Ex Gratia Rates							2,436,432	2,446,730
Movement in Excess Rates							0	0
Total Amount of General Rates							2,436,432	2,446,730
Specified Area Rates							0	0
Ex Gratia Rates							0	0
Total Rates							2,436,432	2,446,730

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

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

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

7. OPERATING STATEMENT

	December 2023 Actual \$	2023/24 August Ytd Budget \$	2023/24 Adopted Budget \$	2022/23 Actual \$
OPERATING REVENUES				
Governance	33,323	47,510	95,260	62,186
General Purpose Funding	2,559,380	2,515,970	2,569,697	4,463,526
Law, Order, Public Safety	243,933	202,112	1,584,093	846,854
Health	704	1,338	2,694	2,682
Education and Welfare	6,214	62,552	68,925	64,781
Community Amenities	215,211	222,474	242,730	229,919
Recreation and Culture	63,760	45,992	350,509	367,969
Transport	305,173	407,183	1,123,765	1,435,597
Economic Services	33,069	110,561	136,843	82,071
Other Property and Services	16,753	11,223	66,227	49,534
TOTAL OPERATING REVENUE	3,477,519	3,626,915	6,240,743	7,605,118
		-		
OPERATING EXPENSES		-		
Governance	240,927	401,403	678,281	507,321
General Purpose Funding	132,538	116,088	240,620	234,827
Law, Order, Public Safety	230,039	361,240	696,320	383,215
Health	99,601	101,291	201,126	182,203
Education and Welfare	63,274	59,540	110,229	110,174
Community Amenities	191,380	220,580	439,224	389,612
Recreation & Culture	997,069	856,698	1,631,589	1,538,031
Transport	1,696,501	1,643,532	3,231,052	2,712,209
Economic Services	204,704	232,044	467,466	436,531
Other Property and Services	33,898	71,785	6,279	19,021
TOTAL OPERATING EXPENSE	3,889,930	4,064,201	7,702,186	6,513,144
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	(412,410)	(437,286)	(1,461,443)	1,091,973

SHIRE OF PINGELLY

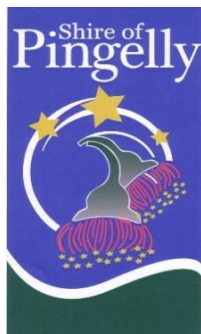
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 DECEMBER 2023

8. STATEMENT OF FINANCIAL POSITION

	December 2023 Actual \$	2022/23 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	3,363,222	3,097,573
Investments Current	5,000	5,000
Trade and Other Receivables	865,076	579,114
Inventories	18,162	2,105
Restricted Cash - Bonds & Deposits	10,732	14,787
TOTAL CURRENT ASSETS	4,262,192	3,698,579
NON-CURRENT ASSETS		
Other Receivables	137,555	137,555
Inventories	0	0
Property, Plant and Equipment	23,879,157	23,960,962
Infrastructure	87,018,652	88,204,630
Investments Non Current	61,117	61,117
TOTAL NON-CURRENT ASSETS	111,096,481	112,364,264
TOTAL ASSETS	115,358,673	116,062,843
CURRENT LIABILITIES		
Trade and Other Payables	690,203	967,461
Long Term Borrowings	124,890	135,336
Provisions	352,434	352,434
Bonds & Deposits Liability	10,732	14,787
TOTAL CURRENT LIABILITIES	1,178,259	1,470,018
NON-CURRENT LIABILITIES		
Trade and Other Payables	198,420	198,421
Long Term Borrowings	1,698,091	1,698,091
Provisions	35,785	35,785
TOTAL NON-CURRENT LIABILITIES	1,932,296	1,932,297
TOTAL LI/ 10	3,110,555	3,402,315
NET ASSETS	112,248,118	112,660,528
EQUITY		
Retained Surplus	33,103,443	33,574,403
Reserves - Cash Backed	974,732	916,182
Revaluation Surplus	78,169,943	78,169,943
TOTAL EQUITY	112,248,118	112,660,528

SHIRE OF PINGELLY RESTRICTED CASH RECONCILIATION 31 December 2023						
9. Restricted Grants/Funds Received	Projects	GL/Job Account	Total Restricted Funds	Year to date expenditure year to 30 June 2022	Actual Expenditure current year 2023/24	Restricted Funds Remaining
PRACC Lighting, Drainage & Landscaping (LRCI 3)	Recreation & Culture	LP001	67,500	67,500		-
Sulkies and Buggies (LRCI 3)	Recreation & Culture	11ES	54,000	54,000		-
Signage Streetscape Upgrades (LRCI 3)	Tourism	SS001	36,000	5,707		30,293
Caravan Park Improvements (LRCI 3)	Tourism	BU046	45,000			45,000
Wickepin Pingelly Seal (LRCI 3)	Transport	RRG05	117,000	117,000		-
Somerset Street upgrade (LRCI 3)	Transport	CC89	117,175	-	32,489	84,686
Youth Precinct, Memorial Park & Pump Track (LRCI 4)	Recreation & Culture	IP008	-			-
Yenellin Road (LRCI 4)	Transport	CB42				
Roads to Recovery Cfdw plus 22/23 receipt	Transport	RRG05	166,461	137,132		29,329
DFES West Pingelly Fireshed	Law Order & Public Safety	0596	231,707		38,724	192,982
Heritage Survey & Listing (Dept Planning)	Recreation & Culture	135C	20,000	4,559	9,119	6,322
Regional Childcare attraction and retention grant	Other Economic Services	CG027	18,250			18,250
Pingelly Youth Strategy	Other Economic Services	CG009	10,000	4,766		5,234
Live & Local Music	Recreation & Culture	CG022	13,000	13,000		(0.00)
Seniors Weeks	Other Communitites	0805	1,000			1,000.00
Tutanning Walk Trails	Department of Communities	113440.03	5,000		909	4,090.91
Australia Day	National Australia Day Council	EV001	12,000			12,000.00
Naidoc Week	National Indigenous Australians					
	Agency	EV006	1,000		217	783.17
Sub Total						429,970
Total Restricted Grant Funds						429,970
Available Cash		GL/Job Account	Interest Rate			Balance
Municipal Bank	Muni Fund Bank	0111	0			2,356,369.72
Municipal Bank	Muni Fund Interest Bearing A/C	0111	1.45%			31,569.95
Municipal Bank	Till Float SES	0112				50.00
Municipal Bank	Till Float	0113				200.00
Municipal Bank	Petty Cash on hand	0114				300.00
Total Cash						2,388,489.67
Less Restricted Cash						(429,969.79)
Total Unrestricted Cash						1,958,519.88



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

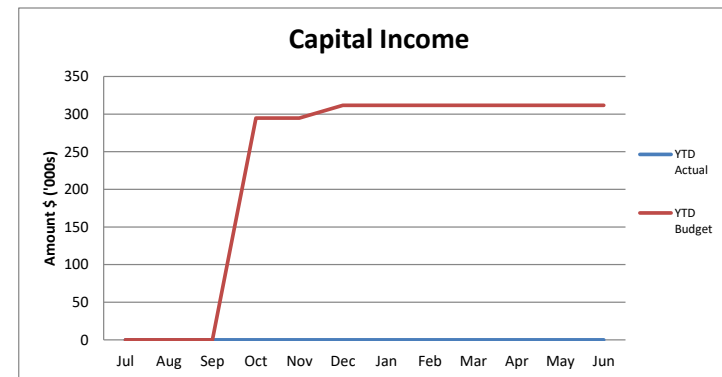
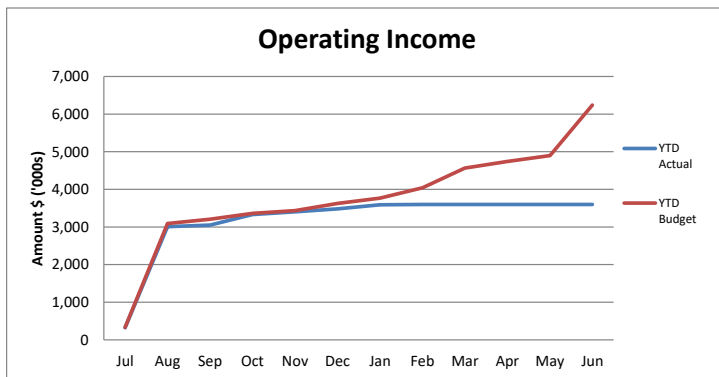
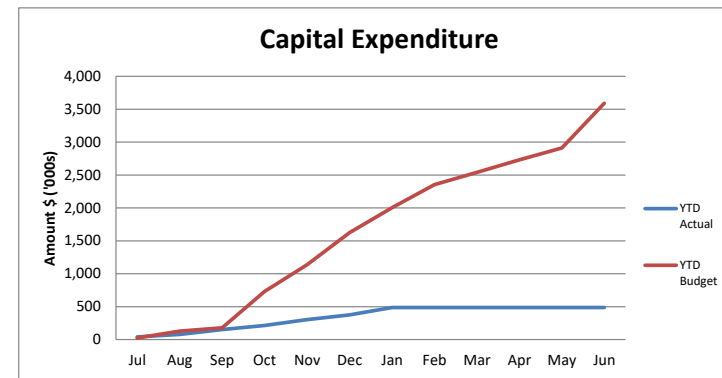
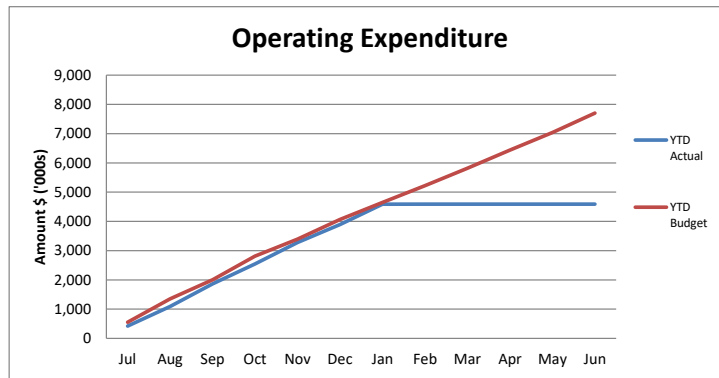
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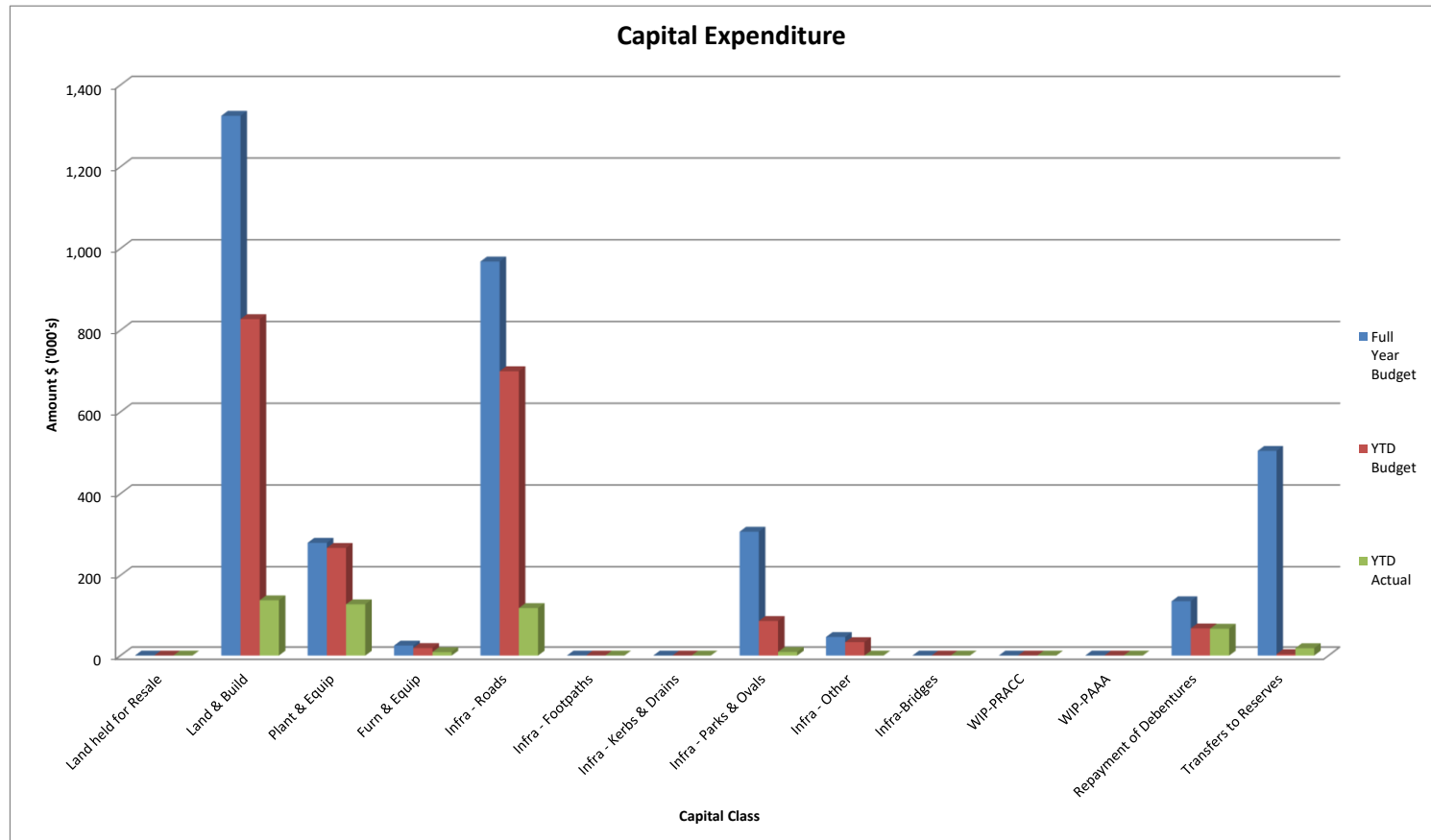
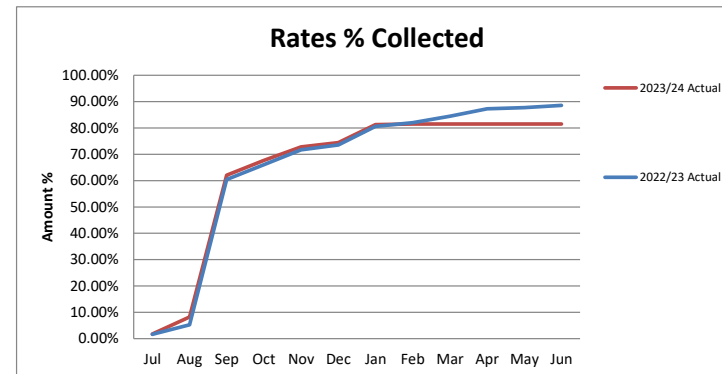
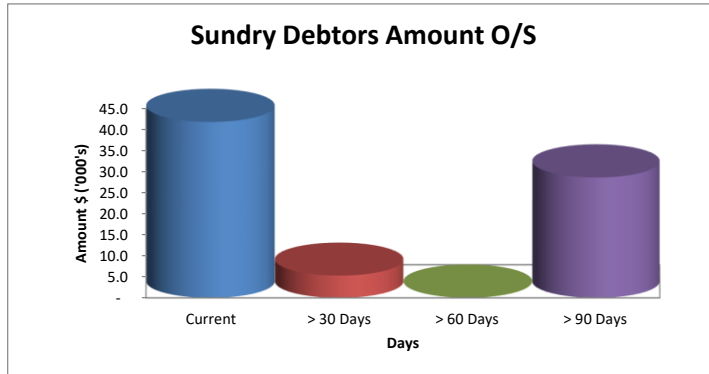
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Income and Expenditure Graphs to 31 January 2024



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

Other Graphs to 31 January 2024



SHIRE OF PINGELLY

STATEMENT OF FINANCIAL ACTIVITY BY NATURE

FOR THE PERIOD TO 31 JANUARY 2024

	NOTE	2023/24 Adopted Budget \$	January 2023 YTD Budget \$	January 2023 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates		2,446,730	2,446,730	2,436,480	(10,250)	0%	
Grants, subsidies and contributions		619,746	366,895	378,103	11,208	3%	
Fees and charges		427,668	314,005	324,684	10,679	3%	
Interest revenue		48,997	30,963	57,241	26,278	85%	▲
Other revenue		89,221	43,135	122,176	79,041	183%	▲
Profit on asset disposal		2,000	2,000	0	0	100%	
		<u>3,634,362</u>	<u>3,203,728</u>	<u>3,318,685</u>	<u>116,957</u>	<u>4%</u>	
Expenditure from operating activities							
Employee costs		(2,149,081)	(1,286,025)	(1,195,846)	90,179	7%	
Materials & Contracts		(2,028,784)	(1,211,875)	(1,068,214)	143,661	12%	▼
Utility charges		(166,838)	(97,209)	(110,713)	(13,504)	-14%	▲
Insurance charges		(231,841)	(231,810)	(232,437)	(627)	0%	
Finance costs		(89,641)	(46,615)	(54,546)	(7,931)	-17%	
Depreciation		(2,933,590)	(1,711,234)	(1,886,975)	(175,741)	-10%	▲
Other Expenditure		(93,111)	(54,209)	(36,935)	17,274	32%	▼
Loss on Asset Disposal		(9,300)	(7,631)	0	0	100%	
		<u>(7,702,186)</u>	<u>(4,646,608)</u>	<u>(4,585,666)</u>	<u>53,311</u>	<u>-1%</u>	
Operating activities excluded from budget							
(Profit)/Loss on Asset Disposals	2	7,300	5,631	0	(5,631)	100%	
Adjustments in Fixed Assets		0	0	0	0	0%	
Add back Depreciation		2,933,590	1,711,234	1,886,975	175,741	-10%	▲
		<u>2,940,890</u>	<u>1,716,865</u>	<u>1,886,975</u>	<u>170,110</u>	<u>10%</u>	
Amount attributable to operating activities		(1,126,934)	273,985	619,994	346,009	-126%	▲
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital grants, subsidies and contributions		2,606,381	561,740	273,441	(288,299)	51%	▼
Proceeds from Disposal of Assets	2	42,000	42,000	0	(42,000)	-100%	▼
Proceeds from financial assets at amortised cost - self supporting loans		21,230	10,615	10,446	(169)	-2%	
		<u>2,669,611</u>	<u>614,355</u>	<u>283,887</u>	<u>361,391</u>	<u>-54%</u>	
Outflows from investing activities							
Purchase Land Held for Resale	1	0	0	0	0	0%	
Purchase of Land and Buildings	1	(1,324,477)	(827,021)	(137,633)	689,388	83%	▼
Purchase of Furniture & Equipment	1	(25,000)	(18,750)	(8,719)	10,031	53%	▼
Purchase of Right of Use Asset - Furniture & Equipment	1	0	0	0	0	0%	
Purchase of Right of Use Asset - Plant & Equipment	1	0	0	0	0	0%	
Purchase of Right of Use Asset - Buildings	1	0	0	0	0	0%	
Purchase of Plant & Equipment	1	(279,691)	(267,191)	(127,669)	139,522	52%	▼
Purchase of WIP - PP & E	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Roads	1	(967,970)	(699,500)	(118,281)	581,219	83%	▼
Purchase of Infrastructure Assets - Footpaths	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Kerbs & Drains	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(306,899)	(86,155)	(9,071)	77,084	89%	▼
Purchase of Infrastructure Assets - Bridges	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Other	1	(46,293)	(33,430)	0	33,430	100%	▼
		<u>(2,950,330)</u>	<u>(1,932,047)</u>	<u>(401,373)</u>	<u>1,530,674</u>	<u>-79%</u>	<u>▼</u>
Amount attributable to investing activities		(280,719)	(1,317,692)	(117,486)	1,200,206	-91%	▼
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfers from Restricted Asset (Reserves)	4	269,691	269,691	0	(269,691)	-100%	▼
		<u>269,691</u>	<u>269,691</u>	<u>0</u>	<u>(269,691)</u>	<u>-100%</u>	<u>▼</u>
Outflows from financing activities							
Repayment of Borrowings	3	(135,336)	(67,668)	(66,905)	763	1%	
Payments for principal portion of lease liabilities	3	(98,891)	(63,185)	(62,095)	1,090	-2%	
Transfers to Restricted Assets (Reserves)	4	(504,638)	(3,500)	(18,469)	(14,969)	-428%	▲
		<u>(738,865)</u>	<u>(134,353)</u>	<u>(147,468)</u>	<u>(13,115)</u>	<u>-10%</u>	
Amount attributable to financing activities		(469,174)	135,338	(147,468)	(282,806)	209%	▲
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	5	1,876,827	1,876,827	1,832,480	(44,347)	2%	
Amount attributable to operating activities		(1,126,934)	273,985	619,994	346,009	-126%	▲
Amount attributable to investing activities		(280,719)	(1,317,692)	(117,486)	1,200,206	-91%	▼
Amount attributable to financing activities		(469,174)	135,338	(147,468)	(282,806)	209%	▲
Surplus or deficit at the end of the financial year	5	(0)	968,458	2,187,520	1,219,061	-126%	▼

