



SHIRE OF WOODANILLING

ATTACHMENT BOOKLET FOR ORDINARY COUNCIL MEETING

21 October 2025 at 4.00pm

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SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL

Unconfirmed Minutes
16 September 2025

Disclaimer

The recommendations contained in the Minutes 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. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4.05pm.

1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long standing personal friendship with the proponent). As a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

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

Cr D Douglas	Shire President
Cr HR Thomson OAM	Deputy Shire President
Cr B Smith	Attended Meeting Electronically via Teams as authorised by Shire President on 14/9/25
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:	
Morris Trimming	
Sally Vermeulen	

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Nil.

5. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

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

Shire President Report – OCM 16th September 2025

This will be my last report as a Councillor and Shire President for the Shire of Woodanilling.

Meetings attended:

- Great Southern Regional Road Group (Albany) – Sub Group Chairs
- Great Southern WALGA Zone (Ravensthorpe)
- Woody Action Group
- Great Southern Recreation Advisory Group (Jerramungup)
- Bloom Event Planning
- Palmerston Opening (Katanning)
- Sundowner at Pavilion

There are mixed emotions with finishing up with the Shire, in that I have given it my all and tried to represent the community as a whole as well as taking into account individuals needs and wants. We are a very small shire with very limited capacity in both finances and staff, but everyone in the organisation gives it their best effort to achieve good outcomes for the community. I encourage everyone to work together with the shire to maintain as well as improve it moving into the future.

Over the last eight years I have managed a number of achievements including a mobile phone tower that is going in at Glencoe, Improvements to the oval surface, streamlining Aboriginal Heritage surveys, reinstating Performance Reviews for CEO's, attending meetings on behalf of the shire including Great Southern Regional Road Group which no one had attended for nearly 2 years, Great Southern Recreation Advisory Group which no one had attended for 8 years. Achieved the Shire of Woodanilling becoming a member of the Great Southern Voluntary Regional Organisation of Councils.

One disappointment is that the Shire does not have events for recognition of Volunteers except for individuals on Australia Day. I believe the Shire should organise a function to specifically recognise volunteers, for example there have been a number of Bushfire Captains/FCOs who carry a lot of responsibility and that have given over 20 years of volunteer service as a leader and have not been recognised. There have been a lot of volunteer fire fighters that have done 40+ years with no recognition. We have a few people in our community who state that they are volunteers and they don't expect recognition, this is wrong, they "deserve" recognition.

Personally, over all my years in Woodanilling I have been lucky to have managed and organised 'The Recreation Shed Project', 'Oval Development Project' and the putting together of plans to build the new Pavilion. This has been a very rewarding journey and I treasure and thank the community members that have worked with me as a team.

The last two years as President have been challenging. 3 Substantive CEOs as well as three Acting CEOs during this time have caused interruptions in the operations of the Shire.

I would like to sincerely thank all the shire councillors, officers and staff that have worked with me at the Shire to achieve a number of projects over the years from 1993 -2007 and 2017 – 2025. It has been really challenging at times but rewarding.

On the bushfire side, thank you everyone that has supported the brigades and me in making the Woodanilling Bushfire Brigade a very capable and efficient Volunteer Group. Every time a call was put out the quick response and number of people was enormous. I particularly need to recognise and thank those who put in a tremendous effort at the Woodanilling Katanning Fire. Something I will never forget.

It has been a privilege and an honour to represent the community both Locally and Regionally.

I finish by asking everyone to work together amicably and to respect each other.

I am moving into the next chapter in life, but you will still see me around Woodanilling doing my bit.

Cr Thomson

Thanked Cr Dale Douglas for his commitment and service to the Shire of Woodanilling over many years, noting his contributions as Shire President and Councillor have significantly benefited the community.

Cr Douglas thanked fellow Councillors and staff, remarking that while the role had been challenging at times, the reward was seeing Woodanilling as a better place.

Cr Garstone

Attended a recent Landcare meeting. The outcome of grant submissions is still pending, and further clarity on the committee structure will follow once results are known. Equipment condition and safety were discussed — with a focus on ensuring community members using the equipment are not placed at risk. Equipment will be reviewed accordingly.

Cr Marshall – Nil**Cr Stevens – Nil****Cr Smith**

Attended the “Woody Action” Town Team meeting.

8. CONFIRMATION OF COUNCIL MEETING MINUTES:**8.1. ORDINARY MEETING OF COUNCIL HELD 19 AUGUST 2025**

That the Minutes of the Ordinary Meeting of Council held 19 August 2025 be confirmed as a true and correct record of proceedings without amendment.

COUNCIL RESOLUTION – 8.1. ORDINARY MEETING OF COUNCIL HELD 19 AUGUST 2025 (OCM 453/09/2025)

Moved: Cr Garstone

Seconded: Cr Stephens

That the Minutes of the Ordinary Meeting of Council held 19 August 2025 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

8.2. ADJOURNED ORDINARY MEETING OF COUNCIL FROM 15 JULY 2025 HELD 19 AUGUST 2025

That the Minutes of the Adjourned Ordinary Meeting of Council from 15 July 2025 held 19 August 2025 be confirmed as a true and correct record of proceedings without amendment.

COUNCIL RESOLUTION – 8.2. ADJOURNED ORDINARY MEETING OF COUNCIL FROM 15 JULY 2025 HELD 19 AUGUST 2025 (OCM 454/09/2025)

Moved: Cr Marshall

Seconded: Cr Thomson

That the Minutes of the Adjourned Ordinary Meeting of Council from 15 July 2025 held 19 August 2025 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

9. CONFIRMATION OF OTHER MEETING MINUTES:**9.1. GREAT SOUTHERN REGIONAL ROAD GROUP MEETING HELD 22 AUGUST 2025**

That the Minutes of the Great Southern Regional Road Group Meeting held 22 August 2025 be received by Council.

COUNCIL RESOLUTION – 9.1. GREAT SOUTHERN REGIONAL ROAD GROUP MEETING HELD 22 AUGUST 2025 (OCM 455/09/2025)

Moved: Cr Thomson

Seconded: Cr Stephens

That the Minutes of the Great Southern Regional Road Group Meeting held 22 August 2025 be received by Council.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

9.2. GREAT SOUTHERN COUNTRY ZONE MEETING HELD 22 AUGUST 2025

That the Minutes of the Great Southern Country Zone Meeting held 22 August 2025 be received by Council.

COUNCIL RESOLUTION – 9.2. GREAT SOUTHERN COUNTRY ZONE MEETING HELD 22 AUGUST 2025 (OCM 456/09/2025)

Moved: Cr Garstone

Seconded: Cr Marshall

That the Minutes of the Great Southern Country Zone Meeting held 22 August 2025 be received by Council.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

10. REPORTS OF OFFICERS

Nil.

11. REGULATORY SERVICES

Nil.

12. INFRASTRUCTURE SERVICES

Nil.

13. CORPORATE SERVICES

13.1.LIST OF ACCOUNTS FOR PAYMENT – 31 AUGUST 2025

File Reference	ADM0066
Date of Report	3 September 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 13.1.1 – List of Accounts for Payment – 31 August 2025

BRIEF SUMMARY

The purpose of this report is to present to Council the list of accounts paid, for the month ending 31 August 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 13.1.1**.

Payments up to 31 August 2025

Payment Type	Account Type	Amount \$
Automatic Payment Deductions (Direct Debits & BPay.	Municipal	\$17,760.68
Cheque Payments	Municipal	\$0.00
EFT Payments #7931 to #7953	Municipal	\$127,921.31
Sub Total	Municipal	\$145,681.99
Payments	Trust	\$0.00
Payments	Reserve	\$0.00
Totals		\$145,681.99

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 \$145,681.99 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 August 2025, as contained within **Attachment 13.1.1.**

COUNCIL RESOLUTION – 13.1. LIST OF ACCOUNTS FOR PAYMENT – 31 AUGUST 2025 (OCM 457/09/2025)

Moved: Cr Thomson

Seconded: Cr Garstone

That Council accepts the list of accounts and details of the credit card amounts, totalling \$145,681.99 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 August 2025, as contained within Attachment 13.1.1.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

13.2.MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 AUGUST 2025

File Reference	ADM0066
Date of Report	10 September
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 13.2.1 – Monthly Financial Report 31 August 2025

BRIEF SUMMARY

The Monthly Financial Report for period ending 31 August 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 31 August 2025 shows a closing surplus of \$746,449.

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 13.2.1**.

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 31 August 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 13.2.1**.

COUNCIL RESOLUTION – 13.2. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 AUGUST 2025 (OCM 458/09/2025)

Moved: Cr Garstone

Seconded: Cr Marshall

That Council receive the Monthly Financial Report for the period of 31 August 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 13.2.1.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

14. COMMUNITY SERVICES

14.1. WOODANILLING COMMUNITY EVENTS GRANT FUND – CWA SENIORS CHRISTMAS LUNCH

File Reference	ADM 0332
Date of Report	10 September 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	Simple Majority
Attachments	Attachment 14.1.1 - Shire of Woodanilling Community Events Grant Fund - Application Form CWA

BRIEF SUMMARY

This report is for Council to consider an application for the Community Event Fund received from the Woodanilling CWA for \$800. This is to assist in financing the running of the Annual Seniors Christmas Lunch to be held at the Woodanilling Pavilion on 12 December 2025.

BACKGROUND/COMMENT

Council adopted a Council Policy – 32 Community Financial Assistance Grant Program in 2015 (reviewed 2018). Recognising that community funding provides financial assistance for organisations and/or projects, which benefit the community. The objective of this funding is to maintain and build on Woodanilling's vibrant community spirit and welfare by providing financial support for local events which involve people coming together in the celebration and enjoyment of their culture or a common interest.

Minor Community Grants Guidelines (up to \$5,000)

Groups, individuals, organisations or clubs are not to expect, as of right, any financial assistance from the Council. Requests will only be considered in respect to the overall priorities of other projects within the Shire and will also be subject to the availability of finance.

- 1. Projects must be completed in the financial year for which funding has been approved. Funds not expended by the end of the financial year in which they were approved, will be forfeited.*

This event is to be held on 12 December 2025 so funds will be expended well before the end of the financial year. Any unspent funds will be reimbursed to the shire.

- 2. Where financial assistance is approved by Council for projects that are dependent upon funding from an outside source and that funding application is unsuccessful or the level of financial assistance from an outside source has been reduced below that requested by an organisation, the organisation shall be required to demonstrate its ability to meet the funding shortfall.*

The CWA is not applying for or receiving funding money from any outside source.

- 3. Council's contribution is limited to 1/3 of the total project cost and may include the provision of materials, and loans of plant and equipment, calculated at private works rates, so long as the combination of the dollar value of the in-kind support plus financial contribution does not exceed 1/3 of the total project cost.*

The CWA will be contributing more than half of the costs associated with this event as in-kind contributions.

- 4. 50% of the approved grant will be paid on approval of the project and the balance following successful acquittal of the project.*

Council may consider payment in full prior to the event.

5. *Prior approval must be sought for any substantial change of proposal.*

No changes at present for this item.

6. *Acquittal of the grants funds must be submitted to the Shire in a timely manner.*

Confirmed with CWA that the acquittal for this application will be provided after the event.

7. *Acknowledgement that “This project was made possible through financial assistance from the Shire of Woodanilling” must be made in all publicity associated with the project. Use of the Shire of Woodanilling Logo is encouraged.*

CWA supports this request. Shire officers will provide the appropriate logo for the event.

STATUTORY/LEGAL IMPLICATIONS

Council is able to offer a donation or financial grant through the adopted budget and policy framework for the Community Events Fund and associated Policy, which have been endorsed under the relevant provisions of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Policy No 32 Community Financial Assistance Grant Program applies to this application.

FINANCIAL IMPLICATIONS

The Community Financial Assistance Program is allocated from within the Council’s budget each year, once funds have been fully allocated no further funds will be available until the following financial year. No allocations have been made by Council at this point. The general ledger 041150 – Donations has been identified to assist with this grant and was adopted in the 2025/26 annual budget (\$6,622).

STRATEGIC IMPLICATIONS

Pillar 1: Social

Goal 1: A safe and inclusive community for all ages

- Deliver and support events and social activities

Goal 2: Local access to health and education services

- Support events that benefit our community wellbeing, foster participation and volunteering

Goal 3: Active and healthy community

- Work with the community to develop social outlets in the Shire

CONSULTATION/COMMUNICATION

Chief Executive Officer consulted with the CWA President Pauline Edgcumbe on this grant request.

RISK MANAGEMENT

The risk in relation to this matter is assessed as “Medium” on the basis that if Council does not accept the recommendation places the Woodanilling CWA with the lack of financial support to provide a Seniors Christmas lunch. This could affect the long-term aspect of the CWA being able to be financially viable to continue to support the community and residents of Woodanilling.

Consequence	Insignificant	Minor	Moderate	Major	Extreme
Likelihood					
Almost	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:

1. Approves the application from the Woodanilling Country Women's Association under Council Policy 32 – Community Events Fund grant approval for \$800 for the Senior Citizens Xmas Luncheon to be held on 12 December 2025 with the following conditions;
 - a) Grant acquittal required after the event submitted in a timely manner.
 - b) The Shire of Woodanilling logo and/or acknowledgement of support to be encouraged to be used on all advertising.

COUNCIL RESOLUTION – 14.1. WOODANILLING COMMUNITY EVENTS GRANT FUND – CWA SENIORS CHRISTMAS LUNCH (OCM 459/09/2025)

Moved: Cr Marshall

Seconded: Cr Stephens

That Council:

1. Approves the application from the Woodanilling Country Women's Association under Council Policy 32 – Community Events Fund grant approval for \$800 for the Senior Citizens Xmas Luncheon to be held on 12 December 2025 with the following conditions;
 - a) Grant acquittal required after the event submitted in a timely manner.
 - b) The Shire of Woodanilling logo and/or acknowledgement of support to be encouraged to be used on all advertising.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

15. OFFICE OF CEO

Nil.

Confidential Reports

Cr Smith, attending electronically, confirmed that she could maintain confidentiality and that no unauthorised persons were present.

At 4:19 pm, the meeting was closed to the public to discuss one confidential report in accordance with Section 5.23(2) of the Local Government Act 1995.

Moved: Cr Stephens

Seconded: Cr Thomson

That Council moves behind closed doors to consider one confidential report.

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

16. CONFIDENTIAL REPORTS

16.1.CONFIDENTIAL ITEM - CEO PROBATION PERFORMANCE CRITERIA

File Reference	ADM0088
Date of Report	8 September 2025
Responsible Officer	Anika Serer, Chief Executive Officer
Author of Report	Anika Serer, Chief Executive Officer
Disclosure of any Interest	Anika Serer Direct Financial Interest The Chief Executive Officer performance criteria is directly related to the employment contract of the CEO and this item considers key performance indicators for the 2025-2026 period.
Voting Requirement	Simple Majority
Attachments	Confidential Attachment 16.1.1 – CEO Probation Performance Criteria Summary Report

REASON FOR CONFIDENTIALITY

This matter is to be considered behind closed doors pursuant to Section 5.23(2)(a), (b) and (c) of the *Local Government Act 1995* as the subject matter relates to:

“Section 5.23(2)(a), (b) and (c) a matter affecting an employee or employees, the personal affairs of any person and a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”

COUNCIL RESOLUTION – 16.1. CONFIDENTIAL ITEM - CEO PROBATION PERFORMANCE CRITERIA (OCM 460/09/2025)

Moved: Cr Thomson

Seconded: Cr Stephens

That Council endorses the outcomes of the CEO Probation Review as detailed in Confidential Attachment 16.1.1.

*Considered behind closed doors under **Section 5.23(2)(a)(b)(c)** of the Local Government Act 1995.*

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

At 4:24 pm, the meeting was reopened to the public.

Moved: Cr Thomson

Seconded: Cr Stephens

CARRIED 6/0

For: Cr Douglas, Cr Thomson, Cr Stephens, Cr Marshall, Cr Smith, Cr Garstone

Against: Nil

17. ELECTED MEMBERS’ MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

18. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL

Nil.

19. CLOSURE OF MEETING

There being no further business Cr Dale Douglas formally closed the meeting and extended his thanks:
“Thank you all for your support over the years. It has been challenging at times, but the reward is knowing Woodanilling is a better place.” The meeting was declared the meeting closed at 4.26pm

I certify that these minutes were confirmed at the Ordinary Council Meeting held on the

Presiding Member –

.....

Date.....

GREAT SOUTHERN SPORT AND RECREATION GROUP MINUTES

Thursday 28th March 2025
Jerramungup Sporting Club

Meeting opened: 10:40am **Chairperson:** CR Martin Cuthbert

Attendance:

Attendee:	Organisation:	Attendee:	Organisation:
Julia Scriven	CITS	Cr Kerry Mickle	Shire of Kojonup
Kylie Severin	CITS	Anthony Middleton	Shire of Plantagenet
Mitch Green	City of Albany	Cr Warren Sheard	Shire of Plantagenet
Judith Want	City of Albany	Cr Peter Callaghan	Shire of Gnowangerup
Cr Malcolm Trail	City of Albany	Stuart Drummond	Shire of Gnowangerup
Pam Hull	Shire of Broomehill Tambellup	Cr Dale Douglas	Shire of Woodanilling
Jenny Cristenelli	Shire of Cranbrook	Brett Symons	Golf WA
Laura Middleton	Shire of Denmark	Stacey Hawkes	Shire of Kojonup
Martin Cuthbert	Shire of Jerramungup	Cr Len Handasyde	Shire of Plantagenet
Kirsty Flugge	Shire of Katanning	Roger D'Souza	Sport 4 All
Emilly Kennedy	Shire of Katanning	Cr Neil	Shire of Jerramungup
Suma Reid	Shire of Kent		
Apology			
Mel Eastough	CITS	Ches Leonard	Football West
Dinah Gordon	Hockey WA	Robina Jones	Shire of Denmark
Cr Michelle Salter	Shire of Katanning	Amie McHenry	Shire of Denmark
Nicole Selesnew	Shire of Plantagenet	Harry Grigson	WAFC
Cr Nathan Devenport	Shire of Denmark	Simon Barras	City of Albany
Cr Anika Serer	Shire of Woodanilling	Dani Carne	GSAS
Cr Craig Dewar	Shire of Broomehill Tambellup	Cr Ian Garstone	Shire of Woodanilling
Cr Doug Barnett	Shire of Broomehill Tambellup	Cr Kahlia Stephens	Shire of Woodanilling

1. Introductions

Round table introductions

Previous Minutes: Accepted as true and accurate.

2. Presentation - Sport 4 All

Presenter: Roger D'Souza, Inclusion Coach

Overview: Program opportunities and inclusion strategies.

3. Terms of Reference, Great Southern Sport and Recreation Group

Presenter: Julia Scriven, Department Creative Industries, Tourism and Sport

Discussion Points:

- 14 survey respondents provided feedback.
- Group reviewed and endorsed objectives and name change.
- Options for Chair of meeting discussed and voted on:

1. Elected for 2 years (aligned with council cycles) – 4 votes
2. Rotated alphabetically (1-2 year term) – 0 votes
3. Chair from host local government (rotated alphabetically per meeting) – 7 votes → **endorsed**

Additional Notes:

- Group is collaborative, not decision-making.
- Quorum: At least one representative per LG.
- Voting: One vote per LG in attendance; simple majority. LGs to appoint voter.
- TOR to be reviewed annually.
- CITS to provide secretarial support.

TOR endorsed unanimously.

4. Great Southern Sport and Recreation Plan

Presenter: Julia Scriven, Department Creative Industries, Tourism and Sport

Overview:

- Replaces two previous documents (GS Outdoor Recreation Strategy; Sport and Recreation Plan)
- Strategic themes and challenges identified.
- Appendix includes LG priority projects for the next 5 years.

Discussion:

- Plan to become Great Southern Sport and Recreation Group (GSSRG) document
- Appendix to be updated as needed
- Document supports advocacy and funding applications.
- Project tracking document combines LG priority sport and recreation projects and Regional Trail Master Plan projects for reporting against during GSSRG LG updates.

Action: Project tracking document and Great Southern Sport and Recreation Plan appendix to be sent to LGs for updating (JS)

Endorsement:

- General agreement to adopt the plan with flexible appendix updates.

5. Local Government updates

Katanning

- 24hr gym options under review.
- Swimming pool repainted.
- Top oval facility in 5-year upgrade plan.

Woodanilling

- Rye grass retained for oval.

- Dale not re-standing for council.

Gnowangerup

- Wild Gravel event growing -aiming for 650 participants
- Recreation precinct development - pump track, skate park, multipuse (~\$3M).
- Tourism and heritage upgrades underway.
- BGL contracted to maintain ovals

Kojonup

- Soccer program launched ~80 kids registered.
- Athletics West to reopen club in town.
- Hockey field drainage improved.
- New equestrian and polocrosse activities.

Kent

- Nyabing pavilion rebuild planned.
- Pingrup ablution block pending.
- BGL contracted for oval maintenance.

Denmark

- Surf club opening in October.
- Turner Rd Mountain Bike Park – tender awarded to Common Ground
- Berridge Park Youth Precinct – tenders closed with 5 applications under review

Cranbrook

- Bowling green replacement – requires reconstruction
- Youth space in Franklin River.
- Heritage walk trail approved.
- Working through leases and MOUs with sporting clubs and community groups.
- Town hall kitchen renovation.

Broomehill-Tambellup

- Deputy CEO recruitment underway.
- Cricket lighting plan developed. Engaged Focus WA to do plan.
- Tambellup hosted Great Southern Hockey Carnival – 21 teams attended; 4 fields in use. Great success.
- BGL contracted to maintain ovals
- Caravan park development ongoing.

Plantagenet

- Masterplans for Sounness and Frost parks being developed.
- Swimming pool project – requires replacement.
- Youth facility at Wilson Park – skate park, pump track and multipurpose elements received CSRFF funding.
- Sounness lighting upgrade completed.
- Every Club funding has been valuable – seeing the benefits of strategic planning through focussed priorities of clubs.
- Narpanup Golf Club folded; future use under review.

Albany

- Sport & Recreation Strategy being developed.
- City of Albany bike – 2050 Cycle Strategy endorsed.
- Centennial Park lighting upgrade needed.
- Every Club - governance support for clubs.
- Successful sporting events hosted.
- Ovals under heavy use.

Jerramungup

- Lighting insurance claim at Boxwood.
- Rec Centre upgrades planned.
- Playground replacements.
- Skate park enhancements.
- Cultural precinct consultation underway.
- BGL contracted to maintain ovals

Golf WA – Brett

- Online governance courses launched.
- Golf Connect replacing Golf Link.
- Focus on social golf and inclusion.
- Membership growth post-COVID.

6. General Business

- CITS funding programs being reviewed, with introduction of PlayOn WA. Will inform LGs once funding programs become available
- Recent CSRFF outcomes announced: CoA (ALAC court lighting upgrade); SoGn (cricket net replacement)

Actions summary

#	ACTION	RESPONSIBILITY
1	Project tracking document and Great Southern Sport and Recreation Plan appendix to be sent to LGs for updating	CITS / LG
2	Terms of Reference to be amended and finalised	CITS
3		

Next meeting: Shire of Katanning – Thursday 27th November

Closed 12.15pm

State Council Summary Minutes 5 September 2025

Ordinary meeting no. 4 of 2025 of the Western
Australian Local Government Association State
Council held at the Norseman Town Hall
at 11:00am.

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14 **CLOSURE 26**

1 OPENING, ATTENDANCE AND APOLOGIES

1.1 OPENING

The Chair declared the meeting open at 11:00am.

1.2 ATTENDANCE

Members	WALGA President - Chair	Karen Chappel AM JP
	WALGA Deputy President	Paul Kelly
	Central Metropolitan Zone	
	Avon-Midland Country Zone	Chris Antonio
	Central Country Zone	Phillip Blight
	Central Metropolitan Zone	Helen Sadler
	East Metropolitan Zone	Paige McNeil
	East Metropolitan Zone	Haeden Miles
	Gascoyne Country Zone	Eddie Smith
	Goldfields Esperance Country Zone	Laurene Bonza
	Great Eastern Country Zone	Tony Sachse (Deputy)
	Great Southern Country Zone	Scott Crosby
	Kimberley Country Zone	Chris Mitchell JP
	Murchison Country Zone	Les Price
	North Metropolitan Zone	Michael Dudek
	North Metropolitan Zone	Lewis Hutton
	South East Metropolitan Zone	Patrick Hall
	South East Metropolitan Zone	Terresa Lynes
	South Metropolitan Zone	Cliff Collinson (Deputy)
	South Metropolitan Zone	Karen Wheatland
	South Metropolitan Zone	Barry Winmar
Secretariat	Chief Executive Officer	Nick Sloan
	Executive Director Member Services	Tony Brown
	Acting Executive Manager	Terri-Anne Pettet
	Infrastructure	
	Executive Manager Policy	Nicole Matthews
	Executive Manager Advocacy	Rachel Horton
	Acting Chief Financial Officer	Al Singh
	Policy Manager Community	Hannah Godsave
	Manager Association and Corporate	Kathy Robertson
	Governance	
	State Council Governance Officer	Habiba Farrag
Guests	Chief Executive Officer LGIS	James Sheridan

1.3 APOLOGIES

Members	Great Eastern Country Zone	Stephen Strange
	North Metropolitan Zone	Bronwyn Smith
	Northern Country Zone	Elizabeth Sudlow
	Northern Country Zone	Jude Sutherland (Deputy)
	Peel Country Zone	Caroline Knight
	Pilbara Country Zone	Wendy McWhirter-Brooks

South Metropolitan Zone
South West Country Zone
South West Country Zone

Logan Howlett JP
Tony Dean
Julia Jean-Rice (Meldrum)
(Deputy)

Ex Officio The Rt. Hon. Lord Mayor – City of Perth
Local Government Professionals WA
President

Bruce Reynolds
Anthony Vuleta

2 ACKNOWLEDGEMENT OF COUNTRY

WALGA acknowledges the continuing connection of Aboriginal people to Country, culture and community. We embrace the vast Aboriginal cultural diversity throughout Western Australia. We recognise the Ngadju and Mirning People as the Traditional Custodians of the land we meet on today, and we acknowledge and pay respect to Elders past and present.

WALGA is committed to supporting the efforts of WA Local Governments to foster respectful partnerships and strengthen relationships with local Aboriginal communities.

3 ANNOUNCEMENTS

3.1 LGIS ANNUAL UPDATE

LGIS Chief Executive Officer, Mr James Sheridan, provided an LGIS update.

4 MINUTES

4.1 MINUTES OF THE STATE COUNCIL MEETING HELD 2 JULY 2025

WALGA RECOMMENDATION

Moved: Chris Antonio

Seconded: Phil Blight

That the Minutes of the WALGA State Council meeting held on [2 July 2025](#) be confirmed as a true and correct record of proceedings.

RESOLUTION 048.4/2025

CARRIED

4.1.1 BUSINESS ARISING FROM THE MINUTES OF THE STATE COUNCIL MEETING HELD 2 JULY 2025

Nil.

5 DECLARATIONS OF INTEREST

Pursuant to our Code of Conduct, State Councillors must declare to the Chair any potential conflict of interest they have in a matter before State Council as soon as they become aware of it.

- Helen Sadler declared an impartiality interest in Item 8.6 Advocacy Positions for Active Transport and Micromobility as an Independent Director on the WestCycle Board.

6 EX OFFICIO REPORTS

6.1 CITY OF PERTH REPORT

City of Perth Deputy Lord Mayor, Cr Bruce Reynolds, was an apology for this meeting.

6.2 LG PROFESSIONALS REPORT

Mr Anthony Vuleta, President, LG Professionals WA, was an apology for this meeting, however, has provided the following report:

Local Government Professionals WA update

- *LG Pro are developing a Local Government Competency Framework, which has now been launched via a survey to local government officers on 17th July 2025. This will be followed by various focus groups with the sector, with an expected launched time to be Quarter 1 of 2026. This framework will help articulate what is needed to be a successful officer in the Local Government sector.*
- *The Local Government Career Campaign Phase 2 have finished accepting EOIs from local governments, production work is now in progress.*
- *Data Drives Decisions Program (our benchmarking program) is going strong with 4 new local governments signing up to the program.*
- *As you may be aware our CEO Candy Choo has resigned, and we are now actively recruiting for the new CEO position. We expect the process to be completed by mid-end September 2025.*
- *Our new round of Age-Friendly Connectivity Grants has been launched for the 3rd year in partnership with the Department of Communities – applications closing 14th August with the grant monies expected to be distributed by end of October 2025.*
- *Conferences:*
 - *Community Development Conference 10 – 11 September*
 - *Annual State Conference 5 – 6 November*

7 EMERGING ISSUES

Notification of emerging issues must be provided to the Chair no later than 24 hours prior to the meeting.

Nil.

8 MATTERS FOR DECISION

8.1 RATING OF RENEWABLE ENERGY FACILITIES

By Kirsty Martin, Manager Commercial Management and Tony Brown, Executive Director Member Services

COMPOSITE RECOMMENDATION

Moved: Karen Wheatland

Seconded: Eddie Smith

That WALGA advocate to the State Government for:

- 1. Legislative amendments to enable WA Local Governments to rate large-scale renewable energy facilities using current rating mechanisms (differential rating based on UV, differential rating based on GRV, or GRV alone) with certainty; and**
- 2. A commitment to implement a Payment in Lieu of Rates (PiLoR) framework in Western Australia.**

RESOLUTION 049.4/2025

CARRIED

8.2 RATING OF MISCELLANEOUS LICENCES

By Tony Brown, Executive Director Member Services

WALGA RECOMMENDATION

Moved: Laurene Bonza

Seconded: Terresa Lynes

That WALGA:

- 1. Advocate for Local Governments to continue to have the ability to rate miscellaneous licences under the *Mining Act 1978*, and**
- 2. Oppose legislative amendments that seek to exempt occupied miscellaneous licence land from rating.**
- 3. Continue to advocate for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the Local Government Act 1995.**

RESOLUTION 050.4/2025

CARRIED

8.3 COMMUNITY INFRASTRUCTURE AND COMMUNITY SPORTING AND RECREATION FACILITIES FUND ADVOCACY POSITIONS

By Rebecca Hicks, Policy Advisor Community

WALGA RECOMMENDATION

That WALGA:

- 1. Replace Advocacy Position 3.71 Community Infrastructure with the following:**

Local Governments own, lease, and maintain vital community infrastructure across Western Australia that delivers essential benefits to local communities. Local Governments face significant funding pressures to ensure this infrastructure is effectively planned, developed, maintained, and enhanced to meet evolving community needs and population growth.

- 1. WALGA calls on the Australian Government to provide \$500 million per annum for community infrastructure through a national formula based, targeted Local Government funding program.*
- 2. WALGA calls on the State Government to:*
 - a. Provide \$30 million per annum for the Community Sporting and Recreation Facilities Fund,*
 - b. Provide \$30 million per annum for community arts and cultural infrastructure,*
 - c. Provide funding for retrofitting accessible design features to community infrastructure,*
 - d. Align all community infrastructure funding with existing State co-contribution of at least two-thirds.*

- 2. Retire Advocacy Position 3.72 Community Sporting and Recreation Facilities Fund.**

ALTERNATE MOTION

Moved: Teresa Lynes

Seconded: Patrick Hall

That WALGA:

- 1. Replace Advocacy Position 3.71 Community Infrastructure with the following:**

Local Governments own, lease, and maintain vital community infrastructure across Western Australia that delivers essential benefits to local communities. Local Governments face significant funding pressures to ensure this infrastructure is effectively planned, developed, maintained, and enhanced to meet evolving community needs and population growth.

- 1. WALGA calls on the Australian Government to provide \$500 million per annum for community infrastructure through a national formula based, targeted Local Government funding program.*

2. WALGA calls on the State Government to:

- a. Provide \$60 million per annum for the Community Sporting and Recreation Facilities Fund,**
- b. Provide \$60 million per annum for community arts and cultural infrastructure,**
- c. Provide funding for retrofitting accessible design features to community infrastructure,**
- d. Align all community infrastructure funding with existing State co-contribution of at least two-thirds.**

2. Retire Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund.

AMENDMENT

Moved: Michael Dudek

Seconded: Lewis Hutton

To amend point 2a. as follows:

- a. Provide \$60 million per annum for the Community Sporting and Recreation Facilities Fund, separate to the PlayOn WA 2030 Funding commitments.**

RESOLUTION 051.4/2025

CARRIED

THE SUBSTANTIVE MOTION AS AMENDED WAS PUT

That WALGA:

1. Replace Advocacy Position 3.7.1 Community Infrastructure with the following:

Local Governments own, lease, and maintain vital community infrastructure across Western Australia that delivers essential benefits to local communities. Local Governments face significant funding pressures to ensure this infrastructure is effectively planned, developed, maintained, and enhanced to meet evolving community needs and population growth.

- 1. WALGA calls on the Australian Government to provide \$500 million per annum for community infrastructure through a national formula based, targeted Local Government funding program.**
- 2. WALGA calls on the State Government to:**
 - a. Provide \$60 million per annum for the Community Sporting and Recreation Facilities Fund, separate to the PlayOn WA 2030 Funding commitments.**
 - b. Provide \$60 million per annum for community arts and cultural infrastructure,**
 - c. Provide funding for retrofitting accessible design features to community infrastructure,**
 - d. Align all community infrastructure funding with existing State co-contribution of at least two-thirds.**

2. Retire Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund.

RESOLUTION 052.4/2025

CARRIED

8.4 RURAL AND REMOTE HEALTH SERVICES ADVOCACY POSITION

By Hannah Godsave, Policy Manager Community

WALGA RECOMMENDATION

Moved: Phil Blight
Seconded: Eddie Smith

That WALGA replace Advocacy Position 3.2.2 Regional Health Services with the following:

The Western Australian and Australian Governments are responsible for ensuring that all West Australians have equitable access to primary healthcare services, regardless of their location. Local Governments should not have to step in to support the provision of these services for their communities.

- 1. WALGA calls on the Western Australian and Australian Governments to address the systemic failures in the provision of rural and remote primary healthcare services, including through:**
 - a. the development and implementation of adequate, appropriate and sustainable funding models**
 - b. incentivising rural and remote healthcare workforce recruitment and retention.**
- 2. Local Governments should be reimbursed for costs incurred to support the provision of primary healthcare services until sustainable funding and workforce models are in place.**

RESOLUTION 053.4/2025

CARRIED

8.5 HEALTH ADVOCACY POSITION

By Hannah Godsave, Policy Manager Community

WALGA RECOMMENDATION

Moved: Phil Blight
Seconded: Chris Antonio

That WALGA retire Advocacy Position 3.2 Health.

RESOLUTION 054.4/2025

CARRIED

8.6 ADVOCACY POSITIONS FOR ACTIVE TRANSPORT AND MICROMOBILITY

By Negar Nili, Policy Officer Transport and Roads

Helen Sadler declared an impartiality interest.

COMPOSITE RECOMMENDATION

That WALGA endorse the proposed advocacy positions on Active Transport and micromobility subject to the inclusion of:

1. The following item added to the Priority Actions of the Funding Position Statement:

Allocate dedicated funding to deliver safe, pedestrian- and bicycle-priority crossing points on local and distributor roads, particularly around schools, community hubs, and public transport nodes, to support safe and accessible active transport journeys.

ALTERNATE MOTION

Moved: Helen Sadler
Seconded: Laurene Bonza

That WALGA endorse the proposed advocacy positions on Active Transport and micromobility subject to:

1. The following item added to the Priority Actions of the Funding Position Statement:

Allocate dedicated funding to deliver safe, pedestrian- and bicycle-priority crossing points on local and distributor roads, particularly around schools, community hubs, and public transport nodes, to support safe and accessible active transport journeys.

2. Request the CEO to prepare an Active Transport Advocacy Plan for WALGA including, but not limited to, funding models to achieve the advocacy positions.
3. That the Plan be brought back to the Infrastructure Policy Team for discussion.

RESOLUTION 055.4/2025

CARRIED

MATTERS FOR CONSIDERATION BY STATE COUNCILLORS (UNDER SEPARATE COVER)

8.7 STATE COUNCIL CORPORATE GOVERNANCE CHARTER AND STANDING ORDERS REVIEW AND UPDATE

By Tony Brown, Executive Director Member Services and Kathy Robertson, Manager Association and Corporate Governance

WALGA RECOMMENDATION 1

Moved: Chris Mitchell
Seconded: Helen Sadler

That State Council endorse the updated:

1. Corporate Governance Charter; and
2. Code of Conduct.

AMENDMENT

Moved: Terresa Lynes
Seconded: Haeden Miles

Amend section 4.9 of the Corporate Governance Charter to include:

State Councillors are entitled to undertake two WALGA training courses per term. Additional training may be approved where a skills gap is identified.

PROCEDURAL MOTION

Moved: Patrick Hall
Seconded: Paige McNeil

That the item be deferred (Debate be adjourned).

RESOLUTION 056.4/2025

CARRIED

WALGA RECOMMENDATION 2

That State Council endorse the updated State Council Standing Orders.

SPECIAL MAJORITY REQUIRED

WALGA RECOMMENDATION 3

That State Council endorse the updated AGM Standing Orders.

8.8 FINANCE AND SERVICES COMMITTEE MINUTES - 20 AUGUST 2025

By Tony Brown, Executive Director Member Services

WALGA RECOMMENDATION

Moved: Chris Antonio

Seconded: Chris Mitchell

That State Council endorse the Minutes of the Finance and Services Committee meeting held on 20 August 2025.

RESOLUTION 057.4/2025

CARRIED

8.9 LOCAL GOVERNMENT HOUSE TRUST BOARD OF MANAGEMENT MINUTES – 20 AUGUST 2025

By Tony Brown, Executive Director Member Services

WALGA RECOMMENDATION

Moved: Phil Blight

Seconded: Chris Antonio

That State Council note the Minutes of the Local Government House Trust Board of Management meeting held on 20 August 2025.

RESOLUTION 058.4/2025

CARRIED

8.10 SELECTION COMMITTEE – 19 AUGUST 2025 CONFIDENTIAL*By Chantelle O'Brien, Zones Governance Officer***WALGA RECOMMENDATION**

Moved: Paul Kelly
Seconded: Chris Mitchell

That State Council:

- 1. Notes the resolutions contained in the 19 August 2025 Selection Committee Minutes.**
- 2. Endorse the Selection Committee's recommendation contained in the 19 August 2025 Selection Committee Minutes.**

RESOLUTION 059.4/2025**CARRIED****8.11 LGISWA INDEPENDENT DIRECTOR RECRUITMENT PANEL REPORT – CONFIDENTIAL***By Sam McLeod, Manager Commercial Services***WALGA RECOMMENDATION**

Moved: Chris Antonio
Seconded: Helen Sadler

That Ms Sarah Van Gent be appointed to the LGISWA Board as Independent Director for a three-year term, commencing on 1 January 2026.

RESOLUTION 060.4/2025**CARRIED****8.12 LGISWA BOARD MINUTES (11 JULY 2025) AND TRUSTEE MATTERS - CONFIDENTIAL***By Sam McLeod, Manager Commercial Services***WALGA RECOMMENDATION**

Moved: Phil Blight
Seconded: Chris Mitchell

That State Council note the Minutes of the LGISWA Board meeting held on 11 July 2025.

RESOLUTION 061.4/2025**CARRIED**

9 POLICY TEAM AND COMMITTEE REPORTS

9.1 INFRASTRUCTURE POLICY TEAM REPORT

Presented by Policy Team Member, Laurene Bonza

NOTED

9.2 PEOPLE AND PLACE POLICY TEAM REPORT

Presented by Policy Team Chair, Phillip Blight

NOTED

9.3 GOVERNANCE POLICY TEAM REPORT

Presented by Policy Team Chair, Patrick Hall

NOTED

9.4 ENVIRONMENT POLICY TEAM REPORT

Presented by Policy Team Chair, Les Price

NOTED

9.5 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) REPORT

Presented by Chair, Karen Wheatland

NOTED

MOTION

Moved: Michael Dudek

Seconded: Haeden Miles

That State Council note:

1. all Policy Team and Committee Reports; and
2. that Policy Team and Committee Agendas be distributed with sufficient time for Members to consider the information.

LOST

RESOLUTION

Moved: Helen Sadler

Seconded: Phil Blight

That all Policy Team and Committee Reports be noted.

RESOLUTION 062.4/2025

CARRIED

10 MATTERS FOR NOTING / INFORMATION

10.1 POLYPHAGOUS SHOT-HOLE BORER (PSHB): TRANSITION TO MANAGEMENT

By Rebecca Brown, Policy Manager Environment and Waste

NOTED

10.2 2025 LOCAL GOVERNMENT EMERGENCY MANAGEMENT SURVEY

By Sam Kennedy, Senior Policy Advisor – Emergency Management

NOTED

10.3 WALGA 2025 LOCAL GOVERNMENT EMERGENCY MANAGEMENT FORUM

By Sam Kennedy, Senior Policy Advisor - Emergency Management

NOTED

11 ORGANISATION REPORTS

11.1 KEY ACTIVITY REPORTS

11.1.1 REPORT ON KEY ACTIVITIES, ADVOCACY PORTFOLIO

By Rachel Horton, Executive Manager Advocacy

NOTED

11.1.2 REPORT ON KEY ACTIVITIES, INFRASTRUCTURE PORTFOLIO

By Ian Duncan, Executive Manager Infrastructure

NOTED

11.1.3 REPORT ON KEY ACTIVITIES, MEMBER SERVICES PORTFOLIO

By Tony Brown, Executive Director Member Services

NOTED

11.1.4 REPORT ON KEY ACTIVITIES, POLICY PORTFOLIO

By Nicole Matthews, Executive Manager, Policy

NOTED

RESOLUTION

Moved: Karen Wheatland
Seconded: Chris Mitchell

That Items 11.1.1 to 11.1.4, Key Activities Reports, be noted.

RESOLUTION 063.4/2025

CARRIED

11.2 PRESIDENT'S REPORT

WALGA RECOMMENDATION

That the President's Report for September 2025 be received.

11.3 CEO'S REPORT

WALGA RECOMMENDATION

That the CEO's Report for September 2025 be received.

RESOLUTION

Moved: Chris Mitchell

Seconded: Paige McNeil

That the President's Report and CEO's Report for September 2025 be received.

RESOLUTION 064.4/2025

CARRIED

12 ADDITIONAL ZONE RESOLUTIONS

WALGA RECOMMENDATION

Moved: Les Price
Seconded: Chris Antonio

That the additional Zone Resolutions from the August 2025 round of Zones meetings as follows be referred to the appropriate portfolio for consideration and appropriate action.

RESOLUTION 065.4/2025

CARRIED

CENTRAL COUNTRY ZONE (MEMBER SERVICES PORTFOLIO)

To Address Anomalies Arising from Changes to the Audit Function of Local Government in Western Australia

That the Central Country Zone request WALGA to support a representation to the State Government to remove the Office of Auditor General (OAG) as the sole auditor of Local Government in Western Australia.

CENTRAL COUNTRY ZONE (MEMBER SERVICES PORTFOLIO)

To Rationalise the Audit Function for Local Government in Western Australia

That the Zone request WALGA to advocate for the choice of an auditor of Local Governments in Western Australia be opened to individuals who are Registered Company Auditors with the Australian Securities and Investments Commission (ASIC) as well as the Office of Auditor General OAG).

EAST METROPOLITAN ZONE (POLICY PORTFOLIO)

Advocacy for Improved Action and Communication from State Government Agencies

That the East Metropolitan Zone requests that WALGA prioritise their advocacy to the State Government for the following:

1. A joint review by the Department of Planning, Lands and Heritage (DPLH) and the Department of Mines, Industry Regulation and Safety (DMIRS) into the first year of operation of the Short-Term Rental Accommodation (STRA) regulatory framework, including:
 - a. The number of properties operating under the 90-day exemption for hosted and unhosted STRA under the Planning and Development (Local Planning Schemes) Regulations 2015;
 - b. The impact of exempt STRA on long-term rental housing supply, particularly in the context of the current housing availability crisis;
 - c. The compliance and enforcement burden placed on local governments due to the exemption, including the resourcing and the absence of management controls for exempt STRA; and
 - d. The limitations of the current DMIRS registration system under the Short-Term Rental Accommodation Act 2024, with particular regard to:
 - i. The reactive nature of the system, which relies on local governments to identify and prove breaches and issue formal notices, rather than preventing non-compliant listings through automated or upfront checks.
 - ii. The absence of upfront checks for development approval on registration;

- iii. The ability for operators to continue accepting bookings beyond the exemption period, even when no development approval has been obtained; and
 - iv. The misuse of the “hosted” STRA exemption category.
- 2. Advocate for reforms to the STRA framework to:
 - a. Place greater onus on operators to demonstrate valid development approval (or valid exemption) at the point of registration, including automated cross-checking where possible;
 - b. Automatically suspend properties from the register when the exemption threshold is exceeded, unless evidence of development approval is provided;
 - c. Strengthen verification of hosted STRA to ensure bona fide use.
 - d. Shift the registration system from a reactive model to a preventative one, by requiring system-led validation steps and reducing the burden on local governments to initiate compliance actions.
- 3. Advocate for removal or reduction of the 90-day exemption under the Planning and Development (Local Planning Schemes) Regulations 2015 to reduce the compliance burden on local governments and to support long-term housing supply.

GREAT EASTERN COUNTRY ZONE (MEMBER SERVICES PORTFOLIO)

Local Government Elections – Four Year Terms, Two Yearly Election Cycle

That the Great Eastern Country Zone request that WALGA continues to advocate to the State Government to retain the current system of four-year terms with a two-year spill for Local Government elections.

GREAT SOUTHERN COUNTRY ZONE (MEMBER SERVICES PORTFOLIO)

WA Electoral Commission Returning Officer Service Levels

That the Great Southern Zone:

- 1. EXPRESSES its concern to State Council regarding the WAEC’s decision to not allow Returning Officers to attend Candidate Information Sessions and reduction in service levels without commensurate reduction in fees charged to Local Governments to conduct the upcoming Local Government elections in October 2025.
- 2. REQUESTS that WALGA make representation to the Minister for Electoral Affairs, Hon. David Michael MLA, to ensure that the smooth and efficient running of the 2025 Local Government elections.

PILBARA COUNTRY ZONE (MEMBER SERVICES PORTFOLIO)

Gross Rental Value Rating of Mining Tenements

That the Pilbara Country Zone requests WALGA to approach the Department of Local Government to:

- 1. Reaffirm Policy: The Department of Local Government should reaffirm the 2011 policy and clarify that it applies to all tenement types, including Miscellaneous Licences.
- 2. Legislative Amendments: The Department of Local Government be requested to make legislative changes to Section 6.26 of the *Local Government Act*, to remove current ambiguity.
- 3. Stakeholder Engagement: Engage with local governments, mining companies, and other stakeholders to discuss the implications of the Supreme Court decision and ensure a collaborative approach to any policy changes; and
- 4. Suggest: That the Department of Local Government instruct local governments to not immediately commence Unimproved Value (UV) rating of Miscellaneous Licences until 1 to 3 above have been completed.

SOUTH EAST METROPOLITAN ZONE (MEMBER SERVICES PORTFOLIO)

Mandatory Training for Mayors on Leadership and Governance

That the South East Metropolitan Zone:

1. requests WALGA to advocate to the Minister for Local Government for an amendment to the *Local Government Act 1995* and/or associated regulations to require all directly elected or Council-elected Mayors and Presidents to undertake mandatory training upon election, in addition to the current mandatory Elected Member training, specifically addressing:
 - a. Leadership and team dynamics;
 - b. Chairing meetings and procedural fairness;
 - c. Collaborative governance and relationship-building;
 - d. Strategic oversight and performance of the CEO.
2. notes the importance of equipping Mayors and Presidents with the skills necessary to lead their councils effectively, foster a high-functioning and respectful culture, and manage the unique responsibilities of civic leadership.
3. requests WALGA to consider the development or endorsement of such a training module, in consultation with Local Governments and subject matter experts.
4. requests WALGA advocate to the Minister for Local Government for an amendment to the Local Government (Elections) Regulations to require candidates for the role of directly elected Mayor or President to have completed an additional induction course specific to the role of Mayor / President.

