



## Attachments

Ordinary Council Meeting  
Wednesday 20 May 2026

### INDEX

Attachment 7.1.	Ordinary Council Minutes – 15 April 2026
Attachment 9.1	RoeROC Executive Meeting Minutes
Attachment 9.1a	Roe ROC Disaster Ready Fund Application- Shire requirements
Attachment 9.2	Central Country Zone Minutes and Attachments 17 April 2026
Attachment 13.1.1	Monthly List of Accounts Paid – April 2026
Attachment 13.2.1	Statement of Financial Activity – April 2026
Attachment 13.3.1	Letter – Dual Fire Control Officers, Shire of Corrigin
Attachment 13.4.1	Reviewed Delegation Register
Attachment 13.5.1	Risk Assessment Dashboard Report
Attachment 13.6.1	Assessment Checklist
Attachment 13.7.1	FMSR Report
Attachment 13.7.2	Regulation 17 Report
Attachment 13.9.1	Draft Corporate Business Plan Submissions

Date	Wednesday 20 May 2026
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 15 May 2026



## **7.1. Confirmation of Minutes of Previous Ordinary Council Meeting 15 April 2026**



# Minutes

Ordinary Council Meeting  
Wednesday 15 April 2026

Date	Wednesday 15 April 2026
Time	3:30pm
Location	Shire of Wickepin Council Chambers 77 Wogolin Road, Wickepin WA 6370
Distribution Date	16 April 2026



## Notice of Meeting

Please be advised that an Ordinary Council Meeting of the Council of the Shire of Wickepin was held at 3:30pm on Wednesday 15 April 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  
15 April 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.*

## Contents

<b>1</b>	<b>Declaration of Opening</b> .....	<b>5</b>
<b>2</b>	<b>Attendance</b> .....	<b>5</b>
2.1	Present.....	5
<b>3</b>	<b>Public Question Time</b> .....	<b>5</b>
3.1	Responses to Previous Public Questions Taken on Notice .....	5
3.2	Public Question Time.....	5
<b>4</b>	<b>Apologies and Leave of Absence</b> .....	<b>5</b>
4.1	Apologies .....	5
4.2	Previously Approved Leave of Absence.....	5
4.3	Requests for Leave of Absence .....	5
<b>5</b>	<b>Petitions, Memorials and Deputations</b> .....	<b>6</b>
5.1	Petitions .....	6
5.2	Memorials .....	6
5.3	Deputations.....	6
<b>6</b>	<b>Declarations of Councillors and Officers Interest</b> .....	<b>6</b>
<b>7</b>	<b>Confirmation of Minutes of Previous Meetings</b> .....	<b>7</b>
7.1	Minutes of the Ordinary Council Meeting held Wednesday 18 March 2026 .....	7
<b>8</b>	<b>Motions of Which Notice Has Been Given</b> .....	<b>7</b>
<b>9</b>	<b>Receipt of Committee Minutes or Reports and Consideration of Recommendations</b> .....	<b>7</b>
<b>10</b>	<b>Report by the President</b> .....	<b>7</b>
<b>11</b>	<b>Report by the Chief Executive Officer</b> .....	<b>8</b>
<b>12</b>	<b>Notices of Motions for the Following Meeting</b> .....	<b>9</b>
<b>13</b>	<b>Reports and Information</b> .....	<b>10</b>
13.1	Monthly Schedule of Accounts Paid – March 2026.....	10
13.2	Statement of Financial Activity – March 2026 .....	13
13.3	Policy Review – Council Polices 3.1.1 – 3.1.14 and Council Policies 4.1.1 - 4.3.1.....	15
13.4	Water Catchment MOU .....	17
13.5	Corporate Business Plan.....	19
13.6	Revocation of Motions OCM-210525-07 and OCM-201025-18 .....	21
<b>14</b>	<b>Confidential Reports and Information</b> .....	<b>25</b>
<b>15</b>	<b>Urgent Business</b> .....	<b>25</b>

**16 Closure.....25**

# 1 Declaration of Opening

The Presiding Member declared the meeting open at 3.33pm

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
W Astbury	Councillor
F Allan	Councillor
J Mearns	Councillor
L Corke	Councillor
D Gaul	Councillor

#### Employees

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

## 3 Public Question Time

### 3.1 Responses to Previous Public Questions Taken on Notice

Nil

### 3.2 Public Question Time

Nil

## 4 Apologies and Leave of Absence

### 4.1 Apologies

Nil

### 4.2 Previously Approved Leave of Absence –

### 4.3 Requests for Leave of Absence

Cr Allan requested a leave of absence for the Ordinary Council Meeting on 20 May 2026.

**Council Decision****Resolution**      **OCM-150426-01****Moved**            **Cr Miller****Second**          **Cr Corke**

**That Cr Allan be granted a leave of absence for the Ordinary Council Meeting on 20 May 2026 for personal reasons.**

**Carried**      **7/0****For**            **Cr J Russell, Cr T Miller, Cr F Allan, Cr W Astbury, Cr L Corke, Cr D Gaul,**  
**Cr J Mearns****Against**      **Nil**

## **5 Petitions, Memorials and Deputations**

### **5.1 Petitions**

Nil

### **5.2 Memorials**

Nil

### **5.3 Deputations**

Nil

## **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 – Nil

## 7 Confirmation of Minutes of Previous Meetings

### 7.1 Minutes of the Ordinary Council Meeting held Wednesday 18 March 2026

#### Officer Recommendation

*That Council confirms the minutes of the Ordinary Council Meeting held on Wednesday 18 March 2026, as included in Attachment 7.1.1, as a true and accurate record.*

#### Council Decision

**Resolution**      **OCM-150426-02**  
**Moved**            **Cr Allan**  
**Second**           **Cr Gaul**

**That Council confirms the minutes of the Ordinary Council Meeting held on Wednesday 18 March 2026, as included in Attachment 7.1.1, as a true and accurate record**

**Carried**      **7/0**  
**For**            **Cr J Russell, Cr T Miller, Cr F Allan, Cr W Astbury, Cr L Corke, Cr D Gaul,**  
                    **Cr J Mearns**  
**Against**      **Nil**

## 8 Motions of Which Notice Has Been Given

Nil

## 9 Receipt of Committee Minutes or Reports and Consideration of Recommendations

Nil

## 10 Report by the President

Thank you to our whole community for their co-operation during the current global fuel crisis caused by the closure of the Strait of Hormuz by Iran, causing disruption to the global oil supply from that area.

Also thank you to Great Southern Fuel Supplies for assisting in maintaining our fuel supplies for our communities as much as possible.

March 21<sup>st</sup> brought extremely hot temperatures and high winds, unfortunately a fire broke out near Pauley Road which closed the main Wickepin-Pingelly road for a few hours due to smoke and debris over the road.

Thank you to the prompt and strong response from the FCO's, Shire Staff, community and neighbouring emergency volunteer crews for their fast action which captured the fire before it escalated into a disaster, and for their attention to the site in the next few days for the mop-up.

March 25<sup>th</sup> and 26<sup>th</sup> saw ex-tropical cyclone Narelle come our way, fortunately passing slightly north of the projected pathway, and so relieving us of the forecast strong winds, but bringing some much needed rain across our shire.

Thank you to staff and community who worked hard beforehand in preparedness for this event.

On April 1<sup>st</sup> the summer swimming pool season was wound up at the Wickepin swimming pool with the Small Schools Swimming Carnival, which I attended and presented the medals to award recipients. Congratulations to those organising the event, and to all of the participants who competed on the day. Thank you also to the swimming pool manager Meeks, for the Summer swimming season.

Meetings and events that I have attended are:

March 24	Information Session-Narrogin East Renewable–LightSourceBP Project FCO Debrief – Pauley Road Fire
March 26	Shire Cyclone Preparedness meeting LEMAC Cyclone Preparedness and Fuel Issues meeting
April 1	Small Schools Swimming Carnival
April 7	Central Country Zone Executive meeting by Teams Meeting with CEO
April 8	Pre-Audit Entrance Teams meeting–CEO, DCEO, CROWE (Auditors)
April 10	Meeting with CEO and Deputy President

## 11 Report by the Chief Executive Officer

16 March 2026	Pre-Planning Meeting with Auditors RoeROC Key Worker Housing Project – Lobby Group Meeting with Cr Miller
18 March 2026	LGIS Zoom Meeting – Fuel Crisis Bird Flu Webinar Council Meeting
19 March 2026	Risk Management Webinar LGIS Site visit – Railway Dam
23 March 2026	Staff position Interview
24 March 2026	2 x Meetings with Individual Staff LightsourceBP Information Session Bush Fire Brigade Debrief – Pauley Road Fire
25 March 2026	Public sector Commission Webinar DFES Meeting (Teams) – Fuel Issues Meeting with Australian Energy Infrastructure Commissioner – Narrogin
26 March 2026	Shire Cyclone Preparedness Meeting LEMAC Cyclone Preparedness and Fuel Issues Meeting Individual Staff Member Meeting LGIS Tournament Meeting
30 March 2026	Staff position Interview
31 March 2026	Toolibin Tennis Club Meeting Yealering Progress Association Meeting
7 April 2026	Meeting Shire President
8 April 2026	Audit Planning Meeting Meeting Cr Mearns
9 April 2026	RoeROC Executive Meeting

10 April 2026

Meeting with Shire President and Deputy President.

**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			
A12	Liquor Consumption on Shire Owned Property	CEO	Alcohol Consumption Approval – Wickepin Community Centre, 22 April 2026 – Wickepin Netball Club Alcohol Consumption Approval – Wickepin Community Centre, 28 March 2026 – Alyce Tropiano	19/03/2026  24/03/2026	CEO  CEO
A13	Hire of Community Halls / Community Centre	CEO	Fee Waiver Approval – Wickepin Town Hall, 14 April 2026 – Wickepin Health Centre Fee Waiver Approval – Wickepin Community Centre, 27 August 2026, Wickepin St. John Ambulance Fee Waiver Approval – Wickepin Oval, 29 May 2026, Yealering PS	19/03/2026  24/03/2026  26/03/2026	CEO  CEO  CEO
A14	The Food Act 2008 and the Food Regulations 2009	CEO			
A15	The Public Health Act 2016	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**

Nil

## 13 Reports and Information

### 13.1 Monthly Schedule of Accounts Paid – March 2026

---

<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	Whole Shire
<b>Name of Applicant</b>	E Clement, Deputy Chief Executive Officer
<b>File Reference</b>	FM.FR.1212
<b>Author</b>	E Clement, Deputy Chief Executive Officer
<b>Interest Disclosures</b>	The author has no financial, proximity or impartiality interests in this item.
<b>Report Written Date</b>	7 April 2026
<b>Attachments</b>	<b>Attachment 13.1.1</b> – Monthly Schedule of Accounts Paid – March 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 March 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 –

<b>Municipal Fund</b>	<b>Vouchers</b>	<b>Amounts</b>
Electronic Funds Transfer	EFT 16051,16054-16089,16092-16110	\$721,223.26
Cheques	16047-16050	\$ 22,987.51
Direct Deductions	March 2026	\$1,455.26
Superannuation	March 2026	\$16,467.42
Credit Card	March 2026	\$88.30
BPay Payments	March 2026	\$0
Payroll	March 2026	\$99,987.00
Licensing	March 2026	\$13,186.75
<b>Municipal Fund Total</b>		<b>\$875,392.50</b>
<b>Trust Fund</b>		
Electronic Funds Transfer	16090-16091,16052-16053	\$363.30
Cheques		\$0
<b>Trust Fund Total</b>		<b>\$363.30</b>
<b>Total</b>		<b>\$875,755.80</b>

### 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 \$875,392.50 and from Trust Fund of \$363.30 for March 2026, as included in **Attachment 13.1.1**.*

**Council Decision**

**Resolution** OCM-150426-03

**Moved** Cr Corke

**Second** Cr Allan

**That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 acknowledges payments from the Municipal Fund of \$875,392.50 and Trust of \$363.80 for March 2026, as included in Attachment 13.1.1.**

**Carried** 7/0

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

**Against** Nil

## 13.2 Statement of Financial Activity – March 2026

---

<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	Whole Shire
<b>Name of Applicant</b>	E Clement, Deputy Chief Executive Officer
<b>File Reference</b>	FM.FR.1212
<b>Author</b>	E Clement, Deputy Chief Executive Officer
<b>Interest Disclosures</b>	The author has no financial, proximity or impartiality interests in this item.
<b>Report Written Date</b>	7 April 2026
<b>Attachments</b>	<b>Attachment 13.2.1</b> - Statement of Financial Activity – March 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 February 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 March 2026, as included in **Attachment 13.2.1**.*

**Council Decision**

**Resolution OCM-150426-04**

**Moved Cr Miller**

**Second Cr Gaul**

**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 March 2026, as included in Attachment 13.3.1.**

**Carried 7/0**

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

**Against Nil**

### 13.3 Policy Review – Council Polices 3.1.1 – 3.1.14 and Council Policies 4.1.1 - 4.3.1

---

<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	Whole Shire
<b>Name of Applicant</b>	David Burton – Chief Executive Officer
<b>File Reference</b>	Policy Manual
<b>Author/s</b>	David Burton – Chief Executive Officer Erika Clement – Deputy Chief Executive Officer
<b>Interest Disclosures</b>	The author/s have no financial, proximity or impartiality interests in this item.
<b>Report Written Date</b>	9 April 2026
<b>Attachments</b>	<b>Attachment 13.3.1</b> Revised Council Policies 3.1.1 - 3.1.14 & 4.1.1 – 4.3.1

---

#### Summary

The purpose of this report is to recommend to the Council to amend the current Council Policies – Section 3 General Purpose Funding 3.1.1 – 3.1.14 and Section 4 Law, Order, Public Safety 4.1.1 – 4.3.1 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 3 General Purpose Funding and Section 4 Law, Order, Public Safety have been endorsed since 2022 in its entirety and had individual reviews of certain policies during this time.

#### Comments

Shire Officer's have reviewed and updated the changes to Council Policies 3.1.1 – 3.1.14 and 4.1.1 – 4.3.1 as contained in **Attachment 13.3.1**.

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

#### 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

**Officer Recommendation**

*That Council adopts the revised Council Policy 3.1.1 – 3.1.14 and 4.1.1 – 4.3.1 Policies with the relevant changes noted and contained in Attachment 13.3.1.*

**Council Decision**

**Resolution** OCM-150426-05  
**Moved** Cr Gaul  
**Second** Cr Allan

**That Council adopts the revised Council Policy 3.1.1 – 3.1.14 and 4.1.1 – 4.3.1 Policies with the relevant changes noted and contained in Attachment 13.3.1.**

**Carried** 7/0  
**For** Cr J Russell, Cr T Miller, Cr F Allan, Cr W Astbury, Cr L Corke, Cr D Gaul, Cr J Mearns  
**Against** Nil

### 13.4 Water Catchment MOU

---

<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	
<b>Name of Applicant</b>	Shire of Wickepin
<b>File Reference</b>	A6347, A6746
<b>Author</b>	David Burton, Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	8 April 2026
<b>Attachments</b>	<b>Attachment 13.4.1</b> Draft Water Catchment MOU

---

#### Summary

For Council to consider a formal Memorandum of Understanding (MOU) with Mr Ray Lewis for the agreement to share water from the road catchment on the near property

#### Background

At the Annual Electors Meeting and at the following Council Meeting, Mr Lewis requested a consideration of Council for the sharing of the water runoff from the Harrismith Road between his dam and the Town Oval dam. Council indicated that it was prepared to look at a shared arrangement.

#### Comments

To ensure an agreement is formalised, a draft MOU has been prepared by staff to allow for the sharing of the water resources from the road runoff. The main points of the Agreement are:

1. The Shire CEO will have the authority to control the water direction;
2. Only Shire staff can alter the water flow under the direction of the CEO; and
3. All parties are to maintain waterways to ensure as much water is directed towards the dams.

For the sharing of the water resources, it was considered that the best policy was to have the Shire in control of the direction of the water. This would ensure the Shire has water for the ovals and also protects Mr Lewis from being accused of taking water from the town, as it is at the Shires discretion.

The maintenance of the waterways will also ensure that the most water is captured so it can be shared by the parties, rather than just relying on the run off from the roads as well.

It is recommended that the Agreement be maintained for 5 years to ensure it works for all parties and before it needs review and renewal. If at any time the parties agree to terminate the MOU, it can be terminated with immediate effect.

The CEO has discussed the MOU with Mr Lewis, and he is happy to accept it.

#### Statutory Environment

Nil

#### Policy Implications

Nil, this MOU will establish a process for the sharing of water.

#### Financial Implications

Nil

## Strategic Implications

### GOAL - Infrastructure

Objective: 4 Maintain Shire owned facilities in a strategic manner and also to meet community needs.

Strategy: 4.1 Ensure currency of the Asset Management Plan; fund and deliver the asset preservation needs for the organisation's assets including roads, buildings, plant and equipment.

### Voting Requirement

Simple Majority

### Officer Recommendation

*That Council adopts the Memorandum of Understanding with Mr Lewis for the sharing of water resources from the road reserve and authorises the CEO to sign the document.*

### Council Decision

**Resolution OCM-150426-06**

**Moved Cr Gaul**

**Second Cr Mearns**

**That Council adopts the Memorandum of Understanding with Mr Lewis for the sharing of water resources from the road reserve and authorises the CEO to sign the document.**

**Carried 7/0**

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

**Against Nil**

## 13.5 Corporate Business Plan

---

<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	
<b>Name of Applicant</b>	Shire of Wickepin
<b>File Reference</b>	CM.PLA.401
<b>Author</b>	David Burton, Chief Executive Officer
<b>Interest Disclosures</b>	-
<b>Report Written Date</b>	8 April 2026
<b>Attachments</b>	<b>Attachment 13.5.1</b> Draft Corporate Business Plan (to be distributed separately)

---

### Summary

For the Council to consider the draft Corporate Business Plan before it is put out for public comment.

### Background

Over the last few months, staff have been working with 150Squared to develop the Corporate Business Plan for the Shire of Wickepin as part of the Strategic Planning documentation.

The Corporate Business Plan has been developed from the Strategic Community Plan to establish a timeline for the major works of the Shire to meet the community's expectations with the Plan. The Corporate Business Plan will establish projects as priorities over a 4-year period.

### Comments

The corporate Business Plan has been derived from the actions requested by Council Members from discussion with the general public and the longer-term plans of the Shire of Wickepin to deliver on outcomes. The main projects for consideration include:

- Land Development
- Housing
- Upgrades to Caravan Parks
- Gravel Re-sheeting
- Tourism items, including walk trails, etc.

It is recommended that the Corporate Business Plan be advertised for public comment before being adopted by Council. This will allow the public to see what the Council has planned and how it will be rolled out, while also allowing for comment.

### Statutory Environment

Local Government Act 1995 Section 5.56

Local Government (Administration) Regulations 1996 Section 19DA

### Policy Implications

Nil

### Financial Implications

The adoption of the Corporate Business Plan will not have any costs other than administrative costs, but the projects contained in the Plan will have significant costs for the Shire and will need to be considered in future budgets.

## **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 receives the draft Corporate Business Plan, with staff to advertise the document for public comment and to return for adoption at the May Ordinary Meeting of Council.*

### **Council Decision**

**Resolution OCM-150426-07**

**Moved Cr Mearns**

**Second Cr Gaul**

**That Council receives the draft Corporate Business Plan, with staff to advertise the document for public comment and to return for adoption at the May Ordinary Meeting of Council.**

**Carried 7/0**

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

**Against Nil**

### 13.6 Revocation of Motions OCM-210525-07 and OCM-201025-18

---

<b>Submission to</b>	Ordinary Council Meeting
<b>Location / Address</b>	Whole Shire
<b>Name of Applicant</b>	David Burton – Chief Executive Officer
<b>File Reference</b>	LD.LA.7
<b>Author/s</b>	David Burton – Chief Executive Officer Lara Marchei – Governance Officer
<b>Interest Disclosures</b>	The authors have no financial, proximity or impartiality interests in this item.
<b>Report Written Date</b>	10 April 2026
<b>Attachments</b>	Nil

---

#### Summary

To consider the revocation of Motions OCM-210525-07 passed at the Ordinary Meeting of Council held on 21 May 2025 and OCM-201025-18 passed at the Ordinary Meeting of Council held on 20 October 2025, and replace with another motion for action.

#### Background

The Wickepin Sheep Saleyards are currently operated under an agreement basis, currently with Nutrien, Elders and AWN. Nutrien and Elders agreements expired 30 June 2023, and AWN expired 30 June 2025.

#### Comments

The agreements were previously endorsed at the May 2025 Ordinary Meeting of Council but upon revision by Elders prior to signing, various amendments to the agreement were requested.

The amended agreement was presented to Council at the October 2025 Ordinary Meeting of Council for endorsement, and upon revision by Council, further conditions were added to the agreement prior being sent to the Agents for signing.

At the time of this report and after numerous attempts to request a signed agreement from Elders, no signed agreement has been received.

After further consideration, it is requested that, instead of the Wickepin Sheep Saleyards use be by way of a lease agreement, a booking form outlining conditions of use be implemented instead.

For this action to proceed, Council will need to revoke Motions OCM-210525-07 passed at the Ordinary Meeting of Council held on 21 May 2025 and OCM-201025-18 passed at the Ordinary Meeting of Council held on 20 October 2025.

#### Statutory Environment

*Local Government Act 1995.*

*Local Government (Administration) Regulations 1996*

Part 2 Council and committee meetings

10 Revoking or changing decisions (Act s. 5.25(1)(e))

- 1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —
  1. in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or

2. in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.
- (1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.
- 2) If a decision is made at a council or committee meeting, any decision to revoke or change the decision must be made by an absolute majority.
- 3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

#### GOAL - Infrastructure

Objective: 4 Maintain Shire owned facilities in a strategic manner and also to meet community needs.

Strategy: 4.3 Encourage greater usage of Shire facilities.

### Voting Requirement

Absolute Majority

### Officer Recommendations

Council Members in support of revoking the decisions:

Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_.

#### *Recommendation 1:*

*That the following motions be revoked:*

*Resolution OCM-210525-07*

*Moved Cr P Thompson*

*Second Cr L Corke*

1. *That the users of the Wickepin Sheep Saleyards be offered the Wickepin Sheep Saleyards Agreement as contained in attachment 13.4.1.*
2. *That the Shire President and CEO be authorised to sign and place the common seal of the Shire of Wickepin on the agreements once signed by the users.*

*Carried 5/0*

*For Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson*

*Against Nil*

*Resolution OCM-201025-18*

*Moved Cr L Corke*

*Second Cr D Gaull*

1. *That the users of the Wickepin Sheep Saleyards be offered the amended Wickepin Sheep Saleyards Agreement as contained in attachment 13.12.1. With further dot points listed:*
  - Damage to property –*
    - The Agent must report any damage to the Shire within 24 hours to allow sufficient time for repairs.*

- *The Agent must ensure all rubbish is removed, and the area left in a neat and tidy condition.*
  - *The Agent must ensure gates are closed after use to ensure entrances to the town remain presentable.*
2. *That the Shire President and CEO be authorised to sign and place the common seal of the Shire of Wickepin on the amended agreements once signed by the users.*

*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*

*Recommendation 2:*

*That the CEO establish, as part of Administration operational procedures, a booking form for users of the Wickepin Sheep Saleyards outlining hire terms and conditions.*

**Council Members in support of revoking the decisions:**

**Cr Astbury, Cr Allan and Cr Gaul.**

**Recommendation 1:**

**Resolution OCM-150426-8**

**Moved Cr Gaul**

**Second Cr Allan**

**That the following motions be revoked:**

**Resolution OCM-210525-07**

**Moved Cr P Thompson**

**Second Cr L Corke**

1. **That the users of the Wickepin Sheep Saleyards be offered the Wickepin Sheep Saleyards Agreement as contained in attachment 13.4.1.**
2. **That the Shire President and CEO be authorised to sign and place the common seal of the Shire of Wickepin on the agreements once signed by the users.**

**Carried 5/0**

**For Cr W Astbury, Cr F Allan, Cr J Mearns, Cr L Corke, Cr P Thompson**

**Against Nil**

**Resolution OCM-201025-18**

**Moved Cr L Corke**

**Second Cr D Gaul**

1. **That the users of the Wickepin Sheep Saleyards be offered the amended Wickepin Sheep Saleyards Agreement as contained in attachment 13.12.1. With further dot points listed:**

**Damage to property –**

  - **The Agent must report any damage to the Shire within 24 hours to allow sufficient time for repairs.**
  - **The Agent must ensure all rubbish is removed, and the area left in a neat and tidy condition.**
  - **The Agent must ensure gates are closed after use to ensure entrances to the town remain presentable.**

**That the Shire President and CEO be authorised to sign and place the common seal of the Shire of Wickepin on the amended agreements once signed by the users. That the CEO establish, as part of Administration operational procedures, a booking form for users of the Wickepin Sheep Saleyards outlining hire terms and conditions.**

**Carried 7/0**

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

**Against Nil**

**Recommendation 2:**

**Resolution OCM-150426-9**

**Moved Cr Mearns**

**Second Cr Gaul**

**That the CEO establish, as part of Administration operational procedures, a booking form for users of the Wickepin Sheep Saleyards outlining hire terms and conditions.**

**Carried 7/0**

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

**Against Nil**

## **14 Confidential Reports and Information**

## **15 Urgent Business**

## **16 Closure**

With no further business, the Presiding Member declared the meeting closed at 3.47pm.



## 9.1 RoeROC Executive Meeting Minutes

# ROEROC

Roe Regional Organisation of Councils  
Corrigin | Kondinin | Kulin | Narembeen | Wickepin

## RoeROC Executive Meeting

Thursday 9<sup>th</sup> April 2026

Narembeen Council Chambers

## MINUTES



# ROE REGIONAL ORGANISATION OF COUNCILS

Minutes of the RoeROC Executive Meeting  
held at the Shire of Narembeen on  
Thursday 9<sup>th</sup> April 2026

## TABLE OF CONTENTS

<b>1.</b>	<b><u>OPENING AND ANNOUNCEMENTS.....</u></b>	<b><u>3</u></b>
<b>2.</b>	<b><u>RECORD OF ATTENDANCE AND APOLOGIES.....</u></b>	<b><u>3</u></b>
<b>2.1.</b>	<b>ATTENDANCE</b>	<b>3</b>
<b>2.2.</b>	<b>APOLOGIES</b>	<b>3</b>
<b>2.3.</b>	<b>GUESTS</b>	<b>3</b>
<b>3.</b>	<b><u>PRESENTATIONS .....</u></b>	<b><u>3</u></b>
<b>4.</b>	<b><u>MINUTES OF MEETINGS .....</u></b>	<b><u>3</u></b>
<b>4.1.</b>	<b>BUSINESS ARISING</b>	<b>3</b>
<b>5.</b>	<b><u>STATUS REPORT .....</u></b>	<b><u>3</u></b>
<b>6.</b>	<b><u>MATTERS FOR DISCUSSION.....</u></b>	<b><u>7</u></b>
<b>6.1.</b>	<b>JOINT ROC EVENT OUTCOMES</b>	<b>7</b>
<b>6.2.</b>	<b>PUBLIC HEALTH PLANS</b>	<b>9</b>
<b>6.3.</b>	<b>ROEROC KEY WORKER HOUSING ACTION GROUP - UPDATE</b>	<b>10</b>
<b>7.</b>	<b><u>MATTERS FOR DECISION.....</u></b>	<b><u>13</u></b>
<b>7.1.</b>	<b>DISASTER READY FUND – AGREEMENT ON CO-CONTRIBUTIONS</b>	<b>13</b>
<b>7.2.</b>	<b>BRANDING AND WEBSITE – MARKETING AND ADVOCACY PLATFORM</b>	<b>15</b>
<b>7.3.</b>	<b>FUTURE PROJECTS AND PRIORITIES</b>	<b>17</b>
<b>7.4.</b>	<b>CONSIDERATION OF POTENTIAL NEW MEMBER</b>	<b>19</b>
<b>7.5.</b>	<b>ROEROC DRAFT BUDGET 2026/2027</b>	<b>22</b>
<b>8.</b>	<b><u>GENERAL BUSINESS .....</u></b>	<b><u>24</u></b>
<b>9.</b>	<b><u>BENDERING LANDFILL SITE ITEMS .....</u></b>	<b><u>26</u></b>
<b>9.1.</b>	<b>OUTCOMES OF THE BENDERING WORKSHOP WITH MOORE AUSTRALIA</b>	<b>26</b>
<b>9.2.</b>	<b>BENDERING LANDFILL SITE WORKING GROUP – TERMS OF REFERENCE REVIEW</b>	<b>28</b>
<b>9.3.</b>	<b>BENDERING LANDFILL SITE BUDGET 2026/2027</b>	<b>30</b>
<b>9.4.</b>	<b>BENDERING ASBESTOS FEE WAIVER REQUEST POLICY</b>	<b>32</b>
<b>10.</b>	<b><u>NEXT MEETING SCHEDULE.....</u></b>	<b><u>34</u></b>
<b>11.</b>	<b><u>CLOSURE.....</u></b>	<b><u>34</u></b>

# ROE REGIONAL ORGANISATION OF COUNCILS

Minutes of the RoeROC Executive Meeting  
held at the Shire of Narembeen on  
Thursday 9<sup>th</sup> April 2026

## MINUTES

### 1. OPENING AND ANNOUNCEMENTS

Declaration of opening of meeting by Chairperson

### 2. RECORD OF ATTENDANCE AND APOLOGIES

#### 2.1. Attendance

Rebecca McCall	CEO, Shire of Narembeen (Chairperson)
Natalie Manton	CEO, Shire of Corrigin
Bruce Wright	CEO Shire of Kondinin
Alan Leeson	CEO, Shire of Kulin
David Burton	CEO, Shire of Wickiepin - <i>via Microsoft Teams</i>
Darren Mollenoyux	RoeROC Executive Officer

#### 2.2. Apologies

#### 2.3. Guests

### 3. Presentations

### 4. MINUTES OF MEETINGS

4.1 Minutes of the RoeROC Executive Meeting held on the 5<sup>th</sup> February 2026.

#### OFFICER RECOMMENDATION AND RESOLUTION

Moved: Alan Leeson

Seconded: Natalie Manton

That the Minutes of the RoeROC Executive Meeting held on the 5<sup>th</sup> February 2026 are received as a true and correct record of proceedings.

Carried

#### 4.1. Business Arising

Nil

### 5. STATUS REPORT

#### RoeROC Executive Officer Key Performance Indicators Status Report

A copy of the Executive Officer KPI Status Report is attached.

## EXECUTIVE OFFICER KPI 2025/2026 – STATUS REPORT

The following provides a status report as of 1<sup>st</sup> April 2026

ACTION	TIMELINE	STATUS
Retain a RoeROC Executive Officer to administer the organisation, develop and implement strategic projects as well as governing frameworks.	Ongoing	
<b>KPI #1a</b>	<b>Timeline</b>	
Effectively manage the process of improving the RoeROC governance structure, to be retained as a VROC, amending the current MOU and Terms of Reference to create a single document, ensuring a smooth transition and successful implementation.	July 2025	<ul style="list-style-type: none"> <li>Presented in the July 2025 Executive Meeting.</li> <li>Updates made by Executive in August 2025.</li> <li>RoeROC Committee endorsed September 2026.</li> <li>Endorsed at RoeROC Special Meeting on 10th November 2025</li> </ul> <p style="text-align: right;"><b>COMPLETED</b></p>
<b>KPI #1b</b>	<b>Timeline</b>	
Ensure an effective and transparent process is undertaken for evaluating and implementing the inclusion of the Shire of Wickepin as a member of RoeROC.	August 2025	<ul style="list-style-type: none"> <li>Presented for discussion and direction at the July 2025 Executive Meeting Agenda.</li> <li>Discussion Paper presented to RoeROC Executive Meeting in August 2026.</li> <li>Presented at September 2025 Committee Meeting with recommendation made to present to individual Member Councils at September 2026 Council Meeting.</li> <li>Endorsed at RoeROC Special Meeting on 10<sup>th</sup> November 2025</li> </ul> <p style="text-align: right;"><b>COMPLETED</b></p>
Review the Bending Landfill Site Working Group Terms of Reference.	March 2026	

ACTION	TIMELINE		STATUS
Advocate for the development of a shared policy framework for renewable energy and carbon offsets among Shires for the betterment of the region.	2025/26		
<b>KPI #2</b>	<b>Draft</b>	<b>Adoption</b>	
Develop a shared policy framework for renewable energy and carbon offsets among the Shires for the betterment of the region. Potential planning policy to be drafted.	Sept 2025		<ul style="list-style-type: none"> <li>WALGA released the guide and templates in early July 2025, this will be discussed in this agenda.</li> <li>Working group formed and met in August 2026.</li> <li>Update provided at September 2026 Committee meeting where delegates voted to seek external consultant to support process.</li> </ul>

<b>ACTION</b>	<b>TIMELINE</b>	<b>STATUS</b>
Progress the RoeROC Key Worker Housing Project through the engagement of a consultant to finalise the business case and identify and pursue appropriate grant funding opportunities.	2025 - 2027	
<b>KPI #3a</b>	<b>TIMELINE</b>	
Establish and support RoeROC Key Worker Housing Lobby Group to implement targeted advocacy and lobbying activities aligned with the approved Action Plan.	Ongoing 25/26	Action Plan to be reviewed and updated at the February 2026 Executive Meeting. Once updated the Lobby Group is to meet and commence advocacy work. First meeting held.
<b>KPI #3b</b>	<b>Lodgement</b>	
In conjunction with Whitney Consulting to identify funding sources and prepare applications with supporting documentation to secure external funding for the implementation of the strategies outlined in the investment plan.	Prior to closing date of funding program.	<ul style="list-style-type: none"> <li>Individual member Councils are progressing with compilation of additional information for Tara Whitney, which is due by end of October 2025.</li> <li>RHSF Grant Application submitted December 2025</li> </ul>
<b>ACTION</b>	<b>TIMELINE</b>	<b>STATUS</b>
Support the implementation of the Eastern Wheatbelt Power Resilience Project by progressing initiatives to enhance evacuation centre infrastructure across RoeROC Shires.	2025/26	
<b>KPI #4a</b>	<b>Timeline</b>	
Pending funding outcomes, coordinate the delivery of the project at identified RoeROC evacuation centres.	Dependent on success of funding application	Notified that our grant application was unsuccessful. Now seeking alternative funding streams.
<b>KPI #4b</b>	<b>Lodgment</b>	
Continue to identify funding opportunities for additional projects that align with local emergency arrangements and community resilience objectives.	Prior to closing date of funding program.	Monitoring

<b>ACTION</b>	<b>TIMELINE</b>	<b>STATUS</b>
Maintain functioning shared services working groups.	2025/26	
<b>KPI #5a</b>	<b>Timeline</b>	
Provide executive support to the Shared Services Working Group to ensure alignment with RoeROC objectives and identified shared projects.	Ongoing	Ongoing
<b>KPI #5b</b>	<b>Timeline</b>	
Deliver effective executive support to the Bending Landfill Site Working Group to ensure timely progression of initiatives and actions as directed by RoeROC, and in line with the Bending Landfill Site Working Group MOU.	Ongoing	Workshop with Talis being held on 29 <sup>th</sup> July 2025 On site works undertaken in September 2025 Working Group Meeting held 9 February 2026

KPI #5c	Timeline	
Finalise and implement the Shared Services and Collaboration Plan that identifies key areas for inter-council collaboration, resource sharing, and efficiency improvements across RoeROC member shires.	<p>Endorsed by Executive July 2025 Adopted by Committee by Sept 25</p> <p>Ongoing delivery</p>	<p>Plan adopted at the June 2025 RoeROC Committee Meeting, will be reviewed regularly by the SSWG and Executive, including any impacts from the request by Shire of Wickepin to become a member.</p> <p>SSWG met with Community Development staff to review potential collaboration points from the RoeROC Plan. Update provided at the November 2025 RoeROC Executive Meeting.</p> <p>CEOs to review projects and priorities at the RoeROC Executive Meeting being held on the 5<sup>th</sup> February 2026.</p>

ACTION	TIMELINE	STATUS
Facilitate the sharing of knowledge and understanding between Shires for regional benefit.	Ongoing	
KPI #6a	Implement	
Populate the platform with expert contacts and initial resources.	July 2025	

## 6. MATTERS FOR DISCUSSION

### 6.1. Joint ROC Event Outcomes

<b>REPORTING OFFICER:</b>	Darren Mollenoyux
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 March 2026
<b>ATTACHMENT NUMBER:</b>	6.1a - Joint ROC Event - Media Release 6.1b - Joint ROC Event - Summary Paper 6.1c - Joint ROC Event - Follow Up Correspondence Various
<b>CONSULTATION:</b>	RoeROC Committee Meeting NEWROC and WEROC Executive Officers

#### SUMMARY

This item provides an opportunity for CEOs to consider any further follow-up initiatives for RoeROC, following the Joint ROC event held in February 2026.

#### BACKGROUND

The Joint ROC Event brought together Elected Members and CEOs from RoeROC, WEROC and NEWROC to present shared regional priorities to State Government representatives, agency leaders and key stakeholders.

The event focused on raising the profile of key issues impacting the three ROCs located in the Eastern Wheatbelt, including workforce challenges, housing supply, essential service reliability, economic diversification and the regional freight task. It was intended as the foundation for ongoing advocacy and collaboration rather than an endpoint.

At its meeting on 5 March 2026, the RoeROC Committee considered the outcomes of the event and resolved:

*That the RoeROC Committee:*

1. *Notes the outcomes of the Joint ROC Event;*
2. *Meet with WEROC, NEWROC & RoeROC annually on new priorities; and*
3. *RoeROC's immediate priorities arising from the event are:*
  - a) *Commence advocacy on RoeROC Key Worker Housing Project.*
  - b) *Maintain contact with key stakeholders and Department Directors and build on relationships.*

#### COMMENT

The Joint ROC Event demonstrated strong alignment across the three ROCs and reinforced the value of a coordinated regional voice.

There is an opportunity for RoeROC to maintain momentum by progressing the priorities identified by the RoeROC Committee, while also considering broader or longer-term collaborative initiatives.

#### CEO input is sought to:

- Confirm and refine RoeROC's immediate advocacy and action priorities arising from the event.
- Identify any additional opportunities for collaboration, joint advocacy or project development.
- Consideration of coordinated advocacy approaches and targeted engagement with stakeholders.

The RDA Wheatbelt CEO Josh Pomykala was invited to attend the RoeROC meeting on 4 June 2026; however, he is unavailable. The Executive Officer is seeking an alternative date for his attendance.

#### STRATEGIC IMPLICATIONS

- Facilitate the sharing of knowledge and understanding between Shires for regional benefit.
- Enhance service delivery efficiency through shared resources and collective expertise.
- Support sustainable regional development by leveraging collaborative opportunities

#### ACTION

Discuss and determine any further RoeROC's priority actions from the event, including ongoing stakeholder engagement and collaboration opportunities with other ROCs.

## **ACTION**

**CEOs discussed the outcomes from the Joint ROC Event, and agreed on the following additional points;**

### **Workforce:**

- 1. RoeROC CEOs agreed that, while workforce shortages are impacting other sectors in the region, RoeROC should prioritise a focus on the local government workforce, where it has the greatest level of influence and capacity to make change.**
- 2. RoeROC supports a “grow your own” approach to workforce development to reduce reliance on recruitment from outside the region/sector.**
- 3. That opportunities for joint strategic workforce development with NEWROC and WEROC be further explored, including regional delivery of training and capacity-building initiatives.**
- 4. That consideration be given to collaborative workforce training and development, similar to the Joint ROC Works and Services Development Day.**

### **Housing:**

- 1. RoeROC continue to progress its Key Worker Housing Strategy and pursue relevant funding opportunities, while remaining open to joint regional advocacy.**
- 2. That RoeROC strengthen its engagement and working relationship with Development WA.**
- 3. RoeROC needs to ensure its advocacy highlights the need for shared investment in housing construction needs, including contributions from local business.**
- 4. We need to improve engagement with GROH to ensure they better understand current gaps and seek what are their strategic responses to government worker housing shortage.**

## 6.2. Public Health Plans

**REPORTING OFFICER:** Darren Mollenoyux  
**DISCLOSURE OF INTEREST:** Darren Mollenoyux, 150Square  
**DATE:** 2 April 2026  
**ATTACHMENT NUMBER:**  
**CONSULTATION:** Caroline Robinson, Director 150Square

### SUMMARY

This item provides an opportunity for CEOs to consider the quotation received and determine next steps in progressing a coordinated review and development of Public Health Plans across participating RoeROC Member Councils.

### BACKGROUND

At the February 2026 RoeROC Executive Meeting, CEOs discussed the impending 30 June 2026 deadline for Public Health Plans and the potential to undertake a coordinated approach to reviewing Member Councils' plans. It was noted that the Shire of Wickepin requires the development of a new Public Health Plan.

The following decision was made:

*That a quote be sought from 150Square for:*

- *the review of RoeROC Member Councils' Public Health Plans; and*
- *the development of a new Public Health Plan for the Shire of Wickepin.*

Following the meeting, the Shire of Kondinin was contacted regarding participation and advised that it would not participate in the proposed review.

### COMMENT

A quotation has been received from 150Square to undertake the review of Public Health Plans for the Shires of Corrigin, Kulin and Narembeen, and to prepare a new Public Health Plan for the Shire of Wickepin.

The total cost (including GST) is as follows:

RoeROC received including GST:

RoeROC Public Health Plan Project

Health Plan Desktop Review – Corrigin, Kulin, Narembeen \$4,950

Wickepin Health Plan \$3,135

**Total \$8,085**

This presents an opportunity for participating Member Councils to achieve efficiencies through a coordinated approach, ensure compliance with legislative requirements, and support consistency in public health planning across the RoeROC region.

### ACTION

That RoeROC CEOs consider the quotation received from 150Square for the review and development of Public Health Plans and determine whether to proceed with the proposed scope of works as a collective.

### ACTION

- **The CEOs agreed undertake their own reviews of Public Health Plans using the template from Department of Health.**
- **David advised that the Shire of Wickepin would make arrangements for the development of its Public Health Plan.**

### 6.3. RoeROC Key Worker Housing Action Group - Update

<b>REPORTING OFFICER:</b>	Darren Mollenoyux, RoeROC Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	30 <sup>th</sup> March 2026
<b>ATTACHMENT NUMBER:</b>	6.3 – Minutes - Key Worker Housing Action Group Meeting
<b>CONSULTATION:</b>	Rebecca McCall, Lead Housing Project CEO Key Workforce Housing Lobby Action Group

#### SUMMARY

This item provides an update to CEOs on the outcomes of the inaugural RoeROC Key Worker Housing Action Group meeting, including actions and next steps that have been undertaken.

#### BACKGROUND

The first meeting of the RoeROC Key Worker Housing Project Action Plan Group was held on 25 February 2026.

The purpose of the Action Group is to support coordinated regional advocacy, stakeholder engagement and implementation of the Action Plan, including progressing funding opportunities and supporting delivery of key worker housing initiatives across the RoeROC region.

#### The following changes to the Advocacy Actions were agreed to:

- That actions “*Develop stakeholder specific strategies for each target group.*” and “*Prepare briefing packs tailored to each audience, highlighting local benefits and alignment with their priorities.*” be merged into one action and timeframe.
- That actions “*Identify any local political contacts or champions to assist with State or Federal lobbying.*” and “*Map key decision-makers, influencers, and champions.*” be merged into one action and timeframe.

#### COMMENT

The inaugural meeting focused on establishing a clear understanding of the Action Plan, confirming governance arrangements and identifying priority advocacy and implementation actions.

The Action Group confirmed:

- Priority actions to progress coordinated advocacy and stakeholder engagement;
- Roles and responsibilities for Action Group members; and
- An initial set of timeframes to guide early-stage implementation.