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

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

Material Variances Symbol

Above Budget Expectations

Greater than 10% and \$5,000

▲

Below Budget Expectations

Less than 10% and \$5,000

▼

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

Purpose

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date.
The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$10,000.
Items in bold are additions not previously included in reporting

NATURE AND TYPE VARIATIONS

REPORTABLE OPERATING REVENUE VARIATIONS

Interest Earnings			
Term Deposit Interest on investments including reserves	22,261	26,278	85% ▲
Other Revenue		79,041	183% ▲
Other culture revenue AASB 115 Australia Day Grant	5,932		
Reimbursements of Legal Fees	14,311		
Sundry Income - Rates Incentive Sponsors	2,463		
Insurance Claims	6,464		
Reimbursement Workers Comp	7,757		
Reimbursement Somerseset Alliance Profile timing	16,246		
Sponsorship FAM Festival	4,709		
Party on the Oval Funding	5,500		
Tidy Towns Award Funding	4,091		
Heritage Survey Funding	9,119		
Capital Grants (Non Operating)		(288,299)	51% ▼
Timing of grants relating to DFES Fireshed, LRCI 3, LRCI 4, Town Hall (Election Promise)			

REPORTABLE OPERATING EXPENSE VARIATIONS

Materials and Contracts		143,661	12% ▼
Debt Collection (Recoverable)	(16,061)		
Computer and office equipment (Timing of profiling of licensing)	(22,020)		
Council Plans and Strategies	25,742		
Minor plant and equipment	6,658		
Printing & Stationery	(7,071)		
Valuation Expense - External Infrastructure valuation for 30 June 2023- Budget Review	(3,600)		
Insurance Claims reimbursable to be adjusted at Budget Review	12,415		
Consultants	13,602		
SES ESL Expenditure (timing of receipt of invoices)	4,169		
BFB ESL Expenditure	16,194		
CCTV Maintenance	(2,445)		
CESM costs (timing of receipt of invoices)	5,671		
Bush Fire Mitigation	145,759		
Audit - Invoiced January	(4,167)		
Conferences	5,382		
Councillor Training	4,693		
Election Expenses - February 2024	6,420		
Subscriptions	2,113		
Refuse Site collection and Tip Site maintenance	17,656		
PRACC Building maintenance/operations Circuit Failure - Insurance Claim to be reimbursed 20K, profile 80K subsidy	(39,919)		
Swimming Pool Contract Management Expense - Timing	(14,153)		1100
Swimming Pool maintenance	(16,972)		
Celebrations	(16,365)		1130
Area Promotion	29,047		
Other Culture Heritage and Arts profile timing	(9,118)		
Rural Road, Town Road maintenance & bridges	3,535		
Job Training	7,935		
PWO non cash	(35,317)		
Utilities		(13,504)	-14% ▲
We have received fewer that anticipated utility charges. Timing of the Pool utilities, parks and gardens and street light billing			
Depreciation		(175,741)	-10% ▲
Depreciation charges were not budgeted to include revaluations of infrastructure conducted at 30 June 2023 These will be adjusted during the Budget Review Process - Non cash			
Other Expenditure		17,274	32% ▼
Job training,community grants program and sitting fees behind budget profiling.			

REPORTABLE CAPITAL EXPENDITURE VARIATIONS

Purchase of Land & Buildings		689,388	83% ▼
Building Capex - Admin Building	13,000		
Building capex - Fire Shed West Pingelly	299,003		
Building capex - Fire Shed East Pingelly	370,998		
Building capex - Caravan Park Improvements	30,000		
Building Capex - Childcare centre	(11,418)		
Building Capex - Town Hall Election Promise	(12,196)		
Purchase of Plant & Equipment		139,522	52% ▼
Replacement vehicles and mower decks awaiting delivery.			
Purchase of Road Infrastructure Assets		581,219	83% ▼
Roads program Somerseset	17,509		
Roads program Yenellin	105,243		
Roads Program Wickepin Pingelly	411,325		
Roads Program North Bannister Pingelly Road - Funding not yet received	47,142		
Purchase of Infrastructure Assets - Parks & Ovals		77,084	89% ▼
Pingelly Pocket Park	(3,071)		
The Community Water Supply budget profiling.	26,636		
Parks capex -Youth Park	53,519		
Purchase of Infrastructure Assets - Other		33,430	100% ▼
The signage and streetscape has not yet commenced.	21,430		
Standpipe swipe card upgrade not yet commenced.	12,000		

REPORTABLE CAPITAL REVENUE VARIATIONS

Transfers from Restricted Assets (Reserves)		(269,691)	-100% ▼
Transfers to occur at the end of the financial year, profile timing to be adjusted at Budget Review			
Proceeds from Disposal of Assets		(42,000)	-100% ▼
Budgeted proceeds from the sale of plant behind budget, no disposals have been undertaken.			

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

		2023/24 Adopted Budget \$	2023/24 YTD Budget \$	January 2023 YTD Actual \$
1. ACQUISITION OF ASSETS				
The following assets have been acquired during the period under review:				
<u>By Program</u>				
Governance				
<i>Administration</i>				
Furniture And Equipment	CCTV	25,000	18,750	8,719
Building Purchase Level 3 - Schedule 4		65,000	13,000	-
Capex - Admin Plant Purchases		46,872	46,872	-
Law, Order & Public Safety				
<i>Fire Prevention</i>				
Plant Purchase - Weather Stations X 3		15,000	15,000	14,197
Building Purchase Schedule 5		765,814	340,360	41,357
Building Purchase Schedule 5		371,000	370,998	-
Education & Welfare				
<i>Education</i>				
Building Purchase - Education Schedule 8		55,194	55,194	66,612
Recreation and Culture				
<i>Public Halls & Civic Centres</i>				
Town Hall - State Election Promise		17,469	17,469	29,665
<i>Swimming Areas & Beaches</i>				
Youth Precinct		267,597	53,519	-
Capex - Infra Parks & Ovals		33,302	26,636	-
Pingelly Pocket Park - Expenditure		6,000	6,000	9,071
Pracc Generator		30,000	30,000	-
Transport				
<i>Construction - Roads, Bridges, Depots</i>				
Roads Construction				
Somerset Street		50,000	49,998	32,489
Yenellin Road - Expenditure (Lrci 4 Roads Grant		154,355	123,476	18,233
Capex - Rrg Wickepin Pingelly Slk 7.9-9.0		598,615	478,884	67,559
Capex - Rrg North Bannister Pingelly Road		165,000	47,142	-
<i>Road Plant Purchases</i>				
High Pressure Cleaner Jet Rodder		12,000	12,000	11,364
Himac Open Front Slasher for Skid Steer Loader		0	0	11,640
Capex - Skip Trailers		15,000	8,750	-
Squirrel Ewp		10,000	10,000	-
Capex - Parks And Gardens - Kubota F2280				
Mower/ Flail Mower/ Billy Goat		15,000	8,750	-
Loader Tip Second Hand		70,000	70,000	49,991
Capex - Isuzu Dmax 3L Auto Diesel Crew				
Cab 4 X 2		33,182	33,182	-
Forestry Mulching Head		32,637	32,637	40,477
Economic Services				
<i>Tourism & Area Promotion</i>				
Caravan Park Improvements - Chalets		50,000	30,000	-
Signage & Streetscape		34,293	21,430	-
<i>Other Economic Services</i>				
Infrastructure Economic Services		12,000	12,000	-
		<u>2,950,330</u>	<u>1,932,047</u>	<u>401,373</u>
<u>By Class</u>				
Buildings		1,324,477	827,021	137,633
Furniture & Equipment		25,000	18,750	8,719
Plant & Equipment		279,691	267,191	127,669
Infrastructure - Roads		967,970	699,500	118,281
Infrastructure - Parks & Ovals		306,899	86,155	9,071
Infrastructure - Other		46,293	33,430	-
		<u>2,950,330</u>	<u>1,932,047</u>	<u>401,373</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

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)	
		2023/24	January 2023	2023/24	January 2023	2023/24	January 2023
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
PM4	Governance PM4 Mazda CX5	29,000	0	25,000	0	(4,000)	0
PSM01	Transport Building Services Ute	10,000	0	12,000	0	2,000	0
PT20	Case Loader Tip	10,300	0	5,000	0	(5,300)	0
		49,300	0	42,000	0	(7,300)	0

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

Summary

Profit on Asset Disposals
Loss on Asset Disposals

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-23	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual
		\$	\$	\$	\$	\$	\$	\$	\$
Education & Welfare									
Loan 120 - SSL Pingelly Cottage Homes *	93,669	0	0	21,230	10,446	72,439	83,223	5,722	3,530
Recreation & Culture									
Loan 123 - Recreation and Cultural Centre	1,739,757	0	0	114,106	56,459	1,625,651	1,683,298	72,055	42,852
	1,833,426	0	0	135,336	66,905	1,698,090	1,766,521	77,777	46,382

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

All other loan repayments were financed by general purpose revenue.

3. INFORMATION ON LEASES

(b) Lease Repayments

Particulars	Principal 1-Jul-23	New Lease		Lease Principal Repayments		Lease Principal Outstanding		Lease Interest Repayments	
		2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual	2023/24 Budget	2023/24 Actual
		\$	\$	\$	\$	\$	\$	\$	\$
Administration									
Photocopier Lease	13,005	0	0	3,421	1,136	9,584	11,869	587	200
Solar System-Admin Office	5,492	0	0	3,612	2,690	1,880	2,802	225	187
Server Lease	24,010	0	0	9,242	6,888	14,768	17,122	1,045	828
CCTV Server Lease	12,330	0	0	4,216	3,138	8,114	9,192	643	506
Grader Lease	170,834	0	0	62,421	36,165	108,414	134,669	4,400	2,814
Loader Lease	71,356	0	0	15,979	12,078	55,377	59,278	4,964	3,629
	297,027	0	0	98,891	62,095	198,137	234,932	11,864	8,164

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

	2023/24 Adopted Budget \$	January 2023 Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	198,012	198,012
Amount Set Aside / Transfer to Reserve	275	3,823
Amount Used / Transfer from Reserve	0	0
	<u>198,287</u>	<u>201,835</u>
(b) Plant Reserve		
Opening Balance	165,988	165,988
Amount Set Aside / Transfer to Reserve	329,054	3,205
Amount Used / Transfer from Reserve	(269,691)	0
	<u>225,351</u>	<u>169,193</u>
(c) Building and Recreation Reserve		
Opening Balance	378,019	378,019
Amount Set Aside / Transfer to Reserve	56,077	7,299
Amount Used / Transfer from Reserve	0	0
	<u>434,096</u>	<u>385,318</u>
(d) Electronic Equipment Reserve		
Opening Balance	53,094	53,094
Amount Set Aside / Transfer to Reserve	24,663	1,025
Amount Used / Transfer from Reserve	0	0
	<u>77,757</u>	<u>54,119</u>
(e) Community Bus Reserve		
Opening Balance	64,342	64,342
Amount Set Aside / Transfer to Reserve	50,328	1,242
Amount Used / Transfer from Reserve	0	0
	<u>114,670</u>	<u>65,584</u>
(f) Swimming Pool Reserve		
Opening Balance	38,345	38,345
Amount Set Aside / Transfer to Reserve	40,247	740
Amount Used / Transfer from Reserve	0	0
	<u>78,592</u>	<u>39,085</u>
(g) Refuse Site Rehab/Closure Reserve		
Opening Balance	16,370	16,370
Amount Set Aside / Transfer to Reserve	1,122	316
Amount Used / Transfer from Reserve	0	0
	<u>17,492</u>	<u>16,686</u>
(h) Tutanning Nature Reserve		
Opening Balance	2,013	2,013
Amount Set Aside / Transfer to Reserve	1,682	39
Amount Used / Transfer from Reserve	0	0
	<u>3,695</u>	<u>2,052</u>
(i) Wheatbelt Secondary Freight Network Reserve		
Opening Balance	40,329	40,329
Amount Set Aside / Transfer to Reserve	1,190	779
Amount Used / Transfer from Reserve	0	0
	<u>41,519</u>	<u>41,108</u>
Total Cash Backed Reserves	<u>1,191,459</u>	<u>974,980</u>

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

	2023/24 Adopted Budget \$	January 2023 Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	275	3,823
Plant Reserve	329,054	3,205
Building and Recreation Reserve	56,077	7,299
Electronic Equipment Reserve	24,663	1,025
Community Bus Reserve	50,328	1,242
Swimming Pool Reserve	40,247	740
Refuse Site Rehab/Closure Reserve	1,122	316
Tutanning Nature Reserve	1,682	39
Wheatbelt Secondary Freight Network Reserve	1,190	779
	504,638	18,468
Transfers from Reserves		
Leave Reserve	0	0
Plant Reserve	(269,691)	0
Building Reserve	0	0
Electronic Equipment Reserve	0	0
Community Bus Reserve	0	0
Swimming Pool Reserve	0	0
Refuse Site Rehab/Closure Reserve	0	0
Tutanning Nature Reserve	0	0
Wheatbelt Secondary Freight Network Reserve	0	0
	(269,691)	0
Total Transfer to/(from) Reserves	234,947	18,468

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

Leave Reserve

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

Plant Reserve

- to be used for the purchase of major plant.

Building and Recreation Reserve

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

Electronic Equipment Reserve

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

Community Bus Reserve

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

Swimming Pool Reserve

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

Joint Venture Housing Reserve

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

Refuse Site Rehab/Closure Reserve

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

Tutanning Nature Reserve

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

Wheatbelt Secondary Freight Network Reserve

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

	2022/23 June Actual \$	January 2023 Actual \$
5. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,141,062	1,728,236
Cash - Restricted Unspent Grants		648,395
Cash - Restricted Unspent Loans	0	(0)
Cash - Restricted Bonds & Deposits	14,787	14,459
Cash - Restricted Reserves	956,511	974,980
Rates Outstanding	262,584	499,136
Sundry Debtors	191,891	121,289
Provision for Doubtful Debts	(768)	(768)
Gst Receivable	51,643	17,247
Loans - clubs/institutions	21,230	10,784
Accrued Income/Payments In Advance	52,534	44,272
Investments	5,000	5,000
Inventories	2,105	10,126
	<u>3,698,580</u>	<u>4,073,157</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions (Budget Purposes Only)	0	-
Sundry Creditors	(206,646)	(143,676)
Accrued Interest On Loans	(232)	(6,962)
Accrued Salaries & Wages	(51,400)	-
Bonds & Deposits Held	(14,787)	(14,459)
Income In Advance	*	(41,748)
Gst Payable	(14,764)	(13,694)
Performance Obligation Liability	(453,504)	(606,647)
Prepaid Rates Liability	(46,325)	(21,568)
Current Lease Liability	(98,891)	(36,796)
Accrued Expenses	(12,499)	(1,060)
PAYG Liability	(29,468)	(44,475)
Other Payables	(7,808)	(585)
Current Employee Benefits Provision	(352,434)	(352,434)
Current Loan Liability	(135,336)	(68,431)
	<u>(1,470,019)</u>	<u>(1,352,535)</u>
NET CURRENT ASSET POSITION	2,228,561	2,720,622
Less: Cash - Reserves - Restricted	(956,511)	(974,980)
Less: Current Loans - Clubs / Institutions	(21,230)	(10,784)
Less: Investments	(5,000)	(5,000)
Add Back : Component of Leave Liability not Required to be Funded	352,434	352,434
Add Back : Current Loan Liability	135,336	68,431
Add Back : Current Lease Liability	98,891	36,796
Adjustment for Trust Transactions Within Muni	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,832,480</u>	<u>2,187,520</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2023/24 Rate Revenue \$	2023/24 Interim Rates \$	2023/24 Back Rates \$	2023/24 Total Revenue \$	2023/24 Adopted Budget \$
General Rate								
GRV - Residential	0.14090	321	3,661,944	515,968	(4,177)	9	511,801	515,968
GRV - Rural Residential	0.14090	65	807,924	113,836	(3,818)	(76)	109,942	113,836
GRV - Commercial/Industrial	0.14090	28	396,080	55,808	(1,172)	0	54,636	55,808
GRV - Townsites	0.14090	13	155,480	21,907	67	0	21,974	21,907
UV - Broadacre Rural	0.007294	238	214,707,000	1,566,073	(1,083)	0	1,564,990	1,566,073
Non Rateable								
Sub-Totals		665	219,728,428	2,273,592	(10,183)	(66)	2,263,342	2,273,592
Minimum Rates	Minimum \$							
GRV - Residential	1043	61	82,646	63,623	0	0	63,623	63,623
GRV - Rural Residential	1043	23	55,170	23,989	0	0	23,989	23,989
GRV - Commercial/Industrial	1043	13	55,980	13,559	0	0	13,559	13,559
GRV - Townsites	1043	7	15,685	7,301	0	0	7,301	7,301
UV - Broadacre Rural	1043	62	5,573,662	64,666	0	0	64,666	64,666
Sub-Totals		166	5,783,143	173,138	0	0	173,138	173,138
Ex Gratia Rates							2,436,480	2,446,730
Movement in Excess Rates							0	0
Total Amount of General Rates							2,436,480	2,446,730
Specified Area Rates							0	0
Ex Gratia Rates							0	0
Total Rates							2,436,480	2,446,730

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

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

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

7. OPERATING STATEMENT

	January 2023 Actual \$	2023/24 August Ytd Budget \$	2023/24 Adopted Budget \$	2022/23 Actual \$
OPERATING REVENUES				
Governance	46,527	59,595	95,260	62,186
General Purpose Funding	2,566,008	2,520,556	2,569,697	4,463,526
Law, Order, Public Safety	270,517	238,008	1,584,093	846,854
Health	2,189	1,561	2,694	2,682
Education and Welfare	22,977	63,027	68,925	64,781
Community Amenities	223,032	225,848	242,730	229,919
Recreation and Culture	68,981	108,112	350,509	367,969
Transport	322,937	420,933	1,123,765	1,435,597
Economic Services	38,804	114,939	136,843	82,071
Other Property and Services	30,154	12,889	66,227	49,534
TOTAL OPERATING REVENUE	3,592,125	3,765,468	6,240,743	7,605,118
		-		
OPERATING EXPENSES		-		
Governance	302,320	440,063	678,281	507,321
General Purpose Funding	156,773	135,436	240,620	234,827
Law, Order, Public Safety	270,115	390,922	696,320	383,215
Health	106,877	117,919	201,126	182,203
Education and Welfare	71,992	67,505	110,229	110,174
Community Amenities	231,846	256,992	439,224	389,612
Recreation & Culture	1,167,210	982,300	1,631,589	1,538,031
Transport	1,921,529	1,920,820	3,231,052	2,712,209
Economic Services	251,840	272,427	467,466	436,531
Other Property and Services	105,163	62,224	6,279	19,021
TOTAL OPERATING EXPENSE	4,585,666	4,646,608	7,702,186	6,513,144
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	(993,540)	(881,140)	(1,461,443)	1,091,973

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD TO 31 JANUARY 2024

8. STATEMENT OF FINANCIAL POSITION

	January 2023 Actual \$	2022/23 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	3,351,612	3,097,573
Investments Current	5,000	5,000
Trade and Other Receivables	691,960	579,114
Inventories	10,126	2,105
Restricted Cash - Bonds & Deposits	14,459	14,787
TOTAL CURRENT ASSETS	4,073,157	3,698,579
NON-CURRENT ASSETS		
Other Receivables	137,555	137,555
Inventories	0	0
Property, Plant and Equipment	23,842,830	23,960,962
Infrastructure	86,837,160	88,204,630
Investments Non Current	61,117	61,117
TOTAL NON-CURRENT ASSETS	110,878,662	112,364,264
TOTAL ASSETS	114,951,819	116,062,843
CURRENT LIABILITIES		
Trade and Other Payables	917,210	967,461
Long Term Borrowings	68,431	135,336
Provisions	352,434	352,434
Bonds & Deposits Liability	14,459	14,787
TOTAL CURRENT LIABILITIES	1,352,534	1,470,018
NON-CURRENT LIABILITIES		
Trade and Other Payables	198,421	198,421
Long Term Borrowings	1,698,091	1,698,091
Provisions	35,785	35,785
TOTAL NON-CURRENT LIABILITIES	1,932,297	1,932,297
TOTAL LI/ 10	3,284,831	3,402,315
NET ASSETS	111,666,988	112,660,528
EQUITY		
Retained Surplus	32,522,065	33,574,403
Reserves - Cash Backed	974,980	916,182
Revaluation Surplus	78,169,943	78,169,943
TOTAL EQUITY	111,666,988	112,660,528

SHIRE OF PINGELLY RESTRICTED CASH RECONCILIATION 31 January 2024						
9. Restricted Grants/Funds Received	Projects	GL/Job Account	Total Restricted Funds	Year to date expenditure year to 30 June 2022	Actual Expenditure current year 2023/24	Restricted Funds Remaining
PRACC Lighting, Drainage & Landscaping (LRCI 3)	Recreation & Culture	LP001	67,500	67,500		-
Sulkies and Buggies (LRCI 3)	Recreation & Culture	11ES	54,000	54,000		-
Signage Streetscape Upgrades (LRCI 3)	Tourism	SS001	36,000	5,707		30,293
Caravan Park Improvements (LRCI 3)	Tourism	BU046	45,000			45,000
Wickepin Pingelly Seal (LRCI 3)	Transport	RRG05	117,000	117,000		-
Somerset Street upgrade (LRCI 3)	Transport	CC89	57,030	-	32,489	24,540
CCTV Upgrade (LRCI 3 variation)	Governance	OF001	18,750			18,750
Admin Upgrade (LRCI 3 variation)	Governance	AD01	41,396			41,396
Youth Precinct, Memorial Park & Pump Track (LRCI 4)	Recreation & Culture	IP008	160,557			160,557
Yenellin Road (LRCI 4)	Transport	CB42	84,195		17,764	66,432
Roads to Recovery Cfdw plus 22/23 receipt	Transport	RRG05	166,461	137,132		29,329
DFES West Pingelly Fireshed	Law Order & Public Safety	0596	231,707		41,356	190,350
Heritage Survey & Listing (Dept Planning)	Recreation & Culture	135C	20,000	4,559	9,119	6,322
Regional Childcare attraction and retention grant	Other Economic Services	CG027	18,250			18,250
Pingelly Youth Strategy	Other Economic Services	CG009	10,000	4,766		5,234
Live & Local Music	Recreation & Culture	CG022	13,000	13,000		-
Seniors Weeks	Other Communitites	0805	1,000			1,000.00
Tutanning Walk Trails	Department of Communities	113440.03	5,000		909	4,091
Australia Day	National Australia Day Council	EV001	12,000		5,932	6,068
Naidoc Week	National Indigenous Australians					
	Agency	EV006	1,000		217	783
Sub Total						648,395
Total Restricted Grant Funds						648,395
Available Cash		GL/Job Account	Interest Rate			Balance
Municipal Bank	Muni Fund Bank	0111	0			329,417.62
Municipal Bank	Muni Fund Interest Bearing A/C	0111	1.45%			1,037,519.91
Municipal Bank - TDA	Muni Fund Bank TDA	0111				1,009,143.84
Municipal Bank	Till Float SES	0112				50.00
Municipal Bank	Till Float	0113				200.00
Municipal Bank	Petty Cash on hand	0114				300.00
Total Cash						2,376,631.37
Less Restricted Cash						(648,395.00)
Total Unrestricted Cash						1,728,236.37

15.2 Accounts Paid by Authority – December 2023

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

Background

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13*

(1) schedules of all payments made through Council's bank accounts are presented to the Committee and to Council.