SOUTH METROPOLITAN ZONE (MEMBER SERVICES PORTFOLIO)

Advocacy for Four-Year Local Government Election Cycle in Western Australia

That the South Metropolitan Zone:

1. Supports the advocacy position that Local Government elections in Western Australia be held every four years, replacing the current biennial (two-year) cycle; and;
2. Requests WALGA to examine the case for legislative reform to implement a four-year Local Government election cycle in Western Australia, bringing it into alignment with other Australian States and Territories and New Zealand.

SOUTH METROPOLITAN ZONE (POLICY PORTFOLIO)

Request for WALGA Advocacy to State Government on WA Planning System

That the South Metropolitan Zone:

1. Notes the City of Melville's concerns regarding the discretion under the WA Planning System; and
2. Refers the matter to WALGA Secretariat for advice on alignment with existing advocacy positions, with a report back to the Zone.

13 DATE OF NEXT MEETING

The next ordinary meeting of the WALGA State Council will be held in the Boardroom at WALGA, ONE70, LV3, 170 Railway Parade, West Leederville on Wednesday, 3 December commencing at 4:15pm.

14 CLOSURE

President Karen Chappel thanked Laurene Bonza and the Shire of Dundas for hosting State Council for the Regional meeting. Karen also thanked all State Councillors for their service over the past two years and wished those up for election in October the best of luck.

There being no further business, the Chair declared the meeting closed at 1:06pm.

Local Emergency Management Committee

Combined;

Shire of Katanning



Shire of Woodanilling



**Minutes of the Meeting held on
Thursday 18 September 2025 at the
Shire of Katanning Council Chambers,
Austral Tce Katanning**

Partner Local Governments, Supporting Agencies, Committee and Community delegates are invited to attend the combined Local Emergency Management Committee meeting as noted above.

Provisions for remote attendance through MS Teams can be made available on request.

Local Emergency Management Committee

MINUTES

Date 18 September 2025
Location Shire of Katanning Council Chambers
Time 2:00pm
Videoconference link: Available on Request

39. *Functions of local emergency management committees*
- (a) *to advise and assist the local government in ensuring that local emergency management arrangements are established for its district.*
 - (b) *to liaise with public authorities and persons in the development, review and testing of local emergency management arrangements; and*
 - (c) *to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.*

The hosting Local Government CEO or delegate shall preside over the meeting.

1. Opening and Welcome

The presiding member declared the meeting open at 2:00pm.

"I would like to begin by acknowledging the Traditional Custodians of the land on which we meet today, and pay my respect to their Elders past, present and emerging. I extend that respect to Aboriginal and Torres Strait Islander people here today."

2. Attendance and Apologies

Attendees:

- John Goodheart – Shire President Shire of Katanning
- Peter Klein – CEO Shire of Katanning
- Tina Jones – Dept of Health
- John Paul Collins – DPIRB
- Anika Serer – CEO Shire of Woodanilling
- Hannah Wilson – Shire of Woodanilling
- Brett Drew – Western Power
- Estelle Lottering – Shire of Kojonup - Fuel Contamination Presentation
- Phillip Gunn – CESM Shire of Kojonup – Fuel Contamination Presentation
- Lynda Elms – DFES Narrogin
- Diarmuid Kinsella – DFES Albany
- Tim Harris – CBFCO Katanning

- Cindy Pearce – CESM Shire of Katanning / Woodanilling
- Taryn Human – Shire of Katanning Minute Taker

Apologies:

- Craig Andrew – ARC Infrastructure
- Bethany Findlay NBN
- Andrew Duffield – Main Roads via MS Teams
- Mitch Davies – DBCA
- Ethan Gracomel – DBCA
- Ann Marie Whytt – APA
- Kristy D'Aprile – Shire President Shire of Katanning
- Donna Shepherdson – Braeside Primary School
- Tony Pedlow – Water Corp
- Kellie Trinnie – Dept Communities
- WA Police
- Keira Van Der Wal – Katanning Primary School

Minute Taker: Taryn Human, Shire of Katanning

3. Disclosure of Interests

Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be declared now and if possible, raised with the chairperson prior to the meeting to determine the appropriate way to manage the conflict.

4. Guest Presentations**4.1. PPRR – Shire of Kojonup Presentation – Fuel Spill Incident**

A discussion was held regarding the Fuel Contamination Incident in Kojonup, including the process followed, with photos displayed during the presentation.

5. Confirmation of the minutes

That the Minutes of the Local Emergency Management Committee Meeting held on **Wednesday 11 June 2025** in Woodanilling be confirmed as a true record of proceedings.

Moved: Cr Dale Douglas

Seconded: Cindy Pearce

Carried

6. Review of Action list and business arising

Item	Owner	Status
9.4 - Letter of concern to be sent to the Great Southern Country WALGA Zone Committee highlighting concerns, regarding phone coverage issues impacting emergency responders during emergencies.	Shire of Katanning and Woodanilling	Letter has been sent DPIRB, DFES, WALGA. DPIRB have requested names and addresses of properties, Cindy collating this through the Bushfire groups. To date we have received feedback from 24 property owners.
Exercise – Flood event. What do we was a committee want to test with this exercise?	Lynda Elms and Cindy Pearce	A desktop will be facilitated for next year 2026 (May). Committee would like the full exercise to be conducted.
Brett Drew to arrange a meeting with the Shire regarding the 4.5-tonne restrictions on gravel roads, as these restrictions are limiting their work program.	Western Power	
Bushfire Mitigation Program – Diarmuid to contact Gile De Brito and get an update for the Shire.	Diarmuid Kinsella	
Risk Register – If not successful with AWARE then the committee will look at how to proceed.	Cindy Pearce	
LEMC Business Plan – Cindy to locate a template that can be copied.	Cindy Pearce	
Contaminated Sites – list to be forwarded to Cindy from both Shires, these will be included in the Confidential Contact and Resource List. This was an outcome from the Kojonup Shire presentation on the burst water pipe and fuel contamination incident.		

7. Correspondence

7.1 Correspondence In

- Extension to the STAND program allocation, NBN Sky Muster satellite service to evacuation centers and rural control centers. A further 95 sites for WA.

7.2 Correspondence Out

- Minutes from the previous meeting held on 11 June 2025.
- Invite to the Shire of Kojonup to share their experience with the "fuel spill incident".
- State Hazard Plan – FIRE - circulated 21 August
- AWARE Grant submitted to support our Risk Project
- Relevant Fire Weather Warnings x 3
- Notice of Meeting
- LEMC Annual Report submitted to the SEMC

7.3 Information tabled.

- Nil.

8. Review of LEMC membership and contact list updates

Updates are invited from attendees and agencies.

- **Section 95 Prisons Act 1981** – Pardelup prisoners are able to assist with completing works under supervision after an emergency as part of their rehabilitation.

9. Local Emergency Management (standing items)

9.1 Post Incident Reports – discussion and note any outcomes to be actioned.

9.2 Post Exercise Reports – discussion and note any outcomes to be actioned.

- Anything for discussion and noting from the Kojonup Presentation today. Contaminated sites to form part of the LEMA.

9.3 Exercise – discuss objectives (what needs to be achieved) and dates.

9.4 Review Local Emergency Management Arrangements – updates as required. What further updates are there.?

9.5 Risk management update – monitor and review, emerging risks, mitigation.

- **Bushfire Risk Mitigation Plan** – The WALGA appointed BRM officer resigned last month, and we are waiting on an update on how this will be progressed to complete the works.

- **Risk Register progress** - An AWARE grant has been applied for to review and complete the Risk Register. If funding is not approved, the committee will consider how to move forward with this project.

9.6 Review LEMC Business Plan – Plan needs to be implemented over the 2 Local Governments.

- Need to locate a template.

10. **Agenda Items**

- State Hazard Plan - Fire – Has been reviewed and covers off on the headings of PPRR.
- STAND Funding – Are we going to apply for another location eg Katanning Town hall, Woodanilling Sporting Pavilion or Katanning Shire office.

11. **Agency/Member Reports**

Brett Drew – Reported being busy, stand-alone power plan are being located into the region. Responders are not to spray water within the confinement of the battery location. Responders are to stop the fire from spreading. It was mentioned that Western Power can be requested to turn off electricity remotely though this would imply a larger area than isolating it on site.

Brett will also arrange a meeting with the Shire regarding the 4.5-tonne restrictions on gravel roads, as these restrictions are limiting their work program.

Lynda Elms – Report Attached

Diarmuid Kinsella – Report Attached

John Paul Collins – Report Attached

Tina Jones – Influenza A within the community. Needs to be reported to Public Health.

Viv Gardner – Report Attached. She wanted to highlight the training, Introduction to Emergency Management and Introduction to Recovery, taking place in Albany on the 15th and 16th October.

Cindy Pearce - **Katanning**

Training - Pre-season training for farmer response units that have not completed the training is being held on 28 Oct and 6 Nov at the Broomehill Fire Station. The course on the 28 Oct is booked out.

UCL – budget has been reduced this year for the region, usually received approx. 300k the region requested 500k and we have received 200k. Meaning each local government in the region receives 18k. We mitigate 30 UCL blocks in the Katanning

townsite with most of them being in the southeast area of town. I am currently waiting on quotes.

Water Bomber reload training will take place at the Katanning airstrip on the 8 November.

Mel Haymont DFES Regional Community Engagement Advisor is currently working with different local community groups. e.g. Kerry Palmer.

Woodanilling

Training – as per Katanning Report, though Woodanilling have only 2 members recorded that are not trained.

Regional Exercise - or the Upper Great DFES Narrogin is being held 15 of October at Woodanilling, with guest speakers and other preseason information / workshops. Looks to be a great afternoon starting with a BBQ.

12. General Business

- 12.1 Proposed DFES fuel storage at the Katanning airstrip – update – Peter Klein
Shire request a MOU to be entered into, waiting on outcome of the request.
- 12.2 STAND Allocation Project – STAND is currently located at the Katanning Leisure Centre and the Shire office in Woodanilling. – Cindy Pearce
- Report Attached.

13. Next Meeting

LEMC calendar

Proposed calendar dates for LEMC 2025

Date	Activity	Venue	Comment
February 2025	LEMC Meeting	Katanning	
May 2025	LEMC Meeting	Woodanilling	
September 2025	LEMC Meeting	Katanning	
December 2025	LEMC Meeting	Woodanilling	4 th December 2025

14. Meeting Closure

The meeting was declared closed at 3:50pm, with attendees to participate in a discussion exercise to follow.

LEMC & DEMC report – 1st Quarter 2025/2026

DPIRD's On-Call Coordinator Duty Phone

If needing to activate the State Support Plan: Animal Welfare in Emergencies or require assistance in the DPIRD support role of another Hazard Management

Agency's incident, the contact number is **08 9368 3132**.

DPIRD's role in emergency management

- DPIRD is the Hazard Management Agency (HMA) for animal and plant pests and disease incursions. Refer to the [State Hazard Plan: Animal and Plant Biosecurity](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies. This includes livestock, horses, and companion animals. Refer to the [State Support Plan: Animal Welfare in Emergencies](#) for information on DPIRD's legislated roles and responsibilities.
- DPIRD may from time to time provide support to other agencies where requested. This includes administering some components of the [Disaster Recovery Funding Arrangements WA](#).

Emergency Management Directorate

Learning & Development

DPIRD EM Preparedness Team are working through the emergency management training program for the 2025/2026 calendar year.

Following SEMC endorsement (March 2025) of the revised State Support Plan of Animal Welfare in Emergencies (SSP-AWiE) – DPIRD has commenced planning an exercise to test the SSP-AWiE arrangements in accordance with State Emergency Management Policy. The Exercise will be a Desktop format and will be held in Oct 2025.

Emergency Animal Disease (EAD) Preparedness

DPIRD has recently conducted a number of internal workshops focused on EAD preparedness across the preparedness, response and recovery phases to build awareness and capacity.

New Director

DPIRD's Emergency Management Directorate (EMD) has a new Director, Scott Beaton. Scott was DPIRD's Director of Work, Health, Safety & Wellbeing and has a background and experience in emergency management.

Current Vacancies

The EM Directorate has gone through a significant restructure. DPRD is currently advertising two new positions being Assistant Director, Emergency Preparedness and Assistant Director, Emergency Coordination.

Additionally, DPIRD will be advertising shortly a Learning and Development Coordinator position which has recently become vacant due to a resignation.

National alerts and investigations

Avian Influenza

CURRENT STATUS in WA: Absent – no known detections

Responses to outbreaks of H7 high pathogenic avian influenza are currently underway in Victoria, New South Wales, and the ACT. Note that this is not the H5 strain currently causing concern globally. DPIRD is monitoring the situation and undertaking preparedness

activities. Also, DPIRD is providing personnel and resources to support jurisdictions with confirmed outbreaks. Poultry producers and owners are encouraged to view our [avian influenza page](#) for information on preparedness and detection.

Tomato brown rugose fruit virus

CURRENT STATUS IN WA: Absent – no known detections

A highly contagious plant virus affecting tomatoes, capsicums, and chillies. It has been detected in South Australia in August 2024. It presents a significant risk to growers and the industry if established. No known detections in Western Australia currently. Industry and backyard growers are encouraged to recognise and report signs and symptoms of the virus if found. Information is available on our [tomato brown rugose fruit virus page](#).

Animal Welfare in Emergencies

DPIRD is the executor of the State Support Plan for Animal Welfare in Emergencies (AWiE). Please note the following important notices regarding AWiE for district and local representatives:

- Please refer to DPIRD's [animal welfare](#) section of our website for resources, support, and contacts. Local governments can reach out to our Incident and Emergency Management Branch if they require advice and support for the development of their PAWE (contact emergencymanagement@dpiird.wa.gov.au).
- DPIRD's Incident and Emergency Management Branch is undertaking preparedness and response activities where activated under the [State Support Plan - Animal Welfare in Emergencies](#).
- DPIRD is working with the SEMC to finalise responses to feedback on the proposed improvements to the [State Support Plan - Animal Welfare in Emergencies](#). The review is scheduled to be finalised in late 2025.

Important Disclaimer

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Department of
Primary Industries and
Regional Development

**Protect
Grow
Innovate**

DPIRD EMERGENCY MANAGEMENT OVERVIEW

Emergency Coordination Overview	
Reporting Period:	1 st Quarter 25-26
Emergency Activations and Declarations	
Emergency Declarations	Nil

Incident Coordination Overview				
Animal and Plant Based Biosecurity ¹				
Incident Title		Location	Date	Incident Level ²
African Black Sugar Ant		Perth Metro	Since Jan 2020	Level 1
Polyphagous Shot-Hole Borer		Perth Metro	Since Sep 2021	Level 2
Carpet Sea Squirt		Perth Metro	Since Jan 2023	Level 1
Red Dwarf Honeybee		Pilbara Region	Since Jul 2023	Level 2
Queensland Fruit Fly		Perth Metro	Since Nov 2024	Level 2
Starling		Great Southern	Since Nov 2024	Level 1
Support to Animal Welfare in Emergencies ³				
Incident Title	Region	Date	HMA	Details
Nil				
Support to Natural Hazards				
Incident Title	Region	Date	HMA	Details

DPIRD Emergency Coordinator Comments and Outlook	
- DPIRD continues to manage three level 2 incidents. The Browsing Ant incident that was being managed has now achieved eradication. - DPIRD Biosecurity and Emergency Management is monitoring the developing situation in Victoria related to High Pathogen Avian Influenza Outbreaks.	

¹ Regarding a "Declared Pest", an incident is only listed where a formal Incident Management Team has been established.

² Incident levels as per section 5.1.5 of the State Emergency Management Plan

³ Only when the State Support Plan – Animal Welfare in Emergencies has been activated.

STATE NEWS

The last meeting of the State Emergency Management Committee (SEMC) was held 8th March. **The next meeting is the 7 August.** SEMC Communiques can be found [here](#).

Comprehensive Review Schedule of State Emergency Management Documents

On 13 March 2025, the SEMC approved amendments to:

- State Support Plan - Animal Welfare in Emergencies following the 2024 comprehensive review carried out by the Department of Primary Industries and Regional Development.
- State Hazard Plan - Human Biosecurity following the 2024 comprehensive review carried out by the Department of Health.

The following comprehensive reviews have been granted an extension:

- Impact Statement Review – October 2025

The following State EM documents are planned for comprehensive review and broad consultation in 2024/2025.

State Support Plan – Emergency Public Information
State Hazard Plan – HAZMAT Annex B Space Re-entry Debris (SPRED)
State Hazard Plan – Cyber Security Incident
State Support Plan – Freight and Supply Chain
Impact Statement Guideline and Template
Local Recovery Guideline
WA Community Evacuation in Emergencies Guideline

The updated plans have now been published on the SEMC website, along with a summary of amendments

State Hazard Plan – Fire COMPREHENSIVE REVIEW

The Department of Fire and Emergency (DFES) is progressing a comprehensive review of the State Hazard Plan - Fire. The review formally commenced in March 2024 led by DFES Metropolitan Operations supported by the DFES Policy Team.

There were two rounds of consultation conducted during 2024

Round 1 – Targeted key stakeholders

Round 1 consultation informed the initial re-drafting of the plan.

Round 2 – Broad consultation via the SEMC Pinpoint site.

Round 2 consultation was based on the DRAFT consultation plan prepared in response to Round 1.

For further information: [State Hazard Plan - Fire | Engage WA Emergency Management](#)

DISTRICT NEWS

The last Great Southern District Emergency Management Committee meeting was held on the 3rd July 2025 the next meeting will be held on the 22 October.

Kulin Regional Exercise - a severe weather exercise was facilitated by DFES on the 30th July 2025 in Kulin and was attended by the Shire of Kulin, Shire of Lake Grace, Shire of Wickepin and Shire of Wandering along with emergency services and support agencies

Professional Development

Australasian Fire and Emergency Service Authorities Council (AFAC) Conference and Australian Disaster Resilience Conference, presented by the Australian Institute for Disaster Resilience (AIDR).

AFAC25 Conference and Exhibition is Australasia's largest and most comprehensive emergency management conference and exhibition. Brought to you by AFAC and Deutsche Messe.

The Department of Fire and Emergency Services is pleased to co-host the 2025 AFAC Conference and Exhibition, which will take place from **Tuesday 26 to Friday 29 August** at the Perth Exhibition and Convention Centre. AFAC is the premier knowledge-sharing event for the fire and emergency services industry, bringing together experts from across Australia, New Zealand and beyond to share insights, strengthen partnerships and explore innovations in emergency management.

The Australian Institute for Disaster Resilience (AIDR) develops, maintains and shares knowledge and learning to support a disaster resilient Australia. The Australian Disaster Resilience Conference brings together a diverse and passionate crowd from a range of sectors to share knowledge and build connections for a disaster resilient Australia.

Access to the Exhibition Hall is free, but you will need to register. Find out more at:

<https://www.afacconference.com.au/>

Training Opportunities

Disaster Recovery Funding Arrangements WA – Just in Time Training Video Modules

DFES has produced a short (50 mins) training product that covers the basics of the Disaster Recovery Funding Arrangements for Western Australia (DRFAWA). This has been designed to help local governments and State agencies understand the basics of how the arrangements work and the different types of assistance that might be available. There are 6 videos in the module presented via the platform Mobilise Me. Access is via a self-registration process. <https://dfes.mobilise-me.com/index.php/Selfregistration/DRFAWA>. If you already have a DFES MobiliseMe account, please contact recoverycapability@dfes.wa.gov.au for the module to be assigned to your profile.

This Training Product has been designed for LGs and State Agency personnel who may have some involvement in applying for DRFAWA funding or contributing to the DRFAWA claim evidence requirements.

Introduction to Emergency Management and Introduction to Recovery – Albany 15 & 16 October 2025

The following training is being delivered by DFES Recovery Capability. The target audience is for Government authorities, including local government, District Emergency Management Committee members, and service providers working in emergency management and disaster recovery in WA.



Introduction to Emergency Management

9am - 4.30pm | 15 October 2025

Albany SES Incident Coordination Centre

129 Market Road, Albany WA 6172

This training provides participants with an introductory overview of Western Australia's state emergency management framework. It focuses on identifying emergency management legislation, regulations and policies, as well as understanding the national and local operational structure.

Prerequisites:

- None required

Key Subject Areas

- Legislation and policy framework
- Underpinning principles
- Comprehensive approach to emergency management
- Governance structures
- Functions, aims and objectives
- Prescribed hazards
- Plans and other key documents
- How to be disaster managed

Introduction to Disaster Recovery

9am - 4.30pm | 16 October 2025

Albany SES Incident Coordination Centre

129 Market Road, Albany WA 6172

This training provides a broad overview of Disaster Recovery, and how recovery activities help impacted individuals and communities return to a life that they value. The module focuses on outlining key recovery concepts, practices and activities, while identifying key agencies, roles, and functions. The program for state recovery advancement.

Prerequisites:

- Introduction to Emergency Management

Key Subject Areas

- Recovery - a broad look
- The national principles
- Roles and responsibilities - key
- State models of recovery
- Plans for recovery
- The role of recovery management
- Recovery management structure

For more details and to apply, click here: <https://forms.office.com/r/7cAcCrYS2X>

Community Preparedness

The role of the Community Preparedness Directorate (CPD) is to develop strategies, programs and resources that enable communities to become more resilient by knowing their risk and getting prepared. CPD work with key stakeholders including staff and volunteers, local government, and community services organisations just to name a few to develop these programs and resources to meet the needs of the community.

The following is a link to the publications that are available to order:

<https://publications.dfes.wa.gov.au/order-publications>

Contact community preparedness through the following:

Community.preparedness@dfes.wa.gov.au



Community Disaster Resilience Strategy Implementation Project

Pilot workshops have been conducted around the State, including two in the Great Southern Emergency Management District, Albany and Boddington, which have incorporated a Risk and Resilience Exercise. The workshops were highly interactive and designed to review community disaster resilience and preparedness within communities. The sum of this data from community interviews and the exercise/workshop, combined with desktop analysis, will produce a baseline level of assessment for community disaster resilience for the pilot local government area, which will be produced by DFES Community Preparedness.

Disability Inclusive Emergency Planning Forums

The DIEP forums are a series of face-to-face, community-based workshops that bring together people with lived experience of disability, local and state government representatives, emergency services, and key service providers. Their purpose is to improve how we plan for, respond to, and recover from emergencies, ensuring emergency management is inclusive of people with disability and those with additional support needs.

This work is being delivered in partnership with local governments, facilitated by the University of Sydney's Collaborating 4 Inclusion team, and funded through the Disaster Ready Fund (DRF) in collaboration with the National Emergency Management Agency (NEMA).

The City of Albany will host a forum on 1 September 2025, and the Shires of Denmark and Plantagenet are collaborating to deliver a forum on 2 September 2025.

For more information on DIEP and P-CEP, please visit the [Collaborating4Inclusion](https://collaborating4inclusion.org.au) website or contact your Community Preparedness Advisor or email: community.preparedness@dfes.wa.gov.au.

GRANT PROGRAM UPDATES

AWARE Funding – CLOSED on 5 August 2025. Outcomes announcements are expected in October 2025.

LOCAL NEWS

The Local Emergency Management Arrangements Improvement Program

LEMA Pilot Project – WALGA is undertaking a pilot with five local governments selected through an Expression of Interest. The objectives of the pilot are to: test and refine templates and resources, identify challenges in achieving LEMA endorsement, gather input for user guidelines on Local Arrangements and identify and collect additional support tools/resources used by local governments.

Local governments involved in the pilot program have completed facilitating the Community Risk Workshops, leveraging collective local knowledge. The expected outcome is a documented set of locally valued assets and liabilities, consequence statements, and recommended treatment options, prioritising locally owned risks using local knowledge and resources.

The pilot is expected to run until August, after which a review and report will be prepared for SEMC on the outcomes.

Until the reform of LEMA, local governments are advised to proceed as planned with LEMA reviews, so they maintain their obligations under the *Emergency Management Act 2005*.

Given the timeframes of the program please don't delay in preparing any LEMA that are due or nearly due for their 5-year review.



The Shire of Ravensthorpe with DFES developed a desktop exercise for establishing an Incident Support Group for a severe weather event. The exercise is available to be shared for any Local Emergency Management Committees who wish to run this exercise.

Western Power - Stand Alone Power Systems (SPS)

Western Power has provided the following information in response to several queries from Great Southern Local Governments regarding *Stand-alone Power Systems*:

We encourage LEMC's to reach and invite service providers such as Western Power to your meetings especially if there is a particular issue you wish to discuss. Please contact Viv Gardiner, Great Southern DEMA for support with contact information for service providers.

- Who is responsible for maintenance for fire preparation/ prevention? – **Western Power contractors undertake regular (6 monthly) maintenance of SPS sites where veg clearing is one of their activities. Customers/landowners are required to maintain the area surrounding the SPS. Customers/landowners are required to not enter the SPS enclosure.**
- Any things to be aware of when defending them from bushfire? - **The SPS enclosure includes Lithium batteries as a component. No attempt should be made to fight the fire, just prevent any spread of fire.**

What to do if there is a fire near my SPS enclosure?

In the event of a fire approaching or within the fenced SPS area, please follow these steps:

1. Do not attempt to fight fire within the fenced SPS enclosure
2. Contact 000 immediately
3. Report the fire to Western Power on 131351. If safe to do so (outside the SPS enclosure), minimise the spread of fire, for example by wetting down surrounding vegetation. Ensure you're protected from any fumes. Please ensure you maintain fire breaks around your SPS and keep your bushfire plan up to date.

Western Power - General enquiries 13 10 87 **Emergencies 13 13 51**

TELSTRA Emergency Services Liaison Officer Contacts

A Telstra Emergency Services Liaison Officer (ESLO) is a key role within Telstra that focuses on facilitating communication and collaboration between Telstra and emergency services during disaster events. Telstra has suggested including Eslo.wa@team.telstra.com as part of your LEMC invites. Telstra also do have a national number that will reach the on duty **ESLO- 03 9239 9200 opt 4**.

The above method is the preferred contact option, this ensures if anything changes with people you can still get through so, please use the above email address as the first point of contact please. Below are the direct contact details should you require.

Brian Young ESLO- 0419044605- Brian.J.young@team.telstra.com
Calvin Mathais- ESLO- 0477703167- Calvin.Mathais@eam.telstra.com
Andy Boutell- Incident specialist- 0419912229- Andrew.boutell@team.telstra.com

Compiled by: Vivienne Gardiner, Viv.gardiner@dfes.wa.gov.au
District Emergency Management Advisor
Great Southern Department of Fire and Emergency Services

+++





Emergency Relief and Support

LEMC REPORT FOR DISTRIBUTION

1ST Quarter 2025 – 2026

Regional Emergency Relief and Support contact

Activation of Emergency Relief and Support (ERS) services is via
Communities Emergency Operations Coordinator (EOC)

M: 0418 943 835 and Email: emergencyservices@communities.wa.gov.au

Regional Officer:	Jo Spadaccini
Regional Coordinator:	Kelly Trinne
Regional Manager:	Mark Schorer

Regional Specific Update

ERS Regional Coordinator Great Southern

- Reminder that Vivienne Gardiner is on secondment as the DFES Great Southern DEMA. Kelly Trinne is acting in the Regional Coordinator role, is based in Albany and can be contacted via 0432 831 689 and kelly.trinne@communities.wa.gov.au

Great Southern Storms and Associated Flooding

- Support continues for the Great Southern Storms and Associated Flooding which occurred on 13th - 14th March 2025 and impacted City of Albany and Shire Plantagenet. Under the Disaster Recovery Funding Arrangements Communities' coordinates Category A – Assistance for impacted Individuals and Families.

Public Sector Reform

- On 1 July 2025, as part of the Premier of Western Australia, the Hon Roger Cook MLA, Public Sector Reform, Communities' service delivery housing functions moved to the new Department of Housing and Works.
- The reform provides the State with an opportunity to clearly define the role and responsibilities for the Built domain, including identifying a lead agency.
- This reform does not impact the existing emergency accommodation provision by ERS during response and recovery phases of an emergency.

Training

- Evacuation Centre Training – Communities' is available to deliver training to Local Government staff and LEMC members. The training can be delivered in the local

Annual Evacuation Centre Audits

- Local ERS staff will be conducting annual audits of all nominated evacuation centres over the next few months, facility staff will be contacted prior to arrange visit. The audits capture building capacity, access, facilities, communications i.e. catering facilities, amenities, etc.

ERS Preparedness

Register.Find.Reunite. (RFR)

- The National Emergency Management Agency (NEMA) has drafted a paper (the Paper) for the June 2025 Australia New Zealand Emergency Management Committee (ANZEMC) meeting that outlines the final recommendations of the Register.Find.Reunite. (RFR) Time Limited Working Group.
- The Paper identifies that the RFR Time Limited Working Group was unable to agree on a single national capability to address registration and reunification requirements.
- The RFR Time Limited Working Group agreed that NSW, QLD, VIC, NT and WA will continue to fund RFR while they individually scope alternative capabilities and to amend State arrangements where RFR is listed.
- While Communities is supportive of funding of RFR beyond 2024-25, Communities is taking proactive steps in response to the RFR Time Limited Working Group recommendation to move away from RFR as a national solution.
- Communities will commence a project to assess current RFR capability and explore alternative solutions that may assist the Department to meet its Registration and Reunification' functional responsibilities under the State Support Plan – Emergency Relief and Support.
- It is anticipated that any new capability may require additional funding beyond the current financial commitment for RFR, particularly in the absence of national cost-sharing under the existing arrangements.

Long Term Accommodation

Background

- In October 2024, ERS engaged Nous to develop a draft policy position on the roles and responsibilities of State agencies in providing medium to long-term post disaster accommodation.
- The scope of the project included consideration of temporary accommodation for impacted people and for reconstruction and recovery workers.

Draft Policy Position

- The draft policy position recommended:
- Department of Communities be responsible for coordinating accommodation for impacted people.
- A separate, suitable agency be responsible for coordinating accommodation for workers.
- A State Support Plan Temporary Accommodation be developed to outline agency roles and responsibilities.
- This draft policy position was proposed on the basis that Communities had both the Emergency Relief and Support Functions and functions under the Housing Act (1980).

- Post Public Sector Review (PSR) Review Attachment 13.3.1
- In June 2025, following the disaggregation of Communities' housing functions under the Public Sector Reform changes, and the creation of a new Department of Housing and Works, ERS engaged Nous to review the draft policy position (The Post-PSR Review).
- The focus of the Review is on Communities' responsibilities for short-medium term accommodation under the State Support Plan – Emergency Relief and Support.
- Long term accommodation and workers accommodation are not in scope of the Review.

Current Policy Clarification

- Under the State Support Plan – Emergency Relief and Support, Communities is responsible for the provision of short – medium term accommodation. These timeframes are not defined. However, Communities internal policy define short term accommodation as up to 21 days.
- Communities is proposing that the State Support Plan – Emergency Relief and Support be amended to strengthen Communities role in providing accommodation for impacted people. Specifically:
- Clarification of the definition of medium-term accommodation to include the temporary accommodation that does not require capital works.
- Confirmation of Communities role for coordinating short to medium term accommodation for impacted people.
- Clarification of Communities role in providing case coordination for displaced people for the life of their recovery journey, whether Communities is providing their accommodation or not.
- This would achieve an immediate policy effect, while further cross-agency consultation is undertaken to clarify responsibilities for long-term accommodation and workers accommodation.

Additional Proposals

- To ensure appropriate support across the accommodation continuum, Communities proposes that:
- Communities is listed as a member of the State Built Domain within the State Recovery Coordination structure.
- When long-term accommodation and/or workers accommodation is required, a temporary accommodation working group is established that reports to the State Recovery Coordination Group (SRCG) to ensure greater coordination across agencies, with the triggers for this group to be determined.

Next Steps

- A short discussion paper has been sent to DFES Recovery for their consideration before progressing further.
- The State Support Plan – Emergency Relief and Support outlines Communities' responsibility for emergency accommodation which internal policy defines as 21 days.
- State and local government agencies have coordinated medium to long-term accommodation solutions for impacted residents following the Wooroloo Bushfire (2021), Tropical Cyclone Seroja (2021) and the Kimberley Floods (2023), however the State Emergency Management Framework does not prescribe a responsible agency for medium to long-term emergency accommodation.

- In 2024, Communities (Emergency Relief and Support) and DLES Recovery coordinated a multi-agency working group to improve the State's capability and preparedness in providing post-disaster accommodation which has involved three sub-projects.
- Communities is coordinating a sub-project to progress and define a state policy position for medium to long-term temporary accommodation.
- Communities has engaged Nous Group to prepare a policy proposition for the State.

Ongoing Preparedness

- As we transition between the high and lower threat season, ERS continues to monitor and prepare for event activation.
- In addition, ERS will utilise this period to improve preparedness including:
 - Collating and analysing the lessons learnt from recent activations and developing procedures to streamline our practises.
 - Identifying opportunities for locations of pre-positioning of ERS equipment trailers to support an efficient and timely deployment and response capability.
 - Continued mapping across the state for local support services and partners that can support the provision of the ERS functional domains.
 - Provide ERS Evacuation Centre training with local government and Communities staff, across the regions.
 - Finalise the endorsement of the refined Local Emergency Relief and Support Plan (LERSP) in each of the LEMCs. The LERSP details the operational management and coordination of ERS under the Western Australian (WA) Local Emergency Management Arrangements (LEMAs).
 - Developing Exercising to test the LERSP across local government areas
 - Supporting local government LEMA exercising and providing feedback to LEMA reviews.
 - Continuing annual evacuation centre audits for each of the 380 evacuation centres in the state.

Response

Activations January 2025 – April 10, 2025

- Carter Road Bushfire - Northam | January
- Green Range Bushfire - Albany | January
- Donnybrook Bushfire - Capel | January
- Myrup Bushfire - Esperance | January
- Karrakup Bushfire Complex - Serpentine Jarrahdale | January
- Marble Bar Storm | January
- Northam Bushfire - Northam and Bruce Rock | January
- Arthur River Bushfire Complex | January
- Dalyup Bushfire – Esperance | February
- Tropical Cyclone Zelia – Pilbara | February
- Dunsborough Bushfire – Busselton | February
- Bindoon Bushfire – Chittering | February
- Perth Hills Storm | February
- Chesapeake Bushfire – Manjimup | March
- Ledge Point Bushfire – Lancelin | March
- Nilgen Bushfire – Lancelin | March

In addition, ERS enacted alert phase preparedness and planning to support pre-positioning of staff and resources for:

- Tropical Cyclone Sean – Pilbara | January
- Shothole Canyon Bushfire – Exmouth | March
- TL 28U Kimberley | March
- Jurien Bay Bushfire | April

Recovery

National Review of Recovery Handbook and Principles

- The Social Recovery reference group is currently reviewing the National Principles of Disaster Recovery. The National Principles for Disaster Recovery create a set of fundamental underlying truths that form the foundation of our knowledge and values and guide actions and practice. The principles review will complement the Australia Institute for Disaster Resilience review of the Community Recovery Handbook.
- ERS welcomes the review and has registered interest to support both reviews and circulate information with their partners and colleagues to support a comprehensive guide.

Marble Bar Recovery Program

- Communities' remains focused on supporting impacted persons of both the Marble Bar Storm and Cyclone Zelia with financial assistance to replace lost household goods and personal wellbeing support.

Kimberley Floods Recovery Program

ERS continues to engage with stakeholders, impacted community members and local Aboriginal organisations and community leaders to address recovery concerns and provide support regarding the return to home journey process.

- ERS continue to support impacted community members with practical supports to move home:
 - Supporting with replacement of essential household items under financial assistance measures, with over \$740k provided to date.
 - Referrals to wrap around personal, practical, psychosocial and wellbeing services.
 - Engaging across staff from Recovery Program agencies and Local Government to ensure consistent messaging for impacted community members and referral pathways for support services.
 - Communicating with impacted residents and chairpersons of communities.

Since the Return to Home Journey began in September 2024, ERS have facilitated and supported moving 37 families into their long-term homes and/or other residences, with a total of 26 Temporary Accommodation Units (TAUs) vacated to date.

Bunbury Storms Recovery Program

- The DFRAWA Recovery Support program for the 2024 Bunbury Storms officially closed on 30 June 2025. An end of program close out report is being undertaken.
- Communities' continue to support ongoing referrals for personal and wellbeing support services including psychological support.

Local Emergency Management Committee Department of Fire and Emergency Services

Update

- **Storm Response** - With Storm Season being upon us – Emphasis on storm awareness and ensuring LGs have storm preparedness and response in mind. Some key information to circulate in the season would be the changes to the Australian Warning System around Storm and Flood. As well as the SES line, when to call the SES for assistance. Also ensure you have a communication strategy in place in the event of power outage and communication outage.

State Emergency Service on 132 500

- **Emergency WA** – Use Emergency WA as your source of Truth for Incident Information. Stay up to date with Emergency WA, with the New Emergency WA App now available on IOS and Android devices. Allowing you to stay up to date with real-life live data and updates. Able to set watch zones and receive updates if an incident occurs nearby.
- **Training Calendar** – We are starting to wrap up the Upper Great Southern Training Calendar, with only another month of training to go before Bushfire Season is upon us.
- **Leadership Forum** – The UGS Region held the annual Leadership forum on the 2nd of August 2025 this event went well, and it was an important investment in our Brigades and Units as it improves all aspects of the Prevention, Preparedness, Response and Recovery. We had key guest speakers from around the state attend. We had around 50 leaders attend from around the Upper Great Southern Region, from a mix of services from VFRS, VFES, BFB, and SES.
- **Incident Management Training** – Incident Controller Level 1, we are running a 4 day course that requires significant pre-requisites and investment for brigade leaders across the region, this is planned over 2 weekends in October, it will significantly boost our regions capability to respond and manage incidents locally.
- **Emergency Planning** - We are encouraging stakeholders to review and test their local emergency response plans around Bushfire, Storms and Power/Communication Outages in preparations for the current Storm Season and transition into Bushfire Season.
- **Regional Duty Coordinator** – The DFES UGS Regional Duty Coordinator or RDC is On call 24/7 365 days a year, available to all Key Stake Holders, and Response agencies. Bushfire Brigades and Local Governments are encouraged to contact the RDC if they require assistance at incident, such as Air Support, Machinery Support, additional resources and Officer attendance. Stakeholders are encouraged to contact the RDC should they need local information, for example should a School cancel their bus route due to an incident nearby. Please note, the RDC does not replace 000 or the DFES Comcen.

DFES UGS RDC – 1800 865 103

- **Regional Storm Exercise** – A Regional Storm Exercise was held in Kulin on the 30th of July, Good attendance from LGs and Agencies, with attendance from Kulin LG, Wickiepin LG, Lake Grace LG, Wandering LG, Water Corp, Main Roads, Dept Communities, Dept Health, WAPOL, Kulin VFRS, and DFES. A full report will be circulated once collaborated, however, some key points from the day:



Local Emergency Management Committee Attachment 13.3.1 Department of Fire and Emergency Services

- o Discussion was had around the different committees and the structures (Table Below)

Acronym	Committee/Team/Group	PPRR Phase	Level	Additional Info
LEMC	Local Emergency Management Committee	Preparedness	Local Level	The LEMC is a committee established by local government, responsible for planning and preparing for emergencies. Made up of Key Local Agency representatives.
IMT	Incident Management Team	Response	Local Level	Initiated by the IC (Incident Controller), A team made up of key functions, made up of the personnel from the Hazard Management Agency (HMA) or Controlling Agency (CA), it may include liaisons for other agencies. This Team is responsible for managing the response to an incident.
ISG	Incident Support Group	Response	Local Level	Initiated by the IC (Incident Controller) of the HMA/CA, the ISG comes together to support the IMT, by offering key details, information and support.
LRCG	Local Recovery Coordination Group	Recovery	Local Level	Initiated by the (LRC) Local Recovery Coordinator to assist with the recovery planning and actioning.
OASG	Operational Area Support Group	Response	District Level	Initiated by the IC/OAM for larger scale incidents over a large area and includes key District level agency officials/ reps, this supports the incident response.
AHLG	All Hazards Liaison Group	Preparedness	District Level	This group is established by the OAM, used to brief key agency officials/ reps to gain relevant information prior to an incident, used on heightened risk days prior to extreme weather etc.



Update

- o A discussion was had around Incident Control Centres in the local area for Incident Management Teams (IMT) to use and Other suitable locations for an Ops Point and to hold Incident Support Group Meetings (ISG) – Note the ICC, Ops Point and ISG will all be determined by the Controlling Agency or HMA of the Incident.

Location:	Use	Requirements:	Considerations:
Incident Control Centres (ICC)	- Location for the Incident Management team to operate from - May also be used to stage appliances, vehicle and services	- ICT – Printer - Wifi/Internet (Starlink) - Back-up Power - Whiteboards or open walls - Spaces for break out rooms	- This should not be the same location as the Evac Centre and ideally not the same location as the ISG Meeting location. - Should have one or two options per LG (Ideally)
Staging Areas / Operations Point (Ops Point)	- Is a separate location to stage appliances, and run the operations from	- Large open area with good access (generally an oval) - Radio Communications (Ideally) - Internet and phone reception (ideally)	- An Ops point is not always required, will depend on incident scale - This should not be the same location as the Evac Centre - Access for vehicles and appliances is essential
Incident Support Group Meeting (ISG)	- Location to hold an Incident Support Group	- Web Call / Zoom / Teams functionality - Meeting room	- This should not be the same location as the Evac Centre - Not the same location as the ICC (Ideally)

Upcoming

- **Starting to Transition** – Transitioning from Storm Season to Bushfire Season around September/October. A reminder for Key Agencies to be aware of the change and plan accordingly.
- **Bushfire Pre-Season Forums** – The UGS region is working to put together 3 separate Forums, these are key catch-ups, we will be discussing resources, requirements, communication and ensure everyone is on the same page. These pre-season forums will be similar to last year they will be dispersed across the region to allow maximum participation. They will be at;
 - Tuesday 14 October 2025 – Eva Pavillion Brokton
 - Wednesday 15 October 2025 – Woodanilling Rec Centre
 - Thursday 16 October 2025 – Hyden Oval Pavillion

The sessions will start around 1230hrs with a BBQ lunch to allow that pre-season networking opportunity before the presentations and concluding around 1630-1730hrs

- **Welcome** – Stacey Sinclair joins the Narrogin Office as the District Officer Emergency Management across the Upper Great Southern and Great Southern Regions. Stacey comes with a wealth of experience in exercising and country operations and is a welcomed addition to the team. She is based in Narrogin and will be part of our Duty Co-Ordinator roster.



Department of Fire & Emergency Services

REGIONAL REPORT – SEPTEMBER 2025

- Staffing – Supt. Wayne Green has resigned from DFES, Diarmuid Kinsella will cover the Supt. position until such time a process has been completed to fill the position full time. Expecting Diarmuid to be in the role through the High Threat period. This will cause other staff movements within the DFES office. However, all positions will be filled over summer.
- State Hazard Plan – Fire, has undergone a comprehensive review. The Plan was approved by SEMC on 7 August 2025 and published on 21 August 2025. The revised Plan is now available via the SEMC website.
- AFDRS – Continual review and improvements to build the data set – Observations and recommendations are welcomed. Submit through the region.
- DFES has held onto 1x LT & 1x HD (3.4) from the SOSF (State Operational Support Fleet) for mitigation activities during the off-season. For regional use, dependent on availability.
- Grain Harvest Aerial Support Program has been approved for the 25/26 Season.
- Pre-Season Preparedness Forums – these are being planned, to be held around the region. Please let the relevant CESM know if you are keen to be involved. Aimed at first responders at incidents that are gradually escalating.
- 2025 DFES Annual Regional Exercise to be held in Ravensthorpe – October. Testing the Local Government facility as an Incident Control Centre, and regional staff and volunteer's incident management skillset.

CESM LEMC Report 18 September 2025

Katanning and Woodanilling

Katanning

Training - Pre-season training for farmer response units that have not completed the training are being held on 28 Oct and 6 Nov at the Broomehill Fire Station. The course on the 28 Oct is booked out.

UCL – budget has been reduced this year for the region, usually received approx 300k the region requested 500k and we have received 200k. Meaning each local government in the region receives 18k. We mitigate 30 UCL blocks in the Katanning townsite with most of them being in the southeast area of town. I am currently waiting on quotes.

Water Bomber reload training will take place at the Katanning airstrip on the 8 November.

Mel Haymont DFES Regional Community Engagement Advisor is currently working with different local community groups. eg Kerry Palmer.

Woodanilling

Training – as per Katanning Report, though Woodanilling have only 2 members recorded that are not trained.

Regional Exercise - or the Upper Great DFES Narrogin is being held 15 of October at Woodanilling, with guest speakers and other preseason information / workshops. Looks to be a great afternoon starting with a BBQ.

END

PEARCE Cindy

From: local-government-emergency-management-network@googlegroups.com on behalf of Rachel Armstrong <RArmstrong@walga.asn.au>
Sent: Friday, 5 September 2025 12:47
To: 'Google Groups' via Local Government Emergency Management Network
Subject: Strengthening Telecommunications Against Natural Disasters (STAND) Program

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of DFES. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Good Afternoon EM network

The Strengthening Telecommunications Against Natural Disasters (STAND) program was implemented following the 2019/2020 fire season. Part of this program saw the deployment of NBN Sky Muster satellite services to evacuation centres and rural fire depots across Australia, with 1,068 services deployed nationally (157 WA sites).

The Commonwealth has recently announced an extension to the STAND Program with an additional ninety-five sites for WA to further enhance telecommunications resilience to communities during emergencies.

The Department of Fire and Emergency Services, in consultation with the Department of Communities are facilitating the process of identifying additional community evacuation sites to be including in the project.

To be eligible, sites must be:

- registered community emergency evacuation centres
- with priority provided to regional, remote, or peri-urban locations.
- not near an existing STAND site.

Nominations are due Friday 19 September.

WALGA has shared information about this program through our Local Government Infrastructure Group however I also wanted to make you aware. Further information is available here: [Latest News | WALGA](#)

You can also contact stand@dfes.wa.gov.au

Thanks
 Rachel

Rachel Armstrong | Policy Manager | Emergency Management

(p) (08) 9213 2064 | (m) 0438 967 185 | (e) rarmstrong@walga.asn.au

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WALGA

Annual General Meeting

Minutes

Tuesday, 23 September 2025

Perth Convention and Exhibition Centre
21 Mounts Bay Road, Perth WA

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1 OPENING

The Chair declared the meeting open at 3:01pm.

2 RECORD OF APOLOGIES

- | | |
|-----------------------------|----------------------|
| • Shire of Denmark | • Shire of Pingelly |
| • Shire of Kojonup | • Shire of Sandstone |
| • Shire of Ngaanyatjaraku | • Shire of Trayning |
| • Shire of Peppermint Grove | • Shire of Westonia |

3 ANNOUNCEMENTS

Nil.

4 ADOPTION OF AGM STANDING ORDERS

The Annual General Meeting Standing Orders were contained within the Agenda.

RESOLUTION

Moved: Cr Paul Kelly, Town of Claremont

Seconded: President Paige McNeil, Shire of Mundaring

That the WALGA Annual General Meeting Standing Orders be adopted with the exception of section 12.5 to allow for the use of mobile phones during the meeting.

CARRIED

5 CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the 2024 WALGA Annual General Meeting were contained within the Agenda, along with a report on the action taken on the 2024 AGM resolutions.

RESOLUTION

Moved: Cr Paul Kelly, Town of Claremont

Seconded: President Chris Antonio, Shire of Northam

That the Minutes of the 2024 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

6 ADOPTION OF ANNUAL REPORT

The 2024-2025 Annual Report, including the 2024-2025 Audited Financial Statements, was distributed to Members separately.

RESOLUTION

Moved: Cr Karen Wheatland, City of Melville

Seconded: President Chris Antonio, Shire of Northam

That the 2024-2025 Annual Report, including the 2024-2025 Audited Financial Statements, be received.