Initial actions have commenced, including engagement with key stakeholders, exploration of advocacy support resources, and coordination with relevant regional organisations.

The Action Group also identified the importance of aligning advocacy efforts with outcomes from the Joint ROC Event and maintaining strong, coordinated regional messaging.

**Rebecca, Alan and Darren will provide verbal progress update on the actions below.**

ACTION	TIMEFRAME	RESPONSIBILITY	STATUS
Unified Messaging - ensure consistent and compelling messaging by creating a “RoeROC Key Worker Housing Advocacy Kit” including a summary one-pager, economic impact snapshots, and community testimonials.	10 April 2026	Darren Mollenoyux	Darren to find out if Whitney Consulting and Bonnie Taylor can provide this work and obtain a quote.  Provide draft documents to CEOs for approval.
Place on each Shire website	Once prepared		
Develop stakeholder specific strategies for each target group. Prepare briefing packs tailored to each audience, highlighting local benefits and alignment with their priorities.	Start late April / May 2026		

Discuss engagement of consultant to support the Commonwealth advocacy campaign.	TBD - once first actions undertaken		
Identify any local political contacts or champions to assist with State or Federal lobbying. Map key decision-makers, influencers, and champions.	3 <sup>rd</sup> April 2026	Rebecca McCall	Rebecca to compile existing lists and distribute to Alan and Darren for feedback
Request meetings with key stakeholders to present the proposal.	Preliminary work end of April 2026	Darren Mollenoyux Rebecca McCall Alan Leeson	<ul style="list-style-type: none"> <li>• Darren to contact Sean Fletcher to seek a Teams meeting for guidance on advocacy approach with Rebecca, Alan &amp; Darren</li> <li>• Darren to invite Rob Cossart WDC to meet with RoeROC CEOs.</li> <li>• Seek to form strong relationships with key Ministers – find avenue to access: <ul style="list-style-type: none"> <li>- Minister for Housing</li> <li>- Minister for Regional Development</li> <li>- Minister for Wheatbelt</li> </ul> </li> <li>• Meet with Director Generals</li> <li>• Alan to have a discussion with Gavin Treasure to seek thoughts or guidance on suggestions to progress RoeROC's advocacy</li> <li>• Darren to have a discussion with Renee Manning WDC as to any avenues she can provide</li> <li>• Engage with the key people identified at the joint ROC event</li> <li>• Invite RDA Wheatbelt to June 2026 RoeROC meeting</li> </ul>

## FINANCIAL IMPLICATIONS

It is recommended that a provision for RoeROC key worker housing advocacy be included in the RoeROC budget for 2026/2027.

## STRATEGIC OBJECTIVES

### RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

### Strategic Priorities 2025 – 2027

Progress the RoeROC Key Worker Housing Project through the engagement of a consultant to finalise the business case and identify and pursue appropriate grant funding opportunities. In collaboration with the RoeROC Key Worker Housing Lobby Group, implement targeted advocacy and lobbying activities aligned with the approved Action Plan.

### RoeROC Executive Officer KPI 3b

In conjunction with Whitney Consulting to identify funding sources and prepare applications with supporting documentation to secure external funding for the implementation of the strategies outlined in the investment plan.

## VOTING REQUIREMENTS

Simple Majority

## ACTION

That the RoeROC Executive notes the outcomes of the inaugural RoeROC Key Worker Housing Action Group meeting held on 16 March 2026 and update on actions undertaken to date.

**DECISION****Moved Bruce Wright****Seconded Natalie Manton****That the RoeROC CEOs agreed to:**

- 1. Note the outcomes of the RoeROC Key Worker Housing Action Group meeting held on 16 March 2026 and the verbal update on actions undertaken to date;**
- 2. That the Executive Officer is to arrange a meeting with representatives of the Key Worker Housing Action Group with the WDC Acting CEO and the RDA Wheatbelt CEO at the earliest opportunity;**
- 3. Determine key discussion points for meetings to be held during the ALGA Conference in June 2026;**
- 4. The RoeROC Executive Officer to obtain a quote for the preparation of a grant application to the Federal Government's Housing Australia Future Fund (HAFF); and**
- 5. That the Executive Officer, following obtaining quotes, to seek endorsement from Member Shires via flying minute on whether to proceed with the preparation of a grant application to the HAFF program.**

**Carried**

## 7. MATTERS FOR DECISION

### 7.1. Disaster Ready Fund – Agreement on Co-contributions

<b>REPORTING OFFICER:</b>	Darren Mollenoyux, RoeROC Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	22 March 2026
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Rebecca McCall, Lead Housing Project CEO NEWROC Executive Officer

#### SUMMARY

RoeROC CEOs are to determine an agreed co-contribution percentage to support a RoeROC submission to Round Four of the Disaster Ready Fund (DRF) for backup power infrastructure at designated evacuation centres.

#### BACKGROUND

At the RoeROC Committee meeting held on 5 March 2026, delegates considered the outcome of the 2025/26 Disaster Ready Fund application, which was unsuccessful. The application, submitted jointly with NEWROC, sought funding for power upgrades and installation of backup generators at designated evacuation centres across the RoeROC region.

RoeROC resolved to proceed with a new application under Round Four of the Disaster Ready Fund, anticipated to open in April/May 2026, with a focus on a similar scope of works.

The resolution included:

- Progressing a standalone RoeROC DRF grant application for the installation of backup generators and transfer switches.
- The proposed project scope includes the Shires of Corrigin, Kulin, Narembeen and Wickepin, with Kondinin advising that they will be making their own application for an alternative project.
- CEOs to determine an aligned co-contribution percentage to support the application.

#### COMMENT

The RoeROC Executive Officer has informed the NEWROC Executive Officer of the decision to progress its own application under Round Four of the Disaster Ready Fund.

To support the development of a more competitive submission, the RoeROC Executive Officer has distributed an Action Sheet to RoeROC CEOs outlining key actions and information required from both CEOs and the RoeROC Executive Officer. This is intended to ensure a coordinated and well-prepared approach to strengthening the application.

A key requirement of the DRF is the provision of a co-contribution from applicants. Establishing a consistent and agreed co-contribution approach across participating RoeROC Shires will be critical to strengthening competitiveness of the application and ensuring equity across participating Shires.

CEOs are asked to consider an appropriate co-contribution percentage for the project.

#### STATUTORY ENVIRONMENT

Nil

#### POLICY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

No additional financial commitment to RoeROC, however member Shires that are participating in the Disaster Ready Fund application will be required to make provision in their 2026/2027 budget.

#### STRATEGIC OBJECTIVES

##### RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

### Strategic Priorities 2025 – 2027

Support the implementation of the Eastern Wheatbelt Power Resilience Project by progressing initiatives to enhance evacuation centre infrastructure across RoeROC Shires. Pending funding outcomes, coordinate the delivery of the project at identified RoeROC evacuation centres. Continue to identify funding opportunities for additional projects that align with local emergency arrangements and community resilience objectives.

### RoeROC Executive Officer KPIs

Support the implementation of the Eastern Wheatbelt Power Resilience Project by progressing initiatives to enhance evacuation centre infrastructure across RoeROC Shires.

KPI 4a Pending funding outcomes, coordinate the delivery of the project at identified RoeROC evacuation centres.

KPI 4b Continue to identify funding opportunities for additional projects that align with local emergency arrangements and community resilience objectives.

### **VOTING REQUIREMENTS**

Simple Majority

### **RECOMMENDATION**

1. That CEOs determine an agreed co-contribution percentage to the proposed Disaster Ready Fund application and confirm that this approach will apply consistently across participating Shires.
2. That CEOs request the RoeROC Executive Officer to progress the development of the Disaster Ready Fund application and provide to the CEOs for feedback prior to submission.

### **DECISION**

**Moved: Alan Leeson**

**Seconded: Natalie Manton**

**The RoeROC CEOs agreed:**

1. **That the co-contribution percentage to the Disaster Ready Fund application be set at 25% and confirm that this is to apply across participating member Shires (Corrigin, Kulin, Narembeen and Wickepin).**
2. **Once the grant is open the RoeROC Executive Officer is to progress the development of the Disaster Ready Fund application and provide a copy to the CEOs for feedback prior to submission.**

**Carried**

## 7.2. Branding and Website – Marketing and Advocacy Platform

<b>REPORTING OFFICER:</b>	Darren Mollenoyux, RoeROC Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	
<b>DATE:</b>	22 March 2026
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Rebecca McCall, Lead RoeROC CEO

### SUMMARY

This item proposes the establishment of a RoeROC website and the development of a formal RoeROC brand/logo. The proposal is intended to support improved communication, information sharing, and advocacy, while also providing a professional and recognisable identity.

### BACKGROUND

Many Regional Organisations of Councils (ROCs) and collaborative Local Government groups such as CEACA have established websites and branding / logos. These platforms provide a central point for information, enhance visibility, and strengthen engagement with stakeholders.

RoeROC currently does not have a dedicated website. The current logo was prepared internally and does not fully reflect RoeROC's identity or presence as a collaborative regional organisation.

### COMMENT

The establishment of a RoeROC website and professional branding/logo would provide several benefits, including:

- **Platform for Advocacy:** A website could support key projects, including RoeROC's workforce housing initiative, by providing a public-facing platform to share information and progress.
- **Centralised Information Hub:** RoeROC documents, agendas, minutes, policies, and documents from sub-committees such as the Shared Services Working Group (SSWG) could be stored and accessed in a secure, centralised location.
- **Professional Identity:** A professionally developed logo and branding would reflect RoeROC's identity more accurately and support consistent representation in communications, reports, and advocacy materials.
- **Visibility:** A website and strong brand/logo enhances credibility, improves stakeholder engagement, and aligns RoeROC with other collaborative local government initiatives.

### FINANCIAL IMPLICATIONS

A budget allocation for the 2026/2027 financial year will be required to develop website and branding / logo.

- **Logo and Branding Design** **\$1,000** approx  
As an example the Executive Officer has obtained the following estimates:

#### Sally J Design

Basic Design Package \$780	Advanced Design Package \$1260
Branding questionnaire	Branding questionnaire
2 initial concepts and 2 revisions to refine	3 initial concepts and 2 revisions to refine
Primary logo	Primary logo
Submark logo	Secondary logo, Alternate logo, Submark logo
Social media profile tile logo	Social media profile tile logo
Font pairings and colour palette	Recommended font pairings and colour palette
1-page Style Guide	Comprehensive Brand Guidelines document
	6 x social media templates

#### Taylor'd Creative

Basic Design Package \$475	Advanced Design Package \$735
Primary logo design only (original and reverse)	Primary, secondary, submark logos (original and reverse)
Designed further to client brief including options for selection	Designed further to client brief including various options for selection
Files supplied: PDF, PNG & JPG	Files supplied: PDF, PNG & JPG
Includes brand guidelines overview	Brand kit including: typography, design elements and colour palette details

If you're considering any specific brand collateral (social media templates, letterhead design or PowerPoint presentation templates etc), these are typically completed at an hourly rate (\$75/hourly for new clients)

- **Website Design** **\$4,000** approx  
NEWROC used Constructive Visual to develop their website - <https://newroc.com.au/>

### Example Package

STANDARD

We will build a customised template **WordPress Website** based on your business specifications.

Website Package Details

- WordPress Template
- Full Theme Customisation
- Mobile Responsive
- Admin Access
- Social Media Integration
- WordPress Security
- Google Maps
- Google Submission
- Google Analytics
- Basic SEO Page Setup
- Free Stock Photo Sourcing
- Newsletter Integration
- Contact & Quote Forms
- Easy User Guide Manual
- 3 Rounds of Revisions

Standard Pricing

<div style="font-size: 1.5em; font-weight: bold; color: #f4a460;">\$2,500</div> <div style="font-size: 0.8em; color: #f4a460; text-align: center;">STANDARD PACKAGE</div>	<p><b>For Example:</b></p> <p><b>3 Page Site \$2,875</b> <small>(\$125 per additional website page)</small></p> <p><b>5 Page Site \$3,125</b> <small>(\$125 per additional website page)</small></p> <p><b>10 Page Site \$3,750</b> <small>(\$125 per additional website page)</small></p>
---	--

### STRATEGIC OBJECTIVES

The proposal aligns with RoeROC's strategic objectives to:

- Enhance communication and engagement with member Shires and the broader community
- Strengthen RoeROC's capacity to advocate for regional priorities
- Support transparent and accessible information sharing across the organisation

### VOTING REQUIREMENTS

Simple Majority

### RECOMMENDATION

That the RoeROC Executive:

1. Endorses the development of a RoeROC website;
2. Endorses the creation of a professionally designed RoeROC brand / logo; and
3. Includes a budget allocation for the 2026/2027 financial year to implement the website and branding / logo.

### DECISION

Moved: Natalie Manton

Seconded: Rebecca McCall

That the RoeROC Executive:

1. Endorse the development of a RoeROC website and professionally designed brand and logo;
2. Supports proceeding with implementation in the current financial year through Constructive Visual and Sally J Design, with delivery targeted by mid-May 2026, with costs to be split equally between member Shires.

**Carried**

### 7.3. Future Projects and Priorities

<b>REPORTING OFFICER:</b>	Darren Mollenoyux
<b>DISCLOSURE OF INTEREST:</b>	
<b>DATE:</b>	30 <sup>th</sup> March 2026
<b>ATTACHMENT NUMBER:</b>	7.3a – RoeROC Strategic Priorities 2025 – 2027 7.3b – RoeROC Shared Services and Collaboration Plan
<b>CONSULTATION:</b>	Rebecca McCall, RoeROC Lead CEO

#### **SUMMARY**

CEOs to undertake a strategic discussion on future priorities and potential collaborative projects for RoeROC, informed by the RoeROC Strategic Priorities 2025–2027 and the Shared Services and Collaboration Plan.

#### **BACKGROUND**

At the RoeROC Executive Meeting held in February 2026, CEOs undertook an initial discussion on future projects and priorities. At that meeting, there was general agreement that while RoeROC continues to deliver strong outcomes, the organisation is currently progressing several significant initiatives that are demanding considerable time and resources.

In particular, CEOs acknowledged the ongoing workload associated with major projects such as the Key Worker Housing Project, the Joint Local Planning Strategy, and shared services initiatives, and noted the importance of ensuring that RoeROC does not overextend its capacity.

CEOs provided direction that any consideration of future projects or priority areas should be:

- Strategic and disciplined;
- Closely aligned with RoeROC’s existing objectives and capacity; and
- Framed around consolidation and effective delivery of current commitments before taking on additional work.

This agenda item builds on the February 2026 discussion and provides further opportunity for CEOs to confirm priorities, consider whether current focus areas remain appropriate and identify any future opportunities that may warrant investigation once capacity allows.

#### **COMMENT**

CEOs agreed that RoeROC should avoid taking on too many additional initiatives at this time, particularly while several large initiatives and projects remain active.

Current key considerations include:

- The ongoing work associated with progressing the RoeROC Key Worker Housing Action Plan, including advocacy, funding pathways and inter-governmental engagement;
- ERP – in hand via working group
- Renewables – holding pattern until reform is finalised
- Local Planning Strategy – Corrigin, Kondinin, Kulin & Narembreen need to provide feedback within 6 weeks. Working group meets monthly via Teams. Project end date – December.
- Disaster Ready Project – quick win if funding is sourced
- Community Development – in hand via working group

The meetings discussion is intended to focus on:

- Confirming where RoeROC efforts should remain concentrated in the short to medium term;
- Identifying any emerging issues or opportunities that should be noted for future consideration rather than immediate action; and
- Ensuring any potential new project concepts are assessed through the lens of regional value, capacity and strategic fit.

This approach supports disciplined governance, protects delivery of current commitments, and positions RoeROC to consider future opportunities when capacity and conditions are appropriate.

## **STATUTORY ENVIRONMENT**

Nil

## **FINANCIAL IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

## **RECOMMENDATION**

That the RoeROC CEOs:

1. Provide strategic direction on key priority areas or project concepts to be further explored or developed; and
2. Request the Executive Officer to undertake further research and information gathering on identified additional projects, and to prepare an agenda item for consideration at the May 2026 RoeROC CEO Meeting.

### **ACTION**

- **The RoeROC CEOs agreed that no additional projects or strategies are be added to the 2025–2027 Strategic Priorities, other than those already identified, commenced or endorsed through RoeROC meeting minutes during the 2025/2026 period.**
- **That the RoeROC Executive Officer update the strategic priorities document to reflect the decision, and present to the RoeROC Committee Meeting in June 2026.**

## 7.4. Consideration of Potential New Member

<b>REPORTING OFFICER:</b>	Darren Mollenoyux
<b>DISCLOSURE OF INTEREST:</b>	
<b>DATE:</b>	24 March 2026
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Rebecca McCall, RoeROC Lead CEO Nic Warren, CEO Shire of Quairading RoeROC CEOs

### SUMMARY

To consider an initial enquiry from the Shire of Quairading regarding potential membership of RoeROC and to determine appropriate next steps in accordance with the RoeROC Memorandum of Understanding.

### BACKGROUND

The Chief Executive Officer of the Shire of Quairading, Mr Nic Warren, has contacted the RoeROC Executive Officer (as well as other ROCs) advising that Council is in the early stages of considering joining a Regional Organisation of Councils.

Initial feedback was sought from RoeROC CEOs via email, with unanimous support expressed for the Shire of Quairading to be invited to present to RoeROC and to receive an overview of RoeROC's governance structure, operations, strategic priorities and current projects.

### COMMENT

Clause 9 of the RoeROC Memorandum of Understanding 2024–2029 outlines the process for admitting new members. A local government may seek membership by submitting a formal written application to the Executive Officer, supported by a statement or presentation addressing the required criteria.

In considering the initial enquiry from the Shire of Quairading, preliminary views from the RoeROC Lead CEO and the Executive Officer indicate that Quairading is likely to demonstrate strong alignment with RoeROC. This initial assessment is informed by a number of factors, including:

- Existing working relationships across the region;
- Alignment with WALGA Central Zone representation;
- Participation in the same Regional Road Group;
- Alignment with regional tourism initiatives, including Roe Tourism;
- Shared tourism routes and regional visitor experiences;
- Similar community interests and priorities; and
- Potential alignment with current and future RoeROC projects.

Additional consideration has also been given to the overall size and effectiveness of the organisation. There is recognition that Regional Organisations of Councils can become less workable as membership numbers increase. By way of comparison, NEWROC and WEROC currently comprise seven member Shires. Should the Shire of Quairading join RoeROC, the organisation would comprise six member Shires, which is considered a manageable size and may support efficiencies, including reduced individual Council operational costs associated with the Executive Officer position.

In line with the MOU, the process for progressing a membership request includes:

- Inviting the applicant local government to present at a scheduled RoeROC meeting;
- Preparation of an application review and assessment framework by the Executive Officer to support transparent and consistent consideration; and
- Consideration of the application by RoeROC members at a formal meeting in accordance with the voting requirements set out in the MOU.

It is proposed that the Shire of Quairading be invited to attend the next RoeROC Committee Meeting scheduled for 4 June 2026 to observe the meeting and provide a presentation addressing its strategic alignment with RoeROC and the membership criteria outlined in the MOU.

### STATUTORY ENVIRONMENT

Local Government Act 1995, Section 3.65 (relates to amendment of a regional establishment agreement)

## **POLICY IMPLICATIONS**

### **RoeROC MOU 2024–2029, Section 9 – Admitting New Members**

#### **9 ADMITTING NEW MEMBERS**

*The Roe Regional Organisation of Councils (RoeROC) recognises the value of expanding its membership where such inclusion enhances the organisation’s strategic capacity, fosters regional cooperation, and supports the efficient delivery of shared objectives.*

9.1 *Section 3.65 of the Local Government Act 1995 is to apply if a Regional Local Government is established.*

#### **9.2 Eligibility and Consideration Criteria**

*A local government may seek membership of RoeROC by submitting a formal written request to the Executive Officer. To facilitate informed consideration, the application must include a statement or presentation addressing the following criteria;*

- a) *Strategic Alignment – The alignment of the applicant’s community priorities and strategic goals with RoeROC’s Strategic Objectives and regional development vision.*
- b) *Community and Regional Fit – Demonstration of the applicant’s regional characteristics, needs, and potential mutual benefits of membership.*
- c) *Value and Contribution – An outline of the specific resources, skills, or opportunities the applicant would contribute to RoeROC.*
- d) *Project Participation – Identification of existing or future RoeROC initiatives the applicant seeks to join or support.*
- e) *Financial and Governance Commitment – Confirmation of the applicant’s ability to meet RoeROC’s financial contributions and governance responsibilities as detailed in this MOU.*
- f) *Long-Term Engagement – A commitment to active participation, shared leadership, and long-term collaboration with RoeROC.*

#### **9.3 Application Process**

- a) *Upon receipt of a request, the RoeROC Executive may invite the applicant’s Shire President or representative to present at a scheduled RoeROC meeting.*
- b) *The RoeROC Executive Officer will prepare an application review and assessment framework for consideration, ensuring consistency and transparency in decision-making.*
- c) *A decision to admit a new member requires a simple majority vote by existing members at a formal RoeROC meeting.*

#### **9.4 Membership Contributions**

*A new member, upon acceptance, must agree to:*

- a) *Pay an entry contribution as determined and agreed by the existing members;*
- b) *Provide a financial contribution equal to that of current members, unless varied by resolution of the RoeROC Committee;*
- c) *Contribute to the costs of shared projects and services on an equitable basis, as defined within applicable project plans or service agreements.*

#### **9.5 MOU Review and Flexibility**

*RoeROC acknowledges the need for clarity and responsiveness in its governance framework. Accordingly, this clause shall be subject to periodic review and may be amended by agreement of the member Councils to ensure alignment with best practice, strategic intent, and emerging regional needs.*

#### **9.6 Voting Requirements for Admitting New Members**

*The admission of a new member to RoeROC shall require a unanimous resolution of all existing member Councils, passed at a duly convened RoeROC Committee Meeting.*

*This provision ensures collective agreement and alignment among all members prior to any change in the composition of the organisation. The requirement for unanimous consent recognises the strategic, financial, and governance implications associated with membership expansion.*

*No new member shall be admitted unless all current member Councils have formally resolved to support the application in accordance with this clause.*

## **FINANCIAL IMPLICATIONS**

If membership is approved, the Shire of Quairading would be required to:

- Contribute an agreed entry sum;
- Provide an annual contribution equal to existing member contributions, unless otherwise determined by RoeROC;

## **STRATEGIC OBJECTIVES**

The addition of a new member may enhance RoeROC’s regional influence and capability in delivering on shared priorities such as infrastructure, service delivery, and advocacy.

## RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

## ROEROC Strategic Objectives 2024-2026

- Facilitate the sharing of knowledge and understanding between Shires for regional benefit.

## **VOTING REQUIREMENTS**

Simple Majority

### **RECOMMENDATION AND DECISION**

**Moved: Natalie Manton**

**Seconded: David Burton**

**That RoeROC CEOs:**

- 1. Note the initial enquiry from the Shire of Quairading regarding potential membership of RoeROC;**
- 2. Request the Shire of Quairading submit a formal written application in accordance with Section 9 of the RoeROC MOU;**
- 3. The RoeROC Executive Officer provide the Shire of Quairading a copy of the New Delegate Package as an initial briefing of RoeROC, and**
- 4. Invite the Shire President, Deputy President and CEO of the Shire of Quairading to attend the RoeROC Meeting on 4 June 2026 to observe proceedings and present on their application and strategic alignment with RoeROC.**

**Carried**

## 7.5. RoeROC Draft Budget 2026/2027

<b>REPORTING OFFICER:</b>	Darren Mollenoyux
<b>DISCLOSURE OF INTEREST:</b>	Darren Mollenoyux, RoeROC Executive Officer 150Square
<b>DATE:</b>	31 <sup>st</sup> March 2026
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Rebecca McCall, RoeROC Lead CEO

### SUMMARY

CEOs are asked to consider and endorse the draft RoeROC Budget for the 2026/2027 financial year. The draft budget provides an overview of anticipated income, expenditure, and member Shire contributions required to support RoeROC operations.

### BACKGROUND

The RoeROC Lead CEO and Executive Officer have prepared the draft budget in accordance with previous CEO meeting recommendations, agreed and proposed projects. The budget reflects operational costs, project contributions, and administrative expenses for the coming financial year.

It is noted that the draft budget does not include the Bending Landfill Site, which will be addressed separately along with other Bending operational matters.

### COMMENT

The draft budget is structured to ensure clarity and equitable contributions across member Shires. Key areas for CEO consideration include:

- Proposed contributions from each Shire
- Anticipated operational and project expenditure
- Any adjustments or carry forward from the previous financial year

The preparation of the budget allows member Shires to review proposed allocations and contributions prior to formal adoption at the June 2026 Committee Meeting.

### FINANCIAL IMPLICATIONS

Draft RoeROC budget is provided for input and discussion by CEOs

Budget Item	Budget	Notes
<b>Executive Officer Services</b>		
Service Charge	\$ 46,000	
Travel	\$ 1,200	
Office Expenses	\$ 800	
<b>Governance</b>		
RoeROC Governance Model		
<b>Special Projects</b>		
Key Worker Housing - Advocacy	\$ 4,000	
Key Worker Housing - Business Case Review & Grant Writing Preparation	\$ 12,000	
Key Worker Housing - Individual Shire Project Contribution		Individual Shires to Advertise Major Land Transaction s3.58
Emergency Preparedness - Grant Writing		As part of EO role
Emergency Preparedness - Shire Project Contribution		Individual Shires to budget agreed % co contribution
ERP - Tender Specification Preparation	\$ 2,000	For Narembeen, Corrigin, Kulin
Branding & Logo	\$ 1,000	
Website Development	\$ 4,000	
<b>TOTAL</b>	<b>\$ 71,000</b>	

Note: The Bending Landfill Site is excluded from this budget and will be considered separately.

### VOTING REQUIREMENTS

Simple Majority

**RECOMMENDATION**

That the RoeROC CEOs:

1. Review and provide feedback on the draft RoeROC Budget for the 2026/2027 financial year.
2. Endorse the proposed budget, with any amendments, to be presented for adoption at the RoeROC Committee Meeting on 4<sup>th</sup> June 2026.

**DECISION**

**Moved: Rebecca McCall**

**Seconded: Alan Leeson**

**That the RoeROC CEOs endorse the proposed budget for the 2026/2027 financial year, with removal of website design and logo, to be presented for adoption at the RoeROC Committee Meeting on 4<sup>th</sup> June 2026.**

**Carried**

## 8. GENERAL BUSINESS

### 8.1 ERP Update

The Shared Services Working Group is scheduled to meet on 2 April 2026 to progress discussions regarding the ERP initiative. This meeting is expected to consider current progress, key issues, and next steps associated with the implementation of ERP approach.

An update on the outcomes of this meeting, including any recommendations or actions arising, will be provided to CEOs at the Executive Meeting.

### 8.2 Joint ROC Works and Services Development Day

The Works and Services Development Day is scheduled for 13 May 2026 in Bruce Rock and will focus on practical skills, leadership capability, workforce development, networking opportunities and regional collaboration.

The WA Works Managers Association has provided support for the event, including sponsorship opportunities. The event will be delivered on a cost-recovery basis.

### 8.3 Renewables

The State Government has released the Draft Renewable Energy Planning Code for public comment from 12 December 2025 to 10 April 2026, together with accompanying Guidelines. WA Planning have announced:

*“The purpose of the draft Renewable Energy Planning Code (Code) is to provide a clear and consistent framework for assessing energy infrastructure that supports the generation, storage and transmission of renewable energy across Western Australia.*

*The Code has been prepared to provide clearer guidance to industry, local government and communities by:*

- introducing a consistent development assessment framework for renewable energy infrastructure across Western Australia;*
- establishing clear development standards and application requirements;*
- improving certainty in managing potential land use and environmental impacts, such as noise and landscape considerations.*

*The Code is accompanied by Guidelines, that will form part of the planning framework however will not be incorporated into planning schemes. The Guidelines may be updated from time to time and provide guidance on matters addressed in the Code, including:*

- material required to accompany development applications;*
- key reports and plans that may be required as a condition of development approval; and*
- proponent-led preliminary community and stakeholder engagement.”*

Full details of the Draft Renewable Energy Planning Code can be found on the Planning WA website <https://www.planning.wa.gov.au/draft-renewable-energy-planning-code>

In addition, the State Government through Powering WA has developed the Community Benefits Guideline for Large-scale Renewable Energy Projects in the South West Interconnected System and has announced Community Benefits Plan Pilot program to develop and implement Community Benefits Plans. The Pilot Shires are: Dandaragan, Victoria Plains, Narrogin and West Arthur. Details are available via the website - <https://www.wa.gov.au/organisation/energy-policy-wa/community-benefits-guideline-realising-the-opportunities-of-the-energy-transition> .

### 8.4 Fuel Situation

Opportunity for any discussions around the current and future fuel situation.

### 8.5 Attendance at Regions Rising WA Event

The Regional Australia Institute is hosting its Regions Rising WA event in Perth on 6 May 2026. The RoeROC Lead CEO has identified this event as a valuable opportunity to strengthen connections and potential benefits for RoeROC initiatives, including the Key Worker Housing Project and broader opportunities. The following topics will be covered:

- How regional systems can work together more effectively across government, industry and community.
- Key pressures and opportunities in energy transition, housing, population change, productivity and education.
- How coordinated policy and strong local leadership can ensure regional Australia continues to power the nation's progress.

It is proposed that the RoeROC Chair, Cr Holly Cusack, and the Executive Officer, Darren Mollenoyux, attend the event to identify strategic opportunities, build networks and enhance outcomes for RoeROC. CEOs are asked to consider covering the registration cost for the Executive Officer's attendance.

**DECISION**

**Moved: Alan Leeson**

**Seconded: Bruce Wright**

**That RoeROC approves payment for the Executive Officer, Darren Mollenoyux, to attend the Regional Australia Institute's Regions Rising WA event in Perth on 6 May 2026, at a cost of \$150.**

**Carried**

*David Burton left the meeting at 3.10pm and did not return*

## 9. Bending Landfill Site Items

### 9.1. Outcomes of the Bending Workshop with Moore Australia

<b>REPORTING OFFICER:</b>	Darren Mollenoyux, RoeROC Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	10 <sup>th</sup> January 2026
<b>ATTACHMENT NUMBER:</b>	9.1a – Bending Landfill Finance Workshop Agenda 9.1b – Moore Australia Position Paper Bending Waste Facility August 2025 9.3c – Shire of Corrigin - Landfill Provision Calculations
<b>CONSULTATION:</b>	Moore Australia RoeROC CEOs and Finance Staff AMD Auditors Office of Auditor General

#### SUMMARY

This item provides an opportunity for CEOs to review and discuss the advice presented by Moore Australia at the workshop held on 19 February 2026 and seeks direction on the next steps relating to the management, accounting treatment, and legal arrangements for the Bending Landfill Site.

#### BACKGROUND

At the November 2025 meeting, the RoeROC Executive considered independent accounting advice from Moore Australia together with feedback from the Office of the Auditor General regarding asset ownership, accounting treatment, and the provision requirements for capping and rehabilitation of the Bending Landfill Site.

Moore Australia advised that joint control does not exist and that the landfill should not be treated as an investment in an associate. The Office of the Auditor General, however, recommended that the current accounting treatment be retained, with each Shire continuing to recognise a 25% interest in the facility. To maintain consistency, the member Shires agreed to continue with the existing disclosure notes and provision calculations.

At the RoeROC Executive Meeting on 17 November 2025, delegates resolved to:

*That:*

- 1. The Moore Australia Position Paper Bending Landfill Facility prepared by Russell Barnes and response from the Office of the Auditor General be received.*
- 2. A follow up workshop be held with the Shared Services Working Group, Site Working Group and CEOs in February 2026 to progress the matter.*
- 3. The Shire of Corrigin, as the lead Shire for the Bending Landfill Facility, obtain independent legal advice regarding the ownership of shared assets and preparation of a legal agreement between the Shires of Corrigin, Kondinin, Kulin and Narembeen.*

The workshop with the Shared Services Working Group, Site Working Group and CEOs was held on 19 February 2026 to progress this matter.

#### COMMENT

The advice received highlights the need for a more robust legal arrangement to clearly articulate ownership, governance, and management responsibilities for the shared landfill assets.

CEOs are requested to consider the feedback provided during the Moore Australia finance workshop and determine appropriate next steps to address the issues identified, including actions relating to operational management, accounting treatment, and legal arrangements for the Bending Landfill Site.

#### STATUTORY ENVIRONMENT

Environmental Protection Act 1986  
Environmental Protection (Rural Landfill) Regulations 2002  
Various Accounting Standards

#### POLICY IMPLICATIONS

Nil

## **FINANCIAL IMPLICATIONS**

Member Shires will continue contributing to the Bendering Landfill Reserve and sharing revenue and expenditure in accordance with the Landfill Management Plan.

Legal costs associated with developing a revised shared asset agreement will be distributed equally by the four Shires.

### **Estimated Costs** (if arrangements are formalised):

Establishment of Land Agreement Legal Fees	\$10,000
Establishment of Operational Agreement Legal Fees	\$10,000

## **STRATEGIC OBJECTIVES**

### RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

## **VOTING REQUIREMENTS**

Simple Majority

## **RECOMMENDATION**

That CEOs consider the advice provided by Moore Australia and the outcomes of the 19 February 2026 workshop, and determine the next steps for the management and legal arrangements relating to the Bendering Landfill Site.

**The CEOs discussed the outcomes of the workshop with Moore Australia and the considerations discussed regarding the future management of the Bendering Landfill Site. No immediate actions are required.**

## 9.2. Bending Landfill Site Working Group – Terms of Reference Review

<b>REPORTING OFFICER:</b>	Darren Mollenoyux, RoeROC Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	
<b>DATE:</b>	1 April 2026
<b>ATTACHMENT NUMBER:</b>	9.2 – Bending Working Group Terms of Reference
<b>CONSULTATION:</b>	Rebecca McCall, RoeROC Lead CEO

### SUMMARY

This item provides opportunity for the review of the Bending Landfill Site Working Group Terms of Reference to ensure clarity of roles, responsibilities, and reporting relationships between key positions and governance structures.

### BACKGROUND

The Bending Landfill Site Working Group Terms of Reference was adopted at the RoeROC meeting on 7 March 2025 to establish the governance, membership, roles and operational framework for the Working Group .

RoeROC also set a Key Performance Indicator (KPI) for the Executive Officer to ensure that a review of the Bending Landfill Site Working Group Terms of Reference is to be undertaken in March 2026.

The Terms of Reference outlines specific responsibilities for the RoeROC Executive Officer and Roe Environmental Health Officer, including administrative support, technical oversight, compliance monitoring, and coordination between stakeholders.

Since adoption, there are still issues around reporting pathways to support the effective management of the Bending Landfill Site.

### COMMENT

A review of the Terms of Reference is considered timely, noting that recent instances have highlighted that issues remain regarding reporting structures, role clarity, and engagement between all parties.

The review will aim to address these matters by ensuring that:

- The role of the Roe EHO is clear, specifically regarding technical oversight, compliance, preparing agenda items and operational coordination.
- The role of the RoeROC Executive Officer is clearly defined in relation to administration, coordination, and reporting.
- Reporting pathways and communication protocols are clearly established and understood by all parties.
- The Working Group's autonomy is clear, including its ability to make operational decisions where required, with appropriate oversight and reporting.
- The alignment of the Working Group to RoeROC governance structures is strengthened, including how information is escalated and decisions are endorsed.

Strengthening these elements will improve efficiency, reduce unnecessary back-and-forth communication, and support a more coordinated and effective approach to the management of the Bending Landfill Site.

It is proposed that following CEO feedback, the Terms of Reference be updated and presented back to RoeROC for formal endorsement.

### STATUTORY ENVIRONMENT

Environmental Protection Act 1986

Environmental Protection (Rural Landfill) Regulations 2002

### POLICY IMPLICATIONS

Nil

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications associated with the review of the Terms of Reference.

Any future changes to roles, responsibilities, or governance arrangements identified through the review may have resourcing implications.

## **STRATEGIC OBJECTIVES**

### RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

## **VOTING REQUIREMENTS**

Simple Majority

## **RECOMMENDATION**

That the RoeROC Executive:

1. Review the Bending Landfill Site Working Group Terms of Reference and provide feedback on proposed amendments, including roles, responsibilities, and reporting structures.
2. Endorse the RoeROC Executive Officer progressing updates to the Terms of Reference for presentation to RoeROC for formal adoption.

## **DECISION**

**Moved: Alan Leeson**

**Seconded: Natalie Manton**

**That the Bending Land Fill Site Member CEOs provide collective feedback on the review of the Working Group Terms of Reference (including clarification around responsibilities and meeting reports, with feedback to be provided to the RoeROC Executive Officer, for presentation to RoeROC for formal adoption at the June 2026 meeting.**

**Carried**

### 9.3. Bending Landfill Site Budget 2026/2027

<b>REPORTING OFFICER:</b>	Darren Mollenoyux, RoeROC Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	
<b>DATE:</b>	1 April 2026
<b>ATTACHMENT NUMBER:</b>	9.3 – Bending Landfill Working Group Meeting Minutes
<b>CONSULTATION:</b>	Bending Landfill Site Working Group Rebecca McCall, RoeROC Lead CEO

#### SUMMARY

CEOs are to determine budget considerations for the operation, compliance and management of the Bending Landfill Site for the 2026/2027 financial year, including recommendations from the Bending Landfill Site Working Group.

#### BACKGROUND

At the February 2026 Bending Landfill Working Group meeting, the following items were identified as requiring budget provision for consideration by member Shires for the 2026/2027 financial year.

- **Weighbridge**

If the Shires want to continue charging for disposal of waste to the Bending Waste Site, it is recommended that the 4 Shires make a budget provision in the 2026/2027 financial year for the major repairs to the weighbridge, to meet compliance. The quote received for repairs to meet compliance has been obtained for \$40,000.

- **Site Security**

That the Shires consider making budget provision in 2026/2027 for the installation of a tower security camera system (with 3 cameras) at the Bending Waste Site.

In addition to the above this time of the year we usually discuss the setting of fees and charges for Bending Landfill site for the upcoming financial year.

#### COMMENT

CEOs are requested to:

- Review and consider the proposed Bending Landfill Site operational and governance related budget items for 2026/2027; and
- Determine the approach for the review of fees and charges for the Bending Landfill Site for the 2026/2027 financial year.

A copy of the current fees and charges is included in the attachments for reference.

#### STATUTORY ENVIRONMENT

Environmental Protection Act 1986  
Environmental Protection (Rural Landfill) Regulations 2002  
Various Accounting Standards

#### FINANCIAL IMPLICATIONS

A copy of the current fees and charges will be provided prior to the meeting.

<b>GOVERNANCE</b>	
Establishment of Land Agreement (Legal Fees)	\$10,000
Establishment of Operational Agreement (Legal Fees)	\$10,000
<b>OPERATIONAL</b>	
Weighbridge Maintenance	\$40,000
CCTV Installation	\$5,000
Cell Development	\$10,000
Cell Closure	
Surveying	
<b>Total</b>	<b>\$75,000</b>

## STRATEGIC OBJECTIVES

### RoeROC MOU

- 2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

## VOTING REQUIREMENTS

Simple Majority

## RECOMMENDATION

1. Consider the budget requirements for the Bending Landfill Site for the 2026/2027 financial year, including operational, compliance and governance needs;
2. Undertake any further research, costings or clarifications required to finalise the proposed budget items;
3. Determine the review approach of Bending Landfill Site fees and charges; and
4. Present the recommendations and budget to the RoeROC Committee Meeting scheduled for 4 June 2026.

## DECISION

Moved: Alan Leeson

Seconded: Natalie Manton

1. Consider the budget requirements for the Bending Landfill Site for the 2026/2027 financial year, including operational, compliance and governance needs
2. Working Group to provide costings or clarifications for site maintenance and cell closure for 2026/27;
3. Present the recommendations and budget to the RoeROC Committee Meeting scheduled for 4 June 2026; and
4. Member Shire works for onsite need to be adjusted to include labour / overheads and develop a standard fee for works.

Carried

*Bruce Wright left the meeting at 3.40pm and did not return*

#### 9.4. Bending Asbestos Fee Waiver Request Policy

<b>REPORTING OFFICER:</b>	Darren Mollenoyux, RoeROC Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	1 April 2026
<b>ATTACHMENT NUMBER:</b>	
<b>CONSULTATION:</b>	RoeROC Committee RoeROC CEOs RoeROC EHO

#### SUMMARY

CEOs are to consider the next steps arising from the RoeROC Committee's consideration of the Shire of Kondinin's request for dispensation of Bending Landfill Site asbestos disposal fees. CEOs are requested to progress the development of a Bending Landfill Site Asbestos Disposal Fee – Consideration of Waiver Policy and provide direction on the matters required to inform a draft policy for consideration at the June 2026 RoeROC Committee Meeting.

#### BACKGROUND

At the RoeROC Committee Meeting held on 4 March 2026, the Committee considered a request from the Shire of Kondinin seeking dispensation of disposal fees for the receipt of approximately 300m<sup>3</sup>–400m<sup>3</sup> of asbestos-contaminated soil from Reserve 22905 and Reserve 22906.

Following detailed discussion on the request a motion to grant a 100% fee waiver lapsed due to the lack of a seconder.

The Committee subsequently resolved that the RoeROC CEO Group develop a Bending Landfill Site Asbestos Disposal Fee – Consideration of Waiver Policy to guide future requests for partial or full fee waivers, ensuring consistent, transparent and defensible decision-making.

This item provides CEOs with an opportunity to discuss the scope, content and parameters of the proposed policy, and outline the information or analysis required prior to drafting.

#### COMMENT

The RoeROC Committee did not make a decision regarding the Shire of Kondinin's request for dispensation of asbestos disposal fees, as the motion presented lapsed and no further motion was put forward. The Committee determined that a formal policy is required to support consistent decision making for similar future requests.

CEOs are asked to discuss the principles and considerations that should guide the development of the policy, including:

- The need for transparent and consistent criteria for assessing fee waiver requests.
- The operational, environmental and compliance implications of receiving large volumes of asbestos-contaminated material at the Bending Landfill Site.
- Financial impacts on the Bending Landfill Site budget and cost-sharing arrangements between member Shires.
- Distinctions between emergency situations, unplanned public health remediation, community projects, insured events and private works.
- Precedents cited in the March Committee Meeting and whether they should inform policy settings.
- Appropriate approval pathways, including the roles of the Lead Shire and the RoeROC Committee.

To ensure the development of an informed policy, CEOs are requested to provide clear direction regarding the preferred principles, criteria and decision-making framework. Direction

CEOs are to confirm who will be preparing the policy, drawing on those with the appropriate operational, regulatory and financial expertise to ensure that the policy reflects sound asbestos-handling practices, consistent and transparent fee-management processes, and a thorough understanding of the financial implications for the Bending Landfill Site and member Shires.

## STATUTORY ENVIRONMENT

The Work Health and Safety Act 2020 (WHS Act), the Work Health and Safety (General) Regulations 2022 (WHS Regulations) and Work Health and Safety (Mines) Regulations 2022 (WHS Mines Regulations) outline all responsibilities and duties relating to workplace health and safety in Western Australia.