Comment

Unless otherwise identified, all payments have been made in accordance with Council's adopted 2023/2024 Budget.

Consultation

Nil

Statutory Environment

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

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

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

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

- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Policy Implications

There are no policy implications arising from this amendment.

Financial Implications

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

Strategic Implications

Compliance with statutory obligations.

Risk Framework

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

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13393 Moved: Cr Narducci Seconded: Cr Hotham

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

To 31 December 2023:

Municipal Account	\$324,987.77
Trust Account	\$100.00

CARRIED 5/0

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

Councillor comments in support of the motion:

Nil

Councillor comments in opposing the motion:

Nil

SHIRE OF PINGELLY

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT DECEMBER 2023

EFT NUMBER	DATE	CREDITOR NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT10642	01/12/2023	CWA PUMPHREYS BRIDGE	CATERING	1		297.00
INV 60	22/11/2023	CWA PUMPHREYS BRIDGE	COUNCIL MEETING LUNCH - 22/11/2023		297.00	
EFT10643	01/12/2023	TELSTRA	TELEPHONE & INTERNET CHARGES	1		2,379.40
INV 9900000042318	12/10/2023	TELSTRA	WORKS DEPARTMENT CHARGES - 11/09/2023 TO 10/10/2023, ADMIN DEPARTMENT CHARGES - 11/09/2023 TO 10/10/2023, NEW DEVICE - PAYMENT NUMBER 15 OF 24		418.74	
INV K398596221-4	18/10/2023	TELSTRA	ADMIN BUILDING CHARGES - 11/10/2023 TO 10/11/2023		784.98	
INV 990000004423	12/11/2023	TELSTRA	WORKS DEPARTMENT CHARGES - 11/10/2023 TO 10/11/2023, ADMIN DEPARTMENT CHARGES - 11/10/2023 TO 10/11/2023, NEW DEVICE CHARGES - 16 OF 24		418.74	
INV K279059421-2	18/11/2023	TELSTRA	ADMIN BUILDING CHARGES - 11/11/2023 TO 10/12/2023		756.94	
EFT10644	01/12/2023	EXCHANGE TAVERN	PURCHASE OF FURNITURE	1		1,500.00
INV 40989	05/11/2023	EXCHANGE TAVERN	2X CHESTERFIELD ARM CHAIRS & 1X CHESTERFIELD 3 SEATER LOUNGE - THE DRIVER REVIVER PUBLIC ROOM		1,500.00	
EFT10645	01/12/2023	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		879.73
INV 48247	01/10/2023	SULLIVAN LOGISTICS PTY LTD	16/09/2023 FROM ITR PACIFIC, 16/09/2023 FROM CORSIGN		469.80	
INV 49955	26/10/2023	SULLIVAN LOGISTICS PTY LTD	08/10/2023 FROM ABCO, 08/10/2023 FROM GARPEN, 08/10/2023 FROM UNITED FASTENERS, 08/10/2023 FROM MATILDA AUTO, 08/10/2023 FROM UNITED FASTENERS, 08/10/2023 FROM SOURCE MY PARTS, 04/10/2023 FROM GARPEN		409.93	
EFT10646	01/12/2023	WESTRAC EQUIPMENT PTY LTD	PARTS FOR PLANT	1		985.34
INV PI8952489	08/11/2023	WESTRAC EQUIPMENT PTY LTD	AIRCON PARTS - CAT GRADER PG7		781.72	
INV PI8974349	14/11/2023	WESTRAC EQUIPMENT PTY LTD	FUEL CAP - CAT GRADER PG7		203.62	
EFT10647	01/12/2023	UNITED FASTENERS WA P/L	PARTS FOR SMALL PLANT	1		10.78
INV 648920	15/11/2023	UNITED FASTENERS WA P/L	ASSORTED NUTS, BOLTS & WASHERS - SMALL PLANT		10.78	
EFT10649	01/12/2023	SIGMA CHEMICALS	MATERIALS FOR SWIMMING POOL	1		105.60
INV 176593/01	02/11/2023	SIGMA CHEMICALS	31800300 PHOTOMETER DPD 1 BOX 250 TABS AP011, 31800700 PHOTOMETER PHENOL RED BOX 250 TABS AP130, FREIGHT		105.60	
EFT10650	01/12/2023	BUNNINGS BUILDING SUPPLIES	ASSORTED CONSUMABLES & EQUIPMENT	1		4,465.26
INV 2432/9981830	01/11/2023	BUNNINGS BUILDING SUPPLIES	PLYWOOD FOR CHRISTMAS TREES - CHRISTMAS VILLAGE, WOOD GLUE GORILLA++ULTIMATE 532ML - CHRISTMAS VILLAGE, SCREWS TIMBER C3 ZENITH++8X30 CSK		4,465.26	
EFT10651	01/12/2023	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS	1		141.75
INV 203849-J2V5H8	22/11/2023	CONSTRUCTION TRAINING FUND	PERMIT NUMBER 7.23/24 123		141.75	

EFT10652	01/12/2023	WESTERN AUSTRALIA LOCAL GOVERNMENT	COUNCILLOR TRAINING	1		434.50
INV SI007935	15/11/2023	WESTERN AUSTRALIA LOCAL GOVERNMENT	CR JACKIE MCBURNEY - THE ROLE OF MAYORS AND PRESIDENTS 07/12/2023		434.50	
EFT10653	01/12/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES - OCTOBER 2023	1		2,619.24
INV 31102023	31/10/2023	GREAT SOUTHERN FUEL SUPPLIES	OPN, PN01, PN761, P100, PN523, PN322		2,619.24	
EFT10654	01/12/2023	BEST OFFICE SYSTEMS	CESM PRINTING CHARGES	1		378.80
INV 621301	30/08/2023	BEST OFFICE SYSTEMS	20/07/2023 TO 20/08/2023, BLACK - 87, COLOUR - 1,739		230.70	
INV 623775	31/10/2023	BEST OFFICE SYSTEMS	20/09/2023 TO 20/10/2023, BLACK - 200, COLOUR - 1,000		148.10	
EFT10655	01/12/2023	TELFORD INDUSTRIES	CHEMICALS	1		424.05
INV 176925/01	14/11/2023	TELFORD INDUSTRIES	50020020 HYPO-CHLOR 20LT - EFFLUENT POND, HYPO 20 LITRE DRUM - EFFLUENT POND, FREIGHT DELIVERY TO BW JAMES		424.05	
EFT10656	01/12/2023	HIMAC ATTACHMENTS	PARTS FOR SMALL PLANT	1		155.60
INV SI42521	07/11/2023	HIMAC ATTACHMENTS	1 X ROLLER BEARING ASSEMBLY - SMALL PLANT		155.60	
EFT10657	01/12/2023	OFFICEWORKS LTD	GENERAL STATIONERY ORDER	1		854.73
INV 610235773	24/10/2023	OFFICEWORKS LTD	LAMINATING POUCHES 67MM X 99MM, A4 COPY PAPER X 10 CARTONS, DOCUMENT WALLET X 10, SCISSORS X 5, HIGHLIGHTERS, THIMBLETT SIZE 00, COLLINS A4 WEEK TO VIEW		854.73	
EFT10658	01/12/2023	NARROGIN AUTO ELECTRICS	PART FOR PLANT	1		63.38
INV 266347	26/10/2023	NARROGIN AUTO ELECTRICS	SWITCH - ISUZU TRUCK PT19		63.38	
EFT10659	01/12/2023	NARROGIN PLANT HIRE	PLANT HIRE	1		2,310.00
INV 3512	08/11/2023	NARROGIN PLANT HIRE	HIRE OF TRAILER FOR 17 DAYS - FIRE MITIGATION		2,310.00	
EFT10660	01/12/2023	STEVE DAVIS	BUILDING SERVICES	1		1,980.00
INV 2199	13/11/2023	STEVE DAVIS	BUILD SAFETY BARRIER ABOVE STAIRS TO BROADCAST BOX - PRACC		1,980.00	
EFT10661	01/12/2023	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS	1		52.80
INV 101111	31/10/2023	AMPAC DEBT RECOVERY PTY LTD	OCTOBER 2023, 28 PASTURE STREET, 20 SHIRE STREET		52.80	
EFT10662	01/12/2023	FRED HOPKINS WA	PURCHASE OF PLANT	1		37,700.00
INV 103470	11/10/2023	FRED HOPKINS WA	OSMA SSQ160 64CC MOTOR - FORESTRY MULCHER HEAD, OSMA SSQ160 64CC MOTOR - FORESTRY MULCHER HEAD		37,700.00	
EFT10663	01/12/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		1,045.00
INV 5134	09/11/2023	WA CONTRACT RANGER SERVICES	1 & 8 NOVEMBER 2023		1,045.00	
EFT10664	01/12/2023	G & M DETERGENTS	CONSUMABLES	1		89.50
INV 0437	08/11/2023	G & M DETERGENTS	URINAL MATS - SWIMMING POOL		89.50	
EFT10665	01/12/2023	NICHOLLS BUS AND COACH SERVICE PTY LTD	COMMUNITY BUS	1		241.00
INV 3992	02/11/2023	NICHOLLS BUS AND COACH SERVICE PTY LTD	ANNUAL PREREGISTRATION INSPECTION - PCB4		241.00	

EFT10666	01/12/2023	MIDALIA STEEL (INFRABUILD)	CONSUMABLES	1		1,373.54
INV 64399402	31/10/2023	MIDALIA STEEL (INFRABUILD)	FLAT BAR - CHRISTMAS VILLAGE		258.58	
INV 64399403	01/11/2023	MIDALIA STEEL (INFRABUILD)	BLACK 10MM ROUND BAR 80 LENGTHS - CHRISTMAS VILLAGE		1,114.96	
EFT10667	01/12/2023	QUICKFIT WINDSCREENS	MATERIAL FOR JOB	1		333.91
INV 61323	30/09/2023	QUICKFIT WINDSCREENS	PERSPEX FOR PHONE BOX REPAIRS - FAM FESTIVAL		333.91	
EFT10668	01/12/2023	ABCO PRODUCTS	ASSORTED CLEANING SUPPLIES	1		3,315.39
INV 900212	03/10/2023	ABCO PRODUCTS	MOP BUCKET - PRACC, MOP BUCKET - TOWN HALL		474.72	
INV 902038	10/10/2023	ABCO PRODUCTS	EVERYDAY 100M ROLL TOWEL, EVERYDAY 100M ROLL TOWEL, LEMCLENZ DISINFECTANT, MAXI BOWL TOILET CLEANER, DISHSPARK DISHWASHING LIQUID, DISHSPARK DISHWASHING		2,840.67	
EFT10669	01/12/2023	C&B SOUTHERN RUN TRANSPORT	FREIGHT CHARGES	1		45.76
INV 18389	27/10/2023	C&B SOUTHERN RUN TRANSPORT	27/11/2023 FROM MATILDA AUTO		45.76	
EFT10670	01/12/2023	PINGELLY TYRE SERVICE	PARTS FOR PLANT	1		1,142.80
INV 9995	15/11/2023	PINGELLY TYRE SERVICE	REPAIR TYRE - KUBOTA MOWER PROM7		48.00	
INV 10005	16/11/2023	PINGELLY TYRE SERVICE	ALEKTRO BATTERY - TOYOTA FORTUNER PEMT1, TYRE		163.00	
INV 10023	17/11/2023	PINGELLY TYRE SERVICE	2 X TYRES - MOORUMBINE FAST FILL TRAILER		248.60	
INV 10034	17/11/2023	PINGELLY TYRE SERVICE	2 X BATTERYYS - COMMUNITY BUS PCB4		380.00	
INV 10058	17/11/2023	PINGELLY TYRE SERVICE	HYDRAULIC FITTINGS - FORESTRY MULCHER		215.20	
INV 10063	21/11/2023	PINGELLY TYRE SERVICE	1 X TYRE REPAIR - HAULMARK TIPPER PT23, 1 X TYRE REPAIR - ISUZU TIPPER PT21		88.00	
EFT10671	01/12/2023	WA RETICULATION SUPPLIES	RETICULATION PARTS	1		1,089.60
INV O1592	08/11/2023	WA RETICULATION SUPPLIES	I2504RB- HUNTER RECALIMED 4" I25 ROTARY SPRINKLER - REC GROUNDS		1,089.60	
EFT10672	01/12/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON	CONSUMABLES	1		273.80
INV DI25024913	25/10/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON	HARDENER POLYESTER BOG, ARALEDITE EPOXY ULTRA CLEAR - CHILDCARE BUILDING		25.74	
INV DI25025292	08/11/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON	SANDER BELTS & WOOD GLUE - MUSEUM		34.55	
INV DI25025357	10/11/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON	REPLACEMENT SPRINKLER - SWIMMING POOL		37.60	
INV DI25025458	14/11/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON	CEILING WHITE 4L - CHILDCARE BUILDING		51.90	
INV DI25025603	21/11/2023	DELTA AGRIBUSINESS WA PTY LTD T/A BROOKTON	EYELET SCREWS, CABLE TIES, KEY TAP 4 WAY VANDAL PROOF - CHRISTMAS VILLAGE		124.01	
EFT10673	01/12/2023	PINGELLY RECREATION & CULTURAL CENTRE	CATERING	1		70.00
INV 2028	02/11/2023	PINGELLY RECREATION & CULTURAL CENTRE	MORNING TEA CAKES AND SLICES, TEA AND COFFEE - HERITAGE AND HISTORY ESTABLISHMENT COMMITTEE		70.00	
EFT10674	01/12/2023	ITR PACIFIC PTY LTD	PARTS FOR PLANT	1		432.08
INV 632929	05/10/2023	ITR PACIFIC PTY LTD	BUCKET TEETH - CASE LOADER PL18125		432.08	

EFT10675	01/12/2023	PINGELLY IGA EXPRESS	SUPPLIES FOR TOOLBOX MEETING	1		9.99
INV 03/6979	22/11/2023	PINGELLY IGA EXPRESS	ORANGE JUICE BREAD		9.99	
EFT10676	01/12/2023	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		941.48
INV 0506	03/09/2023	TOLL TRANSPORT PTY LTD	17/08/2023 FROM EASTERN HILLS SAWS AND MOWERS, 17/08/2023 TO STATE LIBRARY		110.88	
INV 0510	15/10/2023	TOLL TRANSPORT PTY LTD	03/08/2023 TO STATE LIBRARY, 09/10/2023 FROM HERSEYS SAFETY		519.23	
INV 0512	29/10/2023	TOLL TRANSPORT PTY LTD	16/10/2023 FROM HERSEYS SAFETY, 20/10/2023 FROM INTERFIRE, 23/10/2023 FROM INTERFIRE		147.18	
INV 0513	05/11/2023	TOLL TRANSPORT PTY LTD	19/10/2023 FROM HERSEYS SAFETY, 25/10/2023 TO WATER EXAMINERS		98.15	
INV 0514	12/11/2023	TOLL TRANSPORT PTY LTD	08/11/2023 FROM WESTRAC, 09/11/2023 FROM INTERFIRE		66.04	
EFT10677	01/12/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION	BSL COLLECTIONS	1		56.65
INV BSLOCT2023	01/10/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION	OCTOBER 2023		56.65	
EFT10678	01/12/2023	SNAP MANDURAH	PRINTING SERVICES	1		819.20
INV F140-17838	09/11/2023	SNAP MANDURAH	COUNCILLOR BUSINESS CARDS - MCBURNEY, WOOD, CHENEY, NARDUCCI, HOTHAM, INCLUDING FREIGHT		819.20	
EFT10679	01/12/2023	ELDERS RURAL SERVICES	CONSUMABLES	1		108.00
INV I112842	20/10/2023	ELDERS RURAL SERVICES	SILVAN 8L SPRAYER - RURAL ROADS MAINTENANCE		108.00	
EFT10680	01/12/2023	CORSIGN WA	ASSORTED SIGNAGE AND MATERIALS	1		5,508.80
INV 80435	10/11/2023	CORSIGN WA	SIGNS AND FRAMES - WICKEPIN PINGELLY ROAD RRG05		5,508.80	
EFT10681	01/12/2023	NARROGIN QUARRY OPERATIONS	RIP RAP FOR WORKS	1		862.16
INV 6627	01/11/2023	NARROGIN QUARRY OPERATIONS	22.62 TONNE RIP RAP #12595 - LEONS ROAD		862.16	
EFT10682	01/12/2023	EDGE PLANNING & PROPERTY	PLANNING SERVICES	1		721.05
INV 2459	13/11/2023	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES - OCTOBER 2023, 4.75 HOURS		721.05	
EFT10683	01/12/2023	PINGELLY CENTRAL BUSH FIRE BRIGADE	BART SUBSCRIPTION	1		480.00
INV 31102023	31/10/2023	PINGELLY CENTRAL BUSH FIRE BRIGADE	GROUP PACKAGE - LICENSES FOR 30 MEMBERS		480.00	
EFT10684	01/12/2023	ASV SALES & SERVICE (WA) PTY LTD	PLANT HIRE	1		9,438.00
INV 325880	31/10/2023	ASV SALES & SERVICE (WA) PTY LTD	MOBILISATION OF RT120 WITH MULCHER TO THE SHIRE OF PINGELLY, RT120 WITH MULCHER FOR 2 MONTHS TO SHIRE OF PINGELLY, DEMOBILISATION OF RT120 WITH		9,438.00	
EFT10685	01/12/2023	INTERFIRE AGENCIES	BUSHFIRE BRIGADE PPE	1		8,422.24
INV 16406	13/10/2023	INTERFIRE AGENCIES	3351262 - RAKE HOE, BCRPFL FW G - FIRE LIGHTER, 109SRCFA - FIRE GOGGLE, 7981 - XXXL - GLOVE, 7981 - XXL - GLOVE, 7981 - XL - GLOVE, 7981 - L - GLOVE, 70071510831 - FULL FACE		4,160.17	
INV 16449	18/10/2023	INTERFIRE AGENCIES	3351262 - CYCLONE FIRE FIGHTING RAKHO (RAKE HOE), BCRPFL FW G - FIRE LIGHTER, 109SRCFA - FIRE GOGGLE, 7981 - XXXL - GLOVE, 7981 - XXL - GLOVE, 7981 - XL - GLOVE, 7981 - L - GLOVE, 70071510831 - FULL FACE		481.05	
INV 16479	20/10/2023	INTERFIRE AGENCIES	3351262 - RAKE HOE, BCRPFL FW G - FIRE LIGHTER, 109SRCFA - FIRE GOGGLE, 7981 - XXXL - GLOVE, 7981 - XXL - GLOVE, 7981 - XL - GLOVE, 7981 - L - GLOVE, 70071510831 - FULL FACE		2,366.63	
INV 16493	23/10/2023	INTERFIRE AGENCIES	3351262 - RAKE HOE, BCRPFL FW G - FIRE LIGHTER, 109SRCFA - FIRE GOGGLE, 7981 - XXXL - GLOVE, 7981 - XXL - GLOVE, 7981 - XL - GLOVE, 7981 - L - GLOVE, 70071510831 - FULL FACE		97.02	

