



SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL Unconfirmed Minutes 21 October 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

CONTENTS

1. OFFICIAL OPENING	3
2. DECLARATION OF PURPOSE OF MEETING	3
3. SWEARING IN OF COUNCILLORS	3
4. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	3
5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS	3
5.1. DISCLOSURE OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A	3
5.2. DISCLOSURE OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B	3
5.3. DISCLOSURE OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C	4
6. ELECTION OF SHIRE PRESIDENT AND DEPUTY SHIRE PRESIDENT	4
6.1. ELECTION OF SHIRE PRESIDENT	4
6.2. ELECTION OF DEPUTY SHIRE PRESIDENT	5
6.3. ALLOCATION OF SEATING ARRANGEMENT	6
7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	6
8. PUBLIC QUESTION TIME	6
9. PETITIONS / DEPUTATIONS / PRESENTATIONS	7
9.1. PRESENTATION – BEYOND NOW WOODANILLING ASSOCIATION	7
PRESENTATION BY THE BEYOND NOW WOODANILLING ASSOCIATION ON THE ESTABLISHMENT OF THE GROUP, ITS OBJECTIVES, AND VISION.	7
10.APPLICATIONS FOR LEAVE OF ABSENCE	11
11.ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION	11
12.CONFIRMATION OF COUNCIL MEETING MINUTES:	11
12.1. ORDINARY MEETING OF COUNCIL HELD 16 SEPTEMBER 2025	11
13.CONFIRMATION OF OTHER MEETING MINUTES:	11
13.1. GREAT SOUTHERN SPORT AND RECREATION GROUP MEETING HELD AUGUST 2025	11
13.2. STATE COUNCIL MEETING HELD 5 SEPTEMBER 2025	12
13.3. LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 18 SEPTEMBER 2025	12
13.4. WALGA ANNUAL GENERAL MEETING HELD 23 SEPTEMBER 2025	12
14.REPORTS OF OFFICERS	12
15.REGULATORY SERVICES	14
15.1. PROPOSED TELECOMMUNICATIONS INFRASTRUCTURE – LOT 3964 (NO. 194) SAND PLAIN ROAD, GLENCOE	14
16.INFRASTRUCTURE SERVICES	18
17.CORPORATE SERVICES	19
17.1. LIST OF ACCOUNTS FOR PAYMENT – 30 SEPTEMBER 2025	19
17.2. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2025	22
18.COMMUNITY SERVICES	24
19.OFFICE OF CEO	25
19.1. COUNCIL AND EXTERNAL COMMITTEES OCTOBER 2025	25

20. CONFIDENTIAL REPORTS	30
21. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	30
22. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL	30
23. CLOSURE OF MEETING	30

ORDINARY MEETING OF COUNCIL MINUTES

1. OFFICIAL OPENING

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

2. DECLARATION OF PURPOSE OF MEETING

The purpose of this meeting is to

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

3. SWEARING IN OF COUNCILLORS

Councillors-elect declared an Oath of Office in the presence of Mr Ray Baxter, JP:

Councillor Russel Thomson

Councillor Sally Vermeulen

Councillor Morris Trimming

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

Cr HR Thomson	Shire President
Cr S Vermeulen	Deputy Shire President
Cr R Marshall	
Cr I Garstone	
Cr K Stephens	
Cr M Trimming	

Officers:

Anika Serer	Chief Executive Officer
Ciara Whitmore	Customer Service Officer
Mr Ray Baxter	Justice of the Peace

Leave of Absence:

Nil

Apologies:

Nil

Observers:

Greg Smith
Dale Doulgas
Lesley Trimming
Brooke Moulden
Nick Moulden
Cathi Bessel-Browne

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

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

Nil.

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

Nil.

5.3. DISCLOSURE OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C

Nil.

6. ELECTION OF SHIRE PRESIDENT AND DEPUTY SHIRE PRESIDENT

6.1. ELECTION OF SHIRE PRESIDENT

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

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

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

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

NOMINATIONS

One nomination was received for the position of Shire President and was received in writing by the Chief Executive Officer. The Chief Executive Officer called for further nominations and allowed sufficient time for further nominations. No nominations were received at the meeting.

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

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

OATHS, AFFIRMATIONS AND DECLARATIONS

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

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

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

Councillor Thomson assumed the chair as the Presiding Member.