Health (Asbestos) Regulations 1992  
Environmental Protection Act 1986  
Environmental Protection (Rural Landfill) Regulations 2002  
Environmental Protection Regulations 1987

## POLICY IMPLICATIONS

No current policy exists

## FINANCIAL IMPLICATIONS

Bendering Landfill Site Fees 2025/2026

Bendering Waste Site – Disposal	Per	Ex GST	GST	Total
Contaminated Asbestos Soil	Per m3	\$56.36	\$5.64	\$62.00
Contaminated Asbestos Soil	Per tonne	\$181.82	\$18.18	\$200.00
Plus asbestos mobilisation / treatment fee (or cost price plus 30% which ever is greater)	Once only	\$227.27	\$22.73	\$250.00
Admin / Supervisor Fee	Per hour	\$109.09	\$10.91	\$120.00

The cost of disposal of the volume of asbestos contaminated soil would be:

Volume	Per unit	Total
300m3	\$62.00	<b>\$18,600</b>
400m3	\$62.00	<b>\$24,800</b>

## STRATEGIC OBJECTIVES

### RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

## VOTING REQUIREMENTS

Simple Majority

## RECOMMENDATION

That CEOs:

1. Discuss the scope, principles and assessment criteria required for the development of a Bendering Landfill Site Asbestos Disposal Fee – Consideration of Waiver Policy.
2. Determine who will prepare the policy and identify any operational, financial or compliance information required to inform the preparation of the draft policy.
3. Provide direction for the preparation of a draft policy, to be presented to the RoeROC Committee Meeting on 4 June 2026.

## DECISION

Moved: Alan Leeson

Seconded: Rebecca McCall

That RoeROC CEOs:

Recommend the inclusion of a 25% discount for asbestos disposal at the Bendering Landfill Site for Member Councils, to be reflected in the adopted Fees and Charges, to be presented for adoption at the June 2026 Committee Meeting.

**Carried**

## 10. NEXT MEETING SCHEDULE

### Executive Meeting Schedule 2026

Thursday 7 <sup>th</sup> May 2026 at 1.00pm	Shire of Narembeen	<i>(via Teams)</i>
Thursday 6 <sup>th</sup> August 2026 at 1.00pm	Shire of Narembeen	
Thursday 5 <sup>th</sup> November 2026 at 1.00pm	Shire of Narembeen	

### RoeROC Meeting Schedule 2026

Thursday 4 <sup>th</sup> June 2026 at 1.00pm	Shire of Narembeen
Thursday 3 <sup>rd</sup> September 2026 at 1.00pm	Shire of Narembeen
Thursday 3 <sup>rd</sup> December 2026 at 1.00pm	Shire of Narembeen

## 11. CLOSURE

The Chair, Rebecca McCall thanked everyone for their attendance and declared the meeting closed at 4. 11pm.



## **9.1a Roe ROC Disaster Ready Fund Application- Shire requirements**

## Strengthening and Preparing for Grant Application 2026

To assist in preparing and strengthening the RoeROC DRF grant application the following requirements are requested.

Requirement	Shire Actions - CEOs	RoeROC EO Actions
<b>Evidence that the Applicant either owns the land/infrastructure being built/upgraded upon or has the landowner's permission to use the land/infrastructure</b>	David to provide Wickepin's evidence	RoeROC EO already has Corrigin, Kulin and Narembeen
<b>Letters of support from key groups that would benefit from the project</b>	Whilst we received this last time it would be beneficial to have new letters of support, and David will need to provide for Wickepin	
<b>Evacuation centre assessments from Department of Communities</b>	David to provide Wickepin's assessment	RoeROC EO already has Corrigin, Kulin and Narembeen
<b>Outline of the relevant experience and/or expertise of your key staff members</b>	Please review your previous details and update as some staff have changed. David will need a new one for Wickepin.	Provide template to CEOs
<b>Clear evidence of risk reduction impacts and support for vulnerable community members, but future submissions could strengthen demonstration of long-term resilience and risk reduction outcomes.</b>		RoeROC EO will prepare strengthened details to demonstrate long-term resilience and risk reduction outcomes.
<b>Strong alignment with national and state plans demonstrated, though further emphasis on future-focused resilience and risk reduction objectives would enhance alignment.</b>		RoeROC EO to strengthen emphasis on future-focused resilience and risk reduction objectives to enhance alignment.
<b>Project shows readiness and commitment across councils with well-developed risk management, but would benefit from more detailed governance, project management, and comprehensive quoting for all locations.</b>	Quote for purchase and installation of generator for your evacuation centre site	Prepare detailed governance structure and approach
	Quote for installation of power switch or other electrical requirements for connection and switching on in an emergency	Improve Project Management Plan
	Provide full details of in-kind works	
	Letter of support from each Local Government confirming joint approach and financial commitment ( <i>Note required to contribute minimum of 10%</i> ) Approval of Delivery partner. <b>Determine a consistent co-contribution %.</b>	Provide template to CEOs

### Action from RoeROC Executive Meeting – 12 February 2026

- The RoeROC EO provide a template to CEOs on what additional / missing information is required to meet in readiness for future funding applications for backup power upgrades at evacuation centres.
- RoeROC to ensure that everyone is ready for when grant applications are available.

### Resolution from RoeROC Committee – 5 March 2026

That RoeROC makes a grant submission under Round Four of the Disaster Ready Fund for the installation of back up generators and power switches, in line with previous scope and including the Shires of Corrigin, Kulin, Narembeen and Wickepin, with the CEOs determine an aligned percentage co-contribution.

## Feedback provided by DFES:

NEMA received 332 applications for DRF R3, with 123 (37.05%) seeking funding for Infrastructure projects and 209 (62.95%) for other project activity types. The DRF R3 NEMA Assessment Panel had expertise in disaster risk reduction and resilience and was drawn from across Commonwealth agencies and external organisations, specifically those with expertise in project management, capital infrastructure/ major capital infrastructure works (large scale).

To support applicants to strengthen their applications for potential resubmission, NEMA has also provided a summary of assessment panel feedback together with final application score. Score and summary should be considered with the selection criteria and rating matrix as below (Section 8.1.3 of the DRF R3 Guidelines).

### Application Rating Matrix

Rating Title	Description
<b>Highly Suitable</b>	<b>Score of 80+ out of 100.</b> An excellent Application that demonstrates strong alignment with the DRF assessment criteria. The project has clearly articulated with well-defined objectives and scope and is supported by strong evidence (qualitative and/or quantitative) to demonstrate the project will achieve its aims. Risks to project success may be present, but the Application has identified mitigation strategies and controls to manage the risk.
<b>Suitable</b>	<b>Score of 50–79 out of 100.</b> A good Application that demonstrates alignment with the DRF assessment criteria. The project has sound objectives and is supported by evidence (qualitative and/or quantitative) to demonstrate its positive impact. Risks to project success may be present, but the Application has identified mitigation strategies and controls to manage the risk.
<b>Not Suitable/ Not Recommended</b>	<b>Score below 50 out of 100.</b> An unsatisfactory response with uncertainty as to the project's relevance, feasibility, and/or likely impact, including inadequate links to the DRF's Objectives and value with relevant money considerations. May contain significant risks that prevent the project from succeeding.

### Application Total Score and Feedback Summary

Project Title	Criterion 1	Criterion 2	Criterion 3	Final Overall Score out 100	Application Feedback
Eastern Wheatbelt Power Resilience Project	Partially Met	Partially Met	Partially Met	68.43	<ul style="list-style-type: none"> <li>• Clear evidence of risk reduction impacts and support for vulnerable community members, <b>but future submissions could strengthen demonstration of long-term resilience and risk reduction outcomes.</b></li> <li>• Strong alignment with national and state plans demonstrated, <b>though further emphasis on future-focused resilience and risk reduction objectives would enhance alignment.</b></li> <li>• Project shows readiness and commitment across councils with well-developed risk management, <b>but would benefit from more detailed governance, project management, and comprehensive quoting for all locations.</b></li> </ul>



## **9.2 Central Country Zone Minutes and Attachments 17 April 2026**

# Central Country Zone

## Minutes

**Friday, 17 April 2026**

Hosted by the Shire of Cuballing  
191 Campbell St, Cuballing

## TABLE OF CONTENTS

<b>1.</b>	<b>OPENING, ATTENDANCE AND APOLOGIES.....</b>	<b>4</b>
1.1.	Opening .....	4
1.2.	Attendance .....	4
1.3.	Apologies .....	5
<b>2.</b>	<b>DECLARATIONS OF INTEREST.....</b>	<b>6</b>
<b>3.</b>	<b>HOST COUNCIL PRESENTATION .....</b>	<b>6</b>
<b>4.</b>	<b>ANNOUNCEMENTS .....</b>	<b>7</b>
<b>5.</b>	<b>GUEST SPEAKERS / DEPUTATIONS .....</b>	<b>7</b>
5.1.	Speakers for the April Zone Meeting .....	7
5.1.1.	National Broadband Network (NBN) .....	7
5.1.2.	Telstra .....	7
5.1.3.	Australian Bureau of Statistics (ABS) .....	7
5.2.	Speakers for the June Zone Meeting.....	8
5.3.	Speakers for the August Zone Meeting .....	8
<b>6.</b>	<b>MEMBERS OF PARLIAMENT .....</b>	<b>9</b>
<b>7.</b>	<b>AGENCY REPORTS .....</b>	<b>9</b>
7.1.	Department of Local Government, Industry Regulations and Safety .....	9
7.2.	Wheatbelt Development Commission .....	9
7.3.	Regional Development Australia Wheatbelt .....	9
7.4.	Main Roads Western Australia .....	9
<b>8.</b>	<b>MINUTES.....</b>	<b>10</b>
8.1.	Confirmation of Minutes from the Central Country Zone Meeting held on 13 February 2026 .....	10
8.2.	Business Arising from the Minutes of the Central Country Zone Meeting held on 21 November 2025.....	11
8.3.	Business Arising from the Central Country Meeting held on 13 February 2026 12	
8.4.	Business Arising from the Central Country Executive Committee Meeting held on 7 April 2026 .....	15
8.4.1.	Standing Invites for Members of Parliament.....	15
8.4.2.	Zone Strategic Priorities .....	16
8.4.3.	2026 Regional State Council Meeting – Shire of Pingelly.....	16
8.4.4.	Budget 2026-27 .....	18
<b>9.</b>	<b>ZONE BUSINESS .....</b>	<b>20</b>
9.1.	Urgent Advocacy: Forest Products Commission (FPC) “Rates-Equivalent” Payments Diverted to State treasury – Immediate Local Government Budget Impacts (2025/26) .....	20
9.2.	Bush Fire Risk Mitigation along the rail corridors .....	23
9.3.	Replacement Delegates – WALGA Central Country Zone and District Leadership Group .....	24
9.4.	Regional State Council Meeting – Hosted by the Shire of Pingelly .....	25
9.5.	Wheatbelt Zone Forum.....	26
9.6.	Consultation on Draft Climate Change Advocacy Position.....	26
<b>10.</b>	<b>ZONE REPORTS .....</b>	<b>28</b>
10.1.	Chair Report.....	28
10.2.	WALGA RoadWise.....	28
<b>11.</b>	<b>WALGA STATE COUNCIL EXECUTIVE REPORTS .....</b>	<b>28</b>
11.1.	WALGA President's Report .....	28
11.2.	State Councillor Report .....	28

11.3. Status Report.....	29
<b>12. WALGA STATE COUNCIL AGENDA .....</b>	<b>33</b>
12.1. Matters for Decision.....	33
12.1.1. Protecting Council Member and Employee Privacy Advocacy Position	33
12.1.2. Water Management Advocacy Position .....	39
12.1.3. Off Roads Vehicles Advocacy Position .....	43
12.1.4. Homelessness Advocacy Position.....	45
7.2 Wheatbelt Development Commission .....	48
12.2. Other State Council Agenda items.....	48
<b>13. EMERGING ISSUES .....</b>	<b>48</b>
13.1. Ministerial Decision to Allow Heavier Loads on Local Government Roads.....	48
13.2. Prioritisation of fuel supplies.....	50
13.3. Recognition of outgoing ceo .....	51
<b>14. NEXT MEETING.....</b>	<b>51</b>
<b>15. CLOSURE .....</b>	<b>51</b>

## ATTACHMENTS

The following are provided as attachments to the Minutes:

1. Item 5.1.3 - Australian Bureau of Statistics Presentation
2. Item 7.4 - Main Roads Presentation

The State Council Agenda can be found on the WALGA website [here](#).

## 1. OPENING, ATTENDANCE AND APOLOGIES

---

### 1.1. OPENING

---

The Chair opened the meeting at 9:29am.

---

### 1.2. ATTENDANCE

---

<b>MEMBERS</b>	<b>2 Voting Delegates from each Member Council</b>
<b>Shire of Beverley</b>	Mr Stephen Gollan, Chief Executive Officer
<b>Shire of Brookton</b>	Deputy President Cr Lachlan McCabe Cr Gary Crouch Mr Gary Sherry, Chief Executive Officer, non-voting
<b>Shire of Corrigin</b>	President Cr Sharon Jacobs Cr Des Hickey ( <b>Chair</b> ) Ms Natalie Manton, Chief Executive Officer, non-voting
<b>Shire of Cuballing</b>	President Cr Adrian Kowald Deputy President Cr Rob Harris Mr Chris Paget, Chief Executive Officer, non-voting
<b>Shire of Dumbleyung</b>	President Cr Amy Knight Mr Gavin Treasure, Chief Executive Officer
<b>Shire of Kulin</b>	Cr Robbie Bowey Mr Alan Leeson, Chief Executive Officer
<b>Shire of Lake Grace</b>	President Cr Len Armstrong
<b>Shire of Narrogin</b>	President Cr Leigh Ballard Cr Clive Bartron
<b>Shire of Pingelly</b>	President Cr Jackie McBurney Cr Robert Howell
<b>Shire of Quairading</b>	President Cr Trevor Stacey Deputy President Cr Jo Hayes Mr Nic Warren, Chief Executive Officer, non-voting

<b>Shire of Wagin</b>	President Cr Phillip Blight Dr Kenneth Parker, Chief Executive Officer
<b>Shire of Wandering</b>	President Cr Sheryl Little Cr Peter Latham Dr Alistair Pinto, Chief Executive Officer, non-voting
<b>Shire of West Arthur</b>	President Cr Karen Harrington Cr Neil Morrell Mr Rajinder Sunner, Manager Corporate Services, non-voting
<b>Shire of Wickepin</b>	President Cr Julie Russell Mr David Burton, Chief Executive Officer
<b>Shire of Williams</b>	Cr Heidi Cowcher Peter Stubbs, Chief Executive Officer

#### **GUESTS**

<b>Wheatbelt Development Commission Main Roads WA</b>	Ms Renee Manning, Acting Chief Executive Officer Mr Julian Ford, Acting Network Manager Ms Vicky Eckersley
<b>Australian Bureau of Statistics (ABS)</b>	Ms Kristy Cochrane, WA Operations Lead Mr Callan Hertnon, Generalist LEO Manager
<b>Telstra</b>	Ms Eva Colic, Regional Engagement Manager WA

#### **MEMBERS OF PARLIAMENT**

Nil

#### **WALGA**

Ms Kathy Robertson, Manager Association and Corporate Governance  
Ms Rebecca Brown, Policy Manager Environment and Waste  
Ms Sammy Jones, Member Services Executive Administrator

---

### **1.3. APOLOGIES**

---

#### **MEMBERS**

<b>Shire of Beverley</b>	President Cr Dee Ridgway Deputy President Cr Alan Sattler
<b>Shire of Brookton</b>	President Cr Rod Wallis
<b>Shire of Dumbleyung</b>	Deputy President Cr David Head
<b>Shire of Narrogin</b>	Mr Dale Stewart, Chief Executive Officer, non-voting

<b>Shire of Kulin</b>	President Cr Grant Robbins
<b>Shire of Lake Grace</b>	Deputy President Stephen Hunt Mr Alan George, Chief Executive Officer, non-voting
<b>Shire of Pingelly</b>	Deputy President Cr Peter Wood Mr Andrew Dover, Chief Executive Officer, non-voting
<b>Shire of Wagin</b>	Cr Bryan Kilpatrick
<b>Shire of West Arthur</b>	Mr Vin Fordham Lamont, Chief Executive Officer, non-voting Deputy President Cr Duncan South
<b>Shire of Wickpin</b>	Deputy President Cr Tyron Miller
<b>Shire of Williams</b>	President Cr Jarrad Logie
<b>GUESTS</b>	
<b>CBH Group</b>	Ms Kellie Todman, Manager Governance and Industry Relations
<b>Main Roads WA</b>	Mr Mohammad Siddiqui, Regional Manager Wheatbelt
<b>Regional Development Australia WA</b>	Mr Josh Pomykala, Director Regional Development
<b>WALGA RoadWise</b>	Rodney Thornton, Regional Road Safety Advisor
<b>National Broadband Network (NBN)</b>	Ms Bethany Findlay, Regional Development & Engagement Manager

**Apologies have been received from the following Members of Parliament**

Hon Klara Andric, MLC	Hon Anthony Spagnolo, MLC
Hon Sandra Carr, MLC	Hon Michelle Hofmann, MLC
Hon Nick Goiran, MLC	Hon Andrew O'Donnell, MLC
Hon Jackie Jarvis, MLC	Hon Dr Brian Walker, MLC
Mr Lachlan Hunter, MP	Hon Jackie Jarvis, MLC
Hon Ayor Makur Chuot, MLC	Hon Matthew Swinbourn, MLC
Hon Brad Pettitt, MLC	Hon Rita Saffioti, MLC
Hon Michelle Boylan, MLC	Hon Klasey Hirst, MLC
Hon Stephen Dawson, MLC	Hon Steve Martin, MLC
Hon Tjorn Sibma, MLC	Hon Alanna Clohesy, MLC
Hon Lauren Cayoun, MLC	Hon Maryka Groenwald, MLC

## 2. DECLARATIONS OF INTEREST

Nil.

## 3. HOST COUNCIL PRESENTATION

President Cr Adrian Kowald, Shire of Cuballing, extended a welcome to Delegates and guests and provided a presentation on the Shire of Cuballing including details on current works being undertaken or recently completed within the Shire.

Cr Kowald also spoke about the planning and preparation work currently being undertaken by the Shire for their upcoming annual [Cuballing Groove Fest](#) held from 18 – 20 September 2026.

#### 4. ANNOUNCEMENTS

Nil.

#### 5. GUEST SPEAKERS / DEPUTATIONS

All Deputations have a time limit of 20 minutes, which includes time for questions.

---

##### 5.1. SPEAKERS FOR THE APRIL ZONE MEETING

---

###### 5.1.1. NATIONAL BROADBAND NETWORK (NBN)

Ms Bethany Findlay Regional Development and Engagement Manager at the NBN was scheduled to provide an update to the Zone. Bethany provided her apologies prior to the meeting. WALGA will liaise with Bethany to reschedule her deputation to a future Zone meeting.

**Noted**

###### 5.1.2. TELSTRA

Ms Eva Colic, Regional Engagement Manager WA provided an update to the Zone.

**Noted**

###### 5.1.3. AUSTRALIAN BUREAU OF STATISTICS (ABS)

Ms Kristy Cochrane, WA Operations Lead Generalist from the ABS provided a presentation to the Zone in preparation for the upcoming Census. A copy of this presentation is attached to the Minutes. **(Attachment 1)**

**Noted**

---

## 5.2. SPEAKERS FOR THE JUNE ZONE MEETING

---

The Zone has received three requests for presentations at the June meeting in Dumbleyung.

### **Mr Tony Brown, Local Government Inspector**

The Local Government Inspector division of the Department of Local Government, Industry Regulation and Safety has requested that the inaugural Local Government Inspector, Tony Brown, attend the June Zone meeting to provide a brief presentation of the Local Government Inspector, his priorities and expectations, as well as allow time for questions.

### **Department of Fire and Emergency Services (DFES)**

DFES has requested to attend the June Zone meeting to provide a presentation summarising the 2025/26 Fire Season and significant issues, observations emerging from Regional Grain Harvest Fires conventions, an update on bushfire mitigation support to Zone Members and any other issues that the Zone may raise.

### **Ms Lanie Chopping, Director General of the Department of Local Government, Industry Regulation and Safety (LGIRS)**

The office of Lanie Chopping, Director General of LGIRS, has requested that Ms Chopping attend and speak at the June Zone meeting to provide an update on the recent activities of LGIRS.

## RESOLUTION

**Moved:** President Cr Leigh Ballard

**Seconded:** President Cr Karen Harrington

**That the Central Country Zone support the following deputations for the June 2026 Zone meeting:**

- 1. Mr Tony Brown, Local Government Inspector**
- 2. Department of Fire and Emergency Services (DFES)**
- 3. Ms Lanie Chopping, Director General of LGIRS**

**CARRIED**

---

## 5.3. SPEAKERS FOR THE AUGUST ZONE MEETING

---

### **Water Corporation**

The Executive Officer has been liaising with the Water Corporation to request their attendance at an upcoming 2026 Zone meeting. Mr Adrian Stewart, Regional Manager, Great Southern Region indicated that they would like to attend either the June or August meeting. This request was approved by the Zone at the February meeting.

As there are already three deputations arranged for the June meeting, the Executive Committee agreed to ask the Water Corporation to attend the August meeting.

**Noted**

## 6. MEMBERS OF PARLIAMENT

Any Members of Federal and State Government in attendance are invited to provide a brief update on matters relevant to the Zone. No Federal or State Government Members were in attendance at the meeting.

## 7. AGENCY REPORTS

---

### 7.1. DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATIONS AND SAFETY

---

The DLGIRS report was attached to the Agenda.

**Noted**

---

### 7.2. WHEATBELT DEVELOPMENT COMMISSION

---

*Ms Renee Manning, Acting Chief Executive Officer*

This item was considered later in the Agenda (see prior to item 12.2).

---

### 7.3. REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT

---

*Mr Josh Pomykala, Director Regional Development*

Mr Pomykala was an apology.

**Noted**

---

### 7.4. MAIN ROADS WESTERN AUSTRALIA

---

*Mr Julian Ford, Acting Network Manager*

Mr Ford provided an update and a presentation to the meeting. A copy of the presentation is attached to the Minutes. **(Attachment 2)**

**Noted**

## **8. MINUTES**

---

### **8.1. CONFIRMATION OF MINUTES FROM THE CENTRAL COUNTRY ZONE MEETING HELD ON 13 FEBRUARY 2026**

---

The Minutes of the Central Country Zone meeting held on 13 February 2026 have previously been circulated to Delegates. A copy of the Minutes were attached to the Agenda.

#### **RESOLUTION**

**Moved: President Cr Phil Blight**

**Seconded: President Cr Jackie McBurney**

**That the Minutes of the meeting of the Central Country Zone held on 13 February 2026 be confirmed as a true and accurate record of the proceedings.**

**CARRIED**

## 8.2. BUSINESS ARISING FROM THE MINUTES OF THE CENTRAL COUNTRY ZONE MEETING HELD ON 21 NOVEMBER 2025

Item Number	Resolution	Action
9.6.1 Cost Shifting Compliance Report Project Update	<p><i>That the Central Country Zone:</i></p> <ol style="list-style-type: none"> <li>1. <i>resolve to action each Position as follows:</i> <ol style="list-style-type: none"> <li>a. <i>Position 1 be referred to State Council for consideration as a WALGA Advocacy Position.</i></li> <li>b. <i>A letter be sent to the Minister for Mines and Petroleum in relation to Position 2</i></li> <li>.....</li> </ol> </li> </ol>	Resolution 1(b) resolved for a letter to be sent to the Minister for Mines and Petroleum. A letter was prepared and sent to Hon David Michael on 19 December 2025 and a response was received on 5 January 2026 to advise that as this is a matter within the remit of the Minister for Local Government. A response has since been received from Hon Hannah Beazley. Copies of each letter were attached to the Agenda.
10.5 Consideration of Correspondence to Minister for Local Government regarding Local Government Elections	<i>That the Central Country Zone write to the Minister for Local Government, Minister for Wheatbelt and Shadow Minister for Local Government stating the Zone's opposition to compulsory voting and full Council elections every four years.</i>	A letter was sent to the Minister for Local Government in December 2025 and a response was received in February 2026. A copy of the letter was attached to the Agenda.
10.6 Telstra Site Firebreaks	<i>That the Central Country Zone write to the Federal Minister for Communications raising the matter of bush fire mitigation in communications facilities in regional Australia.</i>	A letter was sent to the Federal Minister for Communications in December 2025 and a response was received from the Federal Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts in March 2026. A copy of the letter was attached to the Agenda.
10.7 Regulations Working Group.	<i>That the Central Country Zone write to the Minister seeking that representation on the Regulations Working Group be extended to include two representatives from each local government band and include representation from both elected members and officers as well representation from remote and regional Western Australia</i>	A letter was sent to the Minister for Local Government in December 2025, and a response was received in February 2026. A copy of the letter was attached to the Agenda.

### Noted

### 8.3. BUSINESS ARISING FROM THE CENTRAL COUNTRY MEETING HELD ON 13 FEBRUARY 2026

Item Number	Resolution	Action
8.3.1 – Standing Invites for Members of Parliament	<p>For noting only.</p> <p>The Executive Committee resolved to send personalised invites to Members of Parliament to provide an overview of current Zone priorities and encourage more attendance from MPs. These invites will be signed by the Zone Chair and sent by the Executive Officer prior to each meeting.</p>	<p>On 18 March, the Executive Officer sent invites to the identified Members of Parliament for the April Zone meeting. A copy of one of the letters and emails sent and received were attached to the agenda.</p> <p>Unfortunately, all MPs invited to the April Zone meeting have declined due to conflicting prior engagements. The Executive Committee have considered how best to proceed with invitations to MPs. An item has been included in the April Zone Agenda <b><i>(Item 8.4.1)</i></b>.</p>
8.3.2 Zone Strategic Priorities	<p>The Zone AGREED that each Delegate would take this item to Council and seek feedback on the current Strategic Priorities of the Zone.</p>	<p>No responses from Zone Delegates or Member Local Governments were received. The item was returned to the Executive Committee for consideration, and an item has been included in the April Zone Agenda <b><i>(Item 8.4.2)</i></b>.</p>
9.1 – Wheatbelt Freight Network Submission for Funding	<p><i>That the Central Country Zone:</i></p> <ol style="list-style-type: none"> <li><i>1. Requests a review from the Minister of the decision to discontinue funding of the WSN in the upcoming State Budget;</i></li> <li><i>2. Supports the Shire of Narrogin's advocacy efforts to encourage Minister Saffioti to reconsider the decision; and</i></li> <li><i>3. Writes to Minister Saffioti on behalf of all Local Governments in the Zone asking for the Minister to reconsider and this letter by signed by the Zone Chairman.</i></li> </ol>	<p>Letters have been sent to both Minister Saffioti and Minister Dawson. A response has been received from Minister Saffioti and was attached to the Agenda. No response has been received from Minister Dawson at this time.</p>

	<i>4. Request two meetings with Minister Saffioti and Minister Dawson</i>	
9.2 – Renewable Energy Planning Code	<i>That the Central Country Zone: 1. Adopts the draft submission to the Draft Renewable Energy Planning Code; and 2. Provides the submission to WALGA and the Western Australian Planning Commission.</i>	The Zone's submission was provided to the Western Australian Planning Commission on 19 February 2026. A copy of the submission was attached to the Agenda.
9.4 – 2026 Regional State Council Meeting – Shire of Pingelly	<i>That Zone Delegates provide suggested presentation topics to the Executive Officer by 23 March for consideration and determination by the Executive Committee.</i>	The Executive Officer emailed all CEOs and Zone Delegates after the February Zone meeting to request suggestions by 23 March. One suggestion was received and was attached to the Agenda.  The Executive Committee considered possible presentation topics and an item has been included in the April Zone Agenda <b><i>(Item 8.4.2)</i></b> .
9.7 – Consultation on Draft Climate Change Advocacy	<i>That the Central Country Zone: 1. Reiterates its position resolved at the February 2025 Zone meeting that the WALGA Advocacy Position on Climate Change should be that: WALGA calls on the Australian and Western Australian Governments to: 1. provide the necessary climate leadership, coordination, and action to deliver a climate change response that improves and maintain quality of life for all Western Australians for generations to come 2. provide funding and resources and support to Local Government to enable local communities to respond to the effects of climate change</i>	Letters have been sent to all WALGA Zones advising of the Central Country Zones position. A copy of one of the letters was attached to the Agenda.

	<p>2. <i>Rejects any WALGA Advocacy Position or policy that binds or attempts to bind Local Governments to a course of action or actions; and</i></p> <p>3. <i>Writes to all other WALGA Zones to advise them of the Central Country Zone's position on matters 1 and 2 above.</i></p>	
13 – Emerging Issues	<p><i>President Cr Dee Ridgway raised for the Central Country Zone to write a letter to outgoing WALGA President, Karen Chappel, acknowledging her work and commitment to Local Government throughout her tenure as President for WALGA.</i></p>	<p>A letter was sent to outgoing WALGA President Cr Karen Chappel, a copy of the letter was attached to the Agenda.</p>

**Noted**

---

## 8.4. BUSINESS ARISING FROM THE CENTRAL COUNTRY EXECUTIVE COMMITTEE MEETING HELD ON 7 APRIL 2026

---

### 8.4.1. STANDING INVITES FOR MEMBERS OF PARLIAMENT

At the February Zone meeting, it was resolved to extend invitations to the following Members of Parliament to attend Zone meetings:

- Hon Sandra Carr, MLC – Member for Western Australia; Deputy Chair of Committees
- Mr Lachlan Hunter, MLA – Member for Central Wheatbelt; Shadow Minister for Agriculture and Food; Racing and Gaming
- Hon Steve Martin, MLC – Member for Western Australia; Shadow Minister for Transport; Ports; Communities
- Mr Peter Rundle, MLA – Member for Roe; Shadow Minister for Water; Sport and Recreation
- Hon Sabine Winton, MLA – Member for Wanneroo; Minister for Education; Early Childhood; Preventative Health; Wheatbelt
- Mr Rick Wilson, MP – Member for O'Connor; Deputy Chair, Joint Standing Committee on Trade and Investment Growth
- Hon Stephen Dawson, MLC – Minister for Regional Development; Ports; Science and Innovation; Medical Research; Kimberley
- All Members of the Legislative Council (MLCs) within Western Australia

Unfortunately, no invited MPs were available to attend the April meeting.

The Executive Committee considered how best to increase the likelihood of attendance and engage MPs in future Zone meetings. The Committee agreed to provide all meeting dates for the remainder of the 2026 calendar year to invited MPs. Should this approach not result in improved attendance, the Executive Committee suggested that the Zone consider hosting a future Zone meeting at Parliament House (or elsewhere in Metropolitan Perth).

### RESOLUTION

**Moved: President Cr Sheryl Little**

**Seconded: President Cr Phil Blight**

**That the Central Country Zone:**

1. **requests the Executive Officer to write to each MP listed above, providing the remaining meeting dates for 2026; and**
2. **supports, in principle, the proposal to host a future Zone meeting in Metropolitan Perth to encourage greater attendance from MPs.**

**CARRIED**

#### **8.4.2. ZONE STRATEGIC PRIORITIES**

At the February Zone meeting, and it was agreed that each Delegate would consider the current Zone Strategic Priorities with their respective Councils to seek feedback. Delegates were requested to provide any feedback to the Executive Officer by 23 March.

No feedback was received by the nominated date.

The Executive Committee have recommended that the Zone hold a Strategic Planning Workshop prior to the August Zone meeting. The workshop would be facilitated by an external consultant, with the aim of reviewing and updating the current Priorities.

At the direction of the Executive Committee, the Executive Officer has requested a quote from Caroline Robinson of 150 Square to facilitate the workshop. Caroline is an enthusiastic advocate for rural communities and has previously worked with the Zone to compile the Cost Shifting and Compliance Report. At time of publishing the Agenda, a quotation had not yet been received. However, consideration for the fees (based on an estimate) has been included within the draft 2026-27 budget at **item 8.4.4.**

#### **RESOLUTION**

**Moved: President Cr Karen Harrington**

**Seconded: President Cr Julie Russell**

**That the Central Country Zone:**

- 1. Supports the holding of a Strategic Planning Workshop immediately prior to the August Zone meeting in the Shire of Kulin; and**
- 2. Endorses the engagement of an external consultant to facilitate the workshop.**

**CARRIED**

#### **8.4.3. 2026 REGIONAL STATE COUNCIL MEETING – SHIRE OF PINGELLY**

The Zone is hosting the 2026 Country Regional State Council Meeting in Pingelly on Wednesday-Thursday, 6-7 May.

The Country Regional State Council Meeting is a two-day event and includes a Zone Forum. The Zone Forum is an initiative of State Council designed to promote meaningful discussion and the exchange of information between Zone members and State Councillors. The Forum is an opportunity for the Zone to speak directly to State Council on local, regional and statewide issues. It is also a chance for the Zone to present on its recent work and advocacy priorities.

At the February Zone meeting, Zone Delegates resolved to provide suggested presentation topics to the Executive Officer. Based on suggested topics received, and further discussion by the Executive Committee, a draft Zone Forum program has been compiled and was attached to the Agenda.

The final draft program is included on the following page:

# WALGA State Council Regional Meeting

## Zone Forum

### Central Country Zone

### Pingelly Recreation and Cultural Centre (PRACC)

---

Wednesday, 6 May 2026

The Zone Forum is an initiative of State Council that aims to foster meaningful discussion and exchange of information between Zone members and State Council.

Central Country Zone Chair, Cr Des Hickey, will MC the Forum.

- |                         |  |
|-------------------------|--|
| <b>11:00am</b>          | Lunch on arrival   |
| <b>12:00pm - 3:00pm</b> | <b>Zone Forum</b>  |
| <i>5 minutes</i>        | <b>Welcome</b><br>Central Country Zone Chair, Cr Des Hickey                                  |
| <i>10 minutes</i>       | <b>Overview of Zone priorities</b><br>Central Country Zone Chair, Cr Des Hickey              |
| <i>30 minutes</i>       | <b>Host presentation</b><br>President Cr Jackie McBurney, Shire of Pingelly                  |
| <i>30 minutes</i>       | <b>4WDL (ROC) Key Worker Housing Project</b><br>President Cr Amy Knight, Shire of Dumbleyung |
| <i>30 minutes</i>       | <b>Renewable Energy Projects</b><br>President Cr Karen Harrington, Shire of West Arthur      |
| <b>1:45pm – 2:15pm</b>  | Afternoon tea  |
| <i>30 minutes</i>       | <b>50 Year Road Strategy</b><br>CEO Mr Gavin Treasure, Shire of Dumbleyung                   |
| <i>10 minutes</i>       | <b>Closure</b><br>WALGA President, Mayor Mark Irwin  |

#### **8.4.4. BUDGET 2026-27**

The Central Country Zone is required to review and adopt an annual budget for each financial year.

At its meeting held on 7 April 2026, the Executive Committee considered the draft 2026–27 budget and resolved as follows:

*That an item be prepared for the April Zone meeting seeking endorsement of the 2026–27 budget, with the following changes:*

- 1. Halve the annual subscription amount to \$500 per Local Government; and*
- 2. Provision be made for consultant fees to engage a facilitator for the Strategic Priorities Workshop scheduled for August.*

A draft budget for the 2026–27 financial year has subsequently been prepared and is included on the following page. The draft budget has been developed taking into account:

- Prior year actual and forecast expenditure, providing a year-to-date forecast based on known and anticipated costs; and
- The estimated opening cash balance as of 1 July 2026.

In accordance with the direction of the Executive Committee, the draft budget also incorporates:

- A reduction in the annual subscription fee to \$500 per Local Government; and
- The inclusion of consultant fees for facilitation of the proposed Strategic Priorities Workshop in August (based on an estimate).

#### **RESOLUTION**

**Moved: President Cr Jackie McBurney**

**Seconded: President Leigh Ballard**

**That the Central Country Zone endorse the 2026-27 budget.**

**CARRIED**

	Budget 2025-26	Forecast YTD 30/6/2026	Budget 2026-27	Comments
<b>Income</b>				
501 General Subscriptions	\$15,000	\$15,000	\$7,500	<i>Halve the annual subscription amount to \$500 per Local Government</i>
575 Interest Earned	\$400	\$112	\$250	
<b>Total Income</b>	<b>\$15,400</b>	<b>\$15,112</b>	<b>\$7,750</b>	
<b>Expenditure</b>				
1535 Zone Expenses - Audit Costs	\$1,285	\$2,150	\$1,129	<i>5% increase applied to fee of 1075</i>
1546 Zone Expenses - In-Person Meetings	\$7,000	\$4,770	\$7,000	<i>Same as last year</i>
1558 Zone Expenses - Financial Management	\$3,008	\$3,540	\$3,646	<i>Use of external accountants and Xero monthly charge - increased by 3%</i>
1580 Zone Representative - Honoraria	\$2,785	\$2,785	\$2,869	<i>3% increase applied</i>
New account Consulting / Projects	\$20,000	\$605	\$2,500	<i>Consultant 150 Square for a few hours of project work</i>
1610 Zone Representative - Travel Costs	\$1,000	\$0	\$600	<i>To allow travel to Perth for zone delegation</i>
<b>Total Expenditure</b>	<b>\$35,078</b>	<b>\$13,850</b>	<b>\$17,743</b>	
<b>Surplus/(Deficit)</b>	<b>(\$19,678)</b>	<b>\$1,262</b>	<b>(\$9,993)</b>	
Estimated brought forward Balance 1 July	\$73,509	\$73,509	\$74,771	
Surplus/(Deficit)	(\$19,678)	\$1,262	(\$9,993)	
Estimated Balance 30 June	\$53,831	<b>\$74,771</b>	<b>\$64,778</b>	

## 9. ZONE BUSINESS

---

### 9.1. URGENT ADVOCACY: FOREST PRODUCTS COMMISSION (FPC) "RATES-EQUIVALENT" PAYMENTS DIVERTED TO STATE TREASURY – IMMEDIATE LOCAL GOVERNMENT BUDGET IMPACTS (2025/26)

---

*By Vin Fordham Lamont, Shire of West Arthur*

#### **BACKGROUND**

The Forest Products Commission (FPC) has historically paid council rates directly to local governments on relevant freehold landholdings.

In September 2025, the FPC advised impacted local governments that it would immediately cease paying rates directly to Shires and, instead, make rates-equivalent payments to the State Treasurer.

The Warren Blackwood Alliance of Councils (WBAC), together with the Shires of Cranbrook and West Arthur, has outlined that the FPC's position relies on Section 43 of the *Forest Products Act 2000*, including that the State Government considers the FPC exempt from paying rates on certain unleased land and must pay an equivalent amount to the Treasurer under Section 43(4), with the amount and timing determined by the Treasurer under Section 43(6).

A key concern raised by impacted local governments is that the sudden implementation in 2025/26 did not provide budget transition time, notwithstanding the principle described in Section 43(7) that points to commencement applying from the next full financial year (and, more broadly, the expectation that public finance changes of this nature should not be applied in an unplanned way mid-budget cycle).

As a result, multiple local governments that had budgeted for the FPC rates revenue in their adopted 2025/26 annual budgets are now facing significant immediate shortfalls because FPC has not paid the 2025/26 rates (and the rates-equivalent is being directed to Treasury rather than the local governments).

WBAC has advised that, for 2025/26, the collective shortfall across the seven affected Shires is approximately \$325,000\*\*, representing a material impact for small regional councils.

In January 2026 indicative 2025/26 impacts by individual Shires were estimated to be:

Boyup Brook:	\$135,000
Bridgetown-Greenbushes:	\$21,540
Donnybrook Balingup:	\$9,383
Manjimup:	\$55,000
Nannup:	\$40,000
Cranbrook:	\$28,000
West Arthur:	\$35,000

Impacted Councils have identified that these funds support core services such as road maintenance, parks and gardens, community facilities, emergency services support, medical services, recreation programs and local events, and the shortfall is forcing consideration of reductions across these service areas.

Councils are also concerned about the forward financial trajectory, noting the FPC's ongoing land acquisition and plantation expansion program and the compounding effect of additional properties transitioning out of local rating bases unless a sustainable mechanism is established.

Affected local governments have characterised the situation as creating inequity, because private plantation operators continue to pay rates directly to local governments, while the FPC does not under the current arrangement.

### **COMMENT**

This issue requires urgent WALGA advocacy because it is producing an immediate and unplanned financial shock in the current 2025/26 financial year for affected councils. Impacted Shires are already preparing agenda items for service reductions and cost saving measures to address the budget holes created by the cessation of FPC rate payments.

From a Local Government sustainability perspective, the matter has both:

- an immediate cashflow/budget stability dimension (2025/26 revenue shortfall now impacting adopted budgets), and
- a structural funding dimension (future years will be further affected as more land transfers out of the local rates base without a mechanism to return rates-equivalent payments to affected local governments).

WBAC and the Shires of Cranbrook and West Arthur have also explicitly requested Minister Jackie Jarvis MLC, Minister for Forestry, for the:

1. redirection of 2025/26 rates-equivalent payments from Treasury to the impacted Shires, and
2. establishment of a cross-portfolio process (Local Government / Forestry / Treasury) to determine a fair and sustainable mechanism for 2026/27 and future years, including clarity regarding forward acquisition modelling.

Given that Local Governments are responsible for infrastructure and services relied upon by plantation operations (including local roads and emergency management), removal of this revenue without offset threatens service levels and increases pressure on remaining ratepayers.

### **SECRETARIAT COMMENT**

WALGA recognises the impact that the Forest Products Commission's (FPC) change to the payment of rates-equivalent amounts has on Local Governments within the Central Country Zone (CCZ), particularly given the timing of the application of the change prior to the 2025/26 financial year.

WALGA understands that the CCZ and affected Local Governments, have already engaged directly with the Minister for Forestry on this matter and supports the CCZ in seeking timely resolution of the immediate 2025/26 impacts and longer-term certainty for future financial years.

WALGA acknowledges the significant impact that rating exemptions have on Local Government Revenue, and their ability to provide essential community services.

This matter aligns with longstanding [WALGA Advocacy Positions](#) regarding rating, including the following:

#### **2.1.1 Rating Exemptions Review**

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

#### **2.1.4 Rating Exemptions – Rate Equivalency Payment**

Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.

Additionally, [WALGA's 2026-27 State Budget Submission](#) calls for an independent organisation to undertake a broad review of rating exemptions.

A number of concerns regarding rating and rating exemptions have emerged across the sector, particularly over the past 6–12 months. WALGA is undertaking scoping work to consider the most effective way to address these matters through a coordinated, overarching and sector-wide advocacy approach.

### **RECOMMENDATION**

That the Central Country Zone request WALGA to advocate as a matter of urgency to the State Government (including the Treasurer, Minister for Local Government, and Minister for Forestry) to:

1. Establish a formal cross-portfolio arrangement (Treasury/Local Government/Forestry, with WALGA and affected Local Governments) to:
  - a. confirm a transparent method for calculating and timing the rates-equivalent amounts under the current legislative settings; and
  - b. implement an agreed mechanism to allocate and remit the rates-equivalent payments to the impacted Local Governments from 2026/27 onward.
2. Provide impacted Local Governments with certainty and forward estimates regarding:
  - a. the FPC's land acquisition / plantation expansion trajectory; and
  - b. modelling of the projected financial impact on affected rating bases, so Councils can undertake responsible long-term financial planning.
3. (If required) Progress options for policy and/or legislative amendment to ensure ongoing equity and financial sustainability for communities hosting FPC freehold landholdings, including ensuring outcomes that do not unfairly transfer costs to remaining ratepayers.

## ALTERNATE MOTION

Moved: President Cr Karen Harrington

Seconded: President Leigh Ballard

**That the Central Country Zone request WALGA to advocate matter of urgency, prior to the Local Government Budget cycle, to the State Government (including the Treasurer, Minister for Local Government, and Minister for Forestry) to:**

- 1. Establish a formal cross-portfolio arrangement (Treasury/Local Government/Forestry, with WALGA and affected Local Governments) to:
  - a. confirm a transparent method for calculating and timing the rates-equivalent amounts under the current legislative settings; and**
  - b. implement an agreed mechanism to allocate and remit the rates-equivalent payments to the impacted Local Governments from 2026/27 onward.****
- 2. Provide impacted Local Governments with certainty and forward estimates regarding:
  - a. the FPC's land acquisition / plantation expansion trajectory; and**
  - b. modelling of the projected financial impact on affected rating bases, so Councils can undertake responsible long-term financial planning.****
- 3. (If required) Progress options for policy and/or legislative amendment to ensure ongoing equity and financial sustainability for communities hosting FPC freehold landholdings, including ensuring outcomes that do not unfairly transfer costs to remaining ratepayers.**

**CARRIED**

---

## 9.2. BUSH FIRE RISK MITIGATION ALONG THE RAIL CORRIDORS

---

*By Shire of Wickepin*

### BACKGROUND

At the recent Annual Electors Meeting for the Shire of Wickepin, concern was raised by several members of the public about long grass and the lack of any Bush Fire Risk Mitigation along the rail corridors in our Shire.