CARRIED

7 CONSIDERATION OF EXECUTIVE AND MEMBER MOTIONS

7.1 PROVISION OF MEDICAL SERVICES IN REMOTE AND VERY REMOTE LOCAL GOVERNMENTS

Shire of Lake Grace

MOTION

Moved: President Cr Len Armstrong, Shire of Lake Grace

Seconded: Cr Peter Callaghan, Shire of Gnowangerup

That WALGA calls on the Western Australian Government and WA Grants Commission to:

- 1. increase the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and**
- 2. recalculate distributions to those Local Governments in remote and very remote locations that are providing block cash payments to attract and retain general practitioners to allow affected Councils to redirect ratepayer funds to Local Government responsibilities.**

AMENDMENT

Moved: Cr Darren King, Shire of Boyup Brook

Seconded: President Cr Les Price, Shire of Cue

To amend point 2 as follows:

- 2. recalculate distributions to those Local Governments ~~in remote and very remote locations~~ that are providing block cash payments to attract and retain general practitioners to allow affected Council to redirect ratepayer funds to Local Government responsibilities.**

THE AMENDMENT WAS PUT AND CARRIED

AMENDMENT

Moved: President Cr Kristy D'Aprile, Shire of Katanning

Seconded: Cr Scott Crosby, Shire of Kent

To amend point 1 as follow:

- 1. increase the total funding and then the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and**
- 2. recalculate distributions to those Local Governments that are providing block cash payments to attract and retain general practitioners to allow affected Council to redirect ratepayer funds to Local Government responsibilities.**

THE AMENDMENT WAS PUT AND CARRIED

THE SUBSTANTIVE MOTION AS AMENDED WAS PUT

That WALGA calls on the Western Australian Government and WA Grants Commission to:

- 1. increase the total funding and then the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and**
- 2. recalculate distributions to those Local Governments that are providing block cash payments to attract and retain general practitioners to allow affected Council to redirect ratepayer funds to Local Government responsibilities.**

CARRIED

MEMBER COMMENT

The Shire of Lake Grace is the lead Shire in the “Local Government Rural Health Funding Alliance” which also consists of the Shires of Gnowangerup, Jerramungup, Ravensthorpe, Narembeen, Jerramungup and Kojonup.

The Shire of Lake Grace, on behalf of the Alliance successfully presented a motion at the Australian Local Government Association (ALGA) National General Assembly, calling on the Australian Government to increase Financial Assistance Grants and recalibrate their distribution to better support rural councils funding general practitioner (GP) services. The motion was carried unanimously.

Remote and very remote Local Governments are filling a critical gap in primary healthcare. Local Governments are the third sphere of government yet are delivering on behalf of the State and Commonwealth. These Local Governments are stepping into primary healthcare provision due to insufficient Commonwealth and State financial support to GPs and specific incentives for remote and very remote communities. This is not their legislated responsibility, yet these six Local Governments are contributing over \$1.475 million annually in cash, plus housing, vehicles, and surgeries to attract and retain GPs where there is geographical isolation, small populations and diverse health needs.

The Medical Facilities Cost Adjustor under the Financial Assistance Grants in WA is calculated and distributed by the WA Grants Commission. It recognizes only 82% of a 3-year rolling average, capped at \$85,000–\$100,000. It does not reflect actual costs, which often exceed \$200,000–\$300,000 per GP per community. It then leaves a significant funding gap (e.g. Shire of Kojonup received \$0 despite spending \$250,000 as it was provided to a third party local not-for-profit to engage the GP and Practice).

The Shire of Lake Grace is requesting block funding and a recalculation criterion to remote and very remote local governments, distributed via the Financial Assistance Grants (Medical Facilities Cost Adjustor). This would reduce the unsustainable burden on ratepayer funds, ensure continuity of care and return ratepayer funds to core local government services.

These Local Governments are not creating the problem — rather they are solving it. They are collaborating regionally, implementing multi-site rural generalist models that requires economies of scale as a group, and ensuring reasonable travel distances for locals to GPs. Without their intervention, communities would face worsening health outcomes and risks to their economic viability.

This motion aligns with the top four priorities identified by band 4 WALGA member Local Governments as requiring solutions in 2025.

The comparative Government health spend between major city residents and rural and remote Australia is \$848 per person less in the regions (NRHA). People in the bush are 2.9 times more likely to be hospitalized; 2.8 times more likely to be hospitalized for reasons that are potentially preventable and 2.7 times more likely to die from potentially avoidable causes.¹

Life expectancy in remote areas, compared with major cities is 13 years less for males and 7 years for females.² Telehealth is not a viable substitute for resident GPs — it risks deskilling local clinicians and eroding continuity of care.

The Alliance of Councils has prepared a position paper to raise awareness and suggest a solution to attract and retain GPs in their rural and remote communities, where current Commonwealth and State government policy settings are inadequate.

Reference Document

- [January 2025 Position Paper – Provision of Remote GP Services](#)

SECRETARIAT COMMENT

Access to primary healthcare is the responsibility of the Australian and State Governments. In some rural and remote areas, the current health system does not provide equitable service. Access to primary health is a critical issue for a large proportion of WALGA members. Local Government support of primary healthcare services creates a financial impost and diverts funding from other Local Government services and functions.

In 2023, WALGA commissioned Rural Health West (RHW) to survey WA Local Governments to ascertain the extent to which Local Governments were providing financial or in-kind support to secure primary healthcare services. The [Survey Report](#) provides a comprehensive dataset on the cost, nature, and geographical location of Local Government support, as well as evidence that Local Government support was predominantly focused on General Practice services.

This issue has also been identified as a priority for the sector at a number of forums, including the October 2024 Band 4 Local Governments meeting and the May 2025 Zone meetings. WALGA has also been working with the Local Government Rural Health Alliance in the development of their advocacy.

WALGA has begun a renewed advocacy campaign, with targeted asks of the Australian and State Governments to improve access to primary health services in rural and remote areas, to remove the need for Local Government intervention.

A revised [Rural and Remote Health Advocacy Position](#) aligned to the finding and recommendations of the Survey Report is tabled for the September 2025 State Council. The proposed revisions provide a stronger position on the responsibility of the Australian and

¹ Royal Flying Doctors Service, 2023

² Royal Flying Doctors Service, 2023

State Governments for primary healthcare provision and addressing the cost impost on Local Government, compelled to intervene where the current health system is failing.

The revised position aligns with the wider healthcare reform platform to enable advocacy partnerships and to provide a level of flexibility for the advocacy campaign in response to Government announcements.

The Lake Grace motion and WALGAs ongoing advocacy align on the need for financial reimbursement for Local Government support for essential primary health care services. WALGA's approach, does not specifying how reimbursement to Local Governments should be undertaken, or which Local Governments should be eligible. This approach aims to provide flexibility to achieve the same outcome, such as utilising the upcoming renewal of the National Health Reform Agreement.

7.2 HOMELESSNESS – SHORT-TERM ACCOMMODATION SOLUTIONS

City of Kalgoorlie Boulder

MOTION

Moved: Mayor Glenn Wilson, City of Kalgoorlie Boulder

Seconded: President Ron Chambers, Shire of Esperance

That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in regional centres across Western Australia.

AMENDMENT

Moved: Cr Barry Winmar, City of Kwinana

Seconded: Cr Chontelle Stone, City of Cockburn

That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in all Local Governments across Western Australia.

THE AMENDMENT WAS PUT AND CARRIED

THE SUBSTANTIVE MOTION AS AMENDED WAS PUT

That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in all Local Governments across Western Australia.

CARRIED

MEMBER COMMENT

Shelter WA's Policy Position on Ending Homelessness in WA highlights the overrepresentation of Aboriginal people in homelessness services and calls for short-stay options and self-determination in service delivery. The motion reinforces the importance of Housing First principles and the need for coordinated responses; specifically, that all governments ensure people with lived experience of homelessness are central to the design and delivery of homelessness services.

The motion highlights a growing disconnect between the practical realities faced by Local Government in the requirement for short-term accommodation for First Nations people in their communities. WALGA's advocacy position on homelessness acknowledges that Local Governments can support responses to homelessness through planning, health, and community development functions, it does not consider them as lead agencies. Local Governments are increasingly forced to lead this space due to the lack of a coordinated state-wide response and support.

Historically, many regional centres and cities have been meeting places for different Aboriginal communities with these areas offering a place where individuals can meet to conduct cultural business, socialise with family and friends, shop, and attend medical and other appointments. While some stay with family and friends, in many cases in overcrowded conditions, others are street present. Additional risks are posed for those with a limited experience of living in larger regional cities.

Homelessness data is typically captured through the Australian Census which does not accurately capture short-term or seasonal homelessness. Discussions with other WA regional Local Governments has identified that significant numbers of remote Aboriginal community members travel to regional centres and cities especially during the summer period. These Local Governments and their stakeholders are ill-equipped to support their needs ranging from temporary culturally appropriate and safe accommodation to food provision.

Typically, when Local Governments step up in this area, state-funded systems often pull back, particularly in regional cities. This is an understandable consequence of under-resourced and failing systems but does not advance efforts to solve street presence or seasonal homelessness.

While Local Governments interact closely with people experiencing homelessness and have valuable local knowledge, they do not have the resources, funding, or specialist workforce to lead homelessness responses especially in regional areas when street present people increase during particular times of the year. In the All Paths Leads to Home, State Government acknowledges this and views Local Governments as key partners in coordinating local, place-based efforts and facilitating referrals to appropriate services.

The State Government, primarily through the Department of Communities, is responsible for leading and funding homelessness responses, including the provision of social and affordable housing and specialist services. It coordinates with other State agencies across justice, health, mental health, and education to address the systemic causes of homelessness — functions that are beyond the capacity and remit of local governments. However, homelessness is not included in this remit as, by definition, the Department provides homes in remote communities.

The State Government recognises that effective responses require partnerships. It seeks to leverage the local knowledge, planning tools, and community connections of Local Governments, while retaining responsibility for funding, policy, and service coordination which does not include short-term accommodation for visiting Aboriginal community members across regional WA.

In 2021, the Australian Local Government Association co-signed a landmark national agreement to close the gap, setting targets in education, employment, health, justice, safety, housing, land and waters, and Indigenous language preservation. The agreement includes a target to increase the proportion of Aboriginal and Torres Strait Islander people living in appropriately sized (not overcrowded) housing to 88%.

The 2021 Census showed there were 122,000 people in Australia experiencing homelessness on Census night – 48 people per 10,000. Aboriginal and Torres Strait Islander people were disproportionately homeless – 307 out of 10,000 Aboriginal and Torres Strait Islander people were experiencing homelessness.

However, neither the Closing the Gap agreement, the Closing the Gap 2024 Annual Report and Commonwealth 2025 Implementation Plan, nor the 2024 National Housing and Homeless Plan Summary Report include any consideration for addressing transitional homelessness – only overcrowding issues.

The City of Kalgoorlie-Boulder recently completed a collaborative, landmark national study on Anti-social Behaviour and Transitional Aboriginal Homelessness. The research project included engagement with local and state government agencies and key providers in over eight locations in Western Australia, the Northern Territory, and South Australia, to assess existing strategies, pinpoint gaps, and explore potential solutions that enhance local government efforts in this regard.

A Housing and Homelessness motion was raised by the City of Kalgoorlie-Boulder at the 2025 Australian Local Government Association (ALGA) National General Assembly in Canberra in July and was approved for submission to the Federal Government for consideration.

SECRETARIAT COMMENT

Aboriginal Short Stay Accommodation (Short Stays) are designed to provide safe, culturally appropriate and affordable short-term accommodation for Aboriginal people who travel to regional centres to access services, or for business, cultural or family reasons.

There are three existing Aboriginal Short Stays operating in regional Western Australia: Broome, Derby and Kalgoorlie. The State Government acknowledges that these Short Stays are in high demand. Planning is underway by the Department of Housing and Works to develop an additional three new Short Stays in Geraldton, Kununurra and Perth.

Short Stays are a response to homelessness. WALGA does not currently have an advocacy position on short-stay accommodation, but does have a [Homelessness Advocacy Position](#). WALGA is currently reviewing the Homelessness Advocacy Position as part of a regular advocacy position review process. To inform the review, WALGA is currently surveying all Local Governments to gather information on the extent of Local Government engagement with homelessness and the extent of services, including accommodation options, available within their Local Government areas.

7.3 REVISION OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996 IN RELATION TO THE HOLDING OF AND ATTENDANCE AT MEETINGS BY ELECTRONIC MEANS

Shire of Dardanup

MOTION

Moved: President Cr Tyrrell Gardiner, Shire of Dardanup

Seconded: Cr Ellen Lilly, Shire of Dardanup

That WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow elected members to attend more than 50% of meetings remotely, only if each instance more than 50% in the rolling year is justified and approved by the Mayor/President or Deputy Mayor/Deputy President.

AMENDMENT

Moved: Cr Lewis Hutton, City of Joondalup

Seconded: President Cr Rossco Foulkes-Taylor, Shire of Murchison

That WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow the Local Government to determine the number of meetings that can be attended electronically.

LOST

PROCEDURAL MOTION

Moved: Cr Karen Wheatland, City of Kwinana

Seconded: President Ron Chambers, Shire of Esperance

That the question be now put.

CARRIED

THE SUBSTANTIVE MOTION WAS PUT

That WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow elected members to attend more than 50% of meetings remotely, only if each instance more than 50% in the rolling year is justified and approved by the Mayor/President or Deputy Mayor/Deputy President.

LOST

MEMBER COMMENT

The Local Government Administration Regulations 1996 provides as follows:

14C. Attendance at meetings by electronic means may be authorised (Act s. 5.25(1)(ba))

(3) The mayor, president or council cannot authorise a member to attend a meeting (the proposed meeting) under subregulation (2)(b) if the member's attendance at the proposed meeting under that authorisation would result in the member attending more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, under an authorisation under subregulation (2)(b)

Additionally, the regulations also set out:

14D. Meetings held by electronic means (Act s. 5.25(1)(ba))

(2A) The council cannot authorise a meeting (the proposed meeting) to be held under subregulation (2)(c) if holding the proposed meeting under that authorization would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorization under subregulation (2)(c).

(Emphasis added)

Therefore, under the current regulations neither a Council nor a Councillor can hold or attend more than 50% of the meetings electronically.

This motion is proposed in response to the unique circumstances within the Shire of Dardanup, and potentially other local governments, who due to their professional commitments, such as FIFO (Fly In Fly Out), or other circumstances, may be required to work away from the local area for extended period - sometimes up to 50% of their time.

The motion seeks to address the challenges faced by Councillors when taking leave or managing personal, family or work commitments. It aims to ensure that these circumstances do not hinder their ability to effectively represent and serve the community. By supporting this motion, the Council can implement measures that provide flexibility in these situations, ultimately allowing Councillors to fulfil their duties without unnecessary disruption.

The intent of the motion is to ensure that the work of the Council continues to operate effectively and efficiently during periods when individual Councillors may be temporarily unavailable (in person) i.e. having a Councillor/s who works away from time to time or even 50% of the time. This motion will also assist with when Councillors who already work away go on leave or have other family commitments.

By implementing greater flexibility, such as expanding access to remote and electronic Council and Committee meeting participation, the Council can support ongoing engagement, reduce disruption to Council operations, and ensure inclusive representation from a broader demographic of elected members.

The demographic of elected and potential elected members to Shire Councils has changed and is evolving. If we want to encourage participation, we need to adapt to the way we engage and allow engagement.

Financial, physical, employment and locational restrictions need to be taken into account for the engagement ability of elected members to advocate for their rate payer base.

The current percentage provision of remote / electronic meeting ability available, while acceptable for the majority of elected members, is insufficient for the minority of elected members who are engaged, though restriction to contribute through logistical or bureaucratic barriers.

Key considerations should be given to workforce realities i.e. FIFO or workers with demanding employment schedules; diverse demographics, equity in participation and encouraging engagement.

This demographic change includes new mothers and parents of young children, FIFO workers, Shift workers & Disabled or Mobility impaired. All of these groups can and do provide diverse opinions and experience to the overall group of elected members.

SECRETARIAT COMMENT

Regulations 14C and 14D of the *Local Government (Administration) Regulations 1996* were introduced in 2022 to provide flexibility for the sector but reflect an expectation that Local Governments should prioritise in person meetings and in person Council Member attendance. Under regulation 14C a Council or Committee Member may attend a meeting by electronic means only if authorised by the Mayor / President or Council. Electronic attendance cannot be authorised if it would exceed the 50% cap.

It is important that Council Meetings remain accessible for members of the community to attend and participate. In many cases, in person meetings may best achieve this outcome. However, the introduction of livestreaming requirements for Class 1 and 2 Local Governments, and widespread adoption by many smaller Local Governments, has changed the way the community accesses and engages with Council Meetings. In addition, Local Government experience to date indicates that Council Members are able to effectively participate in meetings when attending electronically.

Removing the 50% cap on electronic attendance could enable Councils to make a policy decision regarding the balance of electronic and in person attendance that best meets the expectations of their community and the needs of Council Members. This could support greater diversity in candidates and Council Members and may also assist Local Governments seeking independent persons as members of their Audit Risk and Improvement Committees. Council, and the Mayor or President as the decision maker, would be accountable to the community for the decision to authorise additional electronic attendance.

7.4 RATING EXEMPTION ADVOCACY MOTION

City of Bunbury

RESOLUTION

Moved: Cr Karen Steele, City of Bunbury

Seconded: President Cr Tony Dean, Shire of Nannup

That WALGA, in addition to its current advocacy positions 2.1.1 and 2.1.2 relating to rating exemptions, advocate to the WA Government for the introduction of a reimbursement model, whereby the WA Government repays Local Government the greater of:

- 1. 75% of the value of rates lost in applying the charitable purposes exemption; or**
- 2. 1% of the total rate revenue of the Local Government.**

CARRIED

MEMBER COMMENT

The City of Bunbury faces significant financial impacts from rate exemptions granted under Section 6.26(2) of the *Local Government Act*, with 443 properties currently exempt due to charitable or religious purposes. This represents a substantial annual revenue loss of \$1.67 million (3.4% of total rates), affecting the City's capacity to deliver community services and facilities.

WALGA has established advocacy positions calling for reform, particularly focusing on the need to review rating exemption categories and address the expanding scope of charitable purpose definitions. Of particular concern is that exemptions have extended beyond their original intention, now encompassing non-charitable commercial activities of charitable organizations.

This matter requires urgent attention as the current system creates an inequitable burden on other ratepayers and impacts the financial sustainability of Local Governments in delivering essential community services.

The City of Bunbury currently has 443 properties with 85 organisations that have a rate exemption under Section 6.26(2) of the *Local Government Act* due to properties being used for charitable or religious purposes. This equates to a loss of rate revenue of \$1,667,522 in 2024/25, or 3.4% of rates which has a significant impact on the City to fund services and facilities for the Bunbury community. Of these properties, 407 (\$1,227,021) are used for charitable purposes.

The following is a comparison with other known Local Governments (as at October 2024).

Council	Number of Rate Exempt Properties	Total Number of Properties	Percentage of Rate Exempt Properties	Loss of Revenue from Rate Exemptions	Total Rate Revenue	Percentage of Loss Revenue
City of Bunbury	443	17,194	2.6%	\$1,667,522	\$49,690,996	3.4%
City of Busselton	171	25,327	0.7%	\$1,296,212	\$64,960,318	2.0%
City of Geraldton	158	19,487	0.8%	\$1,700,000	\$54,080,426	3.1%
Shire of Harvey	44	13,245	0.3%	\$99,000	\$29,482,269	0.3%
City of Wanneroo	374	88,589	0.4%	Not Provided		

WALGA already has four documented Advocacy Positions relating to this matter, the two most applicable being:

2.1.1 Rating Exemptions Review

A broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act 1995; and

2.1.2 Rating Exemptions Charitable Purposes

1. *Amend the Local Government Act 1995 to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997;*
2. *Either:*
 - a. *amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or*
 - b. *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*
3. *Request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act 1995.*

Exemptions under this section of the Act have extended beyond the original intention and now provide rating exemptions for non-charitable purposes, which increase the rate burden to other ratepayers. It is considered that in the absence of amendments to better define 'charitable purposes', that the WA Government considers reimbursement to local governments once exemptions exceed a defined threshold, which could be set based on Local Government band levels.

SECRETARIAT COMMENT

In addition to the WALGA Advocacy Positions 2.1.1 and 2.1.2 as mentioned in the Member comment for this item, WALGA also has the following relevant positions on rating exemptions:

2.1.3 Rating Exemptions – Department of Housing: Leasing to Charitable Organisations

Position Statement	That WALGA advocate to the Minister for Housing to include in the lease agreements with charitable institutions that they must pay Local Government rates on behalf of the Department of Housing recognising the services Local Government provides to its tenants.
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2.1.4 Rating Exemptions – Rate Equivalency Payments

Position Statement	Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.
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2.1.5 Rating Restrictions – State Agreement Acts

Position Statement	Resource projects covered by State Agreement Acts should be liable for Local Government rates.
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7.5 RATEABILITY OF MISCELLANEOUS LICENSES

Shire of Mount Magnet

RESOLUTION

Moved: President Cr James McGorman, Shire of Mount Magnet

Seconded: President Cr Rossco Foulkes-Taylor, Shire of Murchison

That WALGA:

1. **Formally oppose any move by the Local Government Minister to introduce amendments to the *Local Government Act* to restrict the application of rates on Miscellaneous Licenses.**
2. **Develop an advocacy position on sector consultation prior to any amendment to the *Local Government Act*.**
3. **Undertake a financial analysis of the cost to the Mining Industry of the rating of Miscellaneous Licenses compared to the benefit to the Local Government sector.**

CARRIED

MEMBER COMMENT

The *Local Government Act 1995* s 6.26 (1) sets out the intent that all occupied land utilized for purposes other than charitable, benevolent, or other purposes of the Crown is rateable.

Subsequent to the enactment of the *Local Government Act 1995*, significant amendments were made to the terms of a Miscellaneous License in the *Mining Act 1978* through the *Mining Amendment Act 1998*.

Miscellaneous Licenses are one of a number of tenement types granted in respect to mineral resource recovery by the Department of Local Government, Industry Regulation and Safety (LGIRS). The defined purposes for the grant of a Miscellaneous License is set out in the Mining Regulations 1981 r 42B, of which constitute significant infrastructure and construction necessary for the operations necessary to a mining enterprise.

The *Mining Amendment Act 1998* amended the term of the Miscellaneous license from a 5-year term with further two 5-year possible extensions; to a 21-year term with two possible further 21-year term extensions.

This amendment was made to explicitly facilitate the construction of permanent infrastructure – an evolution that clearly signals a shift in their functional and economic significance.

The introduction of the Fringe Benefits Tax in 1986 had a devastating impact on regional communities across Australia as Fly in Fly out work took hold, and unrated remote work camps replaced local workers, while often increasing traffic on Local Government owned assets such as airports and short stay accommodation intended for tourists, but used to house overflow crews.

Justice Solomon stated in his deliberations that:

"It is also noteworthy that the local government has a substantive role to play in the grant of a miscellaneous licence over any land (including Crown land). Given that a miscellaneous licence is often used for the development of significant infrastructure, the need for the involvement of local government is self-evident. Even a cursory perusal of the items listed in reg 42B indicates that it refers to facilities and infrastructure that would ordinarily be of direct concern to a local government.

It is noteworthy that the role of local government in the granting of other mining tenements is more limited. That feature of the Mining Act 1978 suggests that local government is likely to be more concerned or directly engaged with the activity on a miscellaneous licence than on other mining tenements."

Road Agreements

The Local Government in which a Miscellaneous License is held for the purpose of road construction, will often enter an agreement for maintenance of that road. The agreement is voluntary in basis, however, the cost of drafting and regulating compliance with the agreement is reported by many Local Governments to be both financially and resource hungry.

There have been reports made by Local Governments of agreements taking years to be completed, of costs to take legal action to enforce compliance, and the regular inspections to ensure undertaking are met.

These costs are outside the scope of road agreements and borne by the Local Government.

Much of the resource fields of Western Australia are located in Band 4 Local Governments, in very remote areas. While the Mining Company has access to legal and corporate resources, Local Governments are under-resourced and unequal in the negotiations.

Mining Camps

Significant environmental health services are provided to remote Mining Camps by Local Government, including commercial kitchen licensing, inspection and regulation; sewerage/wastewater treatment systems and monitoring, inspection and compliance; swimming pool inspections including water monitoring; all other services offered to a town-based business, with the cost of distance to travel and the complication of many more residents.

During an epidemic or outbreak of communicable disease, the Local Government in remote areas holds the statutory responsibility for incident control.

This service is increasingly difficult to resource with qualified officers choosing not to live and work remotely.

Mining Camps situated on a Miscellaneous License or Mining Lease have on occasion been approved by the Minister as rateable under the GRV methodology, upon application by the Local Government. This area of land is excised from the tenement for the purpose of the valuation.

The process for this to occur is protracted, requires the Mining Camp to have been operational for 12 months already and is at the discretion of the Minister. The Mining Company is required to provide input to the decision in the interest of fairness.

These already GRV-rated camps would be exempt from any rating of miscellaneous licenses as they have already been excised from the tenement.

Pipelines, powerlines, conveyor systems, tunnel, bridge, aerodrome, communications facilities, power generation and transmission facilities, storage or transportation facility for minerals or mineral concentrates, and pump stations

Each of the above purposes conveys a restricted access to the land on which they are constructed by tourists, small prospectors and local Traditional Owners. In many cases they are constructed on an underlying pastoral property which also pays rates on the same parcel.

Borefield, bore

These purposes require less restriction of access, but are also valued at a lower rate under the *Valuation of Land Act* than other purposes.

On this one piece of land, for each of the purposes above, the pastoral activity is curtailed despite the cost of the pastoral lease remitted to the State Treasury, and the rates to the Local Government.

The rateable value of a Miscellaneous License under the *Valuation of Land Act* is five times the rent on the tenement which is set out in the Mining Regulations 1981. Currently the rent on a Miscellaneous License is \$27 per ha, with the exception of a license granted for the search of ground water which is valued at \$112 per ha.

Rent payable on an underlying exploration license is \$1.55 per ha.

Tenement holder remits to -

- **Treasury** – rent on the exploration license, for the Miscellaneous License, (in addition to royalty applicable on the principle Mining Tenement activity).
- **Local Government** – rates on the exploration license only.

The Pastoralist remits to -

- **Treasury** – rent on the pastoral lease
- **Local Government** – rates on the pastoral lease.

On occasion the Mining Company will provide extra funds through a Community Benefit scheme to a community through philanthropic gifting which is spent in accordance with the ideological values of the board, land access purposes, and often to charities or causes that are outside of the regions in which the minerals are extracted through ESG programs. These donations do not correlate to rigorous statutory Integrated Planning and Reporting process undertaken by the Local Government.

The Local Government is increasingly constrained financially and further burdened by compliance with regulations – particularly in the regions where the minerals are extracted. Service provision that falls within the statutory scope of the State Government is being devolved to Local Government, including housing for State employees, medical services, security to community, provision of agency services such as Transport, Health, Human Services. These are by and large unfunded and under resourced by the State Government.

Planning options are significantly constrained through land banking of Mining Companies with tenements in townsites and on town commons.

Conversely, the GDP provided by the Mining Industry in Australia for quarter 1 of 2025 alone reached \$84.1B.

This inequity of wealth distribution has been evidenced through recent actions taken by Councils to increase rates to adequately fund the deficiency in their budget in accordance with the *Local Government Act* requirements. At that time, the Minister for Local Government publicly stated that the proposal "did not meet the values of consistency, equity and fairness".

In handing down his decision, Justice Solomon concluded with

"It is plain from the terms of the provisions referred to above [s6.26] that the object of imposing rates is to raise revenue for local government to undertake its activities. Specifically, the imposition of rates allows a local government to make up any budget deficiency. The Act thus reflects a direct link between the imposition of rates and the local government's ability to undertake its activities. As noted above, the local government plays a direct role and function in the grant of a miscellaneous licence. Plainly, the more significant the infrastructure proposed to occupy the miscellaneous licence, the greater will be the role played and the activity undertaken by the local government. In my view, a construction that exempts land from rates which is the subject of a miscellaneous licence and is occupied by significant infrastructure, sits most uncomfortably with the plain object of the statutory provisions concerning the local government's power to impose rates.

The second factor stems from the wording of s 6.26(2) itself. The exemptions in s 6.26(2)(a) - (k) relate overwhelmingly to charitable, benevolent, religious and public or civic purposes. That sits harmoniously with the theme of s 6.26(2)(a)(i). A construction that would exempt from rating, land that may be occupied by critical infrastructure facilitating the creation of profits for private interests, runs counter to the charitable and civic theme of s 6.26(2).

In my view, the Shire's construction provides greater harmony with the relevant object of the rating provisions of the LGA. "

The judiciary—our independent and impartial arbiter of legislative intent—has clearly affirmed the rateability of Miscellaneous Licenses, not only through statutory interpretation but also through a reasoned understanding of their practical implications.

To disregard this position through swift legislative action, without sector wide consultation is to undermine the very principles of legal clarity and administrative fairness upon which our governance is built.

The AGM is requested to support the actions taken by the Shire of Mount Magnet to rate Miscellaneous Licenses in accordance with the judgement recently handed down by the Supreme Court, and further request WALGA to undertake a full financial analysis of the cost to the mining industry of this action, and the financial benefit to Local Government in Western Australia.

SECRETARIAT COMMENT

At the time of the distribution of this Agenda, State Council has not considered an item relating to Miscellaneous Licences.

However, item 8.2 in the September 2025 State Council Agenda relates to rating of Miscellaneous Licences. The recommendation in that report is that WALGA:

1. Advocate for Local Governments to continue to have the ability to rate miscellaneous licences under the *Mining Act 1978*, and
2. Oppose legislative amendments that seek to exempt occupied miscellaneous licence land from rating.
3. Continue to advocate for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the *Local Government Act 1995*.

This item will be considered by State Council at the meeting on 5 September.

In relation to point 2 of the motion –

As a matter of course WALGA always advocates for consultation on legislative and regulatory amendments, however formalising this position has merit.

In relation to point 3 of the motion –

WALGA would need to determine the scope and cost of this analysis before considering in the context of WALGA's existing budget.

8 CLOSURE

Upon the completion of business, the Chair declared the meeting closed at 4:11pm.

Attachment 1: AGM Standing Orders

WALGA Annual General Meeting Standing Orders

1. INTERPRETATIONS

For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:

- 1.1 **"Absolute Majority"** means:
a majority of delegates of the Association whether present and voting or not.
- 1.2 **"Association"** means:
all or any part of the Western Australian Local Government Association.
- 1.3 **"Delegate or Deputy Delegate"** means:
those persons duly nominated, from time to time, to represent a Member Local Government at a meeting of the Association.
- 1.4 **"Deputy President"** means:
the Deputy President for the time being of the Association.
- 1.5 **"Meeting"** means:
an Annual or Special General Meeting of the Association.
- 1.6 **"Member Local Government"** means:
a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
- 1.7 **"President"** means:
the President for the time being of the Association.
- 1.8 **"Simple Majority"** means:
a majority of the delegates from the Association that are present and voting.

2. CONDUCT OF MEETINGS

The proceedings and business of meetings of the Association shall be conducted according to these Standing Orders.

3. NOTICE OF MEETING

3.1 Annual General Meeting

The Chief Executive Officer of the Association shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.

3.2 Special General Meeting

A Special General Meeting of the Association is to be held if a request is received by the Association President, in accordance with the requirements of the Association's Constitution. No business shall be transacted at a Special General Meeting other than that for which the Special General Meeting was called.

3.3 Notice shall be given at the destinations appearing in the records of the Association.

Notice will be deemed to have been delivered immediately if transmitted electronically or on the second working day after posting.

4. QUORUM

4.1 The Association shall not conduct business at a meeting unless a quorum is present.

4.2 At any meeting of the Association greater than one half of the delegates who are eligible to vote must be present to form a quorum.

4.3 The Association is not to transact business at a meeting unless a quorum is present.

4.4 If a quorum has not been established within the 30 minutes after a meeting is due to begin then the Association can be adjourned –

- (a) by the President or if the President is not present at the meeting, by the Deputy President;
- (b) if neither the President nor Deputy President is present at the meeting, by a majority of delegates present;
- (c) if only one delegate is present, by that delegate; or
- (d) if no delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.

4.5 If at any time during a meeting a quorum is not present, the President shall thereupon suspend the proceedings of the meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.

4.6 Notice of a meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.

5. MEETINGS OPEN TO THE PUBLIC

The business of the Association shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.

6. ORDER OF BUSINESS

Unless the Association should decide otherwise, the order of business at meetings of the Association, with the exception of special meetings or an adjourned meeting, shall be as follows:

- (a) Record of attendance and apologies;
- (b) Announcements;
- (c) Confirmation of minutes of previous meetings;
- (d) President's report;
- (e) Financial report for the financial year; and
- (f) Consideration of Executive and Member Motions.

7. VOTING ENTITLEMENTS

- 7.1** Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- 7.2** Only eligible and registered delegates may vote.
- 7.3** A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4** A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.
- 7.5** A proxy shall be in writing and shall nominate the person in whose favour the proxy is given, which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer of the Association before the commencement of the meeting at which the proxy is to be exercised and shall be signed by the delegate or by the Chief Executive Officer of the Member Local Government that nominated the delegate.

8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the

meeting and, where practicable, give prior notice to the President of such intention.

9. PRESIDENT

In the construction of these Standing Orders unless the context requires otherwise, the word "*President*" shall in the absence of the President include the Deputy President or the delegate chosen by resolution to preside at any meeting of the Association.

10. DELEGATE AND DEPUTY DELEGATE

10.1 In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.

10.2 A deputy delegate acting in the capacity of a delegate unable to attend a meeting of the Association shall exercise all rights of that delegate.

11. PRESIDENT TO PRESIDE

11.1 The President shall preside at all meetings of the Association, but in absence of the President, the Deputy President shall preside.

11.2 In the absence of the President and the Deputy President, the delegates shall choose by resolution, a delegate present to preside at the meeting.

12. SPEAKING PROTOCOL

12.1 Only registered delegates and members of the Association's State Council shall be entitled to speak at meetings of the Association.

12.2 The first person that is entitled to speak at a meeting who attracts the attention of the person presiding shall have precedence in speaking.

12.3 Speakers are to use the microphones supplied.

12.4 When addressing a meeting, speakers are to:

- (a) rise and remain standing unless unable to do so by reason of sickness or disability;
- (b) address the meeting through the person presiding;
- (c) state their name and Local Government before otherwise speaking;

- (d) refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
 - (e) refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.
- 12.5** Mobile phones shall not be switched on while the meeting is in session.
- 13. DEBATE PROCEDURES**
- 13.1** A delegate moving a substantive motion may speak for –
- (a) 5 minutes in his or her opening address; and
 - (b) 3 minutes in exercising the right of reply.
- 13.2** Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.
- 13.3** No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.
- 13.4** As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.
- 13.5** No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be received. Any number of amendments may be proposed.
- 13.6** The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.
- 13.7** When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.
- 13.8** No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment may be put to the vote.
- 13.9** Notwithstanding clause 13.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put.
- Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.
- 13.10** At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.
- 14. QUESTIONS**
- Any delegate seeking to ask a question at any meeting of the Association shall direct the question to the President.
- 15. POINT OF ORDER**
- A delegate who is addressing the President shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.
- 16. MOTION - SUBSTANCE TO BE STATED**
- A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.
- 17. PRIORITY OF SPEAKERS**
- If two or more delegates wish to speak at the same time, the President shall decide who is entitled to priority.
- 18. PRESIDENT TO BE HEARD**
- Whenever the President signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President may be heard without interruption.

19. WITHDRAWAL OF MOTION

A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.

20. PRESIDENT MAY CALL TO ORDER

The President shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.

21. RULING BY PRESIDENT

The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless in any particular case the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.

22. RESOLUTIONS

22.1 Except as otherwise provided in the Association Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a simple majority.

22.2 Any matter considered by the Association at a Special Meeting shall not be passed unless having received an absolute majority.

23. NO DISCUSSION

Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.

24. PERMISSIBLE MOTIONS DURING DEBATE

24.1 When a motion is under debate, no further motion shall be moved except the following:

- (a) that the motion be amended;
- (b) that the meeting be adjourned;
- (c) that the debate be adjourned;
- (d) that the question be now put;
- (e) that the meeting proceed with the next item of business; or
- (f) that the meeting sits behind closed doors.

24.2 Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate, may move without notice any one of the motions listed in clause 24.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

24.3 When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those delegates who have previously spoken (unless the meeting otherwise agrees).

25. RESCISSION OF RESOLUTION**25.1 At the same meeting**

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all delegates who were present at the time when the original resolution was passed are present.

25.2 At a Future Meeting

Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may rescind or alter a resolution made at an earlier meeting:

- (a) by simple majority, where the delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each delegate at least seven (7) days prior to the meeting; or
- (b) by absolute majority, in any other case.

26. METHOD OF TAKING VOTES

The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic key pad voting system.

- 27. DIVISION**
The result of voting openly is determined on the count of official voting cards and, immediately upon a vote being taken, a delegate may call for a division.
- 28. ALL DELEGATES TO VOTE**
- 28.1** At meetings of the Association, a delegate present at the meeting when a question is put shall vote on the question.
- 28.2** Each delegate shall be entitled to exercise one deliberative vote on any matter considered.
- 29. PRESIDENT'S RIGHT TO VOTE**
The President shall have a casting vote only.
- 30. SUSPENSION OF STANDING ORDERS**
- 30.1** In cases of urgent necessity or whilst the Association is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.
- 30.2** Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.
- 31. NO ADVERSE REFLECTION ON ASSOCIATION**
A delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.
- 32. NO ADVERSE REFLECTION ON DELEGATE**
A delegate of the Association shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.
- 33. MINUTES**
- 33.1** The Chief Executive Officer of the Association is to cause minutes of the meeting to be kept and preserved.
- 33.2** The minutes of a meeting are to be submitted to the next Annual or Special General Meeting for confirmation.
- 33.3** Copies of the minutes will be supplied to all delegates prior to the meeting.

Attachment 2: Minutes of the 2024 Annual General Meeting

WALGA

Annual General Meeting

Minutes

Wednesday, 9 October 2024

Perth Convention and Exhibition Centre
21 Mounts Bay Road, Perth WA

1 OPENING

The Chair declared the meeting open at 2:58pm.

2 RECORD OF APOLOGIES

- Shire of Dowerin
- Shire of Carnarvon
- Shire of Merredin
- Shire of Ngaanyatjaraku

3 ANNOUNCEMENTS

Nil

4 ADOPTION OF AGM ASSOCIATION STANDING ORDERS

The Annual General Meeting Association Standing Orders were contained within the Agenda.

RESOLUTION

Moved: President Chris Mitchell JP, Shire of Broome

Seconded: President Cr Laurene Bonza, Shire of Dundas

That the Annual General Meeting Association Standing Orders be adopted.

CARRIED

5 CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the 2023 WALGA Annual General Meeting were contained within the Agenda, along with a report on the action taken on the 2023 AGM resolutions.

RESOLUTION

Moved: Cr Karen Wheatland, City of Melville

Seconded: President Chris Antonio, Shire of Northam

That the 2023 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

6 ADOPTION OF ANNUAL REPORT

The 2023-2024 Annual Report, including the 2023-2024 Audited Financial Statements, was distributed to Members separately.

RESOLUTION

Moved: President Paige McNeil, Shire of Mundaring

Seconded: President Chris Antonio, Shire of Northam

That the 2023-2024 Annual Report, including the 2023-2024 Audited Financial Statements, be received.

CARRIED

7 CONSIDERATION OF EXECUTIVE AND MEMBER MOTIONS

7.1 AMENDMENTS TO THE CAT ACT 2011 - ALLOW LOCAL GOVERNMENTS TO MAKE LOCAL LAWS TO CONTAIN CATS TO THE OWNER'S PROPERTY

Shire of Esperance and Shire of Dardanup

ALTERNATE MOTION

Moved: President Cr Tyrell Gardiner, Shire of Dardanup

Seconded: President Cr Ronald Chambers, Shire of Esperance

That WALGA:

1. Advocate to the State Government to make changes to the *Cat Act 2011* to permit local laws to be made to the following effect:
 - a. Cats are to be confined to the cat owner's residence premises;
 - b. Cats within public places are to be under effective control and not to create a nuisance;
 - c. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance;
 - d. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.
2. Develop a model Cat Local Law in consultation with and agreement with the Department of Local Government, Sport and Cultural Industries, The Joint Standing Committee on Delegated Legislation, and the WA Feral Cat Working Group that provides for the following:
 - Cats are to be confined to the cat owner's residence premises, unless under effective control;
 - Cats within public places are to be under effective control and not to create a nuisance at all times;
 - Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance; and
 - Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute Majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.

AMENDMENT

Moved: Cr Karen Wheatland, City of Melville

Seconded: Cr Chontelle Stone, City of Cockburn

Insert the words "Subject to Part 1", at the start of Part 2.

THE AMENDMENT WAS PUT AND CARRIED

THE SUBSTANTIVE MOTION AS AMENDED WAS PUT**That WALGA:**

- 1. Advocate to the State Government to make changes to the *Cat Act 2011* to permit local laws to be made to the following effect:**
 - a. Cats are to be confined to the cat owner's residence premises;**
 - b. Cats within public places are to be under effective control and not to create a nuisance;**
 - c. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance;**
 - d. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.**
- 2. Subject to Part 1, Develop a model Cat Local Law in consultation with and agreement with the Department of Local Government, Sport and Cultural Industries, The Joint Standing Committee on Delegated Legislation, and the WA Feral Cat Working Group that provides for the following:**
 - a. Cats are to be confined to the cat owner's residence premises, unless under effective control;**
 - b. Cats within public places are to be under effective control and not to create a nuisance at all times;**
 - c. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance; and**
 - d. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute Majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.**

CARRIED

Two Local Governments submitted items on this matter. In accordance with WALGA's criteria for motions, when motions of a similar objective are received, they are to be consolidated.

CONSOLIDATED MOTION

That WALGA advocate to the State Government to make changes to the *Cat Act 2011* to permit local laws to be made to the following effect:

- 1. Cats are to be confined to the cat owner's residence premises;**
- 2. Cats within public places are to be under effective control and not to create a nuisance;**
- 3. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance;**
- 4. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.**

SHIRE OF ESPERANCE SUBMISSION:**MOTION**

That WALGA request the State Government make changes to the *Cat Act 2011* to allow Local Governments to make local laws to contain cats to the owner's property.

MEMBER COMMENT

The Joint Standing Committee on Delegated Legislation has advised the Shire of its reasons why a Local Government cannot create a local law to deal with wandering cats or cats that are creating a nuisance.

Local Governments are therefore unable to enact local laws to effectively deal with cats to meet the expectations of the community due to inconsistencies with the *Cat Act 2011*.

Amendments therefore need to be made to the *Cat Act 2011* to allow the effective management of cats.

SECRETARIAT COMMENT

The Motion generally aligns with current [WALGA advocacy](#) in relation to a review of the *Cat Act 2011*.

That the Local Government sector advocates for a commitment from the State Government...to prioritise reforms to the Cat Act 2011, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.

The 2019 Review included proposals that penalties should be incurred when cats wander/trespass on property without consent or cats should be confined to their property.

SHIRE OF DARDANUP SUBMISSION:**MOTION**

That WALGA develop a model Cat Local Law in consultation and agreement with the Department of Local Government, Sport and Cultural Industries, the Joint Standing Committee on Delegated Legislation and the WA Cat Feral Working Group that provides for the following:

1. Cats are to be confined to the cat owner's residence premises, unless under effective control;
2. Cats within public places are to be under effective control and not to create a nuisance at all times;
3. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance;
4. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute Majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.

MEMBER COMMENT

The Shire of Dardanup in 2022 attempted to bring its local law in line with that of other Local Governments where provisions have been included that expressly require cat owners to have effective control of their cats, and that makes it an offence for a cat to be in other places, where the occupier of that place has not given approval.

At its meeting of 25th of January 2023, the Shire of Dardanup resolved [09-23] as follows:

THAT Council:

1. *In accordance with Section 3.12 of the Local Government Act 1995 approves the advertising of the proposed 'Shire of Dardanup Cats Local Law 2023' [Appendix ORD: 12.4.2C] in order to seek community comment.*
2. *Provides a copy of the proposed Local Law and public notice to the Minister for Local Government; and*
3. *After the close of the public consultation period, requests the Chief Executive Officer to submit a report on any submissions received on the proposed Local Law to enable Council to consider the submissions made and to determine whether to make the Local Law in accordance with section 3.12(4).*

The Local Law was advertised, and no public submissions were received. A Submission from the Department of Local Government, Sport and Cultural Industries were received and considered by Council in November 2023. Council resolved [273-23] as follows:

THAT Council:

1. *Receives the submission received from the Department of Local Government, Sport and Cultural Industries in respect of the Shire of Dardanup Cats Local Law 2023.*
2. *Notes that there were no public submissions received in respect of the Shire of Dardanup Cats Local Law 2023.*
3. *By Absolute Majority decision, adopts the Shire of Dardanup Cats Local Law 2023 [Appendix ORD: 12.4.1D] inclusive of the following minor amendments:*
 - *Clause 1.1: Citation changed to italics;*
 - *Clause 1.4: Changed both the citation title and "Government Gazette" to italics.;*
 - *Clause 1.5: In the definition of Act, changed the citation to italics;*
 - *The words ", in the opinion of an authorised person," deleted from Clause 2.1(1); Clause 2.2(1)(b) and Clause 2.4(2).*
 - *Clause 3.1(1) Amended to give clarity that the Shire acknowledges the local law process in the designation of cat prohibited areas by adding the words "after following the process for amending a local law pursuant to the Local Government Act." after the words 'Schedule 3';*
 - *Clause 4.8 Conditions – amend subclause (1)(a) to read: (a) each cat kept on the premises to be kept so as not to create a nuisance; and*
 - *Clause 4.8 Conditions – deletes subclause (1)(b) that read "(b) that the premises must be adequately fenced (and premises will be taken not to be adequately fenced if there is more than one escape of a cat from the premises);" ; and renumber the following subclauses accordingly.*
4. *Publishes a copy of the adopted local law in the Government Gazette.*
5. *Gives a copy of the adopted gazette ready Local Law to the Minister for Local Government.*

6. *After the local law has been published in the Gazette, gives local public notice as per section 1.7 of the Local Government Act 1995 advising:*
 - *The title of the local law;*
 - *Summarizing the purpose and effect of the local law;*
 - *Specifying the day on which the local law comes into operation; and*
 - *Advising the location of copies of where the local law may be inspected or obtained.*
7. *Supplies copies of the local law, Explanatory Memorandum, Statutory Procedures Checklist and other supporting material in accordance with Ministerial Directions, to the WA Parliament's Joint Standing Committee on Delegated Legislation within 10 working days of the gazettal publication date of the local law.*

The Joint Standing Committee in Delegated Legislation (the Committee) considered the Shire of Dardanup Cats Local Law 2023 at its meeting held 13th of March 2024 and outlined that the Committee believed the proposed local law is contrary to the *Cat Act 2011*. The Committee therefore requires that Council agree to undertaking amendments to the Local Law at its meeting on 27th of March 2024 and by 3rd of April 2024.

The Committee requests the following undertakings:

1. *Within 6 months:*
 - *delete the definition of **effective control** in clause 1.5*
 - *delete clause 2.2*
 - *amend clause 4.4(f) to ensure it is not inconsistent with the Cat Act 2011*
 - *correct the typographical error in the clause reference beneath the heading to Schedule 3.*
2. *All consequential amendments arising from undertaking 1 will be made.*
3. *Clauses 2.2 and 4.4(f) will not be enforced in a manner contrary to undertaking 1.*
4. *Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.*

Whilst Council in March resolved to undertake the changes required by the Committee, Council in July 2024 when presented with the amendment local law, did not initiate the making of the amendment local law.