6.2. ELECTION OF DEPUTY SHIRE PRESIDENT

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

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

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

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

NOMINATIONS

One nomination was received for the position of Deputy Shire President and was received in writing by the Chief Executive Officer. The Shire President called for further nominations and allowed sufficient time for further nominations. No nominations were received at the meeting.

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

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

OATHS, AFFIRMATIONS AND DECLARATIONS

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

I, Sally Anne Vermeulen of 595 Queerearrup Road, Wedgecarrup having been elected to the office of Deputy President of the Shire of Woodanilling declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the code of conduct adopted by the Shire of Woodanilling under section 5.104 of the Local Government Act 1995.

6.3. ALLOCATION OF SEATING ARRANGEMENT

Seating Positions in Council Chambers

The seating allocation for the next two years, expiring at the Local Government Elections in 2027 is as follows:

WINDOWS

COUNCILLOR 1 Kahlia Stephens	CEO
COUNCILLOR 2 Rodney Marshall	SHIRE PRESIDENT
COUNCILLOR 3 Ian Garstone	DEPUTY SHIRE PRESIDENT
COUNCILLOR 4 Morris Trimming	EMI

Front Door

Kitchen

Door

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

8. PUBLIC QUESTION TIME

Thank you, Council, for allowing me to do a question. Congratulations, Russell. I'm sure that the Shire will prosper under your leadership.

At a previous meeting that I attended here—and I'm leading up to a question—I noticed that there was a failure to declare an interest, namely a financial interest.

At that meeting, only one Councillor declared an interest

Now, there are a few options to declare an interest: you can write a note to the CEO, you can do it at the meeting, or immediately before the discussion. None of that was done.

I do believe that a declaration of interest was made afterwards, but certain factors taken into account will lead me up to—and then I'll get to the question.

If you have a family member that has an interest, if you have a financial interest, or people who you are closely associated with have an interest in a subject—according to, who is it? Local Government Act 1995—that should be declared.

Now, the problem is, failure to do so requires a mandatory reporting to the Crime and Corruption Misconduct—the CCC—actually under the Crime and Corruption Misconduct Act of 2003.

So, at that meeting, Dale Douglas failed to declare an interest. Only one person declared an interest, and people he is closely associated with—that would be the other six people—for the consortium for buying that pub. Dale and six others, one being, well, I suppose you could call a family member.

And so, with all that taken into account, my question is to the CEO:

Has it been reported to the CCC??

Cr Russel Thompson

Cr Thompson advised that the question would be taken on notice, review the meeting records, and respond accordingly.

9. PETITIONS / DEPUTATIONS / PRESENTATIONS

9.1. PRESENTATION – BEYOND NOW WOODANILLING ASSOCIATION

Presentation by Beyond Now Woodanilling Association, Presented by Cathi Bessel-Browne.

Cathi Bessel-Browne presented to Council on behalf of the Beyond Now Woodanilling Association regarding the formation, objectives and vision of the group.

The full text of the presentation, as provided by the presenter and read aloud at the meeting, is recorded below:

Good afternoon, Councillors and CEO.

My name's Cathi Bessell-Browne and I speak today on behalf of the Beyond Now Woodanilling Association - a new, incorporated, community-led body that includes representatives from the Primary School P&C, Playgroup, Men's Shed, CWA, Katanning Art & Crafts Society.

I thank you for the invite to speak today and start by offering our congratulations to Crs Thomson, Vermeulen and Trimming on election to Council.

The motivation behind creating Beyond Now is simple: to enable collaboration for the co-design solutions that embrace opportunity to the many challenges Woodanilling faces.

To design effective solutions, it's necessary to firstly define what it is you're trying to solve.

Consultation with community began 4-months ago. With one-on-one conversations we sought to understand what our community perceives to be the challenges and gauge appetite for change.

We also spoke with many beyond our shire boundaries to learn outside perceptions of Woodanilling. We invited honesty – and that was sometimes confronting.

We love Woodanilling - and what we learned was deeply worrying.

We identified many strong themes during this outreach. I share them not as criticisms – but the shared reality many of us are experiencing.