The lack of control has allowed long grass and vegetation to accumulate over several years and now forms a significant risk to the local towns and the agricultural region. The long grass and vegetation provide an area where any fire would quickly spread into the surrounding bushland and townsite. It also increases the damage caused by fire and reduces the ability of the Local Fire Brigade to effectively control fires, requiring additional resources from other areas and DFES as the fireground is increased.

The uncontrolled growth of grasses and bushland is clearly evident in the areas of the unused Tier 3 rail corridors and is widespread across the wheatbelt region.

It has been noted that the Central Country Zone has previously sent correspondence to the Federal Minister for Communications raising the matter of bush fire mitigation in communications facilities in regional Australia. The rail corridor concern would be a similar issue, but more of a state government issue.

At the March Meeting of the Shire of Wickepin, it was resolved that an item be presented to Central Country Zone, requesting action to be taken with a letter written to the Minister for Transport raising the concern and the dangers it creates for the regional areas of Western Australia.

### **SECRETARIAT COMMENT**

This issue has been raised at the Bushfire Operations Committee and the State Bushfire Advisory Committee and WALGA is a member of both. Update from the State Bushfire Advisory Committee, in its September 2025 Communique was as follows:

*“Originally raised through the Bushfire Operations Committee (BOC), this issue has now been included in the Ministerial Statement of Expectations priorities for SBAC. Members acknowledged BOC’s advice regarding ongoing challenges with fuel accumulation and the maintenance of strategic firebreaks along unused Tier 3 and Tier 4 rail corridors—particularly those near townsites and grain rail sidings. While some mitigation activities have been undertaken, significant work remains to reduce bushfire risk. Initial discussions at the meeting helped define the focus and next steps. Further advice from Government will be sought to inform SBAC’s approach to this issue.”*

WALGA will seek an update and report back to the Central Country Zone.

### **RECOMMENDATION**

That the Central Country Zone write to the Minister for Transport raising the matter of bushfire mitigation along the rail corridors in regional Western Australia.

### **ALTERNATE MOTION**

**Moved:** President Cr Julie Russell

**Seconded:** President Cr Phil Blight

**That the Central Country Zone write to the Minister for Transport, the Public Transport Authority and ARC Infrastructure requesting them to urgently address the matter of bushfire mitigation along the rail corridors, both used and unused, in regional Western Australia.**

**CARRIED**

---

## **9.3. REPLACEMENT DELEGATES – WALGA CENTRAL COUNTRY ZONE AND DISTRICT LEADERSHIP GROUP**

---

*By Shire of Narrogin*

### **BACKGROUND**

The WALGA Central Country Zone currently appoints a delegate to represent the Zone on the Wheatbelt District Leadership Group (DLG) (Northam), which is a key regional forum facilitating coordination across State agencies, local government, and community organisations.

The DLG continues to play a critical role in progressing regional priorities, including delivery of the *Living Well in the Wheatbelt Strategy*, alignment of agency activities, and advocacy on key human services and community development issues.

The Shire of Narrogin CEO, Dale Stewart, is currently the Zone's representative on the DLG. However, Mr Stewart will be relocating to the Pilbara in early May 2026 and will cease employment with the Shire on 1 May 2026.

Mr Stewart confirms that the upcoming meeting scheduled for 21 April 2026 will be his final meeting.

Given this change, there is a need for the Zone to:

- Nominate a replacement delegate to represent the WALGA Central Country Zone on the Wheatbelt District Leadership Group; and
- Ensure ongoing representation and continuity of local government input into this important regional forum.

The DLG minutes also highlight the importance of local government engagement, including potential future discussions regarding funding contributions, advocacy, and alignment of regional priorities. (**Attachment 15**)

Accordingly, it is timely for the Zone to appoint a new elected member or officer delegate.

## **RESOLUTION**

**Moved: President Leigh Ballard**

**Seconded: Cr Clive Barton**

**That the Central Country Zone:**

- 1. Notes that Dale Stewart, CEO of the Shire of Narrogin, will cease as the Zone's representative on the Wheatbelt District Leadership Group at the end of April 2026 due to relocation.**
- 2. Requests nominations from member Local Governments for a replacement Elected Member or officer delegate to represent the Zone on the Wheatbelt District Leadership Group.**
- 3. Appoints a new delegate (and, if considered appropriate, an alternate delegate) to ensure continued representation of the Zone on the District Leadership Group.**

**CARRIED**

*During discussion Mr Nic Warren, Chief Executive Officer of the Shire of Quairading nominated to fill the vacancy. His nomination was accepted by the meeting.*

---

## **9.4. REGIONAL STATE COUNCIL MEETING – HOSTED BY THE SHIRE OF PINGELLY**

---

WALGA provided a verbal update to the Zone on arrangements for the Regional State Council meeting being hosted by the Shire of Pingelly on Wednesday-Thursday, 6-7 May 2026.

**Noted**

---

## 9.5. WHEATBELT ZONE FORUM

---

The Avon-Midland Country Zone are hosting a one-day Wheatbelt Zone Forum on Friday, 21 August 2026 in Bindoon. The Avon-Midland Country Zone has extended an invitation to Delegates from the Central and Great Eastern Country Zones to attend the Forum. We are awaiting further details and will provide any updates as they are received.

**Noted**

---

## 9.6. CONSULTATION ON DRAFT CLIMATE CHANGE ADVOCACY POSITION

---

*By Rebecca Brown, Policy Manager, Environment and Waste*

### EXECUTIVE SUMMARY

- WALGA is undertaking sector consultation on a revised draft Climate Change Advocacy Position.
- This draft position was developed following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team of State Council.
- WALGA is seeking Council endorsed feedback by 1 May 2026.

### POLICY IMPLICATIONS

WALGA's 2018 Climate Change [Policy Statement](#) and Advocacy Position state:

*Local Government acknowledges:*

1. *The science is clear: Climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.*
2. *Climate change threatens human societies and the Earth's ecosystems.*
3. *Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.*
4. *A failure to adequately address this climate change emergency places an unacceptable burden on future generations.*

*Local Government is committed to addressing climate change.*

*Local Government is calling for:*

1. *Strong climate change action, leadership and coordination at all levels of government.*
2. *Effective and adequately funded Commonwealth and State Government climate change policies and programs.*

The draft Advocacy Position in the Consultation Paper is:

1. *Local Government acknowledges the risks associated with, and is committed to, addressing climate change.*
2. *WALGA calls on the Australian and Western Australian Governments to provide:*
  - a. *the necessary climate leadership, coordination and action to ensure an orderly transition to achieve emission reduction targets and address the impacts of climate change*
  - b. *dedicated funding, guidance and practical support to assist Local Governments to undertake emissions reduction and adaptation actions.*

## ATTACHMENT

The WALGA Climate Change Advocacy Position Consultation Paper is available [online](#).

## BACKGROUND

Climate change, and related legislation, policy and action, have implications for many aspects of Local Governments' operations and services. More frequent and severe droughts, heatwaves, bushfires, extreme rainfall events and warming, rising sea levels are increasing the costs and complexity of delivering critical services, infrastructure and ensuring community wellbeing.

In 2018, State Council endorsed a [Climate Change Policy Statement](#) and advocacy position, following extensive sector consultation. Since this Advocacy Position was adopted there have been significant legislative, policy, technological and scientific changes, including:

- The national *Climate Change Act 2022* and the Western Australian Climate Change Bill 2023.
- The *Local Government Amendment Act 2023*, which expanded Western Australian Local Governments' general function under Part 3 s3.1(1A) of the *Local Government Act 1995* to:
  - a. to promote the economic, social and environmental sustainability of the district; and
  - b. **to plan for, and to plan for mitigating, risks associated with climate change;** and
  - c. in making decisions, to consider potential long-term consequences and impacts on future generations.
- The release of the Australian Government's [National Climate Risk Assessment](#) and [National Adaptation Plan](#) in 2025.
- Escalation of the transition to renewable energy, uptake of electric vehicles and energy efficiency standards under the National Construction Code.
- Climate science and projections ([international](#), [national](#) and [WA specific](#)) have also become clearer regarding the risks posed by climate change and the need for action to address the consequential impacts.

## COMMENT

Following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team, WALGA has developed a revised, draft Climate Change Advocacy Position for Local Government feedback which is currently out for consultation with feedback due by 1 May 2026. WALGA has received feedback from some Councils and understands a number of Councils will be considering this matter in April. Zone delegates are encouraged to take this item to their Councils.

The Central Country Zone passed a motion at its February 2026 meeting which included writing to all other zones highlighting its alternative Advocacy Position (proposed in March 2025). WALGA worked to incorporate the Central Country Zone feedback prior to the release of the Consultation Paper.

WALGA is seeking **Council endorsed feedback** on the draft Climate Change Advocacy Position by **COB Friday, 1 May 2026** to [environment@walga.asn.au](mailto:environment@walga.asn.au).

Following consideration of this feedback a final draft Advocacy Position will be developed and provided to zones and State Council for consideration.

## Noted

## 10. ZONE REPORTS

---

### 10.1. CHAIR REPORT

---

*Cr Des Hickey, Zone Chair*

The Chair provided a verbal report to the Zone.

**Noted**

---

### 10.2. WALGA ROADWISE

---

*Rodney Thornton, Regional Road Safety Advisor.*

Mr Thornton was an apology for the meeting.

**Noted**

---

## 11. WALGA STATE COUNCIL EXECUTIVE REPORTS

---

### 11.1. WALGA PRESIDENT'S REPORT

---

The WALGA Presidents report was attached to the Agenda.

**Noted**

---

### 11.2. STATE COUNCILLOR REPORT

---

*President Cr Phil Blight, State Councillor*

9.1 AVIATION ADVOCACY POSITIONS – was the only issue requiring a decision.

This meeting saw the end of the Karen Chappel presidency and after a long lead up and much lobbying by the prospective candidates, Mark Irwin was elected President for the next two years. Similarly, Chris Antonio was elected as Deputy President. Much of the meeting was then focused on management issues and reports.

**Noted**

---

### 11.3. STATUS REPORT

Agenda Item	Zone Resolution	WALGA Response	Update Last Provided	WALGA Contact
<p>13 February 2026 Zone Agenda Item <b>9.3 Main Roads WA Speed Zoning Policy</b></p>	<p>That the Central Country Zone supports the Shire of Kulin and resolves to request WALGA to formally approach Main Roads Western Australia seeking a review of the policy-based removal of speed transition buffers across rural and regional Western Australia.</p>	<p>Main Roads Western Australia (MRWA) is gradually removing intermediate "Speed Buffer Zones" (e.g., 80 km/h) on the approach to towns, replacing them with "Speed Limit AHEAD" signs to warn drivers of a sudden transition to lower speeds such as 60 km/h or 50 km/h through townsites.</p> <p>This policy shift, which began in mid-2020, aims to align with the latest Australian Standards and enhance consistency in speed zoning across WA and Australia.</p> <p>Previously, a 300-400 metre intermediate speed zone was used when dropping speeds by more than 30 km/h. This intermediate speed zone is being progressively replaced by two sets of "Speed Limit AHEAD" signs to warn drivers, allowing a direct reduction from high-speed zones to lower town speeds.</p> <p>This is a gradual, state-wide process. The changes harmonize WA speed zones with other Australian states.</p>	<p>April 2026</p>	<p>Ian Duncan Executive Manager Infrastructure <a href="mailto:iduncan@walga.asn.au">iduncan@walga.asn.au</a> 9213 2031</p>
<p>13 February 2026 Zone Agenda Item <b>9.10 Western Power Pole Top Fires and Network Response</b></p>	<p>That the Central Country Zone:</p> <ol style="list-style-type: none"> <li>1. Recognises the recent spate of pole top fires during the ex-Tropical Cyclone Mitchell weather event as a serious regional and State-wide rural safety concern.</li> <li>2. Notes that while this matter has been raised by the Central Country Zone, the issues identified are not confined to Zone Local Governments and are likely to affect rural and regional communities across Western Australia.</li> <li>3. Requests WALGA to assume a State-wide advocacy role on behalf of rural and regional local governments in relation to: <ol style="list-style-type: none"> <li>a. Pole top mitigation effectiveness in high-risk agricultural environments;</li> <li>b. Network performance;</li> </ol> </li> </ol>	<p>The frequency and impacts of pole top fires is noted.</p> <p>Safe and reliable power supply, particularly in regional WA is a key theme in WALGA's submission to the Economic Regulation Authority in context of the next regulated Access Agreement covering Western Power.</p> <p>Further operational engagement with Western Power is required and an update will be provided at the next Zone meeting.</p>	<p>April 2026</p>	<p>Ian Duncan Executive Manager Infrastructure <a href="mailto:iduncan@walga.asn.au">iduncan@walga.asn.au</a> 9213 2031</p>

	<ul style="list-style-type: none"> <li>c. Timely isolation of downed or compromised power lines during emergency incidents;</li> <li>d. Protection of volunteer bush fire brigade members operating near live electrical infrastructure; and</li> <li>e. Improved transparency, reporting and communication protocols between Western Power and local governments.</li> </ul> <p>4. Requests WALGA to formally engage with Western Power and the Minister for Energy seeking systemic review, strengthened operational response protocols and enhanced safety protections for volunteer emergency responders across rural and regional Western Australia.</p> <p>5. Requests that WALGA report back to Member Local Governments on advocacy actions undertaken and outcomes achieved.</p>			
14 February 2025 Zone Agenda Item <b>9.1.3 Support for Public Ownership of WA Freight Rail Network</b>	<p>That the Central Country Zone request WALGA to:</p> <ol style="list-style-type: none"> <li>1. Supports State Government efforts to ensure the on-going sustainability and growth of freight rail in Western Australia;</li> <li>2. Seeks a commitment from the in-coming State Government to: <ol style="list-style-type: none"> <li>a. focus on ensuring a competitive freight rail network and services reduce freight on roads; providing road safety, environmental benefits; and</li> <li>b. work with Local Governments and other stakeholders to maximise the local economic growth opportunities provided through effective management of the rail network and corridors.</li> </ol> </li> </ol>	The Infrastructure Policy Team supported including the proposed advocacy position in a new or consolidated policy statement in relation to freight rail following consultation with Local Governments and other stakeholders to better define the social, economic and environmental benefits sought from a publicly controlled freight rail network.	<b>August 2025</b>	<b>Ian Duncan</b> Executive Manager Infrastructure <a href="mailto:iduncan@walga.asn.au">iduncan@walga.asn.au</a> 9213 2031
22 August 2025 Zone Agenda Item <b>9.3 To Rationalise the Audit Function for Local Government in WA</b>	That the Zone request WALGA to advocate for the choice of an auditor of Local Governments in Western Australia be opened to individuals who are Registered Company Auditors with the Australian Securities and Investments Commission (ASIC) as well as the Office of Auditor General OAG).	<p>This item has been referred to the Governance Policy Team for consideration.</p> <p>For the last 3 years WALGA has partnered with Local Government Professionals (LG Pro) to survey the Local Government sector on experiences during the annual financial audit process.</p>	<b>April 2026</b>	<b>Kirsty Martin, Executive Manager, Member Services</b> 9213 2051 <a href="mailto:kmartin@walga.asn.au">kmartin@walga.asn.au</a>

		LG Pro has advised it will not be coordinating the survey this year and WALGA is considering whether to continue with the survey in the same format.		
22 August 2025 Zone Agenda Item <b>9.2 To Address Anomalies Arising from Changes to the Audit Function of Local Government in WA</b>	That the Central Country Zone request WALGA to support a representation to the State Government to remove the Office of Auditor General (OAG) as the sole auditor of Local Government in Western Australia.	<p>This item has been referred to the Governance Policy Team for consideration.</p> <p>For the last 3 years WALGA has partnered with Local Government Professionals (LG Pro) to survey the Local Government sector on experiences during the annual financial audit process.</p> <p>LG Pro has advised it will not be coordinating the survey this year and WALGA is considering whether to continue with the survey in the same format.</p>	<b>April 2026</b>	<b>Kirsty Martin, Executive Manager, Member Services</b> <a href="mailto:kmartin@walga.asn.au">kmartin@walga.asn.au</a> 9213 2051
21 November 2025 Zone Agenda Item <b>9.6.1 Cost Shift Compliance Project Update</b>	That the Central Country Zone refer Position 1 in the Zone's Cost Shifting and Compliance Report to State Council for consideration as a WALGA Advocacy Position. That is, to "reinstate the requirement for a Regulatory Impact Assessment for all amendments to legislation and regulation".	This item will be referred to the Governance Policy Team for consideration.	<b>April 2026</b>	<b>Kirsty Martin, Executive Manager, Member Services</b> <a href="mailto:kmartin@walga.asn.au">kmartin@walga.asn.au</a> 9213 2051
11 April 2025 Zone Agenda Item <b>9.3 Advocacy for Statewide Community Enhancements Fund (CEF) Framework &amp; Renewable Energy Guidelines</b>	<p>That the Central Country Zone of WALGA:</p> <ol style="list-style-type: none"> <li>1. Supports the Shire of Narrogin's Community Enhancements Fund (CEF) Policy as a best-practice model for equitable benefit-sharing from large-scale renewable energy projects;</li> <li>2. Requests WALGA State Council to advocate to the State Government for the development of a Statewide Community Enhancements Fund Framework, consistent with the key principles of the Shire of Narrogin's CEF Policy, including: <ul style="list-style-type: none"> <li>○ A minimum indexed contribution from renewable energy proponents based on installed capacity;</li> <li>○ Local Government management of restricted cash reserves for community benefit;</li> <li>○ A dedicated component for Indigenous Nations Funds (recommended 10%);</li> </ul> </li> </ol>	<p>The State Government published the Community Benefits Guideline for Large-Scale Renewable Energy Projects in the SW Interconnected System (SWIS) on 4 March. The release of the Guideline is an acknowledgement of the importance of sharing benefits created by the energy transition with host communities.</p> <p>PoweringWA will conduct a pilot of the Guideline focusing on two areas of investigation on the SWIS: the Central Coast area including the Shires of Dandaragan and Victoria Plains, and the Southern Wheatbelt area including the Shires of Narrogin and West Arthur. The Guideline reflects many of the sector's key asks, including placing Local Government at the centre of these conversations, a set contribution rate per megawatt of generation, indexation and the inclusion of battery storage projects.</p>	<b>April 2026</b>	<b>Nicole Matthews Executive Manager Policy</b> <a href="mailto:nmatthews@walga.asn.au">nmatthews@walga.asn.au</a> 9213 2039

	<ul style="list-style-type: none"> <li>○ Alignment with Local Government strategic planning;</li> <li>○ Transparent governance, community engagement, and annual reporting.</li> </ul> <p>3. Further requests WALGA to advocate for the adoption of a broader Renewable Industry Framework for WA as outlined in the Shire of Narrogin's Advocacy Position, including:</p> <ul style="list-style-type: none"> <li>○ Consistent planning standards for renewable energy development (e.g., setbacks, zoning);</li> <li>○ A State-mandated community engagement framework;</li> <li>○ Legacy workforce housing solutions in lieu of short-term TWAs;</li> <li>○ A uniform Payment in Lieu of Rates (PILoR) model for wind, solar and BESS facilities;</li> <li>○ Empowerment of Local Governments to manage benefit-sharing and rating mechanisms.</li> </ul>	<p>WALGA will continue to advocate for community benefits to be mandatory and for the Government to provide advice on rating of renewable energy facilities as a priority.</p> <p>WALGA has also provided a submission on the draft Renewable Energy Planning Code (the Code) and associated Guideline for public consultation. The submission generally supports the intent of the draft Code but recommends changes to ensure comprehensiveness and avoid additional risk and cost to Local Governments. The submission does not support mandating these projects under Part 11B and reiterates that community benefits should be mandatory for large-scale projects.</p>		
<p>26 August 2023 Zone Agenda Item 9.2 Water Corporation – Non-Standard Water Services</p>	<p>That the Central Country Zone:</p> <ol style="list-style-type: none"> <li>1. Rejects Water Corporation attempts to classify regional sites as a 'Non-Standard Water Service' (unless specific agreement is reached with a Local Government Authority);</li> <li>2. Formally writes to Water Corporation and the Minister for Water confirming this position;</li> <li>3. Requests that WALGA supports the position of the Central Country Zone and rejects the Water Corporation's attempts to classify regional sites as a 'Non-Standard Water Service'; and</li> <li>4. Requests WALGA to engage with the Minister for Water to retain the current services, unless specific agreement is reached with a Local Government Authority.</li> </ol>	<p>These matters have been incorporated into WALGA's Advocacy Position regarding Water Management, which is included as part of the May State Council Agenda for decision.</p> <p>Once the Advocacy Position has been endorsed by State Council, WALGA will provide a copy to the Minister for Water, highlighting the priorities of Local Government.</p> <p>COMPLETE</p>	<p><b>April 2026</b></p>	<p><b>Nicole Matthews</b> <b>Executive Manager Policy</b> <a href="mailto:nmatthews@walga.asn.au">nmatthews@walga.asn.au</a> <b>9213 2039</b></p>

**Noted**

## 12. WALGA STATE COUNCIL AGENDA

Zone Delegates are invited to read and consider the WALGA State Council Agenda, which has been provided as an attachment (Attachment 10) with this Agenda and can be found via the link [here](#).

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting. The Zone comment will then be presented to the State Council for consideration at their meeting.

The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

---

### 12.1. MATTERS FOR DECISION

---

#### 12.1.1. PROTECTING COUNCIL MEMBER AND EMPLOYEE PRIVACY ADVOCACY POSITION

*By Meghan Dwyer, Governance Specialist*

##### EXECUTIVE SUMMARY

- The South East Metropolitan Zone resolved to request WALGA advocate to amend s.5.95(1) of the *Local Government Act 1995* to specify that the right to inspect Primary and Annual Returns (Returns) contained in the Register of Financial Interests under s.5.94(b) does not extend to the residential address of the relevant person.
- Returns may include residential addresses, which are then made publicly accessible, creating privacy and safety risks.
- Council Members and employees are increasingly reluctant to disclose residential addresses due to safety and security risks, demonstrating that current legislation no longer aligns with contemporary expectations of privacy.
- Recent parliamentary scrutiny of similar requirements for Members of Parliament led to recommendations to remove full residential address disclosures, which the Government supported.
- In addition to Returns, Council Members must also provide a residential address when making their declaration of office.
- It would be appropriate for a review of all public disclosure requirements under the *Local Government Act 1995* to occur to ensure that they remain contemporary, effective, and aligned with modern standards of accountability and personal security.
- The Governance Policy Team endorsed the proposed advocacy position at its meeting on 23 March 2026.

##### ATTACHMENT

- Jurisdictional Comparison – Address Information in Council Member Returns and Declarations of Office (included below).

##### STRATEGIC PLAN IMPLICATIONS

The proposed advocacy position aligns to the WALGA 2025-2029 Strategic Plan, in particular:

- Influence – Lead advocacy on issues important to Local Government.
- Support – Anticipate, understand and respond to Member needs.

## **POLICY IMPLICATIONS**

The recommendation is for State Council to endorse a new [Advocacy Position](#).

### ***Protecting Council Member and Employee Privacy***

*That WALGA advocates to the State Government to:*

- 1. Undertake a review of disclosure requirements for Local Government Council Members and employees under the Local Government Act 1995.*
- 2. Undertake the necessary legislative amendments to strike an appropriate balance between transparency, personal safety, and contemporary community expectations of privacy, including:*
  - a. Amend section 5.95(1) to prescribe that the right to inspect primary and annual returns contained in the register of financial interests under s.5.94(b) does not extend to the full residential address of the relevant person, and is instead limited to the suburb or locality.*
  - b. Amend Form 7 of the Local Government (Constitutional) Regulations 1998 to remove the requirement to disclose a full residential address when making the declaration of office.*

## **BACKGROUND**

At the 3 December 2025 meeting, State Council adopted new Advocacy Position 2.5.20 Electoral Material - Authorisation Statement Address Requirements in response to significant privacy and safety concerns arising from the obligation to publish a candidate's physical address on electoral materials.

When considering this item at the preceding round of Zone meetings, the South East Metropolitan Zone (SEMZ) resolved to request WALGA advocate to amend s.5.95(1) of the *Local Government Act 1995* (the Act) to specify that the right to inspect Primary and Annual Returns (Returns) contained in the Register of Financial Interests under s.5.94(b) does not extend to the residential address of the relevant person.

State Council resolved to refer the SEMZ comments to the Governance Policy Team.

The Governance Policy Team endorsed the proposed advocacy position at its meeting on 23 March 2026.

## **COMMENT**

Public disclosure regimes must strike an appropriate balance between public transparency and personal safety. The inclusion of personal identifying information in publicly accessible documents has become increasingly problematic. As digital publication and internet search capabilities have expanded, material that once had limited circulation can be copied and distributed with ease. This environment has reinforced the need to carefully consider how much personal information is necessary to make publicly available, and the risks that may arise when doing so.

### **Local Government Act**

The Act establishes a range of public disclosure obligations designed to promote transparency and accountability. However, digital publication, increased data availability, and heightened personal safety concerns have created new risks that were not contemplated when these provisions were first drafted.

Returns require relevant persons to disclose personal financial information. Information disclosed includes the address of each parcel of real property, located in the district or in an adjoining district, in which the person had an interest and the nature of the interest in each parcel of real property (s.5.79). In practice, this often results in the disclosure of a Council Member or employee's residential address.

Returns are required to be included in the register of financial interests. Section 5.94(b) of the Act requires any register of financial interest to be made available to the public, and s.5.96 requires the Local Government to provide copies upon request.

Although s.5.93 of the Act establishes penalties for the improper use of information, information can now be copied and distributed almost instantly. In many cases, the harm may occur well before any investigation or action can be commenced.

In addition to the requirement for Council Members to disclose interests in real property as part of their returns, s.2.29 of the Act, together with Form 7 of the *Local Government (Constitution) Regulations 1998*, requires each Council Member to provide their full residential address when making their statutory declaration of office. Although this declaration is not required to be made publicly available under s. 5.94(b) of the Act, some Local Governments livestream or publish recordings of the proceedings. As a result, full residential address details become publicly accessible.

### **Emerging risks and issues**

Local Governments have observed increasing reluctance from Council Members and employees to provide their residential address. Reasons include:

- being registered as a silent elector under the *Electoral Act 1907*,
- experiences or risks of family or domestic violence,
- concerns that leave of absence approvals may signal when a residence may be unoccupied,
- role-related risks, such as potential targeted harassment by dissatisfied community members.

Disclosure of personal residential addresses can also expose individuals to cybersecurity and identity-theft risks, as this information can be combined with other data to build detailed personal profiles. Publicly accessible addresses may make individuals more vulnerable to targeted scams, social engineering, and unwanted contact, increasing both digital and physical security risks.

### **Parliamentary disclosure obligations**

The disclosure of the residential addresses of Members of Parliament in their Primary and Annual Returns has recently been considered by the [Legislative Assembly Procedures and Privileges Committee in Report No.1: Protecting privacy and other reasons to update the Members of Parliament \(Financial Interests\) Act 1992](#).

The Committee recommended that the Government review the relevant legislation, "with a view to addressing the requirement for the disclosure of full residential addresses and to consider broader legislative updates necessary to ensure the Act remains contemporary, effective, and aligned with modern standards of accountability and personal security."

The [Government response](#) supported this recommendation.

## **Privacy and Responsible Information Sharing**

The objectives of the new *Privacy and Responsible Information Sharing Act 2024* (PRIS Act) include promoting responsible and transparent practices in the handling of personal information and balancing the public interests of protecting the privacy of personal information with the free flow of information by agencies.

Most privacy provisions in the PRIS Act come into effect on 1 July 2026.

The following sections of the PRIS Act intersect with the requirements of the *Local Government Act 1995*:

- The information privacy principles do not apply to information that is already publicly accessible. This includes information in documents that are either generally available to the public or made available for public inspection under another written law (s.22).
- An individual may request a public entity to remove their personal information from a public register if making the information publicly available would substantially affect any individual's safety or wellbeing. If the public entity is satisfied that the grounds exist, the public entity must comply with the request unless the public entity is satisfied that the public interest in maintaining public access to the information outweighs any individual interest in the information not being made publicly available (s.77).

While this appears to provide a mechanism for individuals to address specific safety and privacy concerns, it would be preferable to ensure that the legislative requirements avoid unnecessary risks to all Council Members and employees.

WALGA will seek to engage with the Information Commissioner and Deputy Privacy Commissioner to clarify the way in which these and other PRIS Act provisions will apply to Council Members.

## **Review and amendments to the Local Government Act**

As Local Government Council Members and employees share the same safety concerns as Members of Parliament it would be appropriate to echo the Procedures and Privilege Committee and advocate for a broad review of all public disclosure requirements under the *Local Government Act 1995* to ensure that they remain contemporary, effective, and aligned with modern standards of accountability and personal security. A review would allow a clearer, risk-aware framework to be established that protects individuals while preserving appropriate transparency.

Within this broader reform, several targeted amendments are necessary. It is proposed that s. 5.95(1) be amended so that the right to inspect information in the register of financial interests under s. 5.94(b) is limited to the suburb or locality of each property, rather than the full residential address of the relevant person. Additionally, the requirement for Council Members to provide their full residential address in the statutory declaration of office should be removed. These amendments are consistent with practices adopted in other Australian jurisdictions and reflect the approach now being reconsidered for Members of Parliament.

Importantly, these changes would not weaken transparency or accountability. Council Members and employees would still be required to disclose their full residential address in Returns, and would continue to declare direct financial, indirect financial, proximity, and impartiality interests when they arise in decision-making processes. This ensures that relevant interests remain publicly recorded when they matter, without unnecessarily

exposing personal residential details. By limiting public access to only what is necessary, the legislative framework can better protect individual safety while preserving the integrity of the disclosure regime.

**ATTACHMENT: JURISDICTIONAL COMPARISON – ADDRESS INFORMATION IN COUNCIL MEMBER RETURNS AND DECLARATIONS OF OFFICE**

<b>DISCLOSURES IN RETURNS</b>	
<p><b>Victoria</b>  <a href="#"><u>Local Government Act 2020</u></a>  <a href="#"><u>Local Government (Governance and Integrity) Regulations 2020</u></a></p>	<p>CEO must prepare <b>summary</b> of personal interests information disclosed in the last personal interest return.</p> <ul style="list-style-type: none"> <li>Includes the town or suburb, <b>but not the street address or number</b> of the land that is the place of residence</li> </ul> <p>Other matters to be included or excluded are prescribed.</p> <p>Includes that a specified person may request in writing information not be included if the CEO consider including the information would:</p> <ul style="list-style-type: none"> <li>be reasonably likely to place the personal safety of any person at risk, or</li> <li>unreasonably expose a business, commercial or financial undertaking to disadvantage</li> </ul> <p>Summary of personal interest returns available to members of the public.</p> <p>Detailed personal interests returns are only available to certain persons.</p>
<p><b>New South Wales</b>  <a href="#"><u>Governance Information (Public Access) Act 2009</u></a></p>	<p>From the <i>Information Access Guideline 1 - For Local Councils on the disclosure of information</i></p> <ul style="list-style-type: none"> <li>Returns should be made <b>publicly available</b> on the council's website <b>unless there is an overriding public interest against release</b> or to do so would impose unreasonable additional costs on council.</li> <li>A consideration against disclosure is where release of the information may expose a person to a risk of harm or of serious harassment or serious intimidation.</li> <li>In the circumstances where council decides that there is an overriding public interest against disclosure, consideration should then be given to whether it is practicable to release an <b>edited copy of the record</b> (for example redacting the individual's signature or residential address)</li> <li>If it is practicable to do so, then the information should be deleted from a copy of the record and the remainder of the return made available on the council's website.</li> <li>Where information is deleted from a return, council should keep a record indicating, in general terms, the nature of the information redacted.</li> </ul>
<p><b>Queensland</b>  <a href="#"><u>Local Government Regulation 2021</u></a></p>	<p><b>Suburb or locality</b> of the land is required (<b>not full address</b>).</p>

<b>South Australia</b> <a href="#">Local Government Act 1999</a>	<b>Personal addresses are not to be published</b> nor are any addresses where the CEO is satisfied that the inclusion in the Register of the address of a person would place <b>at risk the personal safety of that person, a member of that person's family or any other person.</b>
<b>Tasmania</b>	Currently does not require councillors to lodge a personal interests return. The Tasmanian government is implementing a new framework to strengthen the management of local government councillor conflicts of interest, with reforms expected before the 2026 elections.

<b>INFORMATION IN COUNCIL MEMBER DECLARATIONS OF OFFICE</b>	
<b>Victoria</b> <a href="#">Local Government Act 2020</a> <a href="#">Local Government (Governance and Integrity) Regulations 2020</a>	Address not required.
<b>New South Wales</b> <a href="#">Local Government Act 1993</a>	Address not required.
<b>Queensland</b> <a href="#">Local Government Regulation 2021</a>	Address not required.
<b>South Australia</b> <a href="#">Local Government (General) Regulations 2013</a>	Address not required.
<b>Tasmania</b> <a href="#">Local Government (General) Regulations 2025</a>	Address not required.

#### WALGA RECOMMENDATION

That State Council endorse the following new Advocacy Position:

*Protecting Council Member and Employee Privacy*

*That WALGA advocates to the State Government to:*

1. *Undertake a review of disclosure requirements for Local Government Council Members and employees under the Local Government Act 1995,*
2. *Undertake the necessary legislative amendments to strike an appropriate balance between transparency, personal safety, and contemporary community expectations of privacy, including:*
  - a. *Amend section 5.95(1) to prescribe that the right to inspect primary and annual returns contained in the register of financial interests under s.5.94(b) does not extend to the full residential address of the relevant person, and is instead limited to the suburb or locality.*
  - b. *Amend Form 7 of the Local Government (Constitutional) Regulations 1998 to remove the requirement to disclose a full residential address when making the declaration of office.*

## RESOLUTION

**Moved:** President Cr Karen Harrington

**Seconded:** Cr Clive Barton

**That the Central Country Zone supports the WALGA recommendation for State Council Agenda item 8.1 as contained in the State Council Agenda and as provided above.**

**CARRIED**

### **12.1.2. WATER MANAGEMENT ADVOCACY POSITION**

*By Rebecca Brown, Policy Manager, Environment and Waste*

#### **EXECUTIVE SUMMARY**

- A new Water Management Advocacy Position and the retirement of position 6.14 Planning for Water is proposed.
- The new Position has been developed following consultation and feedback on WALGA's *Water Management in Western Australia Discussion Paper*.
- 28 Local Governments provided more than 200 comments on the paper, with the main issues being:
  - equitable access to consistent and reliable water;
  - water licensing and allocation;
  - integrated regional and catchment-scale water planning;
  - water for Public Open Space (POS);
  - funding
    - for critical infrastructure - drainage and irrigation, alternative water sources and sewerage inflow and headworks.
    - for water efficiency and water sensitive urban design initiatives.
  - expanding and improving the Waterwise Council Program;
  - access to data and information to inform decision making; and
  - addressing the impacts of stormwater runoff.
- The outcomes sought in 6.14 Planning for Water have been realised in the recently released State Planning Policy 2.9.
- The Environment Policy Team endorsed retiring the position and the new position at its meeting on 19 March 2026.

#### **ATTACHMENT**

- [Water Management Discussion Paper](#)
- [Water Management Consultation Summary Report](#)

#### **STRATEGIC PLAN IMPLICATIONS**

This item relates to the following WALGA Strategic Pillars:

- Influence
  - Lead advocacy on issues important to Local Government.
  - Empower the Local Government sector to build communities equipped for the future.
- Support - Anticipate, understand and respond to Member needs.

## POLICY IMPLICATIONS

It is proposed that the following new [Advocacy Position](#) be **endorsed**:

### Water Management

1. *Access to consistent, reliable and adequate water supplies is critical for Local Government operations, community health, amenity, environmental sustainability and economic activity.*
2. *WALGA is calling on the State Government to:*
  - a. *Modernise water management legislation and regulation, including:*
    - i. *Undertaking a review of the water licensing and allocation system to ensure equitable access and prioritise high value community use including for public open space.*
    - ii. *Developing a State-wide framework for integrated regional and catchment-scale water planning.*
  - b. *Adequately, sustainably and equitably fund critical water infrastructure programs for Local Government, including:*
    - i. *Drainage and irrigation upgrades.*
    - ii. *Alternative water sources (recycled water, stormwater harvesting, desalination and groundwater replenishment) and disused water asset transfer.*
    - iii. *Small-scale sewerage infrastructure headworks and infill sewerage.*
  - c. *Expand the Waterwise Council Program statewide and provide:*
    - i. *Increased support and resources to assist Local Government in delivering water efficiency measures.*
    - ii. *Incentives for Local Governments to undertake water efficiency initiatives.*
  - d. *Improve water data access and capability for Local Governments to ensure evidence-based decision making.*
  - e. *Provide effective leadership, guidance, education and enforcement to address the impacts of stormwater runoff.*

It is proposed that the following Advocacy Position be **retired**:

### 6.14 Planning for Water

*As part of the Water Management Report endorsement process, formal support from the relevant Local Government should be required where:*

1. *It is intended that the Local Government will become the infrastructure asset manager; or*
2. *The proposed location of water infrastructure assets will impact Local Government assets or facilities.*

The outcomes sought in Position 6.14 have been realised in the recently released [State Planning Policy 2.9](#).

## BACKGROUND

WALGA identified the need to consolidate and expand on current Water related [Advocacy Positions](#) and has undertaken initial consultation, through targeted engagement and consideration of issues raised by the sector previously. To inform the development of a new Advocacy Position, WALGA developed a Discussion Paper to gain feedback from the sector on their current challenges and needs in relation to water management across the state.

WALGA released the Discussion Paper for comment in late November 2025, with an initial deadline of 15 January 2026 for comment, however based on feedback from the sector this deadline was extended to Thursday, 12 March.

28 Local Governments have provided feedback, 14 of those Council/CEO level feedback. The feedback provided by Local Governments was comprehensive, with over 200 individual comments received across the submissions. WALGA acknowledges the significant time and consideration given by Members in providing that level of feedback.

The main themes of the feedback reflect those explored in the Discussion Paper and are consistent across Local Government:

- Legislation which is inequitable and outdated, particularly for licensing and allocation.
- State legislation should align with the National Water Agreement, particularly strategic, long term integrated planning and equitable access to drinking water.
- Aging and insufficient water infrastructure.
- Support and resourcing needed to explore and mainstream alternative water sources.
- Reactive approaches to headworks and sewerage servicing constraining development, particularly in regional and high-growth areas.
- Public Open Space (POS) in relation to planning decisions not accounting for the water needed to sustain these areas.
- Statewide expansion of the Waterwise Council program and improvement in program support and design.
- High interest in improving and supporting water efficiency and water sensitive urban design outcomes.
- Water data gaps and poor data sharing limits sound decision making.
- Water quality as an emerging and under-recognised issue.

WALGA has consolidated the feedback into a Consultation Report which summarises the main themes and issues raised by the sector and how it has been addressed in the draft Advocacy Position.

## COMMENT

The new Position has been informed by the information, issues and priorities identified in feedback received from Local Governments on the WALGA Discussion Paper.

A new Advocacy Position is timely given the release of [Made Possible by Water](#) by the State Government on 21 March 2026, a document outlining WA's water future. A comprehensive Advocacy Position on this issue will be essential to assist WALGA's advocacy and influence how the Government delivers the priorities identified. Some of the matters identified in the draft Advocacy Position are reflected in Made Possible by Water, including expansion of the WaterWise Program and delivery of new water sources.

The Environment Policy Team endorsed the new Advocacy Position and the retirement of Position 6.14 at its meeting on 19 March 2026.

### WALGA RECOMMENDATION

That State Council:

1. Endorse the following new Advocacy Position:

### *Water Management*

1. *Access to consistent, reliable and adequate water supplies is critical for Local Government operations, community health, amenity, environmental sustainability and economic activity.*
  2. *WALGA is calling on the State Government to:*
    - a. *Modernise water management legislation and regulation, including:*
      - i. *undertaking a review of the water licensing and allocation system to ensure equitable access and prioritise high value community use including for public open space*
      - ii. *developing a state-wide framework for integrated regional and catchment-scale water planning.*
    - b. *Adequately, sustainably and equitably fund critical water infrastructure programs for Local Government, including:*
      - i. *drainage and irrigation upgrades*
      - ii. *alternative water sources (recycled water, stormwater harvesting, desalination and groundwater replenishment) and disused water asset transfer*
      - iii. *small-scale sewerage infrastructure headworks and infill sewerage.*
    - c. *Expand the Waterwise Council Program statewide and provide:*
      - i. *increased support and resources to assist Local Government in delivering water efficiency measures*
      - ii. *incentives for Local Governments to undertake water efficiency initiatives.*
    - d. *Improve water data access and capability for Local Governments to ensure evidence-based decision making.*
    - e. *Provide effective leadership, guidance, education and enforcement to address the impacts of stormwater runoff.*
- 
2. Retires Advocacy Position 6.14 Planning for Water.

### **RESOLUTION**

**Moved: President Cr Jackie McBurney**

**Seconded: President Cr Adrian Kowald**

**That the Central Country Zone supports the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided above.**

**CARRIED**

### 12.1.3. OFF ROADS VEHICLES ADVOCACY POSITION

By Rebecca Hicks, Policy Advisor Community

#### EXECUTIVE SUMMARY

- It is proposed that Advocacy Position 3.12 Off Road Vehicles (ORV) be retired.
- The *Control of Vehicles (Off-road Vehicles) Act 1978* (the ORV Act) provides the legislative framework for the use of off-road vehicles within permitted areas in WA.
- Nine Local Governments own and maintain Off Road Vehicle (ORV) areas.
- Advocacy Position 3.12 Off Road Vehicles was adopted by State Council in 2018 in response to concerns from Members about the use of permitted ORV areas.
- Amendments to the ORV Act in 2025 address the core objectives of the ORV Advocacy Position, particularly as it relates to registration and enforcement.
- The retirement of the ORV Advocacy Position was endorsed by the People and Place Policy Team at its meeting on 19 March 2026.

#### ATTACHMENT

- [Control of Vehicles \(Off-road Areas\) Amendment Act 2025](#)

#### STRATEGIC PLAN IMPLICATIONS

Retiring this Advocacy Position aligns with the following WALGA Strategic Pillars:

- Influence
  - Lead advocacy on issues important to Local Government.
  - Empower the Local Government sector to build communities equipped for the future.
- Support
  - Anticipate, understand and respond to Member needs.

#### POLICY IMPLICATIONS

It is proposed that Advocacy Position [3.12 Off Road Vehicles](#) be **retired**.

*Legislation relating to off road vehicles should be reviewed to align registration and licensing of off-road vehicles with other vehicle types are users. In addition, educational resources should be developed in consultation with users, regulators, and vendors relating to safety, regulatory compliance and other associated matters.*

#### BACKGROUND

The *Control of Vehicles (Off-road Vehicles) Act 1978* (the ORV Act) prohibits the use of Off Road Vehicles (ORVs) in areas outside of permitted areas and makes provisions for the use of ORVs in permitted areas. The Department of Local Government, Industry Regulation and Safety (LGIRS) is responsible for administering the legislation and providing [information and support](#) to users and Local Governments. The legislation defines ORVs as including, but not limited to, trail bikes, quad bikes, beach buggies and road licensed vehicles such as four-wheel drives when used in off-road locations.