Officers have written to the Committee, providing it with the outcome of the Council decision. At the time of writing this report the Committee's response had not yet been received.

There are no direct legal implications of seeking WALGA form a position on the local law, however, should the motion be successful and WALGA is able to convince the State Government of the merits, then the motion may lead to possible changes to State Government Policy and Legislation.

Cat Act 2011

The authority for a Local Government to create a local law under the *Cat Act 2011* is provided in section 79 of the *Cat Act 2011*. The *Cat Act 2011* sets out the requirements inter alia for registration and sterilisation of cats, as well as the requirements for cat management

facilities. The Cat Regulations 2012 set out the requirements for cats to be microchipped and registered, as well as the approval requirements for cat breeders.

In the paragraphs that follow, the Shire of Dardanup will not name any of these Local Governments that have Cat local laws in place, so as to not do these Local Governments in with the Joint Standing Committee on Delegated Legislation (the Committee). The Shire understands that the Committee may require those Local Governments that have local laws with such provisions, to amend these local laws in future, in order to ensure it is in line with the Committee's direction as given to the Shire of Dardanup. For that reason, this report will refer more broadly to other Local Governments within Western Australia that have such local laws.

Within Western Australia there are a number of Local Governments that have Cat Local Laws that require cats to be under effective control when in a public place. Some of these Cat Local Laws also make it an offence for a cat to be in a place, other than a public place, without the express permission of the occupier of that place. These local laws also require cats not to create a nuisance in either a public place, or other places. There are also Property and Public Places Local Laws, that allow Council's to make designations of areas, by absolute majority and to erect a sign to give effect to such designations.

These provisions seem sensible and require that a cat cannot simply go onto someone else's private property without their permission, that cats are under effective control in public places and are prohibited from entering areas of sensitive ecological values. [The WA Feral Cat Working Group provided the Shire of Dardanup with an information sheet with reference to existing Cat Local Laws \(names of Local Governments redacted\), and a legal opinion received from Castledine Gregory in relation to this. This also includes reference to the WA Labor Party's party Platform for 2023.](#)

WALGA's support for the development of a model Cat Local Law that incorporates these provisions as standard provisions are sought so as to ensure this is accepted in advance by the Department of Local Government, Sport and Cultural Industries and the Joint Standing Committee on Delegated Legislation. By doing this, it will save a lot of frustration for Local Governments having to go through a local law development and/or review process and will also ensure that adequate provisions to control cats are included in the local law. This will assist greatly in dealing with complaints from residents in relation to the nuisances caused by cats and will also assist greatly in enforcement efforts by Local Government rangers.

SECRETARIAT COMMENT

Many Local Governments have made Cat Local Laws prohibiting cats from being on land under the care, control and management of the Local Government, as currently provided for under the *Cat Act 2011*.

It is established through numerous disallowance motions by Parliament's Delegated Legislation Committee that the *Cat Act 2011* does not provide the requisite heads of power for a Local Government to make Cat Local Laws requiring cats to be confined to the owner's residence or being prevented from roaming in any public place throughout the district.

Although not currently achievable, the intent of this Motion can be considered upon successful advocacy for a review of the *Cat Act 2011* and provision of the necessary heads of power that allow Cat Local Laws to prevent cats from wandering.

7.2 ADVOCACY FOR LEGISLATIVE REFORMS TO COUNTER LAND-BANKING

Town of Bassendean

RESOLUTION

Moved: Mayor Kath Hamilton, Town of Bassendean

Seconded: Cr Jennie Carter, Town of Bassendean

That WALGA:

1. In line with its 2020-2025 Strategic Plan to provide a Sector Vision that enables Local Governments to be agile enhancing community wellbeing and economic prosperity, develops a draft Advocacy Position for Legislative Reforms to address Land-Banking practices including, but not limited to consideration of the following:
 - a. Prohibiting demolition of habitable housing until a Development Application (DA) has been approved;
 - b. development applications that result in the demolition of existing habitable housing be time limited so that reasonable time periods for project commencement and project completion are conditions of the development application.
 - c. provide Local Authorities with the ability to apply a “penalty fee” over and above any differential rating on vacant land, where the time conditions on the development application in (b) have not been met.
 - d. Development of a mandatory register of unoccupied residential properties, with the ability of Local Governments to apply rates or levies on long term unoccupied residential properties, which could increase incrementally over time.
2. Distributes the draft “WALGA Advocacy Position for Legislative Reforms to counter Land-Banking” to all West Australian Local Authorities for comment, and that a subsequent report be provided for consideration by WALGA Zones.

CARRIED

MEMBER COMMENT

The Victorian Government recently introduced the ability to tax long term unoccupied residential properties (i.e. a residential property left vacant for six months or more in a year). Victorian Councils welcomed these changes to “Vacant Residential Land Tax” (VRLT) emphasising that it is a significant step forward in addressing longstanding land-banking issues that plague many municipalities.

Tighter controls that prevent the demolition of viable housing stock prior to Development Approvals (DA) assists in closing a loophole, that has to date, increased the numbers of long term unsightly vacant blocks negatively affecting the amenity of suburbs and towns. The introduction of a levy on long term unoccupied residential homes is designed to encourage occupation or rental of those homes. In turn DA approvals that subsequently require the demolition of viable housing stock should require commencement and completion of the new development within reasonable timelines.

This will alleviate the strain on the housing market by avoiding premature demolition with the intention to retain viable housing for occupancy for as long as possible, leading to a positive impact on rental availability and affordability. All of this can be accomplished without negatively affecting the development potential of a site.

Reference Documents

Link to media "New legislation to boost housing supply and combat land-banking" by Shire of Maribyrnong: <https://www.maribyrnong.vic.gov.au/News/New-legislation-to-boost-housing-supply-and-combat-land-banking>.

Link to media "How the world is tackling issue of empty homes" by The Guardian: <https://www.theguardian.com/society/2017/aug/02/how-the-world-is-tackling-issue-of-empty-homes>.

SECRETARIAT COMMENT

Part 1a and 1b

Under Schedule 2 Clause 61 (1) of the Planning and Development (Local Planning Scheme) Regulations 2015 (LPS Regulations) the demolition of a single house, and any associated structure, are exempt from requiring development approval, unless the proposal is located in a heritage-protected place. Further demolition works are regulated by the *Building Act 2011* and the Building Regulations 2012, and thus the removal of a dwelling would require the issuance of a building permit before demolition is undertaken. Local Governments as permit authorities are required to issue building permits within statutory timeframes. There are limited reasons why a Local Government can refuse to issue a building permit, including where the necessary development approval has not been issued. The proposal outlined in the Town of Bassendean's motion would require amendments to both the planning and building regulatory frameworks.

It should also be noted that under the LPS Regulations and State Planning Policy 3.1 Residential Design Codes (SPP3.1) most proposals for single houses are also exempt from requiring development approval. Most proposals for grouped and multiple dwellings do require development approval.

Local Governments are able to limit the validity period of a development approval and a building permit, with substantial commencement being required before the expiry date to ensure the ongoing validity of the approval. Common lengths of approval are 24 and 48 months.

Part 1c

The LPS Regulations Schedule.2, cl.71 provides that an approved development must be substantially commenced...if no period is specified in the approval, within the period of two years commencing on the date the determination is made or the period specified or as approved, with the approval lapsing if development is not substantially commenced within the determined period.

Part (c) of the proposal, appears to seek a modified penalty to be prescribed in Planning and Development Regulation 42, enabling an infringement notice to be issued, where residential development is not substantially commenced before expiry of the approval period.

It should be noted that if the time period for commencement of development expires, the approval expires and the development application process would need to restart if the developer so chooses to proceed. Applying a penalty to an expired application would likely require amendments to the LPS Regulations and potentially the *Planning and Development Act 2005*. The modified penalty under the planning framework is currently set at \$500.

Part 1d

Proposal for mandatory register of unoccupied residential properties

Implementing the proposed register would require legislative amendment and regulatory provisions to enable collection of evidence that a habitable residential property is unoccupied continually for a prescribed period, to inform entry of a property into the register.

Proposal for application of a differential rate to residential improved and long-term unoccupied properties

- Local Government Act section 6.33(1)(b) already enables a differential rate to be levied for a purpose for which the land is held or used as determined by the Local Government e.g. Some Local Governments currently levy a differential rate for “residential improved and vacant” property.
- It is unclear if section 6.33 provisions can be interpreted as enabling Local Government to levy scaled differential rates applicable to specified timeframes that an improved residential property has been unoccupied. This may require confirmation from the Department of Local Government, Sport and Cultural Industries subject to advice from the State Solicitor's Office. If section 6.33 cannot be interpreted to enable this, then a legislative amendment would be required.

Proposal for a “levy” to be applied to long term unoccupied residential properties.

Local Government Act section 6.16 limits Local Government imposition of fees and charges to goods or services provided the Local Government.

This proposal intends a penalty for long-term unoccupied residential property, which under written law would require legislative amendment to create an offence and prescribe a modified penalty / court proceedings.

7.3 ADVOCACY FOR EXPANSION OF DIFFERENTIAL RATING TO INCLUDE LONG TERM UNOCCUPIED COMMERCIAL BUILDINGS (PROPERTY ACTIVATION LEVY)

Town of Bassendean

RESOLUTION

Moved: Mayor Kath Hamilton, Town of Bassendean

Seconded: Cr Dakota Krispyn, Shire of Harvey

That WALGA:

1. Explores expanding Item 2.1.8 Differential Rates of its Advocacy Position Statement to consider inclusion of the following:
 - a. Advocating for Local Authorities to have the ability to apply a differential rate to long term unoccupied commercial buildings; and
 - b. Developing legislation that requires commercial property owners to demonstrate that in order to avoid the imposition of a differential rate on unoccupied commercial property the property;
 - i. is commercially habitable with annual investment in maintenance
 - ii. remains connected to essential services
 - iii. is undergoing periodic compliance checks and,
 - iv. has a plan in place to redevelop or make operational.
 - c. Develop legislation that enables Local Government to provide exemptions to the above differential rating based on an approved periodic activation program for the vacant commercial property by the Local Government.
2. Distributes the draft expanded WALGA Advocacy Position for Differential Rates to counter long term unoccupied commercial buildings to all West Australian Local Authorities for comment, and that a subsequent report be made available for consideration by WALGA Zones.

CARRIED

MEMBER COMMENT

The Northern Territory Government enabled Darwin to apply a "*Property Activation Levy*" to address long term vacant land or unoccupied commercial buildings, endeavouring to activate or beautify properties that generally have a negative impact the overall amenity and vibrancy of streetscapes. The Property Activation Levy incorporates the following:

- Owners of unoccupied commercial property are provided a reasonable grace period to activate their property without incurring the levy.
- Any property meeting the minimum number of listed activation options does not incur the surcharge levy applicable only to long term unoccupied commercial buildings.
- Revenue raised from the Property Activation Levy, is used on revitalisation projects of public places and land.

The purpose of the property activation levy is to encourage owners of unoccupied commercial buildings to activate and maintain their properties to improve commercial precincts with a focus on the following objectives:

- To improve the amenity of commercial precincts for residents, workers and visitors / tourists.
- Support adjoining business operators by encouraging activation of all commercial premises within precincts.
- Improve the liveability, attractiveness, safety and cultural activity of these precincts.
- Encourage the commercial precincts to thrive.

Some of the suggested activation (that must include ongoing maintenance) for unoccupied commercial premises are listed below, noting this list is not exhaustive:

- Inset graphics, art displays or other visual installations on ground level external windows and walls.
- Repaint or retile and improve ground level frontage and associated awnings over the footpath.
- Include rotating shop displays (for example Christmas, Easter, local events) or community spaces, such as for group activities, classes or study areas.
- Where setback from the road reserve exists, undertake improved landscaping.

Reference Documents:

Link to the "*Property Activation Levy*" document is below, and outlines a diverse number of suggested options for the activation and beautification of vacant land or unoccupied mixed use premises:

https://treasury.nt.gov.au/_data/assets/pdf_file/0010/901495/derelict-vacant-property-levy.pdf

SECRETARIAT COMMENT

WALGA's Advocacy Position 2.1.8 Differential Rates is below:

Position Statement	Section 6.33 of the <i>Local Government Act 1995</i> should be reviewed in contemplation of time-based differential rating, to encourage development of land.
Background	Concern at the amount of vacant land remaining in an undeveloped state for an extensive period of time and holding up development opportunities.

Local Government Act section 6.33(1)(b) already enables a differential rate to be levied for a purpose for which the land is held or used as determined by the Local Government e.g. Some Local Governments currently levy a differential rate for "residential improved and vacant" property. This can be extended to "commercial improved" and "commercial undeveloped".

7.4 ACTION ON ASBESTOS FOR WESTERN AUSTRALIA

Shire of Dundas

RESOLUTION

Moved: President Cr Laurene Bonza, Shire of Dundas

Seconded: Cr Erin Sergeant, City of Kwinana

That WALGA advocates for the state and federal governments to take urgent action to assist Local Governments and their communities in safely removing asbestos, including providing targeting funding programs.

CARRIED

MEMBER COMMENT

The Asbestos Safety and Eradication Agency (ASEA) [2024-2030 Strategic Plan](#) identifies, more than in previous plans, the risk posed by the increasing degradation of asbestos and the need for action. State governments are currently considering the plan, but any adoption of the plan must be supported by additional funding and support from Local Governments and their communities.

There are a range of ways that asbestos management impacts Local Governments. In [WALGA's Submission](#) on the ASEA Strategic Plan, it was identified:

Asbestos management is an ongoing and increasing challenge for Local Government, particularly asbestos management during and following emergency events, illegal disposal of asbestos into the environment through Local Government services, and the regulation of the asbestos removal industry.

Local Governments in regional and remote areas face additional significant and complex challenges, including the limited availability and cost of suitably qualified contractors, large areas of asbestos contaminated land requiring remediation and limited ability to fund asbestos removal and communities where property with asbestos is under, or not, insured.

A whole government package of support and funding is needed to address this issue and ensure that communities are not impacted and that asbestos is removed and not just managed through legislation.

The Asbestos National Strategic Plan (ANSP) for the 2024-2030 consultation aims to address the pressing issue of asbestos-related diseases in Australia. However, the current focus of the consultation is primarily on compliance rather than actively pursuing the funding and comprehensive removal of asbestos, which is crucial for safeguarding public health.

Australia grapples with one of the highest rates of mesothelioma globally, primarily caused by asbestos exposure. Western Australia faces a higher incidence rate of mesothelioma compared to other regions, emphasising the urgency of effective asbestos management.

The ANSP endeavours to enhance asbestos awareness and promote its safe management, removal, and disposal nationwide; it is all compliance-based. It aims to eliminate asbestos-related diseases through collaboration between the Australian government, states, and territories. The plan's key objectives include eradicating asbestos-related diseases, supporting affected individuals, and advocating for a global ban on asbestos production and trade.

To implement the ANSP for 2024-2030, the Asbestos and Silica Safety and Eradication Agency (ASSEA) seeks endorsement from states and territories, including Western Australia. Should Western Australia endorse the plan, a jurisdictional action plan aligned with the ANSP would be devised to address state-specific priorities and challenges.

However, the current consultation lacks a strong emphasis on funding and actively pursuing asbestos removal to improve the ANSP and ensure a more comprehensive approach; it's imperative to advocate for increased funding and prioritise the active removal and safe disposal of asbestos across affected areas of Western Australia.

SECRETARIAT COMMENT

The ASEA Strategic Plan has identified an increasing need to take action on asbestos. As the material degrades over time there is an increasing human health risk and costs associated with removal escalate. As identified in the AGM item, WALGA's recent [Submission](#) on the ASEA Strategic Plan noted that Asbestos management is an ongoing and increasing challenge for Local Governments, particularly in regional areas, and additional focus is needed. The approach of providing targeted funding and support would assist regional Local Government to address issues such as limited availability and cost of suitably qualified contractors and ability to fund asbestos removal.

7.5 ADDRESSING THE IMPRACTICALITY OF LOCAL GOVERNMENTS FUNDING DEPARTMENT OF COMMUNITIES AND GOVERNMENT REGIONAL OFFICER HOUSING

Shire of Dundas

RESOLUTION

Moved: President Cr Laurene Bonza, Shire of Dundas

Seconded: President Cr Kirrilee Warr, Shire of Chapman Valley

That WALGA advocates to the State Government for the State Government to fully fund construction and maintenance of Department of Communities (Social) and Government Regional Officer Housing.

CARRIED

MEMBER COMMENT

All remote and regional Local Governments face challenges in attracting and retaining staff which is also true of State Govt Depts, such as Police and the Education Dept. The provision of good housing is critical in attracting staff to these areas. Any Local Governments that are exposed to the boom-bust cycle of mining, face significant challenges related to the funding and provision of the Department of Community and Government Regional Officers' Housing (GROH). The volatile boom and bust cycles of the mining industry creates an even more financially risky environment for Local Governments to invest in housing. Most remote and regional Local Government areas are smaller and have the least capacity to raise funding through rates due their smaller population bases. Budgets are already stretched to provide community infrastructure for these communities.

- Boom and bust cycles in resource-dependent communities: The mining industry is inherently volatile, with periods of rapid growth (booms) followed by significant downturns (busts). This cycle profoundly affects local economies and property values. When Local Governments invest in housing during a boom, they face the risk of property values plummeting during a bust. Currently, the nickel crisis is an example of how quickly and severely property values can decline, leaving Local Governments with significant financial losses and underutilized assets.
- Impractical Investment: Local Governments are not in a position to absorb the financial risks associated with building houses with a long-term, 'lease back' agreement to recover their investment. Housing investments should be stable and predictable, (which is not the case in resource-dependent communities). If smaller Local Governments are seeking to borrow funds for these builds, they are then denied an opportunity to borrow for other community infrastructure projects that may be more of a local priority.
- State Responsibility: The function to supply and maintain Department of Communities and GROH housing in remote communities is a State Govt responsibility and should be funded through state taxes and royalties.

All remote and regional Local Governments urge WALGA to advocate for the State government to fully fund construction and maintenance of Department of Communities and GROH housing. Local Governments should not bear the financial risks associated with the provision of social and State agency housing. Funding of this housing by Local Governments impacts their sustainability and ability to fund their core responsibilities for their communities such as, asset management, staff retention, and roads.

SECRETARIAT COMMENT

The GROH Program provides housing for public sector employees providing essential services in regional and remote locations to attract and retain staff. The Department of Communities uses partnerships to increase supply of GROH housing in addition to its own capital investment and refurbishment programs. Partnerships include build to lease agreements, which Local Governments are eligible to apply to. The Department of Communities also provides subsidised rental accommodation to eligible low-income households across Western Australia commonly referred to as public or social housing. Public housing is owned and managed directly by the Department of Communities. Social housing can be owned and or maintained by a third party, typically Community Housing Providers.

In a 2024 WALGA survey, 100 percent of respondents viewed housing as a major challenge in their Local Government area and 64 percent stating that the lack of Government Regional Officer Housing (GROH) housing is “very challenging” or “extremely challenging”.

Housing supply continues to be a priority issue for both the Australian and State Government. The Australian Government's 2024-2 budget included an additional \$1 billion to states and territories to deliver new housing including for connecting essential services such as water, power, sewerage and roads. This investment underpins the Federal Government commitment to increasing housing supply through the National Housing Accord, Housing Australia Future Fund and Social Housing Accelerator initiatives. The WA Government committed an additional \$43.8 million to the GROH program in the 2024-25 State Budget. The State budget also included \$400 million to expand the Social and Affordable Housing Investment Fund and \$179 million for maintenance of existing social and GROH housing.

WALGA is advocating for the State Government to work with the Local Government sector on the delivery of these investments, including ensuring member views are considered in relation to critical housing need. WALGA's 2025 State Election platform calls for State Government to create a comprehensive long-term strategy to address the entrenched shortage of social, affordable and key worker housing and to undertake a review of the GROH program to improve coordination and responsiveness to regional housing needs and provide Local Government's with greater scope to invest in GROH housing.

7.6 ADVOCACY FOR ACCESSIBILITY

Town of Victoria Park

RESOLUTION

Moved: Mayor Karen Vernon, Town of Victoria Park

Seconded: Cr Jordan Wright, City of Wanneroo

That WALGA develops an Advocacy Position calling for the WA Government to adopt the Liveable Housing Design Standards for accessibility as part of the National Construction Code, consistent with WALGA's 2020-2025 Strategic Plan Sector Vision to enable inclusive Local Governments enhancing community wellbeing and economic prosperity.

CARRIED

MEMBER COMMENT

Advocacy for adoption of National Construction Code minimum accessibility standards:

- Several years ago, at the direction of Commonwealth and State Ministers, the Australian Building Codes Board (ABCB) undertook a rigorous consultation process with experts and stakeholders to develop minimum accessibility requirements for Class 1a buildings (houses) and Class 2 sole-occupancy units (apartments) in the National Construction Code (NCC). The objective was to ensure that housing is designed to meet the needs of the community, including those with disability and older Australians.
- In 2021, minimum accessibility provisions were introduced for residential housing and apartments into the NCC based on Liveable Housing Design Guidelines (LHDG) silver standards.
- The NCC 2022 has seven minimum standards ensuring all new homes are accessible, with modifications including step-free entrances and showers, and wider doors and corridors that can accommodate wheelchairs and walking aids.
- The 2023 Disability Royal Commission Report recommended that all states and territories should adopt the minimum LHDG standards as soon as possible.
- In 2024, the ABCB has estimated that the additional cost to implement the minimum accessible design standards is between \$2,900 and \$4,400 per home, depending on the type of dwelling. The features covered by the LHDG standards are not a big ask and our communities will end up with better quality housing that is future-proof.
- To date, the WA Government, along with NSW, are the only states who have not adopted the NCC minimum LHDG silver standards.

SECRETARIAT COMMENT

The National Construction Code (NCC) is a uniform set of technical provisions for the design and construction of buildings and other structures, and plumbing and drainage systems throughout Australia.

The NCC is produced and maintained by the Australian Building Codes Board (ABCB) on behalf of the Commonwealth and all State and Territory government and is given legal effect through legislation at the state and territory level. The NCC is reviewed every 3 years, based on required regulatory practices, industry research, public feedback and policy directions.

The goal of the NCC is to enable the achievement of nationally consistent, minimum necessary standards of relevant safety (including structural safety and safety from fire), health, amenity and sustainability objectives efficiently. The NCC has traditionally included a part focused on access for people with a disability, setting out deemed-to-comply solutions and general building requirements for buildings based on their classification, for class 2-9 buildings. For the 2022 edition of the NCC new requirements titled the 'livable housing design' requirements, based on the Livable Housing Design Guidelines (silver level), were incorporated into both volumes of the NCC.

These requirements apply to all dwelling types, including new Class 1a (single house) buildings. The purpose of these changes was to help increase the stock of housing that is adaptable and better able to meet the needs of older people and people with mobility limitations. The Deemed-to-Comply provision of the new requirements, called the [ABCB Livable Housing Design Standard](#), covers:

- Providing step-free access to the home.
- Making doorways and hallways easier to use for people with reduced mobility.
- Providing extra space in the bathroom and toilet.
- Wall reinforcing in the bathroom and toilet, to make it easier to install grabrails if needed in the future.

The NCC is implemented into Western Australia's building regulatory system through amendments to the Building Regulations 2012, with the NCC 2022 commencing operation in WA on 1 May 2023, following a 12-month transition period. In announcing the implementation of the NCC 2022, the State Government indicated that it had considered the current challenges facing the building and construction industry and as a result decided that some provisions, including energy efficiency, would have a longer transitional period and that the mandatory liveable (accessible) housing provisions would not be applied in Western Australia. In making this determination the Government indicated it would continue to monitor the situation in the building industry and the housing market. New South Wales and South Australia also determined to not support the new requirements. There is no indication, at time of writing, that the State Government has progressed in its consideration of the livable housing design requirements.

WALGA's Building Act and Regulations Advocacy Position

Assessments of the effectiveness of building control systems across Australia have recognised that there is diminishing public confidence in the building and construction industry, and that change is required to ensure buildings are safe and perform to expected standards. Now more than ever the focus is on Local Government building departments to deliver good governance, local leadership and sustainable services that meet the needs of their communities whilst supporting local jobs and economic growth.

The Association has the following endorsed positions:

1. Support the retention of Local Government as the primary permit authority in Western Australia for decisions made under the *Building Act 2011*.
2. Supports mandatory inspections for all classes of buildings, however, Local Government should not be solely responsible for all mandatory inspections.

3. Advocate for the State Government to urgently prioritise legislative reform that addresses systemic failures in the current building control model and to provide clarification on the role of Local Government in building control to ensure building legislation supports the following objectives:
 - a. Quality buildings that are cost efficient.
 - b. Functional, safe and environmentally friendly buildings.
 - c. Good decision making in all aspects of building.
 - d. Efficiency and effectiveness in building management, administration and regulation.
 - e. Openness and accountability with respect to all building matters.
 - f. Recognition of the rights and responsibilities of all parties in building matters in an equitable manner.
4. Existing and proposed building control related fees and charges to be cost recovery for Local Government.
5. WALGA will work with members, state agencies and industry groups to develop training opportunities and to promote the Local Government building surveying profession to ensure sustainability of Local Government building control services.
6. WALGA supports the Australian Building Codes Boards Trajectory for Low Energy Buildings by supporting Local Governments to meet community strategic objectives of a net zero carbon future by 2050 through work with members, state agencies and industry groups.

8 CLOSURE

Upon the completion of business, the Chair declared the meeting closed at 3:51pm.

Attachment 3: Action Taken on Resolutions of the 2024 Annual General Meeting

Resolution	Comment/Update
7.1 Amendments to the <i>Cat Act 2011</i> – Allow Local Governments to make Local Laws to contain cats to the owner's property That WALGA: 1. Advocate to the State Government to make changes to the <i>Cat Act 2011</i> to permit local laws to be made to the following effect: a. Cats are to be confined to the cat owner's residence premises; b. Cats within public places are to be under effective control and not to create a nuisance; c. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance; d. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law. 2. Subject to Part 1, Develop a model Cat Local Law in consultation with and agreement with the Department of Local Government, Sport and Cultural Industries, The Joint Standing Committee on Delegated Legislation, and the WA Feral Cat Working Group that provides for the following: a. Cats are to be confined to the cat owner's residence premises, unless under effective control;	State Council endorsed this item in December 2024. WALGA's relevant Advocacy Position (position 2.12.1 Review of the <i>Cat Act 2011</i> and <i>Dog Act 1976</i>) has been updated. Correspondence has been sent to the Minister for Local Government requesting the CAT Act be reviewed to provide Local Governments with the ability to contain cats on an owner's property. In addition, work has commenced on developing a template Cat Local Law to assist Local Government to make local laws to the extent of the current local law-making powers.

b. Cats within public places are to be under effective control and not to create a nuisance at all times; c. Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises, and are not to create a nuisance; and d. Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute Majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.	
7.2 Advocacy for Legislative Reforms to Counter Land-Banking That WALGA: 1. In line with its 2020-2025 Strategic Plan to provide a Sector Vision that enables Local Governments to be agile enhancing community wellbeing and economic prosperity, develops a draft Advocacy Position for Legislative Reforms to address Land-Banking practices including, but not limited to consideration of the following: a. Prohibiting demolition of habitable housing until a Development Application (DA) has been approved; b. development applications that result in the demolition of existing habitable housing be time limited so that reasonable time periods for project commencement and project completion are conditions of the development application. c. provide Local Authorities with the ability to apply a “penalty fee” over and above any differential rating on vacant	This item was referred by State Council to the Environment Policy Team and the Governance Policy Team for further work in December 2024. Regarding the planning related items within this resolution: The demolition of single houses is generally a form of development exempt from requiring development approval, and only a demolition permit is required for the complete or partial demolition, dismantling or removal of a building or an incidental structure. The current planning and building legislation do not allow the conditioning of approval or refusal of a building permit in a manner proposed by the AGM resolution. In respect to items 1. c and d and item 2, a legal consultant has been contracted to review the legislation and suggest ways to address these recommendations. A combined meeting of the Governance and Environment Policy teams has been scheduled for 12 September 2025 with a view to prepare a State Council Agenda item for the December 2025 meeting.

land, where the time conditions on the development application in (b) have not been met. d. Development of a mandatory register of unoccupied residential properties, with the ability of Local Governments to apply rates or levies on long term unoccupied residential properties, which could increase incrementally over time. 2. Distributes the draft “WALGA Advocacy Position for Legislative Reforms to counter Land-Banking” to all West Australian Local Authorities for comment, and that a subsequent report be provided for consideration by WALGA Zones.	
7.3 Advocacy for Expansion of Differential Rating to include Long Term Unoccupied Commercial Buildings (Property Activation Levy) That WALGA: 1. Explores expanding Item 2.1.8 Differential Rates of its Advocacy Position Statement to consider inclusion of the following: a. Advocating for Local Authorities to have the ability to apply a differential rate to long term unoccupied commercial buildings; and b. Developing legislation that requires commercial property owners to demonstrate that in order to avoid the imposition of a differential rate on unoccupied commercial property the property; i. is commercially habitable with annual investment in maintenance ii. remains connected to essential services	This item was referred by State Council to the Governance Policy Team for further work in December 2024. A legal consultant has been contracted to review the legislation and suggest ways to address these recommendations. A combined meeting of the Governance and Environment Policy teams has been scheduled for 12 September 2025 with a view to prepare a State Council Agenda item for the December 2025 meeting.

iii. is undergoing periodic compliance checks and, iv. has a plan in place to redevelop or make operational. c. Develop legislation that enables Local Government to provide exemptions to the above differential rating based on an approved periodic activation program for the vacant commercial property by the Local Government. 2. Distributes the draft expanded WALGA Advocacy Position for Differential Rates to counter long term unoccupied commercial buildings to all West Australian Local Authorities for comment, and that a subsequent report be made available for consideration by WALGA Zones.	
7.4 Action on Asbestos for Western Australia That WALGA advocates for the state and federal governments to take urgent action to assist Local Governments and their communities in safely removing asbestos, including providing targeting funding programs.	This item was referred by State Council to the Environment Policy Team for further work in December 2024. WALGA is engaging at the State and National level on this issue, including through membership of the WA Interagency Asbestos Group and nationally the Asbestos Safety Eradication Agency reference group and has raised the issues impacting Local Governments in relation to safe removal and disposal, including ensuring statewide options.
7.5 Addressing the Impracticality of Local Governments Funding Department of Communities and Government Regional Officer Housing That WALGA advocates to the State Government for the State Government to fully fund construction and maintenance of Department of Communities (Social) and Government Regional Officer Housing.	This item was referred by State Council to the People and Place Policy Team for further work in December 2024. The People and Place Policy Team considered this item in March and resolved to address the item as part of WALGA's advocacy approach on this issue.

7.6 Advocacy for Accessibility That WALGA develops an Advocacy Position calling for the WA Government to adopt the Liveable Housing Design Standards for accessibility as part of the National Construction Code, consistent with WALGA's 2020-2025 Strategic Plan Sector Vision to enable inclusive Local Governments enhancing community wellbeing and economic prosperity.	This item was referred by State Council to the Environment Policy Team for further work in December 2024. Liveable Housing Design Standard as part of the National Construction Code provides a set of technical provisions that if complied with enable dwellings to better meet the needs of the community, including older people and people with mobility limitations. The code specifies seven minimum standards to ensure all new homes are accessible with modifications including step-free entrances and showers and wider doors and corridors that can accommodate wheelchairs and walking aids. All states enact the NCC through state legislation and regulation. A range of states are taking different approaches in terms of adopting the liveable housing requirements, but at time of writing all states except NSW and Western Australia have adopted the liveable housing provisions. The NCC 2022 only became operational in WA on 1 May 2025. With the appointment of a new Commerce Minister following the 2025 State Election, WALGA again raised the prospects of WA adopting the standard at its meeting with the Minister in July 2025.
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Plot date: 13 May 2025 - 7:59 AM

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CONGEE EXCHANGE

TOWER AMS SITE REF: WA100758

ADDRESS: 194 SAND PLAIN RD
GLENCOE
WA 6316



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TOWER AMS SITE WA100758
CONGEE EXCHANGE
DRAWING INDEX AND DOCUMENT CONTROL
194 SAND PLAIN RD, GLENCOE, WA 6316

DWG NO.

WA100758

SHT NO.

DC

1

2

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5

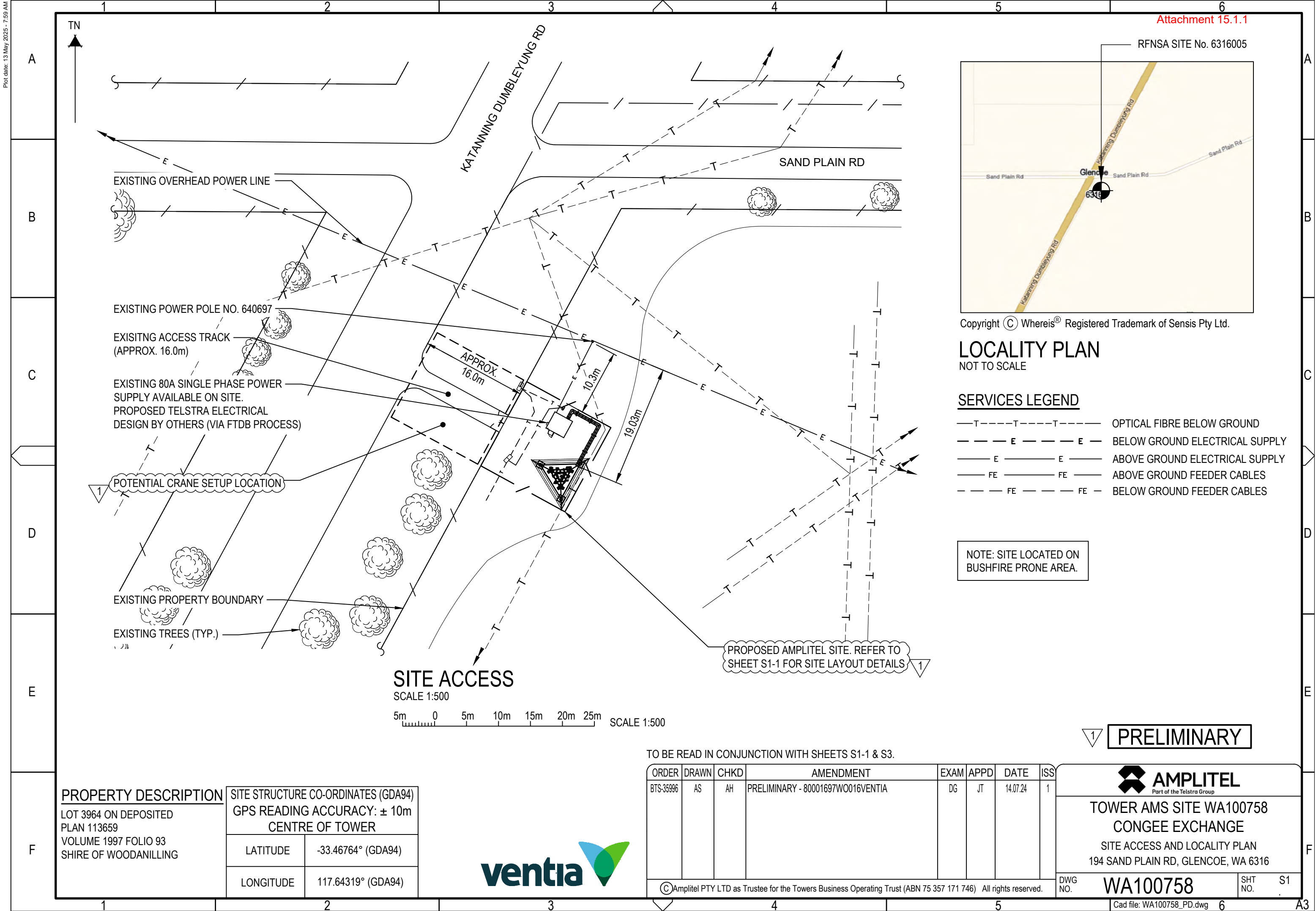
6

Cad file: WA100758_PD.dwg

6

A3

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Attachment 15.1.1



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LOCALITY PLAN

NOT TO SCALE

SERVICES LEGEND

- T — — — T — — — T — — — OPTICAL FIBRE BELOW GROUND
- — — E — — — E — — — BELOW GROUND ELECTRICAL SUPPLY
- — — E — — — E — — — ABOVE GROUND ELECTRICAL SUPPLY
- — — FE — — — FE — — — ABOVE GROUND FEEDER CABLES
- — — FE — — — FE — — — BELOW GROUND FEEDER CABLES

NOTE: SITE LOCATED ON BUSHFIRE PRONE AREA.

1 PRELIMINARY

PROPERTY DESCRIPTION

LOT 3964 ON DEPOSITED
PLAN 113659
VOLUME 1997 FOLIO 93
SHIRE OF WOODANILLING

SITE STRUCTURE CO-ORDINATES (GDA94)

GPS READING ACCURACY: ± 10m
CENTRE OF TOWER

LATITUDE	-33.46764° (GDA94)
LONGITUDE	117.64319° (GDA94)



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

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
BTS-35996	AS	AH	PRELIMINARY - 80001697W0016VENTIA	DG	JT	14.07.24	1
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TOWER AMS SITE WA100758
CONGEE EXCHANGE
SITE ACCESS AND LOCALITY PLAN
194 SAND PLAIN RD, GLENCOE, WA 6316

DWG NO. **WA100758** SHT NO. **S1**

Cad file: WA100758_PD.dwg



WA100758

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ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
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DWG NO.	
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WA100758

SHT NO.	S1-1
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Cad file: WA100758_PD.dwg 6

6

A

Plot date: 13 May 2025 - 7:59 AM

PROPOSED LIGHTING ROD WITH
DOUBLE OBSTRUCTION LIGHT

▽ E.L. 52.17m (±100mm) RL 343.17m A.H.D.
OVERALL HEIGHT

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

2

▽ E.L. 50.0m (±100mm) RL 341.0m A.H.D.
TOP OF PROPOSED LATTICE TOWER
C/L PROPOSED TELSTRA PANEL ANTENNAS (6 OFF)
AND ANCILLARIES (BY OTHERS)
C/L PROPOSED TELSTRA TRIANGULAR HEADFRAME

PROPOSED TELSTRA TRIANGULAR HEADFRAME
TO ACCOMMODATE PROPOSED ANTENNAS AND
ANCILLARIES (BY OTHERS)

NOTE: SITE LOCATED ON
BUSHFIRE PRONE AREA.

NOTE: SITE LOCATED ON
BUSHFIRE PRONE AREA.

PROPOSED TELSTRA HYBRID CABLES TO
RUN VIA FEEDER BRACKET (BY OTHERS)

PROPOSED AMPLITEL 50.0m HIGH
TRIANGULAR LATTICE TOWER.
(STRUCTURE TBC AFTER GEOTECH REPORT)

PROPOSED CLIMBING LADDER

PROPOSED TELSTRA 450W CABLE
LADDER WITH SUPPORT POSTS TO
ACCOMMODATE PROPOSED TELSTRA
HYBRID CABLES (BY OTHERS)

PROPOSED AMPLITEL BRANDED
SIGNAGE JABAC PRODUCT CODE
TEMC2005-M ON EXISTING
ACCESS GATE

EXISTING TELSTRA EXCHANGE
SHELTER TO ACCOMMODATE
PROPOSED TELSTRA EQUIPMENT.
FTDB SUBMISSION FOR FLOOR
SPACE AND POWER (BY OTHERS)

EXISTING 80A SINGLE PHASE POWER
SUPPLY AVAILABLE ON SITE.
PROPOSED TELSTRA ELECTRICAL
DESIGN BY OTHERS (VIA FTDB PROCESS)

PROPOSED TELSTRA
LTE700 GPS ANTENNA
(1 OFF) TO BE INSTALLED
ON EXISTING SHELTER
WITH STANDARD MOUNT
(BY OTHERS)

EXISTING OVERHEAD
POWER LINE

EXISTING PITS

PROPOSED ANTI-CLMB DEVICE (BARB WIRE
MOUNT AND WELDED MASH BARRIER WITH
ACCESS HATCH) ON THE TOWER AT 4.5m

PROPOSED MERCS-1 SIGN AND 'DO NOT CLIMB'
SIGNAGE TO BE SECURED AT 1.5m AGL TO
LATTICE TOWER LEG

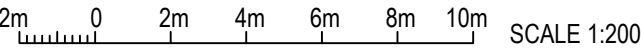
▽ E.L. 0.3m (±100mm) RL 291.3m A.H.D.
BASE OF SHELTER

▽ E.L. 0.0m (±100mm) RL 291.0m A.H.D.
GROUND LEVEL

PROPOSED AMPLITEL LATTICE TOWER FOOTING
(INDICATIVE ONLY)

- NOTES:
1. ALL EXTERNAL FEEDERS AND TAILS MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
 2. FOR EME SIGNS NOTED AS #X REFER TO 005486 DOCUMENTS FOR DETAILS.
 3. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE STATED.
 4. THIS DRAWING SET IS A PRELIMINARY DRAWING ONLY AND IS ISSUED FOR COMMENT. IT IS NOT A DETAILED SURVEY / STRUCTURAL DRAWING AND THEREFORE COULD BE SUBJECT TO CHANGE.

NORTH WEST ELEVATION
SCALE 1:200



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

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TOWER AMS SITE WA100758
CONGEE EXCHANGE
NORTH WEST ELEVATION
194 SAND PLAIN RD, GLENCOE, WA 6316

DWG NO. **WA100758** SHT NO. **S3**

PUBLIC NOTICE

PROPOSED TELECOMMUNICATION FACILITY

194 SAND PLAIN ROAD, GLENCOE

Ventia Pty Ltd has submitted a Development Application on behalf of Amplitel for the purpose of expanding an existing fibre telecommunications facility.

Prior to determining this application, the Shire would like to provide the general public and neighbouring properties the opportunity to comment on the proposal. Information on the application and the development plans can be viewed at the Shire of Woodanilling office during opening hours or on the Shire website at www.woodanilling.wa.gov.au.

Should you wish to make a submission on the proposal, your comments (in writing) will need to be lodged with Council within 21 days by Tuesday 16th September 2025. Submissions can be made to shire@woodanilling.wa.gov.au or alternatively posted to PO Box 99, Woodanilling WA 6316.

Please note, if no comments are received by the closure date, we will assume that you have no comment you wish to make, and the application will be assessed and determined on its merits and without any further consultation.

Should you have any queries relating to the proposed application, please do not hesitate to contact the Shire on (08) 9823 1506.

Yours Sincerely



Anika Serer
CHIEF EXECUTIVE OFFICER



APPLICATION FOR PLANNING APPROVAL

Planning and Development (Local Planning Schemes) Regulations 2015
Application for Development Approval

OWNER DETAILS		
Name: [REDACTED]		
ABN (if applicable): [REDACTED]		
Work No:	Home:	Mobile: [REDACTED]
Email: [REDACTED]		
Contact person for correspondence: [REDACTED]		
Signature:		Date: 10/07/2025
Signature:		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).		
APPLICANT DETAILS (IF DIFFERENT FROM OWNER)		
Name: Amplitel Pty Ltd C/- Ventia Pty Ltd		
Address: [REDACTED]		
Work No:	Home No:	Mobile: [REDACTED]
Email: [REDACTED]		
Contact person for correspondence: [REDACTED]		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application.		☒ Yes ☐ No
Signature:		Date:
PROPERTY DETAILS		
Lot No: 3964	House/Street No: 194	Location No:
Diagram or Plan No: 113659	Certificate of Title Vol. No: 1997	Folio: 93
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: Sand Plain Road		Suburb: Glencoe
Nearest street intersection: Sand Plain Road and Katanning-Dumbleyung Road		

Email Completed Form



PROPOSED DEVELOPMENT	
Nature of development:	☐ Works ☐ Use ☒ Works and Use
Is an exemption from development claimed for part of the development?	
☐ Yes ☐ Works ☐ Use	☒ No ☐ Works ☐ Use
Description of proposed works and/or land use: New mobile phone base station within a Regional Rural zoned lot	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use: Regional Rural zoned lot with fenced telecommunications lease area	
Approximate cost of proposed development: \$300,000	
Estimated time of completion: Tentative December 2024	

OFFICE USE ONLY	
Acceptance Officer's initials:	Date received:
Local government reference No:	

GENERAL INFORMATION & CHECKLIST

The Shire of Woodanilling Town Planning Scheme No. 1 requires appropriate information to accompany every application for planning approval. This checklist sets out the minimum required information for an application to be considered complete.

All applications should include enough information to enable Shire staff to ensure compliance with TPS1 and Local Planning Policies. Variations to R-Codes will require performance criteria to be addressed.

If the proposal is required to be advertised or notified in accordance with TPS 1, the application will attract an additional fee. You will be advised of this requirement and invoiced in accordance with the Shire's Fees and Charges prior to any advertising taking place.

ALL APPLICATIONS SHALL BE ACCOMPANIED BY:

- Application form fully completed and signed by all landowners where applicable.
- Cover letter providing details of proposed development (as described above).
- Planning Fee - due on lodgement – please contact 08 9823 1506 for advice regarding fees payable)
- Copy of current Certificate of Title.



DETAILED SITE PLAN - (PREFERRED SCALE OF NOT LESS THAN 1:500) INCLUDING:

- Lot boundaries, dimensions & street frontages
- Dimensions of building envelope (where applicable)
- Proposed development (include setback details) and existing structures and/or structures to be removed
- Contours, existing and proposed levels, finished floor levels
- Existing vegetation, proposed landscaping areas and proposed clearing
- Easements, rights of carriageway, sewer/drainage lines, power poles, manholes and footpaths on site or in verge
- On-site effluent disposal system (if applicable)
- Existing/proposed parking, access ways and crossovers
- Fencing / Screen walls (location, height, materials)
- Scale, lot/street number(s), address, owner's name, drawn by, date drawn, north arrow

ELEVATIONS INCLUDING:

- Proposed structures all elevations (additions to include existing structures) showing natural ground level and dimensions.
- External finishes (including schedule of colours and materials)

FLOOR PLANS (2 COPIES) INCLUDING

- Total Floor Area, Proposed Floor Area of Use(s)
- Sanitary facilities, Entry/Exits, Internal Walls

The Shire may within 21 days of receipt of the application request additional information or justification where it is considered necessary to enable an informed assessment of the proposal. Where further information is required you will have 21 days to provide the information requested, or alternatively you can withdraw your application, upon which the minimum fee or 25% of the total application fee, whichever is the greater, will be retained and the remainder refunded. Failure to withdraw the application or to provide additional information within the 21 day timeframe will result in the application being REFUSED.

Any queries regarding your application please contact the Shire of Woodanilling on (08) 9823 1506.

PLEASE NOTE: THIS IS DEVELOPMENT CONSENT ONLY

A separate application for Building Licence may be required. Please enquire at the Shire Office.

Any Application not meeting minimum information requirements will not be accepted.



PLANNING ASSESSMENT REPORT

Planning Permit Application for a Telecommunications Facility

194 Sand Plain Road, Glencoe WA 6316

(Lot 3964 on Deposited Plan 113659)

Prepared by Ventia Pty Ltd

On behalf of Amplitel

Project No: WA100758

July 2025



ventia 



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**Document Quality Control**

This Planning Assessment Report is prepared by:

Ventia Pty Ltd

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W www.ventia.com

Document Control				
Rev	Date	Status	Prepared by	Reviewed by
0.1	15/05/2024	Draft	MB	CN
1	25/07/2025	Final	MB	CN

Disclaimer:

Ventia Pty Ltd does not accept any risk or responsibility for a third party using this document, unless written authorisation is provided by Ventia Pty Ltd.



