



# ATTACHMENTS

Ordinary Council Meeting  
17 March 2026



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**ATTACHMENT 8.1A**  
**Minutes – Ordinary Council Meeting**  
**17 February 2026**



# MINUTES

Ordinary Council Meeting  
17 February 2026

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## NOTICE OF MEETING

Dear Elected Members and Members of the Public,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the February Ordinary Council Meeting has been convened for:

**Date:** Tuesday 17 February  
**At:** Shire of Narembeen Council Chambers  
1 Longhurst Street, Narembeen  
**Commencing:** 5.00pm

**Rebecca McCall**  
**Chief Executive Officer**

12 February 2026

### DISCLAIMER

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen 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 Narembeen in respect of the application.

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## 1. Official Opening and Welcome

The Presiding Person welcomed everyone and declared the meeting open at 5.04pm. Attendees were notified that the meeting was being recorded in accordance with the Local Government (Administration) Regulation r14J.

## 2. Record of Attendance / Apologies / Leave of Absence

### Councillors:

Cr HA Cusack	President
Cr HJ Bald	Deputy President
Cr CD Bray	
Cr MJ Currie	
Cr AM Hardham	
Cr LR Smoker	
Cr SW Stirrat	

### Staff:

Ms R McCall	Chief Executive Officer
Mr B Forbes	Executive Manager Corporate Services
Mr K Markham	Executive Manager Infrastructure Services
Ms K Conopo	Executive Governance Officer

### Member of Public:

### Apologies:

## 3. Public Question Time

Nil

## 4. Disclosure of Interest

Nil

## 5. Application for Leave of Absence

Nil

## 6. Deputations/ Petitions/ Presentations/ Submissions

Nil

## 7. Delegates' Reports

7.1 Cr Cusack

Date	Meeting/Event
19 December 2025	Citizenship Forum
19 December 2025	Workers Christmas Party
26 January 2026	Australia Day
27 January 2026	CEACA Executive Meeting
30 January 2026	Housing Committee Meeting

02 February 2026	ROE Joint Meeting
05 February 2026	CEO Catchup
10 February 2026	Electors Meeting
13 February 2026	Aged Care Committee
13 February 2026	GECZ Meeting
16 February 2026	ROC Joint Forum
16 February 2026	CEACA Meeting

#### 7.2 Cr Bald

Date	Meeting/Event
16 December 2025	Christmas & Retired Councillor Dinner
18 December 2025	Town Street Party
19 December 2025	Vanessa King Citizenship
19 December 2025	Shire Office & Works Crew Christmas party
26 January 2026	Australia Day Awards Ceremony
30 January 2026	Housing Working Group Meeting
3 February 2026	ANZAC Day Service Meeting
5 February 2026	CEO & Councillor Catchup
9 February 2026	ROE Tourism Meeting
11 February 2026	Plant & Works Committee Meeting
11 February 2026	Annual Electors Meeting
13 February 2026	Aged Care Working Group Meeting
16 February 2026	Joint ROC Event

#### 7.3 Cr Bray

Date	Meeting/Event
26 January 2026	Australia Day
11 February 2026	Plant & Works Committee Meeting
11 February 2026	Annual Electors Meeting

#### 7.4 Cr Currie

Date	Meeting/Event
26 January 2026	Australia Day
11 February 2026	Plant & Works Committee Meeting
11 February 2026	Annual Electors Meeting

#### 7.5 Cr Hardham

Date	Meeting/Event
30 January 2026	Housing Working Group Meeting
5 February 2026	CEO & Councillor Catchup

#### 7.6 Cr Smoker

Nil

Date	Meeting/Event
26 January 2026	Australia Day
11 February 2026	Annual Electors Meeting

#### 7.7 Cr Stirrat

Date	Meeting/Event
------	---------------

26 January 2026	Australia Day
11 February 2026	Plant & Works Committee Meeting
11 February 2026	Annual Electors Meeting

## 8. Confirmation of Previous Meetings

### 8.1 Ordinary Council Meeting 16 December 2025 Attachment 8.1A

#### Voting Requirements

Simple Majority

Absolute Majority

**Officer's Recommendation / Council Resolution – 8.1**

That the minutes of the Shire of Narembeen Ordinary Council Meeting held on Tuesday 16 December 2025, as presented, be confirmed as a true and correct record of proceedings.

**MIN 8120/26**

**MOTION** - Moved Cr. Stirrat

Seconded Cr. Smoker

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

**9. Minutes of Committee Meetings to be Received**

*Items 9.1 – 9.3 were moved en bloc*

**9.1 Great Eastern Country Zone Meeting 13 November 2025  
Attachment 9.1A**

**Voting Requirements**

- Simple Majority  Absolute Majority

**Officer's Recommendation / Council Resolution – 9.1**

That the minutes of the GECZ Meeting held on Thursday 13 November 2025, as presented, be received.

**9.2 Local Emergency Management Committee Meeting 11 December 2025  
Attachment 9.2A**

**Voting Requirements**

- Simple Majority  Absolute Majority

**Officer's Recommendation / Council Resolution – 9.2**

That the minutes of the LEMC Meeting held on Thursday 11 December 2025, as presented, be received.

**9.3 Plant and Works Advisory Committee Meeting 10 February 2026  
Attachment 9.3A**

**Voting Requirements**

- Simple Majority  Absolute Majority

**Officer's Recommendation / Council Resolution – 9.3**

That the minutes of the Plant and Works Advisory Committee Meeting held on Tuesday 10 February 2026, as presented, be received.

**MIN 8121/26**

**MOTION** - Moved Cr. Bald

Seconded Cr. Bray

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

**10. Recommendations from Committee Meetings for Council Consideration**

Nil

**11. Announcements by Presiding Member without Discussion**

Nil

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## 12. Matters for which the Meeting may be Closed

### 12.1 Close the meeting to the Public.

#### Statutory Implications

*Local Government Act 1995 - Section 5.23*

4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —

(c) information contained in a tender received by the local government for a contract to the extent that the information —

- (i) is a tendered price; or
- (ii) a tendered methodology for calculating a price;

#### Voting Requirements

Simple Majority

Absolute Majority

#### Officers Recommendation / Council Resolution – Item 12.1

That Council close the meeting to public, under Section 5.23(4)(c)(i) of the *Local Government Act 1995*, so that it can receive pricing information contained in a tender submission.

**MIN 8122/26**

**MOTION** - Moved Cr. Stirrat

Seconded Cr. Hardham

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

*The meeting was closed to the public at 5.08pm*

*The public recording was ceased and the confidential recording was commenced.*

**12.2 Pricing information – RFT 2025-08 Housing – Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way**

<b>Date:</b>	10 February 2026
<b>Location:</b>	49 Cheetham Way, Narembeen WA 6369
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Garrick Yandle, Haddeo Infrastructure Agriculture
<b>File Reference</b>	CORPORATE MANAGEMENT\TENDERING\2025\RFT 2025-08 - Design and Construction of Dwelling - Lot 2 - 61 Cheetham Way (READVERTISED)
<b>Previous Meeting Reference</b>	8116/25 Ordinary Council Meeting, 16 December 2025
<b>Disclosure of Interest:</b>	
<b>Attachments:</b>	12.2A Detailed breakdown pricing

**Purpose of Report**

- Executive Decision  Legislative Requirement

**Summary**

For Council to receive the pricing information contained in the submissions to RFT 2025/08, Housing - Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way.

**Officers Recommendation / Council Resolution – Item 12.2**

That Council receive the pricing information from the responses for tender RFT 2025/08 Housing - Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way.

**MIN 8123/26**      **MOTION** - Moved Cr. Hardham      Seconded Cr. Smoker

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

### 12.3 Re-Open the meeting to the Public.

#### Statutory Implications

Local Government Act 1995 - Section 5.23

- (8) If a decision is made to close a meeting to members of the public under subsection (2), (3) or (4), the following must be recorded in the minutes of the meeting —
- (a) the decision;
  - (b) the subsection under which the decision is made and, if that subsection is subsection (2) or (4), the paragraph of that subsection under which the decision is made;
  - (c) if the provision recorded under paragraph (b) is subsection (2)(c) or (4)(g) — the applicable regulation (including any applicable subregulation or paragraph);
  - (d) if the provision recorded under paragraph (b) is subsection (2)(d) or (4)(h) — a statement that a direction was given under section 5.23AA(1) or (2) (as the case requires);
  - (e) an explanation of how the matter or information to which the decision relates falls within the scope of the provision recorded under paragraph (b);
  - (f) a summary of the steps taken to ensure that the closure to members of the public is for no longer than required or authorised under the provision recorded under paragraph (b);
  - (g) any prescribed information.

#### Voting Requirements

- Simple Majority  Absolute Majority

#### Officers Recommendation / Council Resolution – Item 12.3

That Council re-open the meeting to public.

**MIN 8124/26**

**MOTION** - Moved Cr. Currie

Seconded Cr. Bray

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

*The meeting was reopened to the public at 5.11pm.*

*The confidential recording ceased and the public recording was recommenced.*

*The Presiding Person read the Council Resolution aloud.*

*The Presiding Person provided a summary of the steps taken to minimise the length of time that the meeting was closed to the public, that being: the pricing information from the tender submissions was extracted and provided to Council as a Confidential Attachment, to be received separately. Deliberation on the awarding of the tender is at Item 13.7.*

## 13. Officers Reports - Office of the Chief Executive Officer

### 13.1 Corporate Business Plan – Quarterly Monitoring Report – December 2025

<b>Date:</b>	6 January 2026
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Rebecca McCall, Chief Executive Officer
<b>File Reference</b>	CP/Planning/Corporate Business Plan/Progress Reports
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	13.1A IPR Quarterly Progress Report – December 2025

#### Purpose of Report

- Executive Decision  Legislative Requirement

#### Summary

For Council to review and endorse the Corporate Business Plan (CBP) quarterly progress report for December 2025.

#### Background

The council, community, and administration each has a unique role and responsibilities for the development of effective and sustainable integrated plans for the local area and reporting on the progress of those plans. A successful integrated planning and reporting process will deliver a:

- Strategic Community Plan (SCP) that clearly links the community's aspirations with the council's vision and long-term strategy;
- Corporate Business Plan that integrates resourcing plans and specific council plans with the strategic community plan; and
- Clearly stated vision for the future viability of the local area.

The Integrated Planning and Reporting Framework:

- recognises that planning for a local government is holistic in nature and driven by the community;
- builds organisational and resource capability to meet community need;
- optimises success by understanding the integration and interdependencies between the components; and
- emphasises performance monitoring so that local governments can adapt and respond to changes in community needs and the business environment.

A strategic review is undertaken every two years, alternating between a minor review and a major review. The Shire of Narembeen's second major strategic review was carried out in 2022/2023 resulting in the adoption of the:

- Strategic Community Plan 2022-2032
- Corporate Business Plan 2022-2023 / 2025-2026

### Comment

The CBP undergoes an annual review alongside the annual budget deliberations, with quarterly reports on operational progress. This process ensures that the Shire of Narembeen is actively working towards achieving and implementing its identified goals.

It is crucial for the Shire to assess and track the success of these initiatives to fulfill the aspirations and strategies outlined in the SCP. To this end, the organisation implements reporting mechanisms to ensure alignment of its operations and its commitments and priorities.

Progress reports are conducted quarterly using a traffic light system. These quarterly reports are formally presented to Council's Audit Risk and Improvement Committee - annual results will be communicated to the community through the end-of-year financial annual report as required by legislation.

The CBP – Quarterly Progress Review for December 2025 is presented to Council for its review.

### Consultation

Nil

### Statutory Implications

*Local Government Act 1995 - Section 5.56*

(1) A local government is to plan for the future of the district...

*Local Government (Administration) Regulations 1996 – Section 19DA*

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
  - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
  - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
  - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.\*
- (7) A corporate business plan is to be, and is to remain, consistent with any relevant strategic community plan.

\*by absolute majority.

## Policy Implications

Nil

## Strategic Implications

### Strategic Community Plan

Strategic Priority: 4. Civic Leadership  
Objective: Well governed and efficiently managed Local Government  
Strategy: 4.1 Forward planning and implementation of plans to achieve strategic priorities

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Compliance
<b>Consequence Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls in Place</b>	Governance Framework
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

## Financial Implications

There are no financial implications to Council in relation to this item. Identified outcomes from the CBP are factored into the Council's Long Term Financial Plan.

## Voting Requirements

Simple Majority  Absolute Majority

## Officers Recommendation / Council Resolution – Item 13.1

That Council receives the Corporate Business Plan Quarterly Monitoring Report – December 2025 as presented in Attachment 13.1A.

**MIN 8125/26**

**MOTION - Moved Cr. Bray**

**Seconded Cr. Bald**

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

## 13.2 Revocation of Council Resolution

<b>Date:</b>	7 January 2026
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Rebecca McCall, Chief Executive Officer
<b>File Reference</b>	LE/LOCAL LAWS
<b>Previous Meeting Reference</b>	MIN 8074/24 and MIN 8106/25
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	13.2A Council Support for revocation of decision 13.2B Statement of Legal and Financial Consequences

### Purpose of Report

- Executive Decision  Legislative Requirement

### Summary

Council is requested to revoke two earlier decisions relating to the Shire of Narembeen Bush Fire Brigades Local Law, being the resolutions made in October 2025 and December 2025. This action is required to enable Council to reconsider the matter in full and make a new consolidated decision following further procedural review.

### Background

At its Ordinary Council Meeting on 21 October 2025, Council resolved to adopt and make the Shire of Narembeen Bush Fire Brigades Local Law (MIN 8074/25).

At its Ordinary Council Meeting on 16 December 2025, Council further resolved to adopt a revised version of the local law incorporating late feedback from the Department of Local Government, Industry Regulation and Safety (MIN 8106/25).

Subsequent governance review has identified that, to ensure full procedural clarity and compliance, Council should revoke both earlier decisions and replace them with a single, updated resolution.

### Comment

In accordance with Regulation 10 of the Local Government (Administration) Regulations 1996, a decision of Council may only be revoked or changed where the prescribed procedural requirements have been met.

As the resolutions made in October 2025 and December 2025 have progressed to implementation, Council is required to:

- Confirm that the motion to revoke the decisions is supported by the requisite number of Councillors; and
- Consider a written statement outlining the legal and financial consequences of carrying the motion.

To satisfy the notice and support requirements of Regulation 10(1) and 10(2), a Flying Minute was issued to Councillors, seeking written confirmation of support for the proposed revocation. The Flying Minute process has completed with the required level of Councillor support being received. This confirmation forms part of the governance record for this item.

Consistent with clause 16.2(2) of the Shire of Narembeen Standing Orders Local Law 2020, this report is accompanied by a written statement of the legal and financial consequences of revoking the earlier decisions, enabling Council to lawfully consider the motion notwithstanding that implementation steps have occurred.

The purpose of revoking the earlier resolutions is to allow Council to reconsider the matter in full and make a single, consolidated decision on the proposed Bush Fire Brigades Local Law, ensuring procedural clarity, governance certainty, and legislative compliance.

Any resolution to revoke the October and December 2025 decisions must be carried by an absolute majority, as required by Regulation 10(3).

### **Consultation**

Lyn Fogg, Senior Governance Specialist WALGA

### **Statutory Implications**

This report is governed by the requirements of Regulation 10 of the Local Government (Administration) Regulations 1996 and Part 16 of the Shire of Narembeen Standing Orders Local Law 2020, which prescribe the process for revoking or changing a Council decision.

Local Government (Administration) Regulations 1996 – Regulation 10

Regulation 10(1)(b):

Where no previous attempt to revoke or change a decision has failed within the preceding three months, a motion to revoke or change a decision must be supported by at least one-third of the number of Councillors, inclusive of the mover.

Regulation 10(2):

Notice of a motion to revoke or change a decision must be signed by at least one-third of the number of Councillors, inclusive of the mover.

Regulation 10(3):

Any decision to revoke or change a decision previously made by Council must be carried by an absolute majority.

Regulation 10(4):

Regulation 10 applies only where the effect of the change would result in the decision being revoked or becoming substantially different.

In this instance, the proposed revocation of the October and December 2025 resolutions would result in those decisions being revoked in full, and therefore Regulation 10 applies.

Shire of Narembeen Standing Orders Local Law 2020 – Part 16

Clause 16.1 confirms that the requirements for revoking or changing a decision are those set out in Regulation 10 of the Local Government (Administration) Regulations 1996.

Clause 16.2(1) provides that Council is not to consider a motion to revoke or change a decision where action has already been taken to implement that decision.

Clause 16.2(2) allows Council to consider such a motion where the motion is accompanied by a written statement of the legal and financial consequences of carrying the motion.

As administrative and preparatory actions have been undertaken following the earlier resolutions, Council is required to formally accept and consider a written statement of the legal and financial consequences prior to revoking the decisions.

**Policy Implications**

Nil

**Strategic Implications**

**Strategic Community Plan**

Strategic Priority: 4. Civic Leadership  
 Objective: Well governed and efficiently managed Local Government  
 Strategy: 4.1 Forward planning and implementation of plans to achieve strategic priorities

**Asset Management Plan**

Nil

**Long Term Financial Plan**

Nil

**Risk Implications**

<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Compliance
<b>Consequence Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (3)
<b>Key Controls in Place</b>	Governance Framework; Regulation 10
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

**Financial Implications**

Revocation of the previous decisions does not of itself create additional financial liability. Any costs associated with future gazettal or re-adoption will be addressed in the subsequent report.

**Voting Requirements**

- Simple Majority  Absolute Majority

## Officers Recommendation / Council Resolution – Item 13.2

That Council:

1. Notes that a Flying Minute has been issued in accordance with Regulation 10 of the *Local Government (Administration) Regulations 1996*, and that the required level of Councillor support to revoke the following resolutions has been confirmed:
  - Ordinary Council Meeting – 21 October 2025, Item 12.4 (MIN 8074/25); and
  - Ordinary Council Meeting – 16 December 2025, Item 12.1 (MIN 8106/25);
2. Accepts the written statement of legal and financial consequences of revoking the above decisions, in accordance with Regulation 10 and clause 16.2(2) of the *Shire of Narembeen Standing Orders Local Law 2020*; and
3. Resolves to revoke resolutions: (MIN 8074/25) endorsed on 21 October 2025 and (MIN 8106/25) endorsed on 16 December 2025.
  - 21 October 2025 (MIN 8074/25)

*That Council:*

1. *In accordance with section 3.12(4) of the Local Government Act 1995, adopts the Shire of Narembeen Bush Fire Brigades Local Law, subject to minor amendments shown 'marked' on the copy attached to the agenda of the meeting, deletion of text boxes, page numbers in the index and notes in the version to be officially Gazetted.*
2. *In accordance with s3.12(5) of the Local Government Act 1995 the local law be published in the Government Gazette and a copy sent to the Ministers for Local Government and Emergency Services.*
3. *In accordance with s3.12(6) of the Local Government Act 1995, after Gazettal local public notice be given:*
  - a) *Stating the title of the local law;*
  - b) *Summarising the purpose and effect of the local law and specifying the day on which it comes into operation; and*
  - c) *Advising that copies of the local law may be inspected or obtained from the Shire office.*
4. *Authorise the affixing of the Common Seal of the Shire to the original copy of the Shire Bush Fire Brigade Local Law 2025; and*
5. *In accordance with section 3.12 of the Local Government Act 1995, authorise the CEO to submit a copy of the gazetted local law, together with a duly completed Explanatory Memorandum signed by the Shire President and Chief Executive Officer, be forwarded to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation for review within 10 working days of gazettal.*

and

- 16 December 2025 (MIN 8106/25).

*That Council:*

1. *Resolves to receive the late response and feedback on the Shire of Narembeen Bush Fire Brigades Local Law 2025 provided by the Department of Local Government, Industry Regulation and Safety.*
2. *In accordance with section 3.12(4) of the Local Government Act 1995, adopts the Shire of Narembeen Bush Fire Brigades Local Law, subject to minor amendments shown 'marked' on the copy attached to the agenda*

*of the meeting, deletion of text boxes, page numbers in the index and notes in the version to be officially Gazetted.*

3. *In accordance with s3.12(5) of the Local Government Act 1995, authorise the local law to be published in the Government Gazette and a copy sent to the Ministers for Local Government and Emergency Services.*
4. *In accordance with s3.12(6) of the Local Government Act 1995, after formal Gazettal, give local public notice:*
  - a) *Stating the title of the local law*
  - b) *Summarising the purpose and effect of the local law and specifying the day on which it comes into operation, and*
  - c) *Advising that copies of the local law may be inspected or obtained from the Shire office.*
5. *Authorise the affixing of the Common Seal of the Shire to the original copy of the Shire Bush Fire Brigade Local Law 2025; and*
6. *In accordance with section 3.12 of the Local Government Act 1995, authorise the CEO to submit a copy of the Gazetted local law, together with a duly completed Explanatory Memorandum signed by the Shire President and Chief Executive Officer, to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation for review within 10 working days of Gazettal*

**MIN 8126/26**

**MOTION** - Moved Cr. Stirrat

Seconded Cr. Hardham

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

### 13.3 Proposed Shire of Narembeen Bush Fire Brigades Local Law

<b>Date:</b>	10 February 2026
<b>Location:</b>	Not applicable
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Darren Mollenoyux, 150 Square
<b>File Reference</b>	Law and Enforcement\Local Laws
<b>Previous Meeting Reference</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	13.3A Original proposed Shire of Narembeen Bush Fire Brigades Local Law (advertised August 2025) 13.3B Shire of Narembeen Bush Fire Brigades Local Law 2026 (clean version) to be adopted.

#### Purpose of Report

- Executive Decision  Legislative Requirement

#### Summary

Council is requested to adopt the Shire of Narembeen Bush Fire Brigades Local Law 2025. The draft local law, required under section 43 of the Bush Fires Act 1954, was advertised for public comment and reviewed by the Department of Local Government, Sport and Cultural Industries (now the Department of Local Government, Industry Regulation and Safety – referred to as LGIRS going forward) and the Department of Fire and Emergency Services (DFES).

Subject to minor amendments, the local law may now be made in accordance with section 3.12(5) of the Local Government Act 1995 and will take effect 14 days after publication in the Government Gazette.

#### Background

The Shire of Narembeen has established volunteer bush fire brigades but currently does not have a corresponding local law in place.

Section 43 of the *Bush Fires Act 1954* (the Act) provides that a local government which establishes a bush fire brigade shall, by its local laws:

“provide for the appointment or election of a captain, a first lieutenant, a second lieutenant, and such additional lieutenants as may be necessary as officers of the bush fire brigade and prescribe their respective duties.”

The Act also contains several other provisions enabling local governments to make local laws relating to bush fire brigades. These provisions were outlined in the report presented to Council at its meeting held on 19 August 2025.

At that meeting, Council resolved to adopt a draft Shire of Narembeen Bush Fire Brigades Local Law, which was based on a model developed by WALGA.

In accordance with statutory requirements, copies of the draft local law were provided to the Director General of LGIRS and the Commissioner of DFES. The draft local law was also advertised for public comment.

Following the public comment period and responses from the Director General of LGIRS and the Commissioner of DFES, the Local Laws were updated to incorporate minor edits and feedback.

## Comment

Subject to several minor amendments from LGIRS and DFES, shown as *marked* on the attached copy, the Shire of Narembeen Bush Fire Brigades Local Law 2026 may now be made under section 3.12(5) of the *Local Government Act 1995* (the Act).

In accordance with the Act, if the local law to be adopted is significantly different from the version originally proposed, the process must recommence. However, it is the opinion of the reporting officer that the changes made are **not** significantly different from what was previously advertised and do not alter the overall intent or effect of the law.

Once adopted, the local law will be published in the Government Gazette in accordance with section 3.12(5) of the Act. In accordance with section 3.12 of the Local Government Act 1995 and the National Competition Policy (NCP) Review requirements, a copy of the local law, together with a duly completed Explanatory Memorandum signed by the Shire President and Chief Executive Officer, is to be forwarded to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation for review within 10 working days of gazettal.

It is a requirement per Section 3.12(2) of the *Local Government Act 1995* that: *"At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner."*

### **It is therefore recommended that the Presiding Person read out the following:**

#### Bush Fire Brigades Local Law

1. Pursuant to section 3.12 of the Local Government Act 1995 and Section 62 of the Bush Fires Act 1954, the Shire of Narembeen resolves its intent to adopt the Shire of Narembeen Bush Fire Brigades Local Law 2025:
  - a) The **purpose** of this local law is to provide for the establishment, organisation and maintenance, administration, and funding of bush fire brigades in the Shire of Narembeen.
  - b) The **effect** of the local law is to ensure the bush fire brigades are established and managed in accordance with the Bush Fires Act 1954.
  - c) The **justification** of which is that it will provide rules to a bush fire brigade governing the operation of a bush fire brigade pursuant to the Bush Fires Act 1954 and the provisions of its subsidiary legislation.

## Consultation

Executive Manager Corporate Services  
Darren Mollenoyux, 150Square  
WALGA Governance Team

### **Legislative Requirements for Consultation**

Section 62 of the Bush Fires Act 1954 provides that a local government may make local laws using the process set out in section 3.12 of the *Local Government Act 1995*. Amongst other things this requires a local government to give local public notice stating that it proposes to make a local law, the purpose and effect of which is summarised in the notice for a period of 6 weeks after it first appears.

The purpose and effect of the proposed Shire of Narembeen Bush Fire Brigades Local Law is:

### Purpose

The purpose of this local law is to provide for the establishment, organisation and maintenance, administration, and funding of bush fire brigades in the Shire of Narembeen.

### Effect

The effect of the local law is to ensure the bush fire brigades are established and managed in accordance with the *Bush Fires Act 1954*.

The draft local law was therefore advertised in the West Australian, placed on public notice board, via the Shire website and copies sent to the Director General for the Department of Local Government and the DFES Commissioner. The comment period closed on 10 October 2025.