The use of ORVs outside of permitted areas can have impacts on Local Governments and communities including community safety in public spaces, road safety and environmental impacts. These issues fall under the scope of other legislation.

Nine Local Governments currently maintain and operate permitted areas: the Cities of Greater Geraldton, Karratha, Kwinana and Swan and the Shires of Carnarvon, Dandaragan, Gingin, Port Hedland and York.

WALGA's Advocacy Position was adopted by State Council in 2018, in response to Member concerns regarding the use of permitted ORV areas.

The ORV Act was amended in 2025 to align penalties and enforcement expectations with other WA transport legislation. The *Amendment Act* includes provisions to introduce online and label registrations and increase penalties for existing offences. The majority of the ORV Amendment Act commenced with immediate effect in August 2025. Sections of the legislation relating to registration labels are dependent on system design changes to the online registration platform. The legislation regulations and commencement date are expected by the end of 2026.

In 2024, the [State Government announced \\$4.8 million](#) in grant funding for Local Governments to develop new and upgrade existing ORV areas. This funding recognises the key role Local Government plays in the upkeep and management of ORV areas.

### COMMENT

The ORV Amendment Act addresses the core objectives of the WALGA ORV advocacy position, particularly as it relates to registration and enforcement. As the intended outcomes of the advocacy position have been achieved, it is proposed that Advocacy Position 3.12 Off Road Vehicles be retired. WALGA will work with LGIRS to provide advice and support on the commencement of the Act regulations for Members managing permitted areas.

WALGA has engaged with Members that currently manage ORV permitted areas. Six Local Governments have responded and provided their support for the retirement of the advocacy position.

WALGA will continue to monitor emerging issues associated with ORVs, with a particular focus on usage outside of permitted areas.

The proposed retirement of the ORV advocacy position was endorsed by the People and Place Policy Team at its meeting on 19 March 2026.

### WALGA RECOMMENDATION

That State Council retire Advocacy Position 3.12 *Off Road Vehicles*.

### RESOLUTION

**Moved:** President Cr Phil Blight

**Seconded:** President Cr Julie Russell

**That the Central Country Zone supports the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided above.**

**CARRIED**

## 12.1.4. HOMELESSNESS ADVOCACY POSITION

By Hannah Godsave, Manager Community Policy

### EXECUTIVE SUMMARY

- It is proposed that the 2019 Advocacy Position 3.11 Homelessness be updated.
- While responding to homelessness is a State and Australian Government responsibility, the impacts of homelessness intersect with multiple areas of Local Government service delivery and requires them to manage community expectations.
- Western Australian Local Governments are reporting increased numbers of people experiencing homelessness, including Local Governments that have historically experienced minimal impact.
- WALGA undertook a survey of Members in early 2026 to better understand the impact on the sector and inform a review of the current Advocacy Position.
- The updated Position reflects the sector's view that the Australian and Western Australian Government should provide leadership, support and funding to prevent and respond to homelessness, in particular specialist services, social and affordable housing and wraparound services.
- The People and Place Policy Team endorsed the revised position at its meeting on 19 March 2026.

### STRATEGIC PLAN IMPLICATIONS

This item relates to the following WALGA Strategic Pillars:

- Influence
  - Lead advocacy on issues important to Local Government.
  - Empower the Local Government sector to build communities equipped for the future.
- Support
  - Anticipate, understand and respond to Member needs.

### POLICY IMPLICATIONS

It is proposed that the **existing** Advocacy Position [3.11 Homelessness](#):

*WALGA recognises that Local Government through its planning, health, community development and regulatory powers can facilitate positive local and regional responses to end homelessness, however does not see that it has a lead role. Rather, Local Government's role is one of a stakeholder that requires early engagement in the understanding of collaborative approaches that improve the quality of life for people experiencing homelessness in all of its manifestations.*

be **replaced** with a new Advocacy Position as follows:

*WALGA calls on the Western Australian and Australian Governments to provide leadership, support and funding to prevent and respond to homelessness, in particular:*

1. *Ensuring specialist homelessness services are responsive to need, place-based and people-centred.*
2. *Investing in social and affordable housing and wraparound services.*

## BACKGROUND

The Australian Bureau of Statistics (ABS) defines homelessness as when a person does not have suitable accommodation alternatives and their current living arrangement:

- is in a dwelling that is inadequate;
- has no tenure, or tenure is short and not extendable; or
- does not allow them to have control of, and access to space for social relations.

The ABS Census of Population and Housing provides the authoritative data source on people experiencing homelessness. The 2021 Census reported 9,729 people experiencing homelessness in WA. The Australian Institute of Health and Welfare provides more contemporary data based on interactions with specialist homelessness services. In 2024-25, almost 289,000 (1 in 115) people engaged with specialist homelessness services in WA, of which 47% were accessing homelessness support for the first time.

While responding to homelessness is a State and Australian Government responsibility, the impacts of homelessness intersect with multiple areas of Local Government service delivery, including the maintenance of public spaces, planning and zoning for appropriate services and revenue-related functions such as rates and grants administration. Local Governments must also manage community expectations about how they will respond to homelessness.

WALGA's current advocacy position was adopted by State Council in 2019 in the lead up to the release of [\*All Paths Lead to a Home: Western Australia's 10-Year Strategy on Homelessness 2020–2030\*](#) (the Strategy) released by the State Government. The Strategy sets out a vision for a whole of community response, led by the Department of Communities, working towards ending homelessness in Western Australia. The Strategy identifies a predominantly supportive role for the Local Government sector in addressing homelessness, while also acknowledging that some Local Governments directly provide homelessness and accommodation services. Suggested sector contributions in the Strategy include facilitating local partnerships, identifying rough sleepers, sharing local area knowledge to inform State Government resourcing decisions, and connecting people to specialist services. This supportive role for the Local Government sector is reflected in the current Advocacy Position.

At the National level, the [National Agreement on Social Housing and Homelessness](#) provides a five-year funding and accountability framework between the Australian and State/Territory Governments to support social housing and homelessness services until June 2029. The bilateral schedule for Western Australia sets out a \$165.9 million homelessness funding contribution from both parties.

## COMMENT

Local Governments have been reporting increased numbers of people experiencing homelessness, including Local Governments that have historically experienced minimal impact. Local Governments have shared that they are facing growing pressure to meet both their defined obligations and community expectations for comprehensive responses, including specialist homelessness services triage, investment in housing and support service provision.

To better understand the issues being raised by Members, WALGA conducted a sector survey on homelessness in early 2026. 68 responses (49%) were received, 26 metropolitan and 42 regional, with representation from all WALGA Zones. Key findings from the survey include:

- 74% of respondents report an increase in the significance of homelessness in their Local Government area in the last two years.
- 60% of respondents report an increase in enquires from community members regarding homelessness in the last two years.
  - Key issues raised in community enquiries are rough sleeping and persons living in vehicles.
- 23% of respondents consider there is no role beyond defined responsibilities for Local Government in response to homelessness.
- 61% of respondents consider preventative measures to reduce homelessness and facilitating connections to specialist service providers as an appropriate role for Local Government in response to homelessness.
- 83% of respondents rank State and Federal Government funding as the highest or second highest priority enabler to respond to homelessness.
- 51% of respondents report that current specialist homelessness services are not adequate within their Local Government area.
- Respondents rank affordable housing as the top priority for support/services to address homelessness, followed by wraparound services and specialist support services.

Informed by survey responses and acknowledging the support role of Local Government identified in the State Strategy, the updated position calls on the Australian and Western Australian Government to provide the necessary leadership, support and funding to prevent and respond to homelessness, in particular specialist services, social and affordable housing and wraparound services.

The People and Place Policy Team endorsed the revised position at its meeting on 19 March 2026 meeting.

#### WALGA RECOMMENDATION

That State Council replace Advocacy Position 3.11 Homelessness with the following:

*WALGA calls on the Western Australian and Australian Governments to provide leadership, support and funding to prevent and respond to homelessness, in particular:*

1. *Ensuring specialist homelessness services are responsive to need, place-based and people-centred.*
2. *Investing in social and affordable housing and wraparound services.*

#### RESOLUTION

**Moved: President Cr Leigh Ballard**

**Seconded: President Cr Jackie McBurney**

**That the Central Country Zone supports the WALGA recommendation for State Council Agenda item 8.4 as contained in the State Council Agenda and as provided above.**

**CARRIED**

*Item 7.2 was discussed prior to item 12.2. Ms Manning was not in the meeting when this item was raised earlier in the Agenda due to a prior commitment.*

---

## **7.2 WHEATBELT DEVELOPMENT COMMISSION**

---

*Ms Renee Manning, Acting Chief Executive Officer*

Ms Manning provided an update to the Zone.

**Noted**

---

## **12.2. OTHER STATE COUNCIL AGENDA ITEMS**

---

Zone Delegates are invited to raise for discussion, questions or decision any of the items in the State Council Agenda, including the items for noting, Policy Team and Committee Reports or the Key Activity Reports.

### **13. EMERGING ISSUES**

*A late item was received from the Shire of Corrigin and the Shire of Kulin. This item was circulated to Delegates prior to the meeting.*

---

## **13.1. MINISTERIAL DECISION TO ALLOW HEAVIER LOADS ON LOCAL GOVERNMENT ROADS**

---

*By Shire of Corrigin and Shire of Kulin*

### **BACKGROUND**

In March 2026, the Minister for Transport announced a temporary upgrade of Restricted Access Vehicle (RAV) networks to Accredited Mass Management Scheme (AMMS) Level 3, enabling heavier vehicle loads for fuel, fertiliser and lime on selected State and local roads in regional Western Australia. Details are outlined in the [Media Release](#) and [6-2026 v3 | Main Roads Western Australia](#).

Local governments support the government initiatives to maintain a reliable fuel and fertiliser supply to the region as part of a range of measures in response to concerns raised about fuel security amid conflict in the Middle East.

Local governments and WALGA were not consulted prior to the announcement, despite local governments being the responsible road managers for affected local roads.

Any change to heavy vehicle access conditions on local roads has direct implications for road safety, pavement, culvert and bridge capacity, asset condition, maintenance and renewal costs and local government liability. Existing access arrangements are based on assessed road condition and safety considerations.

The upgrade coincides with the wetter part of the year and is expected to accelerate pavement deterioration, particularly on rural roads, increasing maintenance costs and reducing asset life. There is already a significant gap between amount of funding required for road maintenance, renewal and upgrade and funding availability.

Local governments across the wheatbelt have experienced frustration with the limited compliance with the Main Roads Heavy Vehicle access permits and operating conditions despite the recent increase in heavy vehicle compliance activities.

The tables below show the RAV and AMMS categories and weight limits for the heaviest category across many shires in the Central Country Zone.

Table 1 Tandem Drive Prime Mover, Trailer Combinations Restricted Access Vehicle (RAV) Categories



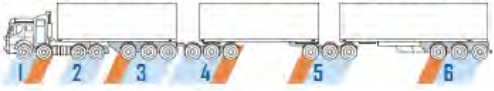

Category 7 RAVs				
Category	Vehicle Description	Length	Max. Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-Double) 	>27.5 m ≤36.5 m	108.5 t	RAV Network 7
7B	BA-Triple (B-Double & Dog Trailer) 	>27.5 m ≤36.5 m	108.5 t	RAV Network 7

Table 2 Prime Mover, Trailer Combinations AMMS Categories

Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-double) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3
7B	BA-Triple (B-double & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3

More information on the specific combinations is available on the Main Roads WA website below.

[prime-mover-trailer-combinations-operating-conditions](#)

[Orders/tandem-drive-prime-mover-trailer-combinations-restricted-access-vehicle-categories.pdf](#)

[AMMS accredited-mass-management-scheme-amms-tandem-drive-prime-mover-trailer-combinations-restricted-access-vehicle-categories.pdf](#)

[AMMS accredited-mass-management-scheme-amms-prime-mover-trailer-combinations-operating-conditions.pdf](#)

## RECOMMENDATION

That the Central Country Zone:

1. Notes the Ministerial decision to temporarily upgrade RAV networks to AMMS Level 3 on local government roads.
2. Expresses concern that the decision was made without consultation with local governments or WALGA.
3. Requests WALGA advocate to the Minister for Transport and Main Roads Western Australia seeking clarification on:
  - a. risk assessments without route-specific road safety or asset capacity assessment for local government roads,
  - b. compliance and enforcement arrangements,
  - c. duration and process for revocation of the upgrade,
  - d. opt-out options for local government roads, and
  - e. additional funding support for impacted local government road assets.

## ALTERNATE MOTION

**Moved: President Cr Sharon Jacobs**

**Seconded: Cr Robbie Bowey**

That the Central Country Zone:

1. **Writes to the Minister for Transport to express concern about this decision.**
2. **Notes the Ministerial decision to temporarily upgrade RAV networks to AMMS permit on local government roads.**
3. **Expresses concern that the decision was made without consultation with local governments or WALGA.**
4. **Requests WALGA advocate to the Minister for Transport and Main Roads Western Australia seeking clarification on:**
  - a. **risk assessments without route-specific road safety or asset capacity assessment for local government roads,**
  - b. **compliance and enforcement arrangements,**
  - c. **duration and process for revocation of the upgrade,**
  - d. **opt-out options for local government roads, and**
  - e. **additional funding support for impacted local government road assets.**

**CARRIED**

---

## 13.2. PRIORITISATION OF FUEL SUPPLIES

---

President Cr Jackie McBurney raised for discussion the topic of fuel shortages and potential prioritisation of fuel supplies.

President Cr Phil Blight provided a verbal update to the Zone about the weekly meetings he and other State Councillors have been attending with the Fuel Security State Controller, Mr Rob Cossart. Cr Blight noted that the meetings have been of value and urged Zone members with any fuel security issues or questions to let him know and he will pass this through the meeting.

---

### **13.3. RECOGNITION OF OUTGOING CEO**

---

President Leigh Ballard thanked Mr Dale Stewart, Chief Executive Officer of the Shire of Narrogin for his eight years of contribution to the Zone and the Shire of Narrogin. The Zone extended a warm thank you to Dale and wished him well in his future endeavours.

### **14. NEXT MEETING**

The next Executive Committee meeting will be held on Tuesday, 2 June 2026 commencing at 7:30am, via MSTeams.

The next Central Country Zone meeting will be held on Friday, 12 June 2026 commencing at 9:30am. This meeting will be hosted by the Shire of Dumbleyung.

### **15. CLOSURE**

The Chair thanked the Shire of Cuballing for hosting the meeting and providing the wonderful catering.

The Chair declared the meeting closed at 12:22pm.




# Census

## Inclusive Strategies


2026 Australian Census of Population and Housing

April 2026



A faint, light-colored circular Aboriginal art pattern with concentric rings of dots and a central dot, located on the left side of the page.

**The Australian Bureau of Statistics acknowledges  
the Traditional Owners and Custodians of Country  
throughout Australia and recognises their continuing  
connection to land, waters and community. We pay our  
respects to their cultures and Elders, past and present.**

A faint, light-colored circular Aboriginal art pattern with a central heart shape and radiating lines, located on the right side of the page.

# What we will cover today



Census

- Background on the Census
- Inclusive Strategies
  - People experiencing homelessness
  - People from cultural and linguistically diverse (CALD) communities
  - Pop-up Hubs (in-person assistance)
  - Aboriginal and Torres Strait Islander peoples in urban and regional areas
- How you can help

# About the Census



# What is the Census?



# Census

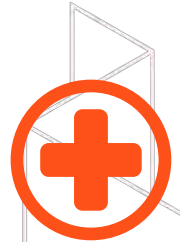
- The ABS conducts the Australian Census of Population and Housing every five years.
- The Census counts every person and home in Australia.
- Census data tells us about the economic, social and cultural make-up of the country.
- The Census is compulsory for everyone in Australia on Census night (including international students, temporary workers, and tourists).

The next Census will be held in August 2026.



# The value of the Census

- The information collected in the Census helps estimate Australia's population, which is used to:
  - set electoral boundaries
  - calculate how government funds are distributed
- Census data helps inform decisions about transport, schools, health care and infrastructure for communities across Australia.
- It also helps plan local services for individuals, families and communities.



# All personal information is protected



Census

- The information provided on the Census is confidential.
- The ABS is legally required to keep data secure and not release information in a way that is likely to identify an individual.
- Personal information is protected by law under the *Privacy Act 1988* and the secrecy provisions of the *Census and Statistics Act 1905*.
- Your personal information isn't shared with anyone (including other government agencies, police, Centrelink or housing offices).
- The Census online form is built and secured in accordance with best practice specified by the Australian Cyber Security Centre.
- Go to **[census.abs.gov.au/privacy](https://census.abs.gov.au/privacy)** to find out more about how we keep information secure.



# Enumeration Areas and Model Types



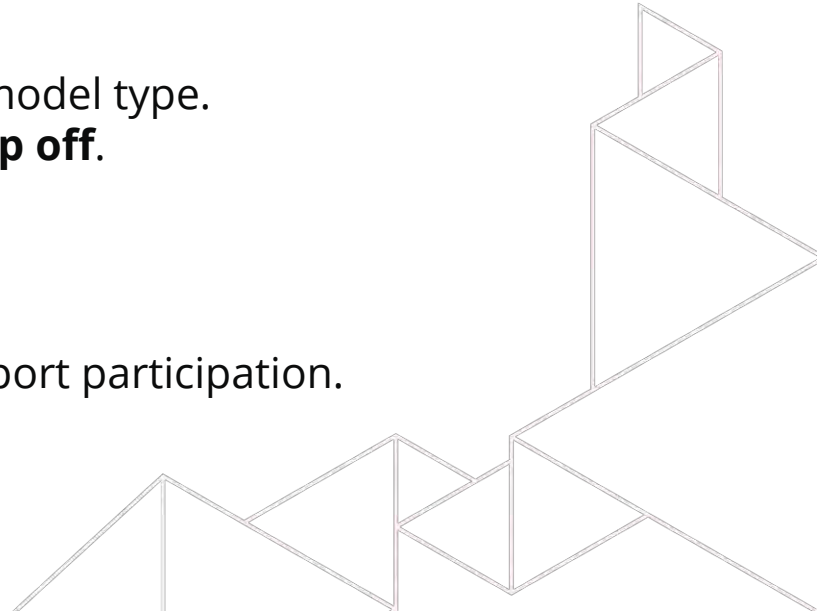
Australia is divided into Census Enumeration areas to support operations.



Each area is assigned an enumeration model type.  
The primary ones are **mail out** and **drop off**.



There are overarching strategies to support participation.



# Why and how - Mail-out and drop-off



Census

## When is it a mail out dwelling?

- Known addresses – mostly urban areas
- Where Australia Post can deliver mail

## Mail out process

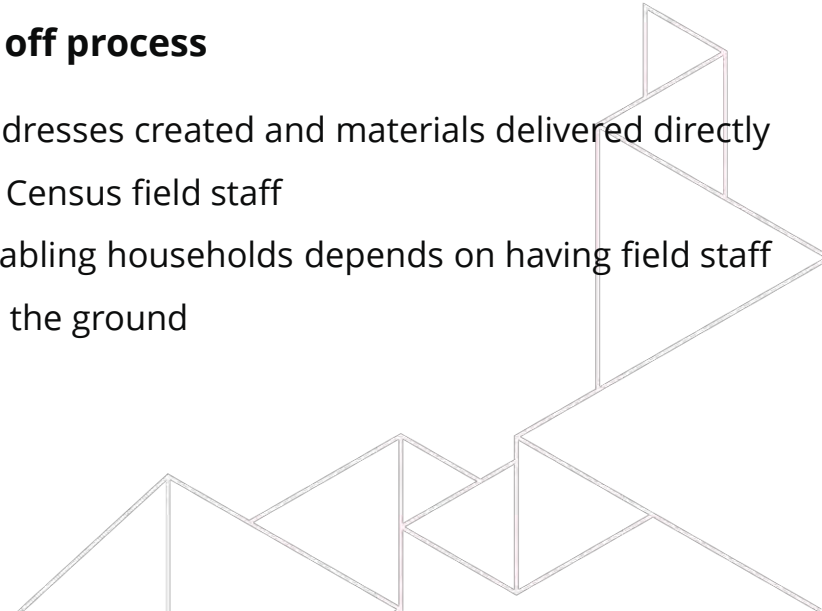
- Materials are mailed to dwellings/households two weeks prior to Census night
- Reminder letter is mailed to non-responding dwellings/households
- Field officers begin following up non-responding dwellings/households
- Requires sufficient field staff

## When is it a drop-off dwelling?

- Mostly rural areas and unmailable urban areas

## Drop off process

- Addresses created and materials delivered directly by Census field staff
- Enabling households depends on having field staff on the ground



# Inclusive Strategies overview



# What are Inclusive Strategies?



Census

- Inclusive Strategies are implemented to reduce barriers and provide support pathways for people to participate in the Census.
- Inclusive Strategies are developed based on:
  - What we have learnt from previous Censuses
  - User-centered design with specific population groups
  - Feedback, advice and information gathered from engaging with stakeholders

# Inclusive Strategies scope



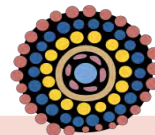
People  
experiencing  
homelessness  
strategy



People from  
culturally &  
linguistically  
diverse  
communities  
strategy



Pop-up  
hubs  
strategy

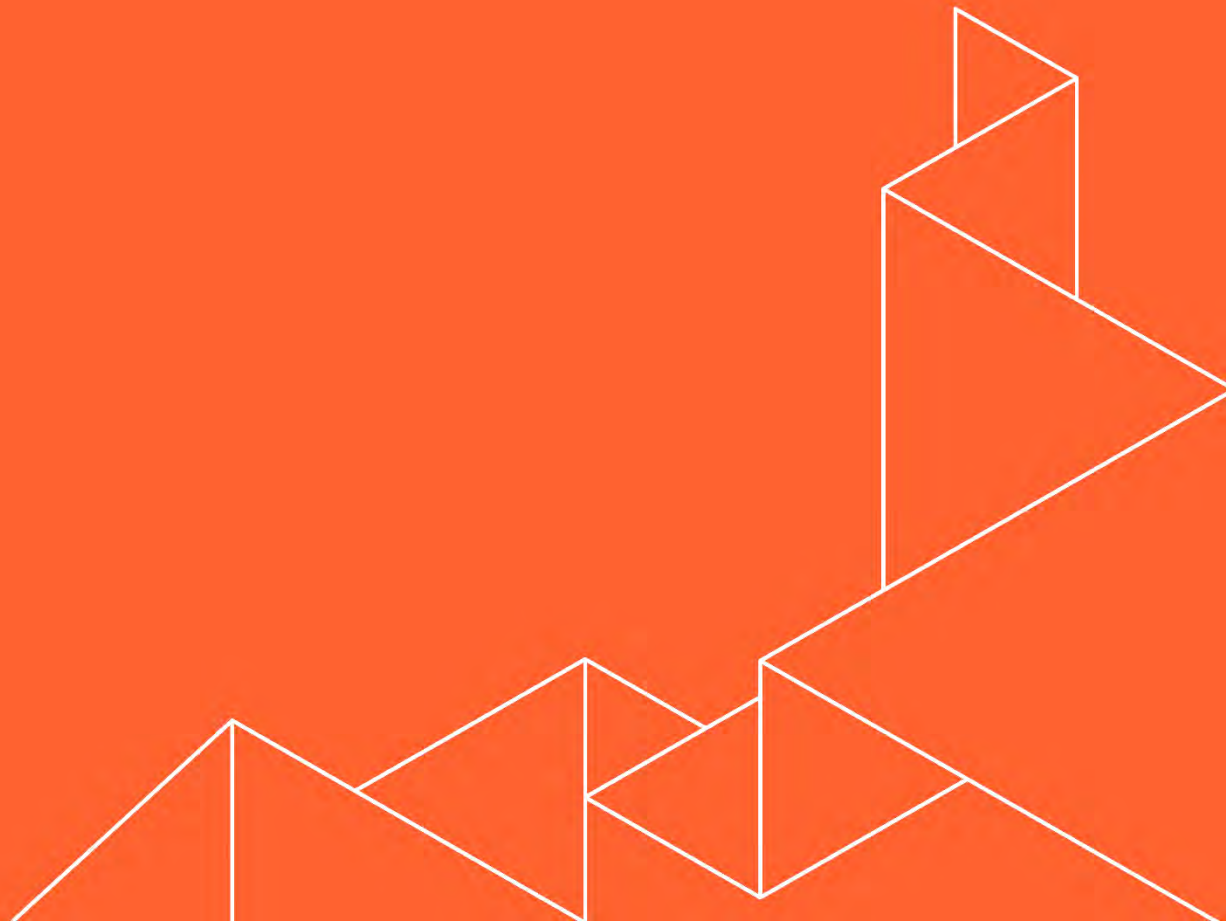


Aboriginal and  
Torres Strait  
Islander Peoples  
in urban and  
regional areas  
strategy



Strategy for  
people living  
with  
disability

**How you can help**



# How you can help



Census

- Share information about the importance of the Census for your community.
- Support enquiries and discussions from your members/networks using Census key messages.
- Display Census posters in your organisation(s) and share on social media.
- Know the channels of Census support so these can be shared with members.
- Consider running fill-in-the form sessions for local groups.
- Support Census field staff recruitment for the local area, including sharing Census recruitment information with your networks and recommending and commending people who work on the Census.
- To support the homelessness count, provide knowledge of your area including locations where people are known to sleep rough and addresses of boarding houses or supported accommodation.

# Upcoming engagement

- Support from our stakeholders helps people participate in the Census and helps us meet our objectives for high quality data. Your support is invaluable and much appreciated
- We will be engaging with various agencies and organisations with Census updates
- You'll hear from us soon



We're always open to discussing opportunities for further collaboration and would love to hear from you

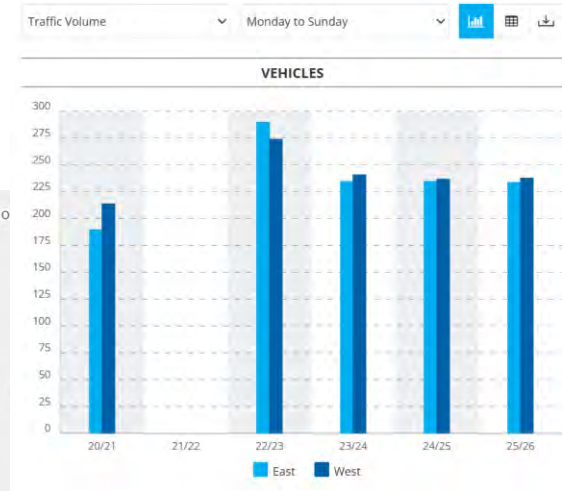
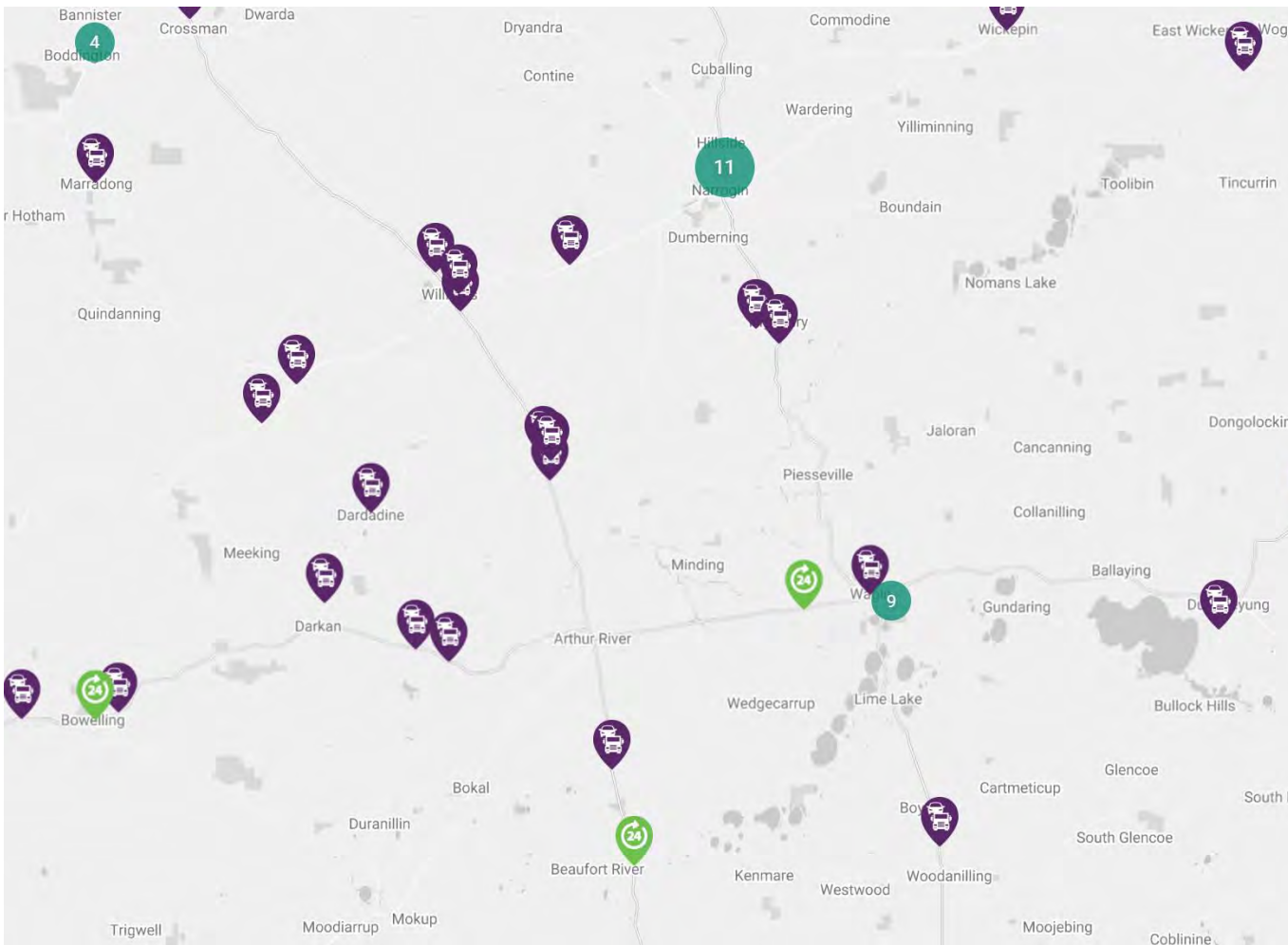
Contact: Kristy Cochrane  
[Kristy.Cochrane@abs.gov.au](mailto:Kristy.Cochrane@abs.gov.au)  
(08) 9360 5255



Last year's maintenance schedule and how it worked for Main Roads

An update on the Narrogin crew and the scope of work they are currently covering

The upcoming budget for the next year, including how it will be used to improve regional roads



### Reports


- Hourly Volume 2025
- Hourly Vehicle Type Volumes 2025
- Hourly Vehicle Type Volumes by Speed Bin 2025
- RAW Hourly Volume 2025
- RAW Hourly Volume By Day 2025
- Quarter Hourly Volume 2025
- Quarter Hourly Vehicle Type Volumes 2025
- Qtr Hourly Vehicle Type Vol by Speed Interval 2025
- Hourly Volume by Speed Interval 2025
- Quarter Hourly Volume by Speed Interval 2025
- Hourly Speed 2025
- Hourly Speed Compliance 2025
- Speed Distribution by Vehicle Type 2025
- Vehicle Type 2025
- Vehicle Type Volumes by Speed Interval 2025
- Daily Volume 2024

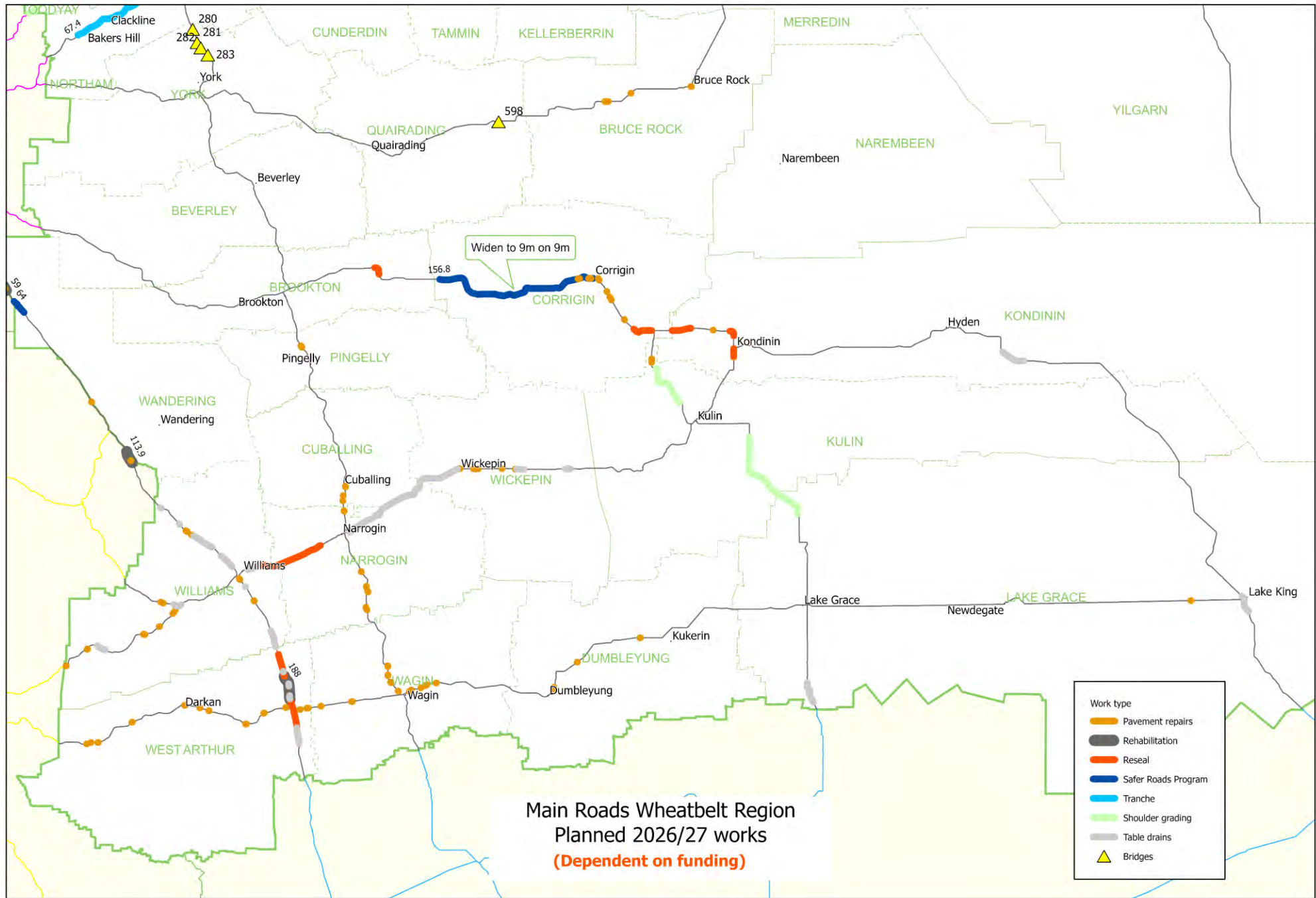
**Arthur Rd**  
West of Wagin

**472**  
2025/26 AVERAGE  
MONDAY TO SUNDAY

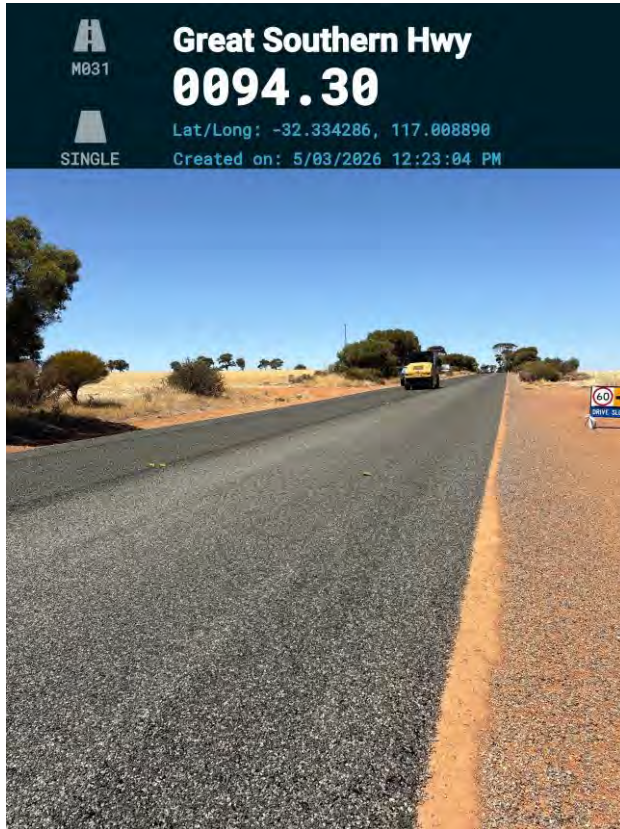
53.2% CARS  
46.8% TRUCKS

SHARE REPORTS CHART TABLE INFO





Reseal Northam – Cranbrook Rd



Rehab Williams - Narrogin Hwy



Asphalt widening Collie – Lake King





## 13.1.1 List of Accounts April 2026

# List of Accounts Due & Submitted to Council

## April-26

Chq/EFT	Date	Name	Muni
EFT16111	09/04/2026	AUSTRALIA POST	\$ 21.84
EFT16112	09/04/2026	AIR LIQUIDE WA PTY LTD	\$ 60.86
EFT16113	09/04/2026	AFGRI EQUIPMENT AUSTRALIA PTY LTD	\$ 846.85
EFT16114	09/04/2026	GOODYEAR AUTOCARE NARROGIN	\$ 1,600.00
EFT16115	09/04/2026	BURGESS RAWSON (WA) PTY LTD	\$ 858.12
EFT16116	09/04/2026	BKS ELECTRICAL	\$ 71.50
EFT16117	09/04/2026	BEACON EQUIPMENT	\$ 322.00
EFT16118	09/04/2026	LANDGATE	\$ 18.60
EFT16119	09/04/2026	ELDERS WICKEPIN	\$ 468.18
EFT16120	09/04/2026	GREAT SOUTHERN FUEL SUPPLIES - MARCH 2026	\$ 25,904.77
EFT16121	09/04/2026	G & M DETERGENTS	\$ 3,080.00
EFT16122	09/04/2026	BERYLE HOLM	\$ 474.46
EFT16123	09/04/2026	HC CONSTRUCTION SERVICES	\$ 44,000.00
EFT16124	09/04/2026	ID RENT	\$ 10,890.00
EFT16125	09/04/2026	MOMAR AUSTRALIA PTY LTD	\$ 1,466.85
EFT16126	09/04/2026	NARROGIN HARDWARE MAKIT	\$ 971.75
EFT16127	09/04/2026	NARROGIN BEARING SERVICES	\$ 123.20
EFT16128	09/04/2026	NARROGIN PACKAGING	\$ 278.50
EFT16129	09/04/2026	STAR TRACK EXPRESS	\$ 674.76
EFT16130	09/04/2026	NARROGIN CARPETS & CURTAINS	\$ 200.00
EFT16131	09/04/2026	OXTER SERVICES	\$ 176.00
EFT16132	09/04/2026	PERFECT COMPUTER SOLUTIONS - PCS	\$ 8,834.50
EFT16133	09/04/2026	REPCO	\$ 585.41
EFT16134	09/04/2026	PETER ROBERT STRIBLING	\$ 358.78
EFT16135	09/04/2026	R J SMITH ENGINEERING	\$ 1,559.84
EFT16136	09/04/2026	SUPAGAS PTY LTD	\$ 99.00
EFT16137	09/04/2026	SHIRE OF NARROGIN	\$ 1,310.46
EFT16138	09/04/2026	WEST AUSTRALIAN NEWSPAPERS	\$ 795.62
EFT16139	09/04/2026	WCP CIVIL PTY LTD	\$ 160,480.65
EFT16140	09/04/2026	WHITNEY CONSULTING	\$ 21,777.80
EFT16141	14/04/2026	AUSTRALIAN TAXATION OFFICE	\$ 45,501.00
EFT16142	23/04/2026	ALLAN'S BOBCAT & TRUCK HIRE	\$ 605.00
EFT16143	23/04/2026	BURGESS RAWSON (WA) PTY LTD	\$ 4,371.03
EFT16144	23/04/2026	BACKROADS MECHANICAL	\$ 2,513.21
EFT16145	23/04/2026	COUNTRY PAINT SUPPLIES	\$ 57.45
EFT16146	23/04/2026	CLARK EQUIPMENT	\$ 2,334.96
EFT16147	23/04/2026	CONTRACT AQUATIC SERVICES	\$ 5,092.50
EFT16148	23/04/2026	EWEN RURAL SUPPLIES	\$ 8,383.21
EFT16149	23/04/2026	EVERLON BRONZE	\$ 883.30
EFT16150	23/04/2026	ARETA KIN ELLIS	\$ 909.05
EFT16151	23/04/2026	FULFORD EARTHMOVING & CIVIL	\$ 4,496.80
EFT16152	23/04/2026	HANCOCKS HOME HARDWARE	\$ 50.70
EFT16153	23/04/2026	ELIZABETH HEFFERNAN	\$ 50.00
EFT16154	23/04/2026	KULKER CARPENTRY & CONSTRUCTION	\$ 1,000.00
EFT16155	23/04/2026	NARROGIN HARDWARE MAKIT	\$ 97.20
EFT16156	23/04/2026	NARROGIN BEARING SERVICES	\$ 303.60
EFT16157	23/04/2026	NARROGIN PACKAGING	\$ 1,320.45
EFT16158	23/04/2026	STAR TRACK EXPRESS	\$ 80.84
EFT16159	23/04/2026	REPCO	\$ 518.91
EFT16160	23/04/2026	R J SMITH ENGINEERING	\$ 165.50
EFT16161	23/04/2026	SHIRE OF NARROGIN	\$ 138.50
EFT16162	23/04/2026	TEAM GLOBAL EXPRESS PTY LTD	\$ 96.18
EFT16163	23/04/2026	WESTRAC EQUIPMENT	\$ 230.79
EFT16164	23/04/2026	WICKEPIN NEWSAGENCY	\$ 1,016.21
EFT16165	23/04/2026	WICKEPIN FOOTBALL CLUB	\$ 650.00
		<b>TOTALS EFT</b>	<b>\$ 369,176.69</b>
16051	09/04/2026	WATER CORPORATION	\$ 14,666.33
16052	09/04/2026	SYNERGY	\$ 155.86
16053	23/04/2026	SYNERGY	\$ 4,960.26
16054	23/04/2026	WATER CORPORATION	\$ 1,485.04

			<b>TOTALS CHEQUE</b>	<b>\$ 21,267.49</b>
DD16541.1	01/04/2026	AWARE SUPER	\$	5,193.64
DD16541.2	01/04/2026	ANZ SUPER	\$	289.74
DD16541.3	01/04/2026	CARESUPER	\$	471.53
DD16541.4	01/04/2026	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$	310.99
DD16541.5	01/04/2026	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$	623.93
DD16541.6	01/04/2026	PRIME SUPER	\$	306.43
DD16541.7	01/04/2026	REST INDUSTRY SUPER	\$	295.31
DD16541.8	01/04/2026	MLC SUPER FUND - PLUM SUPER	\$	562.69
DD16541.9	01/04/2026	AUSTRALIAN SUPER	\$	279.25
DD16563.1	15/04/2026	AWARE SUPER	\$	5,124.13
DD16563.2	15/04/2026	ANZ SUPER	\$	176.05
DD16563.3	15/04/2026	CARESUPER	\$	470.43
DD16563.4	15/04/2026	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$	305.99
DD16563.5	15/04/2026	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$	563.73
DD16563.6	15/04/2026	PRIME SUPER	\$	303.43
DD16563.7	15/04/2026	REST INDUSTRY SUPER	\$	412.11
DD16563.8	15/04/2026	MLC SUPER FUND - PLUM SUPER	\$	562.69
DD16563.9	15/04/2026	AUSTRALIAN SUPER	\$	279.25
DD16578.1	29/04/2026	AWARE SUPER	\$	5,039.54
DD16578.2	29/04/2026	ANZ SUPER	\$	201.72
DD16578.3	29/04/2026	CARESUPER	\$	471.53
DD16578.4	29/04/2026	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	\$	307.99
DD16578.5	29/04/2026	FIRSTCHOICE WHOLESALE PERSONALSUPERANNUATION	\$	341.80
DD16578.6	29/04/2026	PRIME SUPER	\$	305.43
DD16578.7	29/04/2026	REST INDUSTRY SUPER	\$	758.55
DD16578.8	29/04/2026	MLC SUPER FUND - PLUM SUPER	\$	562.69
DD16578.9	29/04/2026	AUSTRALIAN SUPER	\$	279.25
			<b>TOTALS SUPERANNUATION</b>	<b>\$ 24,799.82</b>
98010426	01/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	217.50
98070426	07/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	4,860.95
98080426	08/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	776.45
98100426	10/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	2,158.20
98160426	16/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	802.80
98170426	17/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	6,112.35
98280426	28/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	2,584.20
98290426	29/04/2026	DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE	\$	327.45
			<b>TOTALS LICENSING</b>	<b>\$ 17,839.90</b>
PAYROLL	02/04/2026	PAYROLL	\$	51,052.00
PAYROLL	16/04/2026	PAYROLL	\$	49,021.00
PAYROLL	30/04/2026	PAYROLL	\$	52,030.63
			<b>TOTALS PAYROLL</b>	<b>\$ 152,103.63</b>
			<b>ACCOUNT TOTALS</b>	<b>\$ 585,187.53</b>
			<b>TOTAL PAYMENTS APRIL 2026</b>	<b>\$ 585,187.53</b>

Credit Card Payment Summary

**23/03/2025 TO 22/04/2026**

CARD ENDING XXXX224175

DATE	COMPANY	AMOUNT
	<u>Total For This Card</u>	0

CARD ENDING XXXX244131

DATE	COMPANY	AMOUNT
	<u>Total For This Card</u>	\$0.00

	<u>TOTAL FOR SHIRE OF WICKEPIN</u>	\$0.00
--	------------------------------------	--------

FUEL CARD

Apr-26

Job	Job Description	Line Total
P248	HINO 700 SERIES - FS 2848	2143.33
P342	HINO 700 SERIES FS2848	731.70
P1955A	FUSO CANTER 7.5T CREW CAB	6642.60
P1915	HINO 500 SERIES 1628 MEDIUM NINE TRUCK	339.44
P2489	BOBCAT T650 TRACK LOADER	291.91
P664	JOHN DEERE Z997 RIDE ON MOWER - GREEN	122.28
P2473	HINO 300 SERIES 921 AUTO TRADE ACE	1501.11
P468	HOLDEN COLORADO 4X4 SINGLE CAB - GARDENER'S UTE	211.53
P706	HOLDEN COLORADO 4X4 SINGLE CAB CHASSIS 2.8L TURBO DIESEL UTE - MEHCANIC UTE	411.21
P632	ISUZZ D-MAX 4X4 SINGLE CAB CHASSIS SX AUTO	552.75
PCEO	ISUZU MU-X 4X4 LSU 3.0L AUTO MINERAL WHITE -CEO	516.82
P2567	ISUZU DMAX - WHITE CREW CAB CHASSIS SX 3.0L AUTO	835.18
PMWS	ISUZU D MAX 4X4 MINERAL WHITE CREW CAB AUTO XT 3.0L	2384.71
P813	CAT 12H GRADER 2017	2984.52
<b>TOTAL \$</b>		<b>19,669.09</b>



## **13.2.1 Monthly Financial Report April 2026**



## SHIRE OF WICKEPIN

### MONTHLY FINANCIAL REPORT

For the Period Ended 30 April 2026

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

#### TABLE OF CONTENTS

Compilation Report	2
Monthly Summary Information	3
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	7
Statement of Capital Acquisitions and Capital Funding	8
Note 1 Significant Accounting Policies	9
Note 2 Explanation of Material Variances	16
Note 3 Net Current Funding Position	17
Note 4 Cash and Investments	18
Note 5 Budget Amendments	19
Note 6 Receivables	20
Note 7 Cash Backed Reserves	21
Note 8 Capital Disposals	22
Note 9 Rating Information	23
Note 10 Information on Borrowings	24
Note 11 Grants and Contributions	25
Note 12 Trust	26
Note 13 Details of Capital Acquisitions	27

# Shire of Wickepin

## Compilation Report

For the Period Ended 30 April 2026

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

### Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.  
No matters of significance are noted.