Some challenges are shared with other small rural towns:

Our near complete local economic reliance on agriculture – an industry facing pressures to decarbonise and adapt to climate change. With ongoing farm consolidation resulting in fewer local jobs and a decreasing population outside our town centre. Without complementary sectors like tourism and short-stay accommodation, our town's economy will increasingly be exposed to volatility. Shocks will hit harder, and recovery be slower.

The many retirees choosing to call Woodanilling home, coupled with continued outward migration of families and youth, has raised our median age and it's being felt by all. As one of our wonderful retirees bluntly quipped: "the town is geriatric - we need more families and young people".

Our primary school enrolments have fallen to just 5 students.

With investment activity concentrating in neighbouring centres - Katanning's mine and industrial growth, along with large-scale renewable energy infrastructure projects in Wagin, West Arthur, Williams and Narrogin, a corridor of economic development is forming that we're not part of. Travellers and workers pass by - they don't stop or settle.

This is escalating the risk of Woodanilling being sidelined in funding and services. Competing industries in nearby towns with higher liveability will make it increasingly difficult for our local farmers to attract and retain workers.

Our local social infrastructure has not kept pace with need or preference.

For at least the 20 years I've been in Woodanilling, we've known our lack of youth infrastructure was working against the need to attract and retain families and young people. In combination with population ageing, there's been steady erosion of our sports teams, community groups and volunteer pool.

Hockey and short-mat bowls are the only two remaining sport groups, and though we punch above our weight with the artists and makers in our community, we only have a single annual art exhibition to capitalise on this and no local social infrastructure to support development of this community component.

The overwhelmingly majority of our school-aged children commute to Katanning for school and sport, and our limited youth amenities mean there's little to bring them back into town after hours or on weekends. Several of our young people said they don't invite their school friends to visit them because there's nothing to do in Woodanilling.

Our recent wholehearted focus on the closure of our Tavern, has perhaps been an example of not seeing the forest for the trees. The increasing difficulties the Tavern faced each time it needed new owners, and its eventual closure, are a symptom – not a cause of challenge.

For generations pubs have the cultural centre of rural social life – however with each new generation, how we socialise has evolved. Recent research has highlighted this is part of an Australia-wide generational trend away from alcohol - with Gen Y now up to 20 times more likely than Baby Boomers to not drink alcohol at all.

While this trend may be Australia-wide – its impact has been severe in small rural towns where there's little alternative social infrastructure.

From a tourism perspective, parents in 2025 are looking for destinations capable of providing wholesome simultaneous enrichment to them and their kids.

Our Tavern is loved by all, and remains a part of local history and culture; however, both the Tavern and our town, will continue to struggle for viability unless we look beyond the single-social-hub approach and expand choice to meet modern family preferences and societal trends - providing uplift to local liveability and diversifying our economy beyond agriculture with family-focused tourism.

By making a concerted effort to evolve what we offer socially and recreationally to locals and visitors, we can create an economic environment that provides entrepreneurial opportunity. Together with surrounding towns, it's crucial for the vibrancy of our region that there be opportunities for our young people not taking on a farm or with dreams of a career outside agriculture and industry.

Woodanilling also faces a unique combination of challenges related to its location, community dynamics and history.

Our town being located off the main highway is broadly viewed as being a positive in some ways, but a serious challenge in others. To draw the necessary visitors to stimulate our town economy the quality of amenities required is that much higher than perhaps needed by towns situated directly on the highway.

Our town doesn't spark curiosity from the highway, nor does the road in look inviting. Without services or industry, our town has barely any organic pull.

Being located only 15 minutes from Katanning is seen as a positive, however movement between our two communities largely flows one direction, even when the Tavern was in full swing. There is broad concern about a lack of service outreach from Katanning, particularly amongst our retirees and carers - that some of our most vulnerable community members have difficulty accessing support and have been known to fall through the cracks. It continues to be hit and miss for new mothers in Woodanilling to receive comprehensive early childhood support, with many missing out on being included in a Mother's Group.

It's broadly felt that community cohesion is poor.

That not all voices are valued or considered, and that some loud and confident voices are dominating the shaping of our town, inadvertently resulting in others feeling disempowered, excluded, like their needs don't matter and that opportunities are being missed.

While there are a couple of tight-knit social groups, outside of these, most are feeling a level of loneliness disproportionate to location.