INV 16669	09/11/2023	INTERFIRE AGENCIES	3351262 - RAKE HOE, BCRPFL FW G - FIRE LIGHTER, 109SRCFA - FIRE GOGGLE, 7981 - XXXL - GLOVE, 7981 - XXL - GLOVE, 7981 - XL - GLOVE, 7981 - L - GLOVE, 70071510831 - FULL FACE		332.54	
INV 16849	23/11/2023	INTERFIRE AGENCIES	FWPJ107 - 3X-LGE BUSH FIRE WILDWANDER FIREFIGHTING JACKET WITH FR REFLECTIVE TAPE GOLD 3X-LARGE, FWPJ107 - 2X-LGE BUSH FIRE WILDWANDER FIREFIGHTING JACKET		984.83	
EFT10686	01/12/2023	SW TAYLOR PROMPT SAFETY SOLUTIONS	TRAFFIC MANAGEMENT PLAN	1		2,750.00
INV 74	19/09/2023	SW TAYLOR PROMPT SAFETY SOLUTIONS	FAM FESTIVAL TRAFFIC MANAGEMENT PLAN		2,750.00	
EFT10687	01/12/2023	EPIC FIRE SOLUTIONS TRADING AS MCG FIRE	SITE SAFETY EQUIPMENT TESTING	1		1,805.40
INV 3336	14/11/2023	EPIC FIRE SOLUTIONS TRADING AS MCG FIRE	FIRE EXTINGUISHER SERVICE PN66, PN5975, PN172, PN798, PN124, PN133, PN483, PN5353, PN569, PN01, PN166, PN797, PN5965, PN132, PN398, PN568, 1EPG726, 1EPV273, FORK LIFT,		1,805.40	
EFT10688	01/12/2023	CLOUD COLLECTIONS PTY LTD TRADING NAME:	DEBT RECOVERY COSTS	1		132.00
INV 4702	01/11/2023	CLOUD COLLECTIONS PTY LTD TRADING NAME:	CHEW & PNCF		132.00	
EFT10689	01/12/2023	HC CONSTRUCTION SERVICES PTY LTD	CONCEPT PLANS	1		7,700.00
INV 1104A	17/11/2023	HC CONSTRUCTION SERVICES PTY LTD	PINGELLY CULTURAL AND ART PRECINCT		7,700.00	
EFT10690	01/12/2023	WANDERING HVAC	ELECTRICAL SERVICES	1		5,565.84
INV 04111	17/11/2023	WANDERING HVAC	SUPPLY & INSTALL NEW AIR CONDITIONER UNIT - CHILDCARE BUILDING		4,483.27	
INV 04112	17/11/2023	WANDERING HVAC	CHECK ISSUES WITH PUMP & CHLORINATOR - EFFLUENT POND		807.57	
INV 04113	17/11/2023	WANDERING HVAC	CHECK ERROR ISSUE ON AIR CONDITIONER - ADMIN BUILDING		275.00	
EFT10691	01/12/2023	WHEATBELT CONTRACT SERVICES	PINGELLY SWIMMING POOL MANAGEMENT FEE - DECEMBER 2023	1		13,300.00
INV 3	30/11/2023	WHEATBELT CONTRACT SERVICES	DECEMBER 2023, 01/12/2023 TO 31/12/2023		13,300.00	
EFT10692	01/12/2023	ORIGO PTY LTD	3 WEATHER STATIONS & SOIL MOISTURE PROBE	1		14,407.25
INV OAS-2405-960	10/11/2023	ORIGO PTY LTD	2-METRE WEATHER STATION + SOIL MOISTURE PROBE (80CM)		14,407.25	
EFT10693	01/12/2023	KELSIE GRAZING CO	2023/24 RATES	1		500.00
INV 10112023	10/11/2023	KELSIE GRAZING CO	INCENTIVE PRIZE WINNER		500.00	
EFT10694	01/12/2023	THE BREADWRIGHT	CATERING	1		42.00
INV 11487	13/11/2023	THE BREADWRIGHT	2X FOCACCIA - NOVEMBER COUNCIL MEETING		42.00	
EFT10697	12/12/2023	AUSTRALIA POST	POSTAGE - OCTOBER 2023	1		624.27
INV 1012813289	03/11/2023	AUSTRALIA POST	RATES POSTAGE - OCTOBER 2023, GENERAL POSTAGE - OCTOBER 2023		624.27	
EFT10698	12/12/2023	LGISWA	EXCESS ON INSURANCE CLAIM	1		300.00
INV MO0066972	07/12/2023	LGISWA	GRADER PN166 INSURANCE CLAIM MO0066972		300.00	
EFT10699	12/12/2023	MCINTOSH & SON WA	PART FOR PLANT	1		152.55
INV 1863593	16/11/2023	MCINTOSH & SON WA	SEAL KIT - CASE LOADER PL8		152.55	
EFT10700	12/12/2023	GREAT SOUTHERN WASTE DISPOSAL	WASTE & RECYCLING COLLECTION, INCLUDING SITE MANAGEMENT	1		16,744.29

INV 2704	07/11/2023	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC WASTE COLLECTION 27/09/2023 - 25/10/2023, DOMESTIC RECYCLE COLLECTION 10/10/2023 - 24/10/2023, REFUSE SITE MAINTENANCE - LABOUR 25/09/2023 - 30/10/2023, REFUSE SITE MAINTENANCE - MACHINE HOURS 25/09/2023 - 30/10/2023, REFUSE BULK WASTE & RECYCLING COLLECTION 9/10/2023 & 30/10/2023		16,744.29	
EFT10701	12/12/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		1,071.13
INV 5175	25/11/2023	WA CONTRACT RANGER SERVICES	13 15 & 20 NOVEMBER 2023		1,071.13	
EFT10702	12/12/2023	RF & PL O'BRIEN	GRAVEL FOR WORKS	1		3,860.00
INV 44	20/11/2023	RF & PL O'BRIEN	PUSH UP 2000 CUBIC METRES GRAVEL AT SMITHS PIT		3,860.00	
EFT10703	12/12/2023	AUTOPRO NORTHAM	PART FOR PLANT	1		49.86
INV 1102021	07/11/2023	AUTOPRO NORTHAM	T345-C-6 BUNDY TUBING - UHI LOADER PL10		49.86	
EFT10704	12/12/2023	SPECIALE SMASH REPAIRS	EXCESS ON INSURANCE CLAIM	1		300.00
INV 21835/2	06/10/2023	SPECIALE SMASH REPAIRS	MAZDA CX-5 INSURANCE CLAIM		300.00	
EFT10705	12/12/2023	PINGELLY COMMUNITY GARDEN	2023/24 COMMUNITY & EVENTS GRANTS	1		1,500.00
INV 1	04/10/2023	PINGELLY COMMUNITY GARDEN	SUCCESSFUL APPLICANT FOR THE 2023/2024 COMMUNITY & EVENTS GRANT ROUND 1		1,500.00	
EFT10706	12/12/2023	SOPHIE JANE MUSIC	LIVE ENTERTAINMENT	1		900.00
INV 949	01/12/2023	SOPHIE JANE MUSIC	3 HOURS - PARTY ON THE OVAL 2023		900.00	
EFT10709	29/12/2023	CWA PUMPHREYS BRIDGE	CATERING SERVICES	1		585.00
INV 66	12/12/2023	CWA PUMPHREYS BRIDGE	DECEMBER COUNCIL MEETING DINNER 12/12/2023		585.00	
EFT10710	29/12/2023	TELSTRA	TELSTRA MOBILE CHARGES - 11/11/2023 TO 10/12/2023	1		418.74
INV 990000004616	12/12/2023	TELSTRA	WORKS CHARGES, ADMIN CHARGES, NEW DEVICE		418.74	
EFT10711	29/12/2023	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		1,039.01
INV 50706	09/11/2023	SULLIVAN LOGISTICS PTY LTD	22/10/2023 TO PATHWEST, 21/10/2023 FROM MAJOR MOTORS, 21/10/2023 FROM MATILDA AUTO, 16/10/2023 FROM MATILDA AUTO		174.70	
INV 51828	10/11/2023	SULLIVAN LOGISTICS PTY LTD	27/10/2023 FROM MATILDA AUTO, 25/10/2023 FROM E & MJ ROSHER		105.60	
INV 52027	16/11/2023	SULLIVAN LOGISTICS PTY LTD	03/11/2023 FROM MAXIPARTS, 31/10/2023 FROM MATILDA AUTO, 31/10/2023 FROM MATILDA AUTO		95.19	
INV 52770	17/11/2023	SULLIVAN LOGISTICS PTY LTD	09/11/2023 FROM MAXIPARTS		38.56	
INV 53258	22/11/2023	SULLIVAN LOGISTICS PTY LTD	15/11/2023 FROM E & MJ ROSHER, 14/11/2023 FROM WA RETICULATION SUPPLIES, 14/11/2023 FROM CORSIGN		586.40	
INV 54179	29/11/2023	SULLIVAN LOGISTICS PTY LTD	26/11/2023 FROM MCINTOSH & SON		38.56	
EFT10713	29/12/2023	CONSTRUCTION TRAINING FUND	BCITF COLLECTIONS	1		191.18
INV 206242-F4Y0Q2	08/12/2023	CONSTRUCTION TRAINING FUND	176 OVERINGTON ROAD		191.18	
EFT10714	29/12/2023	AUSTRALIA POST	POSTAGE	1		96.39

INV 1012882662	03/12/2023	AUSTRALIA POST	GENERAL POSTAGE - NOVEMBER 2023		96.39	
EFT10715	29/12/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES - NOVEMBER 2023	1		1,750.88
INV 30112023	30/11/2023	GREAT SOUTHERN FUEL SUPPLIES	0PN, PN01, PN761, P100, PN523, PN322		1,750.88	
EFT10716	29/12/2023	BEST OFFICE SYSTEMS	ADMIN PRINTING CHARGES	1		469.44
INV 624776	27/11/2023	BEST OFFICE SYSTEMS	ADMIN PRINTING CHARGES - 20/10/2023 TO 20/11/2023, BLACK - 3,697, COLOUR - 2,418		337.31	
INV 625028	30/11/2023	BEST OFFICE SYSTEMS	CESM PRINTING CHARGES - 20/10/2023 TO 20/11/2023, BLACK - 100, COLOUR - 900		132.13	
EFT10717	29/12/2023	B.W. JAMES TRANSPORT PTY LTD	FREIGHT CHARGES	1		45.65
INV J201738	25/11/2023	B.W. JAMES TRANSPORT PTY LTD	COOLANT		45.65	
EFT10718	29/12/2023	PINGELLY COMMUNITY RESOURCE CENTRE	PINGELLY PHONE BOOKS	1		35.00
INV 123	19/12/2023	PINGELLY COMMUNITY RESOURCE CENTRE	5 X 2024-2025 PINGELLY PHONE BOOKS		35.00	
EFT10719	29/12/2023	KLEENHEAT GAS	EQUIPMENT SERVICE CHARGE	1		550.00
INV 4550269	01/11/2023	KLEENHEAT GAS	ANNUAL - 2.50KL BULK TANK - PRACC		550.00	
EFT10720	29/12/2023	PINGELLY GP UNITY TRUST	MEDICAL SERVICE CHARGES	1		28,764.71
INV 76129	22/11/2023	PINGELLY GP UNITY TRUST	OCTOBER TO DECEMBER 2023		28,764.71	
EFT10721	29/12/2023	DC & SF SQUIERS	REIMBURSEMENT - PURCHASES FOR CHRISTMAS VILLAGE & KEY CUTTING	1		158.42
INV 11122023	11/12/2023	DC & SF SQUIERS	COLES - 4 X GLEN 20 - DEPOT MAINTENANCE, STEELO'S GUNS & OUTDOORS - KEY CUTTING - TOWN HALL, THE REJECT SHOP - BAUBLE WREATHS - CHRISTMAS VILLAGE 2023, THING A		158.42	
EFT10722	29/12/2023	AMPAC DEBT RECOVERY PTY LTD	DEBT COLLECTION	1		9,699.38
INV 101989	30/11/2023	AMPAC DEBT RECOVERY PTY LTD	DEBT COLLECTION		9,699.38	
EFT10723	29/12/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		1,802.63
INV 5208	16/12/2023	WA CONTRACT RANGER SERVICES	27 NOVEMBER & 4, 11, 14 DECEMBER 2023		1,802.63	
EFT10724	29/12/2023	FUEL DISTRIBUTORS OF WA PTY LTD	BULK DIESEL	1		15,983.82
INV 29108473	08/12/2023	FUEL DISTRIBUTORS OF WA PTY LTD	9,000L DIESEL DELIVERED TO SHIRE DEPOT		15,983.82	
EFT10725	29/12/2023	WILLIAM VINCENT MULRONEY	PRESIDENTIAL ALLOWANCE & SITTING FEES	1		933.33
INV 24112023	24/11/2023	WILLIAM VINCENT MULRONEY	PRESIDENTIAL ALLOWANCE - OCTOBER 2023, PRESIDENTIAL SITTING FEES - OCTOBER 2023		933.33	
EFT10726	29/12/2023	KERRY R KEYS	STATIONERY	1		119.85
INV 60	07/12/2023	KERRY R KEYS	3 X BOXES COPIER PAPER - BFB EXPENSE		119.85	
EFT10727	29/12/2023	BRYAN HOTHAM	COUNCILLOR SITTING FEES	1		1,000.00
INV 24112023	24/11/2023	BRYAN HOTHAM	OCTOBER TO DECEMBER 2023		1,000.00	
EFT10728	29/12/2023	PETER WOOD	COUNCILLOR SITTING FEES & DEPUTY PRESIDENT SITTING FEES & ALLOWANCE	1		1,116.65

INV 24112023	24/11/2023	PETER WOOD	DEPUTY PRESIDENT ALLOWANCE - NOVEMBER TO DECEMBER 2023, DEPUTY PRESIDENT SITTING FEES - NOVEMBER TO DECEMBER 2023, COUNCILLOR SITTING FEES - OCTOBER		1,116.65	
EFT10729	29/12/2023	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL SERVICES	1		907.50
INV 3671	11/12/2023	BOB WADDELL & ASSOCIATES PTY LTD	NOVEMBER MONTHLY FINANCIAL STATEMENT		907.50	
EFT10730	29/12/2023	JACKIE MCBURNEY	DEPUTY & PRESIDENT SITTING FEES & ALLOWANCE	1		2,486.32
INV 24112023	24/11/2023	JACKIE MCBURNEY	PRESIDENTIAL ALLOWANCE - NOVEMBER TO DECEMBER 2023, DEPUTY PRESIDENT ALLOWANCE - OCTOBER 2023, PRESIDENTIAL SITTING FEES - NOVEMBER TO DECEMBER		2,258.32	
INV 27112023	27/11/2023	JACKIE MCBURNEY	SPOTLIGHT - MATERIAL - CHRISTMAS VILLAGE 2023		228.00	
EFT10731	29/12/2023	PINGELLY IGA EXPRESS	ASSORTED SUPPLIES AND REFRESHMENTS - OCTOBER 2023	1		1,575.78
INV 03/3832	01/10/2023	PINGELLY IGA EXPRESS	03/3835 18/10/2023 - GROCERY ITEM, 03/3845 18/10/2023 - MILK, 03/3991 18/10/2023 - BLEACH, 03/3991 18/10/2023 - COFFEE, MILK, 03/4146 19/10/2023 - NARROGIN OBSERVER, 03/5798		515.45	
INV 03/3729	13/11/2023	PINGELLY IGA EXPRESS	TARZAN GRIP - DEPOT BUILDING MAINTNENANCE		6.65	
INV 03/9325	28/11/2023	PINGELLY IGA EXPRESS	PAINT BRUSHES - CHRISTMAS VILLAGE 2023		14.40	
INV 03/0070	30/11/2023	PINGELLY IGA EXPRESS	RETICULATION CONTROLLER BATTERY - CARAVAN PARK MAINTENANCE		9.50	
INV 03/2201	30/11/2023	PINGELLY IGA EXPRESS	ASSORTED CONSUMABLES AND REFRESHMENTS - INTERNATIONAL DAY OF PEOPLE WITH DISABILITY 2023, ASSORTED CONSUMABLES AND REFRESHMENTS - INTERNATIONAL DAY OF PEOPLE WITH DISABILITY 2023		288.64	
INV 03/1389	04/12/2023	PINGELLY IGA EXPRESS	ASSORTED CONSUMABLES AND REFRESHMENTS - NATIONAL DAY OF PEOPLE WITH DISABILITY 2023, ASSORTED CONSUMABLES AND REFRESHMENTS - NATIONAL DAY OF PEOPLE WITH DISABILITY 2023		154.90	
INV 03/2471	06/12/2023	PINGELLY IGA EXPRESS	ICE AND TABLE CLOTHS - INTERNATIONAL DAY OF PEOPLE WITH DISABILITY 2023		50.10	
INV 03/3018	08/12/2023	PINGELLY IGA EXPRESS	ASSORTED CHOCOLATES - CHRISTMAS VILLAGE 2023		69.10	
INV 03/4519	12/12/2023	PINGELLY IGA EXPRESS	ICEY POLES - PARTY ON THE OVAL 2023		71.80	
INV 03/4798	13/12/2023	PINGELLY IGA EXPRESS	BANDAIDS - DEPOT FIRST AID KIT		10.55	
INV 03/5292	14/12/2023	PINGELLY IGA EXPRESS	PAPER TOWEL- PARTY ON THE OVAL 2023, MUSTARD - PARTY ON THE OVAL 2023		15.55	
INV 03/6834	18/12/2023	PINGELLY IGA EXPRESS	STORAGE BOXES - PARTY ON THE OVAL 2023		44.85	
INV 03/7264	19/12/2023	PINGELLY IGA EXPRESS	HOT DOG ROLLS - PARTY ON THE OVAL 2023		324.29	
EFT10732	29/12/2023	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		36.44
INV 0517	03/12/2023	TOLL TRANSPORT PTY LTD	23/11/2023 FROM INTERFIRE		36.44	
EFT10733	29/12/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION	BSL COLLECTIONS	1		97.75
INV BSLNOV2023	01/11/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION	Nov-23		97.75	
EFT10734	29/12/2023	PINGELLY SOMERSET ALLIANCE INC	WATER USAGE CHARGES	1		10.00
INV 1763	28/11/2023	PINGELLY SOMERSET ALLIANCE INC	14/09/2023 TO 08/11/2023 - SENSORY GARDEN		10.00	
EFT10735	29/12/2023	ANTHONY OLIVERI	COUNCILLOR SITTING FEES	1		333.33