1.0 EXECUTIVE SUMMARY

1.1 Site and Proposal Details

Address of Site	194 Sand Plain Rd, Glencoe WA 6316.
Legal Property Description	Lot 3964 on Deposited Plan 113659
Coordinates	-33.46764, 117.64319
Site Area	3,188,431.503m ²
Registered Owner	[REDACTED]
Local Authority	Shire of Woodanilling
Proposal	50m high lattice tower, six (6) panel antennas on a triangular headframe, one (1) equipment shelter not more than 3m high with a base area of not more than 7.5m ² at the base of the tower and ancillary equipment. Replacement of existing fencing with new compound security fencing and 3m wide double access gates.
Planning Instrument	Shire of Woodanilling Town Planning Scheme No. 1
Zone	Regional Rural
Overlays	Bushfire Fire Prone Area
Application seeking	Development permit for a Telecommunications Facility
Use definition	Telecommunications Infrastructure

1.2 Applicant Details

Applicant	Amplitel C/- Ventia Australia Pty Ltd
Contact Person	[REDACTED] [REDACTED] [REDACTED]
Our Reference	WA100758 Congee Exchange



2.0 INTRODUCTION

This report has been prepared by Ventia on behalf of Amplitel as supporting information to a Planning Permit Application for the works and use of a Telecommunications Facility at 194 Sand Plain Road, Glencoe WA 6316. The property is formally described as Lot 3964 on Deposited Plan 113659.

Amplitel, a company part of the Telstra Group is currently undertaking work across Australia to support and expand the new mobile phone infrastructure and coverage for Telstra and other carriers to improve customer experience through faster and more reliable voice and data services.

This project forms part of a wider government funded mobile blackspot program where several areas across Australia, particularly more regional and remote areas have been designated as higher priority areas for improved mobile coverage. Congee Exchange has been identified as being in critical need for the delivery of such services.

Due to an industry-specific network requirement, Amplitel have identified the need to install a telecommunications facility on the site to improve both voice and data services within the surrounding area. Furthermore, the facility will provide 4G and 5G services to the surrounding Glencoe area.

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

An extensive site selection process has been completed prior to selecting the subject site as the nominated candidate for a new Telecommunications Facility. This site selection process included considering a variety of factors including planning scheme considerations technical and coverage objectives, cost considerations, land tenure, visual impact and engineering/design criteria. The site was selected as the most appropriate location based on the above considerations, which are outlined in **Section 7** of the report.

The proposal is subject to the provisions of the *WA Planning and Development Act 2005* and the provisions of the *Shire of Woodanilling Town Planning Scheme No. 1*.

3.0 PROPOSED SCOPE OF WORKS

The proposal is inclusive of the following scope of works:

- Installation of one (1) new 50m high lattice tower;
- Installation of one (1) new triangular headframe;
- Installation of Six (6) new panel antennas (no greater than 2.8m in length);
- Installation of one (1) Telstra Equipment Shelter that is not more than 3m high with a base area of not more than 7.5m² at the base of the aforementioned tower;
- Installation of associated ancillary cabling and equipment; And
- Replacement of existing fencing with new compound security fencing and 3m wide double access gates.

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



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

Pursuant to the *Planning and Development Act 2005 (PDA)*, the proposal constitutes a change of use and requires a development application to be made to Shire of Woodanilling (**Council**) for approval.

The proposal is subject to the *Shire of Woodanilling Town Planning Scheme No. 1* (the **local planning scheme**). The proposal has addressed the applicable provisions of the planning scheme in **Section 12** of this report.

Under the planning scheme, the proposed scope of works meets the definition for ‘telecommunications infrastructure’ and the site is within a ‘Regional Rural’ zone and subject to just a bushfire prone area overlay. As such, the use will not be permitted unless Council has exercised its discretion by granting development approval.

This Planning Assessment Report demonstrates compliance of the proposal against the local planning scheme and the applicable overlay provisions.

Based on the above, the proposed application to install a Telecommunications Facility at 194 Sand Plain Road, Glencoe is considered appropriate for the site and warrants favourable consideration by Council.

4.0 PURPOSE OF THE PROPOSAL

To cater for the growing demand for mobile services, Telstra has embarked on a nationwide rollout to deliver an improved, reliable telecommunications network to the Australian public. The rollout will provide improved mobile coverage and enhanced services in metropolitan, regional and rural areas throughout Australia. This rollout consists of the upgrade of existing telecommunications facilities and where required the installation of new mobile base stations to expand the coverage footprint and offer seamless mobile services.

Additional base stations are required where surrounding facilities cannot provide sufficient coverage to a target area. New facilities are also required when existing base stations are fully utilised and cannot serve additional users in the area. Amplitel and Telstra have undertaken analysis of the Telstra mobile network in Glencoe and have identified areas where coverage and network quality needs to be improved. These include existing commercial and residential areas, as well as the future residential areas to the south. If this investment is not made, the following main issues will arise:

1. Users may have difficulty connecting to the mobile network or the call may drop out. This impacts businesses, residents, visitors to the area and the ability of the user to contact emergency services.
2. Users may experience reduced data speeds, longer download times and poor network performance at busy times of the day with data intensive and time sensitive applications (e.g. newscasts, social media, mobile banking, weather forecasts, sports highlights etc).



As noted above, the lack of telecommunications facilities in Glencoe does not only deprive existing users of signal, but also puts at risk the availability of 21st century services to facilitate residential expansion and growth.

Once a need for improved network performance has been identified, the optimisation of existing facilities throughout the region is explored and undertaken where required. In some cases, this option resolves network deficiencies in an area. However, in this situation the optimisation of surrounding facilities has not been able to achieve a satisfactory outcome for the network in Glencoe. Further investigations into the use of other Carrier and broadcast facilities within the area have also been completed. This is discussed in the Site Selection Process of this report.

5.0 THE NEED FOR THE PROPOSAL

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

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

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

- economic benefits; and
- social benefits

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

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

The education opportunities in regional areas of Australia have lagged behind those in urban areas for several decades (Karmel. 1973 and Lamb et al. 2014). The need to send children and young adults to cities to obtain the education available in urban areas was long seen as a necessity. The advent of digital education services has proven a boon in ensuring that families in



regional areas can stay together while still receiving a high-quality education. Irrespective of students being educated via distance or at local schools, education is increasingly digital. With video being a key component of lessons, access to wireless services is essential.

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

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

The proposal is an important aspect of bridging the digital disparity between denser urban areas and regional communities, and in doing so better supporting their communities in a range of areas, including economic, education, social and safety.

6.0 MOBILE TELECOMMUNICATIONS NETWORKS

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

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

Each base station transmits and receives signals to and from mobile devices in the area. As mobile device users move around their devices will communicate with the nearest base station facility to them at all times. If the users cannot pick up a signal, or the nearest base station is congested because it is already handling the maximum number of phone calls or maximum level



of data usage, then the users may not be able to place a call, they may experience call “drop outs” or they might experience a slow data rate while attempting to download content.

There are three main factors that can cause the above:

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

The current proposal will form part of Telstra’s 4G and 5G network solution to the Glencoe locality and will deliver essential mobile services (voice calling, SMS), as well as live video calling, video-based content including; news, finance and sports highlights, and high-speed wireless internet – wireless broadband. With a coverage footprint of more than 2.1 million square kilometers and covering more than 99% of the Australian population. Telstra’s 4G and 5G network is Australia’s largest and fastest national mobile broadband network and as such requires more network facilities, located closer together to ensure a high-quality signal strength to achieve reliable service and the fastest possible data transfer rates.

7.0 SITE SELECTION PROCESS

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

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

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

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

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



8.0 CANDIDATE SITES

Amplitel carefully examined a range of possible deployment options in the area before concluding that a new mobile base station at 194 Sand Plain Road, Glencoe would be the most appropriate solution to provide necessary mobile phone coverage to the Glencoe locality.

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

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

8.1 Colocation opportunities

The Communications Alliance Ltd. (formerly Australian Communications Industry Forum Ltd. - ACIF) Industry Code C564:2025 – Mobile Phone Base Station Deployment promotes the use of existing sites in order to mitigate the effects of facilities on the landscape. It should also be noted that as a first preference, Amplitel attempts to utilise, where possible, any existing infrastructure or co-location opportunities. Co-location is the beneficial reuse of an existing tall structure to negate a need for a new tower in the area, with antennas and equipment being placed on the existing tall structure and the immediate ground area. Co-locations will commonly include an existing Telecommunications Facility, but can include tall residential buildings, radio towers, or government assets such as water tanks.

Figure 1 shows all existing tall infrastructure and existing and proposed telecommunications facilities surrounding the surrounding area.

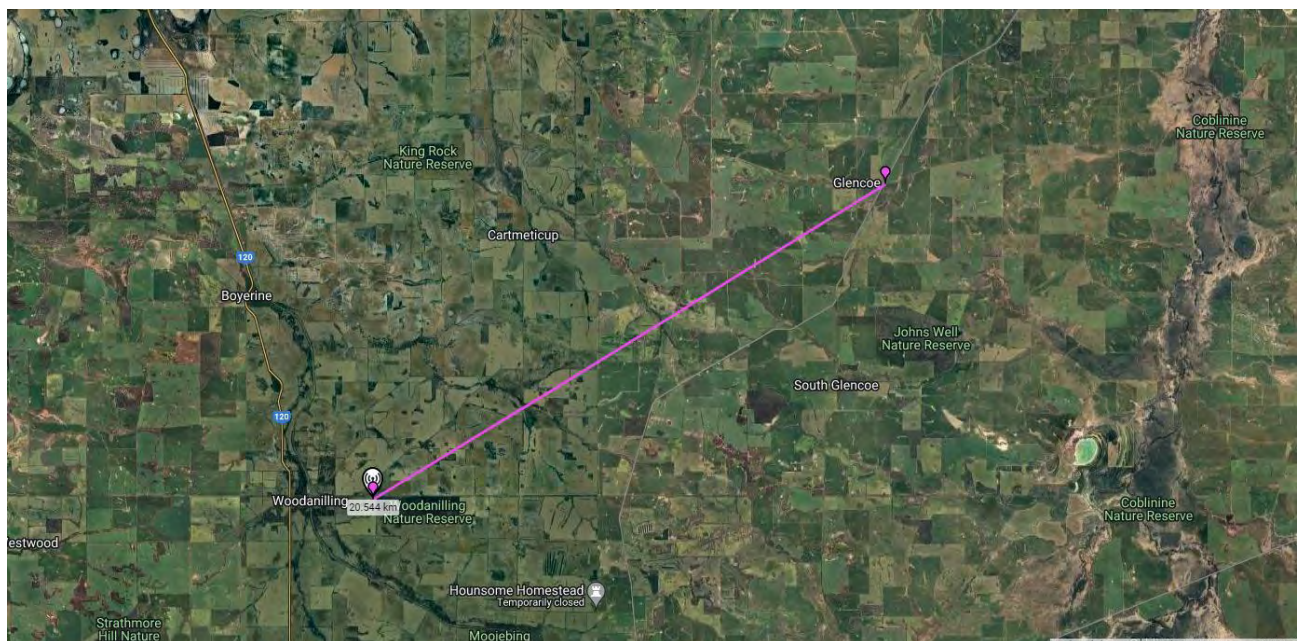


Figure 1: Location of candidates for co-location Source: www.rfnsa.com.au

The characteristics of the co-location candidates identified in **Figure 1** are provided below in **Table 1**.



Table 1: Summary of co-location opportunities within the Glencoe area

RFNSA Site No.	Site Address	Structure type	Is site constructed?	Suitable for co-location?	Comments
6316002	Lot 284 Robinson Road East, Woodanilling WA 6316	60.45m Steel Guyed Mast	Yes	No	Tower in Woodanilling is approximately 20km away from the targeted mobile coverage for Glencoe. This existing Woodanilling tower also has existing Telstra antennas on it. It will not be able to provide adequate 4G/5G coverage to Glencoe and surrounds targeted area with an upgrade.

As indicated in **Figure 1**, the closest existing telecommunications facility is located at Lot 284 Robinson Road East, Woodanilling WA 6316 (RFNSA 6316002) which is approximately 20km from the optimal location for the facilities. As this facility is unable to provide coverage to the targeted coverage area it was not considered a feasible co-location option. There are no suitable tall structures in Glencoe also which could feasibly support a rooftop or infrastructure co-location also.

8.2 Candidates considered

The site selected is deemed to be the most optimal location to achieve the required coverage for the targeted coverage area and requires the installation of a new mobile base station. Alternative candidates were considered, with no lots excluded within the 500m search radius from the Telstra exchange. The target coverage area was identified as largely comprising Regional Rural zoned lots mostly adjoining with the cross intersection between Sand Plain Road and Katanning-Dumbleyung Road.

Figure 2 provides a map of the non-colocation candidates considered for the proposed facility. Details on these alternative candidates are further outlined in **Table 2** along with the balance of alternative candidates considered as part of the site selection process.



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

Table 2: Summary of non-colocation candidates considered

Candidate	Location	Proposal	Zoning	Reason for exclusion/comments
Candidate A	194 Sand Plain Road, Glencoe WA 6316 Lat: -33.467647° Long: 117.643191°	Greenfield 50m lattice tower	Regional Rural	This is the preferred candidate and the subject of this application. The existing site is a telecommunications exchange with available room and access for the proposal without the need for vegetation clearing.
Candidate B	No Street Address Lat: -33.466916° Long: 117.642934°	Greenfield 50m lattice tower	Regional Rural	This is considered the back-up candidate site. The site is in close proximity to nearest fibre access point and optimal location for Telstra's radiofrequency objectives. Vegetation clearing can likely be avoided, however a new access track would need to be created.



Candidate C	2625 Katanning-Dumbleyung Road, Glencoe WA 6316 Lat: -33.467368° Long: 117.642632°	Greenfield 50m lattice tower	Regional Rural	This candidate site is not preferable as it would require a longer fibre haul of approximately 100m from the nearest fibre access point, along with a new access gate and access track.
Candidate D	No Street Address Lat: -33.476242° Long: 117.637842°	Greenfield 50m lattice tower	Regional Rural	This candidate site is not preferred as it would require a longer fibre haul of approximately 1km from the nearest fibre access point, and the antennas would be approximately 1km away from the optimal location.

8.3 Nominated Candidate

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

- the site is technically feasible and can achieve Amplitel's coverage and capacity objectives by installing the new mobile base station;
- the site will provide improved coverage to the Glencoe area;
- the proposed lattice tower will be located inside an existing exchange on land with favourable zoning;
- the facility will be far removed from the nearest community sensitive places such as residences;
- the facility will not alter the land use and will support future carrier co-located facilities;
- the site is not located within a register for heritage or environmental conservation;
- the site is appropriately serviced and has access to the electricity supply network and existing transport network;
- the site will not require pruning of any vegetation;
- the costs associated with delivering the site and constructing the facility are considered by Amplitel to be reasonable.

As stated above, the site selection process carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived impacts. The proposed Amplitel site has been sited and designed to minimise any adverse impact on the amenity of the surrounding locality. The site is located inside an existing Telstra exchange, far



removed from sensitive sites such as schools, childcare centres, hospitals, residences and locations designated for heritage and environmental protections.

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

8.4 Site context

The proposed facility is located away from town centres in rural Glencoe, inside the local planning scheme map '01' for Woodanilling-overall-Locality.

The subject property is the large Regional Rural zoned lot at 194 Sand Plain Road, Glencoe. The entrance to the property is taken directly off Katanning-Dumbleyung Road. The 3,188,432m² lot is expansive, relatively flat and vastly cleared with some areas of dense vegetation. There are access tracks throughout, an existing Telstra exchange to the lots north-west corner and likely one residence occupying the centre of the land near the far northern edge.

Adjoining the subject lot are all similarly large sized Regional Rural or Rural zoned lots, cleared of vegetation and flat, with shrubbery lining the lot boundaries adjacent to road corridors. The nearest residence to the proposed structure is the landowners, approximately 1km away East. Other than what is already identified, there are no other community sensitive places of interest or matters of environmental significance in proximity to the development.



Figure 3: Aerial view of a 500m radius from the proposed subject site and surrounds *Source: Google Earth, 2024*

The subject site at the Glencoe (Congee) Telstra exchange is surrounded by large rural land uses. The with specific cardinal borders are provided in Error! Not a valid bookmark self-reference.



Table 3: Summary of adjoining land uses

North	Regional Rural.
East	Regional Rural/Rural.
South	Regional Rural/Rural.
West	Regional Rural.

The surrounding area can be described as rural farmland with a sparse distribution of vegetation and relatively flat terrain.

8.5 Site details

Site Details	
Site address	194 Sand Plain Road, Glencoe WA 6316
Real property description	Lot 3964 on Deposited Plan 113659
Coordinates	-33.46764, 117.64319
Site area	3,188,431.503m ²
Registered owner	Philip Michael Crossley & Helle Breitenstein Crossley
Existing land use	Regional Rural
Vegetation	Exchange site is cleared of vegetation
Topography	The proposal area is relatively flat
Services	Site has access to power and existing access.



Figure 4: Subject site for Amplitel proposal - Google Earth Markup – 194 Sand Plain Road, Glencoe
 Source: Ventia 2024



Figure 5: Subject site for Amplitel proposal (looking East towards subject site) – 194 Sand Plain Road, Glencoe
 Source: Ventia 2024

Figure 6 to Error! Reference source not found.9 shows the subject site to be a secluded area away from the built environment with easy access.



Figure 6 View from the Southern face of the existing compound looking North Source: Ventia 2024



Figure 7 View from the Eastern face of the existing compound looking West Source: Ventia 2024



Figure 8 View from the Northern face of the proposed compound looking South Source: Ventia 2024

9.0 PROPOSAL DETAILS

The proposal is necessary to provide improved 4G and 5G telecommunications services within the Glencoe area. The proposal is part of Telstra's network coverage expansion program but through Amplitel will support additional Carriers to co-locate on the proposed structure.

9.1 Facility and Equipment Overview

The proposed telecommunication installation requires the following works:

- Installation of one (1) new 50m high lattice tower (overall height to top of antennas is 52.17m);
- Installation of one (1) triangular headframe;
- Installation of six (6) new panel antennas (no greater than 2.8m in length);
- Installation of one (1) Telstra Equipment Shelter that is not more than 3m high with a base area of not more than 7.5m² at the base of the aforementioned tower;
- Installation of associated ancillary cabling and equipment; and
- Replacement of existing fencing with new compound security fencing and 3m wide double access gates.

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

9.2 Access, traffic and parking

The subject site is accessible from Katanning-Dumbleyung Road with room within the unpaved section of the road reserve for temporary setup and parking. (**Figure**).

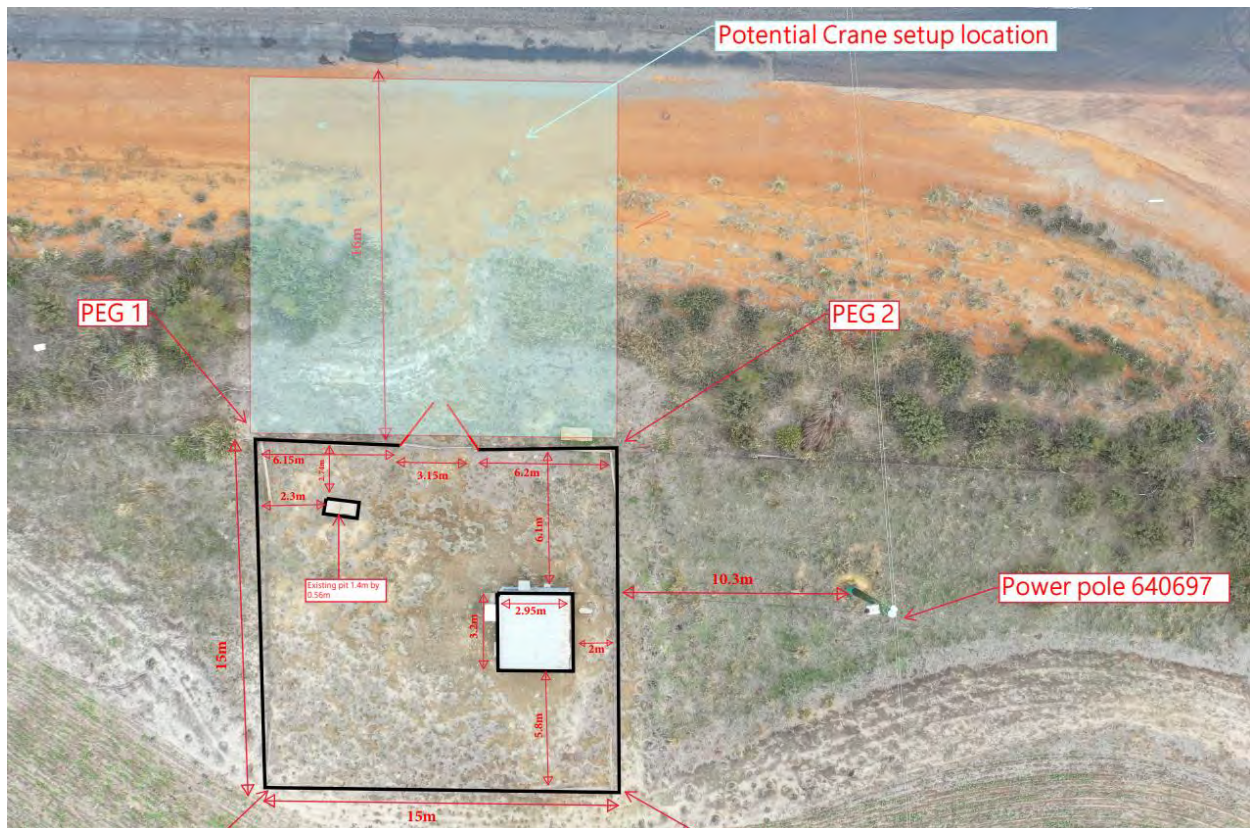


Figure 10 Existing and future access to subject site *Source: Nearmap 2024*

Access to the facility for light and heavy vehicles will be via Katanning-Dumbleyung Road reserve. (Figure). The existing access gates of the exchange site will be replaced with 3m wide double access gates.





Figure 11 Existing fencing and gate access to the subject site *Source: Ventia 2024*

To facilitate construction works and enhance existing access for infrequent future maintenance inspections, Amplitel proposes to replace the existing compounds fencing and access gate with new compound security fencing and 3m wide double access gates. See **Figure 11** above for reference.

Mobile phone base stations require only infrequent maintenance visits (i.e. only two (2) to four (4) times per year). Furthermore, the site will operate on a continually unmanned basis. As such, the proposal will not be a significant generator of vehicle and/or pedestrian traffic. Dedicated parking spaces are therefore not considered necessary for the site given the very low traffic generation of the site and the unmanned nature of the site.

During the construction phase various vehicles will be used to deliver equipment and construct the proposed development. Any traffic impacts associated with construction and establishment will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and will be temporary in nature and will not affect the existing traffic flows of the surrounding area. In the unlikely event that road closure is required Telstra will apply to the relevant authorities for permission. Traffic management can be applied during construction.

9.3 Utilities

The proposal will involve a new below ground fibre route to connect with the nearest underground fibre network. The site has existing power sourced overhead from a power pole 16m away.

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

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

9.4 Construction schedule

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

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

- Site preparation and foundation earthworks – Including site clearing and access track preparation;
- Tower foundation installation – Concreting of foundations and installation of underground conduits;
- Tower assembly including head frame and equipment shelter – Crane on site for duration of tower assembly;
- Installation of new equipment using an EWP and laying of cabling – reflective of the scope of works outlined within this Development Application; and



- Network Integration – Ensuring that the mobile phone base station can connect with both end users and other sites within the Telstra network.

No road closures will be required for the erection and installation of equipment, as all construction equipment can be set up on the subject property away from traffic.

9.5 Acoustic

Noise and vibration emissions associated with the proposed facility would be limited to the construction/demolition phase outlined above. The works are to be concluded in a timely manner with construction occurring over a period of 4 weeks, so that residents of the surrounding rural lots should not be inconvenient in the long term.

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

10.0 RELEVANT FEDERAL LEGISLATION

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

While Amplitel is not a Carrier itself, it is part of the Telstra Group, and the proposed facility will serve Telstra initially. As a licensed telecommunications carrier, Telstra must operate under the provisions of the *Telecommunications Act 1997* and the following legislation and industry codes:

- The Telecommunications Code of Practice 2021;
- The Telecommunications (Low-impact Facilities) Determination 2018 (as amended);
- Mobile Phone Base Station Deployment Code 2025; and
- The Environment Protection and Biodiversity Conservation (EPBC) Act 1999

10.1 Telecommunications Act 1997

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

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

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

1. There are exemptions for the inspection of land, maintenance of facilities, installation of "low impact facilities", subscriber connections and temporary defense facilities. These exemptions are detailed in the Telecommunications (Low-impact Facilities) Determination 2018 and these exemptions are subject to the Telecommunications Code of Practice 2018;



2. A limited case-by-case appeals process exists to cover the installation of facilities in situations of national significance; and
3. There are some specific powers and immunities from the previous Telecommunications Act 1991.

10.2 Telecommunications Code of Practice 2021

The Telecommunications Code of Practice 2021 (The Code) authorizes a carrier to enter land, inspect land and install and maintain a facility. The Code emphasizes “best practice” for the installation of facilities, compliance with industry standards and minimization of adverse impacts, particularly in terms of degradation of the environment and visual impact. The proposal is considered to comply with “best practice” given the proposal will:

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

10.3 Telecommunications (Low-impact Facilities) Determination 2018

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

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

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

10.4 Communications Alliance Ltd. Industry Code C564: 2025 – Mobile Phone Base Station Deployment

The Communications Alliance Limited – *Mobile Phone Base Station Deployment C564:2025* (the Deployment Code) is an industry code of practice registered by the Australian Communications and Media Authority. All licensed telecommunications carriers must abide by the Deployment Code provisions.

The code does not change any regulations at a local, State or Federal level, but supplements these regulations applying to telecommunications carriers, including Telstra. The code sets guidelines for site selection, community consultation, design, installation and operation of telecommunication facilities.



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

Though the Code does not apply to the proposed development, the intent of the *Code* is to ensure Carriers follow a 'precautionary approach' to the siting of infrastructure away from sensitive land uses and this approach has been followed in the selection of this site, as demonstrated in the *Deployment Code* section 4 – Site Selection, Design and Operation Checklist. The checklist will be uploaded to the RFNSA website, reference number 6044002.

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

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

10.5 Environment Protection and Biodiversity Conservation Act 1999

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

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

Amongst other aspects, the EPBC Act relates to matters of national environmental significance, including world heritage areas, natural heritage places (including declared RAMSAR wetland areas), listed threatened species in communities, listed migratory species, protection of environment on nuclear actions, and environment matters.

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

10.6 Native Title Act 1993

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



The subject site is identified on a site that is the subject of a single Native Title claim. (WCD2021/010) A determination was made 1st of December, 2021 that Native Title does not exist over the claim area (**Figure 13**).

Under section 23B of the Native Title Act, native title can be extinguished by previous exclusive possession, where that previous exclusive possession includes a grant or vesting that was granted or created on or before 23 December 1996.

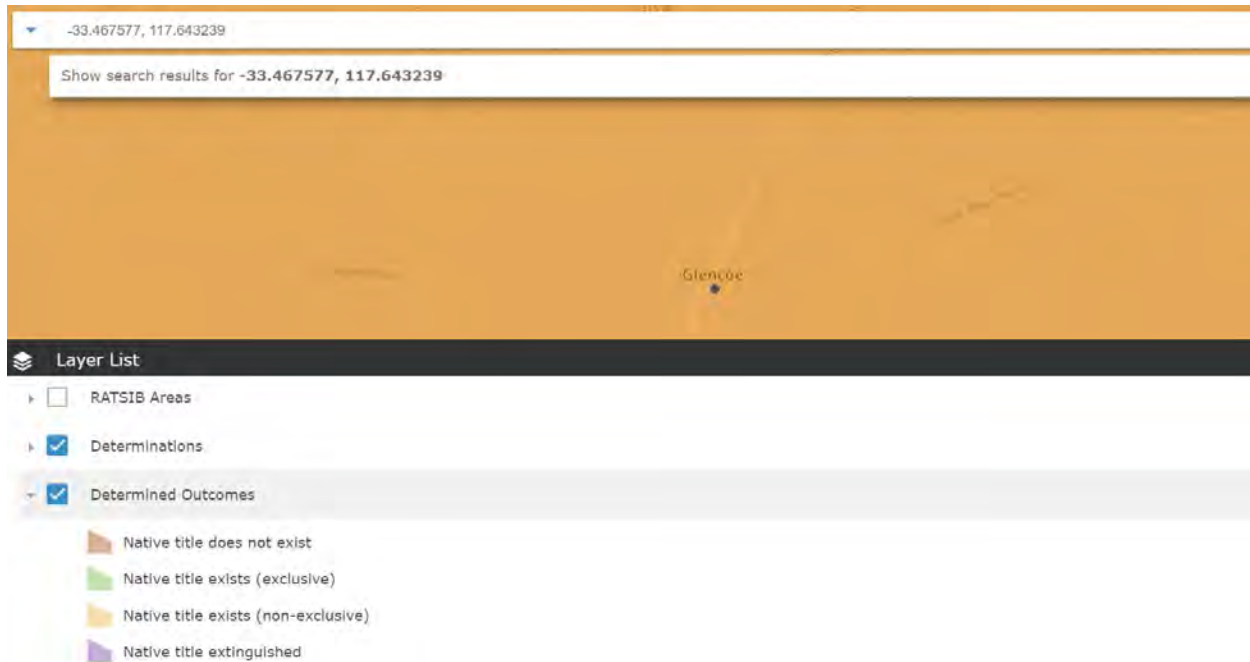


Figure 13: Excerpt of Native Title Tribunal Vision showing relevant Native Title determination in area surrounding subject site *Source: Native Title Tribunal Vision, 2024*

11.0 STATE REGULATORY FRAMEWORK

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

11.1 Aboriginal Heritage Act 1972

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

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

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

a) Any place of importance or significance where people of Aboriginal descent have, or appear to have, left any object, natural or artificial, used for, or made or adapted for use for, any purpose connected with the traditional cultural life of Aboriginal people, past or present;



b) Any sacred, ritual or ceremonial site, which is of importance and special significance to people of Aboriginal descent;

c) Any place which, in the opinion of the committee, is or was associated with Aboriginal people and which is of historical, anthropological, archaeological or ethnographical interest and should be preserved because of its importance and significance to the cultural heritage of the State; and

d) Any place where objects to which this Act applies are traditionally stored, or to which, under the provisions of the Act, such objects have been taken or removed.

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

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

Ventia has conducted an assessment of the area against the Aboriginal Heritage Due Diligence guidelines (the **Guidelines**), as published originally by the Department of Aboriginal Affairs & Department of the Premier and Cabinet. This assessment considered that the Aboriginal Heritage Inquiry System shows that the public boundary of the nearest Aboriginal Heritages all exceeds a distance of over 1km from the proposed works area. The proposal therefore is immune from approvals under the *Aboriginal Heritage Act 1972*.

Given the site is an existing exchange which has been subject to previous disturbance with the clearing of vegetation for access tracks, fencing and shelter, it is considered less likely that aboriginal relics could be unearthed during the works.

The area where works (including ground disturbance) are proposed (the **works area**) is just inside a 225m² (15m x 15m) Amplitel lease area located at 194 Sand Plain Road, Glencoe where the site is not in close proximity to other potential risk factors including freshwater, elevated lookouts, exposed stone or rock and other relevant factors.

This assessment has determined the area is not of high or medium risk for aboriginal heritage, therefore the works may proceed without further approval.

11.2 Planning and Development Act 2005

The Minister of Planning and Infrastructure has ultimate authority for town planning in Western Australia. Development within Western Australia is controlled by the *Planning and Development Act 2005* through the application of environmental planning instruments. Under the *Planning and*



Development Act 2005, the Western Australian Planning Commission (**WAPC**) is the responsible authority for land use planning and development matters and this report seeks to demonstrate compliance with the WAPC and other items of relevant legislation which pertain to the subject application.

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

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

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

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

Table 5: Assessment against State Planning Policy 5.2, Policy Measure 5.1.1

Measures	Comments	Complies
Be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;	The proposed 50m lattice tower has been sited to maintain the primary use of the land whilst considering the impact to the surrounding locality. A new lattice tower and shelter at the existing exchange would be effectively re-using a site visually associated as being for telecommunications facilities. While the tower would constitute being one of the tallest features in Glencoe following construction, it will not disturb views looking towards any nature reserves and national parks, all of which are several kilometres away.	✓
Be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;	The lattice tower will be sited within an existing telecommunications exchange, a site where such a proposal within a township would generally be regarded as less alien. The exchange site is in a relatively remote area, far away from built-up areas. The lattice tower therefore will not detract from the heritage significance of the 'Congee Telephone Exchange site (Katanning)' (place no. 17208) which is a local heritage item listed in the Shire of Woodanilling municipal inventory. The heritage curtilage comprises all of lot 3964 adjacent to the subject site. The heritage listed telephone exchange in question could not be located since the last survey visit in June 2024.	✓
Not be located on sites where environmental,	The proposed works will not intersect with any area or feature reserved for heritage protection or	✓



cultural heritage, social and visual landscape values may be compromised;	environmental conservation, nor will it threaten any matters of national or state significance. The proposal also will not be visually prominent from the landowners nearest residence. Any visual impact has been mitigated through a variety of design elements along with existing visual buffers present surrounding the location.	
Display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;	The proposed 50m lattice tower will remain unpainted (dull grey in colour) blending in with the sky, trees and powerlines from a distance. The proposed equipment shelter will not be more than 3m high or have a base area exceeding 7.5m ² . The shelter, tower and facilities will sit unremarkably within the exchange, adhering to a typical aesthetic standard for telecommunication sites Australia-wide, corresponding sympathetically with its rural setting.	✓
Be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community;	The proposed location at 194 Sand Plain Road is strategically well positioned within the candidate search area and will provide improved and continuous coverage to the locality, also providing other Carriers with the opportunity to co-locate their infrastructure in the future.	✓
Telecommunications infrastructure should be co-located and whenever possible: Cables and lines should be located within an existing underground conduit or duct; and Overhead lines and towers should be co-located with existing infrastructure and/or within an existing infrastructure corridor and/or mounted on existing or proposed buildings.	As per Section 7 of this report, no suitable opportunities for co-location were identified in the area and it has been identified that the proposed Amplitel site location is seen as the preferred site location. Colocation was investigated; however, the locations are too far from the subject area to meet the coverage objectives of the project or lack the structural capacity to support a new headframe, panel antennas and other facilities. Therefore, it has been identified that the area of land at the 194 Sand Plain Road reserve is seen as the preferred site location. As mentioned previously, the proposed Amplitel lattice tower will also provide other Carriers with the opportunity to co-locate their infrastructure in the future. Overhead lines are not applicable to this application.	✓

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

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

With the gazettal of State Planning Policy 5.2, the WAPC *Statement of Planning Policy No. 5.2 – Telecommunications Infrastructure* (Statement 5.2) has been repealed. However, it is recognised



that Statement 5.2 provides a more holistic set of criteria than SPP 5.2 which largely focuses on visual impacts. Given this, an assessment of the guiding principles of Statement 5.2 is provided in **Table 6**.

Table 6 Assessment against Statement 5.2 Guiding Principles

Principles	Comments	Complies
There should be a co-ordinated approach to the planning and development of telecommunications infrastructure, although changes in the location and demand for services require a flexible approach.	Telstra undertakes a carefully co-ordinated and planned approach to the development of their network.	✓
Telecommunications infrastructure should be strategically planned and co-ordinated, similar to planning for other essential infrastructure such as networks and energy supply.	The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level coverage to the Glencoe area. The proposed facility will allow for future co-location by other telecommunication providers, ensuring no other similar scale facilities are required in the future to provide essential telecommunication services.	✓
Telecommunications facilities should be located and designed to meet the communication needs of the community.	The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level coverage to the Glencoe area.	✓
Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.	The proposed 50m lattice tower has been sited to maintain the primary use of the land whilst considering the impact to the surrounding locality. A new lattice tower and shelter at the existing exchange would be effectively re-using a site visually associated as being for telecommunications facilities. While the tower would become one of the tallest features in Glencoe following construction, it will not disturb views looking towards any nature reserves and national parks, all of which are several kilometres away.	✓
Telecommunications facilities should be designed and sited to minimise impacts on areas of natural conservation value and places of heritage significance or where declared rare flora are located.	The proposed telecommunications facility will not be located within a heritage item, conservation area or threaten any regulated vegetation within an environmentally sensitive area. No pruning of vegetation is required and the proposed works will incorporate visually sympathetic design elements and will not threaten the 'Congee Telephone Exchange	✓



	site (Katanning)' (place no. 17208) which is a local heritage item listed in the Shire of Woodanilling municipal inventory. The heritage curtilage comprises all of lot 3964 adjacent to the subject site. The heritage listed telephone exchange building on site will not be impacted.	
Telecommunications facilities should be designed and sited with specific consideration of water catchment protection requirements and the need to minimise land degradation.	Prior to the commencement of work Telstra will undertake such measures as deemed necessary by Council to effectively protect water catchments within the immediate area.	✓
Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential area.	The lattice tower will be sited within the existing exchange, positioned no closer than a kilometre from the nearest physical residential house. There are no residential streetscapes in proximity to the proposal which warrant consideration.	✓
Telecommunications cables should be placed underground, unless it is impractical to do so and there would be no significant effect on visual amenity or, in the case of regional areas, it can be demonstrated that there are long-term benefits to the community that outweigh the visual impact.	Overhead cabling is not proposed for this site.	N/A
Telecommunications cables that are installed overhead with other infrastructure such as electricity cables should be removed and placed underground when it can be demonstrated and agreed by the carrier that it is technically feasible and practical to do so.	This principle does not apply to the subject of this application.	N/A
Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.	The proposed site is within a rural area zoned 'Regional Rural' in the <i>Shire of Woodanilling Town Planning Scheme No. 1</i> .	✓
The design and siting of telecommunications towers	As per Section 7 of this report, no suitable opportunities for co-location were identified	✓



and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.	in the area and it has been identified that the proposed Amplitel site location is seen as the preferred site location. Co-location was investigated; however, the existing structures explored were either too far from the subject area to meet the coverage objectives or lacked both the structural integrity and capacity to host the new Telstra facilities proposed, let alone other future carrier co-located facilities.	
Co-location of telecommunications facilities should generally be sought, unless such an arrangement would detract from local amenities or where operation of the facilities would be significantly compromised as a result.	As per Section 7 of this report, no suitable opportunities for co-location were identified in the area and it has been identified that the proposed Amplitel site location is seen as the preferred site location. Colocation was investigated; however, the existing structures explored were either too far from the subject area to meet the coverage objectives or lacked both the structural integrity and capacity to host the new Telstra facilities proposed, let alone other future carrier co-located facilities.	✓
Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.	The proposed 50m lattice tower will remain unpainted (dull grey in colour) blending in with the sky, trees and powerlines from a distance as it will have a slimmer body than the typical lattice tower. The proposed equipment shelter also will not be more than 3m high or have a base area exceeding 7.5m². The structure, shelter and facilities will sit unremarkably within the exchange, corresponding sympathetically with the surrounding landscape.	✓
Design and operation of a telecommunications facility should accord with the licensing requirements of the Australian Communications Authority, with physical isolation and control of public access to emission hazard zones and use of minimum power levels consistent with quality services.	Telecommunications facilities include radio transmitters that radiate electromagnetic energy (EME) into the surrounding area. The levels of these electromagnetic fields must comply with safety limits imposed by the Australian Communications and Media Authority (ACMA, previously ACA). All Telstra installations are designed to operate within these limits.	✓
Construction of a telecommunications facility (including access to a facility) should be undertaken so as to minimise adverse effects on the natural environment and	During construction Telstra contractors will endeavour to minimise the impact of their works on the amenity of the nearest residents and on the surrounding environment. As the proposed site adjoins an access track separating a neighbouring lot and is located	✓



the amenity of users or occupiers of adjacent property and to ensure compliance with relevant health and safety standards.	in a section of the rural lot surrounded by dense tall clusters of tall trees, adverse effects on the nearest properties will be minimal. Following construction, maintenance (excluding emergency repair work) activities should not interfere with the amenity of users. All Health and Safety standards will be adhered to.	
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Overall, the proposed development application is consistent with the intent and requirements of the Statement 5.2

12.0 LOCAL REGULATORY FRAMEWORK

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

12.1 Shire of Woodanilling Town Planning Scheme No. 1

The *Shire of Woodanilling Town Planning Scheme No. 1* provides the basis for planning in the Shire of Woodanilling local government area.

The proposed site is within the Regional Rural Zone (**Figure 14**) further outlined in **section 12** of this report.

Within the Shire of Woodanilling's Local Planning Scheme text, Telecommunications Infrastructure' is listed and defined as including a tower and several other facilities relevant to this proposal. This use and development class is assigned a 'D' if within a Regional Rural Zone per the schemes table 1 zoning table. Under section 4.3 of Part 4 of the local planning scheme, category 'D' details that such an activity within this designated land use 'is not permitted unless the local government has exercised its discretion by granting development approval'. An assessment of the proposal against section 4.2, part 4 of the local planning schemes 'Regional Rural Zone' objectives suggests the proposal shall comply with the general requirements and that the nature of the development should be deemed appropriate relative to the zoning controls.

While the Shire of Woodanilling does not have a local planning strategy in place, Ventia believes the proposed works should align with the council's vision for Glencoe. The structure and facilities will enhance community safety and rural livelihoods with greater mobile connectivity and improved emergency service response times. Once in operation, Telstra's facilities would also facilitate the potential for rural businesses and industries to diversify and thrive.

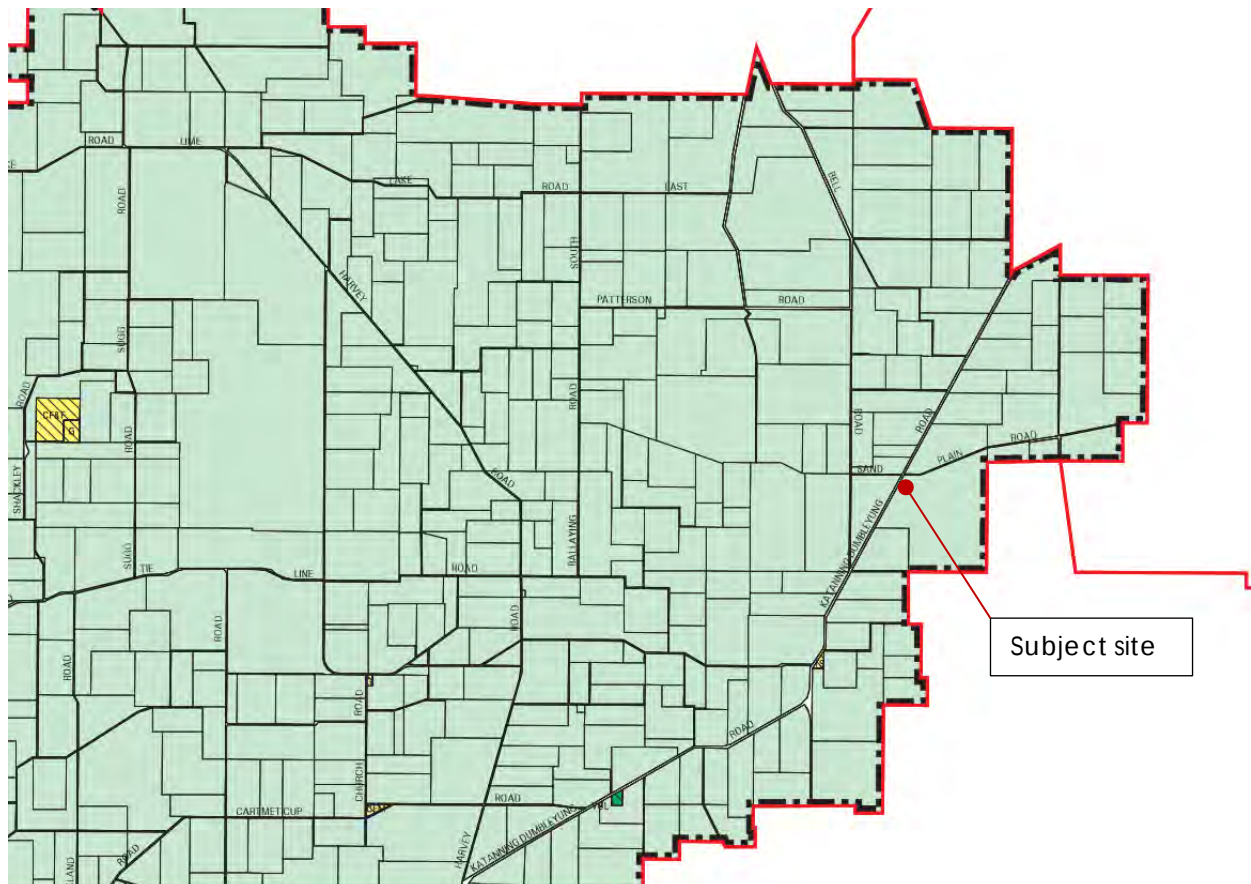


Figure 14: Zoning Map No. 1 Woodanilling-overall Source: Shire of Woodanilling Town Planning Scheme No. 1

12.2 Regional Rural Zone Objectives

Development within the Regional Rural Zone is required to demonstrate compliance with the objectives and site requirements of the zone within the local planning scheme.

As such, this proposal can be assessed against the Regional Rural Zone objectives set out in section 4.2 of Part 4 Zones and The Use of Land of the *Shire of Woodanilling Town Planning Scheme No. 1* in **Table 6** below.

Objectives	Comments	Complies
To ensure the continuation of broad-acre farming as the principal land use in the district and encourage where appropriate the retention and expansion of agricultural activities;	The proposed telecommunications structure and facilities will be confined to a fenced lease area already dedicated to telecommunications uses. As such, the proposal will not interfere with present and future agricultural uses of the subject lot.	✓
To protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural areas;	The proposed mobile base station will operate and stand sympathetically within the rural area. It will not be a generator of stormwater runoff, emissions, noise pollution or traffic and will not require any significant ground disturbance or clearing of	✓



	vegetation within the private lot, with majority of the disturbance confined to the telecommunications lease area.	
To consider other non-rural uses where they can be shown to be of benefit to the district and not detrimental to the natural resources or the environment;	Improved reception in the immediate vicinity and Glencoe area for SMS/calls and mobile data download speeds will enhance both the local rural character and the livelihood of locals via this proposal for new telecommunications infrastructure.	✓
To provide for a range of rural pursuits such as broad-acre and diversified farming which are compatible with the capability of the land and retain the rural amenity and character of the locality;	This proposal is not for a rural land use, however it will not compromise the landowners of the subject lot and adjoining lots to pursuit broad-acre and diversified farming uses.	✓
To provide for a range of commercial and light industrial land uses that are appropriately located and will not cause land conflicts or adverse impacts on the amenity and character of the zone;	The proposal will not prevent the subject lot and adjacent lots from hosting commercial and light industrial developments compliant within Rural Regional zoning regulations in the local planning scheme.	✓
To prevent the fragmentation of broad-acre farming properties through the process of subdivision;	N/A. This application does not call for the subdivision of lot 3964 and the lease area for the telecommunications structure and facilities will not be extended past the existing fenced compound.	✓
To protect broad-acre agricultural land from land degradation and any further loss of biodiversity by: (i) minimising the clearing of remnant vegetation on public and private lands; (ii) encouraging the retention and protection of existing remnant vegetation; (iii) encouraging the development and protection of corridors of native vegetation; (iv) encouraging the development of environmentally acceptable	As there will be no clearing of shrubbery, with much of the small footprint of ground disturbance contained within the existing fenced telecommunications lease area and road reserve, no loss of biodiversity or degradation of undisturbed land is anticipated. Appropriate sediment control and waste management practices will be applied during construction to ensure sound environmental conditions are maintained in the area.	✓



surface and subsurface drainage; (v) encouraging the rehabilitation of salt affected land; (vi) controlling the introduction and spread of alien species of flora and fauna; (vii) encouraging soil conservation through the application of cultural vegetational land management measures.		
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Overall, the proposed development application is consistent with the intent and requirements of the *Western Australian Planning Commission SPP 5.2* and the *Shire of Woodanilling Town Planning Scheme No. 1*.