There's clear divide between the town's people and farmers, with a perception the latter only care about roads and the pub, and that the farmer voice has more influence in town than those who live there.

The irony me - a farmer - relaying this to you is not lost on me.

Long-time locals are perceived as wanting town to return to the way it was 25 years ago - resistant to evolution to allow our town to reflect today's community. 25-year-old answers are rarely solutions for today's challenges - a barrier to town revitalisation and newer residents feeling welcome and like they belong.

Locally, Woodanilling was already experiencing rates of anxiety and depression 32.8% higher than Katanning, and 33.6% higher than Wagin back in 2021. In the time since, we've lost even more social infrastructure, so those rates are likely now higher.

If we don't act now - risks compound and an irreversible slide that's no one's fault will likely occur - an outcome of inertia.

Beyond Now chooses to view these challenges as a call to action. For bold ideas and practical solutions. To embrace creative thinking, decisive action, and working together. To revitalise Woodanilling, secure its long-term future, and build a thriving, connected community for generations to come.

Change is inevitable – transition is a choice.

Our concept is to position Woodanilling as a distinctive rural destination. A multi-generational outdoor recreation and cultural hub offering active outdoor adventure, nature immersion, arts and culture experiences, and relaxed community events.

Our local goals are to:

- Attract and retain families by creating a town where people want to live, work, and thrive.
- Support local businesses particularly in agriculture by improving liveability, worker retention and economic diversification.
- Provide high-quality recreation, cultural, and social infrastructure that draws visitors and fosters community pride.
- Offer meaningful youth engagement, outdoor activity, and healthy lifestyle opportunities.

Our regional goals are to:

- Transition Woodanilling from a “competing satellite town” to a complementary partner in regional development.
- Support regional population growth by attracting families to both the town and the broader area—permanent settlement vs drive-in drive-out industry.
- Significant uplift to upper Great Southern and lower Wheatbelt regional liveability with accessible, high-impact recreation and cultural experiences.
- Enhance the Great Southern Highway's appeal as a scenic and engaging Perth-Albany travel route.

We strongly believe transforming Woodanilling into a vibrant outdoor recreation and cultural hub would be an effective strategic investment in economic resilience and community wellbeing.

Our proposal is to activate the former Golf Reserve and surrounding assets into a Multi-Generational Outdoor Recreation & Cultural Hub - Where adventure meets art, where nature hosts culture, and where Woodanilling becomes a “must-stop” destination for travellers and locals alike.

Our proposed development includes:

- A licensed dining venue adjoining an art gallery and creative's studio space. This would overlook
- An outdoor event space. And be surrounded by
- A large mountain bike pump track with challenge jumps,
- Art walking trails featuring murals and sculptures,
- A nature play area, and
- A redesigned 9-hole par 3 golf course.

This mix of attractions would make Woodanilling a unique "Small Town - Big Outdoors" destination - stimulating tourism, sparking new business ventures, re-engaging residents, and building a stronger, more connected community.

This project is not just a stand-alone attraction. It's designed to position Woodanilling as an essential regional partner rather than competitor by linking into the cultural, recreational, and tourism fabric of the entire Great Southern region, amplifying visitor numbers, extending stays, and creating cross-town economic benefits.

We envision long-term sustainability of the development being funded by a diversified income mix from events, recreation, hospitality, and tourism packages- plus ongoing grant leverage.

We're eager to take the first steps towards this vision.

We'd like to activate the former golf clubhouse as a Friday Night Social Hub- a friendly, welcoming spot for the community to gather, enjoy, engage in casual recreational activities such as golf, backyard cricket, and other family-friendly games, and help shape our precinct's future. A Friday night out could help make this vision a reality.

We'd like to use this social Friday Night to display early concept ideas, invite feedback, and raise seed funds to kickstart the project.

What we ask of council is the following:

1. In-principal partnership to work together on the Beyond Now Outdoor Recreation & Cultural Hub concept at the Golf Reserve (Public Recreation Reserve 11066).
2. Permission to activate the former gold clubhouse and reserve as a Friday Night Social Hub (subject to insurance requirements being met) while we work with the Shire to progress a longer-term lease of the Reserve.
3. Support to seek a change of reserve purpose/use to include "Recreation and Culture" or "Regional Open Space" to enable gallery, cultural and event use.
4. To join with us to create an informal working group consisting of 2 Councillors, CEO (or her designate), and 3 Beyond Now Woodanilling Representatives to steer community consultation, further development of our concept design brief and collaborate for funding bids.