INV 24112023	24/11/2023	ANTHONY OLIVERI	Oct-23		333.33	
EFT10736	29/12/2023	KARVMIR SINGH	COUNCILLOR SITTING FEES	1		1,000.00
INV 24112023	24/11/2023	KARVMIR SINGH	OCTOBER TO DECEMBER 2023		1,000.00	
EFT10737	29/12/2023	PETER MICHAEL NARDUCCI	COUNCILLOR SITTING FEES	1		1,000.00
INV 24112023	24/11/2023	PETER MICHAEL NARDUCCI	OCTOBER TO DECEMBER 2023		1,000.00	
EFT10738	29/12/2023	INTERFIRE AGENCIES	BUSHFIRE BRIGADE PPE	1		1,263.01
INV 16780	20/11/2023	INTERFIRE AGENCIES	FWPJ107 - 3X-LGE BUSH FIRE WILDWANDER FIREFIGHTING JACKET WITH FR REFLECTIVE TAPE GOLD 3X-LARGE, FWPJ107 - 2X-LGE BUSH FIRE WILDWANDER FIREFIGHTING JACKET WITH FR REFLECTIVE TAPE GOLD 2X-LARGE, FWPP108-LGE BUSHFIRE WILDLANDER FIREFIGHTING TROUSER WITH FR REFLECTIVE TAPE, GOLD LARGE, FWPP108-2X-LGE BUSHFIRE WILDLANDER FIREFIGHTING TROUSER WITH FR REFLECTIVE TAPE, GOLD 2X-LARGE, HBR9SCCVMF WH PACIFIC BR9 CAP STYLE HELMET, C/W CLIP ON FACE SHIELD/MESH CRADLE, WHITE (0616276), 66-460-12 OLIVER 66-460 WILDLAND FIRE BOOT, 180MM. LACE UP. UK12 US 13. 66-460-14 OLIVER 66-460 WILDLAND FIRE BOOT. 180MM. LACE		1,263.01	
EFT10739	29/12/2023	DOUGLAS EDWIN GOLDSMITH	LIVE ENTERTAINMENT	1		600.00
INV 10793	10/12/2023	DOUGLAS EDWIN GOLDSMITH	2 HOURS OF MUSIC AT PINGELLY CHRISTMAS VILLAGE LAUNCH ON 8 DECEMBER 2023., 2 HOURS OF MUSIC AT TIDY TOWNS CELEBRATION 6 DECEMBER 2023		600.00	
EFT10740	29/12/2023	LADYBIRD ENTERTAINMENT	ENTERTAINMENT FOR EVENT	1		1,364.00
INV 1193	20/12/2023	LADYBIRD ENTERTAINMENT	2 ROVING ELVES - GIANT BUBBLES - SPARKLES - TRAVEL TIME - CHRISTMAS VILLAGE 2023		1,364.00	
EFT10741	29/12/2023	WHEATBELT CONTRACT SERVICES	PINGELLY SWIMMING POOL MANAGEMENT FEE	1		13,300.00
INV 4	20/12/2023	WHEATBELT CONTRACT SERVICES	JANUARY 2023, 01/01/2024 TO 31/01/2024		13,300.00	
EFT10742	29/12/2023	THE BREADWRIGHT	CATERING	1		20.00
INV 11488	27/11/2023	THE BREADWRIGHT	FOCACCIA FOR NOVEMBER COUNCIL MEETING		20.00	
EFT10743	29/12/2023	CLINTON JAMES CHENEY	COUNCILLOR SITTING FEES	1		666.66
INV 24112023	24/11/2023	CLINTON JAMES CHENEY	NOVEMBER TO DECEMBER 2023		666.66	
EFT10744	29/12/2023	IAN JAMES	ASSORTED MATERIALS AND LABOUR	1		1,200.00
INV 10	13/12/2023	IAN JAMES	SUPPLY AND CONSTRUCTION OF WOOD SCENES - CHRISTMAS VILLAGE 2023		1,200.00	
EFT10746	29/12/2023	LANDGATE	RURAL UV'S CHARGEABLE	1		74.15
INV 389049	27/11/2023	LANDGATE	SCHEDULE: R2023/07, DATE: 16/09/2023 TO 10/11/2023		74.15	
EFT10747	29/12/2023	PINGELLY COMMUNITY CRAFT CENTRE	CARAVAN PARK TAKINGS COMMISSION	1		929.10
INV 142	04/12/2023	PINGELLY COMMUNITY CRAFT CENTRE	NOVEMBER 2023		929.10	
TOTAL EFT						257,886.62
CHEQUE NUMBER	DATE	CREDITOR	13 INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL

24957	01/12/2023	WATER CORPORATION	WATER ACCOUNT CHARGES	1		16,604.14
INV WAT -SEP 23 TO NOV 23	08/11/2023	WATER CORPORATION	USAGE CHARGES - STAFF HOUSING 17 ELIOT STREET, SERVICE CHARGES - STAFF HOUSING 17 ELIOT STREET, USAGE CHARGES - DR'S HOUSE 59 STRATFORD STREET, SERVICE		15,294.04	
INV WAT -SEP 23 TO NOV 23	08/11/2023	WATER CORPORATION	USAGE CHARGES - PRACC @ LOT 201 SOMERSET STREET, SERVICE CHARGES - PRACC @ LOT 201 SOMERSET STREET		1,310.10	
24958	01/12/2023	SYNERGY	SYNERGY ACCOUNT CHARGES	1		17,616.48
INV 2045966614	08/11/2023	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/08/2023 TO 24/09/2023, 198 STREETLIGHTS		3,354.74	
INV 2045966615	08/11/2023	SYNERGY	SHIRE STREETLIGHT CHARGES - 25/09/2023 TO 24/10/2023, 198 STREETLIGHTS		3,244.49	
INV SYN - SEP 23 TO	21/11/2023	SYNERGY	BUSINESS ANYTIME CONSUMPTION - 26 STRATFORD STREET, SUPPLY CHARGE - 26 STRATFORD STREET, BILL FEE - 26 STRATFORD STREET, BUSINESS ANYTIME		9,406.58	
INV SYN - SEP 23 TO	21/11/2023	SYNERGY	BUSINESS ANYTIME CONSUMPTION - YOUTH BUILDING @ LOT 202 PEMBERTON STREET, SUPPLY CHARGE - YOUTH BUILDING @ LOT 202 PEMBERTON STREET, BILL FEE - YOUTH		1,610.67	
24959	01/12/2023	CLINTON JAMES CHENEY	TRUST REFUND	1		100.00
INV 06112023	06/11/2023	CLINTON JAMES CHENEY	2023 COUNCIL NOMINATION FEE RETURN		100.00	
24960	12/12/2023	SHIRE OF PINGELLY	CHRISTMAS TREE & CHRISTMAS LIGHTS CASH PRIZES	1		1,015.90
INV 12122023	12/12/2023	SHIRE OF PINGELLY	CHRISTMAS TREE COMPETITION - CASH PRIZES, 1ST - \$250, 2ND - \$150, 3RD - \$100, 3X PINGELLY GIFT CARDS - \$7.95, CHRISTMAS LIGHTS COMPETITION - CASH PRIZES, 1ST - \$250, 2ND - \$150, 3RD - \$100, 3X PINGELLY GIFT CARDS - \$7.95		1,015.90	
24961	29/12/2023	SHIRE OF PINGELLY - PETTY CASH	PETTY CASH RECOUP - OCTOBER 2023	1		191.40
INV 31102023	31/10/2023	SHIRE OF PINGELLY - PETTY CASH	03/10/2023 ELDERS RURAL - PHILMAC CLAMP W/DRIVE 30-45MM W3 \$3.25, 03/10/2023 ELDERS RURAL - PHILMAC CLAMP W/DRIVE 30-45MM W3 \$3.25, 11/10/2023 THING A ME BOBS - TISSUE PAPER, FAM FESTIVAL 2023 \$15.00, 29/10/2023 BUNNINGS WAREHOUSE - MATERIALS TO HANG ART, MUSEUM \$73.90, 01/11/2023 CASE FARMERS CENTRE - FITTING FOR PLANT, MULCHER \$48.70, 01/11/2023 MCINTOSH & SON - FITTING FOR PLANT, MULCHER \$47.30		191.40	
TOTAL CHEQUE						35,527.92
PAYROLL	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT10648	01/12/2023	CHILD SUPPORT AGENCY	Payroll deductions	1		222.77
EFT10695	01/12/2023	LOCAL GOVERNMENT, RACING AND CEMETERIES	Payroll deductions	1		154.00
EFT10696	12/12/2023	CHILD SUPPORT AGENCY	Payroll deductions	1		330.15
EFT10707	12/12/2023	LOCAL GOVERNMENT, RACING AND CEMETERIES	Payroll deductions	1		154.00
EFT10712	29/12/2023	CHILD SUPPORT AGENCY	Payroll deductions	1		330.15
EFT10745	29/12/2023	LOCAL GOVERNMENT, RACING AND CEMETERIES	Payroll deductions	1		154.00
DD13824.1	05/12/2023	AWARE SUPER	Payroll deductions	1		7,505.21
DD13824.2	05/12/2023	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL	Superannuation contributions	1		525.50

DD13824.3	05/12/2023	AUSTRALIAN SUPER	Superannuation contributions	1		261.49
DD13824.4	05/12/2023	PRIME SUPER	Superannuation contributions	1		266.61
DD13824.5	05/12/2023	HOSTPLUS	Superannuation contributions	1		367.10
DD13824.6	05/12/2023	AMP SUPER FUND	Superannuation contributions	1		522.98
DD13824.7	05/12/2023	MLC	Superannuation contributions	1		274.07
DD13824.8	05/12/2023	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	1		83.75
DD13824.9	05/12/2023	MERCER	Superannuation contributions	1		261.49
DD13838.1	19/12/2023	AWARE SUPER	Payroll deductions	1		8,961.91
DD13838.2	19/12/2023	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL	Superannuation contributions	1		525.50
DD13838.3	19/12/2023	HOSTPLUS	Superannuation contributions	1		1,367.10
DD13838.4	19/12/2023	AUSTRALIAN SUPER	Superannuation contributions	1		261.49
DD13838.5	19/12/2023	PRIME SUPER	Superannuation contributions	1		261.49
DD13838.6	19/12/2023	AMP SUPER FUND	Superannuation contributions	1		522.98
DD13838.7	19/12/2023	MLC	Superannuation contributions	1		274.07
DD13838.8	19/12/2023	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	1		83.75
DD13838.9	19/12/2023	MERCER	Superannuation contributions	1		261.49
TOTAL PAYROLL						23,933.05
DIRECT DEBIT	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD13831.1	14/12/2023	BENDIGO BANK CREDIT CARDS	EMCS CREDIT CARD RECONCILIATION - NOVEMBER 2023	1		494.23
INV 30112023	30/11/2023	BENDIGO BANK CREDIT CARDS	17/11/2023 SHIRE OF PINGELLY - 12 MONTH REGISTRATION RENEWAL, PINGELLY COMMUNITY BUS PN359 \$435.85 17/11/2023 SHIRE OF PINGELLY - RECORDING FEE FOR 12 MONTH REGISTRATION RENEWAL, PINGELLY COMMUNITY BUS PN359 \$10.30 18/11/2023 FOXIT SOFTWARE - PDF SUITE PRO FOR TEAMS - 01/09/2023 TO 01/10/2023 \$42.80 18/11/2023 INTERNATIONAL TRANSACTION - FEE \$1.28, 29/11/2023 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	494.23	
DD13832.1	14/12/2023	BENDIGO BANK CREDIT CARDS	CEO CREDIT CARD RECONCILIATION - NOVEMBER 2023	1		7,145.95

INV 30112023	30/11/2023	BENDIGO BANK CREDIT CARDS	01/11/2023 CITY OF JOONDALUP - CONFERENCE PARKING, CEO \$11.00, 03/11/2023 JELCOBINE FARMS - GET WELL BOUQUET, CR MCBURNEY \$80.00, 09/11/2023 CROWN PROMENADE - TRAINING ACCOMMODATION, CEO \$966.14, 09/11/2023 COLE SUPPLIES - FREIGHT CHARGES \$12.31, 10/11/2023 PAYPAL - SNOW MACHINE INCLUDING LIQUID SNOW, CHRISTMAS VILLAGE 2023 \$808.40, 12/11/2023 CROWN PROMENADE - MEALS, REFRESHMENTS & PARKING, CEO TRAINING \$325.24, 13/11/2023 BUNNINGS - TREE POTS, CHRISTMAS VILLAGE 2023 \$307.75, 16/11/2023 ALIBABA - 10M INFLATABLE SANTA, CHRISTMAS VILLAGE 2023 \$896.96, 19/11/2023 BUNNINGS - ASSORTED CHRISTMAS LIGHTS, CHRISTMAS VILLAGE 2023 \$3042.00, 19/11/2023 TARGET - ASSORTED CHRISTMAS DECORATIONS, CHRISTMAS VILLAGE 2023 \$194.00, 20/11/2023 BUNNINGS - CREDIT FOR ITEMS NOT SUPPLIED -\$99.20, 20/11/2023 BUNNINGS - CHRISTMAS LIGHTS, CHRISTMAS VILLAGE 2023 \$166.25, 20/11/2023 WILSON PARKING - TRAINING PARKING CHARGES, CEO \$25.31, 26/11/2023 HOMECRAFT TEXTILES - MATERIAL, GLUE & RIBBON, CHRISTMAS VILLAGE 2023 \$204.90, 26/11/2023 HOMECRAFT TEXTILES - MATERIAL, CHRISTMAS VILLAGE 2023 \$ 200.89, 29/11/2023 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	7,145.95	
TOTAL DD						7,640.18
TRUST ACCOUNT	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT10708	20/12/2023	MALCOLM JETTA	BOND REFUND - HIRE OF COMMUNITY BUS 29/11/2023	7		100.00
INV T43	20/12/2023	MALCOLM JETTA	BUS HIRE	7	100.00	
TOTAL TRUST						100.00
GRAND TOTAL						325,087.77

15.3 Accounts Paid by Authority – January 2024

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

Background

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13*

(1) schedules of all payments made through Council's bank accounts are presented to the Committee and to Council.

Comment

Unless otherwise identified, all payments have been made in accordance with Council's adopted 2023/2024 Budget.

Consultation

Nil

Statutory Environment

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

- (3) 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.
- (4) 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:

- (4) 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.
- (5) 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.

- (6) 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

Compliance with statutory obligations.

Risk Framework

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

Voting Requirements:

Simple Majority

Recommendation and Council Decision:

13394 Moved: Cr Narducci Seconded: Cr Hotham

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

To 31 January 2024:

Municipal Account	\$277,643.49

CARRIED 5/0

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

Against: Nil

Councillor comments in support of the motion:

Nil

Councillor comments in opposing the motion:

Nil

SHIRE OF PINGELLY

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT JANUARY 2023

EFT NUMBER	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT9624	06/01/2023	CWA PUMPHREYS BRIDGE	CATERING	1		1,003.00
INV 39	16/11/2022	CWA PUMPHREYS BRIDGE	11 X COUNCIL DINNERS NOVEMBER COUNCIL MEETING		363.00	
INV 43	14/12/2022	CWA PUMPHREYS BRIDGE	16 X COUNCIL CHRISTMAS DINNER		640.00	
EFT9625	06/01/2023	D & J WINDSOR	TEMPORARY FENCING	1		1,500.00
INV 3542	28/11/2022	D & J WINDSOR	SECURITY PANELS AND ANCILLARIES - REVIEW STREET BRIDGE WORKS		1,500.00	
EFT9626	06/01/2023	PINGELLY TIMES	ADVERTISING	1		3,486.80
INV 2928	13/12/2022	PINGELLY TIMES	PINGELLY TIMES ANNUAL ADVERTISING FEE FOR 46 EDITIONS 2022, SUBSCRIPTION FOR 1 PINGELLY TIMES COPY PER WEEK		3,486.80	
EFT9627	06/01/2023	H RUSHTON & CO	PARTS FOR PLANT	1		191.05
INV 112950	21/11/2022	H RUSHTON & CO	10 X 5/16 UNC BOLTS X1 - CHRISTMAS VILLAGE		21.70	
INV 112958	21/11/2022	H RUSHTON & CO	1 X BAA5001 INNER JOINER PTO - PERUZZO MOWER PROM9		169.35	
EFT9628	06/01/2023	THE WEST AUSTRALIAN	ADVERTISING	1		359.99
INV 102803512022	30/11/2022	THE WEST AUSTRALIAN	NARROGIN OBSERVER - CHRISTMAS VILLAGE 17 & 24 NOVEMBER 2022		359.99	
EFT9629	06/01/2023	HERSEY'S SAFETY PTY LTD	STAFF PPE / UNIFORM	1		7,214.68
INV 48164	01/09/2022	HERSEY'S SAFETY PTY LTD	UNIFORM / PPE		43.78	
INV 1546	25/11/2022	HERSEY'S SAFETY PTY LTD	UNIFORM / PPE		6,784.25	
INV KG47628	01/12/2022	HERSEY'S SAFETY PTY LTD	UNIFORM / PPE		188.65	
INV 1619	19/12/2022	HERSEY'S SAFETY PTY LTD	UNIFORM / PPE		198.00	
EFT9630	06/01/2023	NARROGIN BEARING SERVICE	PARTS FOR PLANT	1		120.66
INV 202928	08/12/2022	NARROGIN BEARING SERVICE	2 X C207 BEARINGS, 1 XF207 HOUSING - PERUZZO MOWER PROM9		120.66	
EFT9631	06/01/2023	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		649.89
INV 22091	30/11/2022	SULLIVAN LOGISTICS PTY LTD	18/11/2022 FROM CORSIGN, 18/11/2022 FROM HERSEY'S SAFETY, 16/11/2022 FROM MAXIPARTS		129.64	

INV 23173	03/12/2022	SULLIVAN LOGISTICS PTY LTD	24/11/2022 FROM MCINTOSH AND SON, 23/11/2022 FROM CORSIGN, 22/11/2022 FROM QUALITY PRESS		291.53	
INV 24442	17/12/2022	SULLIVAN LOGISTICS PTY LTD	09/12/2022 FROM UNITED FASTENERS, 06/12/2022 FROM MCINTOSH AND SON, 05/12/2022 FROM MATILDA AUTO		228.72	
EFT9632	06/01/2023	UNITED FASTENERS WA P/L	CONSUMABLES	1		138.12
INV 602529	09/12/2022	UNITED FASTENERS WA P/L	BOLTS AND NUTS, 1 X BOX 1MM CUTTING DISC		138.12	
EFT9634	06/01/2023	BUNNINGS BUILDING SUPPLIES	ASSORTED CONSUMABLES	1		2,155.83
INV 2432/0152732	14/10/2022	BUNNINGS BUILDING SUPPLIES	ADJUSTMENT - PINE PANEL		-4.75	
INV 2432/0154332	22/11/2022	BUNNINGS BUILDING SUPPLIES	CBD STREET ENHANCEMENTS		941.67	
INV 2432/0125939	23/11/2022	BUNNINGS BUILDING SUPPLIES	CHRISTMAS VILLAGE EQUIPMENT		1,218.91	
EFT9635	06/01/2023	GREAT SOUTHERN FUEL SUPPLIES	NEW / REPLACEMENT FUEL CARDS	1		8.25
INV 15008660	10/11/2022	GREAT SOUTHERN FUEL SUPPLIES	CARD NUMBER 81147		2.75	
INV 15008712	11/11/2022	GREAT SOUTHERN FUEL SUPPLIES	CARD NUMBER 45587		2.75	
INV 15009055	28/11/2022	GREAT SOUTHERN FUEL SUPPLIES	CARD NUMBER 26878		2.75	
EFT9636	06/01/2023	BEST OFFICE SYSTEMS	PRINTING COSTS	1		774.02
INV 609191	31/10/2022	BEST OFFICE SYSTEMS	PERIOD: COMMENCEMENT TO 20/10/2022, BLACK - 168 , COLOUR - 5472		724.52	
INV 610272	25/11/2022	BEST OFFICE SYSTEMS	MINIMUM PRINTING CHARGE - PERIOD 20/10/2022 TO 20/11/2022		49.50	
EFT9637	06/01/2023	GALVINS PLUMBING PLUS	CARBON FILTERS	1		378.18
INV 631349	14/12/2022	GALVINS PLUMBING PLUS	274084 CARBON FILTER CARTRIDGE TASTE & ODOUR 10"		378.18	
EFT9638	06/01/2023	KEITH THE MAINTENANCE MAN PTY LTD	HAZARD REDUCTION WORKS	1		1,320.00
INV B0794	02/12/2022	KEITH THE MAINTENANCE MAN PTY LTD	38 RAGLAN STREET		247.50	
INV B0795	05/12/2022	KEITH THE MAINTENANCE MAN PTY LTD	8 QUARTZ STREET		247.50	
INV B0796	05/12/2022	KEITH THE MAINTENANCE MAN PTY LTD	41 QUEEN STREET		412.50	
INV B0797	05/12/2022	KEITH THE MAINTENANCE MAN PTY LTD	4 QUADRANT STREET		412.50	
EFT9639	06/01/2023	CONTRACT AQUATIC SERVICES	SWIMMING POOL MANAGEMENT	1		15,400.00
INV SOPI003	20/12/2022	CONTRACT AQUATIC SERVICES	MONTHLY CONTRACT FEE - JANUARY 2022		15,400.00	
EFT9640	06/01/2023	MCINTOSH & SON WA	PARTS FOR PLANT	1		1,161.73
INV 1762307	06/12/2022	MCINTOSH & SON WA	BUCKET SEGMENTS, PLOW BOLTS - CASE LOADER PL8, 1 X WIPER BLADE, NUTS - CASE LOADER PL8		968.84	

