



Agenda

Ordinary Council Meeting
Wednesday 19 August 2026

Date	Wednesday 19 August 2026
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	14 August 2026



Notice of Meeting

Please be advised that an Ordinary Council Meeting of the Council of the Shire of Wickepin will be held at 3:30pm on Wednesday 19 August 2026 at the Shire of Wickepin Council Chambers, 77 Wogolin Road, Wickepin WA 6370.

A handwritten signature in black ink, appearing to read "David Burton".

David Burton
Chief Executive Officer
14 August 2026

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council / committee meetings or during formal / informal conversations with Shire of Wickepin employees or representatives. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council / committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular, and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member, employee or representative of the Shire of Wickepin during the course of any meeting is not intended to be, and is not to be, taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns anyone who has an application lodged with the Shire of Wickepin must obtain, and only should rely on, written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

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1 Declaration of Opening

The Presiding Member declared the meeting open at [time].

The Presiding Member announced that the meeting is being recorded in accordance with section 14I of the Local Government Administrations Regulations 1996. The recordings will be made publicly available and serve as a public record of proceedings.

While section 9.57A of the Local Government Act 1995 provides the Local Government with limited protection from defamation liability for content published on its official website as part of a broadcast or recording of council proceedings, this does not extend to elected members or employees and I encourage all participants to ensure their contributions are respectful, professional, and consistent with the standards expected of Council meetings. Please remember that all comments will form part of the public record.

2 Attendance

2.1 Present

Councillors

J Russell	President
T Miller	Deputy President
F Allan	Councillor
W Astbury	Councillor
L Corke	Councillor
J Mearns	Councillor
D Gaul	Councillor

Employees

D Burton	Chief Executive Officer
E Clement	Deputy Chief Executive Officer
G Cross	Manager Works & Services
E Gee	Executive Support Officer

3 Public Question Time

3.1 Responses to Previous Public Questions Taken on Notice

3.2 Public Question Time

[Public Question Time]

4 Apologies and Leave of Absence

4.1 Apologies

4.2 Previously Approved Leave of Absence

4.3 Requests for Leave of Absence

[Requests for leaves of absences]

5 Petitions, Memorials and Deputations

5.1 Petitions

5.2 Memorials

5.3 Deputations

6 Declarations of Councillors and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

7 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Council Meeting held Wednesday 15 July 2026

Officer Recommendation

That Council confirms the minutes of the Ordinary Council Meeting held on Wednesday 15 July 2026, as included in Attachment 7.1.1, as a true and accurate record.

8 Motions of Which Notice Has Been Given

9 Receipt of Committee Minutes or Reports and Consideration of Recommendations

9.1 Minutes of the RoeROC Executive Meeting held Monday 20 July 2026

Officer Recommendation

That Council receives the minutes of the RoeROC Executive Meeting held on Monday 20 July 2026, as included in Attachment 9.1.1.

10 Report by the President

11 Report by the Chief Executive Officer

7 th July 2026	Budget Discussions
14 th July 2026	Risk Management Action Group Webinar
15 th July 2026	Budget discussions / Council Meeting
16 th July 2026	Bushfire working Group Meeting
20 th July 2026	RoeROC Executives Meeting
21 st July 2026	Public Sector Commission Webinar
	Bushfire Risk Mitigation Meeting
	Golf Event Meeting
22 nd July 2026	Meeting with WALGA – Services
23 rd July 2026	ARIC Training – Corrigin
29 th July 2026	Meeting with Wickepin Hotel Reps.
30 th July 2026	LEMC Meeting
4 th August 2026	Meeting with Wheatbelt Connect for post planting update.
6 th August 2026	Doping Co – Streets Alive webinar with CRC.
12 th August 2026	Western Power – Street Lighting Strategy Webinar
	Public Sector Commission – Webinar

Delegations exercised –

No.	Delegation Name		Delegation To	Delegation Exercised	When Exercised	Persons Affected
A1	Cheque Signing and Account Authorisation		CEO			CEO, DCEO
A2	Septic Tank Application Approvals		EHO			
A3	Building Approvals		BO			
A4	Roadside Advertising		CEO			
A5	Application for Planning Consent		CEO			
A6	Appointment and Termination of Staff		CEO			
A7	Rates Recovery – Instalment Payments		CEO			
A8	Issue of Orders		CEO			
A9	Legal Advice		CEO			
A10	Permits to Use Explosives		CEO			
A11	Street Stalls		CEO	Approval–Wickepin Market Day 27 September 2026– Wickepin CRC	16/07/2026	CEO
A12	Liquor Consumption on Shire Owned Property		CEO	Alcohol Consumption Approval – Yealering Bowling Club 24 July– 26 July 2026 – Happy Campers Alcohol Consumption Approval -Wickepin Community Centre- Wickepin Football Club and Netball Club combined Presentation Night 12 September 2026-Wickepin Football Club	13/07/2026 29/07/2026	CEO
A13	Hire of Community Halls / Community Centre		CEO	Approval Fee Waiver- Wickepin Community Centre- Football and Netball Club Presentation Night 12 September 2026 – Wickepin Football Club Approval Fee Waiver– Yealering Town Hall 18 August 2026 – Yealering Primary School	10/07/2026 29/07/2026	CEO
A14	The Food Act 2008 and the Food Regulations 2009		CEO			
A15	The Public Health Act 2016		CEO			CEO
A16	Sponsorship, contributions and donations to sporting and community groups		CEO			
A17	Prohibited and Restricted Burning Times – Vary		CEO			
A18	Disposal of Property		CEO			
A19	Native Flora – Seed Collection		CEO			

12 Notices of Motions for the Following Meeting

13 Reports and Information

13.1 Monthly Schedule of Accounts Paid – July 2026

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	E Clement, Deputy Chief Executive Officer
File Reference	FM.FR.1212
Author	E Clement, Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	10 August 2026
Attachments	Attachment 13.1.1 – Monthly Schedule of Accounts Paid – July 2026

Summary

Council is required to have a Schedule of Accounts Paid produced each month containing relevant information, as legislated.

The purpose of this report is to present the –

- Schedule of Creditor Accounts Paid, including Corporate Credit Card Reconciliations, for July 2026.

Council is requested to confirm the Monthly Schedule of Accounts Paid, as included in the attachments.

Background

The *Local Government (Financial Management) Regulations 1996* requires Shire officers to, monthly and within a prescribed timeframe, prepare a schedule of payments made from the Municipal Fund and the Trust Fund and present this to Council for confirmation.

Comments

Shire officers have prepared the Monthly Schedule of Accounts Paid, in accordance with legislative requirements, and is contained in **Attachment 13.1.1**.

The schedule of accounts, covering vouchers as listed below, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices computation, and costings and the amounts shown have been remitted.