13.0 GENERAL PROVISIONS

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

Amplitel considers that the proposal is appropriate for the locality, given its compatibility with surrounding rural land uses and far separation from built-up areas.

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

13.1 Visual Impacts

The visual impact of the proposal towards the surrounding vicinity is considered to be very minimal.

The site location has the benefit of being within a rural setting, surrounded by an abundance of natural features, with very few residents within 500m of the site, with the nearest built rural residence approximately 1km away and belonging to that of the landowner.

The works will not visually impact any heritage place, conservation park, or wilderness area, or unacceptably disturb any view towards a residence or any other appreciable view. The proposal has therefore been appropriately sited in order to avoid compromising as best as practical the areas visual amenity and the landowner's ability to use and enjoy their property.

Design measures have been applied to further mitigate visual impact, with the proposed structure's appearance being a non-reflective, light and neutral colour, with the headframe and antennas protruding as minimally as possible to reduce visual bulk when viewed from a distance.

On the whole, Telstra believes the benefits the proposal will bring to local residents, businesses and those transiting through will far outweigh any minor visual impact on the surrounding landscape.



13.2 Heritage

A search of the relevant heritage registers does not identify any heritage items overlying with the subject site location or at threat from the proposed works. Please see Section **11.3** and **11.4** of this report for more details.

There are no Commonwealth, World, or National Heritage Places identified in the site location according to the Commonwealth Department of the Environment and Energy mapping.

13.3 Flora and Fauna

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

The Protected Matters Search Tool from the Department of the Environment and Energy shows matters of national environmental significance or other matters protected by the Environment Protection and Biodiversity Conservation Act 1999. A search using this tool found that no significant environmental matter was identified on the subject site. Further details regarding the report findings can be found in **Appendix C**, which identifies 11 threatened species and 6 migratory species which may occur within the area.

A search using the Department of Water and Environmental Regulation's 'clearing permit system map' also shows that the site is not an environmentally sensitive area or an environmental conservation area, with no threatened or priority ecological communities within the project area.

As there will be no destruction to fauna habitat or clearing of any native vegetation, no disturbance to listed communities of flora and fauna is anticipated.

13.4 Bushfire

The specific site location is identified as being within a Bush Fire Prone Area by the Fire and Emergency Services Commissioner (**Figure 19**).

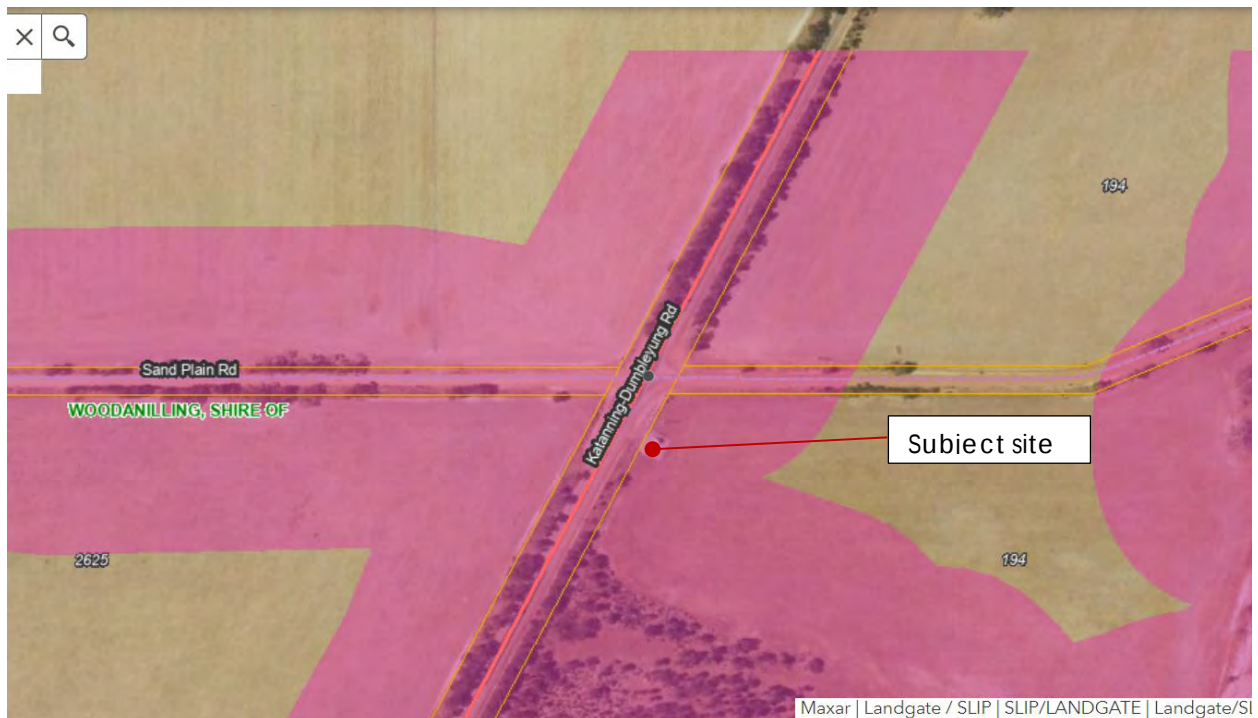


Figure 19: Bushfire Prone Areas Mapping Source: SLIP Map of Bushfire Prone Areas

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

In its Communications Report 2014-2015 the Australian Communications and Media Authority reported that in 2014 -15, 66.9% of calls to the 000 emergency number were made from mobile phones. Therefore, in addition to day-to-day personal and business applications, effective telecommunications networks can be the difference between life and death in disaster situations.

The entirety of the facility will be earthed in accordance with the Australian Standard. Earthing draws any lightning strike underground away from combustible material. It is submitted that contrary to being a risk factor for fires, the site in this case could reduce the risk of lightning strike causing fires, by attracting the strike and earthing it underground.

The State Planning Policy 3.7 provides the foundation for land use planning to address bushfire risk management in Western Australia. Notwithstanding the Department of Planning updated [Planning Bulletin 111/2016](#) to clarify that for telecommunications infrastructure, SPP 3.7 should be applied pragmatically.

The Planning Bulletin states:

"Exemptions from the requirements of SPP 3.7 and the deemed provisions should be applied pragmatically by the decision maker. If the proposal does not result in the intensification of development (or land use), does not result in an increase of residents or employees; or does not involve the occupation of employees on site for any considerable amount of time, then there may not be any practicable reason to require a BAL Assessment. Exemptions may apply to infrastructure including roads, telecommunications and dams; and to rural activities, including piggeries and chicken farms which do not involve employees on site for a considerable amount of time."



With respect to the above, Amplitel believe that all necessary design measures have been undertaken to ensure the facility does not increase or affect the bushfire risk to the area. The subject site is on a flat terrain and the proposed equipment shelter will be made from prefabricated and non-combustible materials, with siting measures that ensure the lattice tower achieves >10m of separation from the closest tree to the fenced compound. Additionally, the proposed facility will operate on an unmanned basis requiring only 2-4 maintenance visits per year. Therefore, the proposed work does not increase the extent of bushfire risk currently affecting the land.

13.5 Health and Safety

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

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

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

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

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

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

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



Using the ARPANSA standard methodology, Telstra is required to complete and make available an EME report which predicts the maximum environmental EME level the facility will emit. Telstra has completed this EME report, and it shows that the maximum level of EME emitted by the proposed facility is 0.30% (**Appendix D**).

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

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

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

13.6 Social and Economic Impact

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

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

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

14.0 CONCLUSION

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

The proposed works provide the community with reliable 4G and 5G access which in turn supports the various residential customers and tourists along with rural uses in the area. This also forms part of a wider plan to ensure reliable and accessible coverage during emergency situations such as in the event of bush fires or any other natural disaster.

Ventia, on behalf of Telstra and Amplitel has undertaken an assessment of the relevant matters as required by the *Telecommunications Act 1997*, State Legislation and the *Shire of Woodanilling*



Town Planning Scheme No. 1. The proposal is considered appropriate in light of the relevant legislative, environmental, technical, radio coverage and public safety requirements.

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

- The proposed works will provide reliable mobile phone service to Glencoe. The improved coverage is increasing access to new technologies for key regional sectors and communities, which rely on a fast, reliable and affordable mobile network.
- The proposal will not significantly encroach on views looking on towards the proposal from the nearest residences.
- The proposal will not detract from the heritage significance of the local heritage item 'Congee Telephone Exchange site (Katanning)' listed in the Shire of Woodanilling municipal inventory (Place no. 17208). Category 4 listing.
- The proposal is in no proximity to community sensitive points of interest such as residences, schools, childcare centres and healthcare premises.
- The proposal will mitigate visual impacts through various design measures employed, relating to the material and colours used, along with the size and positioning of facilities without compromising the proposal's structure and coverage objectives.
- The proposal is consistent with the relevant provisions of the *Shire of Woodanilling Town Planning Scheme No. 1* or presents only minor conflicts with them.
- The proposal will improve Telstra 4G and 5G communications services to the area, including voice calls, video calling and Wireless Broadband, and allow or other Carriers to provide similar services.
- The proposal will not require any clearing of vegetation from the subject property.
- The proposal will not affect the existing site or adjacent sites landuses or their potential to be developed or redeveloped.
- Emissions from the proposed facility will be significantly below the Australian Radiation Protection and Nuclear Safety Agency standards adopted by the Australian Communications and Media Authority.

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

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



APPENDIX A – PLANS OF THE PROPOSAL



APPENDIX B – CERTIFICATES OF TITLE

APPENDIX C – ENVIRONMENTAL ANALYSIS REPORT



APPENDIX D – EME REPORT

WESTERN



AUSTRALIA

TITLE NUMBER

Volume Folio

1997 93

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

BGRoberts
REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 3964 ON DEPOSITED PLAN 113659

REGISTERED PROPRIETOR: (FIRST SCHEDULE)



BOTH OF 3108 KATANNING-DUMBLEYUNG ROAD GLENCOE WA 6316
AS JOINT TENANTS

(T O829186) REGISTERED 6/8/2021

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

1. J738714 LEASE TO TELSTRA CORPORATION LTD OF TELSTRA CENTRE, 80 STIRLING STREET, PERTH
EXPIRES: SEE LEASE. AS TO PORTION ONLY REGISTERED 11/5/2006.
2. O829187 MORTGAGE TO AUSTRALIA & NEW ZEALAND BANKING GROUP LTD REGISTERED 6/8/2021.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1997-93 (3964/DP113659)
PREVIOUS TITLE: 1091-152
PROPERTY STREET ADDRESS: 194 SAND PLAIN RD, GLENCOE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF WOODANILLING

SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 30 SEPTEMBER 2025

Attachment 17.1.1

Transaction ID	Date	Name	Description	Amount
Municipal Account				
EFT Payments				
EFT7971	04/09/2025	Edge Planning & Property	Planning services- July 2025 (6.75hours @ \$147.00 per hour)	\$1,091.47
EFT7972	04/09/2025	WA Contract Ranger Services	Contract Ranger Services- 14/8/2025, 19/8/2025, 20/8/2025 & 21/8/2025	\$2,037.75
EFT7973	04/09/2025	BGL Solutions	2025/2026 Oval Maintenance as per Option 2- August 2025	\$4,406.02
EFT7974	04/09/2025	Harcher Distributors SouthWest	1 box of Kleenex Hand Towels, 100x 240L Bin Liners- Depot & Town Hall	\$224.10
EFT7975	04/09/2025	The Woody Shop	Refreshments, Groceries, & Fuel for Depot- June/July 2025	\$435.22
EFT7976	04/09/2025	CGS Tyres	Puncture Repair- WO 859	\$45.00
EFT7977	04/09/2025	Nutrien Ag Solutions-Katanning	2 x 45kg Gas Bottles- Rec Centre	\$310.00
EFT7978	04/09/2025	Pingarning Pty Ltd/ Prompt Safety Solutions	Onsite Quarterly WHS Visit (Toolbox Meeting- Mintues, Chemical Shed List, Lifting & Rigging Equipment Inspection) 2/7/2025	\$1,210.00
EFT7979	04/09/2025	Darren Long Consulting	Prepare draft budget workpapers, Prepare end of year adjustments, Prepare June Monthly Financial Report, Prepare audit workpapers for annual audit, Prepare Statutory Budget- July 2025	\$9,938.50
EFT7980	04/09/2025	Solar Water Pumps Regional Water Services ATF The Wilding Family Trust	Onsite Installation Solar Water pump- Town Dam	\$3,520.00
EFT7981	04/09/2025	Philip Swain	Contract Environmental Health Services & Additional Hours off site- August 2025	\$3,381.50
EFT7982	04/09/2025	Lawfirst Pty Ltd T/AS Bennett	Professional Advice- HR	\$3,344.00
EFT7983	04/09/2025	PlayPro Australia Pty Ltd	Supply and Spread Pinechip Softfall Mulch- Cenetary Park	\$10,725.00
EFT7984	04/09/2025	ATO	BAS July 2025	\$9,401.00
EFT7985	04/09/2025	WALGA	WALGA Subscriptions 2025/2026	\$16,792.49
EFT7986	04/09/2025	Great Southern Fuel Supplies	Statement- August 2025	\$5,774.36
EFT7987	04/09/2025	Goodyear Autocare Wagin	Check and tighten valve on grader tyre and reinflate 17.5r25 tyre- WO 005	\$35.00
EFT7988	04/09/2025	Initial	Annual Charge- 1/9/2025 to 31/8/2026- Sanitary Disposal Service,Sharps Disposal, Soap Liquid Service- EOY SynergySoft back up and live account, Assisted SFO with apply tax patch, Gave CEO access to EMI emails, CSO office apps not working -Uninstall display drivers and reinstall to fix, CSO laptop out of disk space, deleted old OST files, Monthly Fee for Daily monitoring - July 2025	\$3,322.85
EFT7989	04/09/2025	PCS	EOY SynergySoft back up and live account, Assisted SFO with apply tax patch, Gave CEO access to EMI emails, CSO office apps not working -Uninstall display drivers and reinstall to fix, CSO laptop out of disk space, deleted old OST files, Monthly Fee for Daily monitoring - July 2025	\$1,020.00
EFT7990	04/09/2025	Kojonup Agricultural Supplies	1 x Stihl Chain HT133 Links, 1 x Stihl Chain Picco Micro Gauge- Depot	\$84.00
EFT7991	04/09/2025	Albany Best Office Systems	Photocopier Count- 1221 copies Black/White & 933 copies Colour- 20/7/2025 to 20/8/2025	\$181.76
EFT7992	04/09/2025	Great Southern Waste Disposal	Removal of household rubbish- 27/6/2025 to 25/7/2025, Removal of recycling rubbish- 11th & 25th	\$3,746.96
EFT7993	19/09/2025	WA Contract Ranger Services	Ranger Services- 25/8/2025, 28/8/2025 & 2/9/2025	\$522.50
EFT7994	19/09/2025	Harcher Distributors SouthWest	Dishwashing Liquid, Toilet Paper, Stainless Steel Scourer, 3pk Scour/Sponge, Bin Liners & Nitrile Gloves-	\$352.80
EFT7995	19/09/2025	Nutrien Ag Solutions-Katanning	2 x 8.5kg Exchange Gas Bottles- Lake Queerearrup	\$81.40
EFT7996	19/09/2025	Darren Long Consulting	Accounting Services-Prepare statutory budget, Reconcile June closing balance and prepare July Monthly Financial Report, Prepare SGC Schedule for lodgement of unpaid superannuation on leave loading, Compile ESL tranactions & Form 8 acquittal, Prepare template and review backpay calculations, Review ESL transaction- recode to DFES coding & reconcile, compile Form 8 with adjustments- August 2025	\$5,219.50

**SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 30 SEPTEMBER 2025**

Attachment 17.1.1

EFT7997	19/09/2025 PCS	Internet was offline- restarted egrouter and working, EA cant print-re added printer, Give SFO permissions to send emails from rates email address, Backup Synergy for Rates Billing	\$340.00
EFT7998	19/09/2025 Department of Local Government, Industry Regulation & Safety	BSL- August 2025	\$56.65
EFT7999	19/09/2025 BTW Rural Supplies	4 x (1/2x1/2) Hose Mender Hypro, 6 x 12-20mm Hose Clamps, 1 x 12.5mm Yellow/Blue Hose- Cenetary Park Enhancement	\$201.00
EFT8000	19/09/2025 DFES	2025/2026 ESL 1st Quarter Contribution	\$12,627.00
EFT8001	19/09/2025 Katanning Hardware	2 x Silca Alu Single Side Key- Cenetary Park Toilet	\$11.00
EFT8002	25/09/2025 Edge Planning & Property	Review development applications & proposals, Provide planning advice to shire staff, Draft Agenda Item, Attend Council meeting and briefing & Assit community members with enquiries- 20.5hours @ \$147.00 per hour- August 2025	\$4,108.57
EFT8003	25/09/2025 Colas WA	Supply 8 x 200L CRS Emulsion @ \$215.00 each ex GST- Robinson Road West	\$2,838.00
EFT8004	25/09/2025 BGL Solutions	Oval Maintenance- Rec Centre- September 2025	\$4,406.02
EFT8005	25/09/2025 JGM Handyman Services	Fix leaks, Sealed 6 sunlight & 7 vents- Rec Centre Roof	\$550.00
EFT8006	25/09/2025 Kojonup Agricultural Supplies	2 x Stihl Autocut C26-2, Depot	\$90.00
EFT8007	25/09/2025 E Fire & Safety	6 monthly Fire Equipment Service- Shire Office, Recreation Centre, Depot and Tip	\$1,216.60
EFT8008	25/09/2025 Officeworks	1 box of DLX Window Faced Envelopes- Rates	\$49.25

EFT Total Payments			\$113,697.27
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Cheque Payments

Total Cheque Payments			\$0.00
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Direct Debit Payments

DD6264.2	07/09/2025 Water Corporation	Water Usage- 16/6/2025 to 12/8/2025, Service Charges- 1/7/2025 to 31/8/2025- 3327 Robinson Road	\$34.43
DD6264.3	03/09/2025 Water Corporation	Water Usage- 16/6/2025 to 12/8/2025, Service Charges- 1/7/2025 to 31/8/2025- Sports Oval	\$8,750.09
DD6265.2	13/09/2025 Telstra Limited	Mobile Distribution- Call Charges to 24/8/2025, Equipment Charges- 25/8/2025 to 24/9/2025- CEO, EMI, LH & TM	\$442.87
DD6265.3	01/09/2025 Telstra Limited	2025 WA South Western Directory- 6th Instalment	\$19.53
DD6265.4	11/09/2025 Water Corporation	Water Service Charges- 1/7/2025 to 31/8/2025- Boyerine Standpipe	\$214.38
DD6266.1	12/09/2025 Synergy	Power Supply Charge- 27/6/2025 to 22/8/2025- Various Shire properties	\$2,671.00
DD6266.2	16/09/2025 Synergy	Power Usage & Supply Charge- 25/6/2025 to 21/8/2025- Various Shire properties	\$472.45
DD6266.3	17/09/2025 Synergy	Power Usage & Supply Charge- 26/6/2025 to 22/8/2025- Various Shire properties	\$1,044.91
DD6271.1	15/09/2025 Connect Technology Australia	Landline Distribution- Mobile Access Fee 28/8/2025 to 27/9/2025, Equipment & Maintenance Charges- 28/7/2025 to 27/8/2025	\$433.95
DD6271.2	14/09/2025 Message4U Pty Ltd	SMS Messaging Outbound, 1735 units- 1/8/2025 to 31/8/2025, Monthly Access Fee- 1/9/2025 to 30/9/2025	\$195.06
DD6271.3	18/09/2025 Synergy	Power Usage & Supply Charges- 24/6/2025 to 28/8/2025- Radio Base	\$344.98
DD6272.1	03/09/2025 NAB - Credit Card	Statement- August 2025	\$691.96
DD6279.1	03/09/2025 Aware Super	Superannuation contributions	\$388.14
DD6279.2	03/09/2025 REI Super	Superannuation contributions	\$606.73
DD6279.3	03/09/2025 Colonial Select Personnel Super	Superannuation contributions	\$245.83
DD6279.4	03/09/2025 REST	Superannuation contributions	\$517.11

**SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 30 SEPTEMBER 2025**

Attachment 17.1.1

DD6279.5	03/09/2025	Australian Super	Payroll deductions	\$1,051.74
DD6279.6	03/09/2025	Spirit Super	Superannuation contributions	\$166.97
DD6279.7	03/09/2025	Prime Super	Superannuation contributions	\$71.04
DD6279.8	03/09/2025	MLC Master Key Super Fundamentals	Superannuation contributions	\$187.89
DD6282.1	10/09/2025	Aware Super	Superannuation contributions	\$2,459.65
DD6282.2	10/09/2025	REI Super	Superannuation contributions	\$606.73
DD6282.3	10/09/2025	Colonial Select Personnel Super	Superannuation contributions	\$1,864.60
DD6282.4	10/09/2025	REST	Superannuation contributions	\$759.02
DD6282.5	10/09/2025	Australian Super	Payroll deductions	\$2,497.88
DD6282.6	10/09/2025	Spirit Super	Superannuation contributions	\$833.76
DD6282.7	10/09/2025	Prime Super	Superannuation contributions	\$371.67
DD6282.8	10/09/2025	MLC Master Key Super Fundamentals	Superannuation contributions	\$303.26
DD6284.1	15/09/2025	3E Advantage Pty Limited	Ricoh IMC3500 MFP Photocopier Rental - September 2025	\$165.00
DD6284.2	22/09/2025	Synergy	Power Usage and Charges- 25/7/2025 to 21/8/2025- 3327 Robinson Road	\$615.43
DD6284.3	24/09/2025	Synergy	Power Usage & Charges- 25/7/2025 to 24/8/2025- Street Lighting	\$718.29
DD6284.4	22/09/2025	ClickSuper	Transaction & Facility Fee- August 2025	\$18.70
DD6286.1	17/09/2025	Aware Super	Superannuation contributions	\$394.88
DD6286.2	17/09/2025	Australian Super	Superannuation contributions	\$1,057.17
DD6286.3	17/09/2025	REI Super	Superannuation contributions	\$606.73
DD6286.4	17/09/2025	Colonial Select Personnel Super	Superannuation contributions	\$245.83
DD6286.5	17/09/2025	REST	Superannuation contributions	\$552.85
DD6286.6	17/09/2025	TWU Superannuation Fund	Superannuation contributions	\$645.52
DD6286.7	17/09/2025	Spirit Super	Superannuation contributions	\$169.86
DD6286.8	17/09/2025	Prime Super	Superannuation contributions	\$71.04
DD6286.9	17/09/2025	MLC Master Key Super Fundamentals	Superannuation contributions	\$187.89
DD6290.1	24/09/2025	Aware Super	Superannuation contributions	\$388.95
DD6290.2	24/09/2025	REI Super	Superannuation contributions	\$606.73
DD6290.3	24/09/2025	Colonial Select Personnel Super	Superannuation contributions	\$245.82
DD6290.4	24/09/2025	REST	Superannuation contributions	\$512.22
DD6290.5	24/09/2025	Australian Super	Payroll deductions	\$1,051.74
DD6290.6	24/09/2025	Spirit Super	Superannuation contributions	\$194.41
DD6290.7	24/09/2025	Prime Super	Superannuation contributions	\$54.54
DD6290.8	24/09/2025	MLC Master Key Super Fundamentals	Superannuation contributions	\$187.89

Total Direct Debit Payments	\$36,939.12
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Municipal Account List of Payments Total	\$150,636.39
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Credit Card Details - DD6272.1

Date	Name	Description	
04/08/2025	Adobe	Subscription- 31/7/2025 to 30/8/2025	\$265.96
18/08/2025	Starlink	Subscription- 16/8/2025 to 16/9/2025- Shire Office, Depot & Council Chambers	\$139.00
26/08/2025	Starlink	Subscription- 25/8/2025 to 25/9/2025- 3327 Robinson Road	\$139.00
26/08/2025	Starlink	Subscription- 25/8/2025 to 25/9/2025- 3340 Robinson Road	\$139.00
28/08/2025	NAB	Credit Card Fee- August 2025	\$9.00

Credit Card TOTAL on DD6272.1	\$691.96
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Great Southern Fuel Supplies- EFT7986

Date	Name	Description	
13/08/2025	Great Southern Fuel- Inv D2225840 (Raised on Purchase Order)	Bulk Fuel Diesel- 3000 litres @ \$1.52567 ex GST	\$5,034.71
31/08/2025	Great Southern Fuel	Fuel Card Purchases- WO 00	\$739.65

Great Southern Fuel Supplies TOTAL on EFT7986	\$5,774.36
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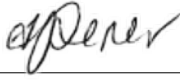
SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 30 SEPTEMBER 2025

Attachment 17.1.1

CERTIFICATE OF Chief Executive Officer

This schedule of accounts to be passed for payment, covering vouchers as above which was submitted to each member of Council has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to the prices, computations, and costings and the amounts shown are due for payment.

Signed by



Anika Serer
Chief Executive Officer



SHIRE OF WOODANILLING

MONTHLY FINANCIAL REPORT

30 SEPTEMBER 2025

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**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 SEPTEMBER 2025

Prepared by: Darren Long (Finance Consultant)

Reviewed by: Anika Serer (CEO)

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement. The Shire currently holds no monies in its Trust Fund.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable

from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

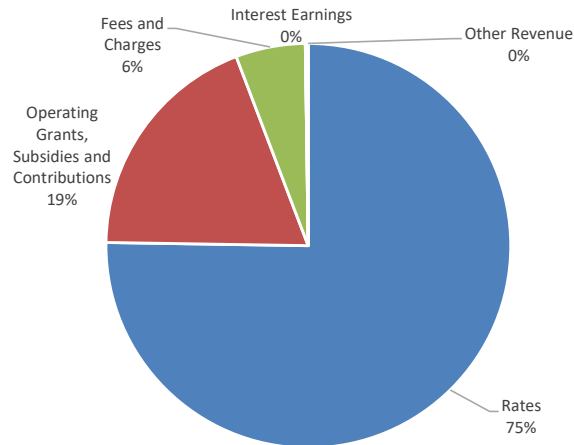
ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

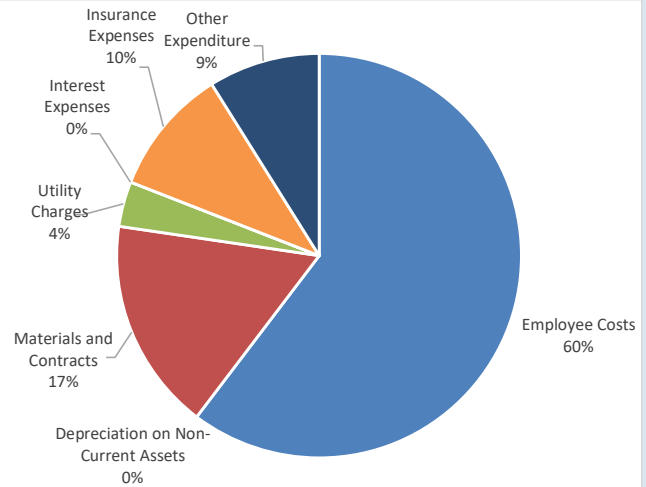
**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

SUMMARY GRAPHS

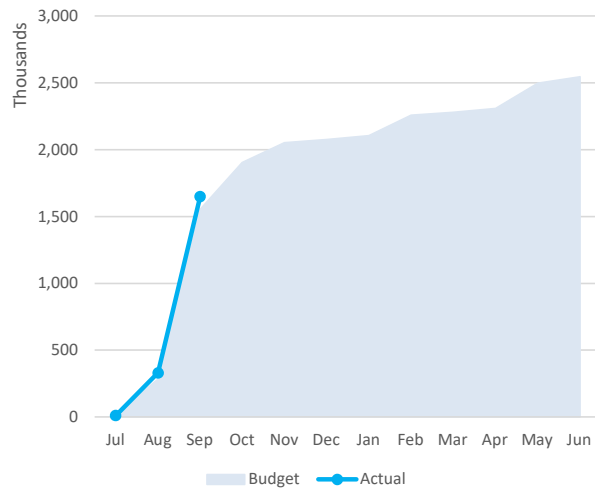
OPERATING REVENUE



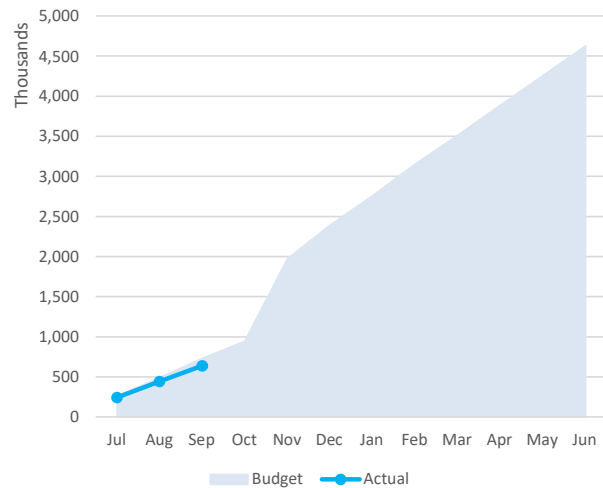
OPERATING EXPENSES



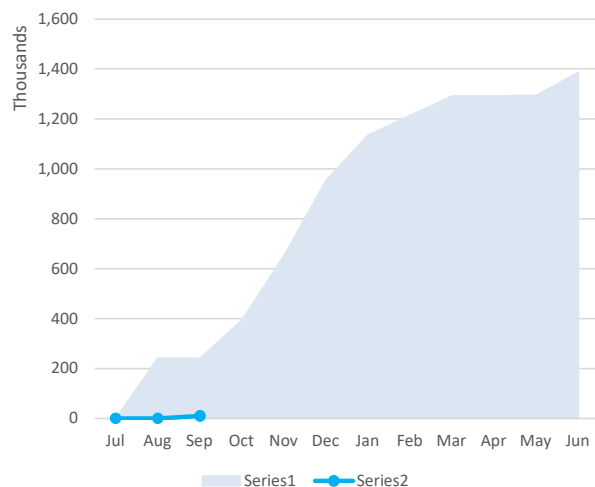
OPERATING REVENUE - Budget-v-YTD Actual



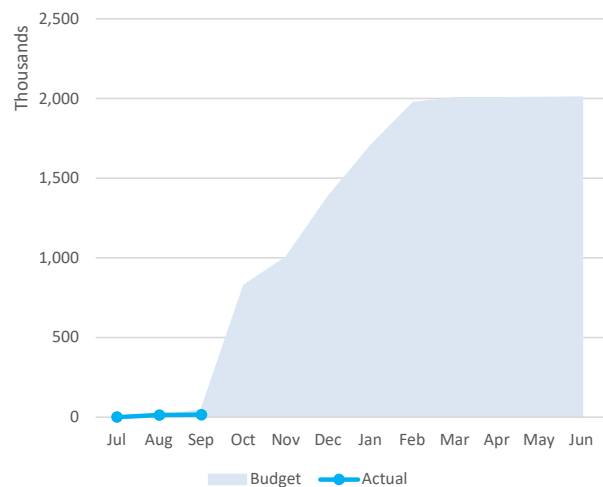
OPERATING EXPENSES - Budget-v-YTD Actual



CAPITAL REVENUE - Budget-v-YTD Actual



CAPITAL EXPENSES - Budget-v-YTD Actual



**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

STATUTORY REPORTING PROGRAMS

The local governments operations as disclosed in these financial statements encompass the following service orientated activities/programs.

	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of the Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which are which are not directly related to specific shire services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
HEALTH To provide an operational framework for good community health.	Food and water quality, pest control, immunisation services, child health services and health education.
EDUCATION AND WELFARE To meet the needs of the community in these areas.	Management and support for families, children, youth and the aged within the community by providing Youth, Aged and Family Centres, Home and Community Aged Care Programs and assistance to schools.
HOUSING To help ensure adequate housing.	Provision of residential housing for council staff. Provision of housing for aged persons, low income families, government and semi government employees.
COMMUNITY AMENITIES Provide services required by the community.	Rubbish collection services and disposal of waste, stormwater drainage, protection of the environment, town planning and regional development and other community amenities (cemeteries and public toilets).
RECREATION AND CULTURE To establish and manage efficiently infrastructure and resources which will help the social wellbeing of the community.	Public halls, recreation and aquatic centres, parks and reserves, libraries, heritage and culture.
TRANSPORT To provide effective and efficient transport services to the community.	Construction and maintenance of roads, footpaths, bridges, street cleaning and lighting, road verges, streetscaping and depot maintenance.
ECONOMIC SERVICES To help promote the Shire and its economic wellbeing.	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.
OTHER PROPERTY AND SERVICES To monitor and control Shire's overhead operating accounts.	Private works, public works overheads, plant and equipment operations, town planning schemes and activities not reported in the above programs.

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

Attachment 17.2.1

	2025-2026 ANNUAL BUDGET	2025-2026 YTD BUDGET	2025-2026 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)	\$		\$
General Purpose Funding	(41,005)	(9,626)	(5,449)
Governance	(283,101)	(51,671)	(106,009)
Law, Order, Public Safety	(165,223)	(61,204)	(19,117)
Health	(57,403)	(12,861)	(9,464)
Education and Welfare	(98,259)	(9,461)	(7,869)
Housing	(100,235)	(10,638)	(8,371)
Community Amenities	(292,563)	(65,091)	(46,022)
Recreation and Culture	(333,517)	(61,534)	(75,598)
Transport	(3,138,544)	(387,362)	(434,571)
Economic Services	(118,301)	(34,237)	(14,397)
Other Property and Services	(2,031)	(28,246)	86,517
Operating Expenses	(4,630,182)	(731,931)	(640,350)
REVENUE			
General Purpose Funding	2,017,739	1,314,179	1,374,038
Governance	9,605	0	409
Law, Order, Public Safety	38,645	576	9,956
Health	318	0	0
Education and Welfare	61,980	15,489	14,911
Housing	17,640	4,407	4,037
Community Amenities	67,660	62,458	61,915
Recreation and Culture	4,190	3,192	10,740
Transport	237,575	148,191	137,322
Economic Services	71,560	707	3,154
Other Property & Services	18,344	5,051	34,027
Operating Revenue	2,545,256	1,554,250	1,650,509
Sub-Total	(2,084,926)	822,319	1,010,158
NON-OPERATING REVENUE			
General Purpose Funding	0	0	0
Community Amenities	160,426	0	9,933
Transport	920,000	240,000	0
Total Non-Operating Revenue	1,080,426	240,000	9,933
PROFIT/(LOSS) ON SALE OF ASSETS			
Governance Profit	0	0	0
Governance Loss	0	0	0
Total Profit/(Loss)	0		0
NET RESULT	(1,004,500)	1,062,319	1,020,091
Other Comprehensive Income			
Changes on revaluation of non-current assets	0		0
Total Other Comprehensive Income	0	0	0
TOTAL COMPREHENSIVE INCOME	(1,004,500)	1,062,319	1,020,091

**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2025**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST REVENUE

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION

Depreciation expense raised on all classes of assets.

FINANCE COSTS

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
STATEMENT OF COMPREHENSIVE INCOME BY NATURE & TYPE
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

	2025-2026 ORIGINAL BUDGET	2025-2026 YTD BUDGET	2025-2026 YTD ACTUAL
Expenses			
Employee Costs	(1,413,538)	(339,665)	(386,299)
Materials and Contracts	(891,460)	(168,767)	(108,896)
Utility Charges	(143,745)	(30,367)	(22,981)
Depreciation on Non-Current Assets	(1,826,361)	0	0
Interest Expenses	0	0	0
Insurance Expenses	(130,324)	(128,965)	(65,136)
Other Expenditure	(224,754)	(64,167)	(57,038)
Operating Expenses	(4,630,182)	(731,931)	(640,350)
Revenue			
Rates	1,208,737	1,208,737	1,242,192
Operating Grants, Subsidies and Contributions	982,772	245,371	312,672
Fees and Charges	316,082	94,333	91,652
Service Charges	0	0	0
Interest Earnings	28,660	4,558	3,952
Other Revenue	9,005	1,251	40
Operating Revenue	2,545,256	1,554,250	1,650,509
Sub-total	(2,084,926)	822,319	1,010,158
Non-Operating Grants, Subsidies & Contributions	1,080,426	240,000	9,933
Profit on Asset Disposals	0	0	0
Loss on Asset Disposals	0	0	0
Non-Operating Revenue	1,080,426	240,000	9,933
Net Result	(1,004,500)	1,062,319	1,020,091
Other Comprehensive Income			
Changes on revaluation of non-current assets	0	0	0
Total Other Comprehensive Income	0	0	0
TOTAL COMPREHENSIVE INCOME	(1,004,500)	1,062,319	1,020,091

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
STATEMENT OF FINANCIAL ACTIVITY BY NATURE/TYPE
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

	2025-2026 ORIGINAL BUDGET	2025-2026 YTD BUDGET (a)	2025-2026 YTD ACTUAL (b)	VARIANCE \$ (b)-(a)	VARIANCE % (b)-(a)/(a)	Var ▲▼
OPERATING REVENUE	\$	\$	\$			
Rates other than General Rates	(31,381)	(31,381)	2,073	33,454	(106.61%)	
Operating Grants, Subsidies and Contributions	982,772	245,371	312,672	67,301	27.43%	▲
Fees and Charges	316,082	94,333	91,653	Within Threshold	Within Threshold	
Interest Earnings	28,660	4,558	3,953	Within Threshold	(13.27%)	
Other Revenue	9,005	1,251	40	Within Threshold	(96.80%)	
Profit on the disposal of assets	0	0	0	Within Threshold	0%	
	1,305,138	314,132	410,391			
LESS OPERATING EXPENDITURE						
Employee Costs	(1,413,538)	(339,665)	(386,300)	(46,635)	13.73%	
Materials and Contracts	(891,460)	(168,767)	(108,896)	59,871	(35.48%)	
Utility Charges	(143,745)	(30,367)	(22,981)	7,386	(24.32%)	
Depreciation on Non-Current Assets	(1,826,361)	0	0	Within Threshold	0%	
Interest Expenses	0	0	0	Within Threshold	0%	
Insurance Expenses	(130,324)	(128,965)	(65,136)	63,829	(49.49%)	
Other Expenditure	(224,754)	(64,167)	(57,038)	7,129	(11.11%)	
Loss on the disposal of assets	0	0	0	Within Threshold	0.00%	
	(4,630,182)	(731,931)	(640,351)			
Amount Attributable to Operating Activities	(3,325,044)	(417,799)	(229,960)			
ITEMS EXCLUDED FROM OPERATING ACTIVITIES						
Movement in Employee Benefits (Non-current)	0	0	0			
Movement in Current LSL (Added Back)	0	0	0			
Movement in Deferred Pensioners (Non-current)	0	0	0			
Movement in LG House Unit Trust	0	0	0	0		
Profit/ on the disposal of assets	0	0	0	0	0%	
(Loss) on the disposal of assets	0	0	0	0	0%	
Depreciation Written Back	1,826,361	0	0	0	0%	
	1,826,361	0	0			
Sub Total	(1,498,683)	(417,799)	(229,960)			
INVESTING ACTIVITIES						
Outflows from investing activities						
Purchase Buildings	(15,000)	0	0	Within Threshold	0.00%	
Purchase Plant and Equipment	(255,000)	0	0	Within Threshold	0.00%	
Purchase Furniture and Equipment	0	0	0	Within Threshold	0%	
Infrastructure Assets - Roads	(1,544,404)	(35,000)	0	35,000	100.00%	
Infrastructure Assets - Drainage	(39,000)	(9,750)	(3,200)	6,550	67.18%	
Infrastructure Assets - Other	(142,374)	0	(9,933)	(9,933)	0.00%	
Inflows from investing activities						
Proceeds from Sale of Assets	75,000	0	0	Within Threshold	0%	
Non-Operating Grants, Subsidies & Contributions	1,080,426	240,000	9,933	(230,067)	(95.86%)	▼
Amount Attributable to Investing Activities	(840,352)	195,250	(3,200)			
FINANCING ACTIVITIES						
Outflows from financing activities						
Transfer to Reserves	(11,850)	(2,964)	(2,179)	Within Threshold	26.47%	
Inflows from financing activities						
Self Supporting Loan Principal Income	0	0	0	Within Threshold	0%	
Loans Raised	0	0	0	0	0%	
Transfer from Reserves	230,767	0	0	0	0%	
Amount Attributable to Financing Activities	218,917	(2,964)	(2,179)			
Plus Rounding						
Sub Total	(2,120,118)	(225,513)	(235,339)			
FUNDING FROM						
Estimated Opening Surplus at 1 July	880,000	880,000	847,189	-32,811	Within Threshold	
Closing Surplus/(Deficit) at Reporting Date	0	1,894,605	1,851,969			
Total Deficiency to be funded from Rates	(1,240,118)	(1,240,118)	(1,240,119)			
AMOUNT RAISED FROM RATES	1,240,118	1,240,118	1,240,119			

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
STATEMENT OF FINANCIAL ACTIVITY BY FUNCTION/PROGRAM
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

	2025-2026 ORIGINAL BUDGET	2025-2026 YTD BUDGET (a)	2025-2026 YTD ACTUAL (b)	VARIANCE \$ (b)-(-a)	VARIANCE % (b)-(-a)/(-a)	VAR ▲▼
OPERATING REVENUE	\$	\$	\$			
General Purpose Funding	777,621	74,061	133,919	59,858	81%	▲
Governance	9,605	0	409	Within Threshold	0%	
Law, Order Public Safety	38,645	576	9,956	9,380	1628%	▲
Health	318	0	0	Within Threshold	0%	
Education and Welfare	61,980	15,489	14,912	Within Threshold	Within Threshold	
Housing	17,640	4,407	4,037	Within Threshold	Within Threshold	
Community Amenities	67,660	62,458	61,916	Within Threshold	Within Threshold	
Recreation and Culture	4,190	3,192	10,740	7,548	236%	▲
Transport	237,575	148,191	137,322	(10,869)	Within Threshold	
Economic Services	71,560	707	3,153	Within Threshold	346%	
Other Property and Services	18,344	5,051	34,027	28,976	574%	▲
	1,305,138	314,132	410,391			
LESS OPERATING EXPENDITURE						
General Purpose Funding	(41,005)	(9,626)	(5,449)	Within Threshold	43%	
Governance	(283,101)	(51,671)	(106,009)	(54,338)	(105%)	
Law, Order, Public Safety	(165,223)	(61,204)	(19,118)	42,086	69%	
Health	(57,403)	(12,861)	(9,464)	Within Threshold	26%	
Education and Welfare	(98,259)	(9,461)	(7,869)	Within Threshold	17%	
Housing	(100,235)	(10,638)	(8,371)	Within Threshold	21%	
Community Amenities	(292,563)	(65,091)	(46,022)	19,069	29%	
Recreation and Culture	(333,517)	(61,534)	(75,598)	(14,064)	(23%)	
Transport	(3,138,544)	(387,362)	(434,571)	(47,209)	(12%)	
Economic Services	(118,301)	(34,237)	(14,397)	19,840	58%	
Other Property & Services	(2,031)	(28,246)	86,517	114,763	406%	
	(4,630,182)	(731,931)	(640,351)			
Amount Attributable to Operating Activities	(3,325,044)	(417,799)	(229,960)			
ITEMS EXCLUDED FROM OPERATING ACTIVITIES						
Loss on the disposal of assets	0	0	0	0		
Profit/(Loss) on the disposal of assets	0	0	0	0	0%	
Depreciation Written Back	1,826,361	0	0	0	0%	
Total Items Excluded from Operating Activities	1,826,361	0	0			
Net Amount Attributable to Operating Activities	(1,498,683)	(417,799)	(229,960)			
INVESTING ACTIVITIES						
Outflows from investing activities						
Purchase Buildings	(15,000)	0	0	Within Threshold	0%	
Purchase Plant and Equipment	(255,000)	0	0	Within Threshold	0%	
Purchase Furniture and Equipment	0	0	0	Within Threshold	0%	
Infrastructure Assets - Roads	(1,544,404)	(35,000)	0	35,000	100%	
Infrastructure Assets - Drainage	(39,000)	(9,750)	(3,200)	6,550	67%	
Infrastructure Assets - Other	(142,374)	0	(9,933)	(9,933)	0%	
Inflows from investing activities						
Proceeds from Sale of Assets	75,000	0	0	Within Threshold	0%	
Non-Operating Grants, Subsidies & Contributions	1,080,426	240,000	9,933	(230,067)	(96%)	▼
Amount Attributable to Investing Activities	(840,352)	195,250	(3,200)			
FINANCING ACTIVITIES						
Outflows from financing activities						
Transfer to Reserves	(11,850)	(2,964)	(2,179)	Within Threshold	26%	
Inflows from financing activities						
Transfer from Reserves	230,767	0	0	0	0%	
Amount Attributable to Financing Activities	218,917	(2,964)	(2,179)			
Sub Total	(2,120,118)	(225,513)	(235,339)			
FUNDING FROM						
Estimated Opening Surplus at 1 July	880,000	880,000	847,189	-32,811	Within Threshold	
Closing Surplus/(Deficit) at Reporting Date	0	1,894,605	1,851,969			
Total Deficiency to be funded from Rates	(1,240,118)	(1,240,118)	(1,240,119)			
AMOUNT RAISED FROM RATES	1,240,118	1,240,118	1,240,119			

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

	ACTUAL YTD	30/06/2025
<u>Current Assets</u>		
Cash at bank and on Hand	1,457,267	1,226,407
Restricted Cash - Bonds & Deposits	0	0
Restricted Cash Reserves	1,128,525	1,126,346
Trade Receivables	1,146,391	134,466
Contract Assets	147,277	147,277
Self Supporting Loan	0	0
Prepayments	30,950	30,950
Stock on Hand	4,902	8,197
Total Current Assets	3,915,312	2,673,643
<u>Current Liabilities</u>		
Trade Creditors	(43,945)	(149,980)
Rates paid in advance	0	0
Bonds and Deposits	(11,489)	(10,582)
Accrued Interest on Loans	0	0
Accrued Expense	(43,964)	0
ATO Liabilities	(83,894)	(18,124)
Contract Liability	(664,540)	(434,435)
Loan Liability	0	0
Provisions	(124,136)	(124,136)
Total Current Liabilities	(971,967)	(737,257)
Sub-Total	2,943,345	1,936,386
Adjustments		
LESS Cash Backed Reserves	(1,128,525)	(1,126,346)
LESS Self Supporting Loan	0	0
ADD: Current Loan Liability	0	0
ADD: LS Leave provision	37,149	37,149
Rounding	0	0
Net Current Position	1,851,969	847,189

**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2025**

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Statement of Financial Activity for each months financial statements. Any material variances on the Statement of Financial Activity are be reported below.

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

For the Shire of Woodanilling, material variances are to be reported when exceeding 10%, and a minimum of \$5,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
<u>Operating Revenue</u>						
Operating Grants & Contributions	245,371	312,672	67,301	27%	TIMING	Increase in General Purpose grant \$19k, Increase in Local Road grant \$8k, Increase in DFES Bushfire grant \$8k, Increase in Workers Compensation Reimbursements \$31k.
Fees & Charges	94,333	91,653	Within Threshold	Within Threshold	TIMING	Increase in Income Relating to Other Recreation & Sport by \$7k.
<u>Operating Expenses</u>						
Employee Costs	(339,665)	(386,300)	(46,635)	14%	TIMING	Increase in Administration Salaries \$10k, Decrease in MAF expenses \$11k, Increase in Parks & Reserves Maintenance \$5k, Increase in Muni Fund Road Maintenance \$64k, Decrease Works Supervisor Salaries \$32k, Increase in Public Works Superannuation \$9k, Increase in Public Holidays, Annual & Long Service Leave \$11k.
Materials & Contracts	(168,767)	(108,896)	59,871	-35%	TIMING	Decrease in Expenses Relating to Members \$13k, Decrease in Consulting and Relief Staff Expenses \$46k, Decrease in Computer Equipment Maintenance \$34k, Increase in Admin Costs recovered \$167k, Decrease in Expenses Relating to Fire Prevention \$5k, Decrease in Expenses in relation to MAF \$8k, Increase Parks & Reserves Maintenance \$5k, Decrease in Expenses Relating to Streets, Roads, Bridges & Depot Maintenance \$30k, Increase in Muni Fund Roads Maintenance \$47k, Decrease in Expenses Relating to Tourism & Area Promotion \$7k, Decrease in Fuel & Oil \$22k, Decrease in Parts & Repairs \$25k, Decrease in Blades & Tynes \$8k, Increase in Plant Operation Costs Allocated to Works \$42k, Increase in Plant Depreciation Costs Allocated to Works \$7k.
Utility Charges	(30,367)	(22,981)	7,386	-24%	TIMING	Decrease in Standpipes water \$15k.