Woodanilling's story isn't written for us. We get to write it together. If we move early, with care and collaboration, we can restore our social heart, keep our kids and grandkids engaged, and give travellers a real reason to stop, spend and tell others.

Beyond Now is ready to partner respectfully, transparently and sincerely with Council, and we thank you for considering our proposal.

Cr Russel Thompson thanked Cathi for her presentation and commended her for bringing the initiative forward. He noted that, as it is a newly elected Council, members would require some time to consider the information presented and reflect on the Association's vision

10. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

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

The Shire President, Cr Russel Thompson, provided a brief update on the recent Local Government Conference. He reported that discussions included positive developments around rural medicine, with funding support expected to increase. Cr Thompson noted that the future appears promising, with indications of more assistance being made available for rural medical services.

He also acknowledged the growing adoption of electronic attendance options within local government meetings.

12. CONFIRMATION OF COUNCIL MEETING MINUTES:

12.1.ORDINARY MEETING OF COUNCIL HELD 16 SEPTEMBER 2025

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

COUNCIL RESOLUTION – 12.1. ORDINARY MEETING OF COUNCIL HELD 16 SEPTEMBER 2025 (OCM 461/10/2025)

Moved: Cr Marshall

Seconded: Cr Garstone

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

13. CONFIRMATION OF OTHER MEETING MINUTES:

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

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

COUNCIL RESOLUTION – 13.1. GREAT SOUTHERN SPORT AND RECREATION GROUP MEETING HELD AUGUST 2025 (OCM 462/10/2025)

Moved: Cr Marshall

Seconded: Cr Stephens

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

13.2. STATE COUNCIL MEETING HELD 5 SEPTEMBER 2025

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

COUNCIL RESOLUTION – 13.2. STATE COUNCIL MEETING HELD 5 SEPTEMBER 2025 (OCM 463/10/2025)

Moved: Cr Marshall

Seconded: Cr Stephens

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

13.3. LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 18 SEPTEMBER 2025

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

COUNCIL RESOLUTION – 13.3. LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 18 SEPTEMBER 2025 (OCM 464/10/2025)

Moved: Cr Garstone

Seconded: Cr Vermeulen

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

13.4. WALGA ANNUAL GENERAL MEETING HELD 23 SEPTEMBER 2025

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

COUNCIL RESOLUTION – 13.4. WALGA ANNUAL GENERAL MEETING HELD 23 SEPTEMBER 2025 (OCM 465/10/2025)

Moved: Cr Stephens

Seconded: Cr Garstone

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

14. REPORTS OF OFFICERS

Nil.

15. REGULATORY SERVICES

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

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

BRIEF SUMMARY

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

BACKGROUND

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

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

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

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

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

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

The Scheme sets out the following definition:

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

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

COMMENT

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

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

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

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

STATUTORY/LEGAL IMPLICATIONS

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

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The applicant has paid the Development Application fee.

STRATEGIC IMPLICATIONS

Enhanced communications is critical to the district.

CONSULTATION/COMMUNICATION

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

RISK MANAGEMENT

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

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

Advice Notes:

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

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

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

COUNCIL RESOLUTION – 15.1. PROPOSED TELECOMMUNICATIONS INFRASTRUCTURE – LOT 3964 (NO. 194) SAND PLAIN ROAD, GLENCOE (OCM 466/10/2025)

Moved: Cr Vermeulen

Seconded: Cr Marshall

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

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

Advice Notes:

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

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

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

16. INFRASTRUCTURE SERVICES

Nil.

17. CORPORATE SERVICES

17.1.LIST OF ACCOUNTS FOR PAYMENT – 30 SEPTEMBER 2025

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

BRIEF SUMMARY

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

BACKGROUND/COMMENT

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

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

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

Payments up to 30 September 2025

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

STATUTORY/LEGAL IMPLICATIONS

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

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

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

- (a) the payee's name; and
- (b) the amount of the payment; and

- (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
- (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction;*
 - and*
 - (b) *the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

THEME 3

Governance

OBJECTIVES

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

STRATEGIES

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

CONSULTATION/COMMUNICATION

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

RISK MANAGEMENT

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

COUNCIL RESOLUTION – 17.1. LIST OF ACCOUNTS FOR PAYMENT – 30 SEPTEMBER 2025 (OCM 467/10/2025)

Moved: Cr Garstone

Seconded: Cr Stephens

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

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

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

BRIEF SUMMARY

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

BACKGROUND/COMMENT

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

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

STATUTORY/LEGAL IMPLICATIONS

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

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

POLICY IMPLICATIONS

There is no Council Policy relevant to this item.