For the month under review the following summarised details are presented –

Municipal Fund	Vouchers	Amounts
Electronic Funds Transfer	EFT 16290-16380	\$441,174.93
Cheques	16063-16071	\$22,751.64
Direct Deductions	July 2026	\$2,168.54
Superannuation	July 2026	\$17,621.90
Credit Card	July 2026	\$596.31
BPay Payments	July 2026	\$3,495.19
Payroll	July 2026	\$99,545.00
Licensing	July 2026	\$17,885.95
Municipal Fund Total		\$605,112.46
Trust Fund		
Electronic Funds Transfer		\$0
Cheques		\$0
Trust Fund Total		\$0.00
Total		\$605,112.46

Statutory Environment

Local Government (Financial Management) Regulations 1996 – Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

Where the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing details for each account paid.

This list is to be presented to the council at the next ordinary meeting of the council and recorded in the minutes.

Policy Implications

Council Policy 3.1.7 – EFT Payment and Cheque Issue

Council has authorised the Chief Executive Officer to make payments from the municipal fund and the trust fund.

Financial Implications

Current Financial Year

Payments included on the Schedule of Accounts Paid have been undertaken in accordance with appropriate processes and the Annual Budget.

Future Financial Years

Nil

Strategic Implications

Goal - Governance

Objective:	11	We are proactive about collaboration and forward planning our future success
Strategy	11.2	Long Term Financial Plan is reviewed on a regular basis
	11.3	Ensure integrated planning documents remain current via regular reviews

Voting Requirement

Simple majority

Officer Recommendation

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$605,112.46 for July 2026, as included in Attachment 13.1.1.

13.2 Statement of Financial Activity – July 2026

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	E Clement, Deputy Chief Executive Officer
File Reference	FM.FR.1212
Author	E Clement, Deputy Chief Executive Officer
Interest Disclosures	The author has no financial, proximity or impartiality interests in this item.
Report Written Date	10 August 2026
Attachments	Attachment 13.2.1 - Statement of Financial Activity – July 2026

Summary

Council is required to have a Statement of Financial Activity produced each month containing relevant information, as legislated.

The purpose of this report is to present the Statement of Financial Activity for the period ended July 2026.

Council is requested to accept the Statement of Financial Activity.

Background

The *Local Government (Financial Management) Regulations 1996* require Shire officers, monthly and within a prescribed timeframe, to prepare financial reports covering prescribed information and present these to Council.

Comments

Shire officers have prepared the Statement of Financial Activity, and supporting documentation, in accordance with legislative requirements, and is contained in **Attachment 13.2.1**.

Statutory Environment

Local Government Act 1995 – Section 6.4 Financial report

Local governments are required to prepare and present financial reports, on an annual basis and at any other time, and in any other format, as prescribed.

Local Government (Financial Management) Regulations 1996 – Regulation 34 Financial activity statement required each month (Act s. 6.4)

Shire officers are to prepare each month a statement of financial activity reporting on revenue and expenditure as set out in the annual budget. Each statement of financial activity is to be accompanied by information explaining the composition of net assets less committed and restricted assets, any material variances and any other supporting information considered relevant.

Policy Implications

Council Policy 3.1.14.2 – Monthly Financial Reporting

The Chief Executive Officer shall ensure a monthly statement of financial activity complies with all aspects of the Act and *Local Government (Financial Management) Regulations 1996*.

Financial Implications

Current Financial Year

Commentary on the current financial position is outlined within the body of the attached reports.

Future Financial Years

Nil

Strategic Implications

Goal - Governance

Objective:	11	We are proactive about collaboration and forward planning our future success
Strategy	11.2	Long Term Financial Plan is reviewed on a regular basis
	11.3	Ensure integrated planning documents remain current via regular reviews

Voting Requirement

Simple Majority

Officer Recommendation

*That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Statement of Financial Activity and associated documentation for the period ending July 2026, as included in **Attachment 13.2.1**.*

13.3 2026/2027 Annual Budget Adoption

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	Shire of Wickepin
File Reference	FM.BU.1208
Author	E Clement – Deputy Chief Executive Officer
Interest Disclosures	-
Report Written Date	5 August 2026
Attachments	Attachment 13.3.1- 2026/2027 Annual Budget (Under Separate Cover)

Summary

Council is required to adopt an annual budget by the 31st August for each financial year for the purposes of allocating resources towards the provision of works and services.

Council is requested to –

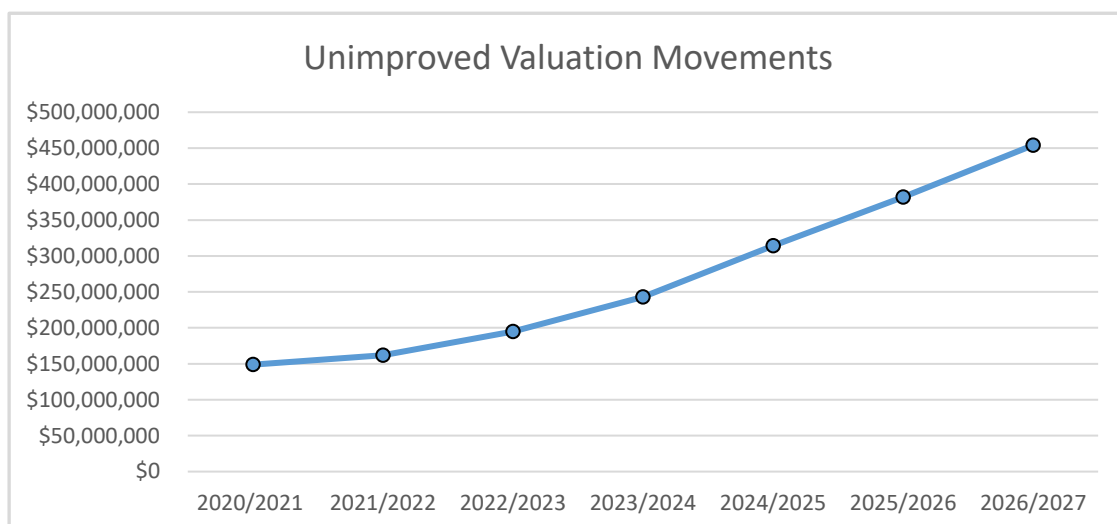
1. Adopt, by an absolute majority, the 2026/2027 Annual Budget which includes –
 - The Municipal Fund Budget for 2026/2027,
 - General rates, minimum payments, and instalment arrangements,
 - Fees and charges,
 - Council member payments, and
2. Adopt, by a simple majority, the 2026/2027 material variance reporting parameters.