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 April 2026 of \$753,635.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

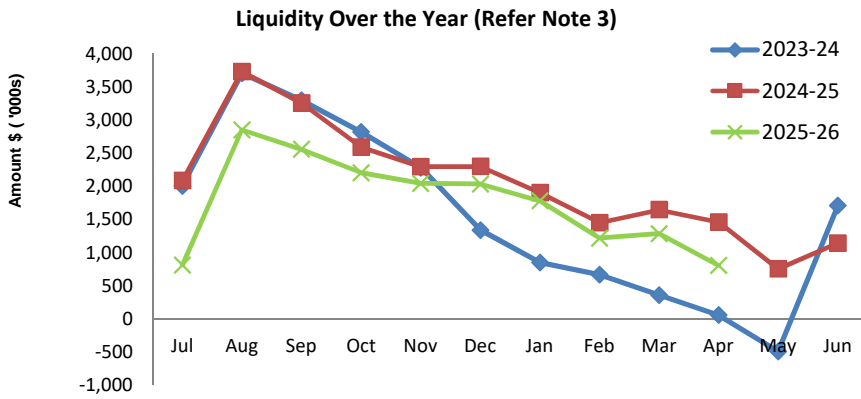
### Preparation

Prepared by: E.Clement DCEO

Date prepared: 13-May-26

Reviewed by: David Burton CEO

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 30 April 2026

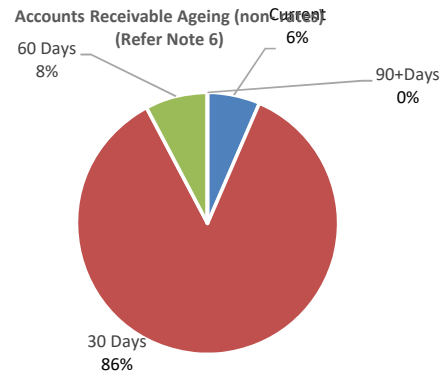
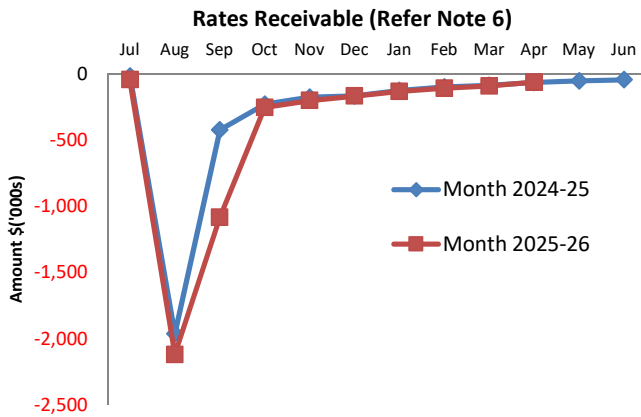


**Cash and Cash Equivalents as at period end**

Unrestricted	\$ 984,161
Restricted	\$ 3,681,298
	\$ 4,665,459

**Receivables**

Rates	\$ 64,140
Other	\$ 6,889
	\$ 71,029



**Comments**

Unrestricted cash includes the following payments in advance

25/26 Grants Commission - General	\$ 622,862.00
25/26 Grants Commission - Roads	\$ 386,093.00
<b>Amounts paid in advance</b>	<b>\$ 1,008,955.00</b>

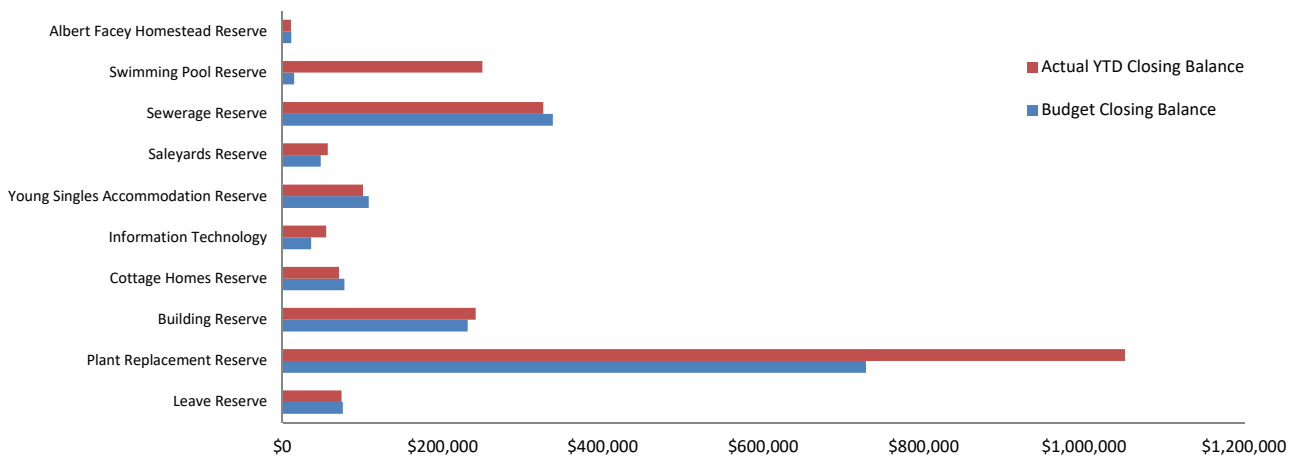
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**Shire of Wickepin**  
**Monthly Summary Information**  
 For the Period Ended 30 April 2026

**Capital Expenditure Program YTD (Refer Note 13)**



**Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)**



**Comments**

This information is to be read in conjunction with the accompanying Financial Statements and notes.

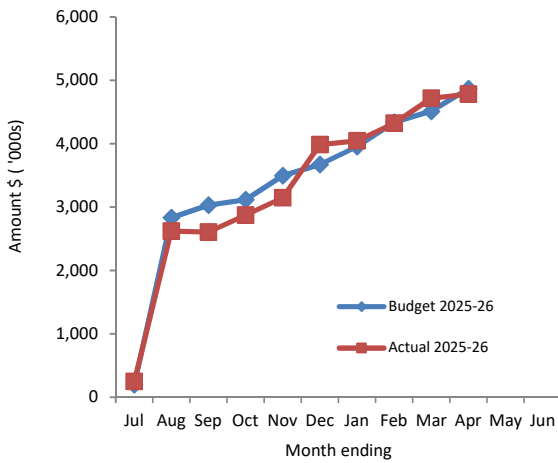
# Shire of Wickepin

## Monthly Summary Information

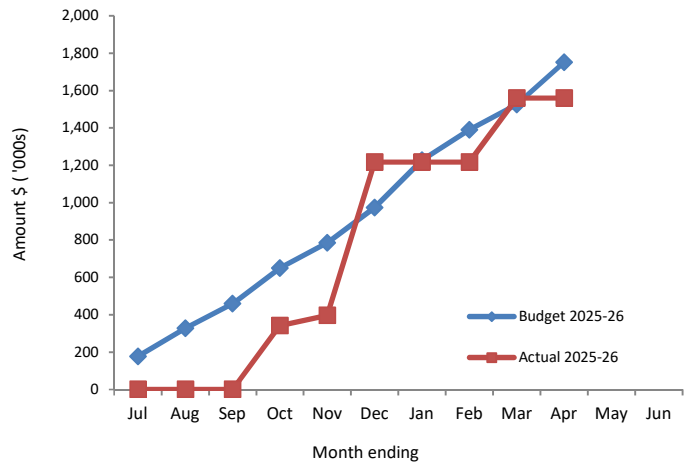
For the Period Ended 30 April 2026

### Revenues

**Budget Operating Revenues -v- Actual (Refer Note 2)**

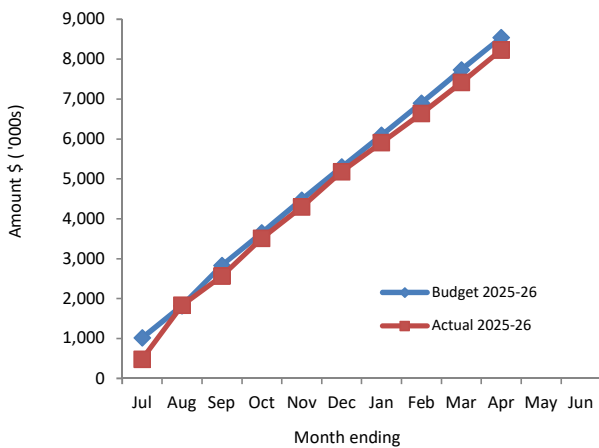


**Budget Capital Revenue -v- Actual (Refer Note 2)**

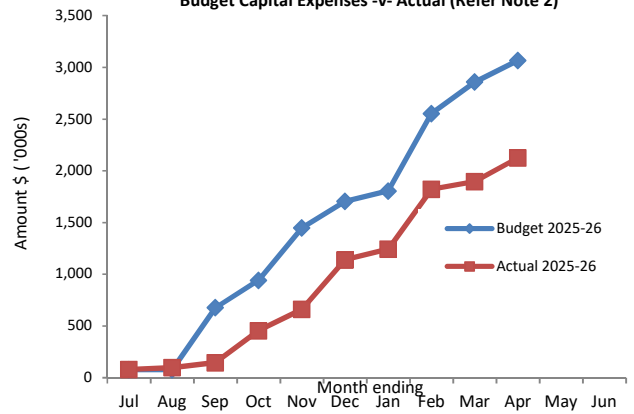


### Expenditure

**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



**Budget Capital Expenses -v- Actual (Refer Note 2)**



### Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2026**

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>						
	\$	\$	\$	\$	%	
	2,005	1,660	26,871	25,211	1518.73%	▲
9	1,763,698	1,763,618	1,776,636	13,018	0.74%	
	986,168	766,651	759,317	(7,334)	(0.96%)	
	145,000	143,990	144,741	751	0.52%	
	220	180	575	395	219.20%	
	300	240	773	533	221.98%	
	116,850	97,340	103,939	6,599	6.78%	
	288,221	192,351	222,811	30,460	15.84%	▲
	201,943	199,273	318,482	119,209	59.82%	▲
	1,914,882	1,627,893	1,302,741	(325,152)	(19.97%)	▼
	77,325	65,920	93,639	27,719	42.05%	▲
	32,000	26,660	32,057	5,397	20.24%	
	<b>5,528,612</b>	<b>4,885,776</b>	<b>4,782,581</b>	<b>(103,195)</b>		
<b>Operating Expense</b>						
	(778,721)	(685,015)	(497,463)	187,552	27.38%	▼
	(115,118)	(95,940)	(73,436)	22,504	23.46%	▼
	(365,208)	(310,830)	(206,691)	104,139	33.50%	▼
	(25,804)	(22,700)	(17,044)	5,656	24.91%	
	(42,216)	(35,220)	(13,353)	21,867	62.09%	▼
	(308,643)	(259,734)	(198,042)	61,692	23.75%	▼
	(692,590)	(577,280)	(468,150)	109,130	18.90%	▼
	(1,536,391)	(1,291,735)	(1,409,139)	(117,404)	(9.09%)	
	(5,794,448)	(4,830,832)	(4,873,808)	(42,976)	(0.89%)	
	(366,485)	(305,960)	(247,729)	58,231	19.03%	▼
	(142,822)	(127,715)	(227,168)	(99,453)	(77.87%)	▲
	<b>(10,168,446)</b>	<b>(8,542,961)</b>	<b>(8,232,024)</b>	<b>310,937</b>		
<b>Funding Balance Adjustments</b>						
	6,125,360	5,104,410	5,096,397	(8,013)	(0.16%)	
8	(58,537)	(48,790)	(83,170)	(34,380)	70.47%	
	0	0	0	0		
	0	0	0	0		
	<b>1,426,989</b>	<b>1,398,436</b>	<b>1,563,784</b>	<b>165,348</b>		
<b>Capital Revenues</b>						
	323,872	269,893	262,832	(7,061)	(2.62%)	
	<b>323,872</b>	<b>269,893</b>	<b>262,832</b>	<b>(7,061)</b>		
<b>Capital Expenses</b>						
	(100,500)	(85,500)	(86,783)	(1,283)	(1.50%)	
13	(1,909,630)	(1,909,630)	(1,138,018)	771,612	40.41%	▼
13	(45,000)	(37,500)	0	37,500	100.00%	▼
13	(294,000)	(294,000)	(258,245)	35,755	12.16%	▼
13	(937,000)	(684,000)	(635,871)	48,130	7.04%	
13	(56,000)	(56,000)	(6,719)	49,281	88.00%	▼
	<b>(3,342,130)</b>	<b>(3,066,630)</b>	<b>(2,125,635)</b>	<b>940,995</b>		
	<b>(3,018,258)</b>	<b>(2,796,737)</b>	<b>(1,862,803)</b>	<b>933,933</b>		
<b>Financing</b>						
7	616,100	0	0	0		
10	(40,785)	(20,435)	(20,345)	90	0.44%	
7	(185,000)	0	0	0		
	<b>390,315</b>	<b>(20,435)</b>	<b>(20,345)</b>	<b>90</b>		
<b>Net Operations, Capital and Financing</b>						
	<b>(1,200,954)</b>	<b>(1,418,736)</b>	<b>(319,364)</b>	<b>1,099,372</b>		
3	1,200,954	1,200,954	1,127,309	(73,645)	(6.13%)	
3	0	(217,782)	807,945	1,025,727		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF WICKEPIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 April 2026**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Rates	9	1,747,673.00	1,747,593	1,760,625	13,032	0.75%	
Rates excluding General Rates	9	16,025.00	16,025	16,011	(14)	(0.09%)	
Operating Grants, Subsidies and Contributions	11	1,098,711.00	891,544	990,887	99,343	11.14%	▲
Fees and Charges		530,421.00	481,581	580,475	98,894	20.54%	▲
Interest Earnings		152,000.00	140,570	36,473	(104,097)	(74.05%)	▼
Other Revenue		0.00	0	10,213	10,213		▲
Profit on Disposal of Assets	8	86,913.00	72,420	90,547	18,127		
<b>Total Operating Revenue</b>		<b>3,631,743.00</b>	<b>3,349,733</b>	<b>3,485,230</b>	<b>135,497</b>		
<b>Operating Expense</b>							
Employee Costs		(1,624,033.00)	(1,358,835)	1,480,519	(121,684)	(8.95%)	
Materials and Contracts		(1,810,357.00)	(1,530,196)	1,176,363	353,833	23.12%	▲
Utility Charges		(294,193.00)	(243,771)	183,924	59,847	24.55%	▲
Depreciation on Non-Current Assets		(6,125,360.00)	(5,104,410)	5,096,397	8,013	0.16%	
Interest Expenses		(2,047.00)	(1,024)	908	115	11.27%	▲
Insurance Expenses		(273,080.00)	(271,935)	262,996	8,939	3.29%	
Other Expenditure		(11,000.00)	(9,160)	23,540	(14,380)	(156.99%)	▼
Loss on Disposal of Assets	8	(28,376.00)	(23,630)	7,377	16,253	68.78%	
<b>Total Operating Expenditure</b>		<b>(10,168,446.00)</b>	<b>(8,542,961)</b>	<b>8,232,024</b>	<b>310,937</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		6,125,360.00	5,104,410	5,096,397	(8,013)	(0.16%)	
Adjust (Profit)/Loss on Asset Disposal	8	(58,537.00)	(48,790)	83,170	(34,380)	70.47%	
Adjust Provisions and Accruals		0.00	0	0	0		
Adjust Rounding		0.00	0	0	0		
<b>Net Cash from Operations</b>		<b>(469,880.00)</b>	<b>(137,608)</b>	<b>266,433</b>	<b>404,040</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	1,896,869.00	1,536,043	1,297,351	(238,692)	(15.54%)	▼
Proceeds from Disposal of Assets	8	323,872.00	269,893	262,832	(7,061)	(2.62%)	
Proceeds from Sale of Assets		0.00	0	0	0		
<b>Total Capital Revenues</b>		<b>2,220,741.00</b>	<b>1,805,936</b>	<b>1,560,183</b>	<b>(245,753)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(100,500.00)	(85,500)	86,783	(1,283)	(1.50%)	
Infrastructure - Roads	13	(1,909,630.00)	(1,909,630)	1,138,018	771,612	40.41%	▲
Infrastructure - Footpaths	13	(45,000.00)	(37,500)	0	37,500	100.00%	▲
Infrastructure - Drainage	13	(294,000.00)	(294,000)	258,245	35,755	12.16%	▲
Plant and Equipment	13	(937,000.00)	(684,000)	635,871	48,130	7.04%	
Furniture and Equipment	13	(56,000.00)	(56,000)	6,719	49,281	88.00%	▲
<b>Total Capital Expenditure</b>		<b>(3,342,130.00)</b>	<b>(3,066,630)</b>	<b>2,125,635</b>	<b>940,995</b>		
<b>Net Cash from Capital Activities</b>		<b>(1,121,389.00)</b>	<b>(1,260,694)</b>	<b>565,452</b>	<b>695,241</b>		
<b>Financing</b>							
Transfer from Reserves	7	616,100.00	0	0	0		
Repayment of Debentures	10	(40,785.00)	(20,435)	20,345	90	0.44%	
Transfer to Reserves	7	(185,000.00)	0	0	0		
<b>Net Cash from Financing Activities</b>		<b>390,315.00</b>	<b>(20,435)</b>	<b>20,345</b>	<b>90</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,200,954.00)</b>	<b>(1,418,736)</b>	<b>319,364</b>	<b>1,099,372</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,200,954.00</b>	<b>1,200,954</b>	<b>1,127,309</b>	<b>(73,645)</b>	<b>(6.13%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>(217,782)</b>	<b>807,945</b>	<b>1,025,727</b>		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

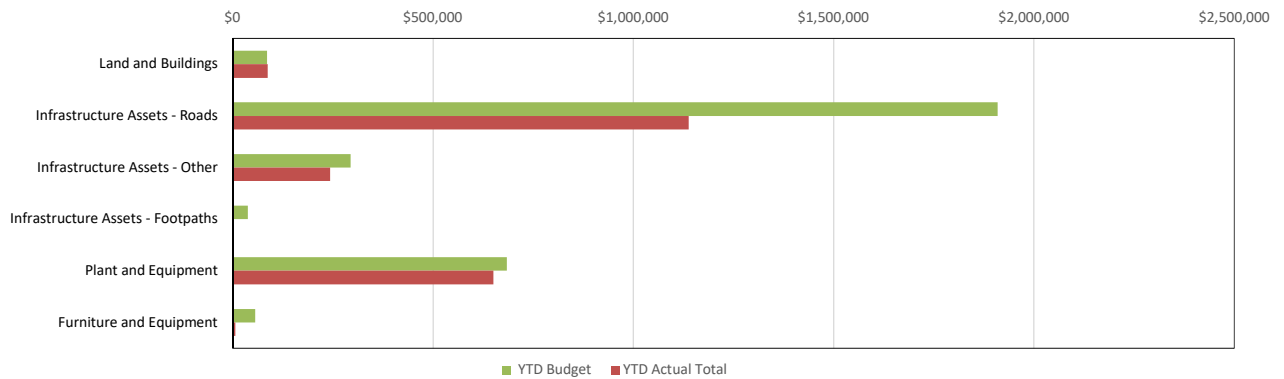
**SHIRE OF WICKEPIN**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 30 April 2026

Capital Acquisitions	Note	YTD 30 04 2026					
		YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 86,783	\$ 0	\$ 86,783	\$ 85,500	\$ 100,500	\$ 1,283
Infrastructure Assets - Roads	13		1,138,018	1,138,018	1,909,630	1,909,630	(771,612)
Infrastructure Assets - Other	13	243,275	0	243,275	294,000	294,000	(50,725)
Infrastructure Assets - Footpaths	13	0	0	0	37,500	45,000	(37,500)
Plant and Equipment	13	650,841	0	650,841	684,000	937,000	(33,160)
Furniture and Equipment	13	6,719	0	6,719	56,000	56,000	(49,281)
<b>Capital Expenditure Totals</b>		<b>987,618</b>	<b>1,138,018</b>	<b>2,125,635</b>	<b>3,066,630</b>	<b>3,342,130</b>	<b>(940,995)</b>

**Funded By:**

Capital Grants and Contributions	0	1,896,869	1,896,619	1,896,869
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	262,832	269,893	(58,537)	7,061
Own Source Funding - Cash Backed Reserves	0	0	20,000	0
Own Source Funding - Operations	0	899,868	1,484,048	899,868
<b>Capital Funding Total</b>	<b>262,832</b>	<b>3,066,630</b>	<b>3,342,130</b>	<b>(2,803,798)</b>

Capital Expenditure Program YTD



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**Critical Accounting Estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

**(c) Rounding Off Figures**

All figures shown in this statement are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(e) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**(g) Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**(h) Inventories**

***General***

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

***Land Held for Resale***

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Roads	20 to 50 years
Footpaths	20 years
Sewerage Piping	100 years
Water Supply Piping and Drainage Systems	75 years
Infrastructure - Parks & Ovals	30 to 50 years

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

**(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

**(ii) Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

***Borrowing Costs***

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**(o) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications**

**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Nature or Type Classifications (Continued)**

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

*A Collaborative Council, dedicated to maintaining and developing our community assets for the benefit of our residents whilst supporting a strong community, vibrant economy, successful businesses and a sound environment*

The Strategic Community Plan defines the key objectives of the Shire as:

- (1) Social – This theme describes the social aspects of life in the Shire incorporating community safety, recreation and leisure, as well as arts, culture and heritage.*
- (2) Environmental – This theme relates to valuing the environment, including natural resource management; sustainable land use, waste management, and recycling.*
- (3) Economic – This theme describes infrastructure planning, transport infrastructure, facilities and services and asset management and inclusive community engagement*
- (4) Civic leadership – This theme describes how the Shire embraces a culture of leadership, customer service .*

*Council operations as disclosed in this statement encompass the following service orientated activities/programs:*

**(s) GOVERNANCE**

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

**GENERAL PURPOSE FUNDING**

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

**LAW, ORDER, PUBLIC SAFETY**

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

**HEALTH**

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(s) Reporting Programs (Continued)**

**HOUSING**

Provision and maintenance of rented housing accommodation for pensioners and employees.

**COMMUNITY AMENITIES**

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

**RECREATION AND CULTURE**

Parks, gardens and recreation reserves, library services, swimming facilities, walk trails, public halls and Community Centre.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase and cleaning of streets.

**ECONOMIC SERVICES**

Tourism, community development, pest control, building services, caravan parks and private works.

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

**SHIRE OF WICKEPIN**  
**NOTES TO FINANCIAL ACTIVITY STATEMENT**  
For the Period Ended 30 April 2026

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

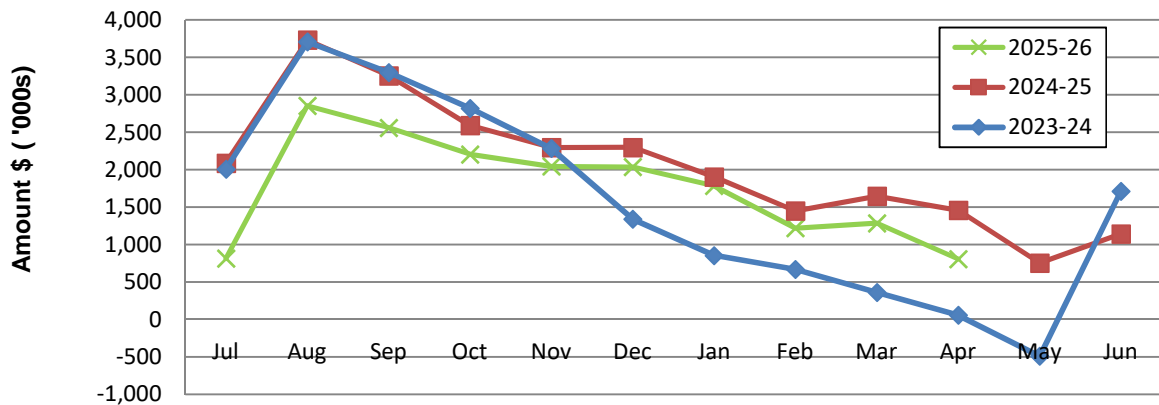
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance	
<b>Operating Revenues</b>	\$	%				
Governance	25,211	1519%	▲	Permanent	Paid Parental Leave income, Aus Day Grant, Profit on sale of plant increase.	
General Purpose Funding - Other	(7,334)	(1%)				
Law, Order and Public Safety	751	1%				
Health	395	219%				
Education and Welfare	533	222%				
Housing	6,599	7%				
Community Amenities	30,460	16%	▲	Timing		
Recreation and Culture	119,209	60%	▲	Permanent		
Transport	(325,152)	(20%)	▼	Timing		
Economic Services	27,719	42%	▲	Timing		
Other Property and Services	5,397	20%				
<b>Operating Expense</b>						
Governance	187,552	27.38%	▼	Timing		Decrease in admin salaries, superannuation., subscriptions.
General Purpose Funding	22,504	23.46%	▼	Timing		Administration Allocation reduced to staff movements
Law, Order and Public Safety	104,139	33.50%	▼	Timing	Fire maintenance accounts not yet expended.	
Health	5,656	24.91%				
Education and Welfare	21,867	62.09%	▼	Timing	CDO projects on hold. Playgroup maintenance not yet expended	
Housing	61,692	23.75%	▼	Timing	Housing maintenance not yet expended	
Community Amenities	109,130	18.90%	▼	Timing	Building maintenance still to be done	
Recreation and Culture	(117,404)	(9.09%)				
Transport	(42,976)	(0.89%)				
Economic Services	58,231	19.03%	▼	Timing	Area Promotion - not yet expended. Standpipe costs down	
Other Property and Services	(99,453)	(77.87%)	▲	Timing	Parts & repairs costs up , Staff payouts of Leave on termination.	
<b>Capital Revenues</b>						
Grants, Subsidies and Contributions	(238,692)	(15.54%)	▼	Timing	Road Funding not yet received	
Proceeds from Disposal of Assets	(7,061)	(2.62%)				
<b>Capital Expenses</b>						
Land and Buildings	28,162	(1.50%)				
Infrastructure - Roads	12,744	40.41%	▼	Timing	Road Construction Projects not yet completed	
Infrastructure - Footpaths	22,500	100.00%	▼	Timing	Not yet expended	
Infrastructure - Other	29,057	12.16%	▼	Timing	Niche Wall, Dust Suppression still to be done.	
Plant and Equipment	321,302	7.04%				
Furniture and Equipment	25,750	88.00%	▼	Timing	Computer equipment not yet purchased , CCTV project not yet expended	
<b>Financing</b>						
Loan Principal	90	0.44%				

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 30 April 2026

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Apr 2026	30 June 2025	YTD 29 Apr 2025
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	984,161	1,247,830	3,054,752
Cash Restricted	4	3,681,298	3,681,298	2,824,404
Receivables - Rates	6	64,140	44,991	157,827
Receivables -Other	6	6,889	287,679	5,929
Interest / ATO Receivable/Trust		29,813	42,308	25,304
		4,766,300	5,304,106	6,068,216
<b>Less: Current Liabilities</b>				
Payables	-	46,044	(264,315)	(210,020)
Contract Liabilities		-		(853,441)
Provisions	-	231,014	(231,184)	(227,654)
		277,057	(495,499)	(1,291,116)
Less: Cash Reserves	7	3,681,298	(3,681,298)	(2,824,404)
<b>Net Current Funding Position</b>		<b>807,945</b>	<b>1,127,309</b>	<b>1,952,696</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
<b>(a) Cash Deposits</b>							
Municipal Account	0.00%	227,548			227,548	ANZ	At Call
Reserve Bank Account	0.00%		20		20	ANZ	At Call
Trust Bank Account	0.00%			2,809	2,809	ANZ	At Call
Cash On Hand	Nil	700.00			700	N/A	On Hand
<b>(b) Term Deposits</b>							
Municipal	4.27%				0	WA Treasury	11-Apr-25
Municipal					0		
Reserve	4.59%		3,000,000		3,000,000		03-Jun-25
Municipal	4.80%	754,792			754,792	WA Treasury	At Call
Reserve	4.53%		681,277		681,277		03-Jun-25
Trust	0.40%				0		
<b>Total</b>		<b>983,039</b>	<b>3,681,298</b>	<b>2,809</b>	<b>4,667,146</b>		

**Comments/Notes - Investments**

SHIRE OF WICKEPIN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 April 2026

**Note 5: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	<b>Budget Adoption</b>		Opening Surplus	\$	\$	\$	\$
	<b>Permanent Changes</b>						0
	Yealering Tennis Club - Power		Capital Expenditure		25,000	(25,000)	(25,000)
	Transfer from Reserve		Operating Revenue				0
							0
							0
							0
				<b>0</b>	<b>25,000</b>	<b>(25,000)</b>	

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

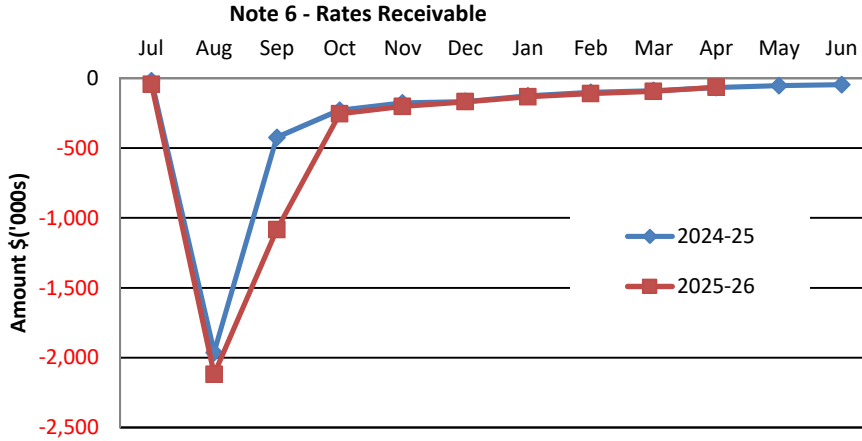
**Note 6: RECEIVABLES**

**Receivables - Rates Receivable**

Opening Arrears Previous Years  
 Levied this year  
Less Collections to date  
 Equals Current Outstanding

**Net Rates Collectable**  
 % Collected

	YTD 30 Apr 2026	30 June 2025
	\$	\$
	44,774	20,238
	1,991,399	1,834,180
	(1,972,033)	(1,809,644)
	<b>64,140</b>	<b>44,774</b>
	<b>64,140</b>	<b>44,774</b>
	96.85%	97.59%



**Comments/Notes - Receivables Rates**

**Receivables - General**

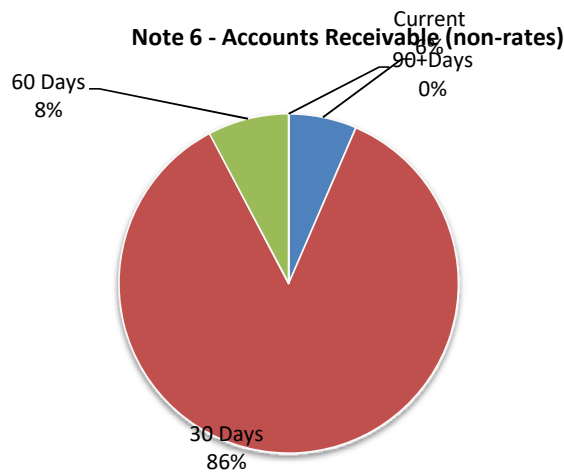
Receivables - General

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
	447	5,910	532	0

**Total Receivables General Outstanding**

**6,888.65**

Amounts shown above include GST (where applicable)



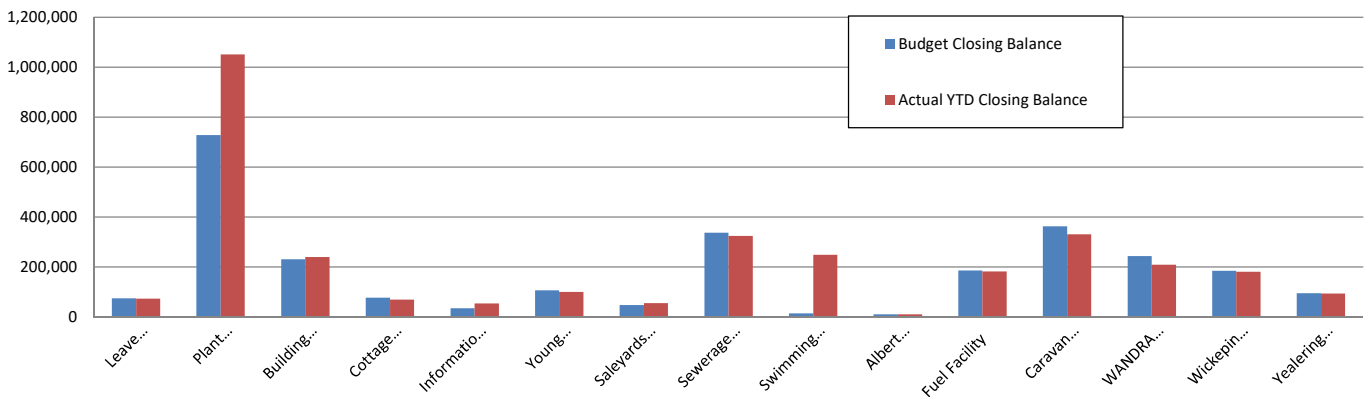
**Comments/Notes - Receivables General**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**Note 7: Cash Backed Reserve**

2025-26	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Name	\$	\$	\$	\$	\$	\$	\$		\$	\$
Land Development Reserve	247,491	5,328		15,000					267,819	247,491
Waste Management Reserve	140,810	3,034							143,844	140,810
Leave Reserve	73,475	1,582							75,057	73,475
Plant Replacement Reserve	1,051,239	22,800				346,000			728,039	1,051,239
Building Reserve	240,703	5,181		10,000		25,000			230,884	240,703
Cottage Homes Reserve	70,419	1,626		5,000					77,045	70,419
Information Technology	54,202	1,167				20,000			35,369	54,202
Young Singles Accommodation Reserve	100,176	2,396		5,000					107,572	100,176
Saleyards Reserve	56,239	1,469				10,000			47,708	56,239
Sewerage Reserve	325,267	6,963		5,000					337,230	325,267
Swimming Pool Reserve	249,178	5,366				240,000			14,544	249,178
Albert Facey Homestead Reserve	10,487	223							10,710	10,487
Fuel Facility	182,323	3,925							186,248	182,323
Caravan Park & Accommodation Reserve	331,615	7,138		25,000					363,753	331,615
WANDRA events & Emergency Repairs Reserve	209,698	4,514		30,000					244,212	209,698
Wickepin Bowling Greens - Replacement	180,917	3,894							184,811	180,917
Yealering Bowling Green - Replacement	93,669	2,016							95,685	93,669
Future Projects Reserve	63,391	1,378		10,000					74,769	63,391
	<b>3,681,298</b>	<b>80,000</b>	<b>0</b>	<b>105,000</b>	<b>0</b>	<b>641,000</b>	<b>0</b>	<b>0</b>	<b>3,225,298</b>	<b>3,681,298</b>

**Note 7 - Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal				Amended Current Budget			
				YTD 30 04 2026			
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance
\$	\$	\$	\$		\$	\$	\$
				<b>Plant and Equipment</b>			
185,000	174,254	95,455	84,709	Truck WK342	78,408	84,709	6,301
			0	Bus	5,794	0	(5,794)
			0	Cherry Picker - P3570	1,965	0	(1,965)
41,358	18,968	26,364	3,974	Gardeners Ute WK468	(4,124)	3,974	8,098
47,050	12,168	31,818	(3,064)	Crew Cab WK2567	(18,854)	(3,064)	15,790
71,350	12,491	54,545	(4,314)	PWS 2024 Isuzu D Max Dual Cab	746	(4,314)	(5,060)
56,073	3,288	54,650	1,865	PCEO - 2025 Isuzu STNSDN (Trade 1)	(2,699)	1,865	4,564
			0	PCEO - 2025 Isuzu STNSDN (Trade 2)	(2,699)	0	2,699
<b>400,831</b>	<b>221,169</b>	<b>262,832</b>	<b>83,170</b>		<b>58,537</b>	<b>83,170.28</b>	<b>24,633</b>

**Comments - Capital Disposal/Replacements**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**Note 9: RATING INFORMATION**

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
<b>Differential General Rate</b>											
GRV	0.869500	261	1,543,428	135,462			135,462				134,196
UV	0.004310	308	378,123,945	1,631,037	13		1,631,050		500		1,631,550
Mining UV	0.004310						0				
<b>Sub-Totals</b>		569	379,667,373	1,766,499	13	0	1,766,512	0	500	0	1,765,746
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV	600	111	389,968	66,000			66,000				66,600
UV	600	42	3,955,708	25,200			25,200				25,200
Mining UV	600										
<b>Sub-Totals</b>		153	4,345,676	91,200	0	0	91,200	0	0	0	91,800
Ex Gratia Rates							1,857,712				1,857,546
Discount							16,011				16,025
Rates Writeoffs							(97,047)				(110,000)
<b>Amount from General Rates</b>							(40)				(50)
Specified Area Rates							<b>1,776,635</b>				<b>1,763,521</b>
<b>Totals</b>							<b>1,776,635</b>				<b>1,763,521</b>

**Comments - Rating Information**

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**10. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-24	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments		Loan Completion Date
			Actual	Budget	Actual	Budget	Actual	Budget	
			\$	\$	\$	\$	\$	\$	
Loan 103 -Staff House	229,102		20345	40,785	208,757	229,102	1071	2,047	2/12/2030
	229,102	0	20,345	40,785	208,757	229,102	1,071	2,047	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	Approval	2025-26 Budget	Variations Additions (Deletions)			Recoup Status	
					Operating	Capital	Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
<b>GENERAL PURPOSE FUNDING</b>								
Grants Commission - General	WALGGC	Y	530,348	0	530,348	0	457,187	73,162
Grants Commission - Roads	WALGGC	Y	298,320	0	298,320	0	261,658	36,662
<b>GOVERNANCE</b>								
Australia Day Grant	Aust Day Council	N	0	2,000	2,000		2,000	0
<b>LAW, ORDER, PUBLIC SAFETY</b>								
DFES Grant - Operating Bush Fire Brigade	DFES	Y	77,000	0	77,000	0	77,000	0
<b>COMMUNITY AMENITIES</b>								
Bus grant	Lotterywest	N	90,000			90,000	0	90,000
<b>RECREATION AND CULTURE</b>								
LRCI Phase 4	LRCI Stage 4	Y	181,943			181,943	226,332	(44,389)
Yealering Hall	Lotterywest	N	0			70,000	70,000	0
<b>TRANSPORT</b>								
Roads To Recovery Grant - Cap	Roads to Recovery	Y	1,053,342	0	0	1,053,342	429,685	623,657
RRG Grants - Capital Projects	Regional Road Group	Y	571,334	0		571,334	571,334	0
Direct Grant - Maintenance	Dept. of Transport	Y	193,043		193,043		193,043	0
<b>TOTALS</b>			<b>2,995,330</b>	<b>2,000</b>	<b>1,100,711</b>	<b>1,966,619</b>	<b>2,288,238</b>	<b>779,092</b>