FINANCIAL IMPLICATIONS

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

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

STRATEGIC IMPLICATIONS

THEME 3

Governance

OBJECTIVES

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

STRATEGIES

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

CONSULTATION/COMMUNICATION

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

RISK MANAGEMENT

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

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

COUNCIL RESOLUTION – 17.2. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2025 (OCM 468/10/2025)

Moved: Cr Marshall

Seconded: Cr Garstone

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

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming

Against: Nil

18. COMMUNITY SERVICES

19. OFFICE OF CEO

19.1.COUNCIL AND EXTERNAL COMMITTEES OCTOBER 2025

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

BRIEF SUMMARY

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

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

BACKGROUND/COMMENT

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

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

Standing Committees of Council:

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

Other Committees/Advisory Groups/Working Groups:

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

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

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

STATUTORY/LEGAL IMPLICATIONS

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

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

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

POLICY IMPLICATIONS

There is no Council Policy relevant to this item.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Community Plan Pillar 3

Civic Leadership

- Good Governance
- Leadership Development
- Strategic Planning and Accountability

CONSULTATION/COMMUNICATION

No consultation has occurred for this item.

RISK MANAGEMENT

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

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

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

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

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

Standing Committees of Council:

Audit, Risk and Improvement Committee	Presiding Member Cr Thomson All Councillors
---------------------------------------	--

Other Committees/Advisory Groups/Working Groups:

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

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

COUNCIL RESOLUTION – 19.1. COUNCIL AND EXTERNAL COMMITTEES OCTOBER 2025 (OCM 469/10/2025)

Moved: Cr Stephens

Seconded: Cr Garstone

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

Standing Committees of Council:

Audit, Risk and Improvement Committee	Presiding Member Cr Thomson All Councillors
---------------------------------------	--

Other Committees/Advisory Groups/Working Groups:

Committee	Meeting Schedule	Delegate 1	Delegate 2	Proxy
Transport, Plant & Works	Twice per year	Cr Thomson (Chair)	Cr Marshall Cr Garstone Cr Trimming	As required
Community Development	Twice per year	Cr Vermeulen (Chair)	Cr Stephens Cr Marshall Cr Trimming	As required
GS Zone (WALGA)	Quarterly	Cr Thomson	Cr Vermeulen	Cr Stephens CEO

Great Southern Regional Road Group	Twice per year	Cr Thomson	Cr Trimming	Cr Thomson (Subgroup)
4WDL VROC	Quarterly	Cr Thomson	Cr Stephens	
Great Southern Regional Recreation Advisory Group	Quarterly	Cr Vermeulen		Cr Garstone
Great Southern Treasures	Quarterly	Cr Trimming		Cr Stephens
Local Emergency Management Committee	Quarterly	Cr Marshall		Cr Garstone
Woodanilling Bush Fire Advisory Committee	Twice per year	Cr Garstone		Cr Vermeulen
Wagin Woodanilling Landcare Zone	Quarterly	Cr Garstone	Community Member – Annabel Pauley	Cr Vermeulen
Woodanilling Sports & Recreation Centre	As required	Cr Marshall (Observer)		
Development Assessment Panel	As required	Cr Thomson Cr Marshall	Cr Vermeulen Cr Garstone	
Great Southern VROC (GSVROC)	Quarterly	Cr Vermeulen		Cr Stephens Cr Marshall

CARRIED 6/0

For: Cr Thomson, Cr Vermeulen, Cr Stephens, Cr Marshall, Cr Garstone, Cr Trimming
Against: Nil

20. CONFIDENTIAL REPORTS

Nil.

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

Nil.

22. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL

Nil.

23. CLOSURE OF MEETING

There being no further business the President declared the meeting closed at 4.48pm.

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

Presiding Member –

.....

Date.....