DFES Commissioner Darren Klemm AFSM provided a formal response on 9 September 2025:

Comment	Response
<i>While unable to provide legal advice, I make the following further general comments for the Shire's consideration, and recommend that the Shire obtain its own independent legal advice as it determines necessary.</i>	Noted, standard response.
<i>Clause 1.3 makes reference to "district"; the Shire may wish to include this term within the 'Definitions' section (cl 1.2).</i>	The term "district" has been included in the definitions to provide consistency.
<i>Check the consistency of formatting and terminology throughout the document - for example, the term "Chief Bush Fire Control Officer" is used throughout, except in clause 4.6 ('Notification of Membership') where the term "Chief Fire Control Officer" is used.</i>	This has been amended to provide consistency and reviewed other references to " <i>Chief Bush Fire Control Officer</i> " for consistency.
<i>Section 43 of the Bush Fires Act 1954 (WA) provides: "A local government that establishes a bush fire brigade shall, by its local laws, provide for the appointment or election of a captain, a first lieutenant, a second lieutenant, and such additional lieutenants as may be necessary ... and prescribe their respective duties." (emphasis added). <b>DFES notes that while the duties of the Captain are provided for in clause 3.2 of the Rules, these relate only to brigade meetings and there are no further duties of the Captain or other officers provided for otherwise.</b></i>	<p>Noted, the local law is a model developed by WALGA. The WA Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL) which reviews local laws on behalf of Parliament has advised that it will not consider any BFB local laws other than WALGA models as satisfactory.</p> <p>Comment - Upon review of six other recently gazetted local laws made under the Bush Fires Act 1954, it is noted that these local laws similarly do not specify the detailed duties of brigade officers and are consistent in their wording with sections 3.1 and 3.2 of the Shire's proposed local law.</p> <p>The duties of brigade officers may vary over time and are guided by the provisions of the Bush Fires Act 1954 and associated regulations. It is therefore considered more appropriate for such operational responsibilities to be defined and updated as required within the Shire's Bush Fire Management Framework or associated policy documents, rather than being prescribed in the local law itself.</p>

<p><i>Attach the form for the application for membership referred to in clause 2.4 of the Rules.</i></p>	<p>The option to include the membership form at the appendix or other LGs gazetted Local Laws are worded as already stated in 2.4 or an alternative</p> <p><i>“An application for membership is to be in writing and is to be accompanied with a completed Emergency Services Volunteer Membership Application Form and submitted to the Shire.”</i></p>
<p><i>Clause 2.10 of the Rules provides for procedural fairness whereby members are afforded the opportunity to meet with the Committee to answer any charges prior to being dismissed from the brigade. The Shire may wish to consider extending this opportunity to members who are facing suspension under clause 2.8.</i></p>	<p>Upon review of six recently gazetted local laws from other local governments, it is noted that the wording of clause 2.10 is consistent across those local laws. Accordingly, the Shire has retained the same wording in its proposed local law to ensure consistency with current local government practice and the model local law format.</p>

Director General, Lannie Chopping from LGIRS made the following comments on the 26<sup>th</sup> August 2025:

Comment	Response
<p>Response provided</p> <p><i>Thank you for your letter dated 26 August 2025 regarding the Shire of Narembeen’s (Shire’s) proposed Bush Fire Brigades Amendment Local Law 2025.</i></p> <p><i>Copies of the draft local law have been provided to the Department of Local Government, Industry Regulations and Safety (LGIRS) local government legislation team. If there are any concerns in relation to the local law, LGIRS will provide these comments to the Shire prior to the closure of the public submission period on 10 October 2025.</i></p> <p><i>If you have any further questions regarding this process, please contact Ms Jadranka Strbac, Legislation Officer via the contact details above.</i></p>	<p>The Department of Local Government, Industry Regulation and Safety provided no further comments or submissions by the close of submissions on 10 October 2025.</p>

The Legislation Team at LGIRS provided the following late response on the 25<sup>th</sup> November 2025:

Comment from Department	Response
<p>These comments are minor and do not have any direct legal effect in themselves.</p> <p>The following minor edits are suggested:</p>	
<p><b>Clause 1.2</b></p> <ul style="list-style-type: none"> <li>○ Defined terms should be bold and italics without quote marks.</li> <li>○ <b><i>bushfire control officer</i></b> should be defined, either specifically or by reference to legislation as appropriate.</li> <li>○ <b><i>Chief Bush Fire Control Officer</i></b> should be defined by reference to the <i>Bushfires Act 1954</i></li> </ul>	<p><i>Noted and amended</i></p> <p><i>Noted, however not included in WALGA Pro Forma or other recent Gazetted Shire Local Laws</i></p>

<ul style="list-style-type: none"> <li>○ Insert a definition for <b>Bush Fire Advisory Committee</b>.</li> <li>○ Insert a definition for District – provide definition of District. Suggested wording : “<i>District</i> means the district of the Shire of Narembeen;”</li> </ul>	<p><i>Noted, however not included in WALGA Pro Forma or other recent Gazetted Shire Local Laws</i></p> <p><i>Noted, however not included in WALGA Pro Forma or other recent Gazetted Shire Local Laws</i></p> <p><i>Noted and amended, as per previous feedback from DFES</i></p>
<p><b>Spacing:</b> Make sure spacing between paragraphs and headings of the paragraphs is consistent throughout the document.</p>	<p><i>Noted – will be reviewed again prior to document being provided for Gazetted</i></p>
<p><b>Clause 2.3(1)</b> - This clause contains multiple statements. It is suggested that statements be moved into its own subclauses for clarity.</p>	<p><i>No real requirement to change. However, have amended in line with feedback for ease of reading.</i></p>
<p><b>Clause 4.2</b> – after paragraph separate statements in 2 subclauses. Subclause (1) to list members and subclause (2) to deal with eligibility. When referring to regulation 159C – <b>make sure it states “regulation 159C of the Fire Brigades Regulation 1943...”</b></p>	<p><i>Noted and amendment made to include the regulation reference.</i></p>
<p><b>In Clause 4.4 (d)</b> – It is suggested to replace wording : “as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act” with: “as defined in s 35A (c ), (d), (e), (f) and (g) of the Act.”</p> <p><b>Suggested wording:</b> “ (d) to be supervised by a firefighting member when undertaking normal brigade activities as defined in section 35A (c ), (d), (e), (f) and (g) of the Act.”</p>	<p><i>Noted and moved “35A” to align with suggested rewording.</i></p>
<p><b>Clause 6.3</b> – suggested to maybe separate to 2 subclauses for clarity. <b>It may be simpler to redraft as follows:</b></p> <ol style="list-style-type: none"> <li>(1) To be considered in the subsequent local government budget, any request from a bush fire brigade for funding related to protective clothing, equipment, or appliances must be received by the local government no later than 31 May.</li> <li>(2) Each request must be accompanied by: <ol style="list-style-type: none"> <li>(a) the brigade’s most recent audited financial statement, and</li> <li>(b) current statement of assets and liabilities.</li> </ol> </li> </ol>	<p><i>No real requirement to change and is in line with WALGA Prof Forma – have left as original.</i></p>

<p><b>In the First Schedule:</b></p> <ul style="list-style-type: none"> <li>• Clause 2.4 - add space under the main heading</li> <li>• In Interpretation clause <b>1.1 (2)</b> - definition of the “Committee” – maybe include reference to Part 4 (<b>Clause 4.1</b> and <b>4.2</b> - if that is intended Committee) Suggested wording: “Committee – means Committee of the bush fire brigade appointed under Part 4</li> <li>• <b>Clause 8.2(1)</b> and <b>(6)</b> – suggested to rewrite for clarity. Instead of having long sentence break it up to a few shorter sentences.</li> </ul>	<p><i>Noted and amended</i></p> <p><i>Noted and amended</i></p> <p><i>No real requirement to change and is in line with the WALGA Pro Foma – have left as original.</i></p>
<p>The Shire should also ensure that all references and cross references are checked for accuracy, particularly if any further changes are made to the draft.</p>	<p><i>This was previously undertaken from feedback from DFES and reviewing by staff and consultant.</i></p>
<p>Please note that my comments:</p> <ul style="list-style-type: none"> <li>• have been provided to assist the Shire with drafting matters in relation to the local law;</li> <li>• do not constitute legal advice;</li> <li>• have been provided in good faith for the Shire’s consideration; and</li> <li>• should not be taken as an approval of content.</li> </ul> <p>The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire’s policies and objectives.</p>	<p><i>Noted</i></p>

### **Statutory Implications**

Section 3.12 Procedure for making local laws of the Local Government Act 1995.  
Section 62. Local government may make local laws of the Bush Fires Act 1954.

### **Policy Implications**

- Shire of Narembeen Bush Fire Advisory Committee – Terms of Reference September 2024
- Shire of Narembeen DRAFT Bushfire Framework 2025
- Shire of Narembeen Management of Bushfire Brigades Policy

### **Strategic Implications**

#### **Strategic Community Plan**

Strategic Priority: 4. Civic Leadership  
Objective: Well governed and efficiently managed Local Government  
Strategy: 4.2 Compliant and resourced Local Government

#### **Asset Management Plan**

Nil

## Long Term Financial Plan

Nil

Risk Implications	
<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Compliance
<b>Consequence Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls in Place</b>	Governance Framework, Legislative Compliance Chek
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

## Financial Implications

Gazettal of the proposed local law will incur drafting and advertising expenses, which are accommodated within the 2026 budget.

## Voting Requirements

Simple Majority  Absolute Majority

## Officers Recommendation / Council Resolution – Item 13.3

That Council:

1. Resolves to receive the response and feedback on the *Shire of Narembeen Bush Fire Brigades Local Law 2026* provided by the Department of Fire and Emergency Services and the responses (including late responses) provided by the Department of Local Government, Industry Regulation and Safety.
2. In accordance with section 3.12(4) of the *Local Government Act 1995*, adopts the *Shire of Narembeen Bush Fire Brigades Local Law 2026*, subject to minor amendments on the copy attached to the agenda of the meeting including deletion of text boxes, page numbers in the index and notes in the version to be officially Gazetted.
3. In accordance with s3.12(5) of the *Local Government Act 1995*, authorise the local law to be published in the Government Gazette and a copy sent to the Ministers for Local Government and Emergency Services.
4. Authorise the affixing of the Common Seal of the Shire to the original copy of the *Shire of Narembeen Bush Fire Brigade Local Law 2026*; and
5. In accordance with section 3.12 of the *Local Government Act 1995*, authorise the CEO to submit a copy of the Gazetted local law, together with a duly completed Explanatory Memorandum signed by the Shire President and Chief Executive Officer, to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation for review within 10 working days of Gazettal.

**MIN 8127/26**

**MOTION** - Moved Cr. Currie

Seconded Cr. Hardham

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

## 13.4 Reviewed Housing Strategy 2024-2034

<b>Date:</b>	9 February 2026
<b>Location:</b>	Not applicable
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Rebecca McCall, Chief Executive Officer
<b>File Reference</b>	CORPORATE MANAGEMENT/PLANNING/Housing Strategy
<b>Previous Meeting Reference</b>	MIN 7812/24
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	13.4A Housing Strategy – Final Review – January 2026

### Purpose of Report

- Executive Decision  Legislative Requirement

### Summary

For Council to consider and endorse the reviewed Shire of Narembeen Housing Strategy 2024-2034.

### Background

The Shire of Narembeen Housing Strategy 2024–2034 was adopted by Council in June 2024. In accordance with the Strategy’s monitoring and evaluation framework, a review has been undertaken to ensure the document remains current, effective and aligned with emerging housing pressures, project progress and funding opportunities.

The review was informed by internal progress reporting and discussion through the Housing Working Group, which has an ongoing role in monitoring implementation, identifying emerging issues and recommending refinements to Council.

The reviewed Housing Strategy (finalised January 2026) retains the original strategic direction and priorities while updating implementation status, project timing and contextual information. The Strategy continues to focus on addressing staff housing, workforce accommodation, aged housing, community housing advocacy and residential land development.

### Comment

The reviewed Housing Strategy confirms that housing availability remains a critical constraint to workforce attraction, service delivery and long-term townsite sustainability. Immediate staff and workforce housing needs continue to be prioritised to support Shire operations and essential services.

The review process confirmed that the Strategy remains aligned with Council’s Strategic Community Plan and Corporate Business Plan, with no material changes required to its overarching objectives. Updates primarily reflect progress against actions, refinements to delivery timeframes and improved clarity around advocacy, partnerships and funding pathways.

Ongoing monitoring will continue through the Housing Working Group, with progress against actions reviewed regularly and reported to Council. This ensures the Strategy remains responsive to changing circumstances and emerging opportunities over its ten-year lifespan.

## Consultation

Housing Working Group

## Statutory Implications

Nil

## Policy Implications

Nil

## Strategic Implications

### Strategic Community Plan

Strategic Priority: 5. Economy

Objective: Retain and grow existing businesses, employment and attract new industry

Strategy: 2.4 Retain and grow our local skill base

### Asset Management Plan

Future maintenance and lifecycle costs associated with Shire-owned housing assets will continue to be considered through asset planning processes.

### Long Term Financial Plan

Housing projects identified in the Strategy are reflected in the current Long-Term Financial Plan model.

## Risk Implications

<b>Risk Profiling Theme</b>	Business continuity disruption
<b>Risk Category</b>	Service Interruption
<b>Consequence Description</b>	Indeterminate prolonged interruption of services - non-performance >1 month
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Likely (4)
<b>Risk Matrix Rating</b>	High (12)
<b>Key Controls in Place</b>	Asset Management Plan; Long Term Financial Plan
<b>Action / Treatment</b>	Adoption and execution of Housing Strategy
<b>Risk Rating After Treatment</b>	Adequate

## Financial Implications

Endorsement of the reviewed Housing Strategy reaffirms Council's in-principle commitment to capital expenditure over the life of the Strategy. All future projects remain subject to Council approval through the annual budgeting and Long-Term Financial Planning processes.

## Voting Requirements

Simple Majority

Absolute Majority

**Officers Recommendation / Council Resolution – Item 13.4**

That Council endorses the reviewed Shire of Narembeen the Housing Strategy 2024-2034, as attached.

**MIN 8128/26**

**MOTION** - Moved Cr. Smoker

Seconded Cr. Bray

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

UNCONFIRMED

### 13.5 Tender Review – RFT 2025-08 Housing – Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way

<b>Date:</b>	10 February 2026
<b>Location:</b>	49 Cheetham Way, Narembeen WA 6369
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Garrick Yandle, Haddeo Infrastructure Agriculture
<b>File Reference</b>	CORPORATE MANAGEMENT\TENDERING\2025\RFT 2025-08 - Design and Construction of Dwelling - Lot 2 - 61 Cheetham Way (READVERTISED)
<b>Previous Meeting Reference</b>	8116/25 Ordinary Council Meeting, 16 December 2025
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	13.5A RFT 2025-07 Housing - Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way. 13.5B RFT 2025-08 Tender Submissions Evaluation

#### Purpose of Report

- Executive Decision  Legislative Requirement

#### Summary

For Council to consider the award of tender RFT (request for tender) 2025/08 Housing - Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way.

#### Background

Originally advertised as RFT 2025/07 via an open public tender process rather than via the WALGA Preferred Supplier Panel via eQuotes, only a limited number of submissions were received for the project, which were beyond the recommended scope and pricing. It was therefore recommended that Council reject the previous tenders received and that the project be re-advertised to WALGA's preferred supplier panel.

On Friday 19<sup>th</sup> December 2025, 'RFT 2025/08 Housing - Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way', was issued via WALGA eQuotes with a closing date of Friday 6<sup>th</sup> February 2026 at 4pm.

The dwelling was requested to be prefabricated and located at 49 Cheetham Way (Lot 2 Brown Street as per WAPC Reference Number: 200861), Narembeen, with the lot being subdivided by the Shire concurrently. The dwelling is proposed to be located on one of the newly sub-divided lots on Lot 2 Brown Street, which will be approximately 462m<sup>2</sup>

As part of the response criteria, each prospective Tenderer was to submit a detailed concept design consisting of:

- Indicative plan view showing the floor layout
- Indicative side elevations
- A detailed cost for the project in accordance with the pricing schedule.
- Equipment list
- Indicative schedule of finishes.

Tenderers were not restricted to a specific layout or componentry, but the preferred layout is “open floor plan” for living and dining areas. The final design had to be a 3x2 house, as outlined in the above Specification Guidelines and include (but not be limited to) the following works:

Area	This Tender
Site Works	Preparatory siteworks and construction of compacted foundations relevant to site conditions for the dwelling and any retaining wall/s that may be required.
Carport	Double covered with Colourbond roof sheeting at a minimum height of 2.4m with cement flooring.
Electrical	Connection from Western Power supply dome to the dwelling electrical switchboard
Electrical Connections	Connection of internal wiring across the splits, connection of mains power, connection and commissioning of air-conditioning units onsite, connection & re-commissioning of sweep fans, earthing of home, and checking all connections & appliances.
Water	Connection from Water Corporation meter valve to water pipes at ground level on outside of the dwelling.
Plumbing	Connections including connection of pipes across the splits, connection of drainage to sewer junction or septic system, connection to water mains and flush & test pipes and appliances.
Sewer	Connection to mains sewer inclusive of works outside of the building line.

#### Comment

All Tenders were assessed against the Compliance and Selection Criteria.

A summary of the assessment against the Selection Criteria and Price is included in the following table:

Criteria	Weighting %	Evoke Living Homes	Summit Homes	Modular WA Option 1	Modular WA Option 2
Relevant Experience	20	19.0	18.0	19.0	19.0
Demonstrated Understanding	20	16.0	16.0	17.0	16.0
Timeframe	20	17.0	16.0	16.0	16.0
Price	40	34.0	25.0	30.0	35.0
<b>Grand Total</b>	<b>100</b>	<b>86.0</b>	<b>75.0</b>	<b>82.0</b>	<b>86.0</b>

A detailed breakdown against the assessment against the selection criteria has been attached.

The submissions provided were scored similarly close with regard to the specification criteria and budget. The officer’s recommendation was therefore determined based on the most suitable floor plan, overall design and price.

#### Consultation

Executive Manager Infrastructure Services  
 Executive Manager Corporate Services  
 Consultants

Local Government Act 1995

**3.57 Tenders for providing goods and services**

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and services.
- (2) Regulations may make provision about tenders.

Local Government (Functions and General) 1996

**11. When tenders have to be publicly invited**

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if:
  - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
  - (aa) the supply of the goods or services is associated with a state of emergency or a COVID-19 declaration; or
  - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or
  - (c) within the last 6 months —
    - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment, or .....

**14. Publicly inviting tenders, requirements for**

- (1) When regulation 11(1), 12(2) or 13 requires tenders to be publicly invited, Statewide public notice of the invitation is to be given.
- (2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving Statewide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.
  - (2A) If a local government —
    - a. is required to invite a tender; or
    - b. not being required to invite a tender, decides to invite a tender,the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.
- (3) The notice, whether under subregulation (1) or (2), is required to include —
  - a. a brief description of the goods or services required; and
  - b. particulars identifying a person from whom more detailed information as to tendering may be obtained
  - c. information as to where and how tenders may be submitted; and
  - d. the date and time after which tenders cannot be submitted. ....

## 18. Rejecting and accepting tenders

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept.
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
- (5) The local government may decline to accept any tender .....

### Policy Implications

Procurement Framework  
Housing Strategy  
Long-term financial plan

### Strategic Implications

#### Strategic Community Plan

Strategic Priority: 4. Civic Leadership  
Objective: Progress towards achievement of the Corporate Business Plan  
Strategy: 4.1 Forward planning and implementation of plans to achieve strategic priorities

#### Asset Management Plan

Constructing another house will commit Council to further lifecycle costings for the maintenance of the asset throughout Council's ownership.  
Construction of a new dwelling has been considered in accordance with Council's endorsed Asset Management Plan

#### Long Term Financial Plan

The additional dwelling will incur lifecycle costings for the following 10 years. These costs have not accurately been predicted, though have been roughly modelled in Council's current long-term financial plan.

### Risk Implications

<b>Risk Profiling Theme</b>	Indequate Asset Sustainability Practices
<b>Risk Category</b>	Financial Impact
<b>Consequence Description</b>	\$50,001 - \$500,000
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Moderate (8)

<b>Key Controls in Place</b>	Proper management of projects and Standardised contracts for delivery of goods and services
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

### Financial Implications

The 2026 budget has an allocation for the construction of one 3x2 dwelling which includes nominal provisions for:

- Preparatory earthworks
- Design and construction of dwelling
- Carport and alfresco
- Driveways and concrete paths
- Storage shed
- Service connection
- Fencing
- Landscaping

Separate costs associated with the Sub-division process are not included in this Budget. These include:

- Subdivision approval
- Survey
- Design and construction of Service Headworks (water, power, sewer).

### Voting Requirements

- Simple Majority                       Absolute Majority

### Officers Recommendation / Council Resolution – Item 13.5

That Council award tender for RFT2025/08 Housing - Design and Construction of One (1) 3x2 Dwelling No. 49 Cheetham Way to Modular WA (Option 2).

**MIN 8129/26**

**MOTION** - Moved Cr. Bray

Seconded Cr. Stirrat

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

## 14. Officers Reports - Corporate Services

### 14.1 Council Policy Review

<b>Date:</b>	10 February 2026
<b>Location:</b>	Nil
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Kathryn Conopo, Executive Governance Officer
<b>File Reference</b>	CORPORATE MANAGEMENT\POLICY\Policy Register
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	14.1A Policies for Review

#### Purpose of Report

Executive Decision  Legislative Requirement

#### Summary

For Council to consider and adopt the attached new and amended policies.

#### Background

Council maintains a suite of policies covering a range of matters, which are subject to regular review to ensure they remain current, effective, and aligned with legislative and operational requirements.

#### Comment

The following policies have been reviewed by management, with amendments proposed where required, and include the introduction of new policies. A summary of the nature of the changes for each policy is provided below.

Policy	Summary of Changes
Financial Contributions for Sporting and Recreation Infrastructure Projects	A new policy to establish a consistent and transparent framework for financial contributions toward sporting and recreational infrastructure
Consideration of New Sporting and Recreational Infrastructure Projects	A new policy providing guidance to Council on the transparent and equitable process for assessing new sporting and recreational infrastructure ideas.
Human Resource Management	Reviewed as part of a comprehensive review of the HR Suite of policies. This policy now incorporates governance, Councillor liaison with the CEO and other employees, determining 'Senior Employees', set parameters for Temporary and Acting CEO appointments and criteria for aspects of employee remuneration.

Gratuity Payments to Finishing Employees	Reviewed as part of a comprehensive review of the HR Suite of policies. The gratuity payment amounts and eligibility have been updated.
Legal representation	Minor editing and inclusion of prohibition of financial or in-kind assistance to Councillors fined or penalised under the <i>Local Government Act 1995</i> .

## Consultation

Chief Executive Officer  
 Executive Manager Corporate Services  
 Executive Manager Infrastructure Services  
 Councillors –December 2025 Discussion Forum

## Statutory Implications

*Local Government Act 1995*

Section 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.

*[Section 2.7 amended: No. 17 of 2009 s. 4.]*

Section 5.41 Functions of CEO

The CEO’s functions are to —

- a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- b) ensure that advice and information is available to the council so that informed decisions can be made; and
- c) cause council decisions to be implemented; and
- d) manage the day-to-day operations of the local government; and
- e) liaise with the mayor or president on the local government’s affairs and the performance of the local government’s functions; and
- f) speak on behalf of the local government if the mayor or president agrees; and
- g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

## Policy Implications

Council has adopted Strategic Policy Framework which guides the format, content, nature and review date for each policy. The Strategic Policy Framework also differentiates between Council Policies, Executive Policies and Procedures/Manuals.

It is considered good corporate governance to review policies as they fall due and to consider if any new policies should be added in line with legislative changes.

## Strategic Implications

### Strategic Community Plan

Strategic Priority: 4. Civic Leadership  
Objective: Well governed and efficiently managed Local Government  
Strategy: 4.2 Compliant and resourced Local Government

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Compliance
<b>Consequence Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls in Place</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

## Financial Implications

Nil

## Voting Requirements

Simple Majority  Absolute Majority

## Officers Recommendation – Item 14.1

That Council adopt the amended policies and the new policies, as attached.

**Council Resolution – Item 14.1**

That Council adopt the amended policies and the new policies, as attached, subject to minor typographical corrections.

**MIN 8130/26**

**MOTION** - Moved Cr. Smoker

Seconded Cr. Currie

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

UNCONFIRMED

## 14.2 Budget Review

<b>Date:</b>	9 February 2026
<b>Location:</b>	Not applicable
<b>Responsible Officer:</b>	Ben Forbes, Executive Manager Corporate Services
<b>Author:</b>	Ben Forbes, Executive Manager Corporate Services
<b>File Reference</b>	FINANCIAL MANAGEMENT\BUDGETS\Review\2025
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	14.2A Shire of Narembeen – Budget review for the period ended 31 January 2026

### Purpose of Report

- Executive Decision  Legislative Requirement

### Summary

For Council to review, consider and adopt the attached budget review for the period ended 31 January 2026.

### Background

Local governments are required to conduct a review of their budget against the year-to-date actual accounts. This review is typically done as of the end of a chosen month and must be presented to and endorsed by Council between 1 January and 31 March each year. The budget review is to consider where the estimates included in the annual budget were either overstated or understated and include further estimates for developments and events since the adoption of the annual budget that either have, or are likely to have, a financial impact in the current financial year.

After being endorsed by Council, a copy of the budget review is to be provided to the Department of Local Government, Industry Regulation and Safety.

### Comment

Council's annual budget, like any budget, is based on estimates using the best and most accurate information available at the time. It is good practice in determining a budget for a complex organisation to build in a margin of error, particularly for capital projects, to ensure that costs can be managed across the organisation to aim for or exceed the predetermined overall expenditure target.

The attached budget review for the year-to-date period ended 31 January 2026 includes several proposed budget amendments. Operational costs are projected to be materially lower than budgeted due to a combination of decreased employee costs and over-estimates for materials and contracts. These savings are offset by a decrease in the opening surplus following significant accounting movements from the end of financial year reconciliation process.

Completed capital projects have been under-budget overall, though there are several new projects requested for 2026 that offset these savings. Lastly, several large capital projects are being deferred to 2027 or later financial years, which has no impact on Council's long-term projections.

## Consultation

Chief Executive Officer  
Executive Manager Infrastructure Services

## Statutory Implications

*Local Government (Financial Management) Regulations 1996*

### 33A. Review of budget

- 1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.
- 2A) The review of an annual budget for a financial year must —
  - a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - b) consider the local government's financial position as at the date of the review; and
  - c) review the outcomes for the end of that financial year that are forecast in the budget
  - d) include the following –
    - i. the annual budget adopted by the local government
    - ii. an update of each of the estimates included in the annual budget
    - iii. the actual amounts of expenditure, revenue and income as at the date of the review
    - iv. adjacent to each item in the annual budget adopted by the local government that states an amount, the estimate end-of-year amount for the item.
- 2) The review of an annual budget for a financial year must be submitted to the council on or before 3 March in that financial year
- 3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
- 4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

\*Absolute majority required.

## Policy Implications

Nil

## Strategic Implications

### Strategic Community Plan

Strategic Priority: 4. Civic Leadership  
Objective: Well governed and efficiently managed Local Government  
Strategy: 4.2 Compliant and resourced Local Government

### Asset Management Plan

Nil

### Long Term Financial Plan

Each budget amendment endorsed by Council (if any) will have an impact on the long-term financial plan equal to the amount of the budget amendment.

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Financial Impact
<b>Consequence Description</b>	\$50,001 - \$500,000
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Moderate (8)
<b>Key Controls in Place</b>	Continual review of long-term financial projections to contextualise all adopted annual budgets.
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

## Financial Implications

Council's endorsement of the officer's recommendation will result in total changes to the estimated closing surplus as at 30 June 2026 of \$149,100, which are summarised as follows:

Annual budget surplus/(deficit) estimated	\$0.00
Add: permanent operating variances	\$95,432
Add: deferred operating variances	\$100,000
Add: permanent capital income/expense variances	\$72,694
Add: deferred capital income/expense variances	\$475,936
Less: variance in brought forward surplus	(\$559,804)
Less: reversal of non-cash adjustments	(\$44,158)
<b>Net estimated surplus from budget review</b>	<b>\$139,100</b>

## Voting Requirements

- Simple Majority  Absolute Majority

## Officers Recommendation / Council Resolution – Item 14.2

That Council, by absolute majority:

1. Endorse the Budget Review for the period ended 31 January 2026, as attached.
2. Endorse the budget amendments as itemised in Note 3 of the attached Budget Review.

**MIN 8131/26**      **MOTION** - Moved Cr. Bray

Seconded Cr. Stirrat

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

### 14.3 Financial Statements for the Month Ended 31 December 2025 and 31 January 2026

<b>Date:</b>	9 February 2026
<b>Location:</b>	Not applicable
<b>Responsible Officer:</b>	Ben Forbes, Executive Manager Corporate Services
<b>Author:</b>	Ben Forbes, Executive Manager Corporate Services
<b>File Reference</b>	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	14.3A Shire of Narembeen - Financial statements for month ended 31 December 2025  14.3B Shire of Narembeen - Financial statements for month ended 31 January 2026

#### Purpose of Report

- Executive Decision  Legislative Requirement

#### Summary

For Council to review and the financial statements for the months ended 31 December 2025 and 31 January 2026.

#### Background

The monthly financial reports are presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

#### Comment

Council's closing funding surplus for the two months:

- as at 31 December 2025 is \$2,041,072 with cash on hand of \$8,190,594 including \$6,001,233 of restricted reserves
- as at 31 January 2026 is \$2,003,426 with cash on hand of \$8,043,799 including \$6,001,233 of restricted reserves.

#### Consultation

Nil

#### Statutory Implications

*Local Government Act 1995, Section 6.4*

*Regulation 34(1) of the Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

### Policy Implications

Nil

### Strategic Implications

#### Strategic Community Plan

Strategic Priority: 4. Civic Leadership  
 Objective: Well governed and efficiently managed Local Government  
 Strategy: 4.2 Compliant and resourced Local Government

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Compliance
<b>Consequence Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls in Place</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

### Financial Implications

Nil

### Voting Requirements

Simple Majority  Absolute Majority

### Officers Recommendation / Council Resolution – Item 14.3

That Council receive the monthly financial statements for the months ended 31 December 2025 and 31 January 2026.

**MIN 8132/26**

**MOTION** - Moved Cr. Bald

Seconded Cr. Currie

**CARRIED 7 / 0**

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

## 14.4 Schedule of Accounts for the Month Ended 31 December 2025 and 31 January 2026

<b>Date:</b>	11 November 2025
<b>Location:</b>	Not applicable
<b>Responsible Officer:</b>	Ben Forbes, Executive Manager Corporate Services
<b>Author:</b>	Ben Forbes, Executive Manager Corporate Services
<b>File Reference</b>	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	14.4A Schedule of Accounts paid for the month ended 31 December 2025 14.4B Credit card payments, December 2025 14.4C Schedule of Accounts paid for the month ended 31 January 2026 14.4D Credit card payments, January 2026

### Purpose of Report

- Executive Decision  Legislative Requirement

### Summary

For Council to receive the list of payments made by the Shire of Narembeen for the months ended 31 December 2025 and 31 January 2026.

### Background

The Shire's schedule of accounts paid is to be provided to Council each month, pursuant to the requirements of *Local Government (Financial Management) Regulation 1996*.

### Comment

As per the attached schedules, total payments from Municipal funds were:

- for the month ended 31 December 2025, \$1,136,776.31, including \$9,868.33 on corporate credit cards, and
- for the month ended 31 January 2026 total \$486,121.38, including \$2,908.23 on corporate credit cards.

### Consultation

Nil

### Statutory Implications

*Local Government (Financial Management) Regulations 1996*

#### Reg. 13 List of Accounts

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

- a. The payee's name;
  - b. The amount of the payment;
  - c. The date of the payments; and
  - d. Sufficient information to identify the transaction.
3. A list prepared under sub regulation (1) or (2) is to be:
- a. Presented to the council at the next ordinary meeting of council after the list is prepared; and
  - b. Recorded in the minutes of that meeting.

### Policy Implications

Nil

### Strategic Implications

#### Strategic Community Plan

Strategic Priority: 4. Civic Leadership  
 Objective: Well governed and efficiently managed Local Government  
 Strategy: 4.2 Compliant and resourced Local Government

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Compliance
<b>Consequence Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls in Place</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

### Financial Implications

Nil

### Voting Requirements

- Simple Majority  Absolute Majority

**Officers Recommendation / Council Resolution – Item 14.4**

That Council receive and endorse the schedule of accounts paid for the months ended 31 December 2025 and 31 January 2026.