**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2025**

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Statement of Financial Activity for each months financial statements. Any material variances on the Statement of Financial Activity are reported below.

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For the Shire of Woodanilling, material variances are to be reported when exceeding 10%, and a minimum of \$5,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Insurance Expenses	(128,965)	(65,136)	63,829	-49%	TIMING	Decrease in Admin Insurance \$21k, Decrease in Bushfire Insurance \$8k, Decrease in Workers Compensation Insurance \$17k, Decrease in Plant Fleet Insurance \$6k.
Other Expenses	(64,167)	(57,038)	7,129	-11%	TIMING	Increase in Members Conference Expenses \$6k, Increase in Fringe Benefits Tax \$5k, Decrease in Transport Licensing Payments \$16k, Increase in Expenses Relating to Tourism & Area Promotion \$7k.

Investing Activities

Infrastructure Assets - Drainage	(9,750)	(3,200)	6,550	67%	TIMING	Increase in DWER Dam project expenses by \$6k.
Infrastructure Assets - Other	0	(9,933)	(9,933)	0%	TIMING	Increase in Playground Improvement expenses \$10k.
Non-Operating Grants, Subsidies for the Development of Assets	240,000	9,933	(230,067)	-96%	TIMING	Decrease in Regional Road Group Grants \$240k. Increase in Non-Operating Grants & Subsidies - Other Community Amenities \$10k.

SHIRE OF WOODANILLING
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

	2024-2025 ACTUAL \$	2025-2026 ACTUAL \$	Variance \$
Current assets			
Unrestricted Cash & Cash Equivalents	1,226,407	1,457,267	230,860
Restricted Cash & Cash Equivalents - Reserves	1,126,346	1,128,525	2,179
Restricted Cash & Cash Equivalents - Other	0	0	0
Trade and other receivables	164,576	1,145,551	980,975
Contract Assets	147,277	147,277	0
Inventories	8,197	4,902	-3,295
Other Assets	840	31,790	30,950
Total current assets	2,673,643	3,915,312	1,241,669
Non-current assets			
WALGA LG House Unit Trust	39,810	39,810	0
Deferred Rates	20,817	20,817	0
Land	522,000	522,000	0
Buildings	6,545,848	6,545,848	0
Furniture & Equipment	93,878	93,878	0
Plant & Equipment	463,038	463,038	0
Road Infrastructure	52,289,148	52,289,148	0
Footpath Infrastructure	156,141	156,141	0
Drainage Infrastructure	6,222,818	6,226,018	3,200
Parks & Ovals Infrastructure	870,904	880,836	9,933
Other infrastructure	185,281	185,281	0
Total non-current assets	67,409,683	67,422,815	13,133
Total assets	70,083,325	71,338,128	1,254,802
Current liabilities			
Trade and other payables	149,980	87,909	62,071
ATO Liabilities	18,124	83,894	-65,771
Bonds & Deposits	10,582	11,489	-907
Grant Liability	434,435	664,540	-230,105
Provisions	124,136	124,136	0
Total current liabilities	737,257	971,967	-234,711
Non-current liabilities			
Interest-bearing loans and borrowings	0	0	0
Provisions	17,304	17,304	0
Total non-current liabilities	17,304	17,304	0
Total liabilities	754,560	989,271	-234,711
Net assets	69,328,765	70,348,856	1,020,091
Equity			
Retained surplus	11,732,035	11,729,856	-2,179
Net Result	0	1,020,091	1,020,091
Reserve - asset revaluation	56,470,384	56,470,384	0
Reserve - Cash backed	1,126,346	1,128,525	2,179
Total equity	69,328,765	70,348,856	1,020,091

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

	2024-2025 ACTUAL \$	2025-2026 BUDGET \$	2025-2026 ACTUAL \$
<i>Cash Flows from operating activities</i>			
Payments			
Employee Costs	(1,219,267)	(1,430,540)	(352,044)
Materials & Contracts	(935,681)	(860,510)	(189,450)
Utilities (gas, electricity, water, etc)	(169,061)	(143,745)	(22,981)
Insurance	(115,985)	(130,324)	(65,136)
Interest Expense	0	0	0
Goods and Services Tax Paid	6,693	(163,800)	39,149
Other Expenses	(244,092)	(224,754)	(27,761)
	(2,677,393)	(2,953,673)	(618,223)
Receipts			
Rates	1,091,066	1,208,737	202,984
Operating Grants & Subsidies	785,130	982,772	555,219
Fees and Charges	363,302	316,082	91,360
Interest Earnings	48,557	28,660	3,952
Goods and Services Tax	0	187,211	0
Other	3,255	9,005	947
	2,291,310	2,732,467	854,462
<i>Net Cash flows from Operating Activities</i>	(386,083)	(221,206)	236,239
<i>Cash flows from investing activities</i>			
Payments			
Purchase of Land	0	0	0
Purchase of Buildings	(5,733)	(15,000)	0
Purchase of Plant and Equipment	(55,766)	(255,000)	0
Purchase of Furniture and Equipment	(30,335)	0	0
Purchase of Road Infrastructure Assets	(1,806,588)	(1,544,404)	0
Purchase of Footpath Assets	0	0	0
Purchase Drainage Assets	(27,377)	(39,000)	(3,200)
Purchase of Other Infrastructure Assets	(106,168)	(142,374)	(9,933)
Receipts			
Proceeds from Sale of Assets	73,566	75,000	0
Non-Operating grants used for Development of Assets	1,513,417	793,268	9,933
<i>Net Cash Flows from Investing Activities</i>	(444,984)	(1,127,510)	(3,200)
<i>Cash flows from financing activities</i>			
Repayment of Debentures	0	0	0
Revenue from Self Supporting Loans	0	0	0
Proceeds from New Debentures	0	0	0
<i>Net cash flows from financing activities</i>	0	0	0
Net increase/(decrease) in cash held	(831,067)	(1,348,716)	233,039
Cash at the Beginning of Reporting Period	3,183,820	2,002,752	2,352,753
Cash at the End of Reporting Period	2,352,753	654,036	2,585,792

**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 30 SEPTEMBER 2025**

Notes

	2024-2025 ACTUAL \$	2025-2026 BUDGET \$	2025-2026 ACTUAL \$
RECONCILIATION OF CASH			
Cash at Bank - unrestricted	1,225,957	120,746	1,456,817
Cash at Bank - restricted	1,126,346	1,015,808	1,128,525
Cash on Hand	450	0	450
TOTAL CASH	2,352,753	1,136,554	2,585,792
RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT			
Net Result (As per Comprehensive Income Statement)	(229,429)	(1,004,500)	1,020,091
Add back Depreciation	1,828,609	1,826,361	0
(Gain)/Loss on Disposal of Assets	(55,336)	-	0
Adjustments to fair value of financial assets at fair value through profit and loss	0	-	0
Contributions for the Development of Assets	(1,513,417)	(793,268)	(9,933)
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	(367)	-	3,296
(Increase)/Decrease in Receivables	35,760	23,411	(1,011,926)
(Increase)/Decrease in Other financial assets	0	178,227	0
Increase/(Decrease) in Accounts Payable	(463,325)	(17,002)	234,711
Increase/(Decrease) in Prepayments	0	-	0
Increase/(Decrease) in Employee Provisions	11,422	-	0
Increase/(Decrease) in other liabilities	-	(434,435)	
NET CASH FROM/(USED) IN OPERATING ACTIVITIES	(386,083)	(221,206)	236,239

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2025

CAPITAL EXPENDITURE PROGRAM

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2025/2026 Total Budget	2025/2026 YTD Budget	2025/2026 YTD Actuals	% of Annual Budget
Housing								
BC006	3327 Robinson Road Building Renewal	CEO	L&B	Renewal	15,000	0	0	0%
					15,000	0	0	
Community Amenities								
DWER1	Dwer Dam Project	CEO	DRAIN	Upgrade	39,000	9,750	3,200	8%
LRC450	LRCI 4A - Woodanilling Townsite Enhancement	CEO	OTHER	Upgrade	142,374	0	9,933	7%
					181,374	9,750	13,133	
Transport								
RRG67	RRG - Oxley Road	EMI	ROAD	Renewal	200,000	0	0	0%
RRG66	Robinson Rd West - Reconstruct 500m	EMI	ROAD	Upgrade	500,000	0	0	0%
RRB66	Robinson Rd West - Reconstruct 380m	EMI	ROAD	Renewal	200,000	0	0	0%
R2R012	Darby Road	EMI	ROAD	Renewal	90,404	0	0	0%
R2R019	Onslow Road	EMI	ROAD	Renewal	70,000	0	0	0%
R2R021	Church road	EMI	ROAD	Renewal	60,000	0	0	0%
R2R68	Douglas Road	EMI	ROAD	Renewal	70,000	35,000	0	0%
R2R129	Robinson West Road Edge Repairs	EMI	ROAD	Renewal	40,000	0	0	0%
121350	Bridge Construction	CEO	BRIDGE	Renewal	314,000	0	0	0%
123300	Backhoe and Utility	CEO	P&E	Renewal	255,000	0	0	0%
					1,799,404	35,000	0	
Total Capital Expenditure					1,995,778	44,750	13,133	1%

SUMMARIES:				
Land & Buildings	15,000	0	0	0.0%
Plant & Equipment	255,000	0	0	0.0%
Furn & Equipment	0	0	0	0.0%
Infrastructure - Roads	1,230,404	35,000	0	0.0%
Infrastructure - Footpaths	0	0	0	0.0%
Infrastructure - Bridges	314,000	0	0	0.0%
Infrastructure - Drainage	39,000	9,750	3,200	8.2%
Infrastructure - Parks & Ovals	0	0	0	0.0%
Infrastructure - Other	142,374	0	9,933	7.0%
	1,995,778	44,750	13,133	0.7%
At No Cost	0	0	0	0.0%
Asset Renewal	1,314,404	35,000	0	0.0%
New Asset	0	0	0	0.0%
Upgrading Asset	681,374	9,750	13,133	1.9%
	1,995,778	44,750	13,133	0.7%
Chief Executive Officer	765,374	9,750	13,133	1.7%
Executive Manager Infrastructure	1,230,404	35,000	0	0.0%
	1,995,778	44,750	13,133	0.7%

**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
STATEMENT OF CAPITAL GRANTS & CONTRACT LIABILITIES
FOR THE PERIOD ENDING 30 SEPTEMBER 2025**

UNSPENT CAPITAL GRANTS								
Grant Provider	Liability 1 July 2024	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	YTD Actual Revenue
Community Amenities								
Dept of Water - Country Water Supply Grant	-	-	-	-	39,991	-	-	-
Transport								
WA Local Government Grants Commission - Special Bridge Funding BR4849	314,000	-	-	314,000	-	-	-	-
DITRDC - Roads to Recovery Funding	-	-	-	-	320,000	-	-	-
Main Roads WA - RRG Funding	-	240,000	-	240,000	600,000	-	240,000	-
Lotterywest - Playground Funding	120,435	-	(9,933)	110,502	120,435	-	-	9,933
Total Unspent Capital Grants	434,435	240,000	(9,933)	664,502	1,080,426	-	240,000	9,933
CONTRACT LIABILITIES								
Grant Provider	Liability 1 July 2024	Increase in Liability	Liability Recorded as Revenue	Closing Liability	Adopted Budget Revenue	Amended Budget Revenue	YTD Budget	YTD Actual Revenue
Law, Order and Public Safety								
DFES - ESL Operating Grant	-	8,143	(8,105)	38	32,570	-	-	8,105
Total Contract Liabilities	-	8,143	(8,105)	38	32,570	-	-	8,105
TOTAL LIABILITIES & REVENUE	434,435	248,143	(18,038)	664,540	1,112,996	0	240,000	18,038

**SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2025**

RESERVES - CASH BACKED	2025-2026 Actual Opening Balance	2025-2026 Actual Transfer to	2025-2026 Actual Transfer (from)	2025-2026 Actual Closing Balance	2025-2026 Budget Opening Balance	2025-2026 Budget Transfer to	2025-2026 Budget Transfer (from)	2025-2026 Budget Closing Balance
Staff Leave Reserve	71,826	139	0	71,965	71,758	825	0	72,583
Plant Reserve	765,165	1,480	0	766,645	765,460	8,300	(180,000)	593,760
Building Reserve	225,237	436	0	225,673	225,744	2,300	(50,767)	177,277
Office Equipment Reserve	40,974	79	0	41,053	40,960	170	0	41,130
Road Construction Reserve	22,446	43	0	22,489	22,424	255	0	22,679
Affordable Housing Reserve	699	1	0	700	0	0	0	0
	1,126,347	2,178	0	1,128,525	1,126,346	11,850	(230,767)	907,429

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Budget	Actual	Income	Expenditure	Income	Expenditure
G/L	JOB						
	Proceeds Sale of Assets						
005265	Proceeds On Asset Disposal P&E	\$0	\$0	\$0	\$0	(\$75,000)	\$0
	PROCEEDS FROM SALE OF ASSETS	\$0	\$0	\$0	\$0	(\$75,000)	\$0
	Written Down Value					\$0	\$0
005270	Written Down Value - Works Plant	\$0	\$0	\$0	\$0	\$0	\$75,000
	Sub Total - WDV ON DISPOSAL OF ASSET	\$0	\$0	\$0	\$0	\$0	\$75,000
	Total - GAIN/LOSS ON DISPOSAL OF ASSET	\$0	\$0	\$0	\$0	(\$75,000)	\$75,000
	ABNORMAL ITEMS						
		\$0	\$0			\$0	\$0
	Sub Total - ABNORMAL ITEMS	\$0	\$0			\$0	\$0
	Total - ABNORMAL ITEMS	\$0	\$0	\$0	\$0	\$0	\$0
	Total - OPERATING STATEMENT	\$0	\$0	\$0	\$0	(\$75,000)	\$75,000

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
RATES							
OPERATING EXPENDITURE							
031010	Expenses Relating to Valuations & Title Searches	\$48	\$0	\$0	\$0	\$0	\$5,570
031020	Rates Write Offs	\$0	\$0	\$0	\$0	\$0	\$250
031000	Expenses Relating to Rates	\$5,423	\$2,789	\$0	\$2,789	\$0	\$18,560
Sub Total - GENERAL RATES OP EXP		\$5,471	\$2,789	\$0	\$2,789	\$0	\$24,380
OPERATING INCOME							
031200	General Rates Levied	(\$1,240,118)	(\$1,240,119)	(\$1,240,119)	\$0	(\$1,240,118)	\$0
031210	Ex-Gratia Rates Received	(\$2,364)	\$0	\$0	\$0	(\$2,364)	\$0
031220	Non Payment Penalty	(\$540)	(\$1,687)	(\$1,687)	\$0	(\$6,000)	\$0
031230	Rates Discount Allowed	\$55,140	\$19,322	\$19,322	\$0	\$55,140	\$0
031240	Interim Rates Levied	\$0	\$0	\$0	\$0	\$0	\$0
031250	Instalment Interest Received	(\$304)	(\$86)	(\$86)	\$0	(\$330)	\$0
031260	Rates Administration Fee Received	(\$350)	(\$40)	(\$40)	\$0	(\$380)	\$0
031270	Pens Deferred Rates Interest Grant	\$0	\$0	\$0	\$0	(\$480)	\$0
031280	Other Income Relating to Rates	(\$465)	(\$700)	(\$700)	\$0	(\$1,500)	\$0
Sub Total - GENERAL RATES OP INC		(\$1,189,000)	(\$1,223,310)	(\$1,223,310)	\$0	(\$1,196,032)	\$0
Total - GENERAL RATES		(\$1,183,529)	(\$1,220,521)	(\$1,223,310)	\$2,789	(\$1,196,032)	\$24,380

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
OTHER GENERAL PURPOSE FUNDING							
OPERATING EXPENDITURE							
032000	General Purpose Funding - Admin Allocations	\$4,155	\$2,661	\$0	\$2,661	\$0	\$16,625
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP		\$4,155	\$2,661	\$0	\$2,661	\$0	\$16,625
OPERATING INCOME							
032010	Grants Commission General	(\$76,690)	(\$95,993)	(\$95,993)	\$0	(\$306,758)	\$0
032020	Grants Commission Grant - Roads	(\$44,775)	(\$52,557)	(\$52,557)	\$0	(\$179,099)	\$0
032030	Grants Commission Grant - Special Bridge Funding	\$0	\$0	\$0	\$0	(\$314,000)	\$0
032040	Interest on Reserve Investments	(\$2,015)	(\$2,179)	(\$2,179)	\$0	(\$11,850)	\$0
032060	LRCIP Grant funding	\$0	\$0	\$0	\$0	\$0	\$0
032080	Interest on Municipal Funds	(\$1,700)	\$0	\$0	\$0	(\$10,000)	\$0
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC		(\$125,179)	(\$150,728)	(\$150,728)	\$0	(\$821,707)	\$0
Total - OTHER GENERAL PURPOSE FUNDING		(\$121,024)	(\$148,068)	(\$150,728)	\$2,661	(\$821,707)	\$16,625
Total - GENERAL PURPOSE FUNDING		(\$1,304,553)	(\$1,368,589)	(\$1,374,038)	\$5,449	(\$2,017,739)	\$41,005

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
MEMBERS OF COUNCIL							
OPERATING EXPENDITURE							
041010	Members of Council - Conference Expenses	\$612	\$6,176	\$0	\$6,176	\$0	\$10,200
041020	Members of Council - Elections	\$0	\$0	\$0	\$0	\$0	\$11,300
041030	Members of Council - President & Deputy Allowances	\$0	\$0	\$0	\$0	\$0	\$8,300
041040	Members of Council - Insurance	\$1,050	\$755	\$0	\$755	\$0	\$2,098
041050	Members of Council - Subscriptions & Publications	\$11,140	\$8,630	\$0	\$8,630	\$0	\$11,740
041070	Members of Council - Councillor Allowances	\$0	\$0	\$0	\$0	\$0	\$30,800
041080	Members of Council - Refreshments & Receptions	\$650	\$360	\$0	\$360	\$0	\$6,500
041090	Members of Council - Councillor Training	\$0	\$0	\$0	\$0	\$0	\$10,000
041100	Members of Council - Chamber Maintenance	\$260	\$198	\$0	\$198	\$0	\$2,000
041110	Members of Council - Expenses Related to members	\$37,959	\$24,043	\$0	\$24,043	\$0	\$151,541
041130	Members of Council - Integrated Planning & Other	\$0	\$0	\$0	\$0	\$0	\$0
041140	Members of Council - Expenses Relating to 4WDL VROC	\$0	\$0	\$0	\$0	\$0	\$6,000
041141	Members of Council - Expenses Relating to Great Southern VROC	\$0	\$0	\$0	\$0	\$0	\$2,000
041150	Members of Council - Donations Expenses	\$0	\$0	\$0	\$0	\$0	\$6,622
041160	Members of Council - Australia Day Expenses	\$0	\$0	\$0	\$0	\$0	\$17,000
041170	Members - Community Events	\$0	\$1,068	\$0	\$1,068	\$0	\$5,000
041180	Members - Loss on Fair Value of Assets though P&L	\$0	\$0	\$0	\$0	\$0	\$0
041400	Members of Council - Travelling	\$0	\$0	\$0	\$0	\$0	\$2,000
Sub Total - MEMBERS OF COUNCIL OP/EXP		\$51,671	\$41,229	\$0	\$41,229	\$0	\$283,101
OPERATING INCOME							
041200	Members - Contributions & Donations	\$0	\$0	\$0	\$0	\$0	\$0
041210	Members - Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0
041250	Members - Operating Grants	\$0	\$0	\$0	\$0	\$0	\$0
041220	Members - Australia Day Grant Income	\$0	\$0	\$0	\$0	(\$9,600)	\$0
041230	Members - Income Relating to 4WDL VROC	\$0	\$0	\$0	\$0	\$0	\$0
041500	Initial Recognition of Assets	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MEMBERS OF COUNCIL OP/INC		\$0	\$0	\$0	\$0	(\$9,600)	\$0
Total - MEMBERS OF COUNCIL		\$51,671	\$41,229	\$0	\$41,229	(\$9,600)	\$283,101

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
GOVERNANCE							
OPERATING EXPENDITURE							
042000	Expenses Relating to Administration	\$129,372	\$134,849	\$0	\$134,849	\$0	\$518,032
042010	Governance - Admin Office Maintenance	\$757	\$655	\$0	\$655	\$0	\$5,900
042016	Governance - Insurance	\$41,706	\$21,127	\$0	\$21,127	\$0	\$41,704
042020	Governance - Admin Office Garden Maintenance	\$1,260	\$1,297	\$0	\$1,297	\$0	\$5,148
042030	Governance - Office Equipment Maintenance	\$1,500	\$276	\$0	\$276	\$0	\$6,000
042040	Governance - Consulting & Relief Staff	\$65,740	\$19,520	\$0	\$19,520	\$0	\$113,000
042050	Governance - Advertising	\$760	\$0	\$0	\$0	\$0	\$1,000
042060	Governance - Postage & Freight	\$188	\$0	\$0	\$0	\$0	\$550
042070	Governance - Computer Equipment Maintenance	\$39,239	\$2,404	\$0	\$2,404	\$0	\$68,845
042080	Governance - Bank Charges	\$999	\$379	\$0	\$379	\$0	\$3,700
042090	Governance - Telephone Expenses	\$1,418	\$956	\$0	\$956	\$0	\$5,250
042110	Governance - Legal Expenses	\$501	\$0	\$0	\$0	\$0	\$2,000
042115	Governance - Valuation Expenses Other than Rates	\$0	\$0	\$0	\$0	\$0	\$0
042120	Governance - Administration Staff Training	\$0	\$0	\$0	\$0	\$0	\$5,000
042121	Governance - Audit Fees	\$0	\$0	\$0	\$0	\$0	\$42,700
042130	Governance - Printing & Stationery	\$270	\$0	\$0	\$0	\$0	\$1,500
042140	Governance - FBT	\$4,425	\$5,320	\$0	\$5,320	\$0	\$25,000
042160	Governance - Staff Uniforms	\$15	\$0	\$0	\$0	\$0	\$1,500
042165	Governance - Admin Subscriptions	\$17,717	\$16,575	\$0	\$16,575	\$0	\$17,717
042170	Governance - Grants & Workshop Expenses	\$0	\$0	\$0	\$0	\$0	\$0
042180	Governance - Admin Costs Recovered	(\$305,867)	(\$138,577)	\$0	(\$138,577)	\$0	(\$864,546)
Sub Total - GOVERNANCE - GENERAL OP/EXP		\$0	\$64,780	\$0	\$64,780	\$0	\$0
OPERATING INCOME							
042200	Governance - Reimbursements Administration	\$0	(\$400)	(\$400)	\$0	\$0	\$0
042220	Governance - Photocopies & Misc Cash Sales	\$0	(\$9)	(\$9)	\$0	\$0	\$0
042703	Governance - Unders & Overs	\$0	(\$0)	(\$0)	\$0	(\$5)	\$0
Sub Total - GOVERNANCE - GENERAL OP/INC		\$0	(\$409)	(\$409)	\$0	(\$5)	\$0
Total - GOVERNANCE - GENERAL		\$0	\$64,371	(\$409)	\$64,780	(\$5)	\$0
Total - GOVERNANCE		\$51,671	\$105,600	(\$409)	\$106,009	(\$9,605)	\$283,101

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
LAW, ORDER AND PUBLIC SAFETY							
FIRE PREVENTION							
OPERATING EXPENDITURE							
051000	Fire Prevention - Expenses Relating to Fire Prevention	\$8,408	\$3,460	\$0	\$3,460	\$0	\$48,838
051030	Fire Prevention - Expenses in relation to MAF	\$21,751	\$0	\$0	\$0	\$0	\$21,900
051040	Fire Prevention - Other Fire Fighting Expenses	\$125	\$0	\$0	\$0	\$0	\$500
051050	Fire Prevention - Expenses Related to ESL	\$20,276	\$8,105	\$0	\$8,105	\$0	\$36,184
Sub Total - FIRE PREVENTION OP/EXP		\$50,560	\$11,565	\$0	\$11,565	\$0	\$107,422
OPERATING INCOME							
051200	Fire Prevention - Income Relating to MAF Projects	\$0	\$0	\$0	\$0	\$0	\$0
051210	Fire Prevention - LGGS - Bushfire Grant Income	\$0	(\$8,105)	(\$8,105)	\$0	(\$32,570)	\$0
051211	Fire Prevention - DFES ESL Administration Fee Income	\$0	\$0	\$0	\$0	(\$4,000)	\$0
051240	Fire Prevention - Reimbursements	\$0	(\$1,851)	(\$1,851)	\$0	\$0	\$0
Sub Total - FIRE PREVENTION OP/INC		\$0	(\$9,956)	(\$9,956)	\$0	(\$36,595)	\$0
Total - FIRE PREVENTION		\$50,560	\$1,609	(\$9,956)	\$11,565	(\$36,595)	\$107,422
ANIMAL CONTROL							
OPERATING EXPENDITURE							
052000	Animal Control - Expenses Relating to Animal Control	\$3,372	\$2,882	\$0	\$2,882	\$0	\$13,547
Sub Total - ANIMAL CONTROL OP/EXP		\$3,372	\$2,882	\$0	\$2,882	\$0	\$13,547
OPERATING INCOME							
052200	Animal Control - Fines & Penalties	(\$126)	\$0	\$0	\$0	(\$500)	\$0
052210	Animal Control - Dog Registrations	(\$450)	\$0	\$0	\$0	(\$1,500)	\$0
052220	Animal Control - Cat Registrations & Infringement Income	\$0	\$0	\$0	\$0	(\$50)	\$0
Sub Total - ANIMAL CONTROL OP/INC		(\$576)	\$0	\$0	\$0	(\$2,050)	\$0
Total - ANIMAL CONTROL		\$2,796	\$2,882	\$0	\$2,882	(\$2,050)	\$13,547

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Budget	Actual	Income	Expenditure	Income	Expenditure
	OTHER LAW ORDER & PUBLIC SAFETY						
	OPERATING EXPENDITURE						
053000	Other Law - Expenses Relating to Other Law, Order & Public Safety	\$7,272	\$4,670	\$0	\$4,670	\$0	\$44,254
	Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP	\$7,272	\$4,670	\$0	\$4,670	\$0	\$44,254
	OPERATING INCOME						
	Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC	\$0	\$0	\$0	\$0	\$0	\$0
	Total - OTHER LAW ORDER PUBLIC SAFETY	\$7,272	\$4,670	\$0	\$4,670	\$0	\$44,254
	Total - LAW ORDER & PUBLIC SAFETY	\$60,628	\$9,161	(\$9,956)	\$19,117	(\$38,645)	\$165,223

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
HEALTH ADMINISTRATION & INSPECTION							
OPERATING EXPENDITURE							
074000	PREV SRVCS - Expenses Relating to Preventative Services	\$4,149	\$3,503	\$0	\$3,503	\$0	\$16,608
074020	PREV SRVCS - Analytical Expenses	\$0	\$377	\$0	\$377	\$0	\$445
Sub Total - HEALTH ADMIN & INSPECTION OP/EXP		\$4,149	\$3,880	\$0	\$3,880	\$0	\$17,053
OPERATING INCOME							
074210	Health - Septic Tank Fees	\$0	\$0	\$0	\$0	(\$118)	\$0
Sub Total - HEALTH ADMIN & INSPECTION OP/INC		\$0	\$0	\$0	\$0	(\$118)	\$0
Total - HEALTH ADMIN & INSPECTION		\$4,149	\$3,880	\$0	\$3,880	(\$118)	\$17,053
PREVENTIVE SERVICES- PEST CONTROL							
OPERATING EXPENDITURE							
077000	Pest - Expenses Relating to Other Health	\$8,190	\$5,252	\$0	\$5,252	\$0	\$32,777
077010	Pest - Mosquito Control	\$0	\$0	\$0	\$0	\$0	\$5,480
Sub Total - PEST CONTROL OP/EXP		\$8,190	\$5,252	\$0	\$5,252	\$0	\$38,257
OPERATING INCOME							
077200	Pest - Income Relating to Other Health	\$0	\$0	\$0	\$0	(\$200)	\$0
Sub Total - PEST CONTROL OP/INC		\$0	\$0	\$0	\$0	(\$200)	\$0
Total - PEST CONTROL		\$8,190	\$5,252	\$0	\$5,252	(\$200)	\$38,257

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
	OTHER HEALTH						
	OPERATING EXPENDITURE						
076000	Other Health - Expenses Relating to Other Health	\$522	\$333	\$0	\$333	\$0	\$2,093
	Sub Total - OTHER HEALTH OP/EXP	\$522	\$333	\$0	\$333	\$0	\$2,093
	OPERATING INCOME						
		\$0	\$0	\$0	\$0	\$0	\$0
	Sub Total - OTHER HEALTH OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
	Total - OTHER HEALTH	\$522	\$333	\$0	\$333	\$0	\$2,093
	Total - HEALTH	\$12,861	\$9,464	\$0	\$9,464	(\$318)	\$57,403

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MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
AGED & DISABLED - OTHER							
OPERATING EXPENDITURE							
082000	Aged & Disabled - Allocation of Admin Overheads	\$183	\$125	\$0	\$125	\$0	\$736
084000	Aged & Disabled - Expenses Relating to the Aged	\$0	\$0	\$0	\$0	\$0	\$45,505
084010	Aged & Disabled - Expenses relating to Well Aged Housing	\$9,278	\$7,744	\$0	\$7,744		
084010	SGC Salmon Gums - Common Areas					\$0	\$11,742
084010	SG1 UNIT 1 Salmon Gums					\$0	\$5,661
084010	SG2 UNIT 2 Salmon Gums					\$0	\$5,138
084010	SG3 UNIT 3 Salmon Gums					\$0	\$4,934
084010	SG4 UNIT 4 Salmon Gums					\$0	\$5,846
084010	WVC WATTLEVILLE COMMON LAND					\$0	\$6,213
084010	WV1 UNIT 1 WATTLEVILLE					\$0	\$4,804
084010	WV2 UNIT 2 WATTLEVIEW					\$0	\$3,582
084010	WV3 UNIT 3 WATTLEVILLE					\$0	\$4,098
Sub Total - OTHER WELFARE OP/EXP		\$9,461	\$7,869	\$0	\$7,869	\$0	\$98,259
OPERATING INCOME							
084200	Aged & Disabled - Income Relating to Well Aged Housing	(\$15,489)	(\$14,911)	(\$14,911)	\$0	(\$61,980)	\$0
Sub Total - OTHER WELFARE OP/INC		(\$15,489)	(\$14,911)	(\$14,911)	\$0	(\$61,980)	\$0
Total - OTHER WELFARE		(\$6,028)	(\$7,042)	(\$14,911)	\$7,869	(\$61,980)	\$98,259
Total - EDUCATION & WELFARE		(\$6,028)	(\$7,042)	(\$14,911)	\$7,869	(\$61,980)	\$98,259

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
STAFF HOUSING							
OPERATING EXPENDITURE							
091000	Staff Housing - Maintenance 3340 Robinson Road (EMI)	\$2,432	\$2,047	\$0	\$2,047	\$0	\$22,063
091005	Staff Housing - Administration Allocations	\$4,155	\$2,661	\$0	\$2,661	\$0	\$16,625
091110	Staff Housing - Maintenance 3347 Robinson Road (SFO)	\$846	\$428	\$0	\$428	\$0	\$13,778
091220	Staff Housing - Maintenance 3327 Robinson Road (CEO)	\$2,484	\$2,996	\$0	\$2,996	\$0	\$19,940
091330	Staff Housing - Maintenance 13 Cardigan Street (Other not Staff))	\$721	\$240	\$0	\$240	\$0	\$8,329
091225	Private Housing Rental Expense			\$0	\$0	\$0	\$19,500
Sub Total - STAFF HOUSING OP/EXP		\$10,638	\$8,371	\$0	\$8,371	\$0	\$100,235
OPERATING INCOME							
091200	Staff Housing - Income 3340 Robinson Road	\$0	\$0	\$0	\$0	\$0	\$0
091210	Staff Housing - Income 3347 Robinson Road	(\$1,950)	(\$1,950)	(\$1,950)	\$0	(\$7,800)	\$0
091230	Staff Housing - Income 13 Cardigan Street	(\$2,208)	(\$2,040)	(\$2,040)	\$0	(\$8,840)	\$0
091500	Staff Housing - Staff Housing Reimbursements - Utilities	(\$249)	(\$47)	(\$47)	\$0	(\$1,000)	\$0
Sub Total - STAFF HOUSING OP/INC		(\$4,407)	(\$4,037)	(\$4,037)	\$0	(\$17,640)	\$0
Total - STAFF HOUSING		\$6,231	\$4,334	(\$4,037)	\$8,371	(\$17,640)	\$100,235
Total - HOUSING		\$6,231	\$4,334	(\$4,037)	\$8,371	(\$17,640)	\$100,235

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
SANITATION - HOUSEHOLD REFUSE							
OPERATING EXPENDITURE							
100000	Sanitation Household - Expenses Relating to Refuse Collection	\$12,867	\$9,146	\$0	\$9,146	\$0	\$52,276
100010	Sanitation Household - Expenses Relating to Recycling	\$5,547	\$3,164	\$0	\$3,164	\$0	\$22,200
100020	Sanitation Household - Tip Maintenance Costs	\$21,984	\$19,540	\$0	\$19,540	\$0	\$100,972
Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP		\$40,398	\$31,850	\$0	\$31,850	\$0	\$175,448
OPERATING INCOME							
100200	Sanitation Household - Income Relating to Tip - Refuse & Recycling	(\$60,725)	(\$59,852)	(\$59,852)	\$0	(\$60,725)	\$0
Sub Total - SANITATION H/HOLD REFUSE OP/INC		(\$60,725)	(\$59,852)	(\$59,852)	\$0	(\$60,725)	\$0
Total - SANITATION HOUSEHOLD REFUSE		(\$20,327)	(\$28,002)	(\$59,852)	\$31,850	(\$60,725)	\$175,448
SANITATION OTHER							
OPERATING EXPENDITURE							
101000	Sanitation Other - Expenses Relating to Commercial Refuse Collection	\$1,038	\$665	\$0	\$665	\$0	\$4,159
Sub Total - SANITATION OTHER OP/EXP		\$1,038	\$665	\$0	\$665	\$0	\$4,159
OPERATING INCOME							
Sub Total - SANITATION OTHER OP/INC		\$0	\$0	\$0	\$0	\$0	\$0
Total - SANITATION OTHER		\$1,038	\$665	\$0	\$665	\$0	\$4,159

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
PROTECTION OF THE ENVIRONMENT							
OPERATING EXPENDITURE							
106000	Protect Env - Expenses Relating to Protection of the Environment	\$534	\$346	\$0	\$346	\$0	\$2,137
106010	Protect Env - Expenses Relating to WWLZ	\$747	\$560	\$0	\$560	\$0	\$4,085
106011	Protection of Environment - Depreciation	\$0	\$0	\$0	\$0	\$0	\$3,263
106020	Protect Env - Council Contribution to WWLZ	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP		\$1,281	\$906	\$0	\$906	\$0	\$9,485
OPERATING INCOME							
106220	Protect Env - Reimbursements WWLZ	(\$1,020)	(\$860)	(\$860)	\$0	(\$4,085)	\$0
Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC		(\$1,020)	(\$860)	(\$860)	\$0	(\$4,085)	\$0
Total - PROTECTION OF THE ENVIRONMENT		\$261	\$46	(\$860)	\$906	(\$4,085)	\$9,485
TOWN PLANNING & REGIONAL DEVELOPMENT							
OPERATING EXPENDITURE							
104000	Town Planning - Allocation of Admin Overheads	\$8,997	\$5,531	\$0	\$5,531	\$0	\$36,490
Sub Total - TOWN PLAN & REG DEV OP/EXP		\$8,997	\$5,531	\$0	\$5,531	\$0	\$36,490
OPERATING INCOME							
104200	Town Planning - Town Planning Application Fee	(\$338)	(\$960)	(\$960)	\$0	(\$1,350)	\$0
Sub Total - TOWN PLAN & REG DEV OP/INC		(\$338)	(\$960)	(\$960)	\$0	(\$1,350)	\$0
Total - TOWN PLANNING & REGIONAL DEVELOPMENT		\$8,659	\$4,571	(\$960)	\$5,531	(\$1,350)	\$36,490

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

		CURRENT YEAR COMPARATIVES		CURRENT YEAR		ADOPTED BUDGET	
Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		30 SEPTEMBER 2025		30 SEPTEMBER 2025		2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
OTHER COMMUNITY AMENITIES							
OPERATING EXPENDITURE							
105000	Other Community Amenities - Expenses Relating to Other Community Arr	\$10,179	\$6,472	\$0	\$6,472	\$0	\$51,712
105020	Other Community Amenities - Maintenance - Cemetery	\$2,022	\$488	\$0	\$488	\$0	\$9,306
105030	Other Community Amenities - Maintenance - Grave Digging	\$1,014	\$0	\$0	\$0	\$0	\$4,060
105060	Other Community Amenities - Depreciation Other infrastructure	\$0	\$0	\$0	\$0	\$0	\$1,050
Sub Total - OTHER COMMUNITY AMENITIES OP/EXP		\$13,215	\$6,959	\$0	\$6,959	\$0	\$66,128
OPERATING INCOME							
105200	Other Community Amenities - Income Relating to Cemetery	(\$375)	(\$243)	(\$243)	\$0	(\$1,500)	\$0
105201	Non-Operating Grants & subsidies	\$0	(\$9,933)	(\$9,933)	\$0	(\$120,435)	\$0
Sub Total - OTHER COMMUNITY AMENITIES OP/INC		(\$375)	(\$10,176)	(\$10,176)	\$0	(\$121,935)	\$0
Total - OTHER COMMUNITY AMENITIES		\$12,840	(\$3,217)	(\$10,176)	\$6,959	(\$121,935)	\$66,128
STORMWATER DRAINAGE							
OPERATING EXPENDITURE							
102000	Stormwater Drainage - Expenses Relating to Urban Stormwater Drainage	\$162	\$111	\$0	\$111	\$0	\$853
Sub Total - URBAN STORMWATER DRAINAGE OP/EXP		\$162	\$111	\$0	\$111	\$0	\$853
OPERATING INCOME							
102200	Stormwater Drainage - Income Relating to Urban Stormwater Drainage	\$0	\$0	\$0	\$0	(\$39,991)	\$0
Sub Total - URBAN STORMWATER DRAINAGE OP/INC		\$0	\$0	\$0	\$0	(\$39,991)	\$0
Total - URBAN STORMWATER DRAINAGE		\$162	\$111	\$0	\$111	(\$39,991)	\$853
Total - COMMUNITY AMENITIES		\$2,633	(\$25,826)	(\$71,848)	\$46,022	(\$228,086)	\$292,563

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
PUBLIC HALL & CIVIC CENTRES							
OPERATING EXPENDITURE							
110000	Expenses Relating to Town Halls & Civic Centres	\$11,775	\$7,756	\$0	\$7,756	\$0	\$57,620
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP		\$11,775	\$7,756	\$0	\$7,756	\$0	\$57,620
OPERATING INCOME							
110200	Public Halls - Income Relating to Town Hall & Other Civic Centres	(\$232)	\$0	\$0	\$0	(\$340)	\$0
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC		(\$232)	\$0	\$0	\$0	(\$340)	\$0
Total - PUBLIC HALL & CIVIC CENTRES		\$11,543	\$7,756	\$0	\$7,756	(\$340)	\$57,620
OTHER RECREATION & SPORT							
OPERATING EXPENDITURE							
113000	Other Recreation - Expenses Relating to Other Recreation & Sport	\$17,786	\$11,689	\$0	\$11,689	\$0	\$95,795
113010	Other Recreation - Maintenance - Parks & Reserves	\$5,970	\$18,901	\$0	\$18,901	\$0	\$25,563
113020	Other Recreation-Maintenance-Oval & Building	\$20,906	\$27,460	\$0	\$27,460	\$0	\$107,308
113030	Other Recreation - Maintenance - Golf Club	\$1,414	\$4,797		\$4,797	\$0	\$8,782
113040	Other Recreation - Depreciation - Buildings	\$0	\$0	\$0	\$0	\$0	\$2,795
113050	Other Recreation - Depreciation - Parks	\$0	\$0	\$0	\$0	\$0	\$15,765
Sub Total - OTHER RECREATION & SPORT OP/EXP		\$46,076	\$62,846	\$0	\$62,846	\$0	\$256,008
OPERATING INCOME							
113200	Other Recreation - Income Relating to Other Recreation & Sport	(\$1,001)	(\$7,334)	(\$7,334)	\$0	(\$1,300)	\$0
113201	Income - Golf Club Rental	\$0	(\$650)	(\$650)	\$0	\$0	\$0
113202	Income - Other Recreation & Sport Reimbursements	\$0	(\$2,756)	(\$2,756)	\$0	\$0	\$0
113210	Other Sport & Recreation Fees & Charges Income	(\$1,941)	\$0	\$0	\$0	(\$2,520)	\$0
Sub Total - OTHER RECREATION & SPORT OP/INC		(\$2,942)	(\$10,740)	(\$10,740)	\$0	(\$3,820)	\$0
Total - OTHER RECREATION & SPORT		\$43,134	\$52,106	(\$10,740)	\$62,846	(\$3,820)	\$256,008

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
SWIMMING AREAS & BEACHES							
OPERATING EXPENDITURE							
111000	Swim Areas - Expenses Relating to Queerearrup Lake	\$1,153	\$3,538	\$0	\$3,538	\$0	\$4,910
111010	Swim Areas - Depreciation	\$0	\$0		\$0	\$0	\$2,880
Sub Total - SWIMMING AREAS OP/EXP		\$1,153	\$3,538	\$0	\$3,538	\$0	\$7,790
OPERATING INCOME							
Sub Total - SWIMMING AREAS OP/INC		\$0	\$0	\$0	\$0	\$0	\$0
Total - SWIMMING AREAS & BEACHES		\$1,153	\$3,538	\$0	\$3,538	\$0	\$7,790
LIBRARIES							
OPERATING EXPENDITURE							
114000	Library - Administration Allocations	\$666	\$430	\$0	\$430	\$0	\$3,666
Sub Total - LIBRARIES OP/EXP		\$666	\$430	\$0	\$430	\$0	\$3,666
OPERATING INCOME							
Sub Total - LIBRARIES OP/INC		\$0	\$0	\$0	\$0	\$0	\$0
Total - LIBRARIES		\$666	\$430	\$0	\$430	\$0	\$3,666

SHIRE OF WOODANILLING

MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
OTHER CULTURE							
OPERATING EXPENDITURE							
115000	Other Culture - Expenses Relating to Other Culture	\$1,510	\$783	\$0	\$783	\$0	\$5,293
115100	Other Culture - Expenses Relating to War Memorial	\$354	\$244	\$0	\$244	\$0	\$1,420
115101	Other Culture - Depreciation	\$0	\$0	\$0	\$0	\$0	\$1,595
115102	Other Culture - Depreciation - Buildings	\$0	\$0	\$0	\$0	\$0	\$125
Sub Total - OTHER CULTURE OP/EXP		\$1,864	\$1,027	\$0	\$1,027	\$0	\$8,433
OPERATING INCOME							
115220	Other Culture - Sale of History Books & DVD's	(\$18)	\$0	\$0	\$0	(\$30)	\$0
Sub Total - OTHER CULTURE OP/INC		(\$18)	\$0	\$0	\$0	(\$30)	\$0
Total - OTHER CULTURE		\$1,846	\$1,027	\$0	\$1,027	(\$30)	\$8,433
Total - RECREATION AND CULTURE		\$58,342	\$64,858	(\$10,740)	\$75,598	(\$4,190)	\$333,517

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
STREETS, RD, BRIDGES, DEPOT - CONSTRUCTION							
OPERATING INCOME							
122240	Transport - Regional Road Group Grants	(\$240,000)	\$0	\$0	\$0	(\$600,000)	\$0
122229	Transport - Commodity Route Grants	\$0	\$0	\$0	\$0	\$0	\$0
122270	Transport - Roads to Recovery Grant	\$0	\$0	\$0	\$0	(\$320,000)	\$0
122220	Transport - Grant - LCRI	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ST,RDS,BRIDGES,DEPOT - CONST OP/INC		(\$240,000)	\$0	\$0	\$0	(\$920,000)	\$0
Total - ST,RDS,BRIDGES,DEPOT - CONST		(\$240,000)	\$0	\$0	\$0	(\$920,000)	\$0
STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE							
OPERATING EXPENDITURE							
122000	Transport - Expenses Relating to Streets, Roads, Bridges & Depot Maintenance	\$104,518	\$71,253	\$0	\$71,253	\$0	\$1,970,824
122010	Transport - Street Lighting	\$2,055	\$1,896	\$0	\$1,896	\$0	\$8,220
122020	Transport - Maintenance - Direct Grants	\$3,501	\$0	\$0	\$0	\$0	\$14,000
122030	Transport - Maintenance - Muni Fund Roads	\$233,130	\$343,106	\$0	\$343,106	\$0	\$956,116
122040	Transport - Expenses relating to the Shire Depot	\$13,756	\$4,925	\$0	\$4,925	\$0	\$55,963
122050	Transport - Maintenance - Footpaths	\$0	\$0	\$0	\$0	\$0	\$4,200
122060	Transport - Maintenance - Traffic Signs	\$300	\$101	\$0	\$101	\$0	\$3,700
122061	Transport - Rural Street Address Expenses	\$0	\$0	\$0	\$0	\$0	\$60
122070	Transport - Maintenance - Bridges	\$0	\$0	\$0	\$0	\$0	\$5,000
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP		\$357,260	\$421,281	\$0	\$421,281	\$0	\$3,018,083
OPERATING INCOME							
122230	Transport - Grant - RRG Direct	(\$118,300)	(\$116,067)	(\$116,067)	\$0	(\$118,300)	\$0
122261	Transport - Rural Street Address Income	(\$110)	\$0	\$0	\$0	(\$110)	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC		(\$118,410)	(\$116,067)	(\$116,067)	\$0	(\$118,410)	\$0
Total - MTCE STREETS ROADS DEPOTS		\$238,850	\$305,214	(\$116,067)	\$421,281	(\$118,410)	\$3,018,083