**SHIRE OF WICKEPIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2026**

**Note 12: TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 25	Amount Received	Amount Paid	Closing Balance 30-Apr-26
	\$	\$	\$	\$
Housing Bonds	0	1,108	-1,108	0
Master Key Deposits	1,122	4,354	-4,104	1,372
Nomination Deposits	0	500	-500	0
Building and BCITF	282	256	-538	0
Wickepin Community Harvest Fund	76,903	0	-76,903	0
Miscellaneous Trust	2,449	1,440	-1,080	2,809
Licensing		171,242	-171,242	0
	<b>80,755</b>	<b>178,900</b>	<b>-255,475</b>	<b>4,181</b>

Level of Completion Indicators

- 0% ○
- 20% ○
- 40% ○
- 60% ○
- 80% ●
- 100% ●

SHIRE OF WICKEPIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 April 2026

Note 13: CAPITAL ACQUISITIONS

		30/04/2026					
Infrastructure Assets		Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Strategic Reference / Comment	
<b>Land &amp; Buildings</b>							
<b>Recreation and Culture</b>							
○	Replace Roof and Ceiling Wickepin Tennis Club	15,000	15,000	0	15,000		
○	Netball Court Seating	5,000	5,000	0	5,000		
○	Wickepin Town Hall	8,000	8,000	6,000	2,000		
○	Wickepin Swimming Pool- Disable Toilet- LRCI Phase 4	XSP6	8,500	8,500	0	8,500	
○	Yealering Hall	CLPH2	29,000	29,000	41,250	(12,250)	
○	Lake Yealering Foreshore Ablution Building	LYFA2	0	0	7,696		
○	Yealering Tennis Club Power	XYTC	0	0	31,837		
	<b>Recreation And Culture Total</b>	<b>65,500</b>	<b>65,500</b>	<b>86,783</b>	<b>18,250</b>		
<b>Transport</b>							
○	Toolseum Restumping	5,000	5,000	0	5,000		
	<b>Transport Total</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>		
	<b>Land and Buildings Total</b>	<b>100,500</b>	<b>85,500</b>	<b>86,783</b>	<b>38,250</b>		
<b>Footpaths</b>							
○	<b>Transport</b>						
	Footpaths	LFP1	45,000	37,500	0	37,500	
	<b>Transport Total</b>	<b>45,000</b>	<b>37,500</b>	<b>0</b>	<b>37,500</b>		
	<b>Footpaths Total</b>	<b>45,000</b>	<b>37,500</b>	<b>0</b>	<b>37,500</b>		
<b>Furniture &amp; Equipment</b>							
<b>Governance</b>							
○	Various Locations - New CCTV System	XCTV	36,000	36,000	6,719	29,281	
○	Computer Server	XAB5	20,000	20,000	0	20,000	
	<b>Governance Total</b>	<b>56,000</b>	<b>56,000</b>	<b>6,719</b>	<b>49,281</b>		
	<b>Furniture &amp; Office Equip. Total</b>	<b>56,000</b>	<b>56,000</b>	<b>6,719</b>	<b>49,281</b>		
<b>Plant , Equip. &amp; Vehicles</b>							
<b>Governance</b>							
●	Ceo Vehicle 25/26 Trade 1	XCEO3	60,000	60,000	59,786	214	
○	Ceo Vehicle 25/26 Trade 2	XCEO4	60,000	60,000	0	60,000	
	<b>Governance Total</b>	<b>120,000</b>	<b>120,000</b>	<b>59,786</b>	<b>60,214</b>		
	<b>Recreation And Culture Total</b>				<b>0</b>		
<b>Law, Order and Public Safety</b>							
●	Weather Stations	XWS1	33,000	33,000	23,628	(9,372)	
●	Fast Fill Trailers x3	XFFT			28,725	28,725	
	<b>Law, Order and Publis Safety Total</b>	<b>33,000</b>	<b>33,000</b>	<b>52,353</b>	<b>(9,372)</b>		
<b>Transport</b>							
○	Truck WK342	XPM4	324,000	324,000	317,671	6,329	
○	Bus	XPM6	220,000	0	0	220,000	
○	Cherry Picker - P3570	XPM8	30,000	30,000	0	30,000	
●	Gardeners Ute WK468	XPM9	50,000	50,000	47,061	2,939	
●	Crew Cab WK2567	XPM10	55,000	55,000	50,796	4,204	
○	Traffic Lights	XPM11	25,000	25,000	30,030	(5,030)	
●	MWS Ute	XPW3	80,000	80,000	78,172	1,828	
	<b>Transport Total</b>	<b>784,000</b>	<b>564,000</b>	<b>523,731</b>	<b>270,251</b>		
	<b>Plant , Equip. &amp; Vehicles Total</b>	<b>937,000</b>	<b>684,000</b>	<b>635,871</b>	<b>330,465</b>		
<b>Infrastructure Other</b>							
<b>Law, Order and Public Safety</b>							
○			0	0	0	0	
○			0	0	0	0	
	<b>Community Amenity Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Recreation and Culture</b>							
●	Harris Smith Community Centre Playground- LRCI Phase 4	XHC1	25,000	25,000	25,750	(750)	
○	Yealering Niche Wall	XYC1	25,000	25,000	0	25,000	
○	Wickepin Swimming Pool	XSP8	234,000	234,000	171,591	62,409	
○	Lake Yealering Limestone Wall	XLY2	0	0	42,410	(42,410)	
	<b>Recreation and Culture Total</b>	<b>284,000</b>	<b>284,000</b>	<b>239,751</b>	<b>44,249</b>		
<b>Economic Services</b>							
○	Saleyards Dust Suppression	CLSY1	10,000	10,000	3,525	6,475	
	<b>Economic Services Total</b>	<b>10,000</b>	<b>10,000</b>	<b>3,525</b>	<b>6,475</b>		
<b>Transport</b>							
○	Traffic Signs - Smiley Faces	XPM12	0	0	14,970	(14,970)	
	<b>Transport Total</b>	<b>0</b>	<b>0</b>	<b>14,970</b>	<b>(14,970)</b>		
	<b>Infrastructure Other Total</b>	<b>294,000</b>	<b>294,000</b>	<b>258,245</b>	<b>35,755</b>		
<b>Roads</b>							
<b>Transport Regional Road Group</b>							
○	Wickepin Harris Smith Rd	RG157	538,296	538,296	546,325.77	(8,030)	
○	Lomos South Road	RRG155	317,992	317,992	315,853.24	2,139	
	<b>Regional Road Group Total</b>	<b>856,288</b>	<b>856,288</b>	<b>862,179</b>	<b>(5,891)</b>		
<b>Transport Roads to Recovery</b>							
○	Yilliminning Road	R2R004	475,629	475,629	10,164.80		
○	Stock Route Road	R2R163	198,729	198,729	145,891.50		
○	Gilliminning Road	R2R035	189,492	189,492	29,525.45		
○	Wishbone Road	R2R040	189,492	189,492	84,805.21		
	<b>Roads to Recovery Total</b>	<b>1,053,342</b>	<b>1,053,342</b>	<b>270,387</b>	<b>0</b>		
<b>Council Resources Construction</b>							
●	Railway Road Harris Smith - Lrci 4- Layby	XH15	0	0	2,335	(2,335)	
●	Toolibin Rd, Toolibin - Lrci 4- Layby	XH16	0	0	3,116	(3,116)	
	<b>Council Resources Construction Total</b>	<b>0</b>	<b>0</b>	<b>5,452</b>	<b>(2,335)</b>		
	<b>Roads Total</b>	<b>1,909,630</b>	<b>1,909,630</b>	<b>1,138,018</b>	<b>(8,226,199)</b>		
○	<b>Capital Expenditure Total</b>	<b>3,342,130</b>	<b>3,066,630</b>	<b>2,125,635.35</b>	<b>483,024</b>		



### **13.3.1 Letter – Dual Fire Control Officers, Shire of Corrigin**



22 April 2026

Mr David Burton  
Chief Executive Officer  
Shire of Wickepin  
PO Box 19  
WICKEPIN WA 6370

Dear David

**RE: APPOINTMENT OF DUAL FIRE CONTROL OFFICERS 2026/2027**

The Shire of Corrigin requests the following people be appointed as Dual Bush Fire Control Officers by the Shire of Wickepin for the 2026/2027 bush fire season:

- **Craig Jespersen**
- **Joel Bell**

Yours sincerely

A handwritten signature in black ink, appearing to read 'N. Manton'.

Natalie Manton  
Chief Executive Officer



## 13.4.1 Reviewed Delegation Register



# Delegation Register

## Contents

Introduction .....	2
Head of Power .....	2
Process .....	2
New Delegations .....	3
Definitions .....	4
Certifications .....	4
A1 Cheque Signing and Account Authorisation .....	5
A2 Septic Tank Application Approvals .....	7
A3 Building Approvals .....	8
A4 Roadside Advertising .....	9
A5 Application for Planning Consent .....	10
A6 Appointment and Termination of Staff .....	11
A7 Rates Recovery – Instalment Payments .....	12
A8 Issue of Orders .....	13
A9 Legal Advice .....	14
A10 Permits to use Explosives .....	15
A11 Street Stalls .....	16
A12 Liquor Consumption on Shire Owned Property .....	17
A13 Hire of Community Halls/Community Centre .....	18
A14 The Food Act 2008 and the Food Regulations 2009 .....	19
A15 The Public Health Act 2016 .....	20
A16 Sponsorship, Contributions and Donations to Sporting and Community Groups .....	21
A17 Prohibited and Restricted Burning Times _ Vary .....	22
A18 Disposal of Property .....	23
A19 Native Flora – Seed Collection .....	25

## **Introduction**

This delegations register has been prepared in accordance with the *Local Government Act 1995* sections 5.16 to 5.18 and 5.42 to 5.46 and the Administration Regulations r.19.

All delegations require approval by an absolute majority of Council.

It is a requirement that the use of all delegated authority is recorded, but it is not a requirement to report the use of delegated authority to Council.

However, given the number of delegations, and their importance, it is not recommended that Council be advised of use of delegations, for their information. It is open to Council to make a policy direction that this is the case.

The Local Government Act s5.16 places limitations and conditions upon the delegations that may be made to various types of Committee. A Committee with delegated authority is not permitted to further delegate that authority.

The Local Government Act s5.42 places a limitation upon the delegations that may be made to the Chief Executive Officer. The Chief Executive Officer is not permitted to further delegate that authority.

The Local Government Act permits the Chief Executive Officer to delegate the exercise of, or the carrying out of, a function delegated to the Chief Executive Officer.

## **Head of Power**

Unless stated otherwise, the Local Government Act 1995 sections 5.16 and 5.42 constitute the head of power for council to make the delegations.

The Council is responsible for functions and activities under numerous Acts and other legislation, many of which permit Council to delegate responsibilities and authority to various officers. In order to maintain consistency with the concepts of the Local Government Act 1995, all delegations to officer are made to the Chief Executive Officer, who is then responsible for the implementation of the delegated function, either personally or through management of officers and staff.

It is Council's expectation, that the Chief Executive Officer will assign delegations relevant to a specialist or specific position to that person.

## **Process**

It is a requirement of the Local Government Act s5.18 and s5.16 (1) that all delegations be reviewed at least once in each financial year.

In order to ensure that there is clear authority, Council and the appropriate officers will formally review this Delegations Register at the May Meeting each year, and their application confirmed.

In this way, the delegations will be reviewed at a time when there is less time pressure, and after a year of operation, with the formal motion of application made for the commencement of the new financial year.

### **New Delegations**

Council may make new delegations at any time. However, unless specifically stated that the authority is to be included in the Delegations Register, it will be assumed that the authority to act is for a specific matter and is not a general or on-going delegation.

## Definitions

The Local Government Act has not defined the term “delegation” or “delegated power”, however:

- s5.16 refers to “... the exercise of any of its powers and duties...”
- s5.42 refers to “... the exercise of any of its powers or the discharge of any of its duties...”

The term “policy” is not defined anywhere in the Local Government Act.

Accordingly, throughout this document, the following terms apply, insofar as they are consistent with all enabling legislation referred to within each of the specific delegations.

“Authority” means the permission or requirement for a committee or the Chief Executive Officer to act in accordance with:

- the Local Government Act or other legislation or regulation,
- a delegation made by Council,
- a policy made by Council, or
- a specific decision by Council.

“Delegation” means the authority for a committee or the Chief Executive Officer to act on behalf of Council where the power is either specifically or by implication, intended to be exercised by the elected members, rather than an organisational responsibility.

“Policy”, as the context requires mean either:

- a procedural direction to officers to implement Council’s wishes or instructions in a particular way;  
or
- the authority for officers to act, where that authority is not considered to be a delegation, but more procedural in nature.

## Certifications

The delegations contained in this register were formally reviewed by Council on 18 October 2023 and a resolution confirming their application to the 2023/2024 financial year was made.

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

The delegations contained in Part 2 of this Register from the Chief Executive Officer to other officers have been formally reviewed, and their application to the 2023/2024 financial year is confirmed.

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Date

## **A1 Cheque Signing and Account Authorisation**

- Delegation : The Chief Executive Officer the authority to exercise Councils powers in relation to make payments in relation to expenditure from all funds in accordance with Local Government (Financial Management) Regulations 1996 Regulation 13.
- Objectives :
- Conditions : Where a local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month showing:
- (a) the payees name;
  - (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.

The list referred to in sub regulation (2) is to be –

- (a) presented to the council at the next ordinary meeting of the council following the preparation of the list; and
- (b) recorded in the minutes of the meeting at which it is presented.”

This policy and subsequent delegation is apply only to those items of expenditure previously authorised by Council by inclusion I the budget or by virtue of Section 6.8 (1) of the Local Government Act 1995 which reads:

A local government is not to incur expenditure from its municipal find for an additional purpose except where the expenditure –

- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
- (b) is authorised in advance by resolution (Absolute Majority)

Further, a minimum of two signatures are required to make a payment from council’s municipal, trust or reserve funds. Two required signatures shall be from either the Chief Executive Officer, Deputy Chief Executive Officer or Manager of Works and Services ~~Officer~~.

- Formal Record : Officer’s report to Council
- Heads of Power : Local Government (Financial Management) Regulations 1996 Regulation 13
- History : Previous Delegation Register A1  
Adopted 17 June 1997  
Reviewed 16 June 1998  
Reviewed 15 June 1999  
Amended 21 June 2000  
Reviewed 19 July 2000  
Reviewed 19 June 2002  
Reviewed 18 May 2005  
Reviewed 21 November 2007  
Reviewed 17 June 2009  
Reviewed 18 August 2010

Reviewed 19 June 2013  
Reviewed 19 November 2014  
Reviewed 17 June 2015  
Reviewed 15 June 2016  
Reviewed 19 April 2017  
Reviewed 16 June 2021  
Reviewed 17 August 2022  
Reviewed 18 October 2023  
Amended 15 May 2024

<b>A2</b>		<b>Septic Tank Application Approvals</b>
Delegation	:	The Environmental Health Officer the authority to exercise Councils powers in relation to:  <i>Exercising and discharging powers and functions conferred on Local Government for the purpose of Regulation 4 of the Health (Treatment of Sewage and Disposal of Liquid Waste) Regulations 1974.</i>
Objectives	:	
Conditions	:	
Formal Record	:	Officer's report to Council
Heads of Power	:	Section 26 Health (Miscellaneous Provisions) Act 1911
History	:	<p>Previous Delegation Register A2</p> <p>Adopted 17 February 1998</p> <p>Reviewed 15 June 1999</p> <p>Reviewed 19 July 2000</p> <p>Reviewed 19 June 2002</p> <p>Reviewed 18 May 2005</p> <p>Reviewed 21 November 2007</p> <p>Reviewed 17 June 2009</p> <p>Reviewed 18 August 2010</p> <p>Reviewed 19 June 2013</p> <p>Reviewed 19 November 2014</p> <p>Reviewed 17 June 2015</p> <p>Reviewed 15 June 2016</p> <p>Reviewed 19 April 2017</p> <p>Reviewed 16 June 2021</p> <p>Reviewed 17 August 2022</p> <p>Reviewed 18 October 2023</p>

<b>A3</b>		<b>Building Approvals</b>
Delegation	:	The Building Officer has the authority to exercise Councils powers in relation to:  <i>Approving applications for a building permit subject to the requirements of the Local Government Act 1960 Building Provisions, National Construction Code, Local Laws and Council Policy.</i>
Objectives	:	To stream line the approval of building Permits
Conditions	:	
Formal Record	:	Officer's report to Council
Heads of Power	:	Local Government Act 1960 Building Provisions, Building Act 2011 Building Regulations 2012 Building Code of Australia, Local Laws, Council Policy
History	:	Previous Delegation Register A4 Adopted 17 February 1998 Reviewed 15 June 1999 Reviewed 19 July 2000 Reviewed 19 June 2002 Reviewed 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 23 October 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

<b>A4</b>		<b>Roadside Advertising</b>
Delegation	:	The Chief Executive Officer the authority to exercise Councils powers in relation to:  <i>Main Roads WA (Control of Advertising) Regulations 1996 and Guide to the Management of Roadside Advertising – authority to approve signs granted by the regulations.</i>
Objectives	:	
Conditions	:	
Formal Record	:	
Heads of Power	:	Main Roads WA (Control of Advertising) Regulations 1996 Guide to the Management of Roadside Advertising
History	:	Reviewed 15 June 1999 Reviewed 19 July 2000 Reviewed 19 June 2002 Reviewed 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

<b>A5</b>		<b>Application for Planning Consent</b>
Delegation	:	The Chief Executive Officer is authorised to issue planning consent for development applications.
Objectives	:	To permit early approval of development applications submitted.
Conditions	:	<p>1. The Development Approval functions for single house and associated development, except in relation to a heritage protected place; do not require permission by Council and are to be authorised by the CEO or employee authorised.</p> <p>2. Contract Services (<del>currently</del> the Shire of Narrogin) <del>are</del> able to assess single house development applications regarding the assessment, analysis, preparation of reports for development applications and the making of a recommendation with conditions and/or reasons.</p>
Formal Record	:	Officers report to Council.
Heads of Power	:	<p><i>Planning and Development Act 2005</i>  <i>Planning and Development Amendment Act 2023</i>  <i>Planning and Development (Local Planning Schemes) Regulations</i>  Town Planning Scheme No 4.</p>
History	:	<p>Adopted 19 July 2000  Amended 19 June 2002  Reviewed 18 May 2005  Reviewed 21 November 2007  Reviewed 17 June 2009  Reviewed 18 August 2010  Reviewed 19 June 2013  Reviewed 19 November 2014  Reviewed 17 June 2015  Reviewed 15 June 2016  Reviewed 19 April 2017  Reviewed 16 June 2021  Reviewed 17 August 2022  Reviewed 18 October 2023  Amended 19 June 2024</p>

**A6****Appointment and Termination of Staff**

Delegation : The appointment and termination of Council employees can only be confirmed by:

<b>Position</b>	<b>Office</b>
Chief Executive Officer	Council
Manager of Works and Services	Chief Executive Officer <del>and Council</del>
Administration Staff	Chief Executive Officer
Outside Staff	Chief Executive Officer

Objectives : Clearly define each party's role and level of authority.

Conditions :

Formal Record : Officer's report to Council.

Heads of Power : Local Government Act 1995, Section 5.37(1)(2)

History :  
Adopted 19 July 2000  
Amended 19 June 2002  
Reviewed 18 May 2005  
Amended 21 November 2007  
Reviewed 17 June 2009  
Reviewed 18 August 2010  
Reviewed 19 June 2013  
Reviewed 19 November 2014  
Reviewed 17 June 2015  
Reviewed 15 June 2016  
Reviewed 19 April 2017  
Reviewed 16 June 2021  
Reviewed 17 August 2022  
Reviewed 18 October 2023

<b>A7</b>		<b>Rates Recovery – Instalment Payments</b>
Delegation	:	The Chief Executive Officer to provide Ratepayers experiencing financial difficulty, the opportunity to make acceptable instalment payments to extinguish their rate debts.
Objectives	:	To assist Ratepayers who are experiencing difficulty in meeting their rate payments and alleviate the need to bring each individual application to Council’s attention.
Conditions	:	Letters confirming an instalment procedure program should accompany each application. Rates personnel to ensure that Ratepayers meet their commitments to instalment programs. <u>Failure to adhere to the instalments agreed will render the agreement void and all rates will be due and payable.</u>
Formal Record	:	Officer’s report to Council.
Heads of Power	:	
History	:	<p>Adopted 19 July 2000  Amended 19 June 2002  Reviewed 18 May 2005  Reviewed 21 November 2007  Reviewed 17 June 2009  Reviewed 18 August 2010  Reviewed 19 June 2013  Reviewed 19 November 2014  Reviewed 17 June 2015  Reviewed 15 June 2016  Reviewed 19 April 2017  Reviewed 16 June 2021  Reviewed 17 August 2022  Reviewed 18 October 2023</p>

**A8****Issue of Orders**

- Delegation : The Chief Executive Officer its powers and duties under the Local Government Act 1995 and Local Government (Miscellaneous Provisions) Act 1960, in relation to the issue of orders.
- Objectives : To facilitate service of notices at appropriate times.
- Conditions : [as per Purchasing Policy.](#)
- Formal Record : Officer's report to Council.
- Heads of Power : Local Government Act 1995  
Local Government Act (Miscellaneous Provisions) Act 1960
- History : Adopted 19 July 2000  
Reviewed 19 June 2002  
Reviewed 18 May 2005  
Reviewed 21 November 2007  
Reviewed 17 June 2009  
Reviewed 18 August 2010  
Reviewed 19 June 2013  
Reviewed 19 November 2014  
Reviewed 17 June 2015  
Reviewed 15 June 2016  
Reviewed 19 April 2017  
Reviewed 16 June 2021  
Reviewed 17 August 2022  
Reviewed 18 October 2023

## A9

## Legal Advice

Delegation	:	<p>The Chief Executive Officer is authorised to obtain from the Council's Solicitor such legal advice and opinion as is deemed by him to be necessary to enable the proper legal administration of the Council's business; conditional upon the Chief Executive Officer;</p> <p><del>1. Briefing the Shire President and Deputy Shire President on the matter in which legal advice is sought;</del></p> <p><del>2. Obtaining the approval, verbal or written from the Shire President and Deputy Shire President to obtain the relevant legal advice</del></p>
Objectives	:	<p>To ensure that Council is briefed adequately in relation to legal matters which may impact on the governing obligations of Council.</p>
Conditions	:	<p><u>For legal advice estimated to be over \$5,000, the CEO must:</u></p> <p><u>1. Brief the Shire President and Deputy Shire President on the matter in which legal advice is sought;</u></p> <p><u>2. Obtaining the approval, verbal or written from the Shire President and Deputy Shire President to obtain the relevant legal advice</u></p>
Formal Record	:	<p>Officer's report to Council.</p>
Heads of Power	:	
History	:	<p>Adopted 19 July 2000 Reviewed 19 June 2002 Amended 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023</p>

**A10****Permits to use Explosives**

Delegation	:	The Chief Executive Officer is authorised to issue letters approving the use of explosives within the district, without reference to the Council.
Objectives	:	
Conditions	:	
Formal Record	:	Officer's report to Council.
Heads of Power	:	
History	:	Adopted 19 July 2000 Reviewed 19 June 2002 Reviewed 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

**A11****Street Stalls**

Delegation	:	The Chief Executive Officer is authorised to issue letters approving the street stalls within the district, without reference to the Council.
Objectives	:	
Conditions	:	
Formal Record	:	Officer's report to Council.
Heads of Power	:	
History	:	Adopted 16 May 2001 Reviewed 19 June 2002 Reviewed 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

**A12****Liquor Consumption on Shire Owned Property**

Delegation	:	The Chief Executive Officer is authorised to issue letters approving the serving or liquor consumption on Shire owned property within the district, without reference to the Council.
Objectives	:	
Conditions	:	
Formal Record	:	Officer's report to Council.
Heads of Power	:	
History	:	Adopted 16 May 2001 Reviewed 19 June 2002 Reviewed 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

**A13****Hire of Community Halls/Community Centre**

Delegation	:	The Chief Executive Officer is authorised to waive/grant concessions in respect of hire of council's halls and community centres.
Objectives	:	The purpose of this is to encourage expediency in respect of requests that may be forthcoming from community organisations and groups that bring broad base community interaction and support (not for profit) for hall/community centre hire charges to be waived.
Conditions	:	<u><a href="#">Waiving of fees or concessions are to be for local organisations or events for the benefit of local residents.</a></u>
Formal Record	:	Officer's report to Council.
Heads of Power	:	
History	:	Adopted 18 May 2005 Reviewed 21 November 2007 Reviewed 17 June 2009 Reviewed 18 August 2010 Reviewed 19 June 2013 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023 Amended 21 February 2024

**A14****The Food Act 2008 and the Food Regulations 2009**

Delegation	:	The Chief Executive Officer is authorised to implement the provisions of the Food Act 2008 and the Food Regulations 2009.
Objectives	:	To ensure food for sale is both safe and suitable for human consumption. To prevent misleading conduct in connection with the sale of food and to provide for the application in this State of the food standards code.
Conditions	:	
Formal Record	:	Officer's report to Council.
Heads of Power	:	Food Act 2008 Food Regulations 2009 Public Health Act 2016 Section 17 of the new Public Health Act 2016 Section 21(1)(b)(i) Part 2 of the new Public Health Act 2016 Health (Miscellaneous Provisions) Act 1911
History	:	Adopted 16 February 2011 Reviewed 19 November 2014 Reviewed 17 June 2015 Reviewed 15 June 2016 Reviewed 19 April 2017 Reviewed 23 October 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

**A15****The Public Health Act 2016**

Delegation	:	The Environmental Health Officer and the Authorised Officers are authorised to implement the provisions of the Public Health Act 2016. Authorised person must be either <ul style="list-style-type: none"><li>a) An EHO in the employ or under contract of the Shire at the time of the Public Health Act coming into force</li><li>b) Hold an appropriate</li></ul>
Objectives	:	To ensure the provisions of the Public Health Act 2016 and the Health (Miscellaneous Provisions) Act 1911 are implemented.
Conditions	:	Commencement of prosecutions is restricted to the CEO who instigate action where the offence <ul style="list-style-type: none"><li>a) Is of such severity that the action is appropriate</li><li>b) An infringement notice remains unpaid after reasonable attempts to obtain payment</li></ul>
Formal Record	:	Officer's report to Council.
Heads of Power	:	Public Health Act 2016 Section 17 of the new Public Health Act 2016 Section 21(1)(b)(i) Part 2 of the new Public Health Act 2016 Health (Miscellaneous Provisions) Act 1911
History	:	Adopted 19 April 2017 Reviewed 23 October 2017 Reviewed 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

## A16

### Sponsorship, Contributions and Donations to Sporting and Community Groups

Delegation	:	The Chief Executive Officer is authorised approve Community grants <del>under</del> <u>up to the individual value of \$500-up to a combined maximum of \$3,000 (per organisation????)</u> in the financial year.
Objectives	:	To assist the distribution of Community Grants under \$500 during the financial year.
Conditions	:	
Formal Record	:	Officer's report to Council.
Heads of Power	:	
History	:	Adopted 16 June 2021 Reviewed 17 August 2022 Reviewed 18 October 2023

**A17****Prohibited and Restricted Burning Times = Vary**

Delegation	:	President and Chief Bushfire Control Officer (jointly)
Objectives	:	To enable the variation of Prohibited and Restricted burning times where seasonal conditions warrant
Conditions	:	Decisions under s,17(7) must be undertaken jointly by both the President and Chief Bushfire Control Officer and must comply with the procedural requirements of s.17(7B) and (8)
Formal Record	:	All exercises of delegated authority to be recorded in Shire of Wickepin Records System
Heads of Power	:	Bushfires Act 1954 s.48 - Delegation by a Local Government Bushfires Act 1954 s17 (10) – Prohibited and Restricted burning times may be declared by Minister (power of delegation to Mayor or President and Chief Bushfire Control Officer ONLY powers under s17(7) and (8)
History	:	Adopted 18 October 2023

<b>Delegation</b>	<b>A18 – Disposal of Property</b>
<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property <i>Local Government (Functions and General) Regulations 1996:</i> R.30 Dispositions of property excluded from Act s.3.58
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to dispose of property to: <ol style="list-style-type: none"> <li>(a) the highest bidder at public auction [s.3.58(2)(a)].</li> <li>(b) the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)]</li> </ol> </li> <li>2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>1. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required.</li> <li>2. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a value of less than \$75,000 or less.</li> <li>3. When determining the method of disposal: <ol style="list-style-type: none"> <li>a) Where a public auction is determined as the method of disposal: <ol style="list-style-type: none"> <li>i. Reserve price has been set by independent valuation.</li> <li>ii. Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price.</li> </ol> </li> <li>b) Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method.</li> <li>c) Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: <ol style="list-style-type: none"> <li>i. Negotiate the sale of the property up to a -10% variance on the valuation; and</li> <li>ii. Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded.</li> </ol> </li> </ol> </li> </ol>

	<p>d) Where the market value of the assets/property (other than land) is determined as being less than \$20,000 [r.30(3)] disposal may be undertaken –</p> <ul style="list-style-type: none"> <li>i. Without reference to Council for resolution;</li> <li>ii. In any case, be undertaken to ensure the best value return is achieved by gifting, donating or destruction, including recycling or reusing the asset/property where the market value is not expected to exceed \$5,000;</li> <li>iii. Where the property is determined as having a \$nil market value then, as a minimum, the disposal must ensure environmentally responsible disposal.</li> </ul>
<b>Express Power to Sub-Delegate:</b>	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>

<p><b>Sub-Delegate/s:</b> <i>Appointed by CEO</i></p>	<p><b>Deputy Chief Executive Officer Manager Works &amp; Services</b></p>
<p><b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the delegation also apply to sub-delegation.</i></p>	<p>Conditions on the Delegate also apply to the subdelegates.</p>

<p>Compliance Links:</p>	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><a href="#">Local Government Act 1995</a> – s.3.58 Disposal of Property</p> <p><a href="#">Local Government (Functions and General) Regulations 1995</a> – r.30 Dispositions of property excluded from Act s. 3.58</p> <p>Council Policy - Disposal of Property (Other than Land)</p>
<p>Record Keeping:</p>	<p>Delegations exercised are to be recorded in the CEO Officer's report to Council on a monthly basis.</p> <p>Any supporting information should be recorded in the Shire's document management system.</p>

**Version Control:**

1	New Delegation Adopted – OCM 15.05.2024
2	

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Environmental Protection Act 1986</i> s.51C – Unauthorised clearing of native vegetation <i>Wildlife Conservation Act 1950</i> s.23C Licenses to take protected flora s.23D Taking and sales of protected flora on private land
<b>Delegate:</b>	<b>Chief Executive Officer (CEO)</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. The CEO is delegated power to approve a request for permission to pick wildflowers and/or collect seeds on lands under Council's control, under the following conditions: <ol style="list-style-type: none"> <li>a) Written application is to be made;</li> <li>b) It is for their own domestic or hobby use;</li> <li>c) Permission is given for a period 1 July to 30 June;</li> <li>d) The area of picking and/or collection is strictly limited;</li> <li>e) Not more than one collector is permitted in any one location;</li> <li>f) A maximum of 10% of seed only to be taken in any one area.</li> <li>g) Letter of approval must include the following conditions: <ul style="list-style-type: none"> <li>• Seed collection is prohibited on days declared as Harvest Bans or Total Fire Bans</li> <li>• Prior to collection, the operator must certify that: <ul style="list-style-type: none"> <li>▪ Vehicles and equipment have been cleaned to prevent contamination;</li> <li>▪ Appropriate biosecurity measures are in place to minimise cross-contamination; and</li> <li>▪ All necessary licences and permits for seed collection are held.</li> </ul> </li> </ul> </li> </ol> </li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>1. All applications for commercial picking of wildflowers or collection of seed are to be referred to Council for consideration, and required details include: <ol style="list-style-type: none"> <li>a) Collector's credentials and purpose (collector includes the permit holder and up to 2 assistants)</li> <li>b) Duration of approval, if any;</li> <li>c) The area of picking and/or collection;</li> <li>d) Not more than one collector being permitted in any one location;</li> <li>e) A maximum of 25% of seed only to be taken in any one location.</li> </ol> </li> <li>2. All applications to collect flora or fauna are to provide the following information at minimum: <ol style="list-style-type: none"> <li>a) Collector's credentials, including any person acting on the collector's behalf;</li> <li>b) Purpose of collection – domestic, hobby, display, educational, commercial;</li> <li>c) Flora to be collected – rarity, locality, need for preservation, etc;</li> <li>d) Locality of collection – ease of access, likelihood of general public-knowledge or access;</li> </ol> </li> </ol>

	<p>e) Period or duration sought.</p> <p>3. Where Council has previously permitted an application, the CEO may issue permission in subsequent consecutive years under identical terms and conditions, without further reference to Council.</p>
<b>Express Power to Sub-Delegate:</b>	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	Nil
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	N/A

Compliance Links:	<a href="#">Local Government Act 1995</a>
Record Keeping:	<p>Delegations exercised are to be recorded in the CEO Officer's report to Council on a monthly basis.</p> <p>Any supporting information should be recorded in the Shire's document management system.</p>

**Version Control:**

1	New Delegation Adopted – OCM 20.10.2025
2	
3	



## 13.5.1 Risk Assessment Dashboard Report

## Shire of Wickepin Risk Dashboard Report May 2026

<u>Asset Sustainability practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Portable and Attractive Items Register to be reviewed	Jun-27	DCEO MWS	
Investigate additional funding for Road Infrastructure	ongoing	CEO DCEO MWS	
Investigate additional funding for Housing	ongoing	CEO DCEO MWS	
More staff training for Playgrounds to ensure adequate checking	Jun-27	MWS	

<u>External theft &amp; fraud (Inc. Cyber Crime)</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Information session with IT Services Provider for IT issues	Jul-26	all staff	
CCTV for Shire facilities.	ongoing	MWS/DCEO/CEO	
Consideration of Photographs of assets	ongoing	MWS/DCEO/CEO	
Register of attractive items - review	Jun-27	DCEO	

<u>Business &amp; Community disruption</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
LEMCO Documentation to be finalised and meetings regular	Dec-26	CEO	
Evacuation Centres to be better prepared	Dec-26	CEO/DCEO/MWS	
IT Risk discussion each quarter	Dec-26	DCEO	

<u>Management of Facilities / Venues / Events</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
New staff to be trained for hiring processes	Aug-26	DCEO/GO	

<u>Failure to fulfil Compliance requirements (statutory, regulatory)</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Compliance Calendar update	Jan-27	CEO/DCEO/GO/MWS	

<u>IT or communication systems and infrastructure</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
IT Reserve - for replacements of hardware and software.	Ongoing	DCEO	

<u>Document Management processes</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Changes in staff causing minor issues with records being kept - follow up training with staff	ongoing	DCEO	
Possible review when Computer system changed	ongoing	CEO/DCEO	

<u>Misconduct</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Code of Conduct Review with staff	Jun-26	CEO	

<u>Employment practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Exit interview process to be developed	Dec-27	CEO/DCEO/MWS	
Workforce Plan to be reviewed.	Sep-26	CEO/DCEO/MWS	

<u>Project / Change management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Formalise process for post project debrief.	Dec-26	CEO/DCEO/MWS/CEDO	
Confirm full scope of works before proceeding with jobs.	ongoing	CEO/DCEO/MWS	

--	--	--


<u>Engagement practices</u>		Risk	Control
		Low	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review complaint management process	Dec-26	All Staff	
Continuing of information through social media and sources.	Ongoing	CEDO / CEO	
investigate automatic response for emails	Dec-26	DCEO	

<u>Safety and Security practices</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Formalise process for regular review of MDS's and new products.	Dec-26	MWS / Safety LGIS	
Random tests for drug and alcohol to be implemented	Aug-26	CEO	
First Aid courses for staff	Jun-27	CEO/MWS/DCEO	
Better communication for isolated workers	Dec-26	MWS	

<u>Environment management</u>		Risk	Control
		High	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Better Management of Waste Sites including security provisions	ongoing	CEO/MWS	
Control dumping to ensure no contaminants are dumped at unmanned sites	ongoing	CEO/MWS	
Better management of waste oil - shift to waste facility	Dec-26	MWS	

<u>Supplier / Contract management</u>		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Contract Management System required.	Jun-27	CEO/DCEO/MWS	
Ongoing confirmation of Insurance for contracts.	ongoing	CEO/DCEO/WSM	

<u>Errors, omissions &amp; delays</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Listing of Professional Memberships	Dec-26	ESO	
Reminder to staff for training and encourage more	Ongoing	all staff.	

To add additional Issues / Actions / Treatments cells, insert a new line, click in the last of the existing cells above and drag down. This will bring the formulas into the new cells.



## 13.6.1 Assessment Checklist

# Internal Audit Checksheet - Cash Handling

Department / Location: May 2026

Audit Period: 2025/26

Auditor: CEO/DCEO

Date: 12 May 2026

## 1. General Cash Management

Audit Item	Yes	No	N/A	Comments
Clear written policies and procedures exist for cash handling.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Roles and responsibilities for cash management are well-defined.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Adequate segregation of duties exists among cash handlers, recorders, and approvers.	x	<input type="checkbox"/>	<input type="checkbox"/>	As much as possible
Employees handling cash have received proper training.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Surprise cash counts are conducted periodically.	<input type="checkbox"/>	<input type="checkbox"/>	x	only single cash sale point - denomination tally to be fixed to report

## 2. Cash Receipts

Audit Item	Yes	No	N/A	Comments
All incoming cash is promptly recorded at the time of receipt.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Pre-numbered receipts are used and monitored.	x	<input type="checkbox"/>	<input type="checkbox"/>	
All cash receipts are deposited daily or per policy.	x	<input type="checkbox"/>	<input type="checkbox"/>	Kept in safe in separate bag for banking
Documentation (e.g., deposit slips, register reports) supports each transaction.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Cash register totals reconcile to the daily sales report.	x	<input type="checkbox"/>	<input type="checkbox"/>	

## 3. Cash Disbursements / Petty Cash

Audit Item	Yes	No	N/A	Comments
All disbursements are properly authorized.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Supporting documentation is available for every payment.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Petty cash funds are maintained at a fixed, approved amount.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Petty cash reimbursements are supported by receipts and authorization.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Disbursements are reconciled regularly and approved by management.	x	<input type="checkbox"/>	<input type="checkbox"/>	Monthly

## 4. Bank Reconciliations

Audit Item	Yes	No	N/A	Comments
Bank reconciliations are performed monthly by someone independent of cash handling.	x	<input type="checkbox"/>	<input type="checkbox"/>	as much as possible
Reconciling items are documented and resolved timely.	x	<input type="checkbox"/>	<input type="checkbox"/>	
All bank reconciliations are reviewed and approved by management.	x	<input type="checkbox"/>	<input type="checkbox"/>	
Cash book balances agree with general ledger balances.	x	<input type="checkbox"/>	<input type="checkbox"/>	

## 5. Physical Cash Controls

Audit Item	Yes	No	N/A	Comments
Cash is stored in a secure, locked safe or drawer when not in use.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	day drawer not locked
Access to cash storage areas is restricted to authorized personnel only.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cash-in-transit is safeguarded using appropriate security procedures.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no service provision available
Daily ending cash counts are documented and signed by two persons.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## 6. Reporting and Compliance

Audit Item	Yes	No	N/A	Comments
Cash flow and position reports are accurate and timely.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Audit findings and prior recommendations have been implemented.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
All cash handling procedures comply with relevant laws and regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Management regularly reviews cash-handling performance reports.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## 7. Observations and Recommendations

Issue Identified

Risk Level - Low

No issues identified, but noted that we are a small office with limited staff, so cash handling is minimal and segregation of duties limited  
Minimal cash is used in admin centre as most payments are eftpos or direct deposit

## Auditor's Summary

Overall Cash Handling Controls:  Strong  Satisfactory  Needs Improvement  Weak

Signature: 

Date: 12 May 2026



## 13.7.1 FMSR Report

# Shire of Wickepin

## Financial Management System Review

31 December 2025





14 May 2026

**Mr David Barton**  
**Chief Executive Officer**  
**Shire of Wickepin**  
**77 Wogolin Road**  
**WICKEPIN WA 6370**

Dear David

## **2025 FINANCIAL MANAGEMENT SYSTEMS REVIEW**

We are pleased to present the findings and recommendations resulting from the Shire of Wickepin (“the Shire”) 2025 Financial Management System Review.

The primary objective of our Financial Management System Review was to assess the adequacy and effectiveness of systems and controls in place within the Shire of Wickepin; in accordance with Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*. This review does not consider any changes to the regulations under the Local Government Regulations Amendment Regulations (No. 4) 2025 which became effective 1 January 2026.

We would like to thank Erika and the Shire of Wickepin team for their co-operation and assistance whilst conducting our review.

Should there be matters outlined in our report requiring clarification or any other matters relating to our review, please do not hesitate to contact me.

Yours sincerely

**AMD Chartered Accountants**

**TIM PARTRIDGE FCA**  
**Director**



## Table of Contents

1. Executive Summary .....	4
1.1. Approach and Objectives .....	4
1.2. Summary of Findings .....	4
1.3. Limitations.....	6
2. Collection of money .....	7
2.1. Scope and approach .....	7
2.2. Detailed findings and recommendations .....	7
3. Custody and security of money .....	8
3.1. Scope and approach .....	8
3.2. Detailed findings and recommendations .....	8
4. Maintenance and security of financial records.....	9
4.1. Scope and approach .....	9
4.2. Detailed findings and recommendations .....	9
4.2.1. Plans, Policies and Registers.....	9
5. Accounting for municipal or trust transactions .....	11
5.1. Scope and approach .....	11
5.2. Detailed findings and recommendations .....	11
6. Authorisation for incurring liabilities and making payments.....	12
6.1. Scope and approach .....	12
6.2. Detailed findings and recommendations .....	12
6.2.1. Fuel Card Receipts.....	12
7. Maintenance of payroll, stock control and costing records .....	13
7.1. Scope and approach .....	13
7.2. Detailed findings and recommendations .....	13
7.2.1. Employee Off-Boarding.....	13
7.2.2. Policies .....	14
8. Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations .....	15
8.1. Scope and approach .....	15
8.2. Detailed findings and recommendations .....	15
9. Guidance on Risk Assessment .....	16

**Inherent limitations**

Due to the inherent limitations of any internal control structure, it is possible that fraud, error or non-compliance with laws and regulations may occur and not be detected. Further, the internal control structure, within which the control procedures that have been subject to review, has not been reviewed in its entirety and, therefore, no opinion or view is expressed as to its effectiveness of the greater internal control structure. This review is not designed to detect all weaknesses in control procedures as it is not performed continuously throughout the period and the tests performed on the control procedures are on a sample basis. Any projection of the evaluation of control procedures to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

We believe that the statements made in this report are accurate, but no warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by, and the information and documentation provided by, the Shire of Wickepin management and personnel. We have indicated within this report the sources of the information provided. We have not sought to independently verify those sources unless otherwise noted with the report.

**Third party reliance**

This report was prepared solely for the purpose set out in this report and for the internal use of the management of Shire of Wickepin. This report is solely for the purpose set out in the 'Scope and Approach' of this report and for Shire of Wickepin information and is not to be used for any other purpose or distributed to any other party without AMD's prior written consent. This review's report has been prepared at the request of the Shire of Wickepin Chief Executive Officer in connection with our engagement to perform the review as detailed in AMD's Financial Management System Review Services Proposal for the period ended 31 December 2025. Other than our responsibility to the Council and management of Shire of Wickepin, neither AMD nor any member or employee of AMD undertakes responsibility arising in any way from reliance placed by a third party.