**MIN 8133/26**

**MOTION** - Moved Cr. Bald

Seconded Cr. Smoker

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

UNCONFIRMED

## 15. Officers Reports - Development and Regulatory Services

Nil

## 16. Officers Reports - Infrastructure Services

### 16.1 Draft Transport Road Hierarchy and Service Level Plan

<b>Date:</b>	11 February 2026
<b>Location:</b>	Not applicable
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Rebecca McCall, Chief Executive Officer
<b>File Reference</b>	ROADS/PLANNING/Transport Levels of Service
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	16.1A Transport Road Hierarchy and Service Level Plan

#### Purpose of Report

Executive Decision  Legislative Requirement

#### Summary

Council is requested to consider the adoption of the Transport Road Hierarchy and Service Level Plan, which establishes a consistent, risk-based framework for managing the Shire's road network. This document defines minimum Levels of Service based on road function, supports transparent prioritisation of maintenance and capital works, and aligns with the Asset Management Plan and Long-Term Financial Plan.

#### Background

The Shire manages an extensive rural road network with finite financial and operational resources. It is not practical nor affordable to maintain all roads to the same standard.

The Transport Road Hierarchy and Service Level Plan has been developed to define minimum service standards for the inspection, maintenance, renewal, and upgrade of roads based on their functional importance. The Plan aligns with Main Roads WA functional classifications and the Roads 2040 Regional Road Development Strategy, ensuring consistency with State and regional transport planning frameworks.

The Transport Road Hierarchy and Service Level Plan is intended to operate as a supporting document to the Shire's Transport Asset Management Plan and Long-Term Financial Plan, guiding annual works programs and funding submissions.

#### Comment

The adoption of the Plan provides a defensible and risk-based approach to road management by:

- clearly defining service expectations across different road hierarchy categories
- prioritising safety-related defects and strategic freight and school bus routes
- balancing community expectations with affordability, and
- supporting the transparent allocation of maintenance and capital resources.

While the Transport Road Hierarchy and Service Level Plan establishes minimum Levels of Service, actual service delivery will remain subject to available funding, asset condition, risk assessment, and operational capacity. Emergency response and safety-critical works will continue to override routine Levels of Service where required.

### Consultation

Plant and Works Committee  
Executive Manager Infrastructure Services

### Statutory Implications

Nil

### Policy Implications

This item aligns with the Shire of Narembeen Road Strategy and supports the implementation of the Transport Asset Management Plan and Long-Term Financial Plan by establishing clear road hierarchy classifications and minimum Levels of Service for the management of the Shire's road network.

### Strategic Implications

#### Strategic Community Plan

Strategic Priority: 5. Economy  
Objective: Retain and grow existing businesses, employment and attract new industry  
Strategy: 2.2 Safe and efficient transport network enables economic growth

#### Asset Management Plan

The Transport Road Hierarchy and Service Level Plan directly supports and informs the Asset Management Plan by:

- defining how transport services are delivered
- informing inspection regimes, intervention thresholds, and renewal priorities; and
- supporting lifecycle planning and risk management across the road network.

The Transport Road Hierarchy and Service Level Plan strengthens the link between asset condition, service levels, and investment decisions.

#### Long Term Financial Plan

The Transport Road Hierarchy and Service Level Plan aligns with the Long-Term Financial Plan by establishing service levels that are achievable within forecast financial capacity. It supports sustainable financial planning by:

- prioritising expenditure on higher-order and strategic roads;
- providing a basis for staging renewal and upgrade works; and
- supporting external funding and grant submissions.

## Risk Implications

<b>Risk Profiling Theme</b>	Inadequate Asset Management Practices
<b>Risk Category</b>	Financial Impact
<b>Consequence Description</b>	Indeterminate prolonged interruption of services - non-performance >1 month
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Possible (3)
<b>Risk Matrix Rating</b>	Moderate (9)
<b>Key Controls in Place</b>	Road Strategy, 5-Year Road Program
<b>Action / Treatment</b>	Adoption and execution of Transport Road Hierarchy and Service Level Plan
<b>Risk Rating After Treatment</b>	Adequate

## Financial Implications

There are no immediate additional financial implications associated with the adoption of the Plan. Immediate implementation will be managed within existing budget allocation, noting that service delivery remains subject to annual budget decisions.

Adoption of the Plan may assist in attracting external funding through improved justification and prioritisation and will shape the proposed or planned allocation of future resources.

## Voting Requirements

- Simple Majority  Absolute Majority

## Officers Recommendation / Council Resolution – Item 16.1

That Council adopts the Transport Road Hierarchy and Service Level Plan, as attached.

**MIN 8134/26**

**MOTION** - Moved Cr. Bray

Seconded Cr. Currie

**CARRIED 7 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil*

**17. Officers Reports - Community Services**

Nil

**18. Elected Member Motions of which Previous Notice has been Given**

Nil

**19. Elected Member Motions Without Notice**

Nil

**20. New Business of an Urgent Nature Approved by the Presiding Person or Decision**

Nil

**21. Closure of Meeting**

The next meeting will be held on Tuesday 17 March 2026 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at 5.28pm

**ATTACHMENT 9.1A**  
**Minutes – Annual Electors Meeting 10**  
**February 2026**



# MINUTES

Annual Electors Meeting  
10 February 2026

UNCONFERMED

## NOTICE OF MEETING

Dear Elected Members and Members of the Public,

In accordance with the provisions of Section 5.29 of the Local Government Act, you are hereby notified that the Annual Electors Meeting has been convened for:

**Date:** Tuesday 10 February 2026  
**At:** Shire of Narembeen Council Chambers  
1 Longhurst Street, Narembeen  
**Commencing:** 5.00pm

**Rebecca McCall**  
**Chief Executive Officer**

23 January 2026

### DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Narembeen for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Narembeen disclaims any liability for any loss whatsoever 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 and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen 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 Narembeen in respect of the application.

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## 1. Official Opening and Welcome

The Presiding Person welcomed everyone and declared the meeting open at 5.00pm.

Attendees were notified that the meeting was being recorded in accordance with the Local Government (Administration) Regulation r14J.

## 2. Record of Attendance / Apologies / Leave of Absence

### Councillors:

Cr HA Cusack	President
Cr HJ Bald	Deputy President
Cr CD Bray	
Cr MJ Currie	
Cr LR Smoker	
Cr SW Stirrat	

### Staff:

Ms R McCall	Chief Executive Officer
Mr B Forbes	Executive Manager Corporate Services
Mr K Markham	Executive Manager Infrastructure Services
Ms K Conopo	Executive Governance Officer

### Member of Public:

L Lethlean  
W Milner  
H Cowan  
A Yandle

### Apologies:

Cr AM Hardham

## 3. Public Question Time

Nil

## 4. Confirmation of Previous Meetings

### 4.1 Annual Electors Meeting 10 February 2025

#### Attachment 4.1A

#### Voting Requirements

Simple Majority  Absolute Majority

#### Officer's Recommendation – 4.1

That the minutes of the Shire of Narembeen Annual Electors Meeting held on Monday 10 February 2025, as presented, be confirmed as a true and correct record of proceedings.

**MIN 8118/26**

**MOTION** – Moved Cr. Currie

Seconded Cr. Bald

**CARRIED 6 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Smoker, Cr Stirrat. Against: Nil*

## 5. Business Arising from Previous Minutes

Cr Cusack requested an update on the Narembeen South Road, as it was raised in the previous minutes.

K Markham, EMIS, provided an update noting that funding was successful through Regional Road Group, with the funding split into two parts. However, due to there being funding leftover from this year, the entire 5.6Km section will be completed. This included 5 culverts and a 7.2m seal by the end of the month to match the rest of the road.

Cr Cusack noted concerns were raised regarding the status of the Clock Tower Garden in the previous minutes, but that this project was now completed.

## 6. Officers Reports – Corporate Services

### 6.1 Annual Report for the Year Ended 30 June 2025

<b>Date:</b>	8 January 2026
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Ben Forbes, Executive Manager Corporate Services
<b>Author:</b>	Ben Forbes, Executive Manager Corporate Services
<b>File Reference</b>	FINANCIAL MANAGEMENT\AUDIT\2024\Interim
<b>Previous Meeting Reference</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>6.1A Shire of Narembeen - 2025 Annual Report</b>

#### Purpose of Report

- Executive Decision  Legislative Requirement

#### Summary

In accordance with statutory requirements, the annual report is presented to the Electors for review and comment.

#### Background

A Local Government is to prepare an annual report each financial year containing such information as prescribed by the *Local Government Act 1995* Section 5.53(2) and the *Local Government (Administration) Regulations 1996*, Regulation 19 in addition to the contained financial statements being in accordance with all the Australian Accounting Standards. This report, in addition to all associated accounting practices and records, is subject to audit each year.

The audit of the financial statements is split into two components due to the quantity of work. Prior to 30 June an 'interim audit' is conducted to review profit and loss accounts and directly associated balance sheet accounts. After 30 June the 'annual audit' is conducted to review the rest of the balance sheet accounts, associated methodologies and controls and general compliance with laws, regulations and accounting standards.

## Comment

The Office of the Auditor General (OAG) has issued an unqualified audit opinion for the annual financial statements for the year ended 30 June 2025, meaning there were no detected or suspected material misstatement in the financial statements or areas of material non-compliance in the Shire's procedures and controls.

Further, the audit provided no management letter, meaning that the financial statements and from all records and materials audited there were no detected instances of immaterial mismanagement or misstatement requiring rectification. Summarily, this means that no faults of any kind were found from the audit process that were not capable of being immediately addressed.

## Consultation

Council  
Chief Executive Officer  
OAG  
Pitcher Partners (OAG's contract auditors)

## Statutory Implications

Local Government Act 1995

### Part 5, Section 5.53

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
  - a) a report from the mayor or president; and
  - b) a report from the CEO; and
  - e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and
  - f) the financial report for the financial year; and
  - g) such information as may be prescribed in relation to the payments made to employees; and
  - h) the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and
  - ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and
  - hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —
    - i. the number of complaints recorded in the register of complaints; and
    - ii. how the recorded complaints were dealt with; and
    - iii. any other details that the regulations may require; and
    - iv. and such other information as may be prescribed.

### 7.12A. Duties of local government with respect to audits

- (1) A local government is to do everything in its power to —
  - (a) assist the auditor of the local government to conduct an audit and carry out the auditor's other duties under this Act in respect of the local government; and
  - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

- (3) A local government must —
- (aa) examine an audit report received by the local government; and
  - (a) determine if any matters raised by the audit report, require action to be taken by the local government; and
  - (b) ensure that appropriate action is taken in respect of those Matters
- (4) A local government must —
- (a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
  - (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.
- (5) Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.

Local Government (Financial Management) Regulations 1996, Part 4 - Financial Reports

Regulations 36 to 49 prescribe the contents and disclosures required in the financial statements and accompanying notes.

Regulation 51 prescribes that the Local Government's CEO provide a copy of the audited financial report to the CEO of the Department of Local Government, Industry Regulation and Safety within 30 days of the receipt of the audit report.

Local Government (Audit) Regulations 1996, Regulation 10

- (1) An auditor's report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.
- (2) The report is to give the auditor's opinion on —
  - a. the financial position of the local government; and
  - b. the results of the operations of the local government.
- (3) The report must include a report on the conduct of the audit.
- (4) Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor's report.

Local Government (Administration) Regulations 1996, Regulation 10

**19B. Information to be included in annual report**

- (2) For the purposes of section 5.53(2)(g) and (i), the annual report for a financial year beginning on or after 1 July 2020 must contain the following —
- (a) the number of employees of the local government entitled to an annual salary of \$130,000 or more;
  - (b) the number of employees of the local government entitled to an annual salary that falls within each band of \$10 000 over \$130 000:
  - (c) any remuneration and allowances paid by the local government under Schedule 5.1 clause 9 during the financial year;

- (d) any amount ordered under section 5.110(6)(b)(iv) to be paid by a person against whom a complaint was made under section 5.107(1), 5.109(1) or 5.114(1) to the local government during the financial year;
- (e) the remuneration paid or provided to the CEO during the financial year;
- (f) the number of council and committee meetings attended by each council member during the financial year;
- (g) if available, the gender, linguistic background and country of birth of council members;
- (h) if available, the number of council members who are aged —
  - i. between 18 years and 24 years; and
  - ii. between 25 years and 34 years; and
  - iii. between 35 years and 44 years; and
  - iv. between 45 years and 54 years; and
  - v. between 55 years and 64 years; and
  - vi. over the age of 64 years;
- (i) if available, the number of council members who identify as Aboriginal or Torres Strait Islander;
- (j) details of any modification made to a local government’s strategic community plan during the financial year;
- (k) details of any significant modification made to a local government’s corporate business plan during the financial year.

**Policy Implications**

Risk Management Policy

**Strategic Implications**

**Strategic Community Plan**

Strategic Priority: 4. Civic Leadership  
 Objective: Well governed and efficiently managed Local Government  
 Strategy: 4.2 Compliant and resourced Local Government

**Asset Management Plan**

Nil

**Long Term Financial Plan**

Nil

**Risk Implications**

<b>Risk Profiling Theme</b>	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
<b>Risk Category</b>	Compliance
<b>Consequence Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Likely (4)
<b>Risk Matrix Rating</b>	Moderate (8)
<b>Key Controls in Place</b>	Governance Calendar, Risk Management Policy
<b>Action / Treatment</b>	Nil
<b>Risk Rating After Treatment</b>	Adequate

## Financial Implications

Nil

## Voting Requirements

Simple Majority  Absolute Majority

## Officers Recommendation – Item 6.1

That the 2025 Annual Report, as attached, be received.

**MIN 8119/26**

**MOTION** - Moved Cr. Bray

Seconded Cr. Stirrat

**CARRIED 6 / 0**

*For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Smoker, Cr Stirrat. Against: Nil*

## 7. General Business

*L Lethlean raised concerns regarding the medium for which the Shire interacts with the community, noting that the elderly demographic specifically does not engage through the website or social media. There is a concern that the Shire is missing feedback and engagement from its elderly community members. L Lethlean queried as to whether there was another way to reach the community and suggested using the letterboxes through the Post Office.*

*Cr Cusack noted that historically, the Shire has provided surveys to individual houses, and the use of the Fencepost and the website.*

*R McCall advised that legislated notifications go onto the Shire noticeboard and the website, as regulated by the Act, but are otherwise limited to the Fencepost and LED board. The From the Chief fortnightly submission provides all current updates to include community consultation. The assumption is that the elderly access the Fencepost. There have been discussions, but no further action, on providing the Fencepost submission (From the Chief) via email. R McCall noted that a fortnightly Post Office drop is likely to be cost prohibitive. R McCall suggested meeting with the Fencepost to come up with alternate ways to disseminate information.*

*H Cowan advised that the general information being received from the Shire is very good these days, noting that the public is getting a broad idea of what is going on.*

*A Yandle raised concerns regarding road maintenance and construction of certain patches of road, noting that this is an ongoing issue from previous administrations.*

- *Road condition was bad enough that damage was being done to the truck after 2 loads*
- *There was no difference in condition following grading*
- *Dayman Road is never upgraded because it bypasses the town*
- *Road condition worsened after major carting event, and was not repaired*
- *Noted several instances of near misses and accidents over the years.*

*Cr Cusack noted that the EMIS has done a lot of work on the Road Strategy and invited the CEO and the EMIS to comment further.*

*R McCall advised that the Plant and Works Committee has received the draft Transport Service Level Plan and will be recommending its adoption by Council at the February Ordinary Council Meeting. This document outlines the standard of maintenance, and that will be monitored closely over the next 12 months.*

*K Markham provided some background and context, noting that Dayman Road was highlighted in 2024, however the CBH Bin closed, reducing the amount of traffic that was contributing to the poor condition. The section between Kondinin and Bows Road has been reviewed for inclusion into next years budget if possible.*

*W Milner requested an update on the roofing of the Narembeen Netball courts.*

*R McCall advised that a feasibility study was performed with four options identified ranging from \$26Million to \$4Million, which is outside of the budget allocation. Last 18 months, the Shire has been in consultation with Netball and Basketball to come up with alternate plans that meet their needs. The project plan is near completion, and then funding can be applied for. However, there are currently no funding options available.*

## **8. Closure of Meeting**

The next meeting will be advised

There being no further business, the chair declared the meeting closed at 5.20pm

**ATTACHMENT 9.2A**  
**Minutes – GECZ 12 February 2026**

# **Great Eastern Country Zone Minutes**

## **12 February 2026**

**Hosted by the Shire of Trayning  
(Trayning and Districts Sporting Club)  
Commenced at 9:30am**

## ZONE STRATEGIC PRIORITIES

The following items are the Zone's priority issues, as resolved at the February 2024 Zone meeting:

- Regional Health Services to include:
  - Hospitals
  - Aged Care
  - Future of Nurse Practitioner Service
- St John Ambulance Service – Impact on Volunteers and the provision of the service generally.
- Regional Subsidiaries
- Transport – Road Network
- Telecommunications
- Education
- Review of GROH Housing and Regional Housing issues
- Waste Management
- Agricultural Land Use

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## 1. OPENING, ATTENDANCE AND APOLOGIES

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### 1.1. OPENING

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The meeting opened at 9:32am.

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### 1.2. ATTENDANCE

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<b>MEMBERS</b>	<b>2 Voting Delegates from each Member Council</b>
<b>Shire of Bruce Rock</b>	Cr Stephen Strange ( <b>State Council Representative</b> )
	Mr Mark Furr, Chief Executive Officer, non-voting
<b>Shire of Cunderdin</b>	President Cr Alison Harris
<b>Shire of Dowerin</b>	Cr Ashley Jones Deputy President, Cr Robert Trepp, deputy delegate
<b>Shire of Kellerberrin</b>	Cr Emily Ryan Ms Morgan Ware, Manager Governance, voting delegate
<b>Shire of Kondinin</b>	Cr Toni Smeed
<b>Shire of Koorda</b>	Deputy President, Cr Gary Greaves
<b>Shire of Merredin</b>	President Cr Donna Crook Mr Craig Watts, Chief Executive Officer, deputy delegate
<b>Shire of Mount Marshall</b>	President Cr Tony Sachse ( <b>Zone Chair</b> )

<b>Shire of Narembeen</b>	President Cr Holly Cusack
	Ms Rebecca McCall, Chief Executive Officer, deputy voting delegate
<b>Shire of Nungarin</b>	Cr Gary Coumbe
<b>Shire of Tammin</b>	Deputy President, Cr Tanya Nicholls
	Mr Andrew Malone, Chief Executive Officer, non-voting
<b>Shire of Trayning</b>	President Cr Melanie Brown
	Mr Peter Naylor, Chief Executive Officer, non-voting
<b>Shire of Westonia</b>	President Cr Mark Crees
	Mr Bill Price, Chief Executive Officer, voting delegate
<b>Shire of Wyalkatchem</b>	President Cr Christy Petchell
	Mr Ian McCabe, A/Chief Executive Officer, non-voting
<b>Shire of Yilgarn</b>	President Cr Bryan Close
	Mr Cameron Watson, A/Chief Executive Officer, non-voting

<b>GUESTS</b>	
<b>Main Roads WA</b>	Mr Mohammad Siddiqui, Director Wheatbelt Region
<b>Regional Development Australia WA</b>	Mr Josh Pomykala, Director Regional Development
<b>Wheatbelt Development Commission</b>	Mr Grant Arthur, Director Regional Development
<b>Wheatbelt District Emergency Management Committee</b>	Ms Shelby Robinson, District Emergency Management Advisor
<b>CBH Group</b>	Ms Kellie Todman, Manager Governance and Industry Relations Ms Emma Haak, Planning and Approvals Lead
<b>NBN Co</b>	Ms Jenny Thomas, Regional Development and Engagement Manager – North WA

<b>WALGA</b>	
Mr Sam McLeod, Manager Commercial Services ( <b>Executive Officer</b> )	
Ms Habiba Farrag, State Council Governance Officer	
Mr Kieran McGovern, A/Senior Policy Advisor Planning	
Ms Lauren McDonnell, Administration Assistant, Policy	

### 1.3. APOLOGIES

<b>MEMBERS</b>	
<b>Shire of Bruce Rock</b>	President Cr Ramesh Rajagopalan
<b>Shire of Cunderdin</b>	Mr Stuart Hoble, Chief Executive Officer, non-voting

<b>Shire of Dowerin</b>	President Cr Darrel Hudson
	Mrs Manisha Barthakur, Chief Executive Officer, non-voting
<b>Shire of Kondinin</b>	Deputy President, Cr Beverley Gangell
	Mr Bruce Wright, Chief Executive Officer, non-voting
<b>Shire of Merredin</b>	Deputy President, Cr Renee Manning
<b>Shire of Mt Marshall</b>	Deputy President, Cr Nicholas Gillett
	Mr Ben McKay, Chief Executive Officer, non-voting
<b>Shire of Mukinbudin</b>	President Cr Gary Shadbolt
	Ms Tanika McLennan, A/Chief Executive Officer, non-voting
<b>Shire of Narembeen</b>	Deputy President, Cr Hannah Bald
<b>Shire of Nungarin</b>	President Cr Pippa de Lacy
	Mr David Nayda, Chief Executive Officer, non-voting
<b>Shire of Tammin</b>	President Cr Charmaine Thomson
<b>Shire of Westonia</b>	Deputy President, Cr Ross Della Bosca, Deputy
<b>Shire of Wyalkatchem</b>	Deputy President, Cr Mischa Stratford
<b>Shire of Yilgarn</b>	Cr Donna Newbury

#### **GUESTS**

<b>Wheatbelt Development Commission</b>	Mr Rob Cossart, Chief Executive Officer
<b>Water Corporation</b>	Ms Rebecca Bowler, Manager Customer & Stakeholder – Goldfields & Agricultural Region

#### **MEMBERS OF PARLIAMENT**

Hon Melissa Price MP, Member for Durack
Mr Lachlan Hunter MLA, Member for Central Wheatbelt
Hon Sandra Carr MLC
Mr Rick Wilson MP, Member for O'Connor
Hon Steve Martin MLC
Mr Peter Rundle MLA, Member for Roe

#### **WALGA**

Ms Tracey Peacock, Road Safety Advisor
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## 2. ACKNOWLEDGEMENT OF COUNTRY

We, the Great Eastern Country Zone of WALGA acknowledge the continuing connection of Aboriginal people to Country, culture and community, and pay our respects to Elders past and present.

## 3. DECLARATIONS OF INTEREST

Elected Members must declare to the Chairman any potential conflict of interest they have in a matter before the Zone as soon as they become aware of it. Councillors and deputies may be directly or indirectly associated with some recommendations of the Zone and State Council. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

Nil.

## 4. ANNOUNCEMENTS

Nil.

## 5. LOCAL GOVERNMENT HOST

A Zone member Local Government is invited to make a short (10 minute) presentation on what is occurring in their Local Government.

The Shire of Trayning made a presentation at this meeting.

All host presentations for this year are proposed to be delivered by the Local Government physically hosting the meeting (with no host in June).

The Shire of Cunderdin is invited to make a presentation to the next Zone meeting, in April (to be held at Cunderdin).

The following hosts will be:

<b>Date</b>	<b>Time</b>	<b>Host Council</b>
<b>Thursday, 23 April</b>	9:30 am	Shire of Cunderdin
<b>Thursday, 11 June*</b>	TBC	Perth/MSTeams (No Host)
<b>Thursday, 13 August</b>	9:30 am	Shire of Bruce Rock
<b>Thursday, 12 November</b>	9:30 am	Shire of Dowerin

## 6. GUEST SPEAKERS

### *Guest Speaker Protocols*

- *The main speaker or keynote address to the Zone will be generally 30 minutes with 15 minutes for questions*
- *Other guest speakers will have a time limit of 20 minutes with 10 minutes for questions.*

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### 6.1. SPEAKERS FOR THE FEBRUARY ZONE MEETING

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#### 6.1.1. NBN CO

*Jenny Thomas, Regional Development and Engagement Manager – North WA*

A presentation on the following NBN updates was provided:

- NBN Fix Line Internet upgrades;
- Copper to Fibre (FTTP) upgrades;
- fixed wireless tower upgrades;
- upcoming launch of NBN's LEO Satellite; and
- Emergency Response STAND Sites.

A summary was provided to the Zone.

#### 6.1.2. KIERAN MCGOVERN, SENIOR POLICY ADVISOR (PLANNING), WALGA

The Western Australian Planning Commission (WAPC) has released a draft Renewable Energy Planning Code and Guidelines for public consultation. The Code and Guidelines aim 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 draft Code proposes consistent development standards and application requirements for renewable energy projects, supported by Guidelines that explain how applicants and decision-makers can meet these requirements.

**WALGA is hosting an online information session for Elected Members on the draft Code alongside the Department of Planning, Lands and Heritage (DPLH) on Monday, 9 February 2026 at 10am. Further information is available at: [Renewable Energy Planning Code Elected Member Information Session](#).**

While the DPLH has also been seeking to engage directly with Zones about the release of the Draft Renewable Energy Planning Code for comment, timing clashes and limitations have prevented their attendance at this meeting.

Accordingly, Mr McGovern provided a briefing for Zone delegates on the codes, and provided an opportunity for questions and answers on local planning and land use considerations for Zone members.

Should Zone delegates have detailed or specific questions, WALGA can seek to facilitate further engagement between Zone delegates and DPLH.

Consultation on the draft Code and Guidelines closes Friday, 10 April 2026, with submissions accepted via post, online through email or [Have your say, WA!](#)

WALGA is preparing a submission on behalf of the sector. Should you have any feedback to inform the submission, please provide this to us by 27 February 2026.

**Noted**

## **7. MEMBERS OF PARLIAMENT**

### *Members of Parliament Protocols*

*Any Members of Federal and State Government in attendance are invited to provide a brief update on matters relevant to the Zone. Members of Parliament are invited to make a brief (approx. 5-10 minute) address, with equivalent time left for questions from delegates wherever possible.*

Any Members of Federal and State Government in attendance are invited to provide a brief update on matters relevant to the Zone.

**Nil**

## **8. AGENCY REPORTS**

### *Agency Reports Protocols*

*The Zone appreciates and prefers written updates (circulated with the Agenda) wherever possible. Agency representatives are invited to make brief (5 minute) remarks if the speaker wishes to provide context or a further update on a specific matter.*

*The Zone appreciates if time can be left for questions, typically for around 10 minutes. Briefings on a significant policy proposal or contentious topic are to be dealt with by the agency representative attending as a Guest or Keynote Speaker (item 6).*

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### **8.1. DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY**

---

The Department of Local Government, Industry Regulation and Safety report was submitted for the Zone.

**Noted**

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### **8.2. WHEATBELT DEVELOPMENT COMMISSION**

---

*Grant Arthur, Director Regional Development*

Mr Arthur provided a verbal update to the Zone.

**Noted**

---

### **8.3. REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT**

---

*Josh Pomykala, Director Regional Development*

The report was submitted to the Zone.

**Noted**

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### **8.4. MAIN ROADS WESTERN AUSTRALIA**

---

*Mohammad Siddiqui, Director Wheatbelt Region*

Mr Siddiqui provided an update to the Zone.

**Noted**

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### **8.5. WATER CORPORATION**

---

*Rebecca Bowler, Manager Customer and Stakeholder*

Ms Bowler was an apology to the meeting.

**Noted**

---

### **8.6. CBH**

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*Kellie Todman, Manager - Govt & Industry Relations, and Emma Haak, Lead – Planning and Approvals*

Ms Todman and Ms Haak provided an update on the 2025/26 harvest, and associated logistics.

**Noted**

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### **8.7. WHEATBELT DISTRICT EMERGENCY MANAGEMENT COMMITTEE**

---

*Shelby Robinson, District Emergency Management Advisory*

Ms Robinson provided a verbal update to the Zone.

**Noted**

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### **8.8. HC CONSTRUCTION SERVICES PTY LTD**

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**For delegates' information – no associated presentation.**

WALGA has been approached by HC Construction Services Pty Ltd requesting the opportunity to attend Zones meeting in 2026 to provide a deputation on how to navigate through the Disaster Recovery Funding Arrangement (DRFA).

Interested Zone CEOs or staff members can approach WALGA or contact HC Construction directly at: <https://hcconstruction.net.au/contact-us/>

**Noted**

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## **8.9. REQUEST TO PRESENT – AUSTRALIAN BUREAU OF STATISTICS (ABS)**

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### **BACKGROUND**

WALGA has been approached by a representative from the Australian Bureau of Statistics (ABS) requesting support for a deputation to be provided at Zones meetings to facilitate a targeted, Elected Member/CEO-focused discussion on the Australian Census.

The ABS is seeking insight on local community considerations, participation challenges, and how Census engagement can be strengthened across Western Australia.

This proposal recognises that councillors have distinct responsibilities, insights, and perspectives that extend beyond operational Census delivery.

CEOs and Elected members will also have the opportunity to explore how Census data supports council planning, advocacy, and service delivery, while helping shape future engagement approaches.

The session is designed to be practical, collaborative, and responsive to the priorities and experiences of local governments.

The session would be framed as: “We are here to listen – what would you like to ask, know, or see changed?”

Focus points:

- Elected-member perspectives
- Local challenges and insights
- Improvement and change
- Value for Local Governments
- Strengthened collaboration

### **RESOLUTION**

**Moved: Shire of Trayning**

**Seconded: Shire of Yilgarn**

**That the Great Eastern Country Zone does not support a deputation from the Australian Bureau of Statistics at the April 2026 Zone meeting.**

**CARRIED**

## 9. MINUTES

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### 9.1. CONFIRMATION OF MINUTES FROM THE GREAT EASTERN COUNTRY ZONE MEETING HELD ON 13 NOVEMBER 2025

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The Minutes of the Great Eastern Country Zone meeting held on 13 November 2025 have previously been circulated to Member Councils.