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
TRANSPORT LICENSING							
OPERATING EXPENDITURE							
125000	Transport - Expenses Relating to Transport Licensing	\$1,572	\$1,012	\$0	\$1,012	\$0	\$6,296
125010	Transport - Licensing Payments	\$28,530	\$12,278	\$0	\$12,278	\$0	\$114,165
Sub Total - TRANSPORT LICENSING OP/EXP		\$30,102	\$13,289	\$0	\$13,289	\$0	\$120,461
OPERATING INCOME							
125200	Transport - Income Relating to Transport Licensing	(\$1,251)	(\$1,480)	(\$1,480)	\$0	(\$5,000)	\$0
125210	Transport - Licensing Receipts	(\$28,530)	(\$19,775)	(\$19,775)	\$0	(\$114,165)	\$0
Sub Total - TRANSPORT LICENSING OP/INC		(\$29,781)	(\$21,255)	(\$21,255)	\$0	(\$119,165)	\$0
Total - TRANSPORT LICENSING		\$321	(\$7,966)	(\$21,255)	\$13,289	(\$119,165)	\$120,461
ROAD PLANT PURCHASES							
OPERATING EXPENDITURE							
123410	Loss on Disposal of Road Plant	\$0	\$0	\$0	\$0	\$0	\$0
123411	Road Plant Purchases Minor Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ROAD PLANT OP/EXP		\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME							
123401	Profit on Disposal of Road Plant	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ROAD PLANT OP/INC		\$0	\$0	\$0	\$0	\$0	\$0
Total - ROAD PLANT		\$0	\$0	\$0	\$0	\$0	\$0
Total - TRANSPORT		(\$829)	\$297,249	(\$137,322)	\$434,571	(\$1,157,575)	\$3,138,544

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
	RURAL SERVICES						
	OPERATING EXPENDITURE						
131000	Rural Svcs - Administration Allocations	\$681	\$443	\$0	\$443	\$0	\$2,728
	Sub Total - RURAL SERVICES OP/EXP	\$681	\$443	\$0	\$443	\$0	\$2,728
	OPERATING INCOME						
	Sub Total - RURAL SERVICES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
	Total - RURAL SERVICES	\$681	\$443	\$0	\$443	\$0	\$2,728
	TOURISM AND AREA PROMOTION						
	OPERATING EXPENDITURE						
132000	Tourism - Expenses Relating to Tourism & Area Promotion	\$9,003	\$8,265	\$0	\$8,265	\$0	\$14,691
132020	Tourism - Expenses relating to Woody Wongi	\$463	\$272	\$0	\$272	\$0	\$1,850
	Sub Total - TOURISM & AREA PROMOTION OP/EXP	\$9,466	\$8,537	\$0	\$8,537	\$0	\$16,541
	OPERATING INCOME						
132220	Tourism - Income relating to Woody Wongi	(\$27)	\$0	\$0	\$0	(\$30)	\$0
	Sub Total - TOURISM & AREA PROMOTION OP/INC	(\$27)	\$0	\$0	\$0	(\$30)	\$0
	Total - TOURISM & AREA PROMOTION	\$9,439	\$8,537	\$0	\$8,537	(\$30)	\$16,541

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
BUILDING CONTROL							
OPERATING EXPENDITURE							
133000	Building - Expenses Relating to Building Control	\$6,576	\$4,121	\$0	\$4,121	\$0	\$26,310
Sub Total - BUILDING CONTROL OP/EXP		\$6,576	\$4,121	\$0	\$4,121	\$0	\$26,310
BUILDING CONTROL OP/INC							
133210	Building - Building Permit Application Fee	(\$150)	(\$2,628)	(\$2,628)	\$0	(\$1,000)	\$0
133220	Building - Building Services Levy	\$0	\$0	\$0	\$0	\$0	\$0
133221	Building - Building Services Levy Commission	\$0	\$0	\$0	\$0	\$0	\$0
133230	Building - Building Construction Industry Training Fund (BCITF)	\$0	\$0	\$0	\$0	\$0	\$0
133231	Building - BCITF Commission	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - BUILDING CONTROL OP/INC		(\$150)	(\$2,628)	(\$2,628)	\$0	(\$1,000)	\$0
Total - BUILDING CONTROL		\$6,426	\$1,493	(\$2,628)	\$4,121	(\$1,000)	\$26,310
OTHER ECONOMIC SERVICES							
OPERATING EXPENDITURE							
135000	Other Economic - Expenses Relating to Economic Services	\$1,686	\$1,081	\$0	\$1,081	\$0	\$6,742
135010	Other Economic - Expenses Relating to Standpipes	\$15,828	\$214	\$0	\$214	\$0	\$65,980
135020	Other Economic - Depreciation	\$0	\$0		\$0	\$0	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/EXP		\$17,514	\$1,295	\$0	\$1,295	\$0	\$72,722
OPERATING INCOME							
135015	Other Economic - Income Relating to Pool Inspections	(\$530)	(\$526)	(\$526)	\$0	(\$530)	\$0
135210	Other Economic - Income Relating to Standpipes	\$0	\$0	\$0	\$0	(\$70,000)	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/INC		(\$530)	(\$526)	(\$526)	\$0	(\$70,530)	\$0
Total - OTHER ECONOMIC SERVICES		\$16,984	\$769	(\$526)	\$1,295	(\$70,530)	\$72,722
Total - ECONOMIC SERVICES		\$33,530	\$11,243	(\$3,154)	\$14,397	(\$71,560)	\$118,301

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
PRIVATE WORKS							
OPERATING EXPENDITURE							
141000	Private Works - Expenses	\$725	\$0	\$0	\$0	\$0	\$2,031
Sub Total - PRIVATE WORKS OP/EXP		\$725	\$0	\$0	\$0	\$0	\$2,031
OPERATING INCOME							
141010	Private Works - Fees & Charges	(\$737)	\$0	\$0	\$0	(\$1,084)	\$0
Sub Total - PRIVATE WORKS OP/INC		(\$737)	\$0	\$0	\$0	(\$1,084)	\$0
Total - PRIVATE WORKS		(\$12)	\$0	\$0	\$0	(\$1,084)	\$2,031
PUBLIC WORKS OVERHEADS							
OPERATING EXPENDITURE							
143000	Public Works - Expenses Relating to Public Works Overheads	\$8,286	\$5,393	\$0	\$5,393	\$0	\$33,151
143005	Public Works - Supervision Salaries	\$32,202	\$0	\$0	\$0	\$0	\$128,857
143011	Public Works - Superannuation	\$21,915	\$31,021	\$0	\$31,021	\$0	\$87,700
143012	Public Works - Unallocated Wages	\$0	\$5,837	\$0	\$5,837	\$0	\$0
143020	Public Works - Public Holidays, Annual & Long Service Leave	\$9,756	\$20,469	\$0	\$20,469	\$0	\$108,396
143030	Public Works - Protective Clothing	\$2,370	\$0	\$0	\$0	\$0	\$8,900
143070	Public Works - Works Crew Staff Training	\$9,576	\$0	\$0	\$0	\$0	\$23,940
143080	Public Works - Workers Compensation Insurance	\$34,020	\$17,010	\$0	\$17,010	\$0	\$34,020
143090	Public Works - Expenses Relating to Occ Safety & Health	\$3,979	\$4,719	\$0	\$4,719	\$0	\$9,945
Sub Total - PUBLIC WORKS O/HEADS OP/EXP		\$13,420	(\$86,865)	\$0	(\$86,865)	\$0	\$0
OPERATING INCOME							
143200	FBT Reimbursements - Public Works Overheads	(\$390)	(\$390)	(\$390)	\$0	(\$1,560)	\$0
143210	Public Works - Workers Compensation Reimbursements	\$0	(\$31,125)	(\$31,125)	\$0	\$0	\$0
Sub Total - PUBLIC WORKS O/HEADS OP/INC		(\$390)	(\$31,515)	(\$31,515)	\$0	(\$1,560)	\$0
Total - PUBLIC WORKS OVERHEADS		\$13,030	(\$118,380)	(\$31,515)	(\$86,865)	(\$1,560)	\$0

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
		Details By Function Under The Following Program Titles And Type Of Activities Within The Programme					
		Budget	Actual	Income	Expenditure	Income	Expenditure
PLANT OPERATIONS COSTS							
OPERATING EXPENDITURE							
144000	Plant Operation - Insurances	\$11,785	\$5,876	\$0	\$5,876	\$0	\$11,785
144010	Plant Operation - Fuels & Oils	\$39,600	\$17,743	\$0	\$17,743	\$0	\$120,000
144020	Plant Operation - Tyres & Tubes	\$5,001	\$114	\$0	\$114	\$0	\$20,000
144030	Plant Operation - Parts & Repairs	\$33,000	\$7,570	\$0	\$7,570	\$0	\$100,000
144040	Plant Operation - Blades & Tynes	\$8,000	\$0	\$0	\$0	\$0	\$8,000
144050	Minor Equipment Purchases	\$0	\$0	\$0	\$0	\$0	\$7,500
144060	Plant Operation - Repairs - Wages	\$1,500	\$1,335	\$0	\$1,335	\$0	\$6,000
144070	Plant Operation - Licences	\$8,500	\$6,349	\$0	\$6,349	\$0	\$8,500
144080	Plant Operation - Depreciation	\$0	\$0	\$0	\$0	\$0	\$91,500
144100	Plant Operation - Less Depreciation Allocated	(\$22,866)	(\$16,184)	\$0	(\$16,184)	\$0	(\$91,500)
144090	Plant Operation - Less Allocated to Works/SRVCS	(\$70,419)	(\$28,500)	\$0	(\$28,500)	\$0	(\$281,785)
Sub Total - PLANT OPERATIONS COSTS OP/EXP		\$14,101	(\$5,698)	\$0	(\$5,698)	\$0	\$0
OPERATING INCOME							
144004	Plant Operating Reimbursement Income	\$0	\$0	\$0	\$0	\$0	\$0
144005	Plant Operation - Diesel Fuel Rebate	(\$3,924)	(\$2,512)	(\$2,512)	\$0	(\$15,700)	\$0
144006	Insurance Refunds on Motor Vehicle Claims	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PLANT OPERATIONS COSTS OP/INC		(\$3,924)	(\$2,512)	(\$2,512)	\$0	(\$15,700)	\$0
Total - PLANT OPERATIONS COSTS		\$10,177	(\$8,210)	(\$2,512)	(\$5,698)	(\$15,700)	\$0

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
	SALARIES AND WAGES						
	OPERATING EXPENDITURE						
147000	Gross Salaries & Wages	\$327,624	\$339,734	\$0	\$339,734	\$0	\$1,311,026
147010	Less Salaries & Wages Allocated	(\$327,624)	(\$333,687)	\$0	(\$333,687)	\$0	(\$1,311,026)
	Sub Total - SALARIES AND WAGES OP/EXP	\$0	\$6,047	\$0	\$6,047	\$0	\$0
	OPERATING INCOME						
		\$0	\$0	\$0	\$0	\$0	\$0
	Sub Total - SALARIES AND WAGES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
	Total - SALARIES AND WAGES	\$0	\$6,047	\$0	\$6,047	\$0	\$0
	Total - OTHER PROPERTY AND SERVICES	\$23,195	(\$120,544)	(\$34,027)	(\$86,517)	(\$18,344)	\$2,031

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
TRANSFERS TO/FROM RESERVES							
EXPENDITURE							
	Transfer to Affordable Housing Reserve	\$0	\$1	\$0	\$1	\$0	\$0
007152	Transfer to Plant Replacement Reserve	\$2,076	\$1,480	\$0	\$1,480	\$0	\$8,300
007162	Transfer to Building Reserve	\$576	\$436	\$0	\$436	\$0	\$2,300
	Transfer to Town Development Reserve	\$0	\$0	\$0	\$0	\$0	\$0
007182	Transfer to Office Equipment Reserve	\$42	\$79	\$0	\$79	\$0	\$170
	Transfer to Road Construction Reserve	\$63	\$43	\$0	\$43	\$0	\$255
	Transfer to Staff Leave Reserve	\$207	\$139	\$0	\$139	\$0	\$825
Sub Total - TRANSFER TO OTHER COUNCIL FUNDS		\$2,964	\$2,179	\$0	\$2,179	\$0	\$11,850
INCOME							
007166	Transfer from Affordable Housing Reserve	\$0	\$0	\$0	\$0	\$0	\$0
007151	Transfer from Plant Replacement Reserve	\$0	\$0	\$0	\$0	(\$180,000)	\$0
007161	Transfer from Building Reserve	\$0	\$0	\$0	\$0	(\$50,767)	\$0
Sub Total - TRANSFER FROM RESERVE FUNDS		\$0	\$0	\$0	\$0	(\$230,767)	\$0
Total - FUND TRANSFER		\$2,964	\$2,179	\$0	\$2,179	(\$230,767)	\$11,850
000000 (Surplus) / Deficit - Carried Forward		(\$880,000)	(\$847,189)	(\$847,189)	\$0	(\$880,000)	\$0
000000 adjust to rates levied						\$0	
Sub Total - SURPLUS C/FWD		(\$880,000)	(\$847,189)	(\$847,189)	\$0	(\$880,000)	\$0
Total - SURPLUS		(\$880,000)	(\$847,189)	(\$847,189)	\$0	(\$880,000)	\$0

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
OPERATING ACTIVITIES EXCLUDED FROM BUDGET							
	000000 Depreciation Written Back	\$0	\$0	\$0	\$0	\$0	(\$1,826,361)
	000000 Book Value of Assets Sold Written Back	\$0	\$0	\$0	\$0	\$0	(\$75,000)
	000000 Profit on Sale of Asset Written Back	\$0	\$0	\$0	\$0	\$0	\$0
	000000 Loss on Sale of Asset Written Back	\$0	\$0	\$0	\$0	\$0	\$0
	000000 LG House Unit Trust	\$0	\$0	\$0	\$0	\$0	\$0
	000000 Movement in LSL Reserve (Added Back)	\$0	\$0	\$0	\$0	\$0	\$0
	000000 Movement in Non-Current Leave Provisions	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ITEMS EXCLUDED		\$0	\$0	\$0	\$0	\$0	(\$1,901,361)
Total - OPERATING ACTIVITIES EXCLUDED		\$0	\$0	\$0	\$0	\$0	(\$1,901,361)

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure
		BUILDINGS						
		HOUSING - CAPITAL EXPENDITURE						
091310		Purchase Land & Buildings - Capital						
091310	BC005	3347 Robinson Road Capital	\$0	\$0	\$0	\$0	\$0	\$0
091310	BC006	3327 Robinson Road Capital	\$0	\$0	\$0	\$0	\$0	\$15,000
		Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$15,000
		Total - HOUSING	\$0	\$0	\$0	\$0	\$0	\$15,000
		Total - BUILDINGS	\$0	\$0	\$0	\$0	\$0	\$15,000

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

G/L JOB		COMPARATIVES		CURRENT YEAR		ADOPTED BUDGET	
		30 SEPTEMBER 2025		30 SEPTEMBER 2025		2025-2026	
Details By Function Under The Following Program Titles And Type Of Activities Within The Programme		Budget	Actual	Income	Expenditure	Income	Expenditure
123300	PLANT AND EQUIPMENT						
	TRANSPORT - CAPITAL EXPENDITURE						
	Purchase Plant & Equipment - CAPITAL	\$0	\$0	\$0	\$0	\$0	\$255,000
	Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$255,000
	Total - TRANSPORT	\$0	\$0	\$0	\$0	\$0	\$255,000
	Total - PLANT AND EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$255,000

SHIRE OF WOODANILLING

MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles And Type Of Activities Within The Programme			CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
G/L	JOB		Budget	Actual	Income	Expenditure	Income	Expenditure
ROAD INFRASTRUCTURE								
ROAD CONSTRUCTION - CAPITAL EXPENDITURE								
121310		Road Construction - Regional Road Group						
121310	RRG66	Robinson West Reconstruct 500m	\$0	\$0	\$0	\$0	\$0	\$500,000
121310	RRB66	Robinson West Reconstruct 380m	\$0	\$0	\$0	\$0	\$0	\$200,000
121310	RRG67	RRG - Oxley Road	\$0	\$0	\$0	\$0	\$0	\$200,000
121320	x	Road Construction - Roads to Recovery						
121320	R2R012	R2R - Darby Road	\$0	\$0	\$0	\$0	\$0	\$90,404
121320	R2R019	R2R - Onslow Road	\$0	\$0	\$0	\$0	\$0	\$70,000
121320	R2R021	R2R - Church Road	\$0	\$0	\$0	\$0	\$0	\$60,000
121320	R2R68	RTR - Douglas Road	\$35,000	\$0	\$0	\$0	\$0	\$70,000
121320	R2R129	R2R - Robinson West Rd Edge Repairs			\$0	\$0	\$0	\$40,000
121350		Bridges Construction	\$0	\$0	\$0	\$0	\$0	\$314,000
Sub Total - CAPITAL WORKS			\$35,000	\$0	\$0	\$0	\$0	\$1,544,404
Total - ROADS			\$35,000	\$0	\$0	\$0	\$0	\$1,544,404
Total - INFRASTRUCTURE ASSETS ROAD RESERVES			\$35,000	\$0	\$0	\$0	\$0	\$1,544,404

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT

		CURRENT YEAR COMPARATIVES 30 SEPTEMBER 2025		CURRENT YEAR 30 SEPTEMBER 2025		ADOPTED BUDGET 2025-2026	
Details By Function Under The Following Program Titles And Type Of Activities Within The Programme							
G/L	JOB	Budget	Actual	Income	Expenditure	Income	Expenditure
DRAINAGE							
102300							
102300	DWER1						
	Purchase Drainage Infrastructure - Capital						
	Dwer Dam Project	\$9,750	\$3,200	\$0	\$3,200	\$0	\$39,000
	Sub Total - CAPITAL WORKS	\$9,750	\$3,200	\$0	\$3,200	\$0	\$39,000
	Total - TRANSPORT - DRAINAGE	\$9,750	\$3,200	\$0	\$3,200	\$0	\$39,000
	Total - DRAINAGE ASSETS	\$9,750	\$3,200	\$0	\$3,200	\$0	\$39,000
INFRASTRUCTURE - PARKS & OVALS							
COMMUNITY AMENITIES							
105040	LRC450						
	LRCI 4A - Woodanilling Townsite Enhancement	\$0	\$9,933	\$0	\$9,933	\$0	\$142,374
	Sub Total - CAPITAL WORKS	\$0	\$9,933	\$0	\$9,933	\$0	\$142,374
	Total - COMMUNITY AMENITIES	\$0	\$9,933	\$0	\$9,933	\$0	\$142,374
	Total - INFRASTRUCTURE ASSETS - OTHER	\$0	\$9,933	\$0	\$9,933	\$0	\$142,374
GRAND TOTALS		(\$1,894,605)	(\$1,851,968)	(\$2,507,631)	\$655,662	(\$4,811,449)	\$4,811,449

COUNCIL COMMITTEES & REFERENCE GROUPS

Establishment & Terms of Reference June 2025



History Summary

Item	Date	Action	Description
1.	21 November 2023	Adopted	Council Resolution
2.	17 June 2025	Amended	Amend to reflect the requirements of section 5.12 of the Local Government Act 1995, as amended by the Local Government Amendment Act 2024. Appoints and endorses members at the Council-appointed Presiding Members for their respective committees. Endorsed by Council Resolution 17/6/2025 Item 15.1

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Section 1 – Standing Committees of Council

1.1 Audit, Risk and Improvement Committee

Statutory context	<i>Local Government Act 1995</i> – • Part 5, Division 2 • Part 7 – Audit <i>Local Government (Audit) Regulations 1996</i> Appendix 1 – Standard conditions for establishment of Council Committees	
Council context	Appendix 1 – Standard conditions for establishment of Council Committees	
History	Established	19 February 2019
	Reviewed	21 November 2023
	Amended	17 June 2025

Establishment

Objectives

Statutory Head of Power

In accordance with section 7.1A of the *Local Government Act 1995* and the *Local Government (Audit) Regulations 1996* (set out in Appendix 1), an audit committee is mandatory and responsible for key functions regarding the Shire's financial management and risk management in conjunction with the Shire's CEO.

Under section 7.1A the audit committee must consist of 3 or more persons and at least 3, and the majority of members, are to be council members (elected members).

Objectives of the Audit Committee

The primary objective of the audit committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.

Reports from the committee will assist Council in discharging its legislative responsibilities of controlling the local government's affairs, determining the local government's policies and overseeing the allocation of the local government's finances and resources. The committee will ensure openness in the local government's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the local government's financial accounting systems and compliance with legislation.

The committee is to facilitate:

- The enhancement of the credibility and objectivity of external financial reporting;
- Compliance with laws and regulations as well as use of best practice guidelines relative to audit,
- Risk management, internal control and legislative compliance;
- The provision of an effective means of communication between the external auditor, the CEO and the Council.

Powers of the Audit Committee

The Audit committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

The committee is a formally appointed committee of council and is responsible to that body. The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative

responsibility and does not have any delegated financial responsibility. The committee does not have any management functions and cannot involve itself in management processes or procedures.

Functions

The specific functions of the Audit Committee are:

1. Review the Annual Compliance Audit Return and to report the results to Council. It would appear that the CEO conducted the review in the past and presented the results directly to the Council.
2. To guide and assist the Shire regarding Part 6 of the Act (financial management) concerning matters relating to financial management, but cannot undertake those responsibilities directly attributable to the CEO.
3. To guide and assist the Shire regarding the External Audits (Annual and Interim), Performance Audits and other Special Audits.
4. To review the CEO's report Regarding the Regulation 17 Review (Risks, Internal Controls and Compliance).
5. To monitor and advise the CEO when conducting the three yearly Regulation 17 Review and the three yearly Financial Systems Management Review (previously four yearly).
6. To support the auditor to conduct an audit.
7. To oversee the implementation of any action that arises from the external audits, the Regulation 17 Review and the Financial Systems Review.
8. Perform any other function conferred by another law.

The Audit Committee is not required to assist with the Budget Review. However, it may be prudent to do so.

Membership

- The committee will consist of all elected members of Council. However, a suitably qualified person from the community may be considered for membership. All members shall have full voting rights.
- The CEO and employees are not members of the committee.
- The CEO and senior staff attend meetings to provide advice and guidance to the committee.
- The CEO or Senior Officer takes minutes of the audit committee meetings. Agendas are prepared by the EA to CEO.
- The Independent (not Elected Member) Presiding Member and Deputy Presiding Member must be appointed in accordance with Local Government Amendment Act 2024 when it is enacted. In the meantime, the Presiding Member must be elected by Council by an absolute majority.

Meetings

The committee shall meet at least twice per annum, to consider the Compliance Annual Return, Audit Report, Annual Financial Report and Annual Report as required.

Additional meetings shall be convened at the discretion of the Presiding Member.

Reporting

Reports and recommendations of each committee meeting are required to be presented to the next ordinary meeting of the Council. If this is not possible, then the Presiding Member must agree to an alternative time and date for them to be presented.

Appendix 1 – Audit Regulations

Regulation 16

The specific powers of the Audit Committee under the Regulation 16 of the Audit Regulations are:

- a) guide and assist the local government in carrying out its functions:
 - i. under Part 6 (Financial Management) of the Act; and
 - ii. relating to other audits and other matters related to financial management;
- b) guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 (Audit) of the Act;
- c) review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to:
 - i. report to the council the results of that review; and
 - ii. give a copy of the CEO's report to the council;
- d) monitor and advise the CEO when the CEO is carrying out functions in relation to a review under
 - i. regulation 17(1); and
 - ii. the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- e) support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- f) oversee the implementation of any action that the local government:
 - i. is required to take by section 7.12A(3) of the Act; and
 - ii. has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a) of the Act; and
 - iii. has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - iv. has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- g) perform any other function conferred on the audit committee by these regulations or another written law.

Regulation 14 (3A)

A local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

Section 2 – Other Committees or Advisory Groups

2.1 Local Emergency Management Committee (LEMC)

Statutory context	<i>Emergency Management Act 2005</i> <i>Emergency Management Regulations 2006</i> State Emergency Management Directions Appendix 1 – Standard conditions for establishment of Council Committees
Council context	Appendix 1 – Standard conditions for establishment of Council Committees
History	Established Reviewed 21 November 2023
Establishment	
Objectives	To prepare and continuously monitor and review the Local Emergency Management arrangements for the Shire of Woodanilling. Noting that the Shire of Woodanilling arrangements is across the Shires of Katanning and Kent.

Legislated Emergency Management functions of local government

Under s.36 of the *Emergency Management Act 2005*, it is a function of a local government —

- a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- b) to manage recovery following an emergency affecting the community in its district; and
- c) to perform other functions given to the local government under this Act.

Aim of the Arrangements

The aim of the Local Emergency Management Arrangements (LEMA) is to describe the overall emergency management coordination arrangements within the Shire.

Purpose of the Arrangements

The purpose of these emergency management arrangements is to detail:

- a) the local governments' policies for emergency management;
- b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
- c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
- d) a description of emergencies that are likely to occur in the local government district;
- e) strategies and priorities for emergency management in the local government district;
- f) other matters about emergency management in the local government district prescribed by the regulations; and
- g) other matters about emergency management in the local government district the local governments consider appropriate". (s.41(2) of the *Emergency Management Act 2005*).

Membership

The Membership principally being the primary responders to any emergency. Others welcome to attend as observers and to participate with the consent of the presiding person.

2.2 Bush Fire Advisory Committee (BFAC)

Statutory context	Section 67 <i>Bush Fires Act 1954</i> Section 5.8 <i>Local Government Act 1995</i> Appendix 1 – Standard conditions for establishment of Council Committees
Council context	Appendix 1 – Standard conditions for establishment of Council Committees
History	Established Reviewed 21 November 2023
Establishment	

Objectives

To act in accordance with Section 67 of the *Bush Fires Act 1954* to make recommendations to Council regarding:

- Matters relating to the prevention, control and extinguishment of bush fires;
- The ensuring cooperation and coordination of Council's Bush Fire Brigades in their efforts and activities;
- Annual bush fire budget and any relevant financial matters;
- The general management of the bush fire organization;
- The planning, setting standards and works program for fire prevention within the Shire;
- The formation of bush fire brigades;
- Standards of equipment that should be provided and maintained under the control of the brigades;
- Distribution of fire fighting equipment and funding between brigades;
- Co-ordination of training within the brigades to ensure that the brigades can work together efficiently;
- Implementation of any fire prevention strategies; and
- Any other matter relating to bush fire control.

Definitions

Quorum

Minimum number of persons required to be present at a meeting before any transactions can take place.

Committee Meeting

Means a meeting of the Bush Fire Advisory Committee other than a Special Meeting or AGM.

Authority

The Bush Fire Advisory Committee is NOT empowered to:

- Enforce or prosecute in relation to fire control matters. Such transactions shall be the responsibility of the Council and/or its duly authorised officer.

The Committee shall remain responsible to the Shire Council:

- All recommendations of the Committee must be ratified by Council prior to any action being undertaken.

Structure & Format

The Committee shall consist of 12 members who are elected at the AGM and confirmed by Council:

- Chief Fire Control Officer
- Deputy Chief Fire Control Officer
- Two Senior Fire Control Officers
- One Fire Control Officers nominated by each Brigade
- The Community Emergency Services Manager

- One Council Representative
- Committee Executive Officer

Each Bushfire Brigade may submit the names of two members to sit on BFAC, however only one can vote.

The Community Emergency Services Manager and Council Representative are prohibited from accepting any official position on the Committee and have no voting rights.

The Shire shall provide an officer to serve as Executive Officer to the Committee.

The Committee Executive Officer is not entitled to vote.

Election of Members

Appointment of Senior Fire Control Officers

- The Committee Executive Officer shall receive nominations for the positions of Chief Fire Control Officer, Deputy Chief Fire Control Officer and the two Senior Fire Control Officers prior to the AGM.
- Nominations may be received at the Annual General Meeting where insufficient nominations are received.
- Elections for the above shall be held at the Annual General Meeting.
- The election shall be conducted in accordance with the *Local Government Act 1995*.

Appointment of Fire Control Officers

- Each Bush Fire Brigade is to nominate one officer for the position of Fire Control Officer; this nomination is to be submitted to the Shire of Woodanilling prior to the BFAC AGM.
- Final appointment to the above positions shall be made by the Shire Council.

Presiding Member & Deputy

- The Presiding Member shall be the Chief Bushfire Control Officer.
- The Deputy Presiding Member shall be the Deputy Chief Fire Control Officer. In the absence of the Presiding and Deputy Presiding Member an Acting Presiding Member shall be elected from the attending members.

Resignations

Committee members and officer bearers wishing to resign must do so in writing to the Presiding Member or the Committee's Executive Officer.

Meeting Frequency

- The Bush Fire Advisory Committee shall meet no less than twice each year to consider matters relating to bush fire prevention and control.
- An Annual General Meeting of the Committee shall be held prior to 30 April annually and shall be open to all Bush Fire Brigade members and each shall have equal voting rights.
- The Presiding Member, Council, or 10 or more Brigade members may call a Special General Meeting and such a meeting shall be open to all Bush Fire Brigade members and each member shall have equal voting rights.

Quorum

- The quorum for a Committee meeting shall be seven (5) Committee members.
- The quorum for the AGM shall be seven (5) registered bush fire brigade members.

Order of Meetings

Discussion at Committee meetings shall be controlled through an agenda. Any individual wishing a specific item to be included in the agenda should advise the Committee's Executive Officer prior to the meeting date.

2.3 Transport, Plant & Works Working Group (TPW)

1. Name:

The name of the Committee shall be the “Transport, Plant & Works Working Group”, appointed as an Advisory Committee to Council in accordance with the provisions of Section 5.8 of the *Local Government Act 1995*.

2. Objectives:

The committee is a formally appointed committee of Council and is responsible to that body. The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The committee does not have any management functions and cannot involve itself in the management process of the procedures.

The committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

3. Membership:

In terms of the *Local Government Act 1995*, part 5 division 2(2) on:

- 3.1. Council, by Absolute Majority, shall appoint a committee for a two year term, such committee to be appointed at the first full Council Meeting following biennial council elections.
- 3.2. The committee shall consist of 4 elected members.
- 3.3. Council appoints one elected member by absolute majority as the Presiding Member of the Transport, Plant & Works Committee for the term of the Council.
- 3.4. The CEO and employees are not voting members of the committee.
- 3.5. The CEO and/or their nominee is to attend all meetings to provide advice and guidance to the committee.
- 3.6. The Executive shall provide secretarial and administrative support to the committee.
- 3.7. Members shall act in accordance with Council’s Code of Conduct for Elected Members, Committee Members and Candidates.

4. Meetings:

- 4.1. The Committee shall meet a minimum of two times per year to achieve the functions of the Committee.
- 4.2. Additional meetings shall be convened at the discretion of the presiding member.
- 4.3. The quorum for a meeting of the Committee shall be at least 50% of the members of the committee.
- 4.4. The Committee is an advisory Committee and as such, all advice and actions that require significant commitment from the Shire of Woodanilling employee resources shall be presented as recommendations to Council for consideration.
- 4.5. A Shire of Woodanilling employee, not necessarily a committee member, shall be appointed by the Council CEO to prepare agendas and minutes on behalf of the Committee. Unconfirmed Minutes will be available for inspection within seven (7) working days. The agenda and the Minutes of the previous meeting shall be circulated to all Committee Members not later than 72 hours before each meeting.
- 4.6. The Council may adopt, amend, reject or refer back to the Committee on any recommendations arising from the Committee’s deliberations.
- 4.7. The Committee shall not direct Shire of Woodanilling employees.
- 4.8. Members wishing to address the Committee may do so in writing, providing information and proposals for consideration.

- 4.9. The Committee may call upon guests with specific expertise or as the need arises and invite them to attend meetings. Such persons shall not be entitled to vote on any decision arising from such meetings.
- 4.10. The Committee will be provided with a plant utilization report in the agreed format once per quarter.
- 4.11. All items of plant and equipment for replacement should be sought as per Council's Purchasing Policy.
- 4.12. The Committee will review the proposed Plant Replacement Program and Roads Assets and the relevant roads plans on an annual basis to support the Shire's Long Term Financial Plan, with a focus on the age, utilisation and operational effectiveness of the plant fleet and the current conditions of the roads hierarchy and infrastructure.

5. Delegation

- 5.1. The Committee is an advisory body to Council operating for the benefit of the community within these Terms of Reference. In the context of these Terms of Reference, the Committee shall be free to plan and promote the aforementioned functions as best as it sees fit.
- 5.2. The Committee has no delegated authority and all recommendations for decisions are made through the Committees Recommendations for Council to consider.
- 5.3. This Committee has a Governance relationship within the Shire and is not to instruct on operational and or regulatory matters.

6. Functions:

- 6.1. To ensure the Shire's Plant and equipment assets are managed with due regard to Council's key objectives and goals as specified in the Community Strategic Plan and strategies.
- 6.2. To develop and review asset management policies and plans to guide the acquisition, use and disposal of plant and equipment assets to make the most of their service delivery potential and manage the related risks and costs over their entire life.
- 6.3. To provide input into Council's budget forward planning through development of program covering heavy vehicle replacements, and relevant plant and equipment including (where relevant) identification of significant maintenance cost points.
- 6.4. To ensure the review progression of the road works program.
- 6.5. To ensure issues of concern to residents and users of the Shire's road network are discussed.
- 6.6. To provide feedback regarding road networks priorities for annual budget consideration.
- 6.7. To consider priorities for road networks consistent with Roads Asset Management Plan.
- 6.8. Investigate and report to Council on recommendations:
 - 6.8.1. Purchase and disposal of all trucks, graders, loaders, rollers and other like items of plant and equipment as adopted in the 10 Year Plant Replacement Program adopted with the Annual Budget of each year.
 - 6.8.2. Major maintenance expenditure on individual items of plant and equipment including hire equipment.
- 6.9. Partake in the Tender process for the discussion on specific specifications for plant and equipment to be purchased through a tender process. Including the assessment process and the recommendation to Council for consideration. (The details of the tender and procurement process is defined under the *Local Government Act 1995* and regulations and Council's current Purchasing Policy.)
- 6.10. To review the Infrastructure Works Program including:
 - 6.10.1. To review the Shire's Infrastructure Works Budget pertaining to roads, footpaths, culverts, drainage, parks and gardens.
 - 6.10.2. To meet on occasions to investigate and/or evaluate urgent road infrastructure issues.

- 6.10.3. To help define the annual bus run for all Elected Members to review the shires current infrastructure.
- 6.10.4. To review infrastructure grants associated with Regional Road Group, Roads to Recovery, other Federal or State funding associated with roads.

2.4 Community Development Working Group (CD)

Duties:

This committee will consider matters pertaining to the following and will report under these areas as defined in Part 5 of the Local Government Act 1995 and as per the Council Policy currently being developed:

- Infrastructure including existing buildings and facilities, housing and Cemetery
- Sport and Recreation Programs (excluding infrastructure)
- Health and Wellbeing
- Age Specific services and access including Seniors, Families, Youth and Children
- Disability Access and Inclusion
- Townscape including Signage
- Economic Development including Affordable housing, Tourism and Industrial/Private sector opportunities
- Heritage, Culture and the Arts
- Publications and Communications
- Community Events
- Essential services including Crime and Safety, Education, Health and Waste Disposal

1. Membership:

In terms of the *Local Government Act 1995*, part 5 division 2(2) on:

- 1.1. Council, by Absolute Majority, shall appoint a committee for a two year term, such committee to be appointed at the first full Council Meeting following biennial council elections.
- 1.2. The committee shall consist of 4 elected members.
- 1.3. Council appoints one elected member by absolute majority as the Presiding Member of the Community Development Working Group Committee for the term of the committee.
- 1.4. The CEO and employees are not voting members of the committee.
- 1.5. The CEO and/or their nominee is to attend all meetings to provide advice and guidance to the committee.
- 1.6. The Executive shall provide secretarial and administrative support to the committee.
- 1.7. Members shall act in accordance with Council's Code of Conduct for Elected Members, Committee Members and Candidates.

2. Meetings:

- 2.1. The Committee shall meet a minimum of two times per year to achieve the functions of the Committee.
- 2.2. Additional meetings shall be convened at the discretion of the presiding member.
- 2.3. The quorum for a meeting of the Committee shall be at least 50% of the members of the committee.
- 2.4. The Committee is an advisory Committee and as such, all advice and actions that require significant commitment from the Shire of Woodanilling employee resources shall be presented as recommendations to Council for consideration.
- 2.5. A Shire of Woodanilling employee, not necessarily a committee member, shall be appointed by the Council CEO to prepare agendas and minutes on behalf of the Committee. Unconfirmed Minutes will be available for inspection within seven (7) working days. The agenda and the Minutes of the previous meeting shall be circulated to all Committee Members not later than 72 hours before each meeting.
- 2.6. The Council may adopt, amend, reject or refer back to the Committee on any recommendations arising from the Committee's deliberations.
- 2.7. The Committee shall not direct Shire of Woodanilling employees.

- 2.8. Members wishing to address the Committee may do so in writing, providing information and proposals for consideration.
- 2.9. The Committee may call upon guests with specific expertise or as the need arises and invite them to attend meetings. Such persons shall not be entitled to vote on any decision arising from such meetings.

2.5 Great Southern Country Zone (GSCZ)

Policy and Advocacy Prioritisation Framework



This tool has been developed to assist the Great Southern Zone to determine the relative priority of a particular issue relative to existing policy and advocacy priorities.

The prioritisation framework does not remove the need for judgements to be made and is intended to *guide*, not replace, decision-making.

Impact on Local Government Sector Impact on Local Government sector without intervention	High	Medium	Low
Reach Number of member Local Governments affected	Sector-wide	Significant (multiple regions, Zones, or bands)	Few
Influence Capacity to influence decision makers	High	Medium	Low
Principles Alignment to core principles such as autonomy, funding, general competence	Strong	Partial	Peripheral
Clarity Policy change needed is clear and well-defined	Clear	Partial	Unclear
Decision-maker support Level of support among decision-makers (political and administrative)	High	Medium	Low
Public support Level of support among the public or other stakeholders	High	Medium	Low
Positive consequences for WALGA Zone Prospect of positive consequences for WALGA zone. E.g. enhanced standing among members or leverage for other issues.	High	Medium	Low
Negative consequences for WALGA Zone Prospect of negative consequences for WALGA zone for not undertaking the advocacy effort. E.g. diminished standing among members or other stakeholders.	High	Medium	Low
Partnerships Potential for partnerships with other stakeholders	Yes (3+)	Possibly (1-2)	No (0)

Using this tool:

- If the majority of the factors are towards the left column, the issue is a high priority
- If the majority of the factors are towards the middle, the issue requires action, but is not a high priority
- If the majority of the factors are towards the right column, the issue is a low priority

Following prioritisation, an appropriate and proportionate policy and advocacy approach can be determined.

Endorsed by GSCZ Feb 2022

2.6 Great Southern Regional Road Group (GSRRG)

BACKGROUND OF REGIONAL ROAD GROUPS

The Regional Road Groups are operating under the delegated authority of the State Advisory Committee (SAC).

The Regional Road Groups make recommendations to the State Roads Funds to Local Government Advisory Committee (SAC) in relation to the Annual Local Government Roads Program for their region and any other relevant issues. This may include advice in relation to State Black Spot programs, amendments to Regional Strategies for Significant Local Roads (formerly referred to as Roads 2030 Strategy), the Functional Road Hierarchy and five (5) year works projections.

The establishment of Regional Road Groups (RRGs) is to recommend Local Government road funding priorities to SAC and to monitor the implementation of the Local Government program in their own regions. A Local Government elected representative will chair each Regional Road Group meeting. Main Roads will provide technical and administrative support. In some regions to assist the Regional Road Groups with management and consideration of local roads issues, Sub Groups are formed.

Figure 1 shows the management structure in place for the distribution of State road funds to Local Government.

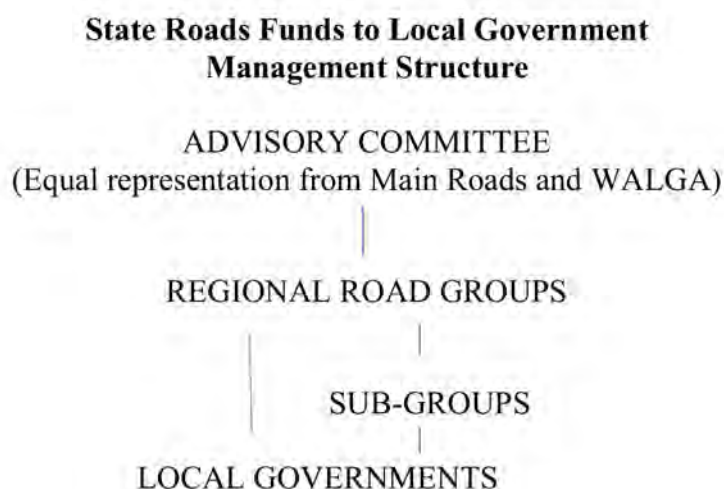


Table 1 below details Sub-Group membership.

TABLE 1 – RRG SUB-GROUPS

Sub- Group	Member Local Authorities	
COASTAL	Albany Plantagenet	Denmark Cranbrook
EAST	Gnowangerup Kent	Jerramungup Ravensthorpe
WEST	Broomehill/ Tambellup Katanning	Kojonup Woodanilling

1. REPRESENTATION AND ELECTION OF OFFICE BEARERS

1.1 Regional Road Group Representation

- The GSRRG comprises twelve (12) elected local government councillors representing each of the Local Governments.
- The voting rights of GSRRG elected Local Government members is not transferable to non-elected persons.
- Elected members must vote on all motions at GSRRG Meetings with **no** provision for abstaining.
- The GSRRG comprises twelve (12) elected members.
 - Four (4) Elected members representing the Coastal Sub Group
 - Four (4) Elected members representing the Agricultural East Sub Group
 - Four (4) Elected members representing the Agricultural West Sub Group
- Only elected Council Representatives are eligible for election as GSRRG Elected Delegates.

2.7 4WDL VROC (4WDL)

Local Governments	Shire of Woodanilling
	Shire of Wagin
	Shire of West Arthur
	Shire of Williams
	Shire of Dumbleyung
	Shire of Lake Grace

Vision

To be an alliance that is proactive and responsive to the changing environment whilst valuing and enhancing local communities

Mission

- To position 4WDL as a viable, political, social and economic region
- To enhance service delivery and infrastructure for our collective and individual communities
- To achieve a sustainable, cost effective model for the sharing of resources

Objectives

- To share opportunities, resources and intellectual property to reduce any duplication and increase the outcomes of the opportunities identified.
- To improve asset management and gain better utilisation of assets.
- To adopt a region wide focus and demonstrate this by including regional strategies in the individual Shire strategic planning process.
- To establish and maintain effective communication and consultative mechanisms between the Shires of Dumbleyung, Wagin, West Arthur, Williams Woodanilling and Lake Grace and their communities, on policy, processes and important issues.
- To share skills and knowledge of staff through networking and learning opportunities.
- To actively engage in communication exercises with various levels of government and politicians concerning regional issues.
- To explore, embrace and support opportunities for Economic Development in the 4WDL VROC region.

Focus Areas

- | | |
|------------------|---------------------------|
| ➤ Communications | ➤ Health |
| ➤ Water Security | ➤ Biosecurity |
| ➤ Housing | ➤ Home and Community Care |
| ➤ Tourism | ➤ Shared Services |

Priority Focus Areas

Four Strategic Focus Areas were identified as having the greatest impact/community benefit and urgency:

1. Communications
2. Water Security
3. Housing
4. Tourism (priority accelerated from Low to High)

2.8 Great Southern Regional Recreation Advisory Group (GSRRAG)

The Great Southern Regional Sport and Recreation Plan

The Great Southern Region (GSR) consists of 11 local governments (LGs), comprising of the City of Albany and the shires of Broomehill-Tambellup, Cranbrook, Denmark, Gnowangerup, Jerramungup, Katanning, Kent, Kojonup, Plantagenet and Woodanilling. It covers an area of 39,007 square kilometres (1.5% of WA's land area and a population estimated at 54,000. The City of Albany is the regions administrative centre providing a range of medical, educational, communications and commercial services with a population estimated in 2016 at 37,399.

Each local government has developed a variety of facility plans related to sport and recreation infrastructure development. Many of these plans were developed prior to the development of the Department of Regional Development strategic planning processes, but all influence each local government's integrated planning and reporting framework for establishing local priorities.

The GSR Regional Sport and Recreation Facilities Plan has been developed to consolidate priorities for resourcing and investing in sport and recreation infrastructure and to provide a high-level planning tool for each of the partnering local governments.



Figure 1: Great Southern Regional Area (Source: GSDC)

This plan has been developed having regard to emerging needs and trends and relative priorities for each local government and the region as a whole.

As a strategic document the recommendations contain a number of areas where further research will be required and a series of recommendations which challenge the traditional way of providing services to meet the needs of the resident population of the GSR. The plan identifies future sport and recreation requirements through to 2036 in respect of both regional level infrastructure and services and the priorities for the development of localised infrastructure which supports the development of sport and recreation at the regional level. This process also highlights the issues associated with future viability and potential implications related to the co-location of infrastructure and potential land acquisition issues.

Key Strategic Alignments

The key planning documentation identifies a number of key themes which are consistent across LG boundaries. Whilst there are differences with respect to facilities and services provided within a LG, this is mainly due to the extent of resources on hand and the impact of the current resident population.

Sport and recreation infrastructure has a key role to play on a number of fronts:

- The most critical are in relation to the diversification opportunities in the service economy and the growth of tourism.
- The level of sport and recreation provision has a direct correlation to retaining and growing the resident population within the Great Southern.
- Access to high quality social infrastructure is consistently highlighted as an area which existing residents and future migrants actively seek out when deciding to reside in an area.
- Within the more remote and relatively low populated areas, the role sport and recreation facilities perform is as a social conduit where the community can meet and socialise.
- Within the larger populated areas, in addition to the social integration role, they also provide opportunities for competition and developmental pathways for athletes wishing to perform at the highest level.

An ongoing consideration which is required to be addressed is the level of funding which needs to be set aside to manage, maintain and upgrade/replace existing facilities and develop new infrastructure which meets the emerging needs of the resident population. This has to be managed within decreasing budget margins by smaller LG's as a result of a gradually decreasing population base. In growth areas, sport and recreation infrastructure competes with other statutory services and must make the case for continued investment. The future management and investment of the infrastructure lies within the capacity and capability of the local population and volunteer network to invest time and financial resources into the sport and recreation infrastructure. This will also require a greater strategic investment from SSA's who have traditionally focused on Metropolitan Perth.

2.9 Great Southern Treasures (GST)

BACKGROUND

- A. Each of the Member Councils are local government authorities established under the Local Government Act 1995.
- B. The Member Councils desire to formalise their agreement and understanding in relation to Great Southern Treasures and have agreed to enter into this Memorandum of Understanding in this regard. However, the Member Councils agree that this Memorandum shall not create any legal obligations and whilst recognising that there are no enforceable obligations between them, the Member Councils agree to perform their obligations pursuant to this Memorandum in good faith and to the best of their abilities.
- C. The purpose of this Memorandum of Understanding is to affirm the partnership and collaboration of the local governments and to further the shared aims as below. The purpose for which the Scheme is established is to provide a means for the Participants, through voluntary participation and the integration and sharing of resources:
 - 1. To maximise the economic return from tourists and visitors to the participant local governments
 - 2. To promote and develop the tourism assets of the participant local governments
 - 3. To cooperate and take an active interest in tourism matters affecting the participant communities
 - 4. Nurture industry partners and key stakeholders within the local, regional, state and national tourism industry
- E. The values of the member councils guiding participation in this memorandum of understanding are that they are:
 - 1. Working together to be a preferred regional destination
 - 2. Shared benefits
 - 3. Championing each other's tourism assets

2.10 Wagin Woodanilling Landcare Zone Incorporated (WWLZ)

Objective	To foster the culture of community ownership and commitment to innovative and sustainable management and development of the environmental resources in the Wagin Woodanilling Landcare Zone, to improve the quality of life for current and future generations of the landcare zone community.
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2.11 Woodanilling Sport & Recreation Association (WSRA)

Objects of Association

3 The objects of the Association are-

- (1) To promote and foster sports and recreation of any kind and code in Woodanilling.
- (2) Provide communication between the sports and recreation community and the Shire of Woodanilling.
- (3) The property and income of the Association shall be applied solely towards the promotion of the objects of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members, except in good faith in the promotion of those objects.

2.12 Development Assessment Plans – Local Government (DAP)

Objective	As a key component of planning reform in Western Australia, Development Assessment Panels (DAPs) are intended to enhance planning expertise in decision making by improving the balance between technical advice and local knowledge
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