



SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL Agenda 19 May 2026

Dear Elected Member

The next Ordinary Meeting of Council of the Shire of Woodanilling will be held on 19 May 2026 in the Council Chambers, 3316 Robinson Road, Woodanilling commencing at 5.00p.m.

**ANIKA SERER
CHIEF EXECUTIVE OFFICER**

Disclaimer

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

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

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ORDINARY MEETING OF COUNCIL AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS`

Recording of Meeting In accordance with the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996*, Members of Council and members of the gallery are advised that this meeting will be audio recorded. The recording will be made publicly available on the Shire of Woodanilling website within 14 days of the meeting taking place.

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 S Vermeulen	Deputy Shire President
Cr R Marshall	
Cr K Stephens	
CR I Garstone	
Cr M Trimming	
Officers:	
Anika Serer	Chief Executive Officer
Ciara Whitmore	Customer Service Officer
Judy Stewart	Executive Manager Corporate Services
Leave of Absence:	
Nil.	
Apologies:	
Cr HR Thomson OAM	Shire President
Observers:	
Nil.	

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. PETITIONS / DEPUTATIONS / PRESENTATIONS

6. APPLICATIONS FOR LEAVE OF ABSENCE

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

8. CONFIRMATION OF COUNCIL MEETING MINUTES

8.1. ORDINARY MEETING OF COUNCIL HELD 21 APRIL 2026

That the Minutes of the Ordinary Meeting of Council held 21 April 2026 be confirmed as a true and correct record of proceedings.

9. RECEIVAL OF OTHER MEETING MINUTES

9.1. GREAT SOUTHERN COUNTRY ZONE HELD 24 APRIL 2026

That the Minutes of the Great Southern Country Zone Meeting held 24 April 2026 be received by Council.

9.2. GREAT SOUTHERN VROC HELD 4 MAY 2026

That the Minutes of the Great Sothern VROC Meeting held 4 May 2026 be received by Council.

10. RECOMMENDATIONS FROM COMMITTEE

Nil.

11. REPORTS OF OFFICERS

Nil.

12. REGULATORY SERVICES

Nil.

13. CORPORATE SERVICES

13.1. LIST OF ACCOUNTS FOR PAYMENT – 30 APRIL 2026

File Reference	ADM0066
Date of Report	07 May 2026
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 – 30 April 2026

BRIEF SUMMARY

The purpose of this report is to present to Council the list of accounts paid, for the month ending 30 April 2026, 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 30 April 2026

Payment Type	Account Type	Amount \$
Automatic Payment Deductions (Direct Debits & BPay.	Municipal	\$21,979.73
Cheque Payments	Municipal	\$0.00
EFT Payments #8181 to #8211	Municipal	\$473,346.03
Sub Total	Municipal	\$495,325.76
Payments	Trust	\$0.00
Payments	Reserve	\$0.00
Totals		\$495,325.76

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

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

Shire of Woodanilling Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
Low	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
Moderate	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
High	Urgent Attention Required	Risk acceptable with effective controls, managed by executive management/CEO and subject to monthly monitoring	Executive Manager/CEO
Extreme	Unacceptable in most circumstances	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous documented monitoring	CEO/Council

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the list of accounts and details of the credit card amounts, totalling \$495,325.76 paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 30 April 2026, as contained within **Attachment 13.1.1**.

13.2. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 APRIL 2026

File Reference	ADM0066
Date of Report	13 May 2026
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 30 April 2026

BRIEF SUMMARY

The Monthly Financial Report for period ending 30 April 2026 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 April 2026 shows a closing surplus of \$697,052.

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

PILLAR 3: CIVIC LEADERSHIP

Goal 8: Accountable and compliant governance

8.1 Maintain compliance with the Local Government Act 1995 and associated regulations

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

Shire of Woodanilling Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
Low	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
Moderate	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
High	Urgent Attention Required	Risk acceptable with effective controls, managed by executive management/CEO and subject to monthly monitoring	Executive Manager/CEO
Extreme	Unacceptable in most circumstances	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous documented monitoring	CEO/Council

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Monthly Financial Report for the period of 30 April 2026, 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**.