#### RESOLUTION

**Moved:** Shire of Cunderdin

**Seconded:** Shire of Trayning

**That the Minutes of the meeting of the Great Eastern Country Zone held on 13 November 2025 be confirmed as a true and accurate record of the proceedings.**

**CARRIED**

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### 9.2. BUSINESS ARISING FROM THE MINUTES OF THE GREAT EASTERN COUNTRY ZONE MEETING HELD ON 13 NOVEMBER 2025

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#### 9.2.1. REPRESENTATION AT LOCAL GOVERNMENT HOUSING FORUM, THURSDAY 27 NOVEMBER, PARLIAMENT HOUSE, CANBERRA – REPORT FROM DELEGATES

At the November meeting, the Zone resolved to support a representative to attend the Local Government Housing Forum, which was held on Thursday 27 November 2025 at the Australian Parliament House Theatre, Canberra. In line with the Zone's resolution, President Cr Brown travelled to Canberra as the Zone's representative.

The President (Cr Holly Cusack) and Chief Executive Officer (Ms Rebecca McCall) of the Shire of Narembeen also attended the Forum, recognising the Shires' contribution to the development of the *Australian Community Housing and ALGA Guide for Local Government on the Delivery of Affordable Housing*. The Shire's input was informed by practical experience with CEACA.

President Cr Brown, President Cr Cusack and Ms McCall were able to maximise the advocacy value of the trip by arranging several meetings with Parliamentarians and stakeholders.

In line with the November report, the final cost to the Zone associated with sending a representative was approximately \$2,760.

A further report was provided to the Zone by the representatives.

**Noted**

### **9.2.2. LETTER TO THE DEPUTY PREMIER – GREAT EASTERN HIGHWAY**

Following discussion about the condition of Great Eastern Highway at the November Zone meeting, a letter from the Zone to the Deputy Premier has been drafted, based on a recent letter to the Minister from WEROC.

The Zone's Executive Committee provided comments on the draft, and the letter was duly revised for signing by the Zone's Chair, Deputy Chair, and State Councillor at the February Zone Meeting.

A draft version of the letter is included as an attachment to the Agenda. A final copy of the letter was signed at the meeting.

#### **RESOLUTION**

**Moved: Shire of Yilgarn**  
**Seconded: Shire of Cunderdin**

**That the Great Eastern Country Zone note the signing of the letter to the Deputy Premier expressing concern at the condition of the Great Eastern Highway.**

**CARRIED**

### **9.2.3. LETTER TO THE MINISTER FOR THE WHEATBELT – INVITATION TO ZONE**

Due to scheduling challenges with attending Zone Meetings in-person during 2025, the Hon Sabine Winton MLA (the Minister for Education; Early Childhood; Preventative Health; Wheatbelt) invited the Chairs and Deputy Chairs from the Avon Midland Country Zone, Central Country Zone, and Great Eastern Country Zone to a working lunch at Parliament House held on 7 October 2025.

Prior to the meeting, WALGA supported the Chairs and Deputy Chairs to meet to discuss potential discussion points of broad relevance across the three Wheatbelt Zones. Through this process, the four key issues of Housing, Health, Roads, and Energy were identified as the most pressing topics of relevance across the three Zones.

The lunch provided an opportunity to discuss a range of matters related to the four key issues with the Minister, in her capacity as the Minister for the Wheatbelt.

As there is strong interest in the Minister attending an upcoming Zone meeting, a letter from the Great Eastern Country Zone has been drafted to:

- Express thanks to the Minister for hosting the lunch;
- Reiterate the key issues common to the three Zones discussed at the lunch (with notes included as an attachment); and
- Invite the Minister to attend and provide an address at a meeting of the Great Eastern Country Zone in 2026.

A draft version of the letter was included as an attachment to the Agenda. A final copy of the letter was signed at the meeting.

A similar letter has been drafted for the consideration of the other two Zones represented at the lunch.

## **RESOLUTION**

**Moved:** Shire of Narembeen

**Seconded:** Shire of Nungarin

**That the Great Eastern Country Zone note the signing of the letter to the Minister for the Wheatbelt inviting the Minister to provide an address to a meeting of the Zone in 2026.**

**CARRIED**

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### **9.3. MINUTES OF THE GREAT EASTERN COUNTRY ZONE EXECUTIVE COMMITTEE MEETING HELD ON 27 JANUARY 2026**

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The Minutes of the Great Eastern Country Zone Executive Committee meeting held on 27 January 2026 were provided as an attachment to the agenda.

## **RESOLUTION**

**Moved:** Shire of Cunderdin

**Seconded:** Shire of Westonia

**That the Minutes of the Great Eastern Country Zone Executive Committee meeting held on 27 January 2025 be received.**

**CARRIED**

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### **9.4. BUSINESS ARISING FROM THE GREAT EASTERN COUNTRY EXECUTIVE COMMITTEE MEETING HELD ON 27 JANUARY 2026**

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#### **9.4.1. ZONE CONFERENCE – EARLY PLANNING**

The Zone's Executive Committee is keen to initiate early planning for the 2027 Conference. Accordingly, expressions of interest are invited for Zone Local Governments and delegates wishing to be involved in the delivery of the 2027 Conference.

#### **Host Local Government**

All Zone Local Governments are invited to consider expressing their interest to host the 2027 Conference.

Any interested Local Governments must have access to a venue suitable to accommodate 80-100 guests indoors in February/March 2027 (with a date to be determined). Ideally, the host Shire will also be able to nominate a venue for a welcome event for delegates wishing to arrive the prior afternoon or stay the following evening.

Expressions of interest are non-binding, and WALGA can assist in discussing any logistical considerations, etc. It is requested that expressions of interest include a basic overview of the proposed venue(s).

**Expressions of interest for prospective host Local Governments are requested by email to WALGA by Friday, 6 March.**

### **Conference Planning Committee**

As with the 2025 Conference, a Planning Committee is proposed to be formed to provide advice and input over the course of planning the event.

Zone delegates are invited to express their interest on serving on the Committee, which will generally meet informally via MS Teams.

**Expressions of interests from prospective Zone Conference Committee members are requested by email to WALGA by Friday, 6 March.**

The Zone Conference Committee will consider nominations from prospective hosts and comments on potential themes, speakers, ideas, etc. to progress further planning.

### **Comment on Themes, Ideas, Speakers, etc.**

The Executive Committee considered a working list of potential themes for the 2027 Conference, including:

- “The Wheatbelt in a Changing World” (agronomic/economic/impact of global politics)
- “Growing the Wheatbelt” (economic development, particularly ag-related, maintaining and supporting population centres)
- “Regional Resilience” (emergency/social connectedness/community governance)
- “Bridging the Urban-Rural Divide” (rural community development/knowledge and resource sharing between Local Governments)
- “Wellness in the Regions” (focus on regional health, especially comparing to other case studies in similar countries)
- “Regional Community Leadership and Influence” (focus on State and Federal engagement, leadership, advocacy)

The Executive Committee also discussed interest in recruiting a notable keynote speaker to align with the selected theme.

Zone delegates are invited to provide any comment on the potential themes to inform planning and programming.

**Comments can be provided email to WALGA by Friday, 6 March or verbally at the Zone meeting.**

### **Next Steps**

Anyone with an Expressions of Interest, query, or comment can contact Sam McLeod, Executive Officer at [smcleod@walga.asn.au](mailto:smcleod@walga.asn.au) or by phone on 0488 668 301.

## **RESOLUTION**

**Moved: Shire of Wyalkatchem**

**Seconded: Shire of Tammin**

**That the Great Eastern Country Zone notes:**

- 1. The opening of Expressions of Interest for Local Governments to host the 2027 Zone Conference;**
- 2. The opening of Expressions of Interest for Zone delegates to serve on the 2027 Zone Conference Planning Committee; and**
- 3. That general comment is invited on potential 2027 Zone Conference themes, topics, and speakers.**

**CARRIED**

## 10. ZONE BUSINESS

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### 10.1. ZONE CONSTITUTION

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The following attachments were previously distributed with the Agenda:

1. Constitution with proposed amendments (clean formatting)
2. Constitution with proposed amendments (full markup)
3. Standing Orders (version from circa 2005)

In 2025, the Zone's External Auditor identified the potential need to consider amendments to the Zone's Constitution to allow for the Zone's accounts to be administered through a finance system, rather than through a specific bank account.

Since WALGA was appointed as the Zone Secretariat, WALGA has managed the Zone's accounts utilising WALGA's finance systems. WALGA also place the Zone's excess cash reserves in term deposits. As WALGA is subject to an annual external audit, the Zone's cash balance—including the associated term deposit—is incorporated within the scope of that audit, providing independent assurance over the accuracy and completeness of these balances. The Zone can also commission external audits of the Zone's finances, as occurred in 2025.

The Zone's Constitution was adopted in 2005 and appears to have been last reviewed in 2012. Accordingly, a desktop review of the Constitution has been undertaken, with reference to WALGA's Constitution.

The review seeks to modernise language, and ensure the Constitution is aligned with the current practices of the Zone.

It appears that the Zone's meeting procedures were adopted in 2005. For ease of reference and understanding, it is proposed to move the quorum requirement from the meeting procedures to the Constitution.

The amendments provide for these Standing Orders (or other procedures) to still be used if needed, or for the Zone to adopt other procedures. A review of the Standing Orders could be undertaken in future if required.

A marked-up version of the proposed Constitution is attached, with amendments summarised below.

Section	Nature of Proposed Change
1. Name	- Added short form name of "Great Eastern Country Zone".
2. Interpretation	- Removed redundant references.
3. Objects	(No change)
4. Membership	- Added reference to Members typically being able to appoint two delegates, unless otherwise determined by the Zone.
5. Change of Membership Status	- Removed redundant reference to withdrawal of membership from WALGA (this is more appropriately in the WALGA Constitution)

<b>Section</b>	<b>Nature of Proposed Change</b>
6. Meetings – Ordinary and Special	<ul style="list-style-type: none"> <li>- Added “typically” before “held in person”, to allow for occasional meetings held virtually or using a hybrid format (e.g. Perth meeting) if necessary.</li> <li>- Removed reference to a specific day of the week for meetings</li> <li>- Added new section on quorum to provide for meeting to reduce ambiguity. This is based on the Zone’s Standing Orders.</li> <li>- Removed specific reference to “Meeting Procedures”, replaced with “any rules and practices of the Zone as adopted from time to time”. In practice, meeting procedures can still be adopted/used as required. A copy of the current Meeting Procedures is attached to this item.</li> </ul>
7. Zone President/Chair	<ul style="list-style-type: none"> <li>- Added “Chair” as alternative term, given this term is now generally favoured.</li> <li>- Minor change to express that President/Chair is to have duties which are similar to those of a President of a Local Government.</li> </ul>
8. Deputy President	<ul style="list-style-type: none"> <li>- Added “Deputy Chair” alternative language as for Zone Chair</li> </ul>
9. Representative to State Council and	<ul style="list-style-type: none"> <li>- Election of State Councillors and Deputy State Council is dealt with under Clause 16 of WALGA’s Constitution. Therefore, these clauses are proposed to be amended to simply reference WALGA’s Constitution but retain reference to State Councillor to report State Council meeting outcomes back to the Zone.</li> </ul>
10. Deputy Representative to State Council	
11. Executive Officer	<ul style="list-style-type: none"> <li>- Simplified language that Zone and Zone’s Executive Committee may make decisions which the Executive Officer is to progress or implement.</li> </ul>
12. Zone Executive Committee	<ul style="list-style-type: none"> <li>- Simplified that Executive Committee can consist of delegates as the Zone determines (as occurred at the last election)</li> <li>- Added reference to Executive Committee engaging with the Executive Officer on the implementation of the Zone’s decisions, actions, or initiatives</li> <li>- Added that Executive Committee can determine its procedures.</li> </ul>
15. Zone Decision-Making	<ul style="list-style-type: none"> <li>- Reworded previous clause about authority for the Zone being ultimately through decisions at Zone meetings.</li> </ul>
16. Election Procedure	<ul style="list-style-type: none"> <li>- Minor rewording to references to holding elections in accordance with the Zone’s practices, “having regard to the general principles of the Local Government Act” to avoid need to apply prescriptive details in Act (e.g. preferential vote count procedures, backfilling, etc.).</li> </ul>
17. Vacating of Office	(No change)
17 Finances	<ul style="list-style-type: none"> <li>- Added general clause about Zone may utilise funds for any purpose in best interests of the members of the Zone</li> </ul>
19. Subscriptions	(No change)
20 Banking	<ul style="list-style-type: none"> <li>- Reworded to generally require Executive Office to establish and maintain a banking facility to account for the Zone’s finances (rather than requiring an individual account).</li> <li>- Reworded that payments are only to be made as duly authorised and reported in accordance with the Zone or Executive Committee’s requirements</li> </ul>

<b>Section</b>	<b>Nature of Proposed Change</b>
21. Constitutional Disputes	(No change)
22. Dissolution	(No change)
23 Amendments to the Constitution (Generally)	<ul style="list-style-type: none"> <li>- Provided for the Executive Officer to fix typographical errors in the Constitution, but is to notify Zone after doing so.</li> <li>- Fixed clause numbering</li> <li>- Repagination (appears as intended if “Tracked Changes” is not displayed)</li> <li>- Updated fonts and graphic to match WALGA meeting papers style</li> <li>- Deleted “Register of Powers, Authorities, Discretions and Duties” at appendix</li> </ul>

A majority of not less than 75% of representatives present at an Ordinary Meeting of the Zone will be needed to pass amendments.

Therefore, this item is presented for discussion at this meeting, to allow for comment and any revision before a decision is considered at the April meeting.

Any comments or queries can be raised at the meeting, or by email to WALGA by Friday, 6 March. Any comments received at this time will be considered in finalising proposed amendments.

## **RESOLUTION**

**Moved: Shire of Cunderdin**

**Seconded: Shire of Merredin**

**That the Great Eastern Country Zone:**

- 1. Note the proposed amendments;**
- 2. Discuss the proposed amendments if required;**
- 3. Note that any further comments are requested by 9 March 2026;**
- 4. Note that a final proposed form of amendments will be presented to the April Zone meeting.**

**CARRIED**

**No specific comments on the proposed amendments were raised at the meeting.**

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## **10.2. MEMORANDUM OF UNDERSTANDING – MUTUAL AID**

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Some Zone members have recently raised queries about the Zone Mutual Aid Memorandum of Understanding (MOU) from June 2023, mostly in the context of emergency management and recovery.

It is understood that the MOU has served as an instrument to encourage Zone Shires to work together on emergency management and response initiatives.

Records indicate that most (but not all) member Local Governments last signed a version of the MOU in 2023.

Given the MOU is a non-binding expression of intent to offer help when needed and when capacity is available, the existence and awareness of the document is, to some degree, more important than a formal signature.

Depending on the views of the Zone, one option would be for the Zone to adopt a new MOU on the same terms, which is reaffirmed annually by a resolution of the Zone. A pro-forma item for the CEO of each Member Local Government to present to their Council before the high-threat season each year may be prepared for noting or formal endorsement to ensure timely awareness.

## **RESOLUTION**

**Moved: Shire of Wyalkatchem**

**Seconded: Shire of Yilgarn**

**That the Great Eastern Country Zone discuss the proposed approach to a standing MOU noted/renewed annually, potentially including a pro-forma for member Councils to note each year.**

**CARRIED**

**Zone delegates discussed general support for the proposal as outlined in the item, including potential to align the initiative with DFES and other local emergency management initiatives.**

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## **10.3. IN-PERSON TRAINING INITIATIVE**

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In 2025, the Zone pursued an initiative to provide Zone-funded face-to-face training for Council Members in the Zone. The proposed dates were:

<b>Block</b>	<b>Units</b>	<b>Dates</b>
Block 1 2 days	Understanding Local Government; Conflict of Interest; Meeting Procedures	Thursday, 5 February and Friday, 6 February 2026
Block 2 2 days	Serving on Council	Thursday, 19 February and Friday, 20 February 2026
Block 3 1 day	Understanding Financial Reports and Budgets	Monday, 9 March 2026

Each Block had places for 20 attendees.

Following the close of the Expressions of Interest, there were insufficient nominations to justify running the first two blocks of training.

Accordingly, a second call of Expressions of Interest was run to see if additional attendees could be recruited. The results of this were:

- 7 Council Members interested in Block 1 (up from 6)
- 11 Council Members interested in Block 2 (up from 7)
- 16 Council Members interested in Block 3 (up from 11).

Accordingly, the Zone's Executive Committee elected to proceed with only running Block 3 on this occasion. Zone Councillors who nominated for Block 1 or 2 (but not 3) were invited to take the remaining places in Block 3, which is now essentially fully subscribed.

Arrangements are being made for the Block 3 (Understanding Financial Reports and Budgets) training module to be held at Westonia on 9 March 2026. This change will result in an underspend on this item for the 2025-26 financial results.

**Noted**

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#### **10.4. SENATE RURAL AND REGIONAL AFFAIRS AND TRANSPORT REFERENCES COMMITTEE**

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On 27 November 2025 the Senate referred an inquiry into the state of rural, regional and remote Medicare access and funding to the Senate Rural and Regional Affairs and Transport References Committee for inquiry and report by 30 June 2026. Information about the inquiry, including terms of reference, is available at the [inquiry webpage](#).

The committee has invited Local Governments to make a submission addressing some or all of the terms of reference. The closing date for submissions is **Thursday, 19 February 2026**. Late submissions may not be accepted unless an extension has been granted by the committee; please contact the secretariat if you require an extension. For further information about making a submission see: [Making a submission – Parliament of Australia \(aph.gov.au\)](#)

WALGA is currently preparing a submission on behalf of the sector.

An example of current inequity has been provided by a Zone Shire. The Zone Shire contracted a private provider to provide GP services within the Shire. The provider chose not to sign up to the bulk billing initiative because the extra rural/remote incentive is split between the business owner and the doctor providing the services, diluting the benefit to the business. Just up the road in the next Shire, where the practice is owned and operated by a sole provider, the GP there has signed up to the arrangement, meaning that in the space of 40 kms or so, you can pay nothing for a GP visit or you can pay \$110.

Zone members are encouraged to consider making a submission.

**Noted**

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## 10.5. MURCHISON ZONE REQUEST FOR SUPPORT REGARDING DISASTER RECOVERY ARRANGEMENTS FOR FLOODING

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The Murchison Country Zone of WALGA recently passed a resolution at their November meeting about issues relating to disaster recovery funding arrangements for flooding, as follows:

*“That the Murchison Country Zone request WALGA and other WALGA Zones to call upon the Office of the Auditor General to conduct a performance audit of Recovery and Resilience management of the Disaster Recovery Funding Arrangements Western Australia.”*

Rather than take this item directly to the Zone, the resolution is being considered through the usual State Council and Policy team process, and is therefore likely to be subject of a future item to the Zone.

**Noted**

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## 10.6. DELEGATION WORKSHOP

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The Delegation Workshop is currently booked for Monday, 23 February 2026. An update, including a review of the Zone Priorities will be provided at the April Zone meeting.

**Noted**

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## 10.7. DISASTER READY FUND: ROUND 4 ANTICIPATED TO OPEN IN MARCH 2026

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*By Rachel Armstrong, Policy Manager Emergency Management*

The Disaster Ready Fund (DRF) is the Australian Government's key funding program to support projects that reduce disaster risk and strengthen community resilience.

Round Four of the DRF is expected to open in March 2026 with approximately \$200 million available nationally. A strong focus on *construction-ready*, infrastructure-based mitigation projects with clear risk reduction benefits is expected. This is similar to Round 3 which prioritised infrastructure-based projects such as flood levees, cyclone shelters, warning systems. A list of Round 3 projects funded is available at [Disaster Ready Fund | NEMA](#)).

WALGA is providing early notice to Zones and member Local Governments to consideration of both individual and collaborative project opportunities, and pre-planning ahead of the formal announcement.

The DRF is administered by DFES, in Western Australia. Further information is available at [Disaster Resilience Grants - Department of Fire and Emergency Services](#) and by emailing [DisasterResilienceGrants@dfes.wa.gov.au](mailto:DisasterResilienceGrants@dfes.wa.gov.au).

DRF Round 4 is likely to be released in March 2026, and encourage Local Governments to consider shared or individual disaster risk reduction projects.

WALGA will advise the Sector when the DRF is formally announced.

## **Noted**

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## **10.8. WATER MANAGEMENT DISCUSSION PAPER**

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

### **EXECUTIVE SUMMARY**

- WALGA has developed a Water Management in Western Australia Discussion Paper exploring issues for Local Governments in managing water resources.
- To inform the Discussion Paper, WALGA undertook research and direct engagement with the sector and reviewed existing Water Advocacy Positions and feedback from WALGA Zones.
- Based on this consultation, the Discussion Paper identifies water security and water efficiency as key themes.
- Feedback on the Discussion Paper will inform the development of a new water management advocacy position.
- Zones and Local Governments are encouraged to provide comments to WALGA by 12 March 2026.

### **POLICY IMPLICATIONS**

This item relates to [WALGA Advocacy Positions](#):

- Service Delivery to Aboriginal Communities;
- 4.3 Clearing Permits and Water Licenses and Permits;
- 6.10 Public Open Space (POS); and
- 6.14 Planning for Water.

### **ATTACHMENT**

- [Water Management in Western Australia Discussion Paper](#)

### **BACKGROUND**

Local Governments contribute to the management of water through strategic planning, land management, development approvals, community behaviour change and, in some cases, direct water service provision. Local Governments' role in water service provision includes drainage, water use and re-use and aspects of wastewater and sewerage services. The challenges for future water management are escalating across Western Australia due to population growth, climate change and increased competition for limited water resources.

To inform the Discussion Paper WALGA reviewed its existing Water Advocacy Positions and motions, feedback from WALGA Zones and undertook research and direct consultation with the sector. Consultation included workshops with both metropolitan and non-metropolitan Local Governments, an online session with 40 officers focused on water security and efficiency and a regionally focused session with 30 Local Government representatives exploring the barriers to being waterwise in a regional setting. In addition, WALGA conducted 14 one-on-one interviews with officers from 22 metropolitan, regional and remote Local Governments to better understand key issues. Further insights were gained

through meetings with officers from the Department of Water and Environmental Regulation and the Water Corporation, as well as internal discussions with WALGA.

## **COMMENT**

From consultation and research WALGA has undertaken with Local Government, two key themes consistently emerged - water security and water efficiency.

Water security relates to the reliable availability, adequate quantity and acceptable quality of water needed to support human health, economic development and environmental amenity. Issues identified include:

- **Infrastructure:** Funding to repair and upgrade aging Local Government water infrastructure including irrigation, drainage and stormwater systems and to improve reliability of State-managed assets.
- **Alternative Sources:** Diversifying water supply through non-traditional sources such as recycled water, stormwater harvesting, or desalination to support community assets.
- **Licensing:** Reforming the current water licensing system, including equity, access and regulatory enforcement.
- **Access:** Addressing barriers to equitable water access, particularly for regional and remote communities.
- **Use:** Planning for water allocation and consumption across sectors.

Water efficiency is focused on reducing unnecessary water loss through better practices, technologies and infrastructure. Issues identified include:

- **Technology:** Adopting waterwise technologies to enhance water efficiency.
- **Water Literacy and behaviour change:** Increasing water literacy within Local Government and the community to support change management and adaptation within communities.
- **Water Sensitive Urban Design:** Improving understanding to encourage the adoption of efficient technologies and design standards to reduce water consumption across public and private infrastructure.

Local Governments across Western Australia are addressing water security and efficiency through various actions across strategic infrastructure planning, innovative water management practices and community awareness. A new Water Management Advocacy Position will ensure WALGA can effectively advocate on behalf of the sector in relation to this issue. The Discussion Paper includes options to address these issues and questions for the sector relating to each of the key areas.

Feedback on the Discussion Paper will inform the development of a new water management advocacy position. All Zones and Local Governments are encouraged to provide comments to WALGA by 12 March 2026.

**Noted**

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## 10.9. CONSULTATION ON DRAFT CLIMATE CHANGE ADVOCACY POSITION

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

### EXECUTIVE SUMMARY

- WALGA is undertaking consultation on a revised Climate Change Advocacy Position.
- This Draft was developed following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team of State Council.
- Since WALGA's current Advocacy Position and Policy Statement were endorsed in 2018, there have been significant legislative, policy, technological and scientific changes.
- An updated climate change advocacy position, which complements other WALGA advocacy positions, will provide a sound basis for WALGA's advocacy.
- WALGA is seeking Council endorsed feedback by 1 May 2026.

### POLICY IMPLICATIONS

This item is intended to replace WALGA's 2018 Climate Change [Advocacy Position](#) and [Policy Statement](#).

### ATTACHMENT

The 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 to include planning for, and mitigating, the risks associated with climate change.
- 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

It is important that the WALGA climate change advocacy position is updated to reflect these changes and the consequent needs and priorities of Local Governments. An updated

climate change advocacy position, which complements other WALGA advocacy positions, will provide a sound basis for WALGA's advocacy.

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.

WALGA Environment and Waste Team members will be attending Zone meetings in April 2026 to support zone discussions on the draft Advocacy Position.

WALGA is seeking Council endorsed feedback on the draft Climate Change Advocacy Position by **COB Friday, 1 May 2026**. Feedback can be provided 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, expected to be in July 2026.

**Noted**

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## **10.10. 2026 LOCAL GOVERNMENT HONOURS AWARDS**

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The Honours Program recognises and celebrates the outstanding achievements and lasting contributions made by Elected Members and officers to their respective Local Government, the Local Government sector, WALGA and the wider community.

There are five awards in the 2026 Program:

1. Local Government Medal
2. Life Membership
3. Eminent Service Award
4. Merit Award
5. Young Achievers Award

All Local Government Elected Members and officers are eligible for nomination for each award.

Nominations are open now and will close at **5:00pm on Thursday, 2 April 2026**.

Further information about the 2026 Honours Program, including the nomination form and guidelines for preparing nominations, are available on the [WALGA website](#).

All awards will be presented later this year at the WALGA Local Government Awards event. More details about the event will be announced shortly.

For more information contact Habiba Farrag, State Council Governance Officer, on 9213 2050 or via email [honours@walga.asn.au](mailto:honours@walga.asn.au).

**Noted**

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## 10.11. DRAFT RENEWABLE ENERGY PLANNING CODE

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*By Kieran McGovern, Senior Policy Advisor, Planning*

### EXECUTIVE SUMMARY

- WALGA Advocacy Position 6.17 Renewable Energy Facilities calls for changes to the renewable energy State planning framework to ensure it is fit for purpose to guide the ongoing development of the sector.
- The State Government has released a draft Renewable Energy Planning Code and Guidelines with the aim of establishing a consistent assessment framework, clear development standards, and improved certainty around impacts such as noise, landscape, environmental considerations, and safety.
- The Code initially focuses on wind farms but is designed to expand to other renewable technologies, requiring detailed technical reporting and encouraging (but not regulating) community benefit-sharing agreements.
- Proposed regulatory amendments would align local planning schemes with the Code and classify renewable energy projects valued at \$20 million or more as mandatory significant development, shifting decision-making authority to the WAPC.
- WALGA strongly encourages consideration of the draft Code by Zones. Local Governments should make their own submissions on the draft Code by 10 April 2026 and provide feedback to WALGA to inform our submission on behalf of the sector by 27 February 2026. Council endorsed submissions are preferred.

### ATTACHMENT

- [Draft Renewable Energy Planning Code and Guidelines](#)
- [Information Sheet - Proposed Amendments to Local Planning Scheme Regulations](#)
- [Information Sheet - Proposed Amendments to Significant Development Regulations](#)
- [WALGA summary of the draft Renewable Energy Planning Code](#)

### POLICY IMPLICATIONS

WALGA's proposed advocacy approach is consistent with WALGA [Advocacy Positions](#):

- 6.1 Planning Principles and Reform
- 6.4 State Development Applications and Decision Making
- 6.16 Energy Transition Engagement and Community Benefit Framework
- 6.17 Renewable Energy Facilities
- 6.18 Priority Agriculture.

### BACKGROUND

The growth in the number, size, and complexity of renewable energy facilities across Western Australia is expected to continue as energy generation and other traditional industries de-carbonise their facilities and operations. As a result, the placement and management of renewable energy facilities have become contentious issues in local communities across Western Australia.

In September 2024, WALGA's State Council endorsed three advocacy positions to address concerns related to renewable energy. Advocacy Position 6.17 Renewable Energy Facilities noted that the existing Western Australian Planning Commission's (WAPC) Position Statement: Renewable energy facilities was inadequate to address these concerns, leading to inconsistent application and approvals of renewable energy facilities across the State.

The advocacy position calls for the existing Position Statement: Renewable Energy Facilities to be elevated to a State planning policy, to provide the highest level of planning policy control and ensure the state planning framework is fit for purpose to guide the ongoing development of the sector.

On 12 December 2025, the State Government released a draft Renewable Energy Planning Code (the Code) and associated Guidelines for public consultation. The Code has been prepared to provide 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.
- addresses potential land use and environmental impacts, such as noise and landscape considerations.

The initial focus of the Code is on wind farms, with flexibility to expand to other renewable energy developments, including solar farms and battery energy storage systems.

The draft Code covers key planning issues such as safety, noise, shadow flicker, landscape and visual impact, natural environment, natural hazards, aviation safety, electromagnetic interference, transport, construction, and decommissioning.