INV 1764135	12/12/2022	MCINTOSH & SON WA	1 X RESERVOIR, CAP - CASE LOADER PL8		192.89	
EFT9641	06/01/2023	GREAT SOUTHERN WASTE DISPOSAL	WASTE AND RECYCLING COLLECTION INCLUDING SITE MANAGEMENT	1		15,384.91
INV 2207	10/11/2022	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC RUBBISH COLLECTION 28/09/2022 - 26/10/2022, RECYCLE RUBBISH COLLECTION 11 & 25 OCTOBER 2022, REFUSE SITE MAINTENANCE LABOUR 26/09/2022 - 31/10/2022, REFUSE SITE MACHINE HOURS 26/09/2022 - 31/10/2022, BULK WASTE & RECYCLING COLLECTION 17/10/2022		15,384.91	
EFT9642	06/01/2023	PINGELLY COMMUNITY RESOURCE CENTRE	LIBRARY SERVICES	1		5,628.39
INV 3948	22/12/2022	PINGELLY COMMUNITY RESOURCE CENTRE	QUARTERLY CHARGE - JANUARY TO MARCH 2023		5,628.39	
EFT9643	06/01/2023	KLEENHEAT GAS	ANNUAL EQUIPMENT SERVICE CHARGES	1		133.10
INV 4480209	01/12/2022	KLEENHEAT GAS	24C 18KG FL LS CYL - DEPOT WORKSHOP, 6C 45KG VAP CYL - SHIRE DEPOT		133.10	
EFT9644	06/01/2023	JMAC ENGINEERING PTY LTD	PART FOR SMALL PLANT	1		40.32
INV 4819	20/11/2022	JMAC ENGINEERING PTY LTD	900MM 75 X 12 FLAT BAR		40.32	
EFT9645	06/01/2023	G & M DETERGENTS	CLEANING SUPPLIES	1		87.00
INV 29546	07/12/2022	G & M DETERGENTS	1 BOX URINAL BLOCKS - PINGELLY SWIMMING POOL		87.00	
EFT9646	06/01/2023	NICHOLLS BUS AND COACH SERVICE PTY LTD	VEHICLE INSPECTION	1		466.00
INV 3346	03/10/2022	NICHOLLS BUS AND COACH SERVICE PTY LTD	CASE SKID STEER PL9		233.00	
INV 3390	25/10/2022	NICHOLLS BUS AND COACH SERVICE PTY LTD	TOYOTA COASTER BUS PCB4		233.00	
EFT9647	06/01/2023	GENTRONICS	PART FOR PLANT	1		176.55
INV W2041158	22/12/2022	GENTRONICS	T/GUN TTN HELM SHADOW 5/8 - MINOR PLANT		176.55	
EFT9648	06/01/2023	MIDALIA STEEL	STEEL FOR FORM WORK	1		109.24
INV 63967073	28/11/2022	MIDALIA STEEL	REVIEW STREET BRIDGE WORKS		91.60	
INV 63985503	12/12/2022	MIDALIA STEEL	REVIEW STREET BRIDGE WORKS		17.64	
EFT9649	06/01/2023	NUTRIEN AG SOLUTIONS	GENERAL HARDWARE SUPPLIES	1		989.63
INV 907902051	03/11/2022	NUTRIEN AG SOLUTIONS	1 X BOX OF NITRILE GLOVES		44.55	
INV 907902052	03/11/2022	NUTRIEN AG SOLUTIONS	PUMP HOUSING FOR SPRAY UNIT		88.00	
INV 907910187	04/11/2022	NUTRIEN AG SOLUTIONS	1 X SIL SPRAY GUN, 1 X PUMP HOUSING		139.00	
INV 908006103	23/11/2022	NUTRIEN AG SOLUTIONS	C CLIPS AND NETTING PLIERS		52.80	
INV 908012900	24/11/2022	NUTRIEN AG SOLUTIONS	PALLET OF CEMENT (STABILISING) - JINGARING ROAD CRSF1		760.32	

INV 908016823	24/11/2022	NUTRIEN AG SOLUTIONS	ADJUSTMENT ON CEMENT - JINGARING ROAD CRSF1		-95.04	
EFT9650	06/01/2023	FUEL DISTRIBUTORS OF WA PTY LTD	BULK DIESEL	1		18,928.80
INV 63101512	12/12/2022	FUEL DISTRIBUTORS OF WA PTY LTD	DIESEL DELIVERED TO DEPOT 10,000L		18,928.80	
EFT9651	06/01/2023	QUICKFIT WINDSCREENS	BUILDING REPAIR	1		50.73
INV 59477	31/10/2022	QUICKFIT WINDSCREENS	SUPPLY GLASS AND PUTTY - SWIMMING POOL BUILDING MAINTENANCE		50.73	
EFT9652	06/01/2023	ABCO PRODUCTS PTY LTD	CLEANING SUPPLIES	1		2,020.08
INV 842665	13/12/2022	ABCO PRODUCTS PTY LTD	VARIOUS SHIRE BUILDINGS		2,020.08	
EFT9653	06/01/2023	MARY'S FACE PAINTING	FACE PAINTING SERVICES	1		210.00
INV 20	05/12/2022	MARY'S FACE PAINTING	PINGELLY FESTIVE MARKETS		210.00	
EFT9654	06/01/2023	MARKETFORCE	RECRUITMENT ADVERTISING	1		2,548.03
INV 46333	15/12/2022	MARKETFORCE	SATURDAY WEST AUSTRALIAN JOB AD - EXECUTIVE MANAGER WORKS		2,548.03	
EFT9655	06/01/2023	C&B SOUTHERN RUN TRANSPORT	FREIGHT CHARGES	1		45.76
INV 17815	25/11/2022	C&B SOUTHERN RUN TRANSPORT	OIL FROM MATILDA AUTO		45.76	
EFT9656	06/01/2023	MATILDA AUTO PARTS	CONSUMABLES	1		334.40
INV 261569	05/12/2022	MATILDA AUTO PARTS	1 X BOX OF RED & TACKY GREASE, 1 X BOX OF MULTIMAX GREASE - DEPOT WORKSHOP		224.40	
INV 262001	20/12/2022	MATILDA AUTO PARTS	1 SET OF FILTERS - MITSUBISHI TRITON		110.00	
EFT9657	06/01/2023	AQUAMONIX - OCTY WATER PTY LIMITED	PARTS FOR WEATHER STATIONS	1		1,710.50
INV 71947	21/12/2022	AQUAMONIX - OCTY WATER PTY LIMITED	2 X LOGGERS		1,710.50	
EFT9658	06/01/2023	PINGELLY TYRE SERVICE	VARIOUS PARTS AND REPAIRS	1		3,435.19
INV 8243	28/11/2022	PINGELLY TYRE SERVICE	SUPPLY AND FIT 2 X TYRES - BACKHOE PBH3		2,750.00	
INV 8333	21/12/2022	PINGELLY TYRE SERVICE	2 X 12.5/80-18 TYRES - BACKHOE, STRIP AND REPAIR TYRE - JOHN DEERE TRACTOR PTC4		110.00	
INV 8338	21/12/2022	PINGELLY TYRE SERVICE	BATTERIES - COMMUNITY BUS PCB4		352.00	
INV 8339	21/12/2022	PINGELLY TYRE SERVICE	STRIP AND REPAIR TRAILER TYRE, STRIP AND FIT OWN TYRE AND TUBE - BOMAG ROLLER PMR6		99.00	
INV 8102	31/12/2022	PINGELLY TYRE SERVICE	HYD HOSE MADE - KOMATSU BACKHOE PBH3		124.19	
EFT9659	06/01/2023	BOB WADDELL & ASSOCIATES PTY LTD	FINANCIAL ASSISTANCE	1		165.00
INV 3030	03/10/2022	BOB WADDELL & ASSOCIATES PTY LTD	BUDGET MODEL		165.00	

EFT9660	06/01/2023	MCLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE	1		3,703.56
INV 126792	31/10/2022	MCLEODS BARRISTERS AND SOLICITORS	CHALET INVESTMENT SCHEME ADVICE		3,703.56	
EFT9661	06/01/2023	ELLENBY TREE FARM	ASSORTED PLANTS	1		10,461.00
INV 32288	13/12/2022	ELLENBY TREE FARM	SILVER PRINCESS 300 L, SILVER PRINCESS 150 L, SILVER PRINCESS 75 L, RED FLOWERING GUM 35 L - QUEENS JUBILEE		10,461.00	
EFT9662	06/01/2023	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	CONSUMABLES	1		73.95
INV DI25015713	18/11/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	THINNER - TOWN HALL MAINTENANCE		58.50	
INV DI25015937	24/11/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	HYDROCHLORIC ACID - TOWN STREET MAINTENANCE		15.45	
EFT9663	06/01/2023	PINGELLY RECREATION & CULTURAL CENTRE ASSOCIATION	2022/23 PRACC OPERATIONAL SUBSIDY	1		88,000.00
INV 1301	07/10/2022	PINGELLY RECREATION & CULTURAL CENTRE ASSOCIATION	PRACC OPERATING GRANT		88,000.00	
EFT9664	06/01/2023	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		224.95
INV 45391	29/06/2020	TOLL TRANSPORT PTY LTD	CREDIT ON UNDELIVERED FREIGHT CHARGES		-25.20	
INV 0118	15/11/2022	TOLL TRANSPORT PTY LTD	CREDIT ON UNDELIVERED FREIGHT CHARGES		-12.11	
INV 0481	27/11/2022	TOLL TRANSPORT PTY LTD	14/11/2022 TO WATER EXAMINERS, 15/11/2022 FROM INTERFIRE, 15/11/2022 FROM INTERFIRE, 18/11/2022 FROM INTERFIRE, 21/11/2022 FROM INTERFIRE, 23/11/2022 TO WATER EXAMINERS		246.57	
INV 0482	04/12/2022	TOLL TRANSPORT PTY LTD	24/11/2022 FROM INTERFIRE		15.69	
EFT9665	06/01/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS	1		523.97
INV BSLNOV22	30/11/2022	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	NOVEMBER 2022 - PERMIT NUMBERS 10.22/23, 9.22/23		523.97	
EFT9666	06/01/2023	TRAFFIC FORCE	REVISION OF TRAFFIC MANAGEMENT PLAN	1		528.00
INV 31671	16/12/2022	TRAFFIC FORCE	JINGARING ROAD JOB CRSF1		528.00	
EFT9667	06/01/2023	SNAP MANDURAH - PRINT DESIGN & WEBSITES	BUSINESS CARDS	1		144.38
INV F140-15575	22/12/2022	SNAP MANDURAH - PRINT DESIGN & WEBSITES	CR BRYAN HOTHAM		144.38	
EFT9668	06/01/2023	EDGE PLANNING & PROPERTY	PLANNING SERVICES	1		643.50

INV 2176	09/12/2022	EDGE PLANNING & PROPERTY	NOVEMBER 2022 - 4.5 HOURS		643.50	
EFT9669	06/01/2023	REGIONAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	1		1,807.30
INV 1545	29/11/2022	REGIONAL FIRE & SAFETY	VARIOUS SHIRE BUILDINGS AND PLANT		796.40	
INV 1546	29/11/2022	REGIONAL FIRE & SAFETY	ISUZU TIPPER TRUCK PT21		8.80	
INV 1547	29/11/2022	REGIONAL FIRE & SAFETY	ISUZU FIRE TRUCK PBF8		24.20	
INV 1548	29/11/2022	REGIONAL FIRE & SAFETY	TOWN HALL		279.40	
INV 1549	29/11/2022	REGIONAL FIRE & SAFETY	CARAVAN PARK		30.80	
INV 1550	29/11/2022	REGIONAL FIRE & SAFETY	CASE LOADER PL6, REFUSE SITE		254.10	
INV 1552	29/11/2022	REGIONAL FIRE & SAFETY	OLD ROADS BOARD BUILDING		8.80	
INV 1554	29/11/2022	REGIONAL FIRE & SAFETY	PLAYGROUP BUILDING		8.80	
INV 1562	01/12/2022	REGIONAL FIRE & SAFETY	RAILWAY STATION		17.60	
INV 1563	01/12/2022	REGIONAL FIRE & SAFETY	PINGELLY MENS SHED		35.20	
INV 1568	02/12/2022	REGIONAL FIRE & SAFETY	PINGELLY RECREATION ANS CULTURAL CENTRE		325.60	
INV 1569	02/12/2022	REGIONAL FIRE & SAFETY	PINGELLY SWIMMING POOL		17.60	
EFT9670	06/01/2023	AUTOPRO NORTHAM	PART FOR PLANT	1		107.33
INV 1034687	07/12/2022	AUTOPRO NORTHAM	1 X SWITCH BATTERY MASTER HD - KOMATSU BACKHOE PBH3		107.33	
EFT9671	06/01/2023	UNIFORMS AT WORK	STAFF UNIFORM	1		54.45
INV 7929	12/12/2022	UNIFORMS AT WORK	STAFF UNIFORM		54.45	
EFT9672	06/01/2023	TROPHY CHOICE	PINGELLY PRIMARY SCHOOL	1		70.00
INV 41849	08/12/2022	TROPHY CHOICE	2 X SPORTS STAR AWARDS		70.00	
EFT9673	06/01/2023	THE AUSTRALIAN LOCAL GOVERNMENT JOB	ADVERTISING	1		495.00
INV 2250090SM	15/12/2022	THE AUSTRALIAN LOCAL GOVERNMENT JOB	RECRUITMENT - EXECUTIVE MANAGER WORKS		495.00	
EFT9674	06/01/2023	6 SEASONS CAFE	CATERING	1		196.36
INV 1020	14/12/2022	6 SEASONS CAFE	LIGHT LUNCH DECEMBER 2022 COUNCIL MEETING		196.36	
EFT9675	06/01/2023	INTERFIRE AGENCIES	FIRE FIGHTING PPE	1		2,141.51
INV 12568	28/11/2022	INTERFIRE AGENCIES	PPE		665.08	

INV 12604	02/12/2022	INTERFIRE AGENCIES	PPE		1,476.43	
EFT9677	16/01/2023	PINGELLY TIMES	ADVERTISING AND SUBSCRIPTION	1		1,743.40
INV 2929	02/01/2023	PINGELLY TIMES	PINGELLY TIMES 6 MONTHLY ADVERTISING FEE FOR 2023, PINGELLY TIMES 6 MONTHLY SUBSCRIPTION FOR 1 COPY PER WEEK		1,743.40	
EFT9678	16/01/2023	THE WEST AUSTRALIAN	ADVERTISING	1		1,075.20
INV 102803512022	31/12/2022	THE WEST AUSTRALIAN	NARROGIN OBSERVER - RECRUITMENT - EXECUTIVE MANAGER AND EXECUTIVE OFFICER DEC 22 & JAN 23		1,075.20	
EFT9679	16/01/2023	SHERIDAN'S FOR BADGES	COMMEMORATIVE PLAQUE	1		562.32
INV 0932	09/12/2022	SHERIDAN'S FOR BADGES	QUEEN'S PLATINUM JUBILEE		562.32	
EFT9680	16/01/2023	NARROGIN BEARING SERVICE	MINOR TOOLS	1		99.95
INV 203415	23/12/2022	NARROGIN BEARING SERVICE	LEFT HAND DRILL BITS		99.95	
EFT9681	16/01/2023	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		74.64
INV 25038	24/12/2022	SULLIVAN LOGISTICS PTY LTD	14/12/2022 FROM GALVINS PLUMBING, 14/102/2022 FROM MCINTOSH AND SON, 13/102/2022 FROM MCINTOSH AND SON		74.64	
EFT9682	16/01/2023	CARDILE INTERNATIONAL FIREWORKS PTY LTD	FIREWORKS FOR PARTY ON THE OVAL	1		7,703.00
INV 2799	26/11/2022	CARDILE INTERNATIONAL FIREWORKS PTY LTD	PERMITS FOR DMIRS & CASA FOR FIREWORKS AT PARTY ON THE OVAL 2022		7,703.00	
EFT9683	16/01/2023	PINGELLY QUALITY MEATS	MEAT - PARTY ON THE OVAL 2022	1		525.00
INV 75	16/12/2022	PINGELLY QUALITY MEATS	300 X SAUSAGES		420.00	
INV 71	31/12/2022	PINGELLY QUALITY MEATS	80 X SAUSAGES		105.00	
EFT9684	16/01/2023	BEST OFFICE SYSTEMS	PRINTING CHARGES	1		49.50
INV 611102	16/12/2022	BEST OFFICE SYSTEMS	PERIOD - 20/11/2022 TO 20/12/2022 MINIMUM CHARGE		49.50	
EFT9685	16/01/2023	KEITH THE MAINTENANCE MAN PTY LTD	WET HIRE OF PLANT	1		1,179.75
INV B0786	20/11/2022	KEITH THE MAINTENANCE MAN PTY LTD	DIGGER FOR DRAIN MAINTENANCE		1,179.75	
EFT9686	16/01/2023	RAC	BUSINESS WISE ASSIST	1		113.00
INV 364726	31/12/2022	RAC	PINGELLY COMMUNITY BUS		113.00	
EFT9687	16/01/2023	BROOKTON PLUMBING	ANNUAL BACKFLOW DEVICE TESTING	1		3,736.30
INV 6727	31/12/2022	BROOKTON PLUMBING	MEMORIAL PARK		180.00	
INV 6738	01/01/2023	BROOKTON PLUMBING	CARAVAN PARK, STANDPIPES AT KULYALLING & SHAROW STREET, STANDPIPES AT DEPOT		3,556.30	
EFT9688	16/01/2023	GREAT SOUTHERN WASTE DISPOSAL	WASTE AND RECYCLING COLLECTION INCLUDING SITE MANAGEMENT	1		15,611.82

INV 2276	09/12/2022	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC RUBBISH COLLECTION 26/10/2022 - 30/11/2022, RECYCLE RUBBISH COLLECTION 8 & 22 NOVEMBER 2022, REFUSE SITE MAINTENANCE LABOUR 31/10/2022 - 28/11/2022, REFUSE SITE MACHINE HOURS 31/10/2022 - 28/11/2022, BULK WASTE & RECYCLING COLLECTION 7/11/2022 10 BINS, BULK WASTE & RECYCLING COLLECTION 7 & 28 NOVEMBER 2022, REPLACEMENT BINS FOR 17 PARAGON STREET		15,611.82	
EFT9689	16/01/2023	AGAPE VENTURES PTY LTD	PRE EMPLOYMENT MEDICAL	1		165.00
INV 68905	03/01/2023	AGAPE VENTURES PTY LTD	NEW EMPLOYEE		165.00	
EFT9690	16/01/2023	CTI SECURITY SERVICES PTY LTD	ALARM MONITORING CHARGES	1		164.59
INV CINS3136376	12/12/2022	CTI SECURITY SERVICES PTY LTD	17 QUEEN STREET - 01/01/2023 TO 31/03/2023		164.59	
EFT9691	16/01/2023	WA CONTRACT RANGER SERVICES	RANGER SERVICES	1		1,933.25
INV 4392	04/12/2022	WA CONTRACT RANGER SERVICES	22 & 29 NOVEMBER & 1 DECEMBER 2022		783.75	
INV 4418	19/12/2022	WA CONTRACT RANGER SERVICES	9 & 13 DECEMBER 2022		731.50	
INV 4436	23/12/2022	WA CONTRACT RANGER SERVICES	21 DECEMBER 2022		418.00	
EFT9692	16/01/2023	MIDALIA STEEL	CHRISTMAS VILLAGE	1		674.35
INV 63957815	21/11/2022	MIDALIA STEEL	100 MM PIPE (TELESCOPING PIPE)		407.50	
INV 63967074	28/11/2022	MIDALIA STEEL	90 MM BLACK PIPE (TELESCOPING PIPE)		266.85	
EFT9693	16/01/2023	E & MJ ROSHER PTY LTD	PARTS FOR PLANT	1		935.40
INV 1449596	01/11/2022	E & MJ ROSHER PTY LTD	DECK REPAIR - KUBOTA MOWER		935.40	
EFT9694	16/01/2023	NUTRIEN AG SOLUTIONS	CONSUMABLES	1		6,072.50
INV 908063804	02/12/2022	NUTRIEN AG SOLUTIONS	DMOS 63-250MM PIPE SCRAPER		2,420.00	
INV 908079664	06/12/2022	NUTRIEN AG SOLUTIONS	1 X 8M KINCROME TAPE		22.00	
INV 908086558	07/12/2022	NUTRIEN AG SOLUTIONS	PUMP HOUSING - SPRAY UNIT		121.00	
INV 908093082	08/12/2022	NUTRIEN AG SOLUTIONS	CAM LOCK FITTINGS - BITUMEN TRAILER		97.74	
INV 908119632	14/12/2022	NUTRIEN AG SOLUTIONS	4X 90X90X90 DMOSS ELECTROFUSION 90' TEE JUNCTION - MEMORIAL PARK		308.00	
INV 908130105	15/12/2022	NUTRIEN AG SOLUTIONS	EPIP PIPE CORRUGATED HDPE		2,750.00	
INV 908160762	21/12/2022	NUTRIEN AG SOLUTIONS	2 X 45KG GAS BOTTLES - FORKLIFT		300.96	
INV 908171897	22/12/2022	NUTRIEN AG SOLUTIONS	FIXINGS FOR PLAYGROUND SHADE SAIL - MEMORIAL PARK		32.12	
INV 908180124	23/12/2022	NUTRIEN AG SOLUTIONS	FIXINGS FOR PLAYGROUND SHADE SAIL - MEMORIAL PARK		20.68	
EFT9695	16/01/2023	MCPEST PEST CONTROL	BRIDGE TERMITE INSPECTIONS	1		1,650.00