13.3. SHIRE OF WOODANILLING PUBLIC HEALTH PLAN 2026-2031

File Reference	ADM0013
Date of Report	13 May 2026
Responsible Officer	Anika Serer, Chief Executive Officer
Author of Report	Judy Stewart, Executive Manager Corporate Services
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 13.3.1 – draft Shire of Woodanilling Public Health Plan Attachment 13.3.2 – excerpt <i>Public Health Act s. 45 – 47</i>

BRIEF SUMMARY

The purpose of this report is for Council to endorse its local Public Health Plan in accordance with s.45 of the *Public Health Act 2016 (Act)*.

BACKGROUND

Section 45 of Part 5 of the *Act* requires local governments to develop public health plans compliant with requirements of the *Act* and consistent with the State Public Health Plan, the objective being that both tiers of government will work collaboratively towards improving public health outcomes in local communities.

Part 5 of the *Act* was proclaimed on 04 June 2024 giving local governments a 2-year transition period (to 04 June 2026) to prepare and publish a Local Public Health Plan that is tailored to meeting the needs of their specific communities. Sections 45 to 47 of the *Act* provide the public health planning requirements for local government (an extract is provided at **Attachment 13.3.2**).

Public Health Plans form part of a local government's suite of documents informing the Strategic Community Plan.

COMMENT

The objective of the Shire of Woodanilling (Shire) Public Health Plan (Plan) is to establish the Shire's commitment to promoting and improving public health service outcomes for its residents, assisting in enabling people to enjoy a healthy lifestyle.

The inaugural Plan, provided at **Attachment 13.3.1**, is a strategic document that includes a snapshot of health and wellbeing in the community using recent statistical evidence (provided by the Department of Health) and community feedback (via a community survey) to establish priority initiatives that sit within the Shire of Woodanilling's capacity to deliver, including ongoing provision of the regulatory obligations of local government. The Chief Executive Officer is responsible for the implementation of the Plan and will delegate actioning of initiatives to managers, where applicable.

The anonymous Public Health Plan community survey (survey) was advertised and available from the end of February and throughout the month of March 2026 in both paper copy form (distributed via Woodanilling letter boxes, the February 2026 Wongi newsletter, and over the counter) or online via links on the Shire's website and Facebook page (using Survey Monkey). At the completion of the survey, both paper-based and online results were tallied and the details entered in the Plan under 'Woodanilling Responds'.

Existing Shire of Woodanilling Strategic Community Plan (SCP) strategies, Council policies, and Disability Access and Inclusion Plan (DAIP) outcomes also support health and wellbeing within the community and align with the Plan's intent and initiatives to further support the Plan's objective and are included within the Initiatives section. Consultation for the current SCP was undertaken in 2024 via community survey, public forums, and community events. The opportunity to consult for a review of Council's DAIP was taken in conjunction with the Plan survey, for an upcoming DAIP review.

Favourable and non-favourable health factor deviations (deviating from the State average by equal to or more than 4%) are outlined on page 8 of the Plan, community survey responses are outlined on pages 9 to 11, and Initiatives for improving health and wellbeing on pages 12 to 19 **Attachment 13.3.1**.

Whilst there is no requirement to provide the inaugural Plan to the Chief Health Officer (CHO) unless requested by the CHO to do so, the Plan must be publicly available by 04 June 2026. The Shire of Woodanilling Public Health Plan will be placed on the Shire's website once endorsed by Council. The Shire is then required to review and report on the Plan to the Chief Health Officer on an annual basis; Council may review or amend the Plan at any time. Unless the Plan is replaced sooner, the Plan must be replaced after a period of 5 years following its preparation.

STATUTORY/LEGAL IMPLICATIONS

Public Health Act 2016 s. 45 – 47 Local public health plans

Local Government Act 1995 s. 5.56 Planning for the future

POLICY IMPLICATIONS

Policy #59 – Rubbish Removal District

Policy # 81 - Use of Shire of Woodanilling facilities

Policy # 84 – Community Engagement

Policy #108 – Consumption of Alcohol in or on Shire owned facilities

FINANCIAL IMPLICATIONS

Officer time will be required into the future for the purposes of executing initiatives outlined in the Plan, reviewing the Plan and submitting reports to the Chief Health Officer annually, and undertaking five yearly major reviews/replacements of the Plan.

STRATEGIC IMPLICATIONS

Key Pillar 3 – Civic Leadership

Key Area of Focus

Good Governance: Upholding ethical standards, clear policies, and sound financial management.

Community Engagement: Involving residents in decision-making through consultations and open communication.

Strategic Planning and Accountability: Aligning actions with the community's vision and adapting to changing needs through regular reviews.

Goal 8: Accountable and compliant governance

8.1 Maintain compliance with the *Local Government Act 1995* and associated regulations.

CONSULTATION/COMMUNICATION

Strategic Community Plan consultation – 2024 (community survey, public forums, community events)

Public Health Plan community survey – March 2026 (paper based and online)

Joanna Steel - Regional Health Promotion Coordinator/Population Health Coordinator, WA Country Health Service Great Southern

Councillors

Anika Serer - Chief Executive Officer

Philip Swain - Environmental Health Officer

RISK MANAGEMENT

Should Council not proceed with the Officer’s recommendation and the Plan not be endorsed by 04 June 2026, legislative non-compliance would occur; the risk is assessed as **low**.

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

Shire of Woodanilling Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
Low	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
Moderate	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
High	Urgent Attention Required	Risk acceptable with effective controls, managed by executive management/CEO and subject to monthly monitoring	Executive Manager/CEO
Extreme	Unacceptable in most circumstances	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous documented monitoring	CEO/Council

VOTING REQUIREMENTS

Simple Majority

OFFICER’S RECOMMENDATION

That Council endorses the Shire of Woodanilling Public Health Plan 2026-2031, as presented.

13.4. STRATEGIC COMMUNITY PLAN - CORPORATE BUSINESS PLAN PROGRESS REPORT - MAY 2026

File Reference	ADM0013
Date of Report	14 May 2026
Responsible Officer	Anika Serer, Chief Executive Officer
Author of Report	Judy Stewart, Executive Manager Corporate Services
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 13.4.1: Corporate Business Plan Actions - Progress Report & Review – Year 1

BRIEF SUMMARY

The purpose of this report is for Council to consider the first annual review of its Corporate Business Plan 2024/25 – 2027/28 and progress report, in accordance with s. 5.56 of the *Local Government Act 1995 (Act)* and r. 19DA. of the Local Government (Administration) Regulations 1996 (Regulations).

BACKGROUND

Council, at its 03 February 2025 Special Meeting, endorsed its Strategic Community Plan (SCP) and Corporate Business Plan, *'The Woodanilling Way'*. This followed a period of public consultation during 2024 (undertaken by a consultant) that included a resident, ratepayer and sporting/community group survey, two Council workshops and a community workshop. The feedback was divided into Strategic Objectives for the SCP and Operational Objectives for the Corporate Business Plan. These were then grouped under four Pillars (Social, Environment, Civic Leadership, Economic) creating long term strategic direction for the Shire and an achievable four year action plan.

The Corporate Business Plan is a planning tool that details Council's strategic objectives and goals and the priority projects determined to achieve those goals, over a four year period (2024-25 to 2027-28).

Council's strategic goals are as follows:

- Goal 1: A safe and inclusive community for all ages
- Goal 2: Local access to health and education services
- Goal 3: Active and healthy community
- Goal 4: Mitigate the impact of natural events
- Goal 5: Care and protect our natural environment
- Goal 6: Sustainable and efficient use of natural resources
- Goal 7: Deliver a high standard of service for our community
- Goal 8: Accountable and compliant governance
- Goal 9: Enhance Strong Civic Leadership
- Goal 10: A transport network that responds to the accessibility and connectivity needs of industry and community
- Goal 11: Local economic growth is supported by essential services and robust infrastructure
- Goal 12: Grow the visitor and tourism industry

In accordance with r. 19DA. of the Regulations, a local government's Corporate Business Plan (CBP) must be reviewed on an annual basis. This report and attachment represent the first review and progress report of Council's CBP.

COMMENT

The current Shire of Woodanilling CBP contains 55 individual priority projects (actions) within a framework of 12 goals to achieve the strategic objectives of the four pillars of Council's Strategic Community Plan:

- Pillar 1: Social (16 priority projects within 4 goals)
- Pillar 2: Environment (12 priority projects within 4 goals)
- Pillar 3: Civic Leadership (12 priority projects within 3 goals)

- Pillar 4: Economic (15 priority projects within 3 goals)

Each priority project was assigned an estimated timeframe for delivery at the time of the SCP and CBP's adoption in February 2025. Due to limited staff resources and capacity during the remainder of the 2024-25 financial year and the current financial year, some project delays have occurred. Several of the priority projects for the above time periods will, therefore, carry through to the 2026-27 financial year. These include (unless noted otherwise):

Pillar 1: SOCIAL

- Goal 1.3 Investigate demand for 'before and after school care'
- Goal 1.6 Finalise the Woodanilling Cemetery Plan (2027-28)
- Goal 3.1 Partner with Woodanilling sporting community to attract funding to upgrade oval lighting
- Goal 3.3 Investigate conversion of tennis court to multipurpose courts
- Goal 3.5 Support the sponsorship of local athletes

Pillar 2: ENVIRONMENT

- Goal 6.2 Prepare for renewable energy projects in the Shire (Ongoing)

Pillar 3: CIVIC LEADERSHIP

- Goal 7.1 Review and update the Workforce Plan (Ongoing, new Plan required)
- Goal 7.4 Develop a renewed customer service charter (2027-28)
- Goal 8.3 Review and prepare relevant Local Laws (review end of 2026)
- Goal 8.4 Conduct annual reviews of Council Policies & Delegations (major review 2nd half of 2026)
- Goal 8.5 Develop and maintain a Long Term Financial Plan (target 2nd half of 2026)

Pillar 4: ECONOMIC

- Goal 10.4 Develop and implement an accessible network of pathways in the Shire (2027-28)
- Goal 11.2 Investigate additional accommodation options, matched with demand (aged care, social, key worker) (to be reviewed, basic study done)
- Goal 11.3 Investigate alternative uses of the Woodanilling CBH Infrastructure
- Goal 11.4 Investigate development of residential/semi-rural land development
- Goal 11.5 Undertake review of Town Planning Scheme and preparation of Land Use Strategies
- Goal 12.3 Preserve heritage buildings and sites under Council's ownership (Ongoing)

Key outcomes achieved include:

Pillar 1: SOCIAL

- Goal 1.2 Deliver upgrades to Centenary Park in Woodanilling
- Goal 1.5 Work with Police to attract funding for CCTV (installed at Shire and Rec Centre to date)

Pillar 3: CIVIC LEADERSHIP

- Goal 9.2 Council is supported with a resource to ensure high level of compliance and to build capacity (Executive Manager Corporate Services role created and filled)

Pillar 4: ECONOMIC

- Goal 10.1 Develop, deliver and regularly review a 10-year Road Asset Plan that includes roads, verges, drains and culverts (road plan developed, verges/drains/culverts to be developed)

Other goals have either developed, have planning underway or have progressed to some degree and/or have been assigned *ongoing* status in accordance with the nature of the project being undertaken (as per **Attachment 13.4.1**).

STATUTORY IMPLICATIONS

Local Government Act 1995

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.*
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Local Government (Administration) Regulations 1996

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (4) A local government is to review the current corporate business plan for its district every year.*
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
**Absolute majority required.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost of all proposed actions within Council's CBP are considered in each relevant financial year budget across the lifespan of the CBP.

There are nil anticipated financial implications associated with this first CBP review and progress report, apart from any carryover of budgeted expenditure that did not occur as predicted in the previous financial year and is required to be carried over to the 2026-27 financial year.

STRATEGIC IMPLICATIONS

Key Pillar 3 – Civic Leadership

Key Area of Focus

Strategic Planning and Accountability: Aligning actions with the community's vision and adapting to changing needs through regular reviews.

Goal 8: Accountable and compliant governance

8.1 Maintain compliance with the *Local Government Act 1995* and associated regulations.

CONSULTATION/COMMUNICATION

Anika Serer – Chief Executive Officer – Progress Report and Review - Year 1

Item 8.2 - Special Council Meeting Minutes, 03 February 2025 (endorsement of Woodanilling Way)

RISK MANAGEMENT

Failure to review and report on CBP Actions, in accordance with legislated requirements, represents compliance risk.; the risk, therefore, is assessed as 'Low'.

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

Shire of Woodanilling Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
Low	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
Moderate	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
High	Urgent Attention Required	Risk acceptable with effective controls, managed by executive management/CEO and subject to monthly monitoring	Executive Manager/CEO
Extreme	Unacceptable in most circumstances	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous documented monitoring	CEO/Council

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council receives and endorses its Corporate Business Plan Year 1 Progress Report and Review, as presented.

14. COMMUNITY SERVICES

Nil.

15. OFFICE OF CEO

15.1. GREAT SOUTHERN TREASURES AND FUTURE OF BLOOM FESTIVAL

File Reference	
Date of Report	11 May 2026
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 15.1.1 – Bloom Proposal

BRIEF SUMMARY

The purpose of the report is to;

1. Inform Council that Great Southern Treasures is being disbanded.
2. Update Council on the proposed arrangements for the Bloom Festival 2026 and Opening Event.
3. Approve the proposed contribution of \$7,000 to this year's Bloom Festival.

BACKGROUND

Great Southern Treasures (GST) is an identity formed by nine Great Southern Local Governments:

- Shire of Broomehill-Tambellup
- Shire of Cranbrook
- Shire of Gnowangerup
- Shire of Jerramungup
- Shire of Katanning
- Shire of Kent
- Shire of Kojonup
- Shire of Plantagenet

GST's activities, including the Bloom Festival, have been managed by Australia's South West (ASW) under a Service Level Agreement which expires on 30 June 2026. The activities include marketing, brand and communication initiatives that compromise;

- Regional branding and communication including website and social media
- The Bloom Festival
- Promotion at other events and festivals

A number of participating Shires have decided not to continue to fund GST and have withdrawn their membership. As a result ASW has been advised that another Agreement will not be sought, however a separate proposal was requested to continue to deliver the 2026 Bloom Festival due to the large amount of planning that has already gone into it.

A proposal (see attachment) has been presented by ASW to deliver the Bloom Festival 2026. It is contingent on receipt of \$44,000 from the member Councils that comprised GST. At this point, the future beyond Bloom 2026 has not been considered. Great Southern VROC is now taking ownership of the issue and will be working on options for a new model and future participation for discussion in due course.

Eight of the Shires have indicated they are willing to contribute to ASW this year to facilitate and deliver the 2026 Bloom Festival only. The total cost of this will be \$44,000 with the Shire of Woodanilling's contribution expected to be \$7,000. It is noted that the 2026 Bloom Festival has Woodanilling earmarked for the Opening Event, and ASW's management is required for this event to happen. It is expected that the annual Woodanilling Art Exhibition, traditionally held as part of

the Bloom Festival, will continue to be held as a community-led event from Friday 11 September – Sunday 13 September regardless of the Bloom Festival proceeding or ASW management.

The Shire's annual contribution to ASW's management of Great Southern Treasures is \$7,000, therefore the proposed contribution for the Festival only is within the allocated budget and also includes Woodanilling as host of the opening event on Saturday 12 September 2026.

All eight participating Shires must formally endorse their participation and funding contribution to the 2026 Bloom Festival Event by 28 May 2026 and advise ASW, or the proposal will lapse due to lack of time to plan the Festival and it will not continue in 2026.

STATUTORY/LEGAL IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

A contribution of \$7,000 is being requested as the Shire's contribution to the Bloom Festival 2026 including the Woodanilling Opening Event. This is the same contribution made in previous years to the annual Service Level Agreement, not including additional funding expected from the hosting Shire for the opening event (\$5-\$10,000).

At this point, it is unclear what the future strategic tourism function for the Great Southern region will look like and what the contribution of the Shire of Woodanilling might be however there will be consultation through Great Southern VROC.

STRATEGIC IMPLICATIONS

The Woodanilling Way Strategic Community Plan 2025-2035, Corporate Business Plan 2024/25-2027/28

Strategic Pillar 1: Social

- 1.1 Deliver and support events and social activities
- 2.2 Support events that benefit our community wellbeing, foster participation and volunteering

Strategic Pillar 4: Economic

- 12.1 Participate in Tourism initiatives with Great Southern Treasures and 4WDL

CONSULTATION/COMMUNICATION

- Australia's South West
- Shire of Broomehill-Tambellup
- Shire of Cranbrook
- Shire of Gnowangerup
- Shire of Jerramungup
- Shire of Katanning
- Shire of Kent
- Shire of Kojonup
- Shire of Plantagenet
- Great Southern VROC
- Council

RISK MANAGEMENT

There is a moderate risk to the Shire if it declines to contribute to the ASW proposal to deliver the 2026 Bloom Festival. It will impact the Shire's ability to fulfil the tourism initiatives outlined in the Strategic Community Plan and Corporate Business Plan, having a possible impact on reputation with moderate consequences.

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

Shire of Woodanilling Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
Low	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
Moderate	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
High	Urgent Attention Required	Risk acceptable with effective controls, managed by executive management/CEO and subject to monthly monitoring	Executive Manager/CEO
Extreme	Unacceptable in most circumstances	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous documented monitoring	CEO/Council

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. Notes that the Service Level Agreement between the nine participating Shires Australia's South West for the management of Great Southern Treasures will not be renewed when it expires on 30 June 2026;
2. Notes the separate proposal from Australia's South West to deliver the 2026 Bloom Festival event only, with a total contribution of \$44,000 from participating Shires required to be confirmed by 28 May 2026 for the Festival to proceed; and
3. Approves the inclusion of \$7,000 into the draft 2026/27 draft budget as the Shire of Woodanilling's contribution to the delivery of the 2026 Bloom Festival, including hosting the Festival opening event on Saturday 12 September 2026, and advises Australia's South West accordingly.

15.2 24PROPOSAL FOR REVISED COMMUNITY EMERGENCY SERVICES MANAGER (CESM) MODEL

File Reference	
Date of Report	11 May 2026
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 15.2.1 – CESM Proposal

BRIEF SUMMARY

At the Ordinary Meeting of Council held in March 2026, Council resolved to:

1. Support in principle the transition from the current Community Emergency Services Manager (CESM) arrangement of one CESM shared across three local governments to a revised arrangement of one CESM shared across two local governments;
2. Authorise the Chief Executive Officer to continue discussions with DFES and neighbouring local governments regarding the development of a proposed 1:2 CESM model; and
3. Request that the CEO present a further report to Council including full financial implications and a draft agreement prior to any final commitment.

This report recommends that Council endorses a new 2 LGA:1 CESM arrangement with the Shire of Broomehill-Tambellup, subject to formal approval from DFES, at a forecast cost of \$61,000 per annum and authorises the CEO and Shire President to negotiate and execute the new MOU largely in accordance with these terms.

BACKGROUND

The Shire of Woodanilling currently participates in a shared Community Emergency Services Manager (CESM) arrangement with the Shire of Katanning and Shire of Broomehill-Tambellup under a tripartite model. The CESM position is jointly funded by DFES and the participating shires, with responsibilities including:

- Bushfire preparedness and volunteer brigade support
- Mitigation activity coordination
- Emergency management planning and compliance
- Training facilitation and incident support
- Community engagement and resilience activities

The Shires of Kojonup, Cranbrook and Gnowangerup share a similar arrangement.

Across Western Australia, several CESM arrangements have transitioned from three-way to two-way partnerships due to increased workload, growing legislative compliance requirements, heightened emergency events, and rising community expectations.

Increasing local workload pressures—including mitigation planning, the complexities of Bushfire Risk Management Plans (BRMP), and obligations under the Emergency Management Act—have prompted the participating local governments to explore an updated staffing model that enables better service delivery and more dedicated resourcing.

Workload and Resourcing Requirements

In recent years, emergency management demands have increased significantly for local governments due to:

- More frequent and intense fire seasons
- Expanded reporting and compliance requirements
- Additional volunteer brigade administration
- Increased community expectations around preparedness, resilience, and communications

Under the current 1:3 model, the CESM is required to divide their time across three shires, limiting availability during critical planning and operational periods.

A shift to a 1:2 model would provide:

- Greater on-ground time within Woodanilling
- Improved consistency in volunteer brigade support
- Timelier development and implementation of mitigation programs
- Improved capacity for emergency management documentation and exercises
- Greater flexibility during incidents and recovery operations

Operational Benefits

A two-shire model is expected to enhance service levels through:

- Dedicated scheduled days in each participating Shire
- Greater capacity for community education and engagement
- Improved strategic planning for local risk areas
- Increased ability to support fire control officers and volunteer brigades
- Enhanced continuity of expertise and seasonal readiness

Financial Considerations

Under the existing DFES co-funded arrangement, the cost of the CESM is shared between DFES and the 3 participating shires (current contribution ~\$22,000 per annum). Transitioning to a 1:2 model will result in a moderate increase in Woodanilling's contribution, with modelling estimates provided by DFES indicating the new contribution to be borne by the Shire of Woodanilling in 2026/27 to be \$61,000 on a 30% DFES / 70% LGA split (worst case scenario). This allows for \$59,465 operating costs plus \$1500 for advertising/recruitment. The financial modelling is attached for information.

The current MOU between the 3 Shires and DFES is a 60% DFES / 40% Shires cost split. It is noted that the new proposed model reflects a 30% DFES / 70% Shires due to the existing funding being reallocated across 3 CESMs instead of 2. A request has been made for additional funding to be allocated by DFES to increase this to a 40% DFES / 60% LGA (\$51,000 for Shire of Woodanilling) however at the time of preparing this report the outcome was not known and so the worst-case scenario is modelled.

Partnership Arrangements

DFES provided four scenarios for new partnership arrangements based on multi-variables of travel time, volunteer numbers, total brigade numbers, total area covered and gazetted fire districts. The six local government CEOs met with the DFES representative, and the following partnership

arrangement was agreed as being the best outcome for the local governments, CESMs and brigades:

- Katanning/Kojonup
- Cranbrook/Gnowangerup
- Broomehill-Tambellup/Woodanilling

The proposed arrangement and funding model has been approved by the other five local governments, subject to receiving formal approval from DFES and the new MOU. This is expected to be received in the next two weeks. Due to the timing, it is recommended that the Shire President and CEO be authorised to negotiate and execute the MOU providing it is largely in accordance with the information provided in this report. This will then enable the new partnerships to be formalised and recruitment for a CESM commenced as quickly as possible.

STATUTORY/LEGAL IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Under the existing DFES co-funded arrangement, 60/40 split, the cost of the CESM is shared between DFES and the three contributing Shires (current contribution ~\$22,000 per annum).

Transitioning to a 1:2 model with a 70/30 split funding model commits the LGA's to a financial contribution of \$118,930 shared between two (2) LGA's, \$59,465 each. This will result in a modest increase to the Shire's contribution of ~\$39,000 per annum, subject to further refining the cost-sharing arrangements with the local governments and DFES. The 2026/27 total contribution is expected to be ~\$61,000 to allow \$1,500 for recruitment of the new CESM.

DFES are investigating whether additional funding is available and if this materialises then funding could reduce to a 60/40 split. It must be noted this option has not been authorised, nor committed at this stage and therefore the recommendation is to support the 70/30 split funding model. Any contribution less than 70/30 reduces the LGA's contributions.

STRATEGIC IMPLICATIONS

The Woodanilling Way Strategic Community Plan 2025-2035, Corporate Business Plan 2024/25-2027/28

Strategic Pillar 1: Social

- Community safety and emergency services: Enhancing public safety, supporting local emergency services, and increasing preparedness.

CONSULTATION/COMMUNICATION

- Diarmuid Kinsella, District Manager DFES
- CEO – Shire of Cranbrook
- CEO – Shire of Gnowangerup
- CEO – Shire of Katanning
- CEO – Shire of Kojonup
- CEO – Shire of Broomehill-Tambellup
- Shire President

- Councillors – Council Briefing Session
- Chief Bush Fire Control Officer
- Bush Fire Advisory Committee (BFAC)

RISK MANAGEMENT

There is a moderate risk to the Shire if it declines the alternative CESM model, as it may result in the other local governments negotiating an alternative arrangement without the Shire’s inclusion. This would impact resourcing, particularly in emergency situations, and support for the Volunteer Bushfire Brigades, or necessitate the Shire employing a CESM independently with the corresponding financial impact.

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

Shire of Woodanilling Risk Acceptance Criteria			
Risk Rank	Description	Criteria	Responsibility
Low	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
Moderate	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
High	Urgent Attention Required	Risk acceptable with effective controls, managed by executive management/CEO and subject to monthly monitoring	Executive Manager/CEO
Extreme	Unacceptable in most circumstances	Risk only acceptable with effective controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous documented monitoring	CEO/Council

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council approves:

- The model to introduce a third CESM to the Great Southern Region;
- The proposed partnership model with the Shire of Broomehill-Tambellup

The associated funding scenario 70/30 split (LGAs/DFES) or a lesser amount if negotiated, which equates to the Shire of Woodanilling's contribution for the 26/27 being ~\$61,000

The Shire President and CEO to negotiate and execute the revised MOU with DFES and the Shire of Broomehill-Tambellup providing it is largely in accordance with the details provided in this report

16. CONFIDENTIAL REPORTS

16.1. APPOINTMENT OF ACTING/TEMPORARY CHIEF EXECUTIVE OFFICER

File Reference	ADM0374
Date of Report	12 May 2026
Responsible Officer	Anika Serer, Chief Executive Officer
Author/s 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	Confidential Attachment 16.1.1

REASON FOR CONFIDENTIALITY

Section under the Act	This matter is to be considered behind closed doors pursuant to s.5.23(2)(b) of the Local Government Act 1995 as the subject matter relates to:
Sub-clause and Reason:	“a matter relating to the recruitment or employment of the CEO or senior employee...”

15 ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

16 MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL

Nil.

17 CLOSURE OF MEETING