Under the proposed Code, development applications must include detailed technical reports, whilst community benefit-sharing agreements are encouraged, these agreements sit outside of the planning system.

To enable implementation of the Code, regulatory amendments are proposed to the *Planning and Development (Local Planning Schemes) Regulations 2015* to support incorporation of the Code into local planning schemes through Model Provisions, introduce standard land-use definitions that will apply to all local planning schemes and guide assessment of new noise-sensitive development near existing or approved wind farms.

There are also proposed reforms to the *Planning and Development (Significant Development) Regulations 2024*, which will classify renewable energy development applications valued at \$20 million or more as mandatory significant development. These projects will be assessed and determined by the WAPC under the State Significant Development Pathway (under Part 11B of the *Planning and Development Act 2005*), and Local Governments role will be to provide commentary to the development application, but final decision-making authority will rest with the WAPC.

Consultation on the draft Code and Guidelines closes 10 April 2026.

## **COMMENT**

WALGA's has advocated for changes to the renewable energy State planning framework to ensure orderly and proper planning of renewable energy facilities and therefore welcomes the release of the draft Renewable Energy Planning Code and Guidelines by the State Government for public comment. This draft Code represents a significant step toward establishing a consistent planning framework to guide the ongoing development of

renewable energy facilities across WA - providing important clarity and guidance to WA Local Governments.

The proposed amendments to classify renewable energy projects over \$20 million as 'mandatory significant development' that must be determined by WAPC does not align with WALGA's Advocacy Position 6.4 State Development Applications and Decision Making, as it has the potential to erode Local Government decision making powers and community input. WALGA's position is that Part 11B should be abolished, or, if it is retained, the cost threshold should be raised to \$50 million.

WALGA considers it is essential that the requirement for community benefits be mandated. There are several options that should be examined as potential mechanisms to mandate community benefit-sharing agreements, including (but not limited to) amendments to existing planning or energy legislation or new, standalone legislation.

There is also a lack of guidance regarding appropriate land uses in particular zones, specifically protecting rural land for agricultural purposes, instead stating that wind farms are generally compatible with agricultural land uses. WALGA's position is that regulatory amendments are required to create a model zone through the *Planning and Development (Local Planning Schemes) Regulations 2015* for land identified as high quality agricultural land (noting most of this land is located in the South West region) known as the 'Priority Agriculture'.

WALGA held two online information sessions on the Code alongside the Department of Planning, Lands and Heritage on 5 and 9 February 2026 for Local Government officers and Elected Members respectively.

WALGA will prepare a submission to the State on behalf of the sector to ensure the draft Code delivers positive outcomes for Member Local Governments, communities and industry.

WALGA strongly encourages consideration of the draft Code by Zones. Local Governments should make their own submissions on the draft Code by 10 April 2026 and provide feedback to WALGA to inform our submission on behalf of the sector by 27 February 2026. Council endorsed submissions are preferred.

WALGA's submission will be provided to State Council by flying agenda to meet the submission deadline.

**Noted**

## 11. ZONE REPORTS

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### 11.1. CHAIR REPORT

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*President Cr Tony Sachse*

#### RESOLUTION

**Moved: Shire of Nungarin**

**Seconded: Shire of Trayning**

**That the Zone Chair's report be received.**

**CARRIED**

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### 11.2. WHEATBELT DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)

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*President Cr Tony Sachse*

#### RESOLUTION

**Moved: Shire of Cunderdin**

**Seconded: Shire of Bruce Rock**

**That the Wheatbelt District Emergency Management Committee Report be received.**

**CARRIED**

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### 11.3. WALGA ROADWISE

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*Tracey Peacock, Regional Road Safety Advisor*

**Noted**

## 12. WALGA STATE COUNCIL EXECUTIVE REPORTS

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### 12.1. WALGA PRESIDENT'S REPORT

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The WALGA President's Report was attached to the meeting Agenda.

#### RESOLUTION

**Moved: Shire of Cunderdin**

**Seconded: Shire of Trayning**

**That:**

- 1. The WALGA President's Report be received; and**
- 2. The Great Eastern Country Zone sends a letter thanking President Chappel for her service as WALGA President.**

**CARRIED**

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### 12.2. STATE COUNCILLOR REPORT

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*Cr Stephen Strange*

Cr Strange provided an update to the meeting on various WALGA matters including:

- Recent and upcoming business of State Council and Policy Teams;
- Overview of the Government's Review of the Biosecurity and Agriculture Management (BAM) Act as well as the Polyphagous shot-hole borer Transition to Management;
- Update on the Electoral Address Advocacy Position - Elected Members should not be required to put their address on their campaign material (particularly in the Metropolitan regions) and should instead be able to put a locality.

#### RESOLUTION

**Moved: Shire of Westonia**

**Seconded: Shire of Kellerberrin**

**That the State Councillor Report be received.**

**CARRIED**

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### 12.3. STATUS REPORT

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**Noted**

Agenda Item	Zone Resolution	WALGA Response	WALGA Contact
<p>13 February 2025 Zone Agenda Item <b>14.1 WA Telstra Automatic Transfer Unit Pilot Deployment Program</b></p>	<p>That the Great Eastern Country Zone requests WALGA organise a roundtable with WALGA, Telstra, Department of Fire and Emergency Services and Department of Primary Industries and Regional Development to discuss the drafting of Community Support Agents Agreement for the implementation of the WA Telstra Automatic Transfer Unit Pilot Deployment Program.</p>	<p>Automatic Transfer Units (ATUs) have been installed by Telstra at 80 sites as per their agreement with the State Government.</p> <p>For this first season deployment will be managed by DFES in conjunction with Telstra. This addresses the residual liability issues that would otherwise fall to volunteers or Local Governments.</p> <p>Negotiations regarding the qualifications and training required for people to connect the generators to an ATU, the indemnity required to be provided to Telstra and principles for operationalizing the arrangements are ongoing.</p>	<p><b>Ian Duncan</b> Executive Manager Infrastructure iduncan@walga.asn.au 9213 2031</p>
<p>5 March 2025 State Council Agenda Item <b>8.1 Climate Change Advocacy Position</b></p>	<p>The Zone supported the recommendation. However, the Zone also requests that WALGA remains open minded to further conversations on climate change.</p>	<p>WALGA has been working on an updated Draft Advocacy Position for consideration by Local Government. The Draft Advocacy Position, and accompanying Background Paper, will be released for a 12-week period to provide feedback.</p> <p>COMPLETE</p>	<p><b>Nicole Matthews</b> Executive Manager Policy nmatthews@walga.asn.au 9213 2039</p>
<p>18 August 2025 Zone Agenda Item <b>9.4.1 Local Government Elections – Four Year Terms, Two Yearly Election Cycle</b></p>	<p>That the Great Eastern Country Zone request that WALGA continues to advocate to the State Government to retain the current system of four-year terms with a two-year spill for Local Government elections</p>	<p>This matter formed part of a State Council Strategic Forum discussion in December. Sector consultation will be undertaken to inform a proposed advocacy position for consideration by State Council.</p>	<p><b>Kirsty Martin,</b> Executive Manager, Member Services 9213 2051 kmartin@walga.asn.au</p>
<p>13 November 2025 Zone Agenda Item <b>16.2 Review of the Community Sporting and Recreation Facilities Fund (CSRFF)</b></p>	<p>That the Great Eastern Country Zone:</p> <ol style="list-style-type: none"> <li>Express its concern at the ongoing review of the Community Sporting and Recreation Facilities Fund (CSRFF) without a timeline for completion or confirmation of the program's future structure or funding levels.</li> <li>Request WALGA to advocate to the Minister for Sport and Recreation and the Department of Creative Industries, Tourism and Sport (CITS) for:</li> </ol>	<p>In November 2025, WALGA contacted the Department of Creative Industries, Tourism and Sport (CITS) and was advised that funding rounds for 2025-26 had been paused while a review of the programs was undertaken. Further information on the impact on current and future rounds was requested but not provided.</p> <p>WALGA wrote to the Minister for Sport and Recreation and CITS in December 2025 and is awaiting a response.</p>	<p><b>Nicole Matthews</b> Executive Manager Policy nmatthews@walga.asn.au 9213 2039</p>

	<ul style="list-style-type: none"> <li>a. Public release of the CSRFF review's scope, commencement date and expected completion timeline;</li> <li>b. Confirmation of the program's continuation and funding levels beyond the review period, with increases to reflect inflation, demand, and regional construction costs;</li> <li>c. Commitment that CSRFF will remain a merit-based, transparent, and equitable program accessible to regional and metropolitan communities alike; and</li> <li>d. Urgent communication of future funding round dates to enable regional local governments and community clubs to plan projects effectively.</li> </ul> <p>3. Request WALGA to highlight to the Minister that the lack of certainty around CSRFF is jeopardising the fruition of regional projects vital to community wellbeing, participation, and sustainability.</p>	<p>On 7 January 2026, CITS confirmed to a Local Government that the CSRFF and CNLP have been temporarily paused, including remaining 2025-26 funding allocations, to focus on delivering 2025 State Election commitments.</p> <p>WALGA is urgently seeking a meeting with the Director General of CITS and the Ministers Office to gain further clarity and information.</p>	
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## 13. WALGA STATE COUNCIL AGENDA

Zone Delegates are invited to read and consider the WALGA State Council Agenda, which has been provided as an attachment with the 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.

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### 13.1. AVIATION ADVOCACY POSITION

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*By Negar Nili, Policy Officer Transport and Roads*

#### **EXECUTIVE SUMMARY**

- Two new Advocacy Positions are proposed to strengthen WALGA's aviation advocacy framework and to inform WALGA's response to future inquiries and/or consultation relating to aviation.
- The aim of the new positions is to provide clearer and more contemporary guidance on:
  - the sustainability and ongoing viability of Local Government-owned regional airports; and
  - the affordability, reliability and accessibility of regional and remote air services for Western Australian communities.
- The proposed positions will assist WALGA to advocate more effectively on behalf of its Members by:
  - clearly articulating the essential service role of aviation in regional, rural and remote Western Australia;
  - strengthening WALGA's capacity to engage with State and Commonwealth governments on aviation policy and funding; and
  - supporting Local Governments facing regulatory, financial and service-delivery challenges associated with regional aviation.
- The development of the proposed Advocacy Positions has been informed by engagement with a sample of Local Governments, which highlighted shared concerns regarding high regional airfares, service reliability, capacity constraints and the role of aviation in supporting health access, emergency response and regional economic development.
- WALGA currently has two existing aviation Advocacy Positions; however, feedback from Local Governments clarified that the inclusion of additional, targeted policy positions is essential to better reflect contemporary challenges and to strengthen support for Councils.
- The proposed positions build on existing WALGA policy and provide a stronger basis for:
  - sector advocacy;
  - engagement with State Council and Zones to seek feedback; and
  - informing WALGA's potential submission to the Productivity Commission Inquiry into Regional Airfares.

## POLICY IMPLICATIONS

The current [WALGA Advocacy Positions](#) relating to Aviation are positions 5.9 Aviation and 5.9.1 Airfare Pricing in Regional Western Australia. The proposed new positions would be in addition to these existing positions.

### 5.9 Aviation

**Position Statement** *The Local Government sector supports the Department of Transport's State Aviation Strategy 2020, with more focus required on non-RPT airports to ensure it is representative of all of WA, more focus on general aviation development across WA and noting that the preferred ownership and governance of Local Governments is Council Controlled Organisations. The Local Government sector advocates for a clear position on the economic benefit of airports in regional areas to be included in the future state wide Airports State Planning Policy.*

#### 5.9.1. Airfare Pricing in Regional Western Australia

**Position Statement** *The Local Government sector supports:*

- 1. An evidence-based assessment commissioned by the State Government to determine the degree to which market structure and other factors influence the cost of providing air services on each route, the pricing structure offered and the actual prices paid.*
- 2. The State Government providing oversight of airfares ensuring transparency, encouraging partnerships between Local Governments and airline carriers to grow the market and the provision of subsidies in some situations.*

## BACKGROUND

Aviation plays a critical role in Western Australia, particularly for regional, rural, and remote communities, by providing essential connectivity for access to healthcare, education, employment, and social engagement. Reliable and affordable air services are also vital to regional economic development, workforce mobility, and community resilience, especially where alternative transport options are limited.

WALGA's advocacy on aviation is underpinned by its existing policy framework, which emphasises the need for safe, reliable, and cost-effective air services across regional and remote Western Australia. These policies highlight the critical role of aviation in enabling regional connectivity, supporting service delivery, and contributing to economic development, while recognising the operational and regulatory responsibilities faced by Local Government-managed airports.

WALGA has also contributed to State-level policy development including the State Aviation Strategy 2020. This strategy supports key initiatives including regulating certain routes to support a sustainable service, the Regional Airfare Zone Cap, Regional Airports Development Scheme and regulation of closed charters in some situations. It is anticipated that the Department of Transport and Major Infrastructure will review and refresh the State Aviation Strategy in 2026-27.

At the national level, WALGA engaged in consultation processes leading to the Green and White Papers on Regional Transport and Aviation, representing Local Government perspectives and regional needs.

Two recently initiated inquiries — the Productivity Commission Inquiry into the determinants of regional airfares and the Senate (Rural and Regional Affairs and Transport References Committee) Inquiry into the State of Australia's Aviation Sector and its ability to deliver reliable and affordable services to rural, regional and remote communities — provide important opportunities to review and improve policies supporting regional aviation. Both inquiries have overlapping focus areas, including affordability, government intervention, and impacts on regional communities.

To inform its responses to both inquiries, WALGA has engaged with a sample of Local Governments to understand their experiences, challenges, and priorities for regional air services. This engagement has clarified the needs of Local Governments and communities, forming the basis for developing two proposed new Advocacy Positions to support Members and advocate for improved connectivity, affordability, and service sustainability across regional Western Australia.

## **NEW ADVOCACY POSITIONS**

### **Regional Airports**

**Position Statement**     *WALGA supports the sustainable operation of Local Government owned regional airports and advocates for proportionate regulatory frameworks, targeted funding, and operational guidance to ensure safe, efficient, and resilient airport infrastructure and services.*

**Background**             Regional airports are vital for connectivity, economic development, tourism, health access, and emergency response in Western Australia. Local Governments operating regional airports face increasing regulatory and operational pressures, including aviation security requirements, compliance obligations, ageing infrastructure, and limited staffing capacity. Many Council-owned airports cover day-to-day operating costs but lack sufficient capital to fund major infrastructure renewal or security upgrades. Airports that support both community access and FIFO activity can face additional funding constraints despite their ongoing role in servicing regional communities. These challenges highlight the need for regulatory settings and funding arrangements that reflect airport scale, risk profile, and regional operating conditions.

### **Regional and Remote Air Services**

**Position Statement**     *WALGA advocates for reliable, affordable, and equitable regional air services, calling for greater oversight of airline pricing practices, including transparent fare structures and equitable access to discounted and lower-cost fares, to mitigate the impacts of limited competition and dynamic pricing on regional residents, businesses, and essential travel. WALGA also promotes*

*the continued viability of essential routes and recognises regional aviation as an essential service supporting community access, workforce mobility, and regional economic development.*

## Background

Regional communities rely on air services for essential travel, including access to health care, employment, education, and family connections, particularly where alternative transport options are limited. High airfares, limited availability of lower-cost seats, and opaque pricing structures reduce affordability for residents and businesses, even in markets with more than one airline. Regional air services are also vulnerable to sudden service reductions or route withdrawals, which can isolate communities and disrupt economic and social activity. These challenges underscore the importance of policy settings that support affordability, service continuity, and equitable access.

## COMMENT

Engagement with a sample of Local Governments operating airports with Regular Passenger Transport (RPT) services highlighted operational, financial, and service delivery issues affecting both Council-owned airports and regional air services.

Key matters raised by Councils include:

- Airline pricing and equitable access: Complex, opaque, and highly variable fare structures; limited availability of lower-cost seats; competition does not always deliver affordable or equitable outcomes.
- Aviation security requirements: Standards designed for larger airports impose significant operational and financial burdens, with outdated equipment, regulatory ambiguities, and high upgrade costs creating compliance challenges.
- Funding and resource constraints: Many Councils operate airports with limited staff and capital; while day-to-day operating costs may be covered, major infrastructure renewal or expansion and security upgrades are often unfunded.
- Service continuity and reliability: Regional air services are fragile, with sudden route reductions or withdrawals impacting essential travel, community connectivity, and local economies.
- Coordination across governments and industry: Fragmented policy, regulatory, and funding arrangements limit Local Governments' ability to respond quickly to changes, highlighting the need for improved collaboration.
- Regional aviation as an essential service: Airports and air services underpin health access, emergency response, tourism, economic development, and social cohesion, demonstrating their broader value beyond transport alone.

Based on these issues and priorities identified through Local Government engagement, WALGA has developed the two proposed Advocacy Positions above on aviation – one focusing on regional airports and the other on regional and remote air services – to address the challenges of affordability, accessibility, operational sustainability, and service continuity for regional communities.

## WALGA RECOMMENDATION

That State Council endorse two new Advocacy Positions on Aviation as follows:

1. Regional Airports  
*WALGA supports the sustainable operation of Local Government owned regional airports and advocates for proportionate regulatory frameworks, targeted funding, and operational guidance to ensure safe, efficient, and resilient airport infrastructure and services.*
2. Regional and Remote Air Services  
*WALGA advocates for reliable, affordable, and equitable regional air services, calling for greater oversight of airline pricing practices, including transparent fare structures and equitable access to discounted and lower-cost fares, to mitigate the impacts of limited competition and dynamic pricing on regional residents, businesses, and essential travel. WALGA also promotes the continued viability of essential routes and recognises regional aviation as an essential service supporting community access, workforce mobility, and regional economic development.*

## RESOLUTION

**Moved: Shire of Merredin**

**Seconded: Shire of Yilgarn**

**That the Great Eastern Country Zone supports the WALGA recommendation for State Council Agenda item 9.1 as contained in the State Council Agenda and as provided above.**

**CARRIED**

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## 13.2. OTHER STATE COUNCIL AGENDA ITEMS

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Nil

## 14. EMERGING ISSUES

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### 14.1. SECONDARY FREIGHT ROUTE

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*Shire of Nungarin*

Zone delegates raised and discussed recent media reports that funding for the Wheatbelt Secondary Freight Network may not be included in the upcoming 2026-27 State Budget.

#### RESOLUTION

**Moved: Shire of Westonia**

**Seconded: Shire of Cunderdin**

**That the Great Eastern Country Zone requests the Executive Committee to consider the current status of funding for the Wheatbelt Secondary Freight Network for 2026/27 and consider any potential advocacy action to take on behalf of the Zone.**

**CARRIED**

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### 14.2. STATUS OF LEGISLATIVE AMENDMENTS RELATING TO THE RATING OF MISCELLANEOUS LICENCES

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*Shire of Bruce Rock*

Zone delegates raised and discussed the status of the *Local Government Amendment (Rating of Certain Mining Licences) Bill 2025*, which may be debated in the Legislative Council during an upcoming sitting week of State Parliament.

Zone delegates discussed issues associated with the potential repayment of rates, as well as definitional challenges where licences over land may intersect with different land tenure. The Zone discussed Local Governments' estimates of expected revenue impacts associated with the proposed legislative changes.

WALGA staff provided a general overview on the Association's advocacy in relation to the proposed legislation.

#### RESOLUTION

**Moved: Shire of Bruce Rock**

**Seconded: Shire of Westonia**

**That the Great Eastern Country Zone supports WALGA's ongoing advocacy in relation to the rateability of land subject to a miscellaneous license, including to address any uncertainty related to definitions or proposed legislative amendments.**

**CARRIED**

## 15. NEXT MEETING

The next Executive Committee meeting will be held on Tuesday, 24 March commencing at 8:00am, via MSTeams.

The next Great Eastern Country Zone meeting will be held on Thursday, 23 April commencing at 9:30am. This meeting will be hosted by the Shire of Cunderdin.

<b>Date</b>	<b>Time</b>	<b>Host Council</b>
<b>Thursday, 23 April</b>	9:30 am	Shire of Cunderdin
<b>Thursday, 11 June*</b>	TBC	Perth/MSTeams
<b>Thursday, 13 August</b>	9:30 am	Shire of Bruce Rock
<b>Thursday, 12 November</b>	9:30 am	Shire of Dowerin

The June date is being planned around proposed delegation engagements.

## 16. CLOSURE

There being no further business, the Chair closed the meeting at 12:50pm.

**ATTACHMENT 9.3A**  
**Minutes – CEACA Management Meeting**  
**16 February 2026**

## **MINUTES OF CENTRAL EAST ACCOMMODATION & CARE ALLIANCE INC MANAGEMENT COMMITTEE MEETING HELD AT 2.15PM ON MONDAY, 16 FEBRUARY 2026 AT BEAUMONDE ON THE POINT, RIVERSIDE DRIVE, PERTH**

### **1. MEETING OPENING & DECLARATION OF QUORUM**

The Chairperson opened the meeting at 2.15pm and welcomed attendees.

### **2. MATTERS**

#### **2.1 Attendance**

Terry Waldron – Chairperson, Richard Marshall – Executive Officer (EO) Jo Trachy – Operations Manager (OM) & Minute Taker, Mark Furr, Stephen Strange & Ramesh Rajagopalan - Shire of Bruce Rock, Manisha Barthakur, Darrel Hudson and Robert Trepp – Shire of Dowerin, Raymond Griffiths – Shire of Kellerberrin, Tony Sachse & Ben McKay – Shire of Mt Marshall, Craig Watts – Shire of Merredin, Gary Shadbolt & Tanika McLennan – Shire of Mukinbudin, Rebecca McCall & Holly Cusack - Shire of Narembeen, Bill Price, Mark Crees & Ross Della-Bosca – Shire of Westonia, Bianca Bradford, Cameron Watson and Bryan Close – Shire of Yilgarn. Attendance Via TEAMS – Nic Warren & Jo Hayes – Shire of Quairading, Mischa Stratford – Shire of Wyalkatchem.

#### **2.1 Apologies**

Monica Gardiner – Shire of Kellerberrin, Peter Madigan – Shire of Merredin, Becky Cowcill – Shire of Quairading, Ian McCabe – Shire of Wyalkatchem.

#### **2.2 Declaration of Quorum**

The Chairperson advised that the quorum for the meeting was met.

#### **2.3 Conflicts of Interest**

There were no conflicts of interest noted.

#### **2.4 Draft Management Committee Meeting Minutes – 1 December 2025 (for approval)**

Rebecca McCall noted an amendment under 'General Business' the wording should note that Rebecca McCall and Holly Cusack attended the ALGA Housing Forum in Canberra.

### **RESOLUTION**

**It was resolved that the Minutes of the Management Committee meeting held on 1 December 2025 be accepted as a true and accurate record of proceedings with the amendment above noted.**

#### **2.5 Minutes of the Executive Committee meeting held on 27 January 2026 (for noting)**

The minutes of the Executive Committee meeting held on 27 January 2026 were noted.

#### **2.6 Minutes of the CEACA Limited Board meeting held on 27 January 2026 (for noting)**

The minutes of the CEACA Limited Board meeting held on the 27 January 2026 were noted.

#### **2.7 Action Points**

With respect to the Expansion Project, the EO advised that a request for an extension of time to submit tenders had been received and approved. The extension granted was for one week. A further extension request was submitted today but will not be approved. The other action items are contained in the EO report.

### **3. MATTERS FOR DECISION**

#### **3.1 CEACA Expansion Project**

The EO spoke to the following items in relation to the Expansion Project.

### 3.2 Building Tender

- Thanked the Shires for their assistance with answering questions raised by tenderers.
- The evaluation panel will meet on 10 March 2026 and will then make a recommendation to the Management Committee for a preferred tenderer so that we can start negotiating a contract.
- CEACA Inc. currently owns three lots of the land included in the Expansion Project. Sub-division of this land can take up to 12 months, and we therefore propose to transfer these land portions to CEACA Ltd until the expansion project is complete and then transfer the CEACA Inc. portion back to them. Housing Australia's lawyer has been advised of this option and appears happy with it.
- Prior to signing this arrangement, ongoing ownership or management of existing utilities needs to be discussed.
- This option creates a debt, but the debt will reverse in due course. There is no stamp duty involved.

### 3.3 Draft Legal Agreement for the Transfer of Land (CEO Report – Annexure G)

The EO referred to the draft legal agreement for the transfer of land and general discussion ensued.

#### RESOLUTION

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It was resolved that:

- a) That CEACA Inc. proceed with the transfer of the land to CEACA Limited on the condition that when the new houses are completed, there will be a Built Strata Subdivision, such that the portion of land containing the existing CEACA houses will be transferred back to CEACA Inc.
- b) There will be no cash changing hands for these transfers but there will be inter-entity loan accounts.
- c) The legal agreement includes conditions for the transfer of land from CEACA Inc. to CEACA Limited.

### 3.4 State Government Grant Agreement (CEO – Annexure H1)

The EO spoke to the draft Grant Agreement and commented as follows:

- The Department of Housing & Works draft grant agreement has been reviewed by Jackson McDonald lawyers with queries and comments provided to DOHW.
- Waiting on a meeting with DOHW to resolve any outstanding issues, including the requirement by Westpac Bank to sight a Trust Deed prior to opening a Trust account for the funds. If Westpac allow it, we may have to use the executed Grant Agreement instead.
- A final draft Grant agreement will be referred to the Management Committee for review and approval.

### 3.5 Affiliated Entity Service Agreement (CEO Report – Annexure D)

- It is proposed that CEACA Inc. provide management and other services to CEACA Limited (SPV) as it has no staff. A standard services agreement has been provided by Jackson McDonald lawyers.
- The agreement provides for a service fee to be determined before 1 July each year. It could be at least \$100k per annum based on 50/50 allocation of time between the EO & OM. If the Management Committee agree to this sum, we can invoice and hold off processing until grant monies are received. As funding is yet to be finalised, it is uncertain when the fee will begin. When the project is complete, we could review the fee and base it on the number of houses.
- The Department of Housing & Works may recommend that we have another Director for the SPV. At present, we have Gary Shadbolt, Richard Marshall and Tuck Waldron. Before we sign the grant agreement, the Management Committee will need to decide who the Directors will be, and this can be done at the May meeting.

Manisha Barthakur from the Shire of Dowerin left the meeting.

#### RECOMMENDATION

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That the Management Committee approve the draft standard services agreement provided by Jackson McDonald.

#### RESOLUTION

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It was resolved by the Management Committee to approve the draft standard services agreement provided by Jackson McDonald.

### 3.6 Updated Policies, Forms & Documents

The following documents were reviewed and circulated to the Management Committee prior to the meeting - Business Continuity Plan, Succession Planning, Health & Safety Policy, Risk Management Framework, Delegation of Authority, Whistle Blower Policy and Disaster Recovery Plan.

#### Resolution

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It was resolved by the Management Committee to approve the updated policies, forms and documents circulated.

### 3.7 New Term Deposit Account

The EO advised that following approval of the Executive Committee, part of the proceeds from the sale of Koorda have been placed on term deposit. The details are \$600k at a rate of 4.28%, for eight months to 9 October 2026 .

### 3.8 Appointment of Full-Time CEO (CEO Report – Annexure E)

- Proposals received from GFG Consulting, Lester Blades and Beilby Downing Teal (“BDT”).
- Timing of a full-time CEO appointment is important. The Chairperson advised careful consideration of the recruitment timeframe will be required.
- The Executive Committee had agreed to recommend Emily Bulloch of BDT.
- The Chairperson recommended that a recruitment panel be made up of at least 3 representatives from the Management Committee.
- Ideally, a full-time CEO will be appointed by 30 June 2026, but this is dependent on project timing and funding.
- A remuneration package will be proposed for Management Committee approval.
- CEACA will invite applications from any suitable candidates in the Perth area or Wheatbelt region.

#### RECOMMENDATION

---

The Executive Committee had considered the proposals and agreed to recommend the appointment of BDT. The timing of the appointment of a full-time CEO will be influenced by the finalisation of grant agreements.

#### RESOLUTION

---

It was resolved by the Management Committee to appoint Emily Bulloch of BDT. The timing of the appointment of a full-time CEO will be influenced by the timeframe for the expected finalisation of grant agreements. It was also resolved that the recruitment panel comprise Stephen Strange, Tuck Waldron and Raymond Griffiths .

## 4.0 MATTERS FOR DISCUSSION

---

### 4.1 Executive Officer Report

The EO referred to his report and commented as follows:

#### Annexure A – Income & Expenditure Account

- Expected a significant rise to insurance costs however this did not eventuate resulting in a positive variance.
- Cash sitting at approx. \$1.5m. \$380k expected to come from sale of Nungarin.
- DOHW has confirmed that Expansion Project expenses incurred by CEACA can be claimed back when grant agreements are signed and invoices are approved.
- EO is to have a meeting with Avon Legal later this week and will emphasise the need to draft transfers of land to CEACA Limited for execution by shires. Transfers will be held until such time as CEACA Limited is a registered charity with ACNC, thus it is expected no stamp duty will be payable.

All other items in the EO Report were discussed in Items 3.1-3.8 above.