INV 1338	28/12/2022	MCPEST PEST CONTROL	VARIOUS SHIRE BRIDGES		1,650.00	
EFT9696	16/01/2023	WANDERING SMASH REPAIRS	EXCESS FOR INSURANCE CLAIM	1		300.00
INV 5425	21/11/2022	WANDERING SMASH REPAIRS	CLAIM ON MAZDA CX5		300.00	
EFT9697	16/01/2023	PINGELLY TYRE SERVICE	TYRE REPAIR	1		605.00
INV 8270	02/12/2022	PINGELLY TYRE SERVICE	1 X TYRE VULCANISED - GRADER PG7		605.00	
EFT9698	16/01/2023	WA RETICULATION SUPPLIES	SPRINKLER	1		1,314.10
INV N2549	03/01/2023	WA RETICULATION SUPPLIES	12 X HUNTER 125-04-R-SPRINKLERS - LILAC TOPS - REC GROUNDS		1,314.10	
EFT9699	16/01/2023	PINGELLY HOTEL	CATERING	1		1,911.09
INV 0058	06/01/2023	PINGELLY HOTEL	SHIRE STAFF CHRISTMAS LUNCH		1,911.09	
EFT9700	16/01/2023	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	CONSUMABLES	1		894.30
INV DC25000231	04/05/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	ADJUSTMENT - HATCHET FIBRE GLASS		-3.55	
INV DI25015119	01/11/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	HOT WATER SYSTEM RELIEF VALVE - 7A WEBB STREET		75.00	
INV DI25015212	03/11/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	COPPER PIPE AND FITTINGS - PLAYGROUP BUILDING		156.74	
INV DI25015679	17/11/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	1 X HUNTER 8 STATION CONTROLLER - RSL HALL		330.00	
INV DI25016142	30/11/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	ANCHOR FIX ADHESIVE - CEMETERY TOILETS MAINTENANCE		40.10	
INV DI25016180	01/12/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	POWER CORDS AND ADAPTORS		162.27	
INV DI25016235	02/12/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	POWER TIMERS - ADMIN BUILDING		31.32	
INV DI25016593	14/12/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	CABLE TIES - PARTY ON THE OVAL		62.32	
INV DI25016618	14/12/2022	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	ANCHOR FIX ADHESIVE - CEMETERY TOILETS MAINTENANCE		40.10	

EFT9701	16/01/2023	HOIST SALES AND HYDRAULIC REPAIRS PTY LTD	PART FOR PLANT	1		424.60
INV B1900	06/10/2022	HOIST SALES AND HYDRAULIC REPAIRS PTY LTD	1 X HOIST CONTROL VALVE - MITSUBISHI TIP TRUCK PT13		748.00	
INV C0272	21/10/2022	HOIST SALES AND HYDRAULIC REPAIRS PTY LTD	ADJUSTMENT GOODS NOT REQUIRED		-323.40	
EFT9702	16/01/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS	1		202.35
INV BSLDEC22	31/12/2022	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	DECEMBER 2022		202.35	
EFT9703	16/01/2023	ELDERS RURAL SERVICES	MINOR PLANT	1		22.25
INV I111119	14/12/2022	ELDERS RURAL SERVICES	DRILL - INSTALLATION OF ELECTRONIC SIGN		22.25	
EFT9704	16/01/2023	EDGE PLANNING & PROPERTY	PLANNING SERVICES	1		1,036.75
INV 2200	06/01/2023	EDGE PLANNING & PROPERTY	DECEMBER 2022, 7.25 HOURS		1,036.75	
EFT9705	16/01/2023	REGIONAL FIRE & SAFETY	FIRE EXTINGUISHER SERVICE	1		167.20
INV 1551	29/11/2022	REGIONAL FIRE & SAFETY	EMERGENCY EXIT LIGHTS TEST - ADMINISTRATION OFFICE		158.40	
INV 1553	29/11/2022	REGIONAL FIRE & SAFETY	RSL HALL		8.80	
EFT9706	16/01/2023	AUTOPRO NORTHAM	PARTS FOR PLANT	1		79.11
INV 1029122	09/11/2022	AUTOPRO NORTHAM	2 X BELTS - MITSUBISHI TRITON - PC22		79.11	
EFT9707	16/01/2023	UNIFORMS AT WORK	STAFF UNIFORM	1		104.80
INV 8350	23/12/2022	UNIFORMS AT WORK	STAFF UNIFORM		104.80	
EFT9708	16/01/2023	PREMIUM PUBLISHERS	AGO PLANNER - HALF PAGE AD	1		2,024.00
INV 4405	28/11/2022	PREMIUM PUBLISHERS	2023 ROAD TRIP HOLIDAY PLANNER SHIRE PARTICIPATION		2,024.00	
EFT9709	16/01/2023	WILLIAMS COMMUNITY NEWSPAPER	ADVERTISING	1		120.00
INV 2887	02/01/2023	WILLIAMS COMMUNITY NEWSPAPER	2 X COLOUR HALF PAGE ADS - PINGELLY CHRISTMAS VILLAGE		120.00	
EFT9710	16/01/2023	MADISON TAPLEY	LIVE ENTERTAINMENT	1		429.00
INV 1387	22/12/2022	MADISON TAPLEY	3 HOURS OF MUSIC - PRACC		429.00	
EFT9711	16/01/2023	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE	1		71.80
INV 380604	20/12/2022	LANDGATE	SCHEDULE NO: G2022/6		71.80	

EFT9712	16/01/2023	PINGELLY COMMUNITY CRAFT CENTRE	CARAVAN PARK TAKINGS COMMISSION	1		318.46
INV 131	04/01/2023	PINGELLY COMMUNITY CRAFT CENTRE	DECEMBER 2022		318.46	
EFT9713	25/01/2023	TELSTRA	TELSTRA MOBILE CHARGES	1		400.79
INV 990000002568	12/01/2023	TELSTRA	11/01/2023 TO 10/02/2023		400.79	
EFT9714	25/01/2023	SHERIDAN'S FOR BADGES	AUSTRALIA DAY 2023 AWARDS	1		614.68
INV 1210	13/01/2023	SHERIDAN'S FOR BADGES	4 BADGES FOR YOUTH OF THE YEAR, CITIZEN OF THE YEAR, SENIOR OF THE YEAR AND VOLUNTEER OF THE YEAR FOR 22/23/24. INCLUDES \$18.00 FREIGHT		614.68	
EFT9715	25/01/2023	HERSEY'S SAFETY PTY LTD	STAFF PPE / UNIFORM	1		42.35
INV 1659	12/01/2023	HERSEY'S SAFETY PTY LTD	PPE		42.35	
EFT9716	25/01/2023	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	1		559.29
INV 25648	10/01/2023	SULLIVAN LOGISTICS PTY LTD	22/12/2022 FROM GENTRONICS, 21/12/2022 FROM MCINTOSH AND SON, 20/12/2022 FROM MATILDA AUTO		128.77	
INV 26212	13/01/2023	SULLIVAN LOGISTICS PTY LTD	03/01/2022 FROM ITR PACIFIC		430.52	
EFT9718	25/01/2023	CONSTRUCTION TRAINING FUND	BCITF	1		86.90
INV 166259-S7Y3G9	10/01/2023	CONSTRUCTION TRAINING FUND	COLLECTIONS FOR PERMIT NUMBER 5.22/23 2474 BULLARING ROAD		86.90	
EFT9719	25/01/2023	AUSTRALIA POST	GENERAL & RATES POSTAGE	1		302.13
INV 1012100637	03/01/2023	AUSTRALIA POST	DECEMBER 2022		302.13	
EFT9720	25/01/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD CHARGES	1		1,221.86
INV 31122022	31/12/2022	GREAT SOUTHERN FUEL SUPPLIES	0PN, PN01, PN761, PN523, BUSH FIRE TRUCK B, SMALL PLANT DECEMBER 2022		1,221.86	
EFT9721	25/01/2023	SECURITY & KEY DISTRIBUTORS	BI LOCK PADLOCKS AND KEYS	1		623.10
INV 92665	09/01/2023	SECURITY & KEY DISTRIBUTORS	SKD8345SS25 BI LOCK 83/45 PADLOCK COMPLETE (25MM SHACKLE) 349-GMK , 349-DWS 349-SPM , , SKD8345SS25 B LOCK 83/45 PADLOCK COMPLETE (25MM SHACKLE) 349-GMK , 349-DWS 349-SPM 349-SPM1, , BI LOCK CUT KEYS - 102 349-GMK, POSTAGE		623.10	
EFT9722	25/01/2023	B.W. JAMES TRANSPORT PTY LTD	FREIGHT CHARGES	1		62.48
INV 23738	05/01/2023	B.W. JAMES TRANSPORT PTY LTD	CLEANING PRODUCTS		62.48	
EFT9723	25/01/2023	OFFICEWORKS LTD	STATIONERY	1		408.94
INV 604992995	06/01/2023	OFFICEWORKS LTD	VARIOUS STATIONERY ITEMS		242.75	
INV 605008894	06/01/2023	OFFICEWORKS LTD	VARIOUS STATIONERY ITEMS		34.94	
INV 605014468	06/01/2023	OFFICEWORKS LTD	VARIOUS STATIONERY ITEMS		131.25	
EFT9724	25/01/2023	MCINTOSH & SON WA	PART FOR PLANT	1		604.54

INV 40840	20/12/2022	MCINTOSH & SON WA	1 X BUCKET SEGMENT - CASE LOADER PN430		604.54	
EFT9725	25/01/2023	GREAT SOUTHERN WASTE DISPOSAL	WASTE AND RECYCLING COLLECTION INCLUDING SITE MANAGEMENT	1		13,835.90
INV 2309	03/01/2023	GREAT SOUTHERN WASTE DISPOSAL	DOMESTIC REFUSE COLLECTION 30/11/2022 - 28/12/2022, RECYCLE REFUSE COLLECTION 6 & 20 DECEMBER 2022, REFUSE SITE MAINTENANCE 28/11/2022 - 26/12/2022, MACHINE HOURS 28/11/2022 - 26/12/2022, BULK WASTE COLLECTION 19/12/2022		13,835.90	
EFT9726	25/01/2023	NUTRIEN AG SOLUTIONS	PARTS FOR MAINTENANCE	1		96.80
INV 908180125	23/12/2022	NUTRIEN AG SOLUTIONS	DMSS ELBOW COMPRESSION - EFFLUENT POND MAINTENANCE		96.80	
EFT9727	25/01/2023	I SWEEP TOWN & COUNTRY	SHIRE ROAD SWEEPING	1		2,849.00
INV 2668	10/01/2023	I SWEEP TOWN & COUNTRY	6/12/2022		2,849.00	
EFT9728	25/01/2023	JAMIESON ENGINE ENGINEERING	PART FOR PLANT	1		119.60
INV 105093	09/01/2023	JAMIESON ENGINE ENGINEERING	FACE EXHAUST MANIFOLD - CAT GRADER PG7		119.60	
EFT9729	25/01/2023	PINGELLY HOTEL	CATERING	1		1,492.86
INV 0060	13/01/2023	PINGELLY HOTEL	APPRECIATION CELEBRATION - CHRISTMAS VILLAGE		1,492.86	
EFT9730	25/01/2023	ITR PACIFIC PTY LTD	PARTS FOR PLANT	1		2,178.00
INV 562568	03/01/2023	ITR PACIFIC PTY LTD	10 X 6FT X 6 X5/8 GRADER BLADES		2,178.00	
EFT9731	25/01/2023	PINGELLY IGA EXPRESS	ASSORTED SUPPLIES AND REFRESHMENTS	1		151.22
INV 03/7952	01/10/2022	PINGELLY IGA EXPRESS	10/10/2022 03/0075 MILK, COFFEE, 11/10/2022 03/0424 TISSUES, 18/18/2022 03/0568 MILK, 13/10/2022 03/0912 NARROGIN OBSERVER, 17/10/2022 03/2462 MILK, 18/10/2022 03/3091 COUNCIL MEETING REFRESHMENTS, 19/10/2022 03/3224 COUNCIL REFRESHMENTS, 19/10/2022 03/3224 COUNCIL REFRESHMENTS, 20/10/2022 03/3567 NARROGIN OBSERVER, 01/085/2022 03/4517 MILK, 24/10/2022 03/5257 MILK, 27/10/2022 03/6118 NARROGIN OBSERVER, 05/09/2022 03/7114 MILK, 31/10/2022 03/7823 MILK, 04/10/2022 03/7952 NARROGIN OBSERVER, 06/10/2022 NARROGIN OBSERVER, 07/10/2022 03/8889 SUGAR, COFFEE, MILK, 19/10/2022 03/3398 MILK		151.22	
EFT9732	25/01/2023	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		546.05
INV 0483	11/12/2022	TOLL TRANSPORT PTY LTD	25/11/2022 FROM INTERFIRE, 25/11/2022 FROM HERSEY'S SAFETY, 28/11/2022 FROM INTERFIRE		494.37	
INV 0484	18/12/2022	TOLL TRANSPORT PTY LTD	02/12/2022 FROM INTERFIRE, 12/12/2022 TO WATER EXAMINERS		35.99	
INV 0485	01/01/2023	TOLL TRANSPORT PTY LTD	19/12/2022 FROM HERSEY'S SAFETY		15.69	
EFT9733	25/01/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL COLLECTIONS	1		56.65
INV BSLFEB22.1	17/01/2023	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	FEBRUARY 2022		56.65	

EFT9734	25/01/2023	ANDREW DOVER	REIMBURSEMENT	1		696.97
INV 20122022	20/12/2022	ANDREW DOVER	ITEMS FOR CHRISTMAS VILLAGE		696.97	
EFT9735	25/01/2023	INTERFIRE AGENCIES	FIRE FIGHTING	1		18,842.88
INV 12385	15/11/2022	INTERFIRE AGENCIES	PPE		11,367.00	
INV 12441	18/11/2022	INTERFIRE AGENCIES	PPE		4,045.91	
INV 12467	21/11/2022	INTERFIRE AGENCIES	PPE		2,398.31	
INV 12482	21/11/2022	INTERFIRE AGENCIES	PPE		1,031.66	
EFT9736	25/01/2023	3E ADVANTAGE PTY LTD	RICOH IMC6000LT COLOUR PHOTOCOPIER LEASE	1		367.40
INV 81745-H6C2Z7	24/12/2022	3E ADVANTAGE PTY LTD	MONTHLY PAYMENT - 04/01/2023 TO 04/02/2023		367.40	
EFT9737	25/01/2023	WHEATBELT MINERALS PTY LTD	RATES REFUND	1		204.17
INV A24115	24/01/2023	WHEATBELT MINERALS PTY LTD	ASSESSMENT A24115 E70/05598 MINING TENEMENT PINGELLY WA 6308		187.89	
INV A24147	24/01/2023	WHEATBELT MINERALS PTY LTD	ASSESSMENT A24147 E70/05800 MINING TENEMENT PINGELLY WA 6308		16.28	
TOTAL EFT						297,959.43
CHEQUE NUMBER	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
24917	06/01/2023	SHIRE OF PINGELLY	VEHICLE REGISTRATION RENEWAL	1		24.85
INV PN30312023	13/12/2022	SHIRE OF PINGELLY	12 MONTH RENEWAL - PBF3		24.85	
24918	06/01/2023	SYNERGY	SHIRE STREETLIGHT CHARGES	1		3,203.42
INV 2029698183	02/12/2022	SYNERGY	198 LIGHTS - 25/10/2022 TO 24/11/2022		3,203.42	
24919	16/01/2023	SYNERGY	SHIRE STREETLIGHT CHARGES	1		3,096.19
INV 2021729668	03/01/2023	SYNERGY	198 LIGHTS - 25/11/2022 TO 24/12/2022		3,096.19	
24920	25/01/2023	SHIRE OF PINGELLY	VEHICLE REGISTRATION RENEWAL	1		315.25
INV PN662023	06/01/2023	SHIRE OF PINGELLY	RENEWED UP TO 31/10/2023 PN66		315.25	
24921	25/01/2023	WATER CORPORATION	WATER ACCOUNT CHARGES	1		17,023.08
INV WAT - NOV 22 TO	12/01/2023	WATER CORPORATION	VARIOUS SHIRE PROPERTIES		15,618.13	
INV WAT - NOV 22 TO	12/01/2023	WATER CORPORATION	VARIOUS SHIRE PROPERTIES		1,404.95	

24922	25/01/2023	SYNERGY	SYNERGY ACCOUNT CHARGES	1		11,797.13
INV SYN - NOV TO JAN	20/01/2023	SYNERGY	VARIOUS SHIRE PROPERTIES		10,946.63	
INV SYN - NOV TO JAN	20/01/2023	SYNERGY	VARIOUS SHIRE PROPERTIES		850.50	
TOTAL CHEQUE						35,459.92
PAYROLL	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT9633	06/01/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		791.04
EFT9676	06/01/2023	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		205.00
EFT9717	25/01/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		470.53
EFT9738	25/01/2023	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		102.50
DD13460.1	03/01/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		6,443.10
DD13460.2	03/01/2023	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		521.50
DD13460.3	03/01/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		618.17
DD13460.4	03/01/2023	MLC	SUPERANNUATION CONTRIBUTIONS	1		693.84
DD13460.5	03/01/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		502.33
DD13460.6	03/01/2023	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		564.02
DD13460.7	03/01/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		94.13
DD13480.1	17/01/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		6,931.77
DD13480.2	17/01/2023	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		515.33
DD13480.3	17/01/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		599.22
DD13480.4	17/01/2023	MLC	SUPERANNUATION CONTRIBUTIONS	1		693.84
DD13480.5	17/01/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		293.60

DD13480.6	17/01/2023	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		1,626.28
DD13480.7	17/01/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		79.94
DD13493.1	31/01/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		6,924.87
DD13493.2	31/01/2023	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	1		515.33
DD13493.3	31/01/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		604.10
DD13493.4	31/01/2023	MLC	SUPERANNUATION CONTRIBUTIONS	1		693.84
DD13493.5	31/01/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		243.24
DD13493.6	31/01/2023	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		584.60
DD13493.7	31/01/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		77.36
TOTAL PAYROLL						31,389.48
DIRECT DEBIT	DATE	CREDITOR	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD13473.1	16/01/2023	BENDIGO BANK CREDIT CARDS	CEO CREDIT CARD RECONCILIATION	1		1,602.69
INV 14012023	14/01/2023	BENDIGO BANK CREDIT CARDS	02/12/2022 BUNNINGS CANNINGTON - LIGHTS FOR CHRISTMAS VILLAGE \$238.00 02/12/2022 BUNNINGS ARMADALE - ITEMS FOR CHRISTMAS VILLAGE \$340.36 03/12/2022 BUNNINGS MIDLAND - ITEMS FOR CHRISTMAS VILLAGE \$321.32 04/12/2022 PINGELLY COMMUNITY CRAFT CENTRE - RIBBON FOR CHRISTMAS VILLAGE \$5.00 14/12/2022 FACEBOOK - ADVERTISING RECRUITMENT & CHRISTMAS VILLAGE - \$259.51 14/12/2022 SEEK - ADVERTISING RECRUITMENT \$434.50 30/12/2022 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	1,602.69	
DD13474.1	16/01/2023	BENDIGO BANK CREDIT CARDS	EMCS CREDIT CARD TRANSACTIONS	1		1,066.41
INV 14012023	14/01/2023	BENDIGO BANK CREDIT CARDS	15/12/2022 PINGELLY IGA - CHRISTMAS LIGHTS PRIZE GIFT CARD \$100.00 15/12/2022 PINGELLY IGA - CHRISTMAS LIGHTS PRIZE GIFT CARD \$250.00 15/12/2022 PINGELLY IGA - CHRISTMAS LIGHTS PRIZE GIFT CARD \$250.00 15/12/2022 PINGELLY IGA - CHRISTMAS LIGHTS PRIZE GIFT CARD \$150.00 15/12/2022 PINGELLY IGA - CHRISTMAS LIGHTS PRIZE GIFT CARD \$100.00 15/12/2022 PINGELLY IGA - CHRISTMAS LIGHTS PRIZE GIFT CARD \$150.00 28/12/2022 PUMA ENERGY KARRAGULLEN - FUEL FOR EMCS CAR \$62.41 30/12/2022 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	1,066.41	
DD13475.1	16/01/2023	BENDIGO BANK CREDIT CARDS	EMW CREDIT CARD RECONCILIATION	1		251.50
INV 14012023	14/01/2023	BENDIGO BANK CREDIT CARDS	01/12/2022 FACEBOOK - ADVERTISING CHRISTMAS VILLAGE \$247.50 30/12/2022 BENDIGO BANK - CREDIT CARD FEE \$4.00	1	251.50	
TOTAL DD						2,920.60

GRAND TOTAL		367,729.43
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16. DIRECTORATE OF WORKS

16.1 Proposed Additional Outbuilding Area

File Reference:	A23834
Location:	Lot 336 – 23 Raglan Street
Applicant:	Craig Thomas
Author:	Administration Officer Technical
Disclosure of Interest:	Nil
Attachments:	Attachment Number
Previous Reference:	Nil

Summary

Council to consider an application for an additional outbuilding area to extending existing shed at Lot 336 – 23 Raglan Street, Pingelly.