Background

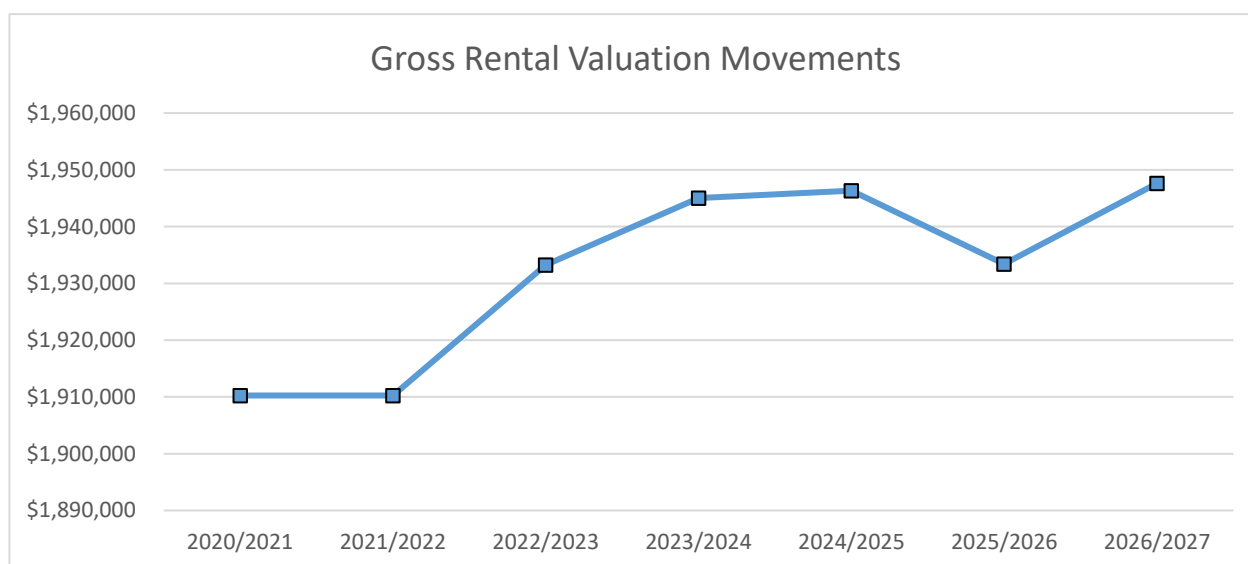
The 2026/2027 Annual Budget has been developed over several months, which has included –

- Workshops for council members aimed at delivering information, exploring concepts and clarifying options,
- Research with other local governments regarding the approach towards increased costs,
- Consideration of grant funding and the conditions for those funds and
- Consideration of Council's Integrated Planning Framework.
- Consideration of Financial impacts to ratepayers

The following chart highlights the total of the Shire's Unimproved Property Valuations over the past years. The valuations averaged an increase of 18.90 % across the Shire for the 2026/2027 financial year.



The following chart highlights the total of the Shire's Gross Rental Property Valuations over the past years. This year was a non-assessment year.



Comments

Annual Budget

The 2026/2027 Annual Budget has been prepared to include information required by legislation and Australian Accounting Standards.

The main features of the Annual Budget include –

- The budget has been prepared with an average 5% rate increase, which is comparative to increased costs currently being experienced for local governments.
- Minimum Payments for Rates has increased to \$660, compared to \$600 in 2025/2026
- The initial rates strike is \$1.97 million, which compares to \$1.85 million in 2025/2026.
- Individual salaries and wages have increased by 4.75 % in accordance with instruction from the Fair Work Commissioner.
- Fees and charges increased by 5%, where applicable, to reflect the increased cost in providing goods and services.
- Total capital expenses of \$2.76 million, representing \$2.76 million in new initiatives and
- \$0.04 million of projects funded and carried forward from the previous year.

- No new loans are proposed.
- An estimated surplus of \$2.53 million is anticipated to be brought forward from 30 June 2026. This is an unaudited figure which includes \$1.71 million of prepaid Financial Assistance Grants (which has been notionally identified as Council's total annual grant allocation). However this is unaudited and may change. Any changes to this surplus value will be presented to Council at a future budget review.
- Household and commercial waste charge are proposed to increase beyond 5% to ensure coverage of rubbish fees. This will be done over several years to reduce financial impact.

Material Variance

Each year Council is required to adopt a percentage or value for the purposes of reporting material variances in the monthly Statement of Financial Activity.

This value or percentage is then used throughout the financial year to identify potential areas in Council's actual revenue and expenses which may be deviating from Council's budget.

The early identification of those potential issues can assist in better utilisation and allocation of Council funds and resources.

It is proposed to maintain the material variance adopted by Council in 2025/2026

The level for reporting is proposed is for 10% or \$10,000, whichever is the greater.

It should be noted Shire Officers are monitoring variances at a more granular level on a weekly basis.

Statement of Calculation of the Annual Budget

In compiling the Annual Budget, Shire Officers have, in accordance with legislation and Australian Accounting Standards –

- Identified and reviewed recurring operating revenue and expense,
- Prepared salary and wage schedules, including proposed new employees (if applicable), employee increment changes, local government award increases, and the mandated 12 % for the superannuation guarantee,
- Prepared water, power, and other essential cost estimates and increase assumptions,
- Prepared capital expense forecasts based, where possible, on reasonably assumed estimates for construction and/or purchase, together with indicative timing (taking into account resourcing requirements),
- Confirmed grants reasonably expected to be received for both operating and capital initiatives,
- Forecast the opening position based on the information available at the time of collation,
- Identified committed carry forward funds from the previous financial year,
- Identified committed funds held as contract liabilities,
- Obtained revenue estimates for the disposal of non-current assets,
- Obtained estimates for insurance, including workers' compensation,
- Reviewed fees and charges, and Department of Local Government, Industry Regulation and Safety

Statutory Environment

Local Government Act 1995

Section 2.7 (Role of council)

Council is responsible for the performance of the local government's function and is responsible for the allocation of the local government's finances and resources.

Local Government Act 1995

Section 5.2 (Administration of local governments)

Council is to ensure there is an appropriate structure for administering the local government.

Local Government Act 1995

Section 5.56 (Planning for the future)

A local government is to plan for the future of the district and is to ensure plans are made.

Local Government Act 1995

Section 6.2 (Local government to prepare annual budget)

During the period 1 June in a financial year to 31 August in the next financial year, or such extended time the Minister allows, each local government is to prepare and adopt, by absolute majority, in the form and manner prescribed, a budget for its Municipal Fund for the financial year end 30 June next following the 31 August.

In formulating the budget, Council is to have regard to the contents of the Strategic Community Plan and prepare detailed estimates for the applicable year.

Local Government (Financial Management) Regulations 1996

Part 3 (Annual Budget)

This area establishes the form and content of the budget document and requires a copy of the Annual Budget to be submitted to the department responsible for local government within thirty (30) days of adoption by Council.

Local Government (Financial Management) Regulations 1996

Regulation 34 (Financial activity statement required each month)

Council is required to adopt a percentage or value, calculated in accordance with Australian Accounting Standards, to be used in the monthly Statement of Financial Activity for the purposes of reporting material variances.

Policy Implications

Nil

Financial Implications

Current Financial Year

This report makes recommendation to Council on the adoption of the 2026/2027 Annual Budget, which includes –

- Operating revenue of \$3.18 million,
- Operating expense of \$10.92 million,
- Capital funding of \$1.89 million,
- Capital expense of \$2.74 million,

- No new loans,
- Transfers from Reserve of \$0.017 million,
- Transfers to Reserve of \$0.26 million and
- A surplus brought forward from the previous year of \$2.53 million.

Strategic Implications

The Annual Budget has been prepared to deliver outcomes identified in the Strategic Community Plan.

Voting Requirement

Absolute majority for budget adoption, simple majority for material variance adoption (may be considered separately or together)

Officer Recommendation

That Council, with respect to the adoption of the 2026/2027 Annual Budget,

Recommendation 1

Municipal Fund Budget for 2026/2027

Adopts

- a *In accordance with the provisions of Section 6.2 of the Local Government Act 1995, and Part 3 of the Local Government (Financial Management) Regulations 1996, adopts the 2026/2027 Annual Budget, as included in the Attachments (under separate cover), which includes the following –*
- i *Statement of Comprehensive Income showing total comprehensive income*
 - ii *Statement of Financial Activity*
 - iii *Notes to, and forming part of, the budget,*
 - iv *Capital initiatives for the year,*
 - v *Fees and charges to be applied for the year, and*
 - vi *Budgeted management schedules.*

Absolute Majority Required

Recommendation 2

General and Minimum Rates. Instalment Payment Arrangements:

Adopts

- a *For the purpose of yielding the deficiency disclosed in the 2026/2027 Annual Budget, and in accordance with Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, imposes the following general rates and minimum payments –*
- i *General Rate – Gross Rental Valuation (GRV) rate in the dollar* 0.092164
 - ii *General Rate – Unimproved Valuation (UV) rate in the dollar* 0.003837
 - iii *Minimum Payment – Gross Rental Valuation (GRV)* \$ 660.00
 - iv *Minimum Payment – Unimproved Valuation (UV)* \$ 660.00
- b *In accordance with Section 6.45 of the Local Government Act 1995, and Regulation 64 of the Local Government (Financial Management) Regulations 1996, determines the following due dates for rate payments in full and by instalments –*
- i *Option 1 Full payment due date* 02 October 2026

- ii

Option 2 Instalment 1 due date	02 October 2026
Instalment 2 due date	02 December 2026
Instalment 3 due date	02 February 2027
Instalment 4 due date	02 April 2027
- c *In accordance with Section 6.46 of the Local Government Act 1995, offers a discount of 6% to ratepayers who have paid their rates in full, including any arrears and other charges, on or before 4:00pm 30 September 2026 or 35 days after the date of service appearing on the rate notice, whichever is the later.*
- d *In accordance with Section 6.45 of the Local Government Act 1995, and Regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through the instalment option.*
- e *In accordance with Section 6.51 of the Local Government Act 1995, and Regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 7% for rates and service charges and costs of proceedings to recover such charges remaining unpaid after becoming due and payable.*

Absolute Majority Required

Recommendation 3

Schedule of Fees and Charges 2026/2027

- a *Adopts in accordance with Section 6.16 of the Local Government Act 1995, and other relevant legislation, adopts the fees and charges included in the 2026/2027 Annual Budget, as included in the Attachments- (Under separate Cover).*

Absolute Majority Required

Recommendation 4:

Waste Charges for 2026/2027

Adopts in accordance with section 67 of the Waste Avoidance and Resources Recovery Act 2007, the following charges for the removal and deposit of domestic and commercial waste:

- a. *Residential*
 - Domestic service (annual charge) \$315.00 (GST free) Service includes:*
 - 1. 240 litre waste bin collected weekly;
 - 2. 240 litre yellow lidded recycling bin collected fortnightly
- b. *Commercial Premises:*
 - Commercial service (annual charge) \$600.00 (GST free) Service includes:*
 - 1. 3 x 240 litre waste bin collected weekly;
 - 2. 3 x 24 yellow lidded recycle bins collected fortnightly
- c *Refuse Site Levy*
 - For access to the waste management sites*
 - a Refuse site levy – GRV & UV \$75.00
 - b Refuse site levy – GRV vacant land - \$40.00

Notes all additional bin service is as per the first service cost and will include GST.

Simple Majority Required

Recommendation 5**2026/2027 Elected Members Entitlements**

Adopts, in accordance with Sections 5.98, 5.98A and 5.99A the following in relation to Elected Members Entitlements:

- a *In accordance with Section 5.99 of the Local Government Act 1995, and Regulation 30 of the Local Government (Administration) Regulations 1996, adopts the following sitting fees for payment of council member's individual meeting attendance fees –*
 - i *Council meetings – Shire President* *\$200.00*
 - ii *Council meetings – Council member other than the Shire President* *\$150.00*
 - iii *Committee meetings – All council members* *\$65.00*
 - iv *Prescribed meetings – All council members* *\$65.00*
 - v *Committee Meetings – Full Day - All council Members* *\$130.00*
- b *In accordance with Section 5.98 of the Local Government Act 1995, and Regulation 33 of the Local Government (Administration) Regulations 1996, adopts the annual local government allowance of \$9,000.00 to be paid to the Shire President in addition to the individual meeting attendance fees.*
- c *In accordance with Section 5.98A of the Local Government Act 1995, and Regulation 33A of the Local Government (Administration) Regulations 1996, adopts the annual local government allowance of \$1,500.00 to be paid to the Deputy Shire President in addition to the individual meeting attendance fees.*
- d *In accordance with Section 5.99 of the Local Government Act 1995, adopts an annual Information and Communications Technology (ICT) Allowance of \$526.00 for each council member.*
- e *In accordance with Section 5.99A of the Local Government Act 1995, and Regulation 32 of the Local Government (Financial Management) Regulations 1996, adopts a childcare / child minding reimbursement of the actual cost per hour or \$35.00 per hour, whichever is the lesser, for council members requiring childcare / child minding services whilst undertaking their role as a council member.*

Simple Majority Required**Recommendation 6:****LEVELS OF MATERIALITY 2026/2027**

Adopts in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, adopts the level to be used in reporting material variances in the Statement of Financial Activity as 10% or \$10,000.00, whichever is the greater.

Simple Majority Required

13.4 Policy Review – Council Policies 5.1-10.3.6

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	David Burton – Chief Executive Officer
File Reference	Policy Manual
Author/s	David Burton - Chief Executive Officer Erika Clement – Deputy Chief Executive Officer Lara Marchei – Governance Officer
Interest Disclosures	The author/s have no financial, proximity or impartiality interests in this item.
Report Written Date	13 August 2026
Attachments	Attachment 13.4.1 – Revised Council Policies 5.1-10.3.6

Summary

The purpose of this report is to recommend to the Council to amend the current Council Policies – Section 5.1, Employee Housing through Section 10.3.6, Fencing of Light Industrial Lots, so that it reflects current practice.

Background

Shire Officers have commenced the review of the policies to be presented to the Council. The review will identify to revoke, review or endorse work procedures due to their administrative functions.

The Council Policies – Section 5.1, Employee Housing through Section 10.3.6, Fencing of Light Industrial Lots have been endorsed since 2022 in its entirety and had individual reviews of certain policies during this time.

Comments

Shire Officers have reviewed and updated the changes to Council Policies 5.1 to 10.3.6 as contained in **Attachment 13.4.1**.

The changes are noted in **BLUE** for additional wording and the deletions are noted with **STRIKE OUT** in **RED**.

Statutory Environment

Section 2.7 of the Local Government Act 1995, states:

2.7. Role of council

(1) *The council —*

(a) *governs the local government's affairs; and*

(b) *is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to —*

(a) *oversee the allocation of the local government's finances and resources; and*

(b) *determine the local government's policies.*

Furthermore, section 5.41 of the *Local Government Act 1995* notes that one of the CEO's functions is to ensure that advice and information is available to Council so that informed decisions can be made.

Policy Implications

The policy will provide guidance for Council members and Administration when dealing with matters of governance.

Financial Implications

There are no financial implications to this item.

Strategic Implications

GOAL - Governance

Objective: 10 Our organisation is well positioned and has capacity for the future.

Strategy: 10.1 Attract, train, develop and retain a skilled and effective workforce.

Objective: 11. We are proactive about collaboration and forward planning our future success

Strategy: 11.3 Ensure integrated planning documents remain current via regular reviews

Voting Requirement

Simple Majority

Original Officer Recommendation

That Council adopts the revised Council Policies 5.1 – 10.3.6. with the relevant changes noted and contained in Attachment 13.4.1.

13.5 Confirmation of Deputy of Presiding Member - ARIC

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	Shire of Wickepin
File Reference	CR.MEE.202
Author	David Burton, Chief Executive Officer
Interest Disclosures	-
Report Written Date	10 August 2026
Attachments	-

Summary

For Council to confirm the appointment to the position of Deputy of Presiding Member – Independent for the Audit Risk and Improvement Committee for compliance.

Background

At the recent WALGA training for Audit Risk and Improvement Members, discussion took place over the wording of the position of Deputy of Presiding Member – Independent and the clash with the position of Deputy Independent Chair. These positions are appointed under different sections of the Local Government Act 1995, and if not done correctly, the Shire is non-compliant with the requirements for the ARIC.

At the Ordinary Meeting of Council held on the 20th October 2025, Ms Tina Astbury was appointed to the position of Deputy Independent Chair. To clarify for compliance, this position should have been Deputy of Presiding Member – Independent.

Resolution OCM-201025-07

Moved Cr J Mearns

Second Cr T Miller

2. That Council appoint the following members to the Audit, Risk and Improvement Committee:

- *Independent Chair Shelly Starr & Deputy Independent Chair Tina Astbury*
- *All Councillors*

Carried 7/0

For Cr J Russell, Cr F Allan, Cr J Mearns, Cr W Astbury, Cr T Miller, Cr L Corke, Cr D Gaul

Against Nil

Comments

While the wording does seem similar, the way the position is appointed as per the Local Government Act 1995 is different as the titles refer to different sections. At the time of appointing Ms Astbury, the position was always to be the Independent Chair should the original Presiding Member not be available; if they were available, then this position would not be required for the meeting. The correct term for this position is Deputy of the Presiding Member – Independent.

To ensure compliance with the Local Government Act 1995, it is requested that Council confirm the correct terminology of the appointment.

As per Section 5.11A, The Shire of Wickepin will appoint Ms Tina Astbury as the Deputy of the Presiding Member – Independent of the Audit Risk and Improvement Committee.

Statutory Environment

Local Government Act 1995 Section 5.11A

- (1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

* Absolute majority required.

- (2) person who is appointed as a deputy of a member of a committee is to be —
- (a) if the member of the committee is a council member — a council member;
 - (b) or if the member of the committee is an employee — an employee;
 - (c) or if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
 - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.

Policy Implications

Nil.

Financial Implications

The confirmation of the position will not have financial impacts to the Shire.

Strategic Implications

Nil

Voting Requirement

Absolute Majority

Officer Recommendation

That the Shire of Wickepin confirms the appointment of Ms Tina Astbury to the position of Deputy of Presiding Members – Independent, of the Audit, Risk and Improvement Committee as per section 5.11A of the Local Government Act 1995.

13.6 Extension of Refuse Collection Contract

Submission to	Ordinary Council Meeting
Location / Address	Whole Shire
Name of Applicant	Shire of Wickepin
File Reference	LD.SA.3
Author	David Burton, Chief Executive Officer
Interest Disclosures	
Report Written Date	11 August 2026
Attachments	Nil

Summary

For Council to consider the extension of the Refuse Collection Contract with Great Southern Waste for an additional 5 years as per the current agreement

Background

In September 2021, the Shire of Wickepin entered into an agreement with Great Southern Waste for the Refuse Collection Services for a contract period of 5 years.

At the time of the tender, Great Southern Waste was the only respondent to the tender requirements.

The agreement with Great Southern Waste was for a 5-year contract expiring in August 2026 and a possible extension of the contract for a further 5 years. To formalise the extension of the contract, the item is being brought to Council.

Comments

The original refuse collection tender was as per Tender 07-2021/22 Refuse Collection. This tender was to provide rubbish services to all the towns in the Shire of Wickepin and also a recycling service.

The Shire is the owner of the standard household bins, but the contractor is the owner of any bulk bins used (meaning a change of contractor would require new bulk bins).

Over the last five years of services from Great Southern, the Shire is not aware of any major issues with regard to the removal of the waste.

As tenders are time-consuming and heavy on administration resources, the extension of the current contract would be easier for the administration. Given that the current services meet our requirements, this may be easier than going through the tender process.

In general discussion with Great southern Waste, they would be happy to continue with the extension of the current contract.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

The agreement would continue as per normal with annual adjustments. The financial implications would be as per the original agreement.

Strategic Implications

Nil

Voting Requirement

Absolute Majority

Officer Recommendation

That the Chief Executive Officer be authorised to extend the current Refuse Collection Service for a further 5 years as per the original tender.

13.7 Request to Keep Bees in the Town Site

Submission to	Ordinary Council Meeting
Location / Address	34 Roberts Street, Yealering
Name of Applicant	Martin Stone
File Reference	A2512
Author	Kylie Bozanich – Customer service Officer
Approved By	David Burton – Chief Executive Officer
Interest Disclosures	
Report Written Date	13 August 2026
Attachments	Attachment 13.7.1 – Request Letter from Martin Stone and Certificate

Summary

For the council to consider Bee Hives to be kept on a premises in Yealering

Background

The Shire has received a letter from Mr Martin Stone requesting permission to keep bee hives on his property at 34 Roberts Street, Yealering. He is willing to abide by the following conditions:

1. Located minimum of 5 metres from all property boundaries
2. Ensure adequate water supply
3. Hives managed responsibly
4. Full compliance with Shires local laws

The administration is aware that bees are being kept within the Wickepin town sight

Comments

The staff are aware that other properties keep bees within the Shire of Wickepin. It is recommended that if approval is granted, it is done on the basis that no complaints are received, or the approval will be revoked.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirement

Simple Majority

Officer Recommendation

That the CEO be authorised to approve the keeping of bees at 34 Roberts Street, Yealering on the proviso that no complaints are received.

13.8 Review of LEMC Information

Submission to	Ordinary Council Meeting
Location / Address	Shire of Wickepin
Name of Applicant	
File Reference	ES.MEE.905
Author	David Burton – Chief Executive Officer
Interest Disclosures	
Report Written Date	13 August 2026
Attachments	Attachment 13.8.1 – LEMC Contact List Attachment 13.8.2 – Local Contacts List Attachment 13.8.3 – Emergency Evacuation Plan Attachment 13.8.4 – Recovery Plan 2026

Summary

The LEMC Committee is being requested to accept the revised documents listed below:

1. LEMC Contact Details 2026 – Refer **Attachment 13.8.1**
2. Shire of Wickepin Local Contact and Resource Register – Refer **Attachment 13.8.2**
3. Emergency Evacuation Plan – Refer **Attachment 13.8.3**
4. Recovery Plan 2026 - Refer **Attachment 13.8.4**

Background

The Chief Executive Officer has updated all documents as of 10 July 2026 or is providing the documents for review by the Committee.

Comments

The Chief Executive Officer is satisfied with all the updated/amended documents and contacted all members listed within the Local Contacts and Resource Register, requesting any changes.

The Local Emergency Management Arrangement is currently being finalised but needs to be updated with information from the Emergency Evacuation Plan and Recovery Plan.

Statutory Environment

- Emergency Management Act 2005
- Bush Fires Act 1954.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

GOAL - Community

9. Our communities are engaged, have a healthy lifestyle and are safe.
- 9.8 Emergency service planning is coordinated and articulated.
- 9.9 Recruiting volunteers is a partnership approach between the Shire and emergency services.

Voting Requirement

Simple Majority

Officer/Committee Recommendation

That the Local Emergency Management Committee accept all revised documents and endorse the following –

1. *Emergency Evacuation Plan*
2. *Local Contact and Resource Register*
3. *Emergency Evacuation Plan 2026*
4. *Recovery Plan 2026*
5. *Local Emergency Management Arrangements 2026*

13.9 Review of Local Emergency Management Arrangements

Submission to	Ordinary Council Meeting
Location / Address	Shire of Wickepin
Name of Applicant	
File Reference	ES.MEE.905
Author	David Burton – Chief Executive Officer
Interest Disclosures	
Report Written Date	13 August 2026
Attachments	Attachment 13.9.1 – Local Emergency Management Arrangement 2026

Summary

The LEMC Committee is being requested to accept the revised documents listed below:

1. Local Emergency Management Arrangements 2026 (if available) – Refer **Attachment 13.9.1**

Background

The Shire of Wickepin received AWARE Grant funding for the documentation for the LEMC, including the Local Emergency Management Arrangements (LEMA) documentation.

This documentation has now been finalised

Comments

The documentation for the LEMA has been prepared for the Shire of Wickepin LEMC as a formal document for the consideration and management of emergencies in the area. This document will be used as the basis of the LEMC Meetings and assistance for future events.

Once the LEMA has been adopted by the LEMC, it will be adopted by the Shire of Wickepin Council, then forwarded to the District Emergency Management Committee (DEMC), then State Emergency Management Committee (SEMC).

The LEMA carries information for:

- Emergency Agencies for the area
- Possible Risks for the area
- Actions required in the event of an emergency
- Contact information for various Agencies
- Details of the Shire's evacuation Centre

The Chief Executive Officer is satisfied with all the updated/amended documents and is requesting any changes or confirmation of the report.

Statutory Environment

- Emergency Management Act 2005
- Bush Fires Act 1954.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

GOAL - Community

- 9. Our communities are engaged, have a healthy lifestyle and are safe.
- 9.8 Emergency service planning is coordinated and articulated.
- 9.9 Recruiting volunteers is a partnership approach between the Shire and emergency services.

Voting Requirement

Simple Majority

Officer Recommendation

That the Local Emergency Management Committee adopt the Local Emergency Management Arrangements for the Shire of Wickepin.

13.10 LEMC Dates 2026/2027

Submission to	Ordinary Council Meeting
Location / Address	Shire of Wickepin
Name of Applicant	
File Reference	ES.MEE.905
Author	David Burton – Chief Executive Officer
Interest Disclosures	
Report Written Date	13 August 2026
Attachments	Nil

Summary

For the council to consider meeting dates for the 2026/27 Financial Year for the LEMC Meetings.

Background

The LEMC should meet on a regular basis, with the possibility of 4 meetings a year. This is to ensure that all members are current and the details of Emergency Arrangements in the Shire of Wickepin are kept up to date.

Comments

The July Meeting is earlier than normal, so the Shire can finalise the LEMA document and finalise the requirements of the grant funding received for the documentation.

The initial meeting for the start of the financial year was previously conducted in September to allow for the budget adoption and reduce the administrative impact on staff at this time of the year. As the meeting is held in July, the September meeting will be withheld, and the schedule will return to normal in future years.

It is recommended that the Schedule of meetings be held as follows:

- Meeting 1: September (Held in July)
- Meeting 2: 3rd December 2026
- Meeting 3: 4th March 2027
- Meeting 4: 3rd June 2027

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirement

Simple Majority

Officer Recommendation

That the Local Emergency Management Committee Meeting dates be set for:

Meeting 2:	3 rd December 2026
Meeting 3:	4 th March 2027
Meeting 4 :	3 rd June 2027

13.11 Wickepin Town Hall Air Conditioning

Submission to	Ordinary Council Meeting
Location / Address	Wickepin Town Hall
Name of Applicant	Shire of Wickepin
File Reference	CP.MAI.532
Author	David Burton – Chief Executive Officer
Interest Disclosures	
Report Written Date	12 August 2026
Attachments	Attachment 13.11.1 – Air Response Quote Attachment 13.11.2 – Duffy Electrics Quote

Summary

For the council to consider the installation of air conditioning at the Wickepin Town Hall

Background

At the May Ordinary Meeting of Council, a member motion was adopted by Council for the following:

Council Decision

Resolution	OCM-200526-14
Moved	Cr Gaul
Second	Cr Miller

That Council requests the Chief Executive Officer to investigate the installation of air conditioning in the Wickepin Town Hall, including:

- 1. The feasibility of installation, including any structural or electrical requirements;**
- 2. Options available (e.g. split systems, ducted systems, or other suitable alternatives);**
- 3. Estimated capital and ongoing operational costs; and**
- 4. Potential funding sources and budget implications.**

Further, that a report be presented to Council for consideration.

Carried	3/3
For	Cr J Russell, Cr T Miller, Cr D Gaul
Against	Cr F Allan, Cr W Astbury, Cr L Corke

As the vote was tied, the Presiding Member used their casting vote.

Carried	4/3
For	Cr J Russell, Cr T Miller, Cr D Gaul, Casting Vote
Against	Cr F Allan, Cr W Astbury, Cr L Corke

Comments

In consideration of the installation of air-conditioning for the Town Hall in Wickepin, several factors need to be considered as part of the proposal.

- a) Is the installation of air-conditioning at the hall possible?
- b) The Hall receives minimal use as most functions are held in the Community Centre (more modern, air-conditioned and better facilities)
- c) Will the air conditioning increase the use of the facility?

- d) What will be the increase in cost for use with air-conditioning?
- e) What are the options for air conditioning?
- f) What is the cost of the installation and ongoing costs?
- g) Can the Shire get funding assistance with the costs?

Is it possible to install air-conditioning?

Information from Air Response indicates that the installation of air-conditioners at the Wickepin Town Hall is possible, and they have recommended the installation of 5 units.

They have also noted that the current power supply to the hall is insufficient and the main power boards would have to be upgraded to accommodate the extra power use of the air-conditioners. This would increase the cost of the installation.

Staff have not followed up with Western Power to ascertain if the additional power is available in the area at this time, as Western Power usually requires payment for this advice and additional time.

Current use of the facility

The main concern with the use was at the Primary School end-of-year function, which is held in December. Although doors were opened in the facility and large industrial fans were used to circulate the air, it was still very warm and uncomfortable inside the facility.

The Hall is used as per the attached table, which is extracted from the use for the financial year 2025/26 as an estimate.

Hall Bookings	Usage	Fees paid
Dance Group	40 days of 2 hour hire	Fees Waived
Art Narrogin	1 booking	Fees Waived
Wickepin Winter Weekend	1 weekend hire	Fees Waived
Facey Group	1 day hire (Community Centre unavailable)	\$100.00
Wickepin Health Centre	1 day hire	Fees Waived
Wickepin Primary School	End of year function	Fees Waived
Wickepin History Group	2 bookings	\$36.36
Total takings for hall		\$136.36

Will air conditioning increase the use of the facility?

For most larger functions, the Community Centre is used as it is more modern and has better facilities. Regional Road Group Meetings and larger meetings of the Shire are usually conducted at the Community Centre as well.

Installing the air-conditioning units may increase the use of the Town Hall, but would this be an increase in facility use overall, or would it simply relocate users from other Shire facilities into the Town Hall. Being that growth is a major consideration for Wickepin and increased housing, the need for an extra facility with air conditioning may assist in catering for various groups.

If air conditioning is installed, it may be possible to use the hall as a town gymnasium, increasing the use of the facility. Memberships for the gymnasium may assist in recovering some of the operational costs of the hall.

Will air conditioning increase the cost of the facility?

The installation of air conditioners in the Hall would be impacted by how they are used. During warmer months, the use of air conditioners to cool the facility would extend beyond the use as the facility would need time to 'cool to an acceptable level'. Heating in the wintertime would also increase the cost of the facility, as people are more used to artificial environments, rather than relying on current weather conditions.

The use of the air conditioner would certainly increase the cost of using the facility pending on how long it is used to prepare the facility before the actual event.

It also needs to be considered that for several events, the hall use hire fee is waived, and the Shire receives no funding for the use of the hall. The installation of air conditioners would increase the cost to the Shire, but there would be no corresponding increase in revenue. The installation of the units may also lead to an increase in the hire charges, which may deter use as well.

Possible options for the facility?

The staff did consider possible alternatives, including using moisture fans, but concern was raised that the increased humidity inside the building may damage the photographs and artifacts on display. Therefore, this option was ruled out.

For ducted air conditioning, it would require a large system needing 3-phase power. Ducting would have to be done through a large pipe through the facility.

Multiple split systems was seen as the best option.

Cost of the installation.

An indicative quote has been received from Air Response for a recommended 5 units at a cost of around \$31,000.00. As indicated in the quote, this does not include a power upgrade that they have recommended.

A second quote was received from Duffy Electrical, which included the power upgrade requirements, and this came in at \$36,476.00

The Shire has not confirmed with Western Power if the additional power supply is in the lines of that area, as this process does take several months, but may be a consideration. If an extra transformer is required for power supply, the costs would have to be determined.

Operational costs for each event are difficult to calculate as it would depend on the use and any preheating or pre-cooling. This may require the air conditioners to run for 2-3 hours before the event.

The installation costs and operating costs are shown in the table below:

Installation of air conditioning

Cost of Air Con units	5 units	\$30,932.00
Power upgrade to hall		

Total cost of installation		<u>\$30,932.00</u>
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Not including Western Power upgrade if required

Operating costs

The unit quoted uses approximately 4kw	kw/5 units	.30c/pkw/hr	\$6.00	per hour of operation
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Annual Cleaning fee	\$120 per unit		\$600.00
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Units have a 7 year warranty - annual amortisation for replacement		\$4,418.86
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Installation of air conditioning

Cost of Air Con units	6 Units	\$36,476.00
Power upgrade to hall		

total cost of installation		<u>\$36,476.00</u>
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Advice from Western Power, Main Board does not need to be upgraded.

Operating costs

The unit quotes uses approximately 4kw (est)	kw/5 units	.30c/pkw	\$6.00	per hour of operation
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Annual Cleaning fee	\$120 per unit		\$600.00
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Amortisation over 7 years		\$5,210.86
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Funding to assist with installation

The Shire recently received funding from Lotterywest for upgrades to the Yealering Hall, including the installation of air conditioners. It may be possible to apply for similar funding for the Wickepin Town Hall and have 50% (as a base) of the costs funded, reducing the financial impact to \$18,238

Conclusion

The installation of air conditioning in the Hall would be a benefit for the events that are held there but given the limited use and the fact that most events have the fees waived, this would be increasing the costs for the Shire for the operation of the Town Hall, which for the 2025-26 financial year was approximately \$21,000. Any increase in costs for the Ratepayers may be deemed unwarranted, given that other facilities are available.

As the Shire is currently working on expanding the townsite and increasing our population, it may be warranted in future years, as a larger community may have more need of the extra facility and the use of the Hall could increase substantially.

As per the current Corporate Business Plan, the Shire does have considerable expenses over the next 4-5 years to meet the expectations of the Plan. As the cost of the installation has not been included as a project and the installation would increase costs of running the Town Hall, any savings should be considered while we are looking at larger projects.

It is recommended that Council not proceed with the installation of the air conditioners at this time, but may reconsider the purchase of the air conditioners in the next or future Corporate Business Plans when the requirements for use of the Town Hall change.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

This item does not have any charge, however if the Shire proceeds with the installation of the air conditioner units, funds will need to be allocated.

Strategic Implications

Nil

Voting Requirement

Simple Majority

Officer Recommendation

That the Shire does not install air conditioning in the Wickepin Town Hall at the current time but re-examines the options in future planning if the need arises.

13.12 Application for Development Approval CBH

Submission to	Ordinary Council Meeting
Location / Address	-
Name of Applicant	-
File Reference	A6346
Author	Kiralee Harris
Interest Disclosures	-
Report Written Date	5 August 2026
Attachments	Attachment 13.12.1 – Development Application Submission for CBH

Summary

Council is requested to consider an Application for Development Approval submitted by Co-operative Bulk Handling Limited (CBH) for three additional open grain storage bulkheads and associated infrastructure at its existing grain receival and storage facility on Lot 55 Bin Road, Wickpin.

The proposal is considered consistent with the General Agriculture zone and the relevant planning framework. It is recommended that Council conditionally approve the application, accompanied with advice notes.

Background

The subject property is Lot 55 on Deposited Plan 412971, Bin Road, Wickpin owned by CBH, and currently is an established grain receival, handling and storage facility.

The applications propose three additional open storage bulkheads, identified as TBH08, TBH09 and TBH10 as referred to in the attachment, together with associated Drive Over Grids (DOGs), grain handling equipment and drainage infrastructure. As referred to the cover letter, applicant outlines, the reason and intent to accommodate, for oversupply, if in case and predation for upcoming harvest, seasonal.

The applicant advises that the additional storage is required following increased grain production and the record 2025/26 harvest. The additional capacity will allow a greater volume of grain received at Wickpin to remain onsite during harvest rather than requiring transfer to alternative storage facilities. The subject land is zoned General Agriculture under the Shire of Wickpin Local Planning Scheme No. 4. Comments The staff are aware that other properties keep bees within the Shire of Wickpin. It is recommended that if approval is granted, it is done on the basis that no complaints are received, or the approval will be revoked.

Comments

The proposal is considered an Industry – Rural use, which is a 'D' use within the General Agriculture zone and may be approved at the discretion of Council. The proposal represents an expansion of the established CBH grain receival, handling and storage facility and is considered consistent with the objectives of the General Agriculture zone.

Clause 4.19 of the Scheme requires consideration of services, roads and potential environmental impacts. The applicant advises that the additional storage will allow more grain to remain onsite during harvest and reduce the need for Harvest Essential Moves during peak periods. The proposal will utilise the existing access and internal vehicle circulation arrangements, with no new external access proposed. A significant increase in traffic movements on the surrounding road network is therefore not anticipated.

Clause 4.11.5 requires storage facilities and other open areas to be sealed, paved or landscaped to the satisfaction of the Shire and maintained in good condition. A condition is recommended requiring the proposed bulkhead areas to be constructed in accordance with the surface treatment shown on the approved plans and thereafter maintained in good condition.

Stormwater runoff from the proposed bulkheads is proposed to be directed through pipes and drains to onsite drainage basins. While the overall drainage approach has been identified, some components remain subject to detailed design. Conditions are recommended requiring final drainage details to be approved by the Shire and the drainage infrastructure to be installed prior to use of the bulkheads.

The proposed bulkheads are located within the established CBH facility and more than 200 metres from the nearest residence. Given the separation from nearby residences and the existing use of the site, significant amenity impacts are not anticipated. A condition is nevertheless recommended to address potential dust, noise, odour and other emissions.

The proposal has been considered against State Planning Policy 2.5 – Rural Planning and is considered consistent with the relevant provisions. State Planning Policy 3.7 – Planning in Bushfire Prone Areas is not applicable to the development proposed.

The application does not require mandatory advertising as Industry – Rural is a ‘D’ use. Given the proposal is an expansion of an established facility, is located more than 200 metres from the nearest residence and does not propose a new external access, public advertising is not considered necessary.

Overall, the proposal is considered consistent with the General Agriculture zone and relevant planning requirements. The matters relating to surface treatment, stormwater and amenity can be appropriately addressed through conditions of approval. Approval is therefore recommended subject to conditions and advice notes.

Statutory Environment

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015 - Schedule 2
- Shire of Wickepin Local Planning Scheme No. 4

Policy Implications

- State Planning Policy 2.5 - Rural Planning
- State Planning Policy 3.7 - Planning in Bushfire Prone Areas (not applicable)

Financial Implications

Application fees have been paid in accordance with the Shire’s Schedule of Fees and Charges.

Strategic Implications

Nil

Voting Requirement

Simple Majority

Officer Recommendation

That with respect to the Development Application for three additional open storage bulkheads (TBH08, TBH09 and TBH10) and associated infrastructure at the existing grain handling and storage facility at Lot 55 on Deposited Plan 412971, Bin Road, Wickepin, Council:

- 1. Determine that the proposed use 'Industry - Rural' is consistent with the objectives of the General Agriculture zone in accordance with Clause 3.4.2 of the Shire of Wickepin Local Planning Scheme No. 4; and*
- 2. Grant Development Approval for the three additional open storage bulkheads (TBH08, TBH09 and TBH10) and associated infrastructure, subject to the following conditions and advice notes.*

Conditions of approval

- 1. The development shall be undertaken in a manner consistent with the information and plans submitted in support of the application unless otherwise approved by the Shire of Wickepin.*
- 2. The open bulkhead storage areas shall incorporate the sealed surface treatment shown on the approved plans and thereafter be maintained in good condition to the satisfaction of the Shire of Wickepin.*
- 3. The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.*
- 4. Vehicle access, manoeuvring and loading/unloading areas associated with the proposed bulkheads shall be constructed and maintained to a standard satisfactory to the Shire of Wickepin.*
- 5. Any outside lighting to comply with Australian Standard AS4282-1997 for the control of obstructive effects of outdoor lighting and not spill into any adjacent residential premises.*
- 6. Prior to commencement of development, final details of the proposed stormwater drainage system shall be submitted to and approved by the Shire of Wickepin, including the location, dimensions and capacity of the proposed drainage basins and associated pipes and drains.*
- 7. All stormwater generated by the development shall be retained and managed onsite in accordance with the approved stormwater drainage details, with the required drainage infrastructure installed prior to use of the proposed bulkheads and thereafter maintained in good working order.*
- 8. Appropriate dust management measures shall be implemented during construction and operation of the development to minimise dust leaving the site.*

ADVICE NOTES

- 1. The applicant is advised that construction work should be undertaken between 7.00 am and 7.00 pm Monday to Saturday, with no construction work on Sundays or public holidays, in accordance with the Environmental Protection Act 1986 and the Environmental Protection (Noise) Regulations 1997. Construction work outside these hours requires approval under the Environmental Protection (Noise) Regulations 1997.*
- 2. The development shall be substantially commenced within two (2) years from the date of this approval. If the development is not substantially commenced within this period, the approval will lapse and be of no further effect.*
- 3. This is a development approval only and is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licences required under any other law and to carry out the development in accordance with all relevant laws.*
- 4. Noise generated by activities associated with the development, including machinery and vehicles, is required to comply with the Environmental Protection (Noise) Regulations 1997.*

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

14 Confidential Reports and Information

15 Urgent Business

16 Closure

With no further business, the Presiding Member declared the meeting closed at (time).