### 4.2 Operations Report

The OM added the following comments to their report:

- CHP registration process for CEACA Ltd (SPV) opened 4 February and was submitted by 12 February, almost one month prior to the due date. The process was made easier by following the format used in the CEACA Inc application submitted in 2024 but still included over 100 pieces of evidence to be uploaded to the portal. A request for an early review was sent to the Registrar, and this may be possible depending on available DOHW staff.
- CEACA Inc has completed its first Tier 3 compliance assessment. The Return opened on 1 December and was submitted by 19 January, prior to the due date. A *Request for Information* received was completed and returned.
- From an operational perspective, CEACA Inc is managing its tenants and assets well, however, with the expansion project imminent and the possibility of future management of shire-owned properties, it is important that we establish a robust asset management system now to cope with future DOHW compliance assessments and good governance for both CEACA Inc and CEACA Ltd. The OM has discussed options with another CHP and they have recommended *Chintaro*. OM has set up a demonstration with Chintaro on the 19 February and if it is deemed suitable for our organisation, a recommendation will be made to the Management Committee to enter into an agreement. OM aims to have tenant and asset information uploaded to a platform prior to the expansion project commencing.
- A Tenant Satisfaction Survey was conducted in January, and the results were excellent. EO summarised the results and the Management Committee congratulated the OM for these results and ongoing work with external agencies.

## General business

- The Shires of Narembeen and Bruce Rock have touched base with CEACA to discuss future management of their properties. The Shire of Bruce Rock is interested in a joint venture arrangement. CEACA management will review previous proposals submitted for future discussions.
- Koorda properties have settled and the Nungarin property offer was approved by the Management Committee. This is subject to finance by the 20 February 2026, and settlement is likely to occur in March 2026.
- If shires are having any issues with the transfer of land for the expansion project, they must advise the Chairperson or the EO and request assistance. EO to follow up on transfer documentation with Avon Legal.

## 5.0 MEETING CLOSURE

There being no further business, the Management Committee meeting adjourned at 3.25pm.

### DECLARATION

These Minutes were confirmed by the Central East Accommodation & Care Alliance Inc at the Management Committee

Meeting held on \_\_\_\_\_.

Signed \_\_\_\_\_ (Person presiding at the meeting at which these minutes were confirmed).

**ATTACHMENT 9.4A**  
**Minutes – Bushfire Advisory Committee**  
**20 February 2026**

# MINUTES

Narembeen Bushfire Advisory Committee  
Volunteer Bush Fire Brigade  
Annual General Meeting  
20 February 2026

## NOTICE OF MEETING

Dear Committee Members,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the Narembeen Bushfire Advisory Committee / Volunteer Bush Fire Brigade Annual General Meeting has been convened for:

**Date:** 20 February 2026  
**At:** Council Chambers  
1 Longhurst Street, Narembeen  
**Commencing:** 4.00pm

**Rebecca McCall**  
**Chief Executive Officer**

16 February 2026

### DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Narembeen for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Narembeen disclaims any liability for any loss whatsoever 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 and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen 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 Narembeen in respect of the application.

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## 1. Official Opening and Welcome

The Chairperson opened the meeting at 4.01pm

## 2. Record of Attendance / Apologies / Leave of Absence

### Attendance:

Mr J Corrigan	
Mr M Dixon	
Mr S Parsons	
Mr M Miolini	
Mr M Morrine	
Ms R McCall	
Mr A Hardham	Entered 4.13pm
Trevor Cole	Entered 4.11pm
Alan Yandle	Entered 4.12pm

### Apologies:

Colin Ogilvie  
Keith Squibb  
Peter Cowan  
Bill Cowan  
Brendan Hickey  
Brendon Parsons  
Joel De Luis

## 3. Confirmation of Previous Minutes

### 3.1 Narembeen Bushfire Advisory Committee / Volunteer Bush Fire Brigade Annual General Meeting 4 July 2025.

#### Attachment 3.1

#### Voting Requirements

Simple Majority  Absolute Majority

#### Officers Recommendation – Item 3.1

That the minutes of the Narembeen Bushfire Advisory Committee / Volunteer Bush Fire Brigade Annual General Meeting held on 4 July 2025, as presented, be confirmed as a true and correct record of proceedings.

**Moved:** M Miolini

**Seconded:** S Parsons

**CARRIED**

## 4. Business Arising from Previous Minutes

*Nil*

## 5. Election of Office Bearers

All positions were declared vacant, and nominations called.

### 5.1 Election of Chairperson

Nominated: Murray Dixon

**Moved:** S Parsons

**Seconded:** M Miolini

*There being no further nominations, Murray Dixon be elected unopposed as Chairperson.*

**CARRIED**

### 5.2 Election of Captain

Nominated: Brendon Parsons

**Moved:** M Miolini

**Seconded:** M Morrone

*There being no further nominations, Brendon Parsons be elected unopposed as Captain.*

**CARRIED**

### 5.3 Election of Lieutenants

Nominated: Peter Cowan

Nominated: Michael Morrone

**Moved:** M Dixon

**Seconded:** S Parsons

*There being no further nominations, Peter Cowan and Michael Morrone be elected unopposed as Lieutenants.*

**CARRIED**

## 6. Election of Fire Control Officers

### 6.1 Chief Fire Control Officer

Nominated: Murray Dixon

**Moved:** S Parsons

**Seconded:** M Morrone

*There being no further nominations, Murray Dixon be elected unopposed as Captain.*

**CARRIED**

## 6.2 Deputy Fire Control Officer

Nominated: Mitch Miolini

**Moved:** M Dixon

**Seconded:** S Parsons

*There being no further nominations, Mitch Miolini be elected unopposed as Captain*

**CARRIED**

## 6.3 Fire Control Officers

**Moved:** S Parsons

**Seconded:** M Morrone

*That the Narembeen Bushfire Advisory Committee/ Volunteer Bushfire Brigade recommend to Council that the following persons be appointed as Fire Control Officers for the 2026/2027 fire season:*

East Sector	Brendon Parsons
West Sector	Trevor Cole
North Sector	Mitchell Miolini
Central	Cameron Taylor
Central	Andrew Hardham
Ranger	Keith Squibb

**CARRIED**

## 7. Firebreak Order 2026/2027

(Attachment 7.1)

The draft 2026/2027 Firebreak Order is attached for review and comment prior to finalisation and presentation to Council for adoption.

*The Committee advised minor changes to the wording surrounding fire bans, and the Fire Control Officers were updated.*

## 8. Finance

### 8.1 Finance Report

To be tabled at the meeting.

*Noted: a bank cheque for \$13525.99 was signed by the Chief and Deputy Chief Bush Fire Control Officer and provided to A Hardham to be deposited when the Brigade's new bank account with Commonwealth Bank is opened.*

## 9. General Business

### 9.1 List of Volunteers – Update

(Attachment 9.1)

*The committee members identified the following personnel that need to be added to the list of volunteers.*

- *Michael Morrone*
- *Greg Vaughan*
- *Blaine Wilson*
- *Henrik Kristenson*
- *Dave Piggott*
- *Saunders'*
- *Schillings'*
- *Sam Thorn*
- *Liam Hickey*
- *Trent Davis*
- *Daymon Hayter*
- *Ben Hunter*
- *Tim Cusack*
- *Jake Cole*
- *Smokers'*

*J Corrigan advised that the forms required to be completed can be found on the Volunteer Hub, and once completed, need to be sent to the Regional Office.*

*The committee identified the following names to be removed from the list*

- *Stephen Padfield*
- *Ryan Sprigg*

## **9.2 State Hazard Plan – Fire** (Attachment 9.2)

The State Hazard Plan – Fire outlines Western Australia’s strategic emergency management arrangements for fire, covering prevention, preparedness, response, and recovery. The Fire and Emergency Services (FES) Commissioner is the designated Hazard Management Agency (HMA) for fire.

The State Emergency Management Committee (SEMC) has delegated responsibility for the development, maintenance, review, and exercising of the plan to the Department of Fire and Emergency Services.

The plan underwent a comprehensive review and was updated in August 2025 to ensure it remains current and aligned with contemporary emergency management practices.

The attached comprehensive review summary is provided for information.

*J Corrigan advised that the changes are mostly around the ownership of fires (private property/ crown land) and who is responsible for what.*

## **9.3 Bushfire Local Law** (Attachment 9.3)

The Bush Fire Local Law is adopted and awaiting gazettal. Once in force, the focus will be on education, consistency, and risk reduction, with brigades and the Shire working together to support landholders and strengthen community fire preparedness.

*Information only, no action required.*

## **9.4 Fire Response Plan** (Attachment 9.4)

The Shire of Narembeen has prepared a Draft Fire Response Plan to strengthen local arrangements for preparedness, coordination, and recovery during major fire events. The plan aligns with the Shire's Local Emergency Management Arrangements (LEMA) and the key hazard themes identified by the Local Emergency Management Committee (LEMC), particularly communications and power outages.

Targeted response plans have been developed in response to these risks, leading to the preparation of this draft plan, which has already been presented to the LEMC for initial feedback.

The draft is now provided to the Bushfire Advisory Committee for comment prior to finalisation and presentation to Council for adoption. The plan does not replace or interfere with the operational fire response undertaken by DFES/VFES and bush fire brigades; rather, it outlines how the LEMC and the Shire will support community safety, coordination, and wellbeing during and after a major fire event.

#### *The committee discussed*

- *the use of drones in an incident.*
- *whether the plan should include that the mobile generator goes directly to the Roadhouse in an incident*
- *is there a need to train additional personnel to operate the town's generators?*
- *noted the generator at the club has repairs pending*

## **9.5 Training and WHS Inductions**

### From Farm to Frontline

The Shire has submitted a successful AWARE2526 application based on a collaborative approach to fire season training and leadership development.

*From Farm to Frontline* includes Ready to Respond, a practical, hands-on workshop for women in farming and rural communities. The workshop focuses on fire season preparedness, creating personal and family fire plans, understanding local fire risks, and building community support networks. It is designed to build confidence, practical skills, and resilience ahead of the fire season.

The workshop will be held at Mt Walker in the new year. Registrations are currently being advertised.

Project Value: \$9,985  
Funding Secured: \$7,135

*Approx. 12 registrations.*

*A Yandle suggested utilising the workshop to educate on the importance of inductions and basic training, and the ramifications of not completing the minimum requirements.*

### Shire WHS Inductions

There has been poor uptake by members in completing the online safety induction via the Damstra app. Completion of this induction is a critical component of member training and is required under Council's insurance arrangements to ensure volunteers are appropriately covered.

Discussion is required to identify options to improve participation, with the aim of having all members fully inducted prior to September 2026.

*The committee discussed the possibility of scheduling a one-day event to get volunteers inducted and training completed. This would be best held in August, prior to seeding.*

*J Corrigan advised that DFES can facilitate training, noting:*

- *Bushfire Safety Awareness approx. 6hours (Blended online and face to face training model)*
- *Respiratory Protective Course.*

*J Corrigan to provide list of recommended training for Mt Walker fire truck operators.*

## **9.6 Local Government Grants Scheme 2025/26 - Update**

Expenditure of the LGGS funding allocation for 2025/26 must occur to ensure all allocated funding is expended by the end of May. The fire appliance is scheduled for its annual service in May. The CEO will liaise with the Chief Fire Control Officer to identify PPE and equipment requirements so that procurement can be arranged.

*The committee discussed the following options;*

- *masks/ PPE/ Kit bags*
- *Starlink mini. Possibly not supported – this needs to be checked.*
- *fitting UHF radio into FCO vehicles not supported*

*A Hardham, M Miolini and M Dixon to provide list to Bec.*

## **9.7 Local Government Grants Scheme 2026/27 (Attachments 9.7A and 9.7B)**

The LGGS operating grant offer for 2026/27 is \$14,000. Grant offers continue to be based on the average of the previous two year's completed acquittals (which demonstrates past expenditure trends) and the current year's actual allocation, then indexed with the prevailing cost escalation factor. There is the option to accept the assessed allocation or apply for an alternative allocation.

The 2026/27 capital replacement program is attached for information.

*The committee agrees to Accept the grant offer for 2026/2027*

## **9.8 Communications – Update**

The installation of the new VoIP communication system at the Shire Administration office has been completed. This cloud-based system replaces aging phone infrastructure and enables voice calls to be transmitted over the internet, improving reliability and flexibility during emergencies.

The Shire is transitioned from the Telstra Desktop Messaging service to the Whispir platform, as the current Telstra application will be discontinued within the next 12 months. A review of available alternatives identified Whispir as the preferred option due to its improved functionality and greater cost-effectiveness. The transition to Whispir is expected to be relatively seamless, with minimal disruption to users.

*Information only, no action required.*

## **9.9 DFES Monthly Report as at 4 February 2026 (Attachment 9.9)**

*J. Corrigan advised an Incident Reporting Course will be held in Bruce Rock 24 March.*

## 10. Closure

Details of the next meeting will be advised.

There being no further business, the chair declared the meeting closed at 5.10pm

**ATTACHMENT 9.4B**  
**Draft 2026/2027 Fire Break Notice**

## HARVEST & VEHICLE OPERATIONS

### Harvest and Vehicle Movement Bans (HVMB)

A HVMB is imposed by local government and prohibits the use of engines, vehicles, plant and machinery to avoid the start or spread of a fire.

A **harvest ban** is defined as a ban on all harvesting operations on all properties within the Shire of Narembeen.

A **vehicle movement** ban is defined as a ban on all vehicle movements on properties within the Shire except for the essential watering of stock, using a diesel powered vehicle only.

**Harvesting operations are not permitted on Christmas Day, Boxing Day and New Years Day.**

#### Conditions:

1. An Approved Fire Fighting Appliance is required to be present in any paddock being harvested while crop harvesting, straw raking, straw mulching and bailing operations are being carried out during restricted and prohibited periods. The fire fighting unit must be in a state of readiness and have a minimum of 500 litres of water on board.
2. A ban on harvesting and the movement of vehicles (except for the watering or movement of stock) is likely to be imposed when the predicted weather conditions are classified by the Bureau of Meteorology as HIGH (FDI 40 or above) or when local conditions warrant bans to be applied. All such bans are at the discretion of the Chief Bush Fire Control Officer.
3. The use of operation of any engine, plant, machinery or vehicle within the road reserves are exempt, on the provision the use is not likely to cause a fire.

## TOTAL FIRE BAN

**Total Fire Bans** may be imposed by DFES on a regional basis on day of extreme or higher Fire Danger. Activities which may cause a fire are prohibited.

## NOTIFICATION SERVICES

The Shire of Narembeen offers an **SMS Notification Service** for alerts on emergencies, fires, harvest and vehicle movement bans, road closures, standpipes and total fire bans. To register for SMS notifications contact the Shire administration on 9064 7308 or email your full name and mobile number to [admin@narembeen.wa.gov.au](mailto:admin@narembeen.wa.gov.au).

Other notification services:

ABC Regional Radio  
Bush Fire Emergency Radio Channel 5  
DFES Information Line 13 33 37  
Harvest Ban Hotline (08) 9064 7689

## FIRE CONTROL OFFICERS

Murray Dixon Chief Fire Control Officer	0427 645 026
Mitch Miolini - North Sector Deputy Fire Control Officer	0458 000 931
Brendan Parsons - East Sector	0419 854 350
Trevor Cole - West Sector	0428 647 038
Cam Taylor- Central Sector	0448 949 810
Andy Hardham - Central Sector	0429 647 173

FIRST AND FINAL NOTICE IS HEREBY  
SERVED TO ALL RESIDENTS AND  
RATEPAYERS WITHIN THE  
SHIRE OF NAREMBEEN



# FIREBREAK ORDER 2026/2027

1 Longhurst Street  
Narembeen WA 6369  
Telephone: (08) 9064 7308  
Email: [admin@narembeen.wa.gov.au](mailto:admin@narembeen.wa.gov.au)  
Web: [www.narembeen.wa.gov.au](http://www.narembeen.wa.gov.au)

**CALL 000  
TO REPORT AN EMERGENCY OR FIRE**

**FIRE WEATHER INFORMATION**

[www.bom.gov.au](http://www.bom.gov.au)

or

[www.emergency.wa.gov.au](http://www.emergency.wa.gov.au)

## BURNING PERIODS

### RESTRICTED BURNING PERIOD

19 September to 31 October

BURNING PERMIT REQUIRED

### PROHIBITED BURNING PERIOD

1 November to 31 January



NO BURNING PERMITTED

### RESTRICTED BURNING PERIOD

1 February to 15 March

BURNING PERMIT REQUIRED

Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug

 Permit Required  No Burning

**Permits** for burning during restricted burning periods are available from your local Bush Fire Control Officer; please refer to the back page of this notice.

Burning during restricted periods is allowed on Sundays and Public Holidays with a permit.

Persons **burning without permits** during the Restricted Burning Period or on days when a high or greater fire weather warning as been issued **may be prosecuted**.

**Road Burning and Spraying** is not permitted by any person within the Shire without the approval of the CEO.

Refer to the Shire website for additional **Bushfire Information and Restrictions**.

## FIREBREAK ORDER

### *Bush Fires Act 1954*

Notice is hereby given to all owners and/ or occupiers of land within the Shire of Narembeen under the requirements of Section 33 of the *Bush Fires Act 1954*, that firebreaks must be installed by 31 October 2025 and maintained clear of inflammable material up to and including 30 April 2026.

#### Rural Land

Install a firebreak 2.5m wide, immediately adjacent to, and surrounding, all cleared land and, subdividing all cleared land into areas no greater than 400 hectares, and, surrounding each building, haystack, fuel dump or ramp.

#### Townsite

**2000sqm or less** - clear all inflammable material from the whole of the land.

#### More than 2000sqm -

- clear all inflammable material from the whole of the land, or
- Install a firebreak of not less than 2m wide immediately surrounding any building, along and within 2m of the external boundaries of the land. Firebreaks must be constructed and contained within the property. Footpaths, road verges and roads will not be accepted as firebreaks.

**Fuel Pumps and Depots** - remove all inflammable material from all land where fuel drum ramps or dumps are located, and where fuel drums, whether empty or not, are stored to a distance of at least 15m outside the perimeter of any drum, ramp or stack of drums.

## INSPECTIONS & PENALTIES

### Inspections

An authorised officer will carry out inspections of firebreaks after the specified completion dates. Any owner or occupier of land who fails to comply with the requirements of this Notice is guilty of an offence under Section 33(3) of the *Bushfire Act 1954*.

You may be required to carry out further works which are considered necessary by an Authorised Officer and specified by way of a separate written notice forwarded to the address of the owner/s.

### Penalties

The penalty for failing to comply with this Notice is a fine not exceeding \$5,000. A person in default is also liable, whether prosecuted or not, to pay the cost to the Shire or a contractor performing the work directed in this Notice if it is not carried out by the owner or occupier by the due date. If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions in the *Bush Fire Act 1954*.

## RESPONSIBILITY

Section 28 of the *Bush Fire Act* provides that where a bush fire is burning during prohibited or restricted times, the occupier of the land shall forthwith, whether he or she has lit or caused such fire to be lit or not, take all possible steps to extinguish the fire.

Where owners or occupiers fail to extinguish the fire a Bush Fire Control Officer may take all proper measures to extinguish such fire and the expense of that action are recoverable from owners and occupiers.

**ATTACHMENT 9.5A**  
**Minutes – RoeROC Committee**  
**5 March 2026**

# ROEROC

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

---

## MINUTES

### RoeROC Ordinary Meeting

Thursday 5<sup>th</sup> March 2026

Shire of Narembeen Council Chambers



# CONDUCT OF MEETINGS

## Membership:

The RoeROC Committee includes:

- The Shire President of each Member Council
- One elected member (Deputy Delegate)
- The Chief Executive Officer of each Member Council
- One senior officer (Deputy Officer)

Deputy CEOs and observers may attend at the discretion of their Council.

## Presiding Member:

The Chairperson and Deputy Chairperson are elected every two years in line with the Host Shire rotation. If the Chairperson is unavailable, the Deputy or a nominated member will preside.

## Voting:

- Each Member Council has **one vote**, regardless of the number of representatives present.
- All resolutions or decisions of RoeROC (whether by the Committee or the Executive) are to be determined by a simple majority vote of members present and eligible to vote.

## Current Voting Delegates

Shire	Delegate	Deputy Delegate
Corrigin	Cr Sharon Jacobs	Cr Heather Talbot
Kondinin	Cr Bruce Browning	Cr Bev Gangell
Kulin	Cr Brad Smoker	Cr Robbie Bowey
Narembeen	Cr Holy Cusack	Cr Hannah Bald
Wickepin	Cr Julie Russell	Cr Tyron Miller

## Role of the Committee

The role of the RoeROC Committee is to:

- Facilitate collaboration among Member Councils on matters of mutual interest;
- Provide a forum for regional leadership, shared decision-making, and advocacy;
- Oversee the development, coordination, and delivery of joint projects, services, and initiatives;
- Consider strategic regional issues affecting the Member Councils and propose coordinated responses; and
- Provide guidance and direction to working groups and the RoeROC Executive Officer.

## Objectives of RoeROC

The objectives of RoeROC are to:

- Provide strong regional leadership and strategic direction;
- Advocate on regional priorities identified and supported by Member Councils;
- Form a collaborative alliance to improve infrastructure, community services, and economic resilience across the region;
- Promote cooperation and resource sharing for greater efficiency and cost-effectiveness;
- Pursue joint initiatives that enhance environmental management, tourism, health services, and local government capability; and
- Support sustainable population retention and regional development without diminishing the autonomy or relationships of individual Member Councils with their communities or external stakeholders.

## Arrangements for Projects and Non-Ongoing Agreements

Projects may only proceed where participating Member Councils have agreed. Each participating Council must make necessary budget provisions for their share. A formal Project Plan must be prepared outlining scope, timeline, financial commitments, and governance arrangements.

All RoeROC projects are managed by a Lead Council and supported by the Executive Officer, with reporting provided to participating Councils. Councils that commit to a project are financially responsible until its completion, regardless of later changes to membership.

## No Delegated Powers

RoeROC is an advisory and collaborative body and does **not** hold any delegated authority under the *Local Government Act 1995* or any other legislation. All decisions and recommendations made by RoeROC must be referred to the respective Member Councils for formal resolution, endorsement, or implementation unless otherwise provided for in a specific agreement or project.

## Working Group Protocols and Structure

RoeROC may establish Working Groups to support its strategic or operational objectives. These groups report to the RoeROC Executive and Committee through the Executive Officer.

# ROE REGIONAL ORGANISATION OF COUNCILS

Minutes of the RoeROC Ordinary Meeting  
held at the Shire of Narembeen on  
**Thursday 5<sup>th</sup> March 2026**

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# ROE REGIONAL ORGANISATION OF COUNCILS

Minutes of the RoeROC Ordinary Meeting  
held at the Shire of Narembeen on  
**Thursday 5<sup>th</sup> March 2026**

## MINUTES

### 1. Opening And Announcements

*The Chairperson, Cr Holly Cusack welcomed attendees and declared the meeting open at 4.08pm*

### 2. Attendance

Cr Sharon Jacobs	President, Shire of Corrigin
Cr Heather Talbot	Councillor, Shire of Corrigin
Natalie Manton	CEO, Shire of Corrigin
Cr Holly Cusack	President, Shire of Narembeen (Chairperson)
Cr Hannah Bald	Deputy President, Shire of Narembeen
Rebecca McCall	CEO, Shire of Narembeen
Cr Robbie Bowey	Councillor, Shire of Kulin
Cr Bruce Browning	Councillor, Shire of Kondinin
Bruce Wright	CEO, Shire of Kondinin
Cr Tyron Miller	Deputy President, Shire of Wickepin
David Burton	CEO, Shire of Wickepin
Darren Mollenoyux	Executive Officer, RoeROC
Brendon Gerrard	Principal Roe EHO ( <i>via Microsoft Teams</i> )

### 3. Apologies

<i>Alan Leeson</i>	<i>CEO, Shire of Kulin</i>
<i>Cr Brad Smoker</i>	<i>Deputy President, Shire of Kulin</i>
<i>Cr Julie Russell</i>	<i>President, Shire of Wickepin</i>
<i>Cr Beverley Gangell</i>	<i>Deputy President, Shire of Kondinin</i>

### 4. Guests

<i>Cr John Mearns</i>	<i>Councillor, Shire of Wickepin</i>
<i>Cr Leach</i>	<i>Councillor, Shire of Corrigin</i>

### 5. Declarations of Interest

### 6. Presentations

*Nil*

## **7. Minutes of Meetings**

- Minutes of the RoeROC Ordinary Meeting held on the 4<sup>th</sup> December 2025, included at **Attachment 7.1.**
- Minutes of the RoeROC Executive Meeting held on the 5<sup>th</sup> February 2026, included at **Attachment 7.2.**
- Minutes of the Bendering Landfill Site Working Group Meeting held on the 12<sup>th</sup> February 2026, included at **Attachment 7.3.**

### **OFFICER RECOMMENDATION AND REESOLUTION**

**Moved: Cr Jacobs**

**Seconded: Cr Browning**

**The following minutes endorsed en bloc;**

**That the following minutes are received as a true and correct record of proceedings;**

- **RoeROC Ordinary Meeting held on the 4th September 2025**

**The following minutes were received;**

- **RoeROC Executive Meeting held on the 5<sup>th</sup> February 2026**
- **Bendering Landfill Site Working Group Meeting held on the 12<sup>th</sup> February 2026**

**Carried 5 / 0**

## 8. RoeROC Meeting Outcomes Status Report

The following provides a status report as of 23<sup>rd</sup> February 2026

MINUTES REFERENCE/DATE	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
27 March 2018	Member shires agreed to allocate \$5,000 to a reserve fund to be included in each shire's annual budget		Proceeds from Bending Tip fees after expenses distributed to shires and can be used for reserves. Bending Waste Site Management Plan identified a need for each shire to have a reserve of approx. \$83,000 by 2026 to cap stage 1.	
15 June 2023	Roe EHO to identify the highest priority tasks within each shire's Public Health Plan. This initial assessment will help establish specific areas of focus that can be addressed through collaborative efforts. Roe EHO will discuss who will form a working group that will collectively plan and execute strategies to address the identified priority tasks.	B Gerard	The following was agreed at the RoeROC Executive Meeting 28 July 2025  Natalie Manton to inform Brendon Gerrard that the RoeROC Executive discussed the Public Health Plans and agreed to defer further action until the release of the 2025 Census data.	
5 February 2026	Public Health Plans With the deadline for Public Health Plans to be updated being the 30 June 2026, RoeROC CEOs resolved: That a quote be sought from 150Square for: <ul style="list-style-type: none"> <li>the review of RoeROC Member Councils' Public Health Plans; and</li> <li>the development of a new Public Health Plan for the Shire of Wickelipin.</li> </ul>		<p><b>Note – The Australian Census will not occur until August 2026, with the likely data not being available until late 2026 / early 2027.</b></p> <p><b>Quote currently being sort and will be presented to RoeROC and individual Council's for consideration.</b></p>	March 2025
7 March 2025	<b>Evacuation Centre Enhancement Project</b> That RoeROC strongly support the development of a business case and submit a joint grant application for the installation of generators and power connection requirements at each of the 5 primary evacuation centres within RoeROC Shires, in line with Disaster Resilience Fund Category 7 projects.	RoeROC EO	Project scope changed due to request for joint project approach from NEWROC, providing a stronger application.  In November 2025 received advise that the grant was unsuccessful.	Grant submitted 16 April 2025.
5 February 2026	CEOs reviewed the feedback on the unsuccessful application at the February 2026 Executive meeting. The RoeROC CEOs agreed that the following actions be undertaken: <ul style="list-style-type: none"> <li>The RoeROC Executive Officer provide a template to CEOs on what additional / missing information is</li> </ul>		<b>The Executive Officer is preparing a spreadsheet for CEOs to respond to information and details to improve business case.</b>	

	<p>required to meet in readiness for future funding applications for backup power upgrades at evacuation centres.</p> <ul style="list-style-type: none"> <li>• RoeROC to ensure that everyone is ready for when grant applications are available.</li> <li>• Monitor smaller grant opportunities for funding of the initial readiness for generators with the installation of power switch set up (Transfer Switch).</li> </ul>			
<b>5 June 2025</b>	<p><b>Key Workforce Housing Project</b></p> <ol style="list-style-type: none"> <li>1. Accept Whitney Consulting as the preferred consultant based on the evaluation of price, relevant experience, and resource availability, as the successful quotation for the development of funding submissions and guidance on the RoeROC Key Worker Housing Project.</li> <li>2. That each RoeROC member Council make budget provision of \$9,000 in their 2025/2026 budget for grant consultancy for the Key Worker Accommodation project.</li> <li>3. That RoeROC endorsed the RoeROC Key Worker Accommodation Project Action Plan, as presented.</li> </ol>	<p>RoeROC EO</p> <p>RoeROC CEOs</p>		
<b>28 July 2025</b>	<ol style="list-style-type: none"> <li>1. That RoeROC proceed with Recommendation 1 from Whitney Consulting — to update the existing RoeROC Key Worker Housing Business Case — with the aim of completing the update by the end of October 2025.</li> <li>2. That the RoeROC Executive Officer confirm with Whitney Consulting that RoeROC has agreed to proceed with the enhancement of the business case and arrange a project start-up meeting.</li> <li>3. That RoeROC continue to undertake initial advocacy for Key Worker Housing funding through its internal lobbying group.</li> </ol>	<p>RoeROC EO</p> <p>RoeROC EO</p>	<p>Joint start up meeting held with Whitney Consulting with EO, CEOs and key staff. Individual meetings held between Whitney Consulting and CEOs.</p>	<p>Individual Shires to provide all details by October 2025</p> <p>Revised Business Case to be completed by December 2025</p>
<b>17 November 2025</b>	<p>That the RoeROC Executive:</p> <ol style="list-style-type: none"> <li>1. Agrees to support progressing with the preparation and submission of a joint application to the State Government’s Regional Housing Support Fund (RHSF) for the RoeROC Key Worker Housing Project.</li> <li>2. Ratifies the email approval to engage Whitney Consulting to prepare the application to the RHSF for the RoeROC Key Worker Housing Project at a cost of \$5,980 (plus GST), to be shared equally among the</li> </ol>	<p>RoeROC CEOs</p>	<p>Update provided in the December 2025 Agenda outlining status and agreement to apply for RHSF grant.</p> <p><b>The joint application to the Regional Housing Support Fund was submitted in</b></p>	<p>Application to be submitted by December 2025</p>