Background

An application for development consent for proposed additional outbuilding area to extend an existing shed by an area of 90m² at Lot 336 – 23 Raglan Street. The existing shed on the property has an area of 75m² and the total proposed area will be 165m².

This application is required to be referred to Council as the extra outbuilding area will increase the existing outbuilding area bringing it over the requirements of 75m² for the residential zoning of R10/R20, as referenced in the Shire of Pingelly's Policy 13.2 Outbuilding.

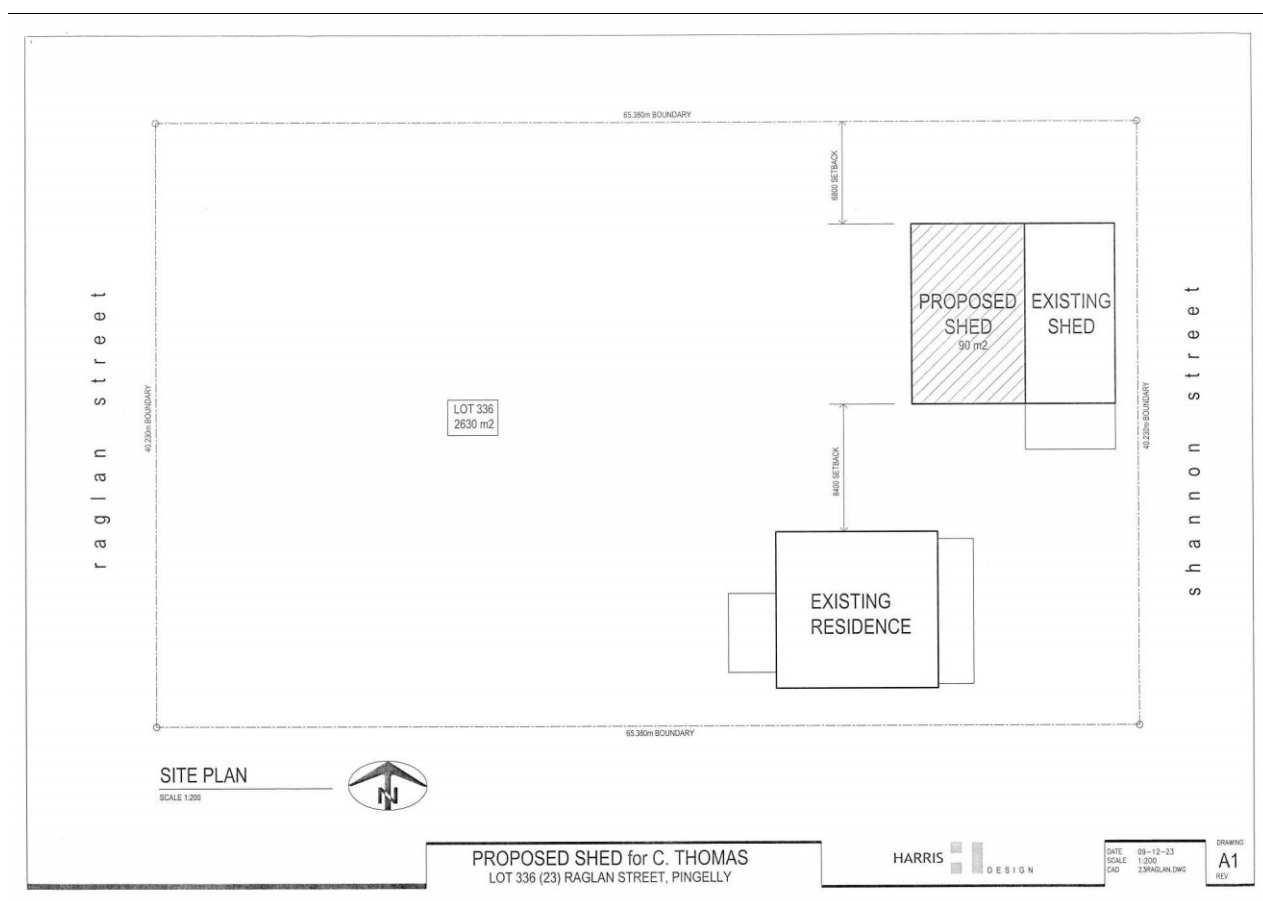
Comment

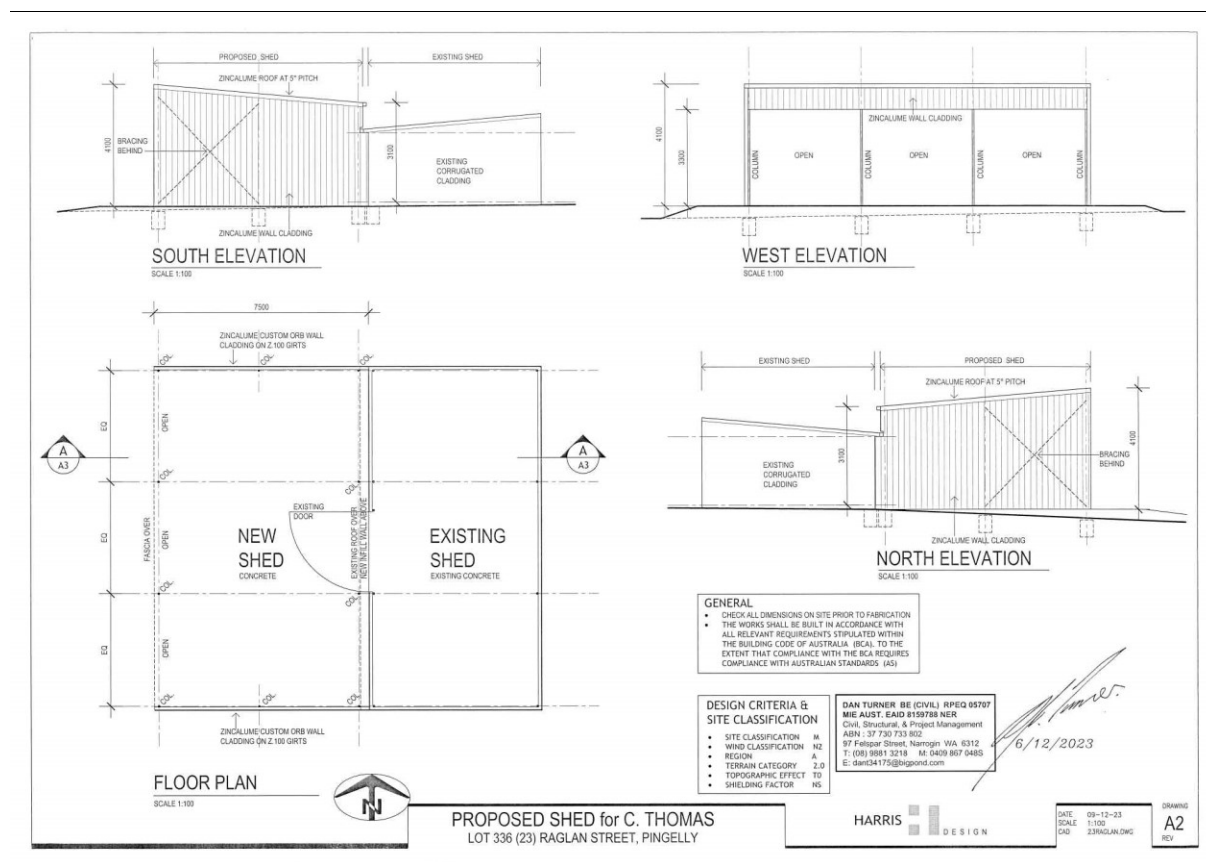
The shed is proposed to be located at Lot 336 – 23 Raglan Street, Pingelly, which is zoned residential with an R10/R20 code and a total lot area of 2630m². The shed will be constructed in zincalume materials and be located in the northeastern portion of the property boundary setback 6.8m from the northern boundary and 50m setback from Raglan Street.

The proposed additional outbuilding area will be attached to the existing shed which is setback approximately 1.5m from the Shannon Street boundary. There will be a door internally connecting the two sheds.

The shed extension will create a total area of 165m² with a skillion roof a wall height ranging from 3.1m – 4.1m The shed extension will be used for the parking of vehicles.

There will be no over shadowing issues with neighbouring properties because of the area size of Lot 336 - 23 Raglan Street with the setback from Raglan Street being 50m and the extension is to the west of the existing shed with Shannon Street on the eastern side.





Consultation
 Nil

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

Development approvals are a regulatory requirement and responsibility for the Shire of Pingelly.

Risk Framework

Risk:	The key risk arises from the failure to consult with neighbouring properties resulting in complaints.		
Consequence Theme:	Reputational	Impact:	Minor
Consequence:	Low impact, a small number of complaints.		
Likelihood Rating:	Unlikely	Risk Matrix:	Low (4)
Action Plan:	Risk is acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.		

Voting Requirements:

Simple majority

Officer's Recommendation and Council Decision:

13395 Moved: Cr Cheney Seconded: Cr Narducci

That Council grant planning approval for the proposed shed extension to be used for parking of vehicles at Lot 336 – 23 Raglan Street, Pingelly. This shed to be used ancillary to dwelling and not for commercial or habitable purposes.

CARRIED 5/0

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

Against: Nil

Councillor comments in support of the motion:

Nil

Councillor comments in opposing the motion:

Nil

16.2 Proposed Additional Outbuilding

File Reference: A11611
Location: Lot 11 – 25 Pingelly Heights
Applicant: Clive & Susan Brooks
Author: Administration Officer Technical
Disclosure of Interest: Nil
Attachments: Attachment Number
Previous Reference: Nil

Summary

Council to consider an application for an additional outbuilding at Lot 11 – 25 Pingelly Heights, Pingelly.

Background

An application for development consent for a proposed additional outbuilding at Lot 11 – 25 Pingelly Heights. There are existing outbuildings on the property with a total 146m² in area and the additional shed will be 190m² in area bringing the total proposed outbuilding area to 336m².

This application is required to be referred to Council as the extra outbuilding area will increase the existing outbuilding area bringing it over the requirements of 75m² for the rural residential zoning of R Code below R/10 the rural residential zone of the Shire and on farming zoned lots which have an area of 2ha or less, as referenced in the Shire of Pingelly's Policy 13.2 Outbuildings.

Comment

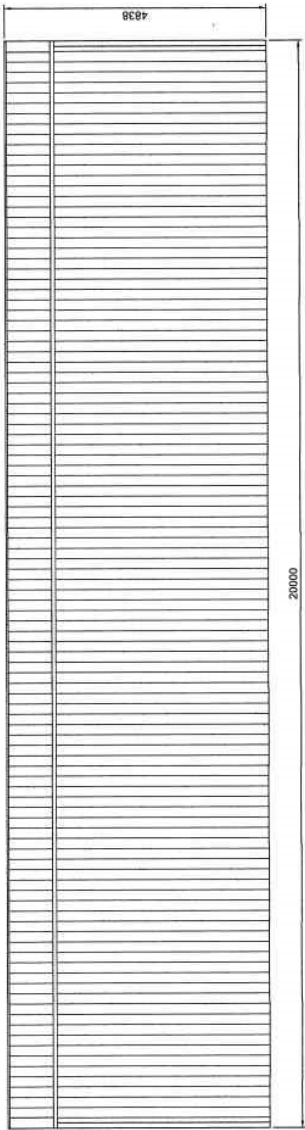
The shed is proposed to be located at Lot 11 – 25 Pingelly Heights, which is zoned rural residential with a total lot area of 19292m². The shed will be constructed in colorbond materials and be located in the western portion of the property boundary setback 6.8m from the western boundary and 10m setback from southern boundary and a distance of 1m from existing buildings.

The existing sheds were previously purpose built for the Observatory and has limited use with only sliding glass doors and personal access doors and gives no access for vehicles or suitable height for the applicants bus and other personal machinery.

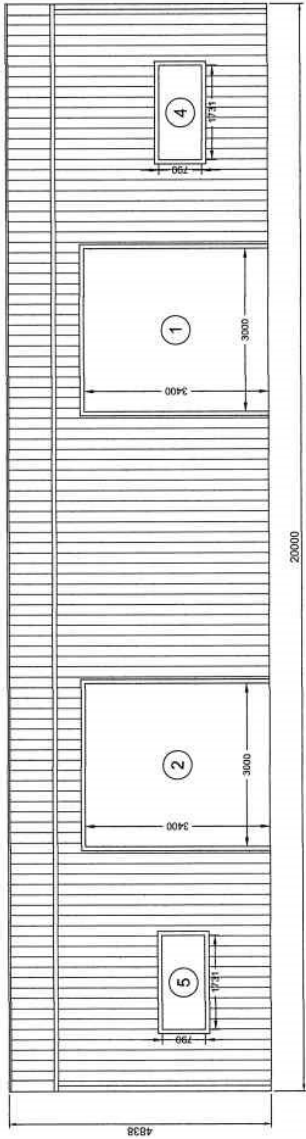
The wall height of the proposed shed will be 4m with a gable height of 4.838m and a total area of 190m². There will be no overshadowing on neighbouring properties due to the size of the lot and the setbacks from boundaries.





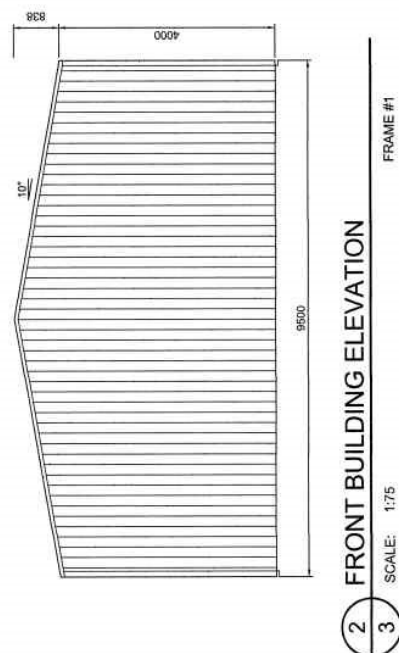
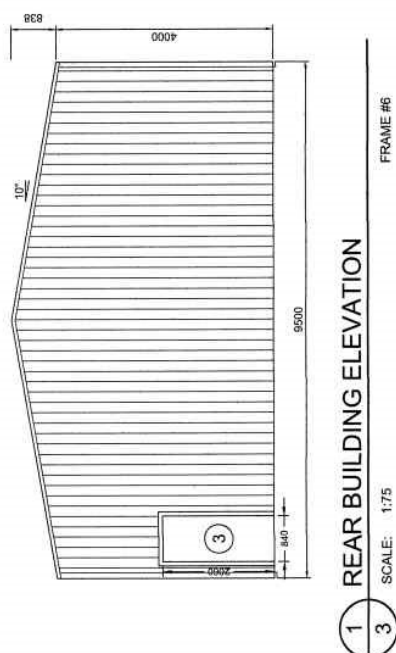


2 SIDEWALL B BUILDING ELEVATION
SCALE: 1:75



1 SIDEWALL A BUILDING ELEVATION
SCALE: 1:75

REV	DATE	DESCRIPTION		Customer Name: Clive Brooks Site Address: 25 Pingelly Heights Pingelly, WA, 6308	DATE 17-04-2023 JOB NO. EALB923025 SHEET 2 of 12
A	17-04-2023				
COLD FORMED BUILDINGS ACT BUILDING SYSTEMS			Grant J Wood Registered Professional Engineer (Civil) - WA, 14581 Registered Professional Engineer (Structural) - WA, 14581 Registered Professional Engineer (Mechanical) - WA, 14581		



REV	DATE	DESCRIPTION
A	17-04-2023	-

Customer Name: Clive Brooks

Site Address: 25 Pingley Heights

Pingley,

WA 6308

DATE 17-04-2023

JOB NO. EAL8923025

SHEET 3 of 12

Signed **Grant J Wood**

Registered Professional Engineer (No. 1245800)

Registered Professional Engineer (No. 1245800)

Date: 17-04-2023

Grant J Wood (Business Office) (No. 9950)

Registered Professional Engineer (No. 1245800)

Registered Professional Engineer (No. 1245800)

COLD FORMED BUILDINGS

NO. 1245800

COLD FORMED BUILDINGS

CH2D ENGINEERING

admin@ch2dengineering.com.au

Consultation

Nil

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:

- 4.2 In any residential zone with an R code below R10, the rural residential zone of the Shire and on farming zoned lots which have an area of 2ha or less
 - a. Non-masonry zincalume construction, where the total zincalume outbuilding area does not exceed 75m² and the total outbuilding area does not exceed 200m², or
 - b. Non-masonry colorbond construction, where the total colorbond outbuilding area does not exceed 150m² and the total outbuilding area does not exceed 200m².
 - c. 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 200m²,
 - d. Wall height of any outbuilding not to exceed 4m. In the case of a gable roof construction, the maximum building height is not to exceed 5m;
 - e. No planning consent or building licence approval will be granted or issued, for any outbuildings on a residential or rural residential zoned lot where a building licence has not been issued for a residence and / or where an outbuilding is not located at least 4m from any boundary of the lot;
 - f. The applicant providing the Shire with a written undertaking that the outbuilding constructed, will only be used for purposes 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.
- 4.4 Distance from boundaries in any residential zone with an R code below R10 and the rural residential zone of the Shire and on farming zoned lots which have an area of 2 hectares or less

- a. Detached outbuildings - To be at the rear or the residence on-site, at least 1.8m clear of the residence, leach drains and septic tanks. All boundary setbacks to be as laid down in the Shire of Pingelly's operative Local Planning Scheme.
- b. On corner lots - The setback to the minor street to be the same as the frontage setback laid down in the Shire of Pingelly's operative Local Planning Scheme.
- c. Garden sheds - Under this policy, Council will without the need for planning consent or building permit approval, permit the erection of one only garden shed per lot which has a maximum area of up to 10m². The garden shed is to be located on the lot in a position and in a manner agreed to in writing by the Shire's Building Surveyor and such shed is in addition to any other shed permitted under this "Policy".

Financial Implications

There are no known financial implications.

Strategic Implications

Development approvals are a regulatory requirement and responsibility for the Shire of Pingelly.

Risk Framework

Risk:	The key risk arises from the failure to consult with neighbouring properties resulting in complaints.		
Consequence Theme:	Reputational	Impact:	Minor
Consequence:	Low impact, a small number of complaints.		
Likelihood Rating:	Unlikely	Risk Matrix:	Low (4)
Action Plan:	Risk is acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.		

Voting Requirements:

Simple majority

Officer's Recommendation and Council Decision:

13396 Moved: Cr Hotham Seconded: Cr Cheney

That Council grant planning approval for the proposed shed to be used for parking of vehicles at Lot 11 – 25 Pingelly Heights, Pingelly. This shed to be used ancillary to the dwelling and not for commercial or habitable purposes.

CARRIED 5/0

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

Councillor comments in support of the motion:

Nil

Councillor comments in opposing the motion:

Nil

17. ELECTED MEMBERS MOTIONS WITH PREVIOUS NOTICE

Nil

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

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

19. CONFIDENTIAL ITEMS

Recommendation and Council Decision:

13397 Moved: Cr Narducci Seconded: Cr Hotham

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

CARRIED 5/0

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

Against: Nil

19.1 Confidential Item– 2023/24 Community & Events Grant Scheme Round 2

Voting Requirements:

Simple Majority

Officer's Recommendation and Council Decision:

13398 Moved: Cr Narducci Seconded: Cr Wood

That Council:

- 1. Approve the Community & Events Grant Scheme Application from Wheatbelt Contact Services for \$5,000 and advise the applicant of this decision.**
- 2. Approve the Community & Events Grant Scheme Application from the Pingelly Museum and Historical Group for \$1249.92 and advise the applicant of this decision.**
- 3. Funds the 'Mosaic' software training for 5 volunteers from the Pingelly Museum and Historical Group for \$2,310. This will enable the volunteers to maintain correct records of the Shire of Pingelly's Historical collection, in accordance with the Pingelly Museum Management policy.**

CARRIED 5/0

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

Against: Nil

Recommendation and Council Decision:

13399 Moved: Cr Hotham Seconded: Cr Cheney

That the meeting be re-opened to the public.

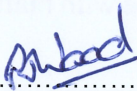
CARRIED 5/0

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

20. CLOSURE OF MEETING

The Chairman declared the meeting closed at 3.26pm.

These minutes were confirmed by Council at the
Ordinary Council Meeting held on 20 March 2024

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