## 1. Executive Summary

### 1.1. Approach and Objectives

The primary objective of our FMSR was to assess the adequacy and effectiveness of systems and controls in place within the Shire of Wickepin; in accordance with Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*.

The responsibility of determining the adequacy of the procedures undertaken by us is that of the Chief Executive Officer (“CEO”). The procedures were performed solely to assist the CEO in satisfying their duty under Section 6.10 of the *Local Government Act 1995* and Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*.

Our findings included within this report are based on the site-work completed by us during the week ending 13 March 2026. Findings are based on information provided and available to us during and subsequent to this site visit.

### 1.2. Summary of Findings

The procedures performed and our findings on each of the focus areas are detailed in the following sections of the report:

- Section 2 - Collection of money;
- Section 3 - Custody and security of money;
- Section 4 - Maintenance and security of the financial records;
- Section 5 - Accounting for municipal or trust transactions;
- Section 6 - Authorisation for incurring liabilities and making payments;
- Section 7 - Maintenance of payroll, stock control and costing records; and
- Section 8 - Preparation of budgets, budget reviews, accounts and reports required by the Act or the regulations.

In addition to the review of processes, procedures and testing completed at the Shire of Wickepin office, our FMSR included a visit to the Shire’s depot.

The Shire has a number of financial management system controls addressing a wide variety of operations undertaken by Council.

Considering the size, resources and variety of operating activities undertaken by the Shire, on overall basis, our review has identified the financial management systems of the Shire to be appropriate and generally operating effectively during the review period. Our assessment is subject to any identified enhancements and recommendations as reported below being addressed.



The following tables provide a summary of the findings raised in this report:

	Extreme Risk	High Risk	Medium Risk	Low Risk
Number of new issues reported	0	1	2	1

*For details on the review rating criteria, please refer to Section 9.*

Ref	Issue	Risk Rating
<b>2. Collection of money</b>		
	We have no findings to report relating to the collection of money.	
<b>3. Custody and security of money</b>		
	We have no findings to report relating to the custody and security of money.	
<b>4. Maintenance and security of financial records and assets</b>		
4.2.1	<b>Plans, Policies and Registers</b>	<b>High</b>
	The Shire has not updated an organisational wide Risk Management Plan, has an untested Business Continuity Plan, does not include ICT policy in staff induction, and does not maintain an IT Risk Register. The Shire does not have a key management policy or documented procedure in place in respect to the security and issuing of property, plant and equipment keys.	
<b>5. Accounting for municipal or trust transactions</b>		
	We have no findings to report relating to the accounting for municipal or trust transactions.	
<b>6. Authorisation for incurring liabilities and making payments</b>		
6.2.1	Fuel card reconciliations not supported by invoices for all transactions incurred, as required by stated Policy.	<b>Low</b>
<b>7. Maintenance of payroll, stock control and costing records</b>		
7.2.1	<b>Employee Off-Boarding</b>	<b>Medium</b>
	Building access codes are not changed or deactivated when employees leave the Shire, and termination checklists or exit interviews are not being completed.	
7.2.2	<b>Operational Policy Enhancements</b>	<b>Medium</b>
	The Shire does not have a Disciplinary/Resolution Policy in place, and further more operational procedures do not specify a required review date.	
<b>8. Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations</b>		
	We have no findings to report relating to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations.	



### **1.3. Limitations**

While our review procedures and approach have been developed over a number of years taking into account our extensive local government experience, we draw your attention to the following review limitations:

- We were not required to and did not undertake an audit in accordance with Australian Auditing Standards. Consequently, no assurance will be expressed.
- We have not verified the authenticity or validity of the documentation made available to us.
- Some information requested by us as part of the review was not provided including information to be able to complete rate revenue testing.
- We have included information that we obtained verbally in this document. We cannot verify that this information is credible or truthful.
- If additional or new documentation or information is brought to our attention subsequent to the date of this report, which would affect the observations detailed below, we reserve the right to amend and qualify our findings accordingly.



## **2. Collection of money**

### **2.1. Scope and approach**

Our review focused on the following:

- Documented internal controls, procedures and reconciliations in relation to all sources of income;
- Verify petty cash and float on hand ensuring materially correct;
- Reviewed fees and charges schedule and ensure adequate internal controls in place over invoicing and receipting;
- Tested collection, receipting, invoicing and posting procedures over receipts on a sample basis; and
- Reviewed credit control procedures in respect to sundry debtors and rates debtors.

### **2.2. Detailed findings and recommendations**

Our review and related testing completed indicated key underlying policies and processes in relation to the collection of money by the Local Government are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the collection of money.



### **3. Custody and security of money**

#### **3.1. Scope and approach**

Reviewed the security of cash and banking procedures to ensure the appropriate controls and procedures are in place.

Site visits were completed for the following locations operated by the Shire:

- Shire Administration Office.

The following procedures were completed (as applicable) at each site:

- Completed site visits to cash collection points and reviewed the controls and procedures over the collection, receipting, recording and banking of cash collected offsite;
- Reviewed the security of cash and banking procedures to ensure appropriate controls and procedures are in place; and
- Reviewed compliance with investment policy.

*Please note – Testing completed and procedures performed in respect to custody and security of money should be reviewed in conjunction with “Section 2 – Collection of Money”.*

#### **3.2. Detailed findings and recommendations**

Our review and related testing completed indicated key underlying policies and processes in relation to the custody and security of money by the Local Government are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the custody and security of money.



## 4. Maintenance and security of financial records

### 4.1. Scope and approach

- Reviewed information technology systems to assess physical security, access security, data backups, contingency plans, compliance and systems development; and
- Reviewed registers maintained (including key register, tender register etc.) and Audit Committee and Council minutes.

### 4.2. Detailed findings and recommendations

Please refer to the Regulation 17 Review for findings on Audit and Risk Committee Charter and Audit and Risk Committee Meeting Minutes.

#### 4.2.1. Plans, Policies and Registers

##### ***Finding Rating: High***

During our review of the Shire's Risk Management, Business Continuity Plan, Information Technology (IT) procedures, policies and plans, and Key Management practices, we noted the following Shire practices are not documented or addressed in existing procedures, policies and/or plans:

- (i) The Shire has not updated the Risk Management Plan;
- (ii) The Shire does not maintain an IT Risk Register;
- (iii) The Shire has a Business Continuity Plan, however it has not been tested to confirm its effectiveness or readiness;
- (iv) The Shire's ICT Policy is not incorporated into the employee induction process; and
- (v) The Shire does not have a Key Management Policy or Procedure in respect to security and issuing of property, plant and equipment keys.

#### **Implications / Risks**

- (i) Increased exposure to unmanaged risks, as threats may not be identified, assessed, or monitored consistently.
- (ii) Lack of visibility over IT-related risks, which may lead to delayed mitigation or oversight gaps.
- (iii) Reduced organisational resilience and increased risk of disruption to Shire operations following unforeseen events.
- (iv) Higher likelihood of IT security incidents, due to insufficient staff awareness of ICT policy obligations.
- (v) Potential for unauthorised access or loss of assets, due to controls over key and access management.



### **Recommendation**

We recommend the following:

- (i) (ii) Update key governance documents as required, including an organisational wide Risk Management Plan and IT Risk Register.
- (iii) Test and review the Business Continuity Plan periodically to ensure it is effective and operationally practical.
- (iv) Integrate IT security requirements into staff induction and ongoing training, strengthening awareness and compliance.
- (v) Key Management Policy and Procedure to be documented and communicated to staff which incorporates the security and issuing of keys for Shire property, plant and equipment.

### **Management Comment**

- i)&ii) Risk Management has been updated subsequent to AMD's review. Shire has an ICT Plan 2024-2029 which includes a Risk Register and plans in one document. This will be placed on the annual document review plan
- iii) Annual Desktop Review of ICT Business Continuity to be put in Place
- iv) Induction Documents to be updated to include more comprehensive ICT Security Requirements
- v) Staff Meetings to include reminders of requirements for Shire of Wickkepin Property

**Responsible Officer:** Erika Clement

**Completion Date:** March 2027



## **5. Accounting for municipal or trust transactions**

### **5.1. Scope and approach**

Our review focused on the following:

- Reviewed monthly reconciliations including bank, sundry debtors, sundry creditors, fixed assets, rates debtors and rateable value reconciliations ensuring correctly reconciled and independently reviewed;
- Reviewed and tested most recent municipal and trust bank reconciliations prepared;
- Reviewed processes in respect to BAS, FBT Return and other statutory returns preparation;
- Reviewed use of reserve funds and determined whether changes in reserve purposes had been budgeted or public notice provided;
- Reviewed self-supporting loan transactions ensuring debtor invoices raised in accordance with payment schedule;
- Reviewed trust ledger balances; and
- Reviewed policies and procedures in respect to insurance, recording claims and insuring newly acquired assets.

### **5.2. Detailed findings and recommendations**

Our review indicated key underlying policies and processes in relation to the accounting for municipal or trust transactions by the Local Government are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the accounting for municipal or trust transactions.



## 6. Authorisation for incurring liabilities and making payments

### 6.1. Scope and approach

Our review focused on the following:

- Reviewed controls and procedures over the authorisation of purchase orders and making of payments;
- Tested a sample of payments to ensure compliance with stated procedures;
- Reviewed tender procedures and ensured compliance with stated procedures;
- Reviewed contractor management procedures and ensured compliance with stated procedures;
- Reviewed credit card processes and procedures, and tested transactions on a sample basis;
- Reviewed petty cash processes and procedures, and tested transactions on a sample basis;
- Completed sample tests in respect to asset additions and asset disposals;
- Reviewed asset capitalisation and depreciation policies and ensured compliance with stated policies; and
- Reviewed new loans received ensuring budgeted for or public notice provided.

### 6.2. Detailed findings and recommendations

#### 6.2.1. Fuel Card Receipts

##### *Finding Rating: Low*

Council's Transaction Card Policy requires individual transaction receipts to be retained; however testing of fuel card transactions for 2 months identified 10 instances where fuel purchases on fuel cards did not have supporting receipts

##### **Implications / Risks**

Increased risk of fraud and misuse of fuel card, non-compliance with Council Policy.

##### **Recommendation**

We recommend supporting receipts for purchases made on fuel card be retained as per stated Policy.

##### **Management Comment**

Finance officer is following up on all outstanding receipts monthly as per procedures. MWS, through tool box meetings stressing the importance of all fuel receipts being obtained.

DCEO to liaise with Finance Officer and MWS to ensure this is occurring.

**Responsible Officer:** Erika Clement  
2026

**Completion Date:** May



## 7. Maintenance of payroll, stock control and costing records

### 7.1. Scope and approach

Our review focused on the following:

- Reviewed security over stocks held and allocation/ costings of stocks used (including fuel and inventory stocks);
- Reviewed allocation of public works overheads, plant operating costs and administration overheads;
- Reviewed payroll controls and procedures to ensure effective controls are in place, and complete tests on a sample basis to ensure controls were operating effectively;
- Reviewed procedures and policies in place in respect of human resource management legislative and compliance requirements, recruitment, performance appraisal, disciplinary and termination procedures and leave entitlements;
- Reviewed listing of leave taken by employees ensuring authorised leave forms completed; and
- Reviewed annual leave balances and identified employees with excessive annual leave balances.

### 7.2. Detailed findings and recommendations

#### 7.2.1. Employee Off-Boarding

*Finding Rating: Medium*

Our testing of payroll controls identified the following:

- (i) Termination checklists and exit interviews are not being completed as part of the employee off-boarding process.
- (ii) Building access codes are not changed or deactivated following employees departing the Shire.

#### Implications / Risks

- Failure to complete termination checklists and exit interviews increases the risk that departing employees retain unauthorised access, assets or information, while also limiting the Shire's ability to identify operational issues or improvement opportunities through structured exit feedback; and
- Increased risk of unauthorised access to the Shire building by former employees may retain unauthorised access to shire buildings and assets.

#### Recommendation

We recommend:

- The Shire ensure termination checklists are fully completed for every off-boarding, including conducting exit interviews, to confirm all access, assets and information are recovered and to capture feedback that supports operational improvement; and
- Implement a formal off-boarding process that requires immediate deactivation or change of relevant building access codes and system access when an employee leaves the Shire.



### **Management Comment**

Termination Checklist has been developed and will be used going forward. May 2026.

**Responsible Officer:** *Erika Clement*

**Completion Date:** May 2026

### **7.2.2. Operational Policies**

#### ***Finding Rating: Medium***

While completing a review of policies we noted:

- The Shire does not have a formal Disciplinary/Resolution Policy in place; and
- Operational procedures do not specify a required review date.

#### **Implications / Risks**

- Increased risk of inconsistent handling of staff matters, potential procedural unfairness, legal exposure and lack of clear guidance on managing employee misconduct or disputes.
- Without defined review dates, procedures may become outdated, reducing their effectiveness and alignment with current legislation or operational needs..

#### **Recommendation**

We recommend:

- The Shire Develop and implement a formal Disciplinary/Resolution Policy to ensure consistent, fair and transparent management of staff conduct matters.; and
- Update operational procedures to include mandatory review dates and establish a regular review cycle to maintain relevance and compliance.

### **Management Comment**

A formal Disciplinary/ Resolution Policy will be developed (combining existing documents) – December 2026

**Responsible Officer:** *Erika Clement*

**Completion Date:** December 2026



## **8. Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations**

### **8.1. Scope and approach**

Our review focused on the following:

- Reviewed policy and procedure manuals;
- Reviewed the procedures for preparation of the monthly financial statements, annual financial statements and annual Budget, including assessment of accounting policy, notes and applicable reporting requirements and efficiency of the process;
- Reviewed monthly financial statements ensuring presented to Council within two months and information contained within monthly financial statements in accordance with Regulation 34 of *Local Government (Financial Management) Regulations 1996*;
- Reviewed the mid-year budget review to ensure compliance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 and assessment of budgetary expenditure controls in place; and
- Ensured prior year audit report and management letter have been presented to Audit Committee and Council.

### **8.2. Detailed findings and recommendations**

Our review indicated key underlying policies and processes in relation to the preparation of budgets, budget reviews, accounts and reports required by the Act or Regulations by the Local Government are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the preparation of budgets, budget reviews, accounts and reports required by the Act or Regulations.



## 9. Guidance on Risk Assessment

Risk is uncertainty about an outcome. It is the threat that an event, action or non-action could affect an organisation's ability to achieve its business objectives and execute its strategies successfully. Risk is an inherent component of all service activities and includes positive as well as negative impacts. As a result, not pursuing an opportunity can also be risky. Risk types take many forms – business, economic, regulatory, investment, market, and social, just to name a few.

Risk management involves the identification, assessment, treatment and ongoing monitoring of the risks and controls impacting the organisation. The purpose of risk management is not to avoid or eliminate all risks. It is about making informed decisions regarding risks and having processes in place to effectively manage and respond to risks in pursuit of an organisation's objectives by maximising opportunities and minimising adverse effects.

Our guidance to risk classification in accordance with Risk Management- Principles and Guidelines Standard ISO 31000-2018 and are based on the following tables:

### Risk Assessment and Acceptable Criteria

MEASURES OF CONSEQUENCE

RATING	PEOPLE	INTERRUPTION TO SERVICE	REPUTATION (Social/Community)	COMPLIANCE	PROPERTY (Plant, Equipment, Buildings)	NATURAL ENVIRONMENT	FINANCIAL IMPACT
<b>Insignificant (1)</b>	Near-Miss	No material service Interruption less than 1 hour	Unsubstantiated, localised low impact on community trust, low profile or no media item	No noticeable regulatory or statutory impact	Inconsequential damage	Contained, reversible impact managed by on site response	Less than \$10,000
<b>Minor (2)</b>	First Aid Treatment	Short term temporary interruption – backlog cleared < 1 day	Substantiated, localised impact on community trust or low media item	Some temporary non compliances	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response	\$10,000 to \$50,000
<b>Moderate (3)</b>	Medical Treatment- Lost time injury <30 days	Medium term temporary interruption – backlog cleared by addition resources < 1 week	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Short term non-compliance but with significant regulatory requirements imposed	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies	\$50,001 to \$200,000
<b>Major (4)</b>	Lost time injury >30 days / Temporary Disability	Prolonged interruption of services – addition resources; performance affected < 1 month	Substantiated, public embarrassment, widespread high impact on community trust, high media profile, third party actions	Non-compliance results in termination of services or imposed penalties to Shire / Officers	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies	\$200,001 to \$500,000
<b>Extreme (5)</b>	Fatality Permanent Disability	Inderminate prolonged interruption of services non-performance > 1 month	Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions	Non-Compliance results in litigation, criminal charges or significant damages or penalties to Shire / Officers	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment or building	Uncontained, irreversible impact	>\$500,000

*\*Above Extracted from the Shire's Risk Management Framework.*



#### MEASURES OF CONSEQUENCE (PROJECT)

LEVEL	RATING	PROJECT TIME	PROJECT COST	PROJECT SCORE/QUALITY
1	Insignificant	Exceeds deadline by >5% of project timeline	Exceeds project budget by 2%	Minor variations to project scope or quality.
2	Minor	Exceeds deadline by >10% of project deadline	Exceeds project budget by 5%	Scope creep requiring additional work, time or resources. Reduced perception of quality by Stakeholders.
3	Moderate	Exceeds deadline by >15% of project deadline	Exceeds project budget by 7.5%	Scope creep requiring additional work, time or resources or shortcuts being taken. Stakeholder concerns.
4	Major	Exceeds deadline by >20% of project deadline	Exceeds project budget by 15%	Project goals, deliverables, costs and/or deadline failures. Project no longer aligned with the project scope. Stakeholder intervention in project.
5	Extreme	Exceeds deadline by >25% of project deadline	Exceeds project budget by 20%	Failure to meet project objectives. Project outcomes negatively affecting the community or the environment. Public embarrassment, third party actions.

#### Measures of Likelihood

Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances (>90% chance)	More than once per year
4	Likely	The event will probably occur in most circumstances(>50% chance)	At least once per year
3	Possible	The event should occur at some time(20% chance)	At least once in 3 years
2	Unlikely	The event could occur at some time(<10% chance)	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances(<5% chance)	Less than once in 15 years

\*Above Extracted from the Shire's Risk Management Framework.

#### RISK MATRIX

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

#### RISK ACCEPTANCE

RISK RANK	DESCRIPTION	CRITERIA	RESPONSIBILITY
LOW (1-4)	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.	Operational Manager
MEDIUM (5-9)	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring.	Operational Manager
HIGH (10-16)	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring.	Executive
EXTREME (17-25)	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring.	CEO / Council

\*Above Extracted from the Shire's Risk Management Framework.

Any compliance breaches identified have been communicated within our report.



## 13.7.2 Regulation 17 Report

# SHIRE OF WICKEPIN

## 2025 REGULATION 17 REVIEW

### 31 DECEMBER 2025





14 May 2026

**Ms David Barton  
Chief Executive Officer  
Shire of Wickepin  
77 Wogolin Road  
WICKEPIN WA 6370**

Dear David

### **2025 REGULATION 17 REVIEW**

We are pleased to present the findings and recommendations resulting from the Shire of Wickepin (“the Shire”) 2025 Regulation 17 Review.

This report relates only to procedures and items specified within the *Local Government (Audit) Regulations 1996* Regulation 17 Review for the period ended 31 December 2025. This review does not consider any changes to the regulations under the Local Government Regulations Amendment Regulations (No. 4) 2025 which became effective 1 January 2026.

We would like to thank Erika and the Shire of Wickepin team for their co-operation and assistance whilst conducting our review.

Should there be matters outlined in our report requiring clarification or any other matters relating to our review, please do not hesitate to contact me.

Yours sincerely

**AMD Chartered Accountants**

**TIM PARTRIDGE FCA  
Director**



## Table of Contents

<b>1</b>	<b>Executive Summary</b> .....	<b>3</b>
1.1	Background and Objectives.....	3
1.2	Summary of Findings.....	3
<b>2</b>	<b>Risk management</b> .....	<b>5</b>
2.1	Scope and approach .....	5
2.1.1	Limitation of Scope.....	6
<b>2.2</b>	<b>Detailed findings and recommendations</b> .....	<b>6</b>
2.2.1	Risk Management Policies and Procedures.....	6
2.2.2	Testing of Business Continuity and Local Emergency Plan.....	8
2.2.3	Lease Register.....	8
<b>3</b>	<b>Internal controls</b> .....	<b>9</b>
3.1	Scope and approach.....	9
3.2	Detailed findings and recommendations .....	10
3.2.1	Whistle Blower Policy.....	10
3.2.2	Grant Register.....	11
<b>4</b>	<b>Legislative Compliance</b> .....	<b>12</b>
4.1	Scope and approach.....	12
4.2	Detailed findings and recommendations .....	13
4.2.1	Audit and Risk Committee Charter .....	13
<b>5</b>	<b>Guidance on Risk Assessment</b> .....	<b>14</b>

### Inherent limitations

Due to the inherent limitations of any internal control structure, it is possible that fraud, error or non-compliance with laws and regulations may occur and not be detected. Further, the internal control structure, within which the control procedures that have been subject to review, has not been reviewed in its entirety and, therefore, no opinion or view is expressed as to its effectiveness of the greater internal control structure. This review is not designed to detect all weaknesses in control procedures as it is not performed continuously throughout the period and the tests performed on the control procedures are on a sample basis. Any projection of the evaluation of control procedures to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

We believe that the statements made in this report are accurate, but no warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by, and the information and documentation provided by, the Shire of Wickepin management and personnel. We have indicated within this report the sources of the information provided. We have not sought to independently verify those sources unless otherwise noted with the report. We are under no obligation in any circumstance to update this report, in either oral or written form, for events occurring after the report has been issued in final form unless specifically agreed with Shire of Wickepin. The review findings expressed in this report have been formed on the basis above.

### Third party reliance

This report was prepared solely for the purpose set out in this report and for the internal use by the management of Shire of Wickepin. This report is solely for the purpose set out in the 'Scope and Approach' of this report and for Shire of Wickepin information and is not to be used for any other purpose or distributed to any other party without AMD's prior written consent. This review's report has been prepared at the request of the Shire of Wickepin Chief Executive Officer or their delegate in connection with our engagement to perform the review as detailed in with Local Government (Audit) Regulations 1996 Regulation 17 Review for the period ended 31 December 2025. Other than our responsibility to the Council and management of Shire of Wickepin, neither AMD nor any member or employee of AMD undertakes responsibility arising in any way from reliance placed by a third party.



## **1. Executive Summary**

### **1.1. Background and Objectives**

To undertake a review of the appropriateness and effectiveness of risk management, internal controls and legislative compliance of the Shire in accordance with the *Local Government (Audit) Regulations 1996*, Regulation 17 for the period ended 31 December 2025 (the “review”).

In addition, provide the Chief Executive Officer (“CEO”) a clear understanding as to the appropriateness and effectiveness of the Shire’s current systems and processes and articulate any areas of improvement.

Our findings included within this report are based on the work completed by us during our onsite visit during the week ending 11 March 2026. Findings are based on information provided and available to us during and subsequent to this site visit.

### **1.2. Summary of Findings**

The procedures performed and our findings on each of the focus areas are detailed in the following sections of the report:

- Section 2 – Risk management;
- Section 3 – Internal controls; and
- Section 4 – Legislative compliance.

Findings reported by us are on an exceptions basis, and do not take into account the many focus areas tested during our review where policies, procedures and processes were deemed to be appropriate and in accordance with best practice.



The following tables provide a summary of the findings raised in this report:

	Extreme Risk	High Risk	Medium Risk	Low Risk
Number of new issues reported	0	1	4	1

*For details on the review rating criteria, please refer to Section 5.*

Issue	Risk Rating
<b>Risk management</b>	
<b>Risk Management Policies, Procedures and Plan</b> 2.2.1 The Shire does not have various policies, procedures and plans in place to address key risk areas. Risk Reports are not prepared and tabled periodically with the Audit, Risk and Improvement Committee. In addition, a number of policies, procedures and plans require updating.	<b>High</b>
<b>Testing of Business Continuity Plan and Local Emergency Management Arrangement</b> 2.2.2 The Business Continuity Plan and Local Emergency Management Arrangement has not been tested.	<b>Medium</b>
<b>Lease Register</b> The Shire's lease register does not include key information in respect to lessee obligations.	<b>Low</b>
<b>Internal controls</b>	
<b>Whistle-Blower Policy</b> 3.2.1 The Shire does not have a formal Whistle-Blower Policy in place.	<b>Medium</b>
<b>Grant Register</b> 3.2.2 While the Shire does maintain a grant register, it does not summarise all grants received/receivable by the Shire annually, and tracking related obligations.	<b>Medium</b>
<b>Legislative compliance</b>	
<b>Audit Committee Charter and Meetings</b> 4.2.1 No Audit Committee charter in place. Enhancements identified regarding Audit Committee meetings, and changes to Audit, Risk and Improvement Committee requirements effective 1 January 2026.	<b>Medium</b>



## 2. Risk management

### 2.1 Scope and approach

In accordance with the scope set out in our *Local Government (Audit) Regulations 1996* Regulation 17 Review proposal, our review focused on the following:

- Whether the Shire has an effective risk management system and that material operating risks to the Shire are appropriately considered;
- Whether the Shire has a current and effective business continuity plan (including disaster recovery) which is tested from time to time;
- Preparedness of the Shire in terms of mitigating cyber security risks, with particular focus on:
  - cyber security policy and framework;
  - cyber security incident response strategies covering:
    - cyber security incident response plan
    - business continuity plan
    - disaster recovery plan
    - technical controls to detect, alert and prevent cyber intrusions.
  - processes to manage cyber risks;
  - cyber security awareness training for employees;
  - intrusion detection and prevention systems; and
  - processes to manage technical vulnerabilities.
- The internal processes for determining and managing material operating risks in accordance with the Shire's identified tolerance for risk, particularly in the following areas:
  - Potential non-compliance with legislation, regulations and standards and local government's policies;
  - Important accounting judgements or estimates that prove to be incorrect;
  - Litigation and claims;
  - Misconduct, fraud and theft; and
  - Significant business risks, recognising responsibility for general or specific risk areas, for example, environmental risk, occupational health and safety, and how they are managed by the local government;
- Regular risk reports presented to the Audit Committee/Council, which identify key risks, the status and the effectiveness of the risk management systems, to ensure that identified risks are monitored and new risks are identified, mitigated and reported;
- Adequacy of Shire processes to manage insurable risks and ensured the adequacy of insurance cover, and if applicable, the level of self-insurance;
- Effectiveness of the Shire's internal control system with management and the internal and external auditors;
- Whether management has controls in place for unusual types of transactions and/or any potential transactions that might carry more than an acceptable degree of risk;
- The Shire's procurement framework with a focus on the probity and transparency of policies and procedures/processes and whether these are being applied;



- Audit Committee meeting practices ensuring periodically meeting with key management, internal and external auditors, and compliance staff, to understand and discuss any changes in the local government's control environment;
- Ascertained whether fraud and misconduct risks have been identified, analysed, evaluated, have an appropriate treatment plan which has been implemented communicated, monitored and there is regular reporting and ongoing management of fraud and misconduct risks;
- Ascertained the effectiveness of monitoring, reporting and communication surrounding risk management;
- Assessed the extent and adequacy of risk reports provided to the Audit Committee, which identify key risks, the status and the effectiveness of the risk management systems, to ensure that identified risks are monitored and new risks are identified, mitigated and reported; and
- Assessed the effectiveness of the Shire's internal control system.

### **2.1.1 Limitation of Scope**

The following information was requested during the on-site audit and in subsequent follow-up communications. However, the documents were not provided and therefore have not been assessed as part of our review:

- Hazard Register;
- IT Disaster Recovery Plan; and
- Insurance Register.

We recommend these plans and registers be developed and tabled for approval as appropriate once done.

## **2.2 Detailed findings and recommendations**

### **2.2.1 Risk Management Policies, Procedures and Plans**

#### ***Finding Rating: High***

While completing a review of the Shire's internal risk management procedures, policies and plans we noted:

- (i) No procedures, programs and/or plans in place as follows:
- Risk Management Plan;
  - Risk Register and Report;
  - Tender and Contract Management Framework;
  - Events Policy;
  - Environmental Management Policy;
  - Strategic Plan; and
  - Contractor Induction Procedure.

We also note there are no Risk Reports prepared periodically and tabled with the Audit, Risk and Improvement Committee.



We acknowledge the Shire has a Safety Register in place, but not an organisational wide Risk Register.

(ii) Potential out of date documents for the following:

The following procedures, policies and/or plans are potentially out of date and may require review:

<b>Document</b>	<b>Relevant dates/issue</b>
Risk Management Framework (Includes Risk Management Policy and Risk Management Procedure).	Adopted October 2021, no subsequent review.
Long Term Financial Plan	Dated 2015 - 2025

### **Implications / Risks**

Lack of policies and/or procedures evidencing specific risks to the Shire. In addition, outdated procedures, policies and/or plans may not reflect the actual practices followed by Shire representatives.

### **Recommendation**

We recommend the following:

- Policies and procedures be developed and implemented for those policies identified as areas of risk highlighted at (i) above;
- Those potentially out of date procedures, policies and/or plans identified in (ii) above, be reviewed and updated accordingly; and
- all policies, procedures and plans include a 'Last reviewed date', 'Next review date' and 'Authorising officer' and be updated as required.
- Risk Reports be prepared periodically and tabled with the Audit, Risk and Improvement Committee.

### **Management Comment**

Internal audit on the Risk Management has been conducted and completed subsequent to AMD's review. Review of Risk Management Policy and Procedure is being undertaken now.



## **2.2.2 Testing of the Business Continuity Plan and Local Emergency Management Arrangement**

### ***Finding Rating: Medium***

Our discussions with management and review of policies, procedures and plans in place confirmed that the Shire of Wickepin has a Business Continuity Plan and Local Emergency Management Arrangement in place, however these plan have not yet been tested.

### **Implications / Risks**

An untested Business Continuity Plan and Local Emergency Management Arrangement increases the risk of significant delays and business interruption in the event of unforeseen circumstances.

### **Recommendation**

We recommend the Business Continuity Plan (including any data recovery processes) and Local Emergency Management Arrangement be tested in full with the results of this testing documented and reviewed for improvements if required.

### **Management Comment**

Business Continuity Plan was tested subsequent to AMD's review with the Fuel Crisis and found to be adequate.

Business Continuity plan will be reviewed and updated – to be completed by July 2026

## **2.2.3 Lease Register**

### ***Finding Rating: Low***

While the Shire does maintain a lease register, the register does not include key information for each lease including term of lease and lessee's obligations to maintain public liability insurance or other requirements

### **Implications / Risks**

Risk of oversight by Shire in respect of lessee's obligations and responsibilities.

### **Recommendation**

The Shire's lease register to be enhanced to include key lessee details including term of lease and if lessee obligations are met.

### **Management Comment**

Legal Documents in the record system does contain lease dates.

Lease register will be updated to include these items in one document – July 2026



### **3. Internal controls**

#### **3.1. Scope and approach**

In accordance with the scope set out in our *Local Government (Audit) Regulations 1996* Regulation 17 Review proposal, our review focused on the following:

- Segregation of roles and functions, processing and authorisation controls;
- Delegations of authority (completeness and adherence);
- Documented policies and procedures;
- The effectiveness of policy and process reviews;
- Approval of documents, letters and financial records;
- Management internal reviews undertaken in respect to comparison of internal data with external sources of information;
- The adequacy of internal controls;
- Security controls in respect to physical access to assets and records;
- Security controls in respect to computer applications and information systems (general and application IT controls);
- Access limits placed on data files and systems;
- Whether the maintenance and review of financial control accounts and trial balances is regular and appropriate;
- Key management internal reviews undertaken in respect to comparison and analysis of financial results with budgeted amounts;
- Key management internal reviews undertaken in respect to the arithmetical accuracy and content of records;
- Controls in respect to purchasing and payment of accounts;
- Effectiveness of the training and development plan for staff and elected members; and
- Reporting, review and approval of financial payment and reconciliations; and
- Physical cash and inventory count records when compared to accounting records.



## 3.2. Detailed findings and recommendations

### 3.2.1 Whistle Blower Policy

#### *Finding Rating: Medium*

The Shire does not have a formal Whistle-Blower Policy in place. As a result, there is no structured or confidential mechanism for employees, contractors, or community members to report suspected misconduct, fraud, corruption, or breaches of policy within the Shire's operations.

#### **Implications / Risks**

Misconduct or unethical behaviour may go unreported, increasing the likelihood of undetected fraud or policy breaches.

#### **Recommendation**

We recommend the Shire:

- Develop and implement a formal Whistle-Blower Policy aligned with relevant legislation and ensure the policy includes clear reporting pathways
- Establish an independent reporting mechanism to support anonymity and trust.
- Review the policy periodically to ensure it remains current with legislative requirements and best-practice governance principles. time.

#### **Management Comment**

Shire of Wickepin Policy Manual 2.1.6 – Code of Conduct for Council Members, Committee Members and Candidates (11-14A) does contain procedure for complaints.

Shire of Wickepin Employee Code of conduct and Shire of Wickepin Policies and Procedures for employees does contain a disciplinary Policy and Reporting Suspected Unethical, Fraudulent, Dishonest, Illegal or Corrupt Behaviour.

These will be formed into one document for Staff, also giving consideration and guidance for contractors and community members.



### **3.2.2 Grant Register**

#### ***Finding Rating: Medium***

It was noted that although the Shire maintains a grant register, not all State and Federal Government grants have been recorded. An incomplete grant register may result in incomplete and inconsistent tracking of grant conditions, milestones, associated contract assets and liabilities, and related financial reporting requirements.

#### **Implications / Risks**

There is an increased risk of non-compliance, inaccurate revenue recognition and overlooked reporting deadlines.

#### **Recommendation**

We recommend the Shire ensure that all grants received and receivable annually are promptly and accurately recorded in the grant register. Regular reviews should be undertaken to confirm completeness and alignment with financial reporting and compliance requirements.

#### **Management Comment**

Management believes that the Grant Register is adequate, Federal Assistance grants are automatic and they Shire has no control over the amount. The Financial Assistance grants have no obligations around them.



## 4. Legislative Compliance

### 4.1. Scope and approach

In accordance with the scope set out in our *Local Government (Audit) Regulations 1996* Regulation 17 Review proposal, our review focused on the following:

- Internal monitoring of compliance with legislation and regulations;
- The Shire's ability to stay informed regarding legislative changes;
- The Shire's completion of the annual Compliance Audit Return and reporting the results of that review to the Audit Committee and Council;
- The monitoring of the Shire's structured guidelines that detail the Shire's processes for meeting statutory obligations (compliance frameworks);
- Communications between key management and the Audit Committee to ensure the Audit Committee is informed in respect to the effectiveness of the Shire's compliance and recommendations for changes as required;
- The Shire's procedures in respect to receiving, retaining and handling complaints, including confidential and anonymous employee complaints;
- Key managements internal review processes in respect to the identification of adverse trends and management plans to address these;
- Management disclosures in financial reports of the effect of significant compliance issues (if any);
- The internal and / or external audit contracts include an assessment of compliance and ethics risks in the development of the audit plan and in the conduct of audit projects, and report compliance and ethical issues to the Audit Committee;
- The Audit Committee's processes and procedures in respect to compliance with legislative and regulatory compliance ensuring no misuse of position through adequate disclosure of conflicts of interest; and
- Reviewed the findings from the most recent Financial Management Systems Review completed together with the annual Compliance Audit Return and Annual Audit Reports.



## **4.2. Detailed findings and recommendations**

### **4.2.1 Audit Committee Charter and Meetings**

#### ***Finding Rating: Medium***

Our review identified that Shire currently does not have an Audit and Risk Committee Charter in place.

#### **Implications / Risks**

The absence of an Audit and Risk Committee Charter creates unclear oversight responsibilities and increases the likelihood of ineffective governance.

#### **Recommendation**

Enhancements identified regarding Audit Committee meetings, and changes to Audit, Risk and Improvement Committee requirements effective 1 January 2026.

#### **Management Comment**

Audit, Risk and improvement Committee Terms of Reference will be updated to include any relevant changes as per recommendation – July 2026



## 5. Guidance on Risk Assessment

Risk is uncertainty about an outcome. It is the threat that an event, action or non-action could affect an organisation's ability to achieve its business objectives and execute its strategies successfully. Risk is an inherent component of all service activities and includes positive as well as negative impacts. As a result, not pursuing an opportunity can also be risky. Risk types take many forms – business, economic, regulatory, investment, market, and social, just to name a few.

Risk management involves the identification, assessment, treatment and ongoing monitoring of the risks and controls impacting the organisation. The purpose of risk management is not to avoid or eliminate all risks. It is about making informed decisions regarding risks and having processes in place to effectively manage and respond to risks in pursuit of an organisation's objectives by maximising opportunities and minimising adverse effects.

Our risk guidelines are based on the Risk Management – Guidelines Standard AS / NZS ISO 31000-2018 and/or the Shire of Wickelipin's Risk Management Framework.

Risk is the probability that an event or action may adversely affect the organisation. Risk is assessed based on the relationship between consequence and likelihood.

- Likelihood is the chance that the event may occur given knowledge of the organisation and its environment.
- Consequence is the severity of the impact that would result if the event were to occur.



Our risk rating for each finding was based on the following tables:

## Risk Assessment and Acceptable Criteria

### MEASURES OF CONSEQUENCE

RATING	PEOPLE	INTERRUPTION TO SERVICE	REPUTATION (Social/Community)	COMPLIANCE	PROPERTY (Plant, Equipment, Buildings)	NATURAL ENVIRONMENT	FINANCIAL IMPACT
<b>Insignificant (1)</b>	Near-Miss	No material service interruption less than 1 hour	Unsubstantiated, localised low impact on community trust, low profile or no media item	No noticeable regulatory or statutory impact	Inconsequential damage	Contained, reversible impact managed by on site response	Less than \$10,000
<b>Minor (2)</b>	First Aid Treatment	Short term temporary interruption – backlog cleared < 1 day	Substantiated, localised impact on community trust or low media item	Some temporary non compliances	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response	\$10,000 to \$50,000
<b>Moderate (3)</b>	Medical Treatment- Lost time injury <30 days	Medium term temporary interruption – backlog cleared by addition resources < 1 week	Substantiated, public embarrassment, moderate impact on community trust or moderate media profile	Short term non-compliance but with significant regulatory requirements imposed	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies	\$50,001 to \$200,000
<b>Major (4)</b>	Lost time injury >30 days / Temporary Disability	Prolonged interruption of services – addition resources; performance affected < 1 month	Substantiated, public embarrassment, widespread high impact on community trust, high media profile, third party actions	Non-compliance results in termination of services or imposed penalties to Shire / Officers	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies	\$200,001 to \$500,000
<b>Extreme (5)</b>	Fatality Permanent Disability	Inderminate prolonged interruption of services non-performance > 1 month	Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions	Non-Compliance results in litigation, criminal charges or significant damages or penalties to Shire / Officers	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment or building	Uncontained, irreversible impact	>\$500,000

*\*Above Extracted from the Shire's Risk Management Framework.*



### MEASURES OF CONSEQUENCE (PROJECT)

LEVEL	RATING	PROJECT TIME	PROJECT COST	PROJECT SCORE/QUALITY
1	<b>Insignificant</b>	Exceeds deadline by >5% of project timeline	Exceeds project budget by 2%	Minor variations to project scope or quality.
2	<b>Minor</b>	Exceeds deadline by >10% of project deadline	Exceeds project budget by 5%	Scope creep requiring additional work, time or resources. Reduced perception of quality by Stakeholders.
3	<b>Moderate</b>	Exceeds deadline by >15% of project deadline	Exceeds project budget by 7.5%	Scope creep requiring additional work, time or resources or shortcuts being taken. Stakeholder concerns.
4	<b>Major</b>	Exceeds deadline by >20% of project deadline	Exceeds project budget by 15%	Project goals, deliverables, costs and/or deadline failures. Project no longer aligned with the project scope. Stakeholder intervention in project.
5	<b>Extreme</b>	Exceeds deadline by >25% of project deadline	Exceeds project budget by 20%	Failure to meet project objectives. Project outcomes negatively affecting the community or the environment. Public embarrassment, third party actions.

Measures of Likelihood			
Level	Rating	Description	Frequency
5	<b>Almost Certain</b>	The event is expected to occur in most circumstances (>90% chance)	More than once per year
4	<b>Likely</b>	The event will probably occur in most circumstances(>50% chance)	At least once per year
3	<b>Possible</b>	The event should occur at some time(20% chance)	At least once in 3 years
2	<b>Unlikely</b>	The event could occur at some time(<10% chance)	At least once in 10 years
1	<b>Rare</b>	The event may only occur in exceptional circumstances(<5% chance)	Less than once in 15 years

*\*Above Extracted from the Shire's Risk Management Framework.*



### RISK MATRIX

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

### RISK ACCEPTANCE

RISK RANK	DESCRIPTION	CRITERIA	RESPONSIBILITY
LOW (1-4)	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.	Operational Manager
MEDIUM (5-9)	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring.	Operational Manager
HIGH (10-16)	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring.	Executive
EXTREME (17-25)	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring.	CEO / Council

\*Above Extracted from the Shire's Risk Management Framework.



## **13.9.1 Draft Corporate Business Plan Submissions**



24 Wogolin Road, Wickepin WA 6370  
P: 08 9888 1500 E: eo@wickepinrcr.com.au

11 May 2026

### **Submission on Draft Corporate Business Plan 2026–2030 Wickepin Community Resource Centre**

The Wickepin Community Resource Centre welcomes the opportunity to provide feedback on the Corporate Business Plan 2026–2030. The CRC strongly supports the Shire’s goals of maintaining Shire owned facilities in a strategic manner to meet community needs, and fostering an engaged, healthy and informed community.

The CRC plays an integral role in the community, providing vital services and support to Wickepin residents. It delivers activities that contribute directly to several of the identified priorities within the business plan, including:

- Delivery of the Wickepin Public Library service on behalf of the Shire
- Acting as a tourist information point
- Supporting local volunteers and community groups
- Providing support for seniors and ageing-in-place
- Providing access to local information and services
- Housing and acting as a contact point for the Watershed News
- Delivering activities that enhance liveability and help attract and retain residents
- Delivering regular and targeted programs that strengthen community wellbeing
- Assisting residents with digital access, technology support and online services
- Providing support and services for local businesses

The CRC building is a significant Shire owned asset however it has received no significant Shire investment in the last 25 years. As a result, the building is now in visible decline. It is affected by rising damp, crumbling brickwork, structural cracking, deteriorating flooring, outdated bathroom facilities, and accessibility barriers for customers with mobility issues. (Supporting photographs are attached.) Ventilation fans are currently used to manage damp however these are ageing, increasingly ineffective, and now operating at a level of noise that impacts day-to-day use of the space. These issues are impacting accessibility, safety, and the CRC’s ability to deliver essential services to the community.

The need to upgrade the CRC building has been recognised for over a decade. A Site Feasibility, Concept Plan and Order of Cost Report was completed in 2015, identifying the required improvements to the building.

Without a planned and timely investment, there is a very real risk the building will become unfit for purpose and beyond repair within the life of this Plan. This would result in the loss of a main street heritage-listed building, the valuable services delivered by the CRC, and a key community facility.

**We therefore strongly recommend that the renovation of the CRC building be included as a capital works priority within the Corporate Business Plan 2026–2030.**

The CRC welcomes the opportunity to work collaboratively with the Shire on this matter and can potentially contribute towards renovations both financially and by securing external grant funding.

Wickepin Community Resource Centre