	<p>member Shires.</p> <p>3. Finalises its approach and position on the inclusion of project costs, co-contributions and letters of support to enable submission within the program timeframe.</p>		<p><b>December 2025. The State Government subsequently extended the closing date to February 2026. The timeframe for announcing successful applications has not been advised.</b></p>	
<p><b>28 July 2025</b></p>	<p><b>Joint Renewable Energy Policy</b></p> <p>1. It was agreed to develop a shared Council Planning Policy framework to guide renewable energy developments across RoeROC Shires, using WALGA’s guidance document and templates.</p> <p>2. A working group of Tory Young, Natalie Manton and Alan Leeson lead the development of a draft Council Planning Policy framework and templates to for use by member Councils.</p> <p>3. The working group to report progress of the draft RoeROC policy and engagement framework for the RoeROC CEOs at the Executive Meeting by 30/11/25</p>	<p>RoeROC EO &amp; Working Group</p>	<p>First meeting of the working group held on the 2<sup>nd</sup> September 2025.</p> <p>At the Committee Meeting 4 November 2025 it was agreed “The Committee requested the RoeROC Executive Officer to obtain quotations for a consultant or temporary employee to assist member Councils in formalising a suite of policies and frameworks to support the management and development of renewable energy projects and related initiatives.”</p> <p>Update provided at the December 2025 Committee Meeting, where it was resolved to defer any further progress.</p> <p><b>The State Government has released the Draft Renewable Energy Planning Code for public comment. This has been included in the March 2026 agenda for direction.</b></p>	<p>November 2025</p>
<p><b>17 November 2025</b></p>	<p>That the RoeROC Executive Officer:</p> <p>1. Invite Steve Thompson, Edge Planning and Property to the December RoeROC Meeting and seek an itemised quote.</p> <p>2. Seek additional quotations from Shire of Kalamunda and Joe Douglas from Exurban.</p>			
<p><b>4 December 2025</b></p>	<p>That RoeROC defers progressing the renewables framework until further details become available, with further updates to be provided at the March 2026 RoeROC Committee Meeting.</p>			
<p><b>17 November 2025</b></p>	<p><b>RoeROC SSWG Community Development Workshop</b></p> <p>1. The RoeROC Executive Officer is to update the RoeROC Shared Services and Collaboration Plan to incorporate the outcomes of the SSWG Community Development Workshop.</p> <p>2. The RoeROC Executive Officer is to provide an update to the SSWG and Community Development staff, commence coordination on the agreed focus areas, including opportunities for events, regional campaigns, grant support, and community education.</p>	<p>RoeROC EO RoeROC SSWG</p>	<p><b>The first Community Development meeting will be held on the 4<sup>th</sup> March 2026.</b></p>	<p>February 2026</p>

17 November 2025	<b>Bendering Landfill - Independent Accounting Advice</b> 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 Bendering 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.	Corrigin CEO RoeROC EO  Corrigin CEO	<b>The joint meeting was held on the 25 February 2026. Outcomes will be considered at the next RoeROC Executive meeting on 7<sup>th</sup> May 2026</b>	March 2026
17 November 2025	<b>Inquiry into Local Government Funding and Fiscal Sustainability</b> 1. Member Shires are to make individual submissions and provide a copy to the RoeROC Executive Officer to prepare a joint submission. 2. Discussion held regarding future consideration for an independent, suitably skilled person, be engaged to undertake an in-depth review of member Shires Annual Information Returns to identify any areas where additional funds could be obtained.	RoeROC CEOs RoeROC EO	Awaiting individual Council submissions	3 February 2026  Ongoing
5 February 2026	<b>Future Projects and Priorities</b> At the February 2026 RoeROC Executive Meeting the following was agreed to: The Executive Officer is to undertake preliminary scoping and information gathering on identified priority areas, and to prepare a formal agenda item for consideration at the May 2026 RoeROC CEO Meeting.	RoeROC EO RoeROC CEOs	<b>The RoeROC Executive Officer has commenced preparation in line with CEO feedback.</b>	May 2026

## 9. RoeROC Executive Officer KPIs – Status Report

The following provides a status report as of 24<sup>th</sup> February 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 2025.</li> <li>• Endorsed at RoeROC Special Meeting on 10 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 2025.</li> <li>• Presented at September 2025 Committee Meeting with recommendation made to present to individual Member Councils at September 2025 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 2025.</li> <li>• Update provided at September 2025 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 reviewed and updated at the February 2026 Executive Meeting. Lobby Group is to meet and commence advocacy work following joint ROC event.
<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 and strengthening business case.

<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 Bendering Landfill Site Working Group to ensure timely progression of initiatives and actions as directed by RoeROC, and in line with the Bendering Landfill Site Working Group MOU.	Ongoing	Continuing Workshop with Talis being held on 29 <sup>th</sup> July 2025 On site works undertaken in September 2025 Meeting held on 12 February 2026

<b>KPI #5c</b>	<b>Timeline</b>	
<p>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>	<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>As per direction from February 2026 Executive Meeting, the Executive Officer is commencing review of projects and strategic priorities for presentation at the May 2026 Executive Meeting.</p>

<b>ACTION</b>	<b>TIMELINE</b>	<b>STATUS</b>
<p>Facilitate the sharing of knowledge and understanding between Shires for regional benefit.</p>	<p>Ongoing</p>	
<b>KPI #6a</b>	<b>Implement</b>	
<p>Populate the platform with expert contacts and initial resources.</p>	<p>July 2025</p>	<p>Not all Shires have the same software and further research needs to occur as to establishment of a RoeROC sharing platform.</p>

## **10. Bending Landfill Site & RoeHealth – Matters for Information / Update**

### **10.1 Bending Waste Site**

The Bending Landfill Site Compliance Audit Report as of 27 February 2026 has been prepared by Brendon Gerrard and is provided at Attachment 10.1.

*Brendon Gerrard provided a verbal overview of his report.*

### **10.2 Bending Landfill Working Group Meeting**

The Bending Landfill Working Group met on the 12<sup>th</sup> February 2026, a copy of the minutes of the meeting have been provided to delegates.

Topics covered at the meeting included:

- Cost Allocation for Site Works and New Cell Construction
- Surveying Requirements for Stage 2 Works
- Bending Landfill Site – Weighbridge  
*Bending Working Group Decision*
  1. *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.*
  2. *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.*
- Operational works during total fire ban
- Requirements for access to site by public
- Standard of work by Avon Waste staff
- Capturing ariel images with drone every three months

*Noted*

### **10.3 Bending Landfill Site – Independent Accounting Advice**

An update on the outcomes of the workshop held on 25 February 2026 with Moore Australia, CEOs, Finance staff, Works Managers, EHO and Avon Waste will be provided at the meeting.

*Natalie Manton and Rebecca McCall provided an overview of the workshop.*

## 11. Matters for Decision

### 11.1 Financial Report

<b>APPLICANT</b>	Shire of Corrigin
<b>REPORTING OFFICER:</b>	Natalie Manton
<b>DATE:</b>	26 <sup>th</sup> February 2026
<b>DISCLOSURE OF INTEREST:</b>	
<b>ATTACHMENT NUMBER:</b>	11.1 RoeHealth Statements Bendering Landfill Waste Statements

#### **COMMENT**

Financial reports for RoeHealth Scheme and Bendering Waste Site are attached for consideration.

#### *Additional Information*

*The expenditure is currently approx. \$60,000 with the construction of the new pits and income is only \$14,000 so current deficit of approx. \$10,000 per Shire. Although more income to come in throughout the year and not much expenditure.*

*The landfill site ran at a loss of \$7,000 in 2023/24, \$25,000 in 2024/25 and currently \$40,000 for 2025/26.*

#### **RECOMMENDATION AND RESOLUTION**

**Moved: Cr Jacobs**

**Seconded: Cr Bowey**

**That the financial reports for the RoeHealth Scheme and Bendering Waste Site prepared by the Shire of Corrigin for the period ending 31 January 2026 be received.**

**Carried 5 / 0**

## 11.2 Joint ROC Event

<b>REPORTING OFFICER:</b>	Darren Mollenoyux
<b>DATE:</b>	25 <sup>th</sup> February 2026
<b>DISCLOSURE OF INTEREST:</b>	
<b>ATTACHMENT NUMBER:</b>	11.2a – Joint ROC Media Release 11.2b – Joint ROC Summary Paper
<b>CONSULTATION</b>	WEROC Executive Officer NEWROC Executive Officer

### SUMMARY

This agenda item provides an opportunity for delegates to discuss the recent Joint ROC Event and to consider potential next steps and actions for RoeROC, either at an individual ROC level or collectively with the three ROCs.

### BACKGROUND

The Joint ROC Event brought together Elected Members and Chief Executive Officers from RoeROC, WEROC and NEWROC to discuss shared regional priorities. These priorities were presented to Members of Parliament, Heads of Departments and Agencies, and other key stakeholders to raise awareness and seek guidance regarding potential support and strategic direction.

The event reinforced the value of regional collaboration and highlighted opportunities for structured follow-up at both the individual ROC level and collectively across the three ROCs.

The forum enabled strategic dialogue on:

- Key workforce development, attraction and retention
- Affordable and key worker housing and land pressures
- Reliability of essential services – power / telecommunications
- Economic diversification
- The regional freight task

Discussions were practical in nature and focused on raising the profile of issues affecting the Eastern Wheatbelt. The event was intended as a starting point for ongoing advocacy and collaboration rather than delivering immediate solutions.

A copy of the media release and the initial Summary Paper is attached to assist delegates in considering potential follow-up actions.

### COMMENT

The event demonstrated strong alignment across the three ROCs regarding the importance of coordinated advocacy and collaboration. There is clear benefit in RoeROC considering how momentum can be maintained through defined next steps, both internally and in partnership with WEROC and NEWROC.

### Next Steps for Consideration

#### 1. RoeROC Level

- Consider key themes and strategic priorities arising from the Joint ROC Event.
- Identify specific advocacy priorities relevant to RoeROC member Councils.
- Determine actions to be progressed by the Executive Officer and/or CEOs.
- Incorporate agreed initiatives into RoeROC's strategic priorities.

#### 2. Collective Three ROC Approach (RoeROC, WEROC and NEWROC)

- Is there an appetite for the development of coordinated Eastern Wheatbelt advocacy?
- Identify potential joint funding submissions or collaborative regional initiatives.
- Confirm whether further joint ROC forums or strategic sessions should be considered and if so how often.

### STATUTORY ENVIRONMENT

Nil

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

There are no immediate financial implications associated with this report. Any future joint initiatives, advocacy campaigns or collaborative projects will be subject to separate consideration and budget allocation.

## **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 REQUIREMENT**

Simple Majority

## **RECOMMENDATION**

That the RoeROC Committee:

1. Notes the outcomes of the Joint ROC Event;
2. Considers and determines priority next steps arising from the event; and
3. Determines agreed actions to be undertaken by the Executive Officer and RoeROC CEOs.

### *Note*

*The RoeROC Executive Officer informed the meeting that the Josh Pomykala the CEO of RDA Wheatbelt has offered to come and meet/present at a future meeting of RoeROC. It is suggested that Josh be invited to attend the RoeROC Meeting on Thursday 4th June 2026.*

## **RESOLUTION**

**Moved: Cr Bald**

**Seconded: Cr Bowey**

**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 prioritises 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 those relationships.**

**Carried 5 / 0**

## 11.3 RoeROC Key Worker Housing – Action Plan Review

<b>REPORTING OFFICER:</b>	Darren Mollenoyux
<b>DATE:</b>	25 <sup>th</sup> February 2026
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>ATTACHMENT NUMBER:</b>	11.3 – Revised Key Worker Housing Action Plan
<b>CONSULTATION</b>	Rebecca McCall, Housing Project Lead CEO RoeROC CEOs Tara Whitney, Whitney Consulting

### SUMMARY

To provide an update on the RoeROC Key Worker Housing Project following the submission of the application to the Regional Housing Support Fund (RHSF), discussions at the Joint ROC Event, and to review the Key Worker Housing Project Action Plan to confirm priorities.

### BACKGROUND

At the RoeROC Executive Meeting held on 17 November 2025, the Executive resolved to progress a joint application to the Regional Housing Support Fund. The application has now been lodged, drawing on the endorsed Action Plan, business case development, identified shovel-ready opportunities, and coordinated advocacy activities.

The joint application to the RHSF was submitted in December 2025. The State Government subsequently extended the closing date to February 2026. The timeframe for announcing successful applications has not yet been advised.

At the February 2026 RoeROC Executive Meeting, the CEOs reviewed the current RoeROC Key Worker Housing Project Action Plan and resolved as follows:

- 1. That the Executive Officer incorporates CEO feedback and updates into the RoeROC Key Worker Housing Project Action Plan.*
- 2. That Rebecca McCall confirms the position of Scott Stirrat on the Lobby Group and determine if an alternative delegate is required.*
- 3. That the revised Action Plan be presented to the RoeROC Committee for consideration at its March 2026 meeting.*
- 4. That, following endorsement by RoeROC, the Executive Officer schedules a meeting of the RoeROC Key Worker Housing Lobby Group to consider the endorsed Action Plan and commence agreed actions.*
- 5. That the Executive Officer seek advice from Tara Whitney regarding her participation in the initial Lobby Group meeting to provide input and observations based on experience from other projects.*

Housing was also a key focus of discussion at the Joint ROC “Made in the Eastern Wheatbelt” event held in Perth on 16 February 2026, attended by Members of Parliament and senior Department and agency representatives.

### COMMENT

The reviewed and updated RoeROC Key Worker Housing Project Action Plan is provided as an attachment for delegates’ consideration and endorsement. The Shire of Narembeen has advised that Cr Scott Stirrat is agreeable to continue as a member of the Lobby Group.

Following endorsement of the Action Plan, the Lobby Group will need to convene to commence implementation of the agreed actions. Suggested meeting dates are:

9<sup>th</sup> March 2026  
11<sup>th</sup> March 2026  
13<sup>th</sup> March 2026  
16<sup>th</sup> March 2026

### STATUTORY ENVIRONMENT

Nil

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

No additional financial commitment is sought at this stage. Any future funding allocations, co-contributions or project delivery costs will be subject to further Executive and individual Council consideration, dependent on the outcome of the RHSF application.

## **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 REQUIREMENT**

Simple Majority

## **RECOMMENDATION**

That the RoeROC Committee:

1. Considers and endorses the revised RoeROC Key Worker Housing Project Action Plan provided at Attachment 11.3.
2. Sets a meeting date for the RoeROC Key Worker Housing Lobby Group to commence the actions outlined in the Action Plan.

## **RESOLUTION**

**Moved: Cr Jacobs**

**Seconded: Cr Bald**

**That the RoeROC Committee:**

1. **Endorses the revised RoeROC Key Worker Housing Project Action Plan provided at Attachment 11.3, with amendments to members of the Lobby Group**
2. **That the Key Worker Housing Action Lobby Group consist of:**  
**RoeROC Lead CEO – Rebecca McCall**  
**CEO Representative – Alan Leeson**  
**RoeROC Executive Officer – Darren Mollenoyux**  
**Councillor Delegate – Cr Sharon Jacobs (Shire of Corrigin)**  
**Councillor Delegate – Cr Scott Stirrat (Shire of Narembeen)**  
**Proxy Delegate – Cr Bruce Browning (Shire of Kondinin)**  
**Proxy Delegate – Shire of Wickepin (to be confirmed)**
3. **Sets a meeting date for the RoeROC Key Worker Housing Lobby Group to commence the actions outlined in the Action Plan on 16<sup>th</sup> March 2026.**

**Carried 5 / 0**

## 12. Matters for Information / Update

### 12.1 RoeROC Joint Local Planning Strategy

Each Member Shire had resolved in May 2025, to undertake a Report of Review as the first stage of the statutory process to assess the merit of progressing a regional Joint Local Planning Strategy. The Department of Planning, Lands and Heritage (DPLH) provided Local Governments with advice that it has now advanced preparation of the Strategy and is working towards completion of a preliminary draft for comment for late February 2026.

The DPLH has been engaging directly with each local government to seek feedback on draft mapping, proposed strategic directions and actions, and to confirm relevant information.

It was also agreed that a representative from each Shire (CEO and/or Town Planner) participate in monthly Teams meetings to support technical discussions and ensure a coordinated, high-quality outcome. CEOs were requested to nominate a suitable staff representative.

### 12.2 Future Projects and Priorities

At the February 2026 Executive Meeting, CEOs undertook an initial discussion regarding future RoeROC projects and priority areas, informed by the Shared Services and Collaboration Plan and the RoeROC Strategic Priorities 2025–2027.

CEOs noted that several significant strategic projects are currently progressing and agreed that RoeROC should not commence additional large-scale projects at this time. However, there are opportunities to progress smaller-scale or collaborative initiatives.

Potential areas identified for preliminary investigation included:

- Progressing Community Development Group initiatives
- Investigating potential shared Planning Services arrangements
- Exploring a joint RFQ process for Public Health Plan reviews
- Facilitating a procurement workshop involving CEOs and Works Managers

Delegates are invited to identify any additional projects or strategic directions for consideration.

The Executive Officer will undertake preliminary scoping and information gathering and prepare a formal agenda item for consideration at the May 2026 RoeROC CEO Meeting.

### 12.3 Renewable Energy Framework

At the December 2025 RoeROC Committee Meeting, the Committee considered progress on developing a regional Renewable Energy Policy Framework, including consultant quotations to support this work. An Expression of Interest was received from Edge Planning and Property, noting relevant experience across several RoeROC Shires; however, other consultants declined to submit quotations due to workload and capacity constraints.

Advice received highlighted uncertainty around scope, future planning reforms, and variability across Shire planning frameworks.

It was agreed at the last Committee Meeting “*That RoeROC defers progressing the renewables framework until further details become available, with further updates to be provided at the March 2026 RoeROC Committee Meeting.*”

#### Update

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 initial focus of the Code is on wind farms, with flexibility to expand to other renewable energy developments in the future, including solar farms and battery energy storage systems. Once finalised, the Code will take effect when incorporated into local planning schemes or improvement schemes.*

*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>

Concern has been raised by the CEOs as there is limited reference to Local Government.

This item is provided for consideration and direction and copy of Code is at Attachment 12.3.

**ACTION**

**No further action on development of joint RoeROC Renewables Framework at this time.**

## **12.4 Joint ROC Works and Services Development Day**

Following discussions with Works Managers in mid-February, it was agreed the Joint ROC Works and Services Development Day will be held in Bruce Rock in early to mid-May 2026.

The event will focus on practical skills development, leadership capability, workforce planning and regional collaboration. The program includes keynote presentations, safety and wellbeing sessions, competency-based training, leadership workshops for Leading Hands and Supervisors, and a facilitated session for Works Managers to discuss regional workforce attraction and development.

The President of the WA Works Managers Association has indicated support for, and involvement in, the event. The day will be delivered on a cost-recovery basis, with sponsorship opportunities being explored.

## **12.5 ERP Project Update**

The Shared Services Working Group has continued progressing scoping and planning following the release of WALGA's final ERP Resources, which provides a consistent and sector aligned framework to support ERP assessment and potential collaborative procurement.

Three member Shires are finalising reviews of the scoring and scoping documentation, undertaking internal consultation, and preparing draft tender specifications aligned with the adapted templates. The current target is to have market-ready tender documentation completed and a project management consultant engaged by 30 June 2026.

Narembeen, Kulin and Corrigin are progressing implementation timeframes aligned to 2027 and

2028. At this stage, Kondinin and Wickepin have advised that they are not proposing to progress ERP implementation in the short term but may consider the resources and scope in future.

## 12.6 Disaster Ready Fund Application

The joint RoeROC and NEWROC application to the 2025/26 Disaster Ready Fund (DRF) for power upgrades and installation of backup generators at designated evacuation centres was unsuccessful.

Following consideration of the assessment feedback, RoeROC CEOs agreed that the Executive Officer will develop a standardised template outlining the additional information required to strengthen future submissions. This approach will support RoeROC Shires to be grant - ready for future funding rounds. In the interim, the Executive Officer will continue to monitor and smaller funding opportunities, including those that may support preliminary works such as installation of transfer switches to improve preparedness for generator installation.

WALGA has advised that Round Four of the Disaster Ready Fund is expected to open in early 2026, with approximately \$200 million available nationally. Consistent with previous rounds, funding is anticipated to prioritise construction-ready, infrastructure-based mitigation projects that demonstrably reduce disaster risk, emergency evacuation shelters, backup power and warning systems.

The Department of Communities has also indicated its willingness to support Local Governments in preparing DRF applications for community facility upgrades that enhance emergency response capability. Local Governments with potentially eligible projects are invited to respond to a series of preliminary scoping questions by 20 March 2026.

Delegates requested to consider whether RoeROC intends to submit an application under Round Four of the DRF and, if so, whether this should be progressed:

- As a RoeROC only application; or
- As a joint application with NEWROC (and/or other regional partners).

### RESOLUTION

Moved: Cr Bald

Seconded: Cr Talbot

**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.**

**Carried 5 / 0**

## 12.7 Audit, Risk and Improvement Committee Member Training

WALGA has announced a new course ***Essential Skills for Independent Audit Risk and Improvement Committee Members***.

Designed specifically for independent members of Audit, Risk and Improvement Committees (ARICs), the program provides a practical introduction to committee responsibilities and effective participation. Participants will gain the knowledge and confidence to contribute meaningfully to ARIC meetings and to preside over meetings in accordance with formal meeting procedures.

This 1-day course includes:

- Local Government context, purpose, services and facilities, oversight and accountabilities
- Roles and responsibilities of Committees and Committee Members
- Role of the ARIC
- Meeting procedures and presiding at meetings

While WALGA is delivering this training in Perth on 9 March 2026, the CEO of the Shire of Wickepin has suggested exploring the option of hosting a RoeROC based training session. This

would reduce travel and accommodation costs and enable RoeROC Shires to share expenses, while providing locally accessible and relevant training.

Delegates are requested to consider the proposal to hold a RoeROC ARIC Training Session within RoeROC.

**ACTION**

- **The RoeROC Executive Officer liaise with WALGA to determine the possibility of hosting a RoeROC based Audit, Risk and Improvement Committee training session at the Shire of Corrigin.**
- **Confirm indicative costs, minimum participant numbers and delivery requirements.**
- **Report back to the RoeROC CEOs with a proposed delivery model, budget implications and recommended cost-sharing arrangements for consideration.**

## 13. Late Items

### 13.1 Shire of Kondinin – Request for Dispensation of Bendering Tip Fees - Asbestos

REPORTING OFFICER:	Darren Mollenoyux, RoeROC Executive Officer
APPLICANT	Bruce Wright, CEO Shire of Kondinin
DISCLOSURE OF INTEREST:	
DATE:	4 March 2026
ATTACHMENT NUMBER:	Agenda and Minutes – Previous Asbestos Fee Waiver Request
CONSULTATION:	Brendon Gerrard, Roe PEHO Bruce Wright, CEO Shire of Kondinin Natalie Manton, Bendering Lead CEO Rebecca McCall RoeROC Lead CEO

#### SUMMARY

The Bendering Landfill Working Group are requested to consider a request from the Shire of Kondinin seeking dispensation of Bendering Landfill Site disposal fees associated with the disposal of approximately 300m<sup>3</sup> to 400m<sup>3</sup> of asbestos contaminated soil.

#### BACKGROUND

At the Bendering Landfill Site Working Group meeting held on 12 February 2026, the Roe PEHO, Brendon Gerrard, enquired whether the Shire of Kondinin had made any approach regarding the disposal of approximately 300m<sup>3</sup> of asbestos contaminated soil. Members advised that no request had been received at that time.

On 26 February 2026, the RoeROC Executive Officer received a further enquiry from the Roe PEHO seeking confirmation as to whether a request had been received for RoeROC to consider dispensation of Bendering Tip fees for the disposal of waste from a large contaminated asbestos site within the Shire of Kondinin. The Executive Officer confirmed that no request had been received.

Later on 26 February 2026, the Roe PEHO advised that a formal request from the Shire of Kondinin would be forthcoming. He further advised that, following the Working Group meeting, he had met onsite with relevant officers to consider a plan for the receipt and management of the asbestos waste, and that the proposed approach had also been discussed with Avon Waste.

The Shire of Kondinin has subsequently submitted a formal request to RoeROC via the Bendering Landfill Working Group seeking dispensation of Bendering Landfill Site disposal fees in relation to asbestos remediation works at Reserve 22905 and Reserve 22906.

The Shire of Kondinin writes as follows;

*“In February 2026, the Shire of Kondinin identified asbestos-containing material, including remnants of historical buildings, within a section of Reserve 22905 and part of Reserve 22906, bounded by Connell Street, Stafford Street and Hyden–Kondinin Road.*

*A licensed asbestos removal contractor has been engaged to undertake remediation works at the site. These works are expected to involve the disposal of approximately 300m<sup>3</sup> to 400m<sup>3</sup> of asbestos contaminated soil at the Bendering Tip.*

*Given the significant volume of material and the unplanned nature of this public health remediation, the Shire of Kondinin respectfully requests consideration for the dispensation of Bendering Tip disposal fees associated with this project.*

*Please let me know if you require any further information to support this request.”*

The following supporting information has been provided by the Shire of Kondinin CEO:

*“The Shire of Kondinin requests consideration for dispensation regarding fees associated with the remediation of asbestos material within the community. This request is made on the basis that the site contains a significant volume of asbestos and the remediation is unplanned, arising as a public health necessity.*

*The area in question is intended to be developed as a community space accessible to the public and is located adjacent to the main road between Kondinin and Hyden, a route promoted throughout the Roe region as a tourist attraction on the “Pathways to Wave Rock”. The remediation therefore provides benefits not only to the Shire of Kondinin, and Roe Shire communities but also the broader WA community.*

*Supporting the remediation of large asbestos-contaminated sites aligns with the Shire’s public health objectives, as outlined in the Public Health Plan and Strategic Community Plan. The project will create safe, designated spaces for exercise and recreational activity, contributing to physical wellbeing, mental wellbeing and social engagement. Proactively addressing asbestos hazards in community spaces demonstrates a commitment to public health and risk mitigation while enhancing the usability of key recreational areas.*

*There is also precedent for fee dispensation in similar circumstances:*

- *Following the bushfires in Corrigin, farmers were eligible for a 50% reduction in fees, providing critical assistance for those without insurance.*
- *In the Shire of Bruce Rock, farmers affected by bushfires were granted full fee waivers at their disposal facility.*
- *Dispensation was also provided for community asbestos remediation projects, including the Wadderin Dam and Narembeen High School.*

*In light of these precedents and the significant public health and community benefits, we respectfully request that the Committee consider full or partial dispensation of fees associated with this asbestos remediation.”*

## **COMMENT**

This matter is presented to enable an informed recommendation to the Lead Shire of the Bendering Landfill Site, being the Shire of Corrigin.

The Shire of Corrigin has confirmed the following details relating to previous requests for fee reductions for disposal of asbestos:

*“RoeROC and Shire of Corrigin Council agenda item for the Bruce Rock/ Corrigin fires attached for background. The fee discount was considered because the cost of the asbestos cleanup was over \$200,000 for some farmers and came on top of significant losses of sheds, fences, stock, machinery etc. Shire of Bruce Rock had also offered discount. No discount was granted where insurance covered the cost. Asbestos disposal fees from Corrigin fire of \$27,184. Refunds of \$10,130 were granted for 8 properties.*

*Back in 2020 delivery of ACM from Wadderin Dam at Narembeen paid full fee of \$53,181. All shires and Narembeen DHS have paid full fee for disposal of wrapped asbestos in the past.”*

## **Key matters for consideration include:**

- The plan for the safe receipt, handling and management of 300m<sup>3</sup> to 400m<sup>3</sup> of asbestos contaminated soil at the Bendering Landfill Site.
- Consideration of the Shire of Kondinin’s request for dispensation of disposal fees associated with this material.
- The financial impact of any fee reduction on the Bendering Landfill Site operations.

## **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**

Nil

**CONSULTATION**

- Brendon Gerrard, Roe PEHO
- Natalie Manton, Shire of Corrigin
- Bruce Wright, Shire of Kondinin
- Rebecca McCall, Shire of Narembeen

**FINANCIAL IMPLICATIONS**

Bendering Landfill Site Fees 2025/2026

<b>Bendering Waste Site – Disposal</b>	<b>Per</b>	<b>Ex GST</b>	<b>GST</b>	<b>Total</b>
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 <i>(or cost price plus 30% which ever is greater)</i>	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:

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

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

That the RoeROC Committee

1. Considers the Shire of Kondinin’s request for dispensation of Bendering Landfill Site disposal fees associated with the disposal of approximately 300m<sup>3</sup> to 400m<sup>3</sup> of asbestos contaminated soil.
2. Makes a recommendation to the Lead Shire of the Bendering Landfill Site, being the Shire of Corrigin, regarding any reduction or dispensation of disposal fees associated with this material.

