



SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL Agenda 21 October 2025

Dear Elected Member

The next Ordinary Meeting of Council of the Shire of Woodanilling will be held on 21 October 2025 in the Council Chambers, 3316 Robinson Road, Woodanilling commencing at 4.00p.m.

ANIKA SERER
CHIEF EXECUTIVE OFFICER

Disclaimer

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Woodanilling warns that anyone who has an application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Woodanilling for any act, omission or statement or intimation occurring during a Council Meeting.

Agendas and Minutes are available on the Shire website www.woodanilling.wa.gov.au

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ORDINARY MEETING OF COUNCIL AGENDA

1. OFFICIAL OPENING

The Chief Executive Officer as the Presiding Member to open the meeting at 4.00pm.

2. DECLARATION OF PURPOSE OF MEETING

The purpose of this meeting is to

- Swearing in of new Councillors.
- The election and swearing in the Shire President.
- The election and swearing in the Deputy Shire.
- Allocation of Councillors seating arrangements.

3. SWEARING IN OF COUNCILLORS

In accordance with the *Local Government Act 1995*, s2.29(1) a person elected as a Councillor has to make a declaration before acting in office.

Regulation 13 of the *Local Government (Constitution) Regulation 1998* prescribes the form of declaration. This is contained in Form 7 of those regulations and is to be made before a person authorised to take statutory declarations under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

The declaration as follows:

I, _____ of _____
having been elected to the office of councillor of the Shire of Woodanilling declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the code of conduct adopted by the Shire of Woodanilling under section 5.104 of the *Local Government Act 1995*.

4. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Cr R Marshall
Cr I Garstone
Cr K Stephens

Officers:

Anika Serer	Chief Executive Officer
Ciara Whitmore	Customer Service Officer

Leave of Absence:

Nil

Apologies:

Nil

Observers:

Nil

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

5.1. DISCLOSURE OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A

5.2. DISCLOSURE OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B

6. ELECTION OF SHIRE PRESIDENT AND DEPUTY SHIRE PRESIDENT

6.1. ELECTION OF SHIRE PRESIDENT

The Chief Executive Officer will call for nominations for the office of the Shire President.

The Shire President is to be elected by the Council from amongst the Councillors.

Nominations for the position of Shire President are to be made in writing before the meeting, or during the meeting prior to the close of nominations. If a Councillor is nominated by another Councillor, the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, verbally or in writing, that he or she is willing to be nominated.

At the time of the agenda preparation, no nominations for Shire President were received.

Council members are to vote on the matter by secret ballots as if they were voting at an election. The Chief Executive Officer is to declare the result and the elected Shire President is to make a declaration pursuant to Regulation 13 (3) of the *Local Government (Constitution) Regulations 1998*.

NOMINATIONS

_____ nomination/s were received for the position of Shire President and was received in writing by the Chief Executive Officer. The Chief Executive Officer called for further nominations and allowed sufficient time for further nominations. _____ nominations were received at the meeting.

The Chief Executive Officer declared Councillor _____ duly elected as the Shire President of the Shire of Woodanilling, term expiry October 2027.

Councillor _____ made the following declaration of officer before Mr Ray Baxter, Justice of the Peace, who is approved witness to accept a statutory declaration.

OATHS, AFFIRMATIONS AND DECLARATIONS

In pursuant to the Local Government Act 1995, section 2.29(2). A person elected by the council as mayor, president, deputy mayor or deputy president has to make a declaration in the prescribed form before acting in the office.

I, _____ of _____ having been elected to the office of President of the Shire of Woodanilling declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the code of conduct adopted by the Shire of Woodanilling under section 5.104 of the Local Government Act 1995.

The Chief Executive Officer to hand the meeting over to the newly elected Shire President.

6.2. ELECTION OF DEPUTY SHIRE PRESIDENT

The Shire President will call for nominations for the office of the Deputy Shire President.

The Deputy Shire President is to be elected by the Council (including the Shire President) from amongst the Councillors.

Nominations for the position of Deputy Shire President are to be made in writing before the meeting, or during the meeting prior to the close of nominations. If a Councillor is nominated by another Councillor, the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, verbally or in writing, that he or she is willing to be nominated.

At the time of the agenda preparation, no nominations for Deputy Shire President were received.

Council members are to vote on the matter by secret ballots as if they were voting at an election. The Chief Executive Officer is to declare the result and the elected Deputy Shire President is to make a declaration pursuant to Regulation 13 (3) of the *Local Government (Constitution) Regulations 1998*.

NOMINATIONS

_____ nomination/s were received for the position of Deputy Shire President and was received in writing by the Chief Executive Officer. The Chief Executive Officer called for further nominations and allowed sufficient time for further nominations. _____ nominations were received at the meeting.

The Chief Executive Officer declared Councillor _____ duly elected as the Deputy Shire President of the Shire of Woodanilling, term expiry October 2027.

Councillor _____ made the following declaration of officer before Mr Ray Baxter, Justice of the Peace, who is approved witness to accept a statutory declaration.

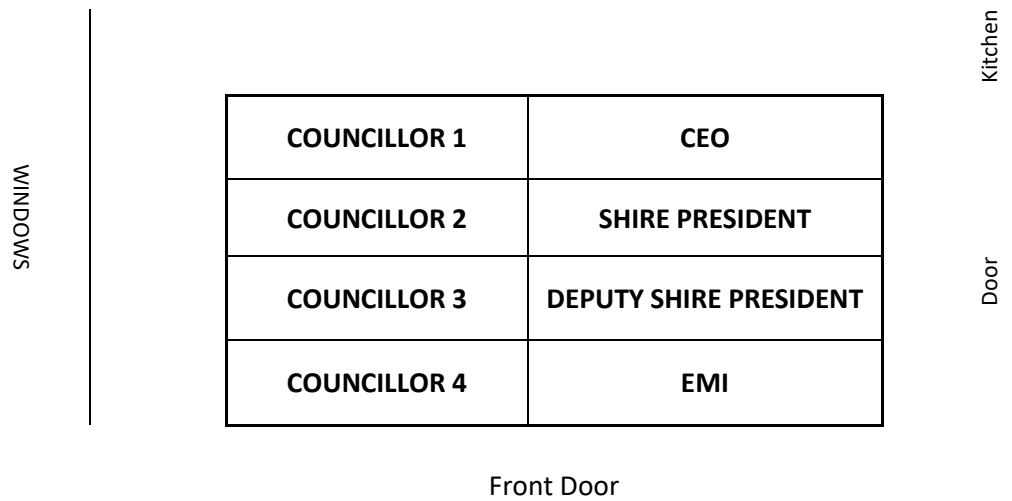
OATHS, AFFIRMATIONS AND DECLARATIONS

In pursuant to the Local Government Act 1995, section 2.29(2). A person elected by the council as mayor, president, deputy mayor or deputy president has to make a declaration in the prescribed form before acting in the office.

I, _____ of _____ having been elected to the office of Deputy President of the Shire of Woodanilling declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the code of conduct adopted by the Shire of Woodanilling under section 5.104 of the Local Government Act 1995.

6.3. ALLOCATION OF SEATING ARRANGEMENT

Seating Positions in Council Chambers



7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

8. PUBLIC QUESTION TIME

Nil.

9. PETITIONS / DEPUTATIONS / PRESENTATIONS

9.1. PRESENTATION – BEYOND NOW WOODANILLING ASSOCIATION

Presentation by the Beyond Now Woodanilling Association on the establishment of the group, its objectives, and vision.

10. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

11. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION

Nil.

12. CONFIRMATION OF COUNCIL MEETING MINUTES:

12.1. ORDINARY MEETING OF COUNCIL HELD 16 SEPTEMBER 2025

That the Minutes of the Ordinary Meeting of Council held 16 September 2025 be confirmed as a true and correct record of proceedings without amendment.

13. CONFIRMATION OF OTHER MEETING MINUTES:

13.1. GREAT SOUTHERN SPORT AND RECREATION GROUP MEETING HELD AUGUST 2025

That the Minutes of the Great Southern Sport and Recreation Group Meeting held August 2025 be received by Council.

13.2. STATE COUNCIL MEETING HELD 5 SEPTEMBER 2025

That the Minutes of the State Council Meeting held 5 September 2025 be received by Council.

13.3.LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 18 SEPTEMBER 2025

That the Minutes of the Local Emergency Management Committee Meeting held 18 September 2025 be received by Council.

13.4.WALGA ANNUAL GENERAL MEETING HELD 23 SEPTEMBER 2025

That the Minutes of the WALGA Annual General Meeting held 23 September 2025 be received by Council.

14. REPORTS OF OFFICERS

Nil.

15. REGULATORY SERVICES

15.1. PROPOSED TELECOMMUNICATIONS INFRASTRUCTURE – LOT 3964 (NO. 194) SAND PLAIN ROAD, GLENCOE

File Reference	DA70
Date of Report	3 October 2025
Responsible Officer	Anika Serer
Author of Report	Steve Thompson
Disclosure of any Interest	Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.70 of the <i>Local Government Act 1995</i>).
Voting Requirement	Simple Majority
Attachments	Attachment 15.1.1 - Location Plan Attachment 15.1.2 - Information from applicant

BRIEF SUMMARY

To consider an application for development approval to construct telecommunications infrastructure at Lot 3964 (No. 194) Sand Plain Road, Glencoe (the 'site').

BACKGROUND

The applicant, Ventia Pty Ltd, on behalf of Amplitel Pty Ltd (part of the Telstra group), seek development approval for telecommunications infrastructure (50m high lattice tower and ancillary development) to improve telecommunication services. This project is part of a Government-funded mobile blackspot program.

The site's location is outlined in Attachment 15.1.1 which is approximately 22kms directly north-east of Woodanilling. The site is on the corner of Katanning-Dumbleyung Road and Sand Plain Road. The site is 404.4216 hectares in area.

The proposed works include a 50m high lattice tower, six panel antennas on a triangular headframe, one equipment shelter not more than 3m high with a base area of not more than 7.5m² at the base of the tower and ancillary equipment. The existing fencing will be replaced with new compound security fencing and 3m wide double access gates. Access will be from Katanning-Dumbleyung Road. The tower is located approximately 43m from the Sand Plains Road property boundary, is setback approximately 23m from Katanning-Dumbleyung Road and approximately 7m from the Katanning-Dumbleyung Road property boundary.

Details submitted by the applicant are set out in Attachment 15.1.2. This provides extensive background information including the proposal, the site, Planning Assessment Report, regulatory framework and supporting plans.

The Shire administration invited comment on the Development Application for a 21 day period through placing details on the Shire website, writing to neighbours within 1km of the tower and seeking advice from the bushfire chief/local brigade. The Shire received no submissions on the Development Application.

The site is zoned 'Regional Rural' in the *Shire of Woodanilling Local Planning Scheme No. 1* (Scheme). Telecommunications infrastructure is a 'D' (discretionary) use in the Regional Rural zone. Section 3.3.2 of the Scheme states that 'D' use 'means that the use is not permitted unless the local government has exercised its discretion by granting development approval'.

The Scheme sets out the following definition:

"telecommunications infrastructure" means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network;

The Scheme sets a building setback standard of 20m from property boundaries for the Regional Rural zone. Section 4.11.7 of the Scheme states 'The development of non-rural uses in the Regional Rural Zone is required to be set well back from roads and screened from public view to the satisfaction of the Local Government.' The Scheme also includes provisions that enable variations to site and development standards including setbacks.

COMMENT

Following assessment of the application against the Scheme, relevant considerations in the *Planning and Development (Local Planning Schemes) Regulations 2015* and the submitted information, it is concluded that the Development Application for the proposed telecommunications infrastructure should be conditionally approved. The reasons for this include:

- There are no significant environmental, cultural heritage or social impacts;
- The nearest residence is approximately 1km from the telecommunication infrastructure;
- No objections were received from neighbours or other stakeholders;
- The Development Application complies with *State Planning Policy 5.2 Telecommunications Infrastructure*;
- The Development Application is considered consistent with the Scheme; and
- The required mobile telecommunication service provided by this proposed infrastructure is important to the local community and to the district.

While noting the above, some considerations with the Development Application include:

1. The proposed telecommunications infrastructure will have some localised visual impacts.
2. The applicant seeks a reduced setback of 7m from the Katanning-Dumbleyung Road property boundary compared to the Scheme's setback standard of 20m.
3. It is acknowledged that some people are concerned about the possible health effects of electromagnetic energy from mobile phone base stations. The Australian Communications and Media Authority requires all telecommunications providers to strictly adhere to Commonwealth legislation and associated regulations regarding mobile phone facilities and equipment. The submitted EME report states that the maximum calculated electromagnetic energy level from the site will be 0.30% of the public exposure limit which is substantially within the allowable limit under the standard.
4. Given the telecommunication infrastructure is proposed to be constructed in a bushfire prone area, the Shire suggests the development approval includes a condition requiring establishment and maintenance of an asset protection zone (low fuel area) around the infrastructure and to include an advice note that the infrastructure is located in a bush fire prone area.

STATUTORY/LEGAL IMPLICATIONS

Planning and Development Act 2005 and *Planning and Development (Local Planning Schemes) Regulations 2015* - the processing of the Development Application is required to comply with the requirements of the Scheme which is an operative local planning scheme under the provisions of the Act and Regulations. The planning framework is extensive relating to telecommunication facilities and this Development Application including:

- *Telecommunications Act 1997*;
- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- *State Planning Policy 2.5 Rural Planning*;
- *State Planning Policy 5.2 Telecommunications Infrastructure*;
- *Shire of Woodanilling Local Planning Scheme No. 1*; and
- The area proposed for the telecommunications infrastructure is classified as a Bush Fire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>.

POLICY IMPLICATIONS

Nil as covered by *State Planning Policy 5.2 Telecommunication Infrastructure*.

FINANCIAL IMPLICATIONS

The applicant has paid the Development Application fee.

STRATEGIC IMPLICATIONS

Enhanced communications is critical to the district.

CONSULTATION/COMMUNICATION

The Shire has undertaken consultation on the Development Application as outlined above.

RISK MANAGEMENT

Should Council not proceed on the officer's recommendation, there is a risk to the Shire's reputation should it be seen as not supporting actions agreed to by the Alliance of Central Great Southern Councils. Therefore, it is assessed that the risk is "Low" as reflected below.

Consequence	Insignificant	Minor	Moderate	Major	Extreme
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council pursuant to Clause 68(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* in Schedule 2 and Part 9, and the *Shire of Woodanilling Local Planning Scheme No. 1*, grant development approval for telecommunication infrastructure (50m high lattice tower and ancillary development) at Lot 3964 on Deposited Plan 113659 (No. 194) Sand Plain Road, Glencoe subject to the following conditions and advice notes:

1. The development hereby approved must be carried out in accordance with the plans submitted with the application, addressing all conditions, or otherwise amended by the local government and shown on the approved plan and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
2. This development approval shall lapse and be of no further effect if the development hereby permitted has not been substantially commenced within 2 years of the date hereof. Where the Development Approval has lapsed, no further development is to be carried out.
3. Any lighting devices are to be positioned and shielded so as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries, in accordance with Australian Standard AS4282/1997.
4. The operator/owner establishes an asset protection zone around the telecommunication infrastructure prior to the infrastructure being operational, which is then suitably maintained to the satisfaction of the local government.

Advice Notes:

- A) All operations must be carried out in accordance with the separate requirements of the Australian Communications and Media Authority and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.

B) The property is located in a Bush Fire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>.

If the applicant is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

16. INFRASTRUCTURE SERVICES

Nil.

17. CORPORATE SERVICES

17.1.LIST OF ACCOUNTS FOR PAYMENT – 30 SEPTEMBER 2025

File Reference	ADM0066
Date of Report	15 October 2025
Responsible Officer	Anika Serer, Chief Executive Officer
Author of Report	Brooke Dellacqua, Senior Finance Officer
Disclosure of any Interest	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .
Voting Requirement	Simple Majority
Attachments	Attachment 17.1.1 – List of Accounts for Payment – 30 September 2025

BRIEF SUMMARY

The purpose of this report is to present to Council the list of accounts paid, for the month ending 30 September 2025, as required under the *Local Government (Financial Management) Regulations 1996*.

BACKGROUND/COMMENT

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 Council for inspection.

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be provided to Council, where such delegation is made.

The following table summarises the payments for the period by payment type, with full details of the accounts paid contained within **Attachment 17.1.1**.

Payments up to 30 September 2025

Payment Type	Account Type	Amount \$
Automatic Payment Deductions (Direct Debits & BPay.	Municipal	\$36,939.12
Cheque Payments	Municipal	\$0.00
EFT Payments #7954 to #8008	Municipal	\$113,697.27
Sub Total	Municipal	\$150,363.39
Payments	Trust	\$0.00
Payments	Reserve	\$0.00
Totals		\$150,363.39

STATUTORY/LEGAL IMPLICATIONS

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (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; and
- (b) the amount of the payment; and

- (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; and*
 - (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 subregulation (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

The Chief Executive Officer, under relevant delegation, is authorised to arrange purchase of specific items in the budget, which do not require calling tenders, providing that it is within the approved and adopted budget.

FINANCIAL IMPLICATIONS

There are no financial implications that have been identified as a result of this report or recommendation.

STRATEGIC IMPLICATIONS

THEME 3

Governance

OBJECTIVES

To promote continual improvement that is supported by efficient and effective governance structures and processes.

STRATEGIES

By ensuring legislation is used to effectively enable quality decision making.

CONSULTATION/COMMUNICATION

There are no community engagement implications that have been identified as a result of this report or recommendation.

RISK MANAGEMENT

The risk in relation to this matter is assessed as “Medium” on the basis that if Council does not accept the payments. The risk identified would be failure to fulfil statutory regulations or compliance requirements. Shire Officer's provide a full detailed listing of payments made in the timely manner.

Consequence	Insignificant	Minor	Moderate	Major	Extreme
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the list of accounts and details of the credit card amounts, totalling \$150,636.39 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 30 September 2025, as contained within **Attachment 17.1.1.**

17.2.MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2025

File Reference	ADM0066
Date of Report	16 October 2025
Responsible Officer	Anika Serer, Chief Executive Officer
Author of Report	DL Consulting
Disclosure of any Interest	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .
Voting Requirement	Simple Majority
Attachments	Attachment 17.2.1 – Monthly Financial Report 30 September 2025

BRIEF SUMMARY

The Monthly Financial Report for period ending 30 September 2025 is presented for Council's consideration.

BACKGROUND/COMMENT

In accordance with regulation 34 of the *Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for approval by Council. The Monthly Financial Reports have been prepared in accordance with statutory requirements.

The Statement of Financial Activity as at 30 September 2025 shows a closing surplus of \$1,851,969.

STATUTORY/LEGAL IMPLICATIONS

Section 6.4 of the *Local Government Act 1995* requires a Local Government to prepare an annual financial statement for the preceding year and other financial reports as they prescribed.

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the Local Government to prepare monthly financial statements and report on actual performance against what was set out in the annual budget.

POLICY IMPLICATIONS

There is no Council Policy relevant to this item.

FINANCIAL IMPLICATIONS

The Budget will be regularly monitored on at least a monthly basis, by the Chief Executive Officer and Financial Consultant/Accountant. Responsible Officers are also required to review their particular line items for anomalies each month, with a major review required by law, between 1 February and 28 March of each year pursuant to the *Local Government (Financial Management) Regulations 1996* (Regulation 33A).

Any material variances that have an impact on the outcome of the budgeted closing surplus/deficit position are detailed in the Monthly Financial Report contained within **Attachment 17.2.1**.

STRATEGIC IMPLICATIONS

THEME 3

Governance

OBJECTIVES

To promote continual improvement that is supported by efficient and effective governance structures and processes.

STRATEGIES

By ensuring legislation is used to effectively enable quality decision making.

CONSULTATION/COMMUNICATION

Reporting Officers receive monthly updates to track expenditure and income and to be aware of their work commitments versus budget allocations.

RISK MANAGEMENT

The risk in relation to this matter is assessed as “Low” on the basis that if Council does not receive the Monthly Financial Reports for the month reported leading to the Shire not meeting legislative requirements on financial reporting. The risk identified would be failure to fulfil statutory regulations or compliance requirements.

Consequence	Insignificant	Minor	Moderate	Major	Extreme
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Monthly Financial Report for the period of 30 September 2025, in accordance with section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1995* as presented in **Attachment 17.2.1**.

18. COMMUNITY SERVICES

19. OFFICE OF CEO

19.1.COUNCIL AND EXTERNAL COMMITTEES OCTOBER 2025

File Reference	Various
Date of Report	13 October 2025
Responsible Officer	Anika Serer, Chief Executive Officer
Author of Report	Anika Serer, Chief Executive Officer
Disclosure of any Interest	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .
Voting Requirement	Absolute Majority
Attachments	Attachment 19.1.1 – List of Committees – 2025

BRIEF SUMMARY

To appoint elected members as delegates to various committee/advisory groups/organisations run or managed by external organisations, or organisations where the Shire has a social, economic or financial interest.

The combined document with the list of committees/advisory groups/working groups are contained in Attachment 1.

BACKGROUND/COMMENT

Following the Local Government Elections on 18 October 2025, all previous Committee member and Council delegate positions become vacant requiring nominations for the various positions on the Committees.

The current list of delegates is listed on the following committees/advisory groups/working groups require an appointment to be made:

Standing Committees of Council:

Audit, Risk and Improvement Committee	All Councillors
---------------------------------------	-----------------

Other Committees/Advisory Groups/Working Groups:

Committee	Meeting Schedule	Delegate 1	Delegate 2	Proxy
Transport, Plant & Works	Twice per year	Cr Thomson (Chair)	Cr Douglas Cr Garstone Cr Marshall	Cr Stephens
Community Development	Twice per year	Cr Douglas (Chair)	Cr Stephens Cr Smith Cr Marshall	As required
GS Zone (WALGA)	Quarterly	Cr Douglas	Cr Thomson	Cr Smith Cr Stephens
Great Southern Regional Road Group	Twice per year	Cr Douglas	Cr Thomson	Cr Douglas (Subgroup)
4WDL VROC	Quarterly	Cr Douglas	Cr Marshall	
Great Southern Regional Recreation Advisory Group	Quarterly	Cr Stephens		Cr Garstone

Great Southern Treasures	Quarterly	Cr Douglas		Cr Smith
Local Emergency Management Committee	Quarterly	Cr Douglas		Cr Thomson
Woodanilling Bush Fire Advisory Committee	Twice per year	Cr Garstone		Cr Douglas
Wagin Woodanilling Landcare Zone	Quarterly	Cr Garstone	Community Member – Annabel Pauley	Cr Stephens
Woodanilling Sports & Recreation Centre	As required	Cr Marshall (Observer)		Cr Stephens Cr Smith
Development Assessment Panel	As required	As required Cr Garstone	As required Cr Douglas	
Great Southern VROC	Quarterly	Cr Douglas		

The terms will be for the period until the next Election period in 2027.

STATUTORY/LEGAL IMPLICATIONS

Representation on external organisations or groups in an official Shire capacity is specifically referenced under section 5.8 of the *Local Government Act 1995*, with the exception of the Development Assessment Panel where the appointment is conducted under Regulation 25 and 26 of the *Planning and Development (Development Assessment Panels) Regulations, 2011*.

Further, it should be noted that a Councillor appointed as a delegate to an external Committee, Advisory Group or other organisation in an official capacity is required to:

1. Adhere to the record keeping requirements set out as the *State Records Act 2000*; and
2. Report to Council on a regular basis about the activities of the Committee/Advisory Group/Other organisation.

POLICY IMPLICATIONS

There is no Council Policy relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications that have been identified as a result of this report or recommendation.

STRATEGIC IMPLICATIONS

Strategic Community Plan Pillar 3

Civic Leadership

- Good Governance
- Leadership Development
- Strategic Planning and Accountability

CONSULTATION/COMMUNICATION

No consultation has occurred for this item.

RISK MANAGEMENT

The risk in relation to this matter is assessed as “Medium” on the basis that Council is required by legislation to provide representation or delegates for certain Committees and Memberships.

Consequence	Insignificant	Minor	Moderate	Major	Extreme
Likelihood					
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
LOW	Monitor for continuous improvement.
MEDIUM	Comply with risk reduction measures to keep risk as low as reasonably practical.
HIGH	Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable.
SEVERE	Unacceptable. Risk reduction measures must be implemented before proceeding.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That, subject to all members accepting their positions, Council, endorses the appointments listed below:

Standing Committees of Council:

Audit, Risk and Improvement Committee	Presiding Member Cr _____ All Councillors
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Other Committees/Advisory Groups/Working Groups:

Committee	Meeting Schedule	Delegate 1	Delegate 2	Proxy
Transport, Plant & Works	Twice per year	Cr _____ (Chair)	Cr _____ Cr _____ Cr _____	Cr _____
Community Development	Twice per year	Cr _____ (Chair)	Cr _____ Cr _____ Cr _____	As required
GS Zone (WALGA)	Quarterly	Cr _____	Cr _____	Cr _____ CEO
Great Southern Regional Road Group	Twice per year	Cr _____	Cr _____	Cr _____ (Subgroup)
4WDL VROC	Quarterly	Cr _____	Cr _____	

Great Southern Regional Recreation Advisory Group	Quarterly	Cr _____		Cr _____
Great Southern Treasures	Quarterly	Cr _____		Cr _____
Local Emergency Management Committee	Quarterly	Cr _____		Cr _____
Woodanilling Bush Fire Advisory Committee	Twice per year	Cr _____		Cr _____
Wagin Woodanilling Landcare Zone	Quarterly	Cr Garstone	Community Member – Annabel Pauley	Cr _____
Woodanilling Sports & Recreation Centre	As required	Cr _____ (Observer)		
Development Assessment Panel	As required	Cr _____ Cr _____	Cr _____ Cr _____	
Great Southern VROC (GSVROC)	Quarterly	Cr _____		Cr _____ Cr _____

20. CONFIDENTIAL REPORTS

Nil.

21. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

22. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL

Nil.

23. CLOSURE OF MEETING