**MOTION LAPSED**

Moved Cr Browning                      Seconded Cr

**That the RoeROC Committee accepts Shire of Kondinin’s request for 100% fee waiver of Bendering Landfill Site disposal fees associated with the disposal of approximately 300m<sup>3</sup> to 400m<sup>3</sup> of asbestos contaminated soil.**

**Lapsed due to lack of seconder**

**ACTION**

**That the RoeROC CEO group undertake the development of a Bendering Landfill Site Asbestos Disposal Fee - Consideration of Waiver Policy.**

## 14. General Business

This section provides an opportunity for delegates to raise any additional matters, late business or emerging issues relevant to RoeROC.

Delegates are encouraged to highlight topics that may warrant future consideration, collaboration or further exploration, as well as any matters they wish to bring to the meeting's attention for awareness.

## 15. Next Meeting

### CEO meeting Schedule 2026

Thursday 7 <sup>th</sup> May 2026 at 1.00pm	Shire of Narembeen
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

The next RoeROC meeting will be held on Thursday 4<sup>th</sup> June 2026 at the Shire of Narembeen.

## 16. Meeting Closure

*The Chair, Cr Holly Cusack thanks everyone for their attendance on contribution to the meeting and declared the meeting closed 6.11pm.*

**ATTACHMENT 13.1A**  
**WALGA Discussion Paper – Electoral Reform**

# Electoral Reform Discussion Paper

## 1. Background

### 1.1. Purpose

The purpose of this discussion paper is to request Council-endorsed Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), the purpose of this discussion paper is to undertake early sector engagement to ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

### 1.2. WALGA existing advocacy positions

#### 1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position [2.5.16 Elections](#).

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position [2.5.15 Participation in Local Government Elections](#) was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.

## 1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position [2.5.18 Local Government Elections Analysis 2015-2023](#), calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) and the Western Australian Electoral Commission, undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

WALGA has contacted other Local Government associations to ask if they have experienced changes in costs associated with [compulsory four-year, all-in all-out](#), local government elections. As this has been the approach in most jurisdictions for some time, responses were largely unable to address changes in cost.

## 2. Election Frequency

### Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

### Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

### Re-election rates

WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing over 700 consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

### **Costs**

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

### **Questions**

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

## **3. Compulsory or Voluntary Voting**

### **Current situation**

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

### **Considerations**

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

### **Participation rates**

A comparison of available participation data is included as Table 3 in Appendix 1.

### **Costs**

The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

Tasmania implemented compulsory voting in Local Government elections in 2022. Local Government Association Tasmania (LGAT) advised that this resulted in reasonably significant cost increases. The Tasmanian Electoral Commission reported a \$9.32 per elector cost for the first compulsory Local Government elections in 2022, a 35% increase from \$6.92 in 2018. An analysis of the factors contributing to this increase is not available and it may be challenging to draw direct comparisons between Tasmania and WA.

It is likely that the cost impact of compulsory voting would be moderated if elections also transition to a 4 yearly cycle.

DRAFT

### Questions

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

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# Appendix 1- WALGA Elections Advocacy Positions

## 2.5.15 Participation in Local Government Elections

Position Statement	<p>The Local Government sector supports voluntary participation in Local Government elections.</p> <p><i>Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</i></p>
Background	<p>Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.</p>
State Council Resolution	<p>December 2024 - 090.5/2024</p> <p>February 2022 – 312.1/2022</p> <p>December 2020 – 142.6/2020</p> <p>March 2019 – 06.3/2019</p> <p>December 2017 – 121.6/2017</p> <p>October 2008 – 427.5/2008</p>
Supporting Documents	<p>Advocacy Positions for a New Local Government Act</p> <p>WALGA submission: Local Government Reform Proposal (February 2022)</p>

## 2.5.16 Elections

Position Statement	<p>The Local Government sector supports:</p> <ol style="list-style-type: none"> <li>1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election.</li> <li>2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections.</li> <li>3. First-Past-The-Post (FPTP) voting system for internal Council elections.</li> </ol>
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4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

#### Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

#### State Council Resolution

December 2024 - 091.5/2024

February 2022 – 312.1/2022

December 2020 – 142.6/2020

March 2019 – 06.3/2019

December 2017 – 121.6/2017

October 2008 – 427.5/2008

## 2.5.18 Local Government Elections Analysis 2015-2023

#### Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
  - a. transparency of costing methodology,
  - b. direct engagement with Local Governments pre and post elections, and
  - c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.

3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

## Background

A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA.

With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia.

Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.

## State Council Resolution

September 2024 - 065.4/2024

# Appendix 2 - Election Statistics

*The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.*

**Table 1: Comparative overview**

Jurisdiction	Compulsory/optional voting	Frequency	Postal/In Person
Western Australia	Optional	Half spill every 2 years	Postal or in person
South Australia	Optional	Full spill every 4 years.	Postal.
Northern Territory	Compulsory	Full spill every 4 years	Postal or in person.
Queensland	Compulsory	Full spill every 4 years.	Postal or in person.
New South Wales	Compulsory	Full spill every 4 years.	In person.
Victoria	Compulsory	Full spill every 4 years.	Postal
Tasmania	Compulsory	Full spill every 4 years.	Postal

**Table 2: Average percentage of returning Council Members (at individual Council level)**

*States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.*

State	Most recent election year Average % of Council Members who were Council Members the previous term	Previous election year Average % of Council Members who were Council Members the previous term
Queensland	<b>2024</b> 47%	<b>2021</b> 49%
New South Wales	<b>2024</b> 54%	<b>2021</b> 49%
Victoria	<b>2024</b> 46%	<b>2020</b> 47%
South Australia	<b>2022</b> 57%	<b>2018</b> 48%
Tasmania	<b>2022</b> 53%	<b>2018</b> 54%

**Table 3: Percentage of all elected candidates who were returning Council Members (at State level)**

*States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.*

State	Most recent election year % of returning Council Members	Previous election year % of returning Council Members
Queensland	<b>2024</b> 43.2%	<b>2021</b> 46.0%
New South Wales	<b>2021</b> 56.8%	<b>2016/17 (amalgamations)</b> 60.6%
Victoria	<b>2024</b> 43.0%	<b>2020</b> 51.9%
South Australia	<b>2022</b> 50.0%	<b>2018</b> 55.3%
Tasmania	<b>2022</b> 46.0%	<b>2018</b> 48.0%

**Table 4: Election participation rates**

State	Election Year	Election Year	Election Year
WA	<b>2023</b> 31.2%	<b>2021</b> 30.2%	<b>2019</b> 29.1%
NSW	<b>2024</b> 84.54%	<b>2021 (2020 postponed)</b> 83.56%	<b>2016/2017 (amalgamations)</b> <b>2017:</b> 79.58% <b>2016:</b> 79.27%
NT	<b>2025</b> <i>Official report not yet available.</i>	<b>2021</b> 61.3%	<b>2017</b> 58.5%
QLD	<b>2024</b> 82.31%	<b>2020 (COVID impacted)</b> 77.71%	<b>2016</b> 83.04%
SA	<b>2022</b> 32.9%	<b>2018</b> 31.6%	<b>2014</b> 31.99%
TAS	<b>2022 (First election with compulsory voting)</b> 84.79%	<b>2018</b> 58.72%	<b>2014</b> 54.58%
VIC	<b>2024</b> 81.46%	<b>2020</b> 81.47%	<b>2016</b> 72.15%

**Table 5: Election costs**
*Election costs invoiced to Local Governments.*

State	Election Year	Election Year	Election Year
WA	<b>2023</b> <i>postal elections only</i> \$5.17 per elector 1,763,392 electors (115 districts)	<b>2021</b> <i>postal elections only</i> \$4.06 per elector 1,727,712 electors (92 districts)	<b>2019</b> <i>postal elections only</i> \$3.70 per elector 1,619,431 electors (86 districts)
NSW	<b>2024</b> \$55.67million 5,242,086 electors (125 councils)	<b>2021</b> \$46million ( <i>budgeted</i> ) 4,838,137 electors (122 councils)	<b>2016/2017</b> <b>2017</b> \$19.17 million 2.73 million electors (45 councils) <b>2016</b> \$14.11 million 1.97million electors (76 councils)
NT	<b>2025</b> NA	<b>2021</b> \$1,864,193 142,546 electors	<b>2017</b> \$1,593,775 133,927 electors
SA	<b>2022</b> \$8.93million (ex GST) \$6.93 per elector (ex GST)	<b>2018</b> \$6.57million (ex GST) \$5.41 per elector (ex GST)	<b>2014</b> \$4.36million (ex GST) \$3.77 per elector (ex GST)
TAS	<b>2022</b> <i>voting became compulsory</i> \$9.32 per elector 410,975 electors	<b>2018</b> \$6.92 per elector 356,810 electors	<b>2014</b> <i>first all-in all-out</i> \$5.59 per elector 375,355 electors

*Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.*

**ATTACHMENT 13.1B**  
**Electoral Reform Submission**

## **Background**

WALGA is seeking Council-endorsed feedback from Local Government to inform the sector-wide response at anticipated State Government proposals for Local Government electoral reform.

## **Introduction**

The Shire of Narembeen appreciates the opportunity to provide feedback on proposed reforms to the Western Australian local government electoral system. As a Band 4 rural local government, the Shire represents a small population base where councillors play an important and highly engaged role within the community.

In rural communities such as Narembeen, councillors are often deeply embedded in local organisations, community groups, and volunteer networks. The structure of local government elections must therefore support continuity, stability, and retention of local knowledge and experience to ensure effective governance.

The Shire's comments below reflect the operational realities of rural local governments and aim to ensure that any changes to the electoral framework remain practical and sustainable for smaller communities.

### **1. Spill or Full Council Elections**

The Shire of Narembeen does not support the introduction of full council spills.

For small rural councils, a spill mechanism creates unnecessary instability and the potential loss of significant institutional knowledge and experience. Councillors in rural communities develop deep understanding of local infrastructure, agricultural economies, community needs and regional partnerships over time.

Removing an entire council at once risks:

- Loss of governance continuity
- Loss of accumulated local knowledge and experience
- Reduced leadership stability
- Disruption to long-term planning and projects
- Reduced community confidence in council operations

In small rural communities where the councillor pool is limited, replacing an entire council simultaneously may also be difficult.

The current structure, where councillors serve staggered four-year terms with half of council elected every two years, provides an appropriate balance between democratic renewal and governance stability.

This model ensures:

- continuity of leadership
- retention of institutional knowledge

- mentoring opportunities between experienced and newly elected councillors
- consistent community representation

The Shire strongly supports retaining the current half-council election system every two years.

## **2. Councillor Terms**

The Shire supports the continuation of four-year councillor terms.

Four-year terms allow councillors sufficient time to:

- gain an understanding of governance and compliance requirements
- develop leadership capability
- contribute meaningfully to strategic planning
- support long-term infrastructure and community development projects

Shorter terms would reduce governance effectiveness and increase administrative burden.

## **3. Voting Methods (Postal vs In-Person)**

The Shire of Narembeen strongly supports retaining both postal voting and in-person voting options.

Rural communities face unique geographic and accessibility challenges, including:

- large distances between townsites and farms
- limited transport options
- seasonal agricultural workloads

Postal voting has proven highly effective in regional communities and encourages greater participation in local government elections.

Providing multiple voting options ensures that all community members have equitable access to the democratic process.

## **4. Internal Council Elections (President/Deputy President)**

The Shire supports the continuation of first-past-the-post voting for internal council elections, including the election of the President and Deputy President. First-past-the-post is:

- simple
- transparent
- well understood by councillors
- efficient for internal governance processes

Alternative voting systems are unnecessary for small councils and would introduce unnecessary complexity.

## **5. Voting System for Local Government Elections**

The Shire of Narembeen considers first-past-the-post voting to be the most appropriate system for rural local government elections. This method:

- is simple for voters to understand
- reduces informal votes

- is transparent and easy to administer
- reflects the practical realities of small communities where voters know candidates personally

For small rural electorates with a limited number of candidates, complex voting systems such as proportional representation provide little benefit and may reduce voter understanding and confidence.

## **6. Preferential Voting and Proportional Representation**

If preferential voting remains the State's preferred system for local government elections, the Shire would support removing the proportional representation component.

Proportional representation systems are generally designed for large multi-member electorates and political party-based elections. These systems are less suited to small rural councils where:

- candidate numbers are limited
- councillors run as individuals rather than party representatives
- communities are small and highly connected

Removing the proportional component would simplify the voting system and make election outcomes easier for the community to understand.

### **Conclusion**

The Shire of Narembeen supports an electoral framework that recognises the unique characteristics of rural local governments. The Shire therefore recommends:

- Retaining the current half-council election cycle every two years
- Retaining four-year councillor terms
- Rejecting the introduction of full council spills
- Retaining postal and in-person voting options
- Retaining first-past-the-post voting for internal council elections
- Recognising first-past-the-post as the preferred voting system for rural councils
- If preferential voting remains, removing the proportional representation component

These measures will help ensure stability, leadership continuity, and effective governance for small rural communities such as Narembeen.

**ATTACHMENT 13.2A**  
**WALGA Summary – Renewable Energy**  
**Planning Code**

# WALGA's Summary: Draft Renewable Energy Planning Code, Guidelines and Regulatory Amendments

## Draft Renewable Energy Planning Code and Guidelines

The Western Australian Planning Commission (WAPC) is introducing a comprehensive Renewable Energy Planning Framework to support the State's transition to clean energy.

At the centre of this framework is the Renewable Energy Planning Code (the Code), prepared under Part 3A of the *Planning and Development Act 2005* (PD Act) and in accordance with the *Planning and Development (Planning Codes) Regulations 2024* (PC Regs).

The Code establishes a consistent, statewide development assessment framework for energy infrastructure (including renewable energy facilities, transmission systems and battery energy storage systems) that supports the generation, storage and transmission of renewable energy across Western Australia.

The initial focus of the Code is on wind farms, with flexibility to expand to other renewable energy developments in the future, including solar farms and battery energy storage systems.

The Code Objectives are to guide the establishment of energy infrastructure to support a sustainable energy supply, avoid or minimise land use conflicts and environmental impacts, and promote context-sensitive design and orderly planning.

The Code is organised into different Elements, each addressing a specific planning issue or development phase. These include:

- Safety (Minimise risks to people, property and infrastructure arising from hazards caused by structural failures)
- Noise (Avoid unreasonable noise impact on noise-sensitive land uses)
- Single House Development Potential on Non-Host Lots (Retain sufficient land that suitable for accommodating a future single house on non-host lots)
- Landscape (Avoiding/minimising adverse impacts on significant landscapes and views)
- Shadow Flicker (Minimise shadow flicker on visually sensitive land uses on non-host lots)
- Natural Environment (Avoid/minimise adverse impacts on flora, fauna and water resources)
- Natural Hazards (Minimise risks to people, property and infrastructure arising from natural hazards)
- Aviation (Maintain safety and efficiency of aviation operations)
- Electromagnetic Interference (Avoid/minimise EMI, ensuring the reliability of essential services)
- Transport (Minimise disruption to transport networks)
- Construction (Avoid impacts on environment, maintain sustainable use of local resources and maintain safe movement of people, materials and equipment)
- Decommissioning (Avoid impacts on environment, facilitate sustainable waste management and maintain safe movement of people, materials and equipment).

Each Element includes one or more Element Objectives that support the Code Objectives and describe the intended planning goals or aims for that Element. These Element Objectives are supported by Performance Outcomes and/or Acceptable Outcomes, which together provide flexible and measurable standards for development.

Meeting an Acceptable Outcome provides a compliant pathway for assessment and approval. Where an Acceptable Outcome is achieved, the corresponding Element Objective is deemed satisfied. In determining whether a development application satisfies the relevant Performance Outcomes, the decision-maker will exercise judgment and undertake a merit-based assessment of the application.

The Code is accompanied by Guidelines that will form part of the planning framework. They provide guidance on matters addressed in the Code, such as materials required to accompany development applications, reports which may be required as a condition of development approval and preliminary stakeholder engagement,

Whilst the Code includes an appendices which outlines the materials required to accompany a development application (including details from pre-lodgement engagement with community and stakeholders) the Guidelines specify that community benefit-sharing agreements and landholder agreements are encouraged but remain outside the statutory planning system.

### **Proposed Amendments to the Planning and Development (Local Planning Schemes) Regulations 2015 and Planning and Development (Significant Development) Regulations 2024**

To enable implementation of the Code, regulatory amendments are proposed to the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) and *Planning and Development (Significant Development) Regulations 2024* (SD Regulations).

As a planning code under Part 3A of the PD Act, the Code is given effect once it is incorporated into local planning schemes. The Guidelines will form part of the planning framework, however they will not be incorporated into planning schemes.

The proposed changes to the LPS Regulations are to support incorporation of the Code into local planning schemes through Model Provisions, introduce standard land-use definitions that will apply to all local planning schemes through and guide assessment of new noise-sensitive development near existing or approved wind farms.

There are also proposed reforms to the SD Regs, which will classify renewable energy facilities, battery storage systems, transmission infrastructure, and hydrogen and ammonia production facilities valued at twenty million dollars or more as 'mandatory significant development'.

These projects will be assessed and determined by the WAPC under Part 11B of the PD Act, and Local Governments role will be to provide commentary on the development application, but final decision-making authority will rest with the WAPC.

### **Alignment with WALGA's Advocacy Positions**

<b>Advocacy Position</b>	<b>Alignment with Advocacy Position</b>	<b>Key Gaps in the Code</b>
<b>6.1 - Planning Principles and Reform</b>	<ul style="list-style-type: none"> <li>• A consistent development assessment framework for energy infrastructure.</li> <li>• Local Government planning frameworks can supplement objectives/outcomes (with WAPC approval).</li> </ul>	<ul style="list-style-type: none"> <li>• Decisions are not made by the level of government most impacted being the Local Government, as the mandatory Part 11B Significant Development pathway mandates the WAPC as the decision maker.</li> </ul>
<b>6.4 - State Development Applications and Decision Making</b>	<ul style="list-style-type: none"> <li>• Ensures that decision making is consistent, accessible to local communities (through public minutes and agendas) and appropriately applies local planning frameworks through</li> </ul>	<ul style="list-style-type: none"> <li>• Instead of abolishing the Part 11B Significant Development Pathway, the Code gives greater powers to WAPC.</li> </ul>

	incorporation of the Code into local planning schemes.	
<b>6.16 - Energy Transition Engagement and Community Benefit Framework</b>	<ul style="list-style-type: none"> <li>• Encourages community benefit-sharing agreements.</li> </ul>	<ul style="list-style-type: none"> <li>• Whilst community benefit-sharing agreements are encouraged, the Code lacks a statutory mechanism to secure local benefit, and they will not be relied on when determining applications.</li> </ul>
<b>6.17 - Renewable Energy Facilities</b>	<ul style="list-style-type: none"> <li>• Elevates existing Position Statement to a Planning Code to establish a fit-for-purpose planning instrument.</li> <li>• Outlines the key planning and environmental considerations, for the location, siting, design and operation of renewable energy facilities.</li> <li>• Clearly stipulates the minimum required documentation and technical reports that need to be submitted with proposals.</li> <li>• Supports the development of local planning instruments to guide locally appropriate planning considerations (with WAPC approval).</li> <li>• Consideration of adverse impacts on noise-sensitive land uses and aviation operations.</li> <li>• LPS Regulations amendments introduce new land-use definitions.</li> </ul>	<ul style="list-style-type: none"> <li>• The definition for 'renewable energy facility' has minor amendments, but there has been no reference to definitions based off the size and scale of the facility.</li> <li>• The Code currently only has provisions relating to wind farms, noting that the intention will be to include other forms of renewable energy in the future.</li> </ul>
<b>6.18 - Priority Agriculture</b>	<ul style="list-style-type: none"> <li>• Provides a consistent planning framework to assess renewable energy facilities in high quality agricultural areas.</li> </ul>	<ul style="list-style-type: none"> <li>• No reference to protecting rural land for agricultural purposes, instead stating that wind farms are generally compatible with agricultural land uses.</li> <li>• No reference to amending the LPS Regulations to include a 'Priority Agriculture' model zone for high quality agricultural land.</li> <li>• WAPC may bypass existing local planning frameworks which restrict the development of non-agricultural land uses on agricultural land.</li> </ul>

**ATTACHMENT 13.2B**  
**Renewable Energy Planning Code and**  
**Guidelines**



**WAPC**

Western  
Australian  
Planning  
Commission

LEADING A  
CONTEMPORARY  
PLANNING SYSTEM

DRAFT – PUBLIC CONSULTATION

December 2025

**DRAFT CODE and GUIDELINE – PUBLIC CONSULTATION**

# **Renewable Energy Planning Code and Guidelines**

*Prepared under Part 3A of the Planning and Development Act 2005*

## Acknowledgement of Country

The Western Australian Planning Commission acknowledges the Aboriginal people as the traditional custodians of Western Australia. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between people, land, waters and community.

We acknowledge those who continue to share knowledge, their traditions and culture to support our journey for reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for Aboriginal people.

### Disclaimer

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# About this document

This document combines the provisions of the Renewable Energy Planning Code (the Code) and the supporting Guidelines.

The provisions of the Code appear in the main body of the document on a white background while the Guidelines are presented in grey boxes for ease of reference.

Terms shown in bold throughout the document are defined terms and have the meaning given in **Appendix 1 – Definitions**.

The Code (and any amendments to it) is made under Part 3A of the *Planning and Development Act 2005* and in accordance with the Planning and Development (Planning Codes) Regulations 2024.

The Code is intended to guide the assessment of development applications for energy infrastructure – including renewable energy facilities, battery energy storage systems and transmission systems – and sets out:

- the objectives and development provisions for their siting, design, construction, operation and decommissioning; and
- the materials required to accompany associated development applications.

The Code takes effect once it is incorporated into a local planning scheme, improvement scheme or the Swan Valley Planning Scheme.

The Guidelines do not form part of the Code and may be amended from time to time. They 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.

# Part one

## General

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## 1.1 Code Intent

The intent of the Code is to provide a clear and consistent development assessment framework for **energy infrastructure** (including **renewable energy facilities**, **transmission systems** and **battery energy storage systems**) that support the generation, storage and transmission of renewable energy across Western Australia. The Code sets out:

- a. objectives and development provisions for the siting, design, construction, operation and **decommissioning of energy infrastructure**;
- b. materials required to accompany development applications for **energy infrastructure**; and
- c. consistent standards and requirements to support quality decision-making across local government areas.

## 1.2 Code Application

The Code applies throughout Western Australia to the assessment of development applications for **energy infrastructure**, including:

- **wind farms** (Part 2);
- **transmission systems** (Part 3 – **to be prepared**);
- **solar farms** (Part 4 – **to be prepared**); and
- **battery energy storage systems** (Part 5 – **to be prepared**).

The Code does not apply to:

- offshore wind farms located in Commonwealth waters, which are regulated by the *Offshore Electricity Infrastructure Act 2021* and the *Offshore Electricity Infrastructure (Regulated Levies) Act 2021*; and
- energy infrastructure classified as public works where the public work is exempt from requiring development approval under a local planning scheme, in accordance with section 6 of the *Planning and Development Act 2005*.

Notwithstanding the above, proponents of public works that are exempt under section 6 are expected to have due regard to:

- the relevant local planning scheme, including any provisions that incorporate the Code, when planning, designing, constructing, operating and decommissioning energy infrastructure;
- orderly and proper planning, and the preservation of the amenity; and
- any advice provided by the responsible authority.

## 1.3 Code Objectives

The objectives of the Code are to:

- a. guide the establishment of **energy infrastructure** to support a sustainable energy supply for Western Australia;
- b. avoid or minimise land use conflicts and adverse impacts on the surrounding environment, amenity, public health and safety; and
- c. promote development that responds to the characteristics of the site and its local context.

## 1.4 Operation of the Code

The Code is organised into different Elements, each addressing a specific planning issue or development phase.

Each Element includes one or more Element Objectives that support the Code Objectives and describe the intended planning goals or aims for that Element.

To demonstrate achievement of each Element Objective, applicants must respond to the associated development provisions, which may include:

- Performance Outcomes – general development principles or guidance; and/or
- Acceptable Outcomes – specific measurable development standards.

Some Elements only include Performance Outcomes, others include only Acceptable Outcomes, and some include both. Where both types of outcomes are provided for an Element Objective, applicants may respond to either the Performance Outcomes or the Acceptable Outcomes to demonstrate achievement of that Element Objective.

Where an Element includes only Acceptable Outcomes and does not provide a Performance Outcome pathway, compliance with the Acceptable Outcome is the sole means for satisfying the corresponding Element Objective.

Terms shown in **bold** throughout the Code are defined in **Appendix 1**.

Where reference is made in an Element Objective or development provision to:

- existing land uses and works, this is to be taken to refer to land uses and works currently being undertaken or have been carried out;
- approved land uses and works, this is to be taken to refer to land uses and works that have received a development approval or building permit.

In both cases, the reference applies to land uses and works on or prior to the date the **energy infrastructure** development application is lodged with the decision-maker.

## 1.5 Development Applications and Decision-Making

### 1.5.1 Development Applications

In addition to material required under clause 63 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations), development applications for **energy infrastructure** must be accompanied by the material outlined in **Appendix 2**.

### 1.5.2 Consultation

Development applications for **energy infrastructure** must be advertised in accordance with clause 64 of Schedule 2 of the LPS Regulations.

#### Statutory Advertising of Development Applications

The statutory advertising process described in section 1.5.2 ensures that communities and stakeholders are formally notified and provided with the opportunity to make a formal submission on the proposed development. Decision-makers are responsible for this process and will consider submissions when determining applications for development approval.

#### Preliminary Community and Stakeholder Engagement

Prior to lodging a development application, proponents of energy infrastructure are encouraged to engage with communities and key stakeholders, including public and statutory authorities, as detailed in Appendix 3. Proactive and early community engagement offers a range of benefits, including:

- a. enables communities to provide informed feedback through access to accurate and timely information;
- b. helps proponents understand local values, concerns and aspirations to inform project design and decision-making;
- c. supports early identification of potential issues and mitigation strategies;
- d. provides an opportunity to identify potential community benefit initiatives; and
- e. builds trust that contributes to maintaining a social licence to operate.

The level of community engagement should be proportionate to the scale of the development and degree of public interest or sensitivity.

Proponents should provide clear, relevant and accessible information about the proposed development and actively seek community input on planning matters where engagement can meaningfully influence outcomes.

Development applications should be accompanied by a Community and Stakeholder Engagement Report (refer **Appendix 2**), detailing the outcomes of any preliminary engagement undertaken, including the influence it has had on shaping the proposal.

#### Landowner and Community Benefit Agreements

Proponents of energy infrastructure are expected to establish community benefit-sharing agreements with local communities. These agreements are intended to provide community benefits based on local and regional needs and assist in building and sustaining social licence. Guidance on developing these agreements is provided in the [Draft Guideline on Community Benefits for Renewable Energy Projects: Consultation Paper](#) (DEMIRS, 2025).

Where proponents of energy infrastructure are leasing land, they will enter into private lease agreements with landowners. They may also enter into agreements with neighbouring landowners to manage any development impacts. The Landowner's Guide to Hosting Wind Farm Projects (DEMIRS, 2025) provides guidance on these.

Both community benefit-sharing agreements and landowner agreements sit outside the planning system. While proponents are encouraged to include relevant details of these agreements with their development applications, the decision-maker will not rely on these in determining an application.

### 1.5.3 Assessment and Determination

Development applications should demonstrate achievement of the Element Objectives by satisfying the corresponding Performance Outcomes or Acceptable Outcomes.

Meeting an Acceptable Outcome provides a compliant pathway for assessment and approval. Where an Acceptable Outcome is achieved, the corresponding Element Objective is deemed satisfied.

In determining whether a development application satisfies the relevant Performance Outcomes, the decision-maker will exercise judgment and undertake a merit-based assessment of the application.

The decision-maker must be satisfied the development application meets the Code and Element Objectives and the Acceptable Outcomes or Performance Outcomes associated with each Element Objective.

In approving a development application, the decision-maker should also be satisfied the development will not create significant adverse impacts. Where potential adverse impacts are identified, they should be addressed, where practicable and in order of preference, through the following mitigation hierarchy:

- avoidance – avoid the adverse impact from occurring altogether;
- minimisation – limit the degree or magnitude of the adverse impact; and
- rectification – repair, rehabilitate or restore the impacted site as soon as possible.

The Elements of this Code represent the key planning issues considered common to all development proposals for energy infrastructure. In considering a development application, the decision-maker is to also have due regard to any other matters that may be relevant to the development as outlined in clause 67(2) of Schedule 2 of the LPS Regulations.

## 1.6 Local Planning Framework

Where there is a specific local or regional need, local planning policies, structure plans and local development plans, may, subject to WAPC approval:

- a. supplement the Element Objectives;
- b. modify and/or supplement the Performance Outcomes or Acceptable Outcomes of the Code.

Local governments, in preparing such local planning policies, structure plans and local development plans, and the WAPC in approving them, must ensure they are:

- a. warranted due to a specific need relating to the locality or region;
- b. consistent with the Code and Element Objectives; and
- c. consistent with the LPS Regulations.

Where a local planning policy, structure plan and local development plan that was in effect prior to commencement of the Code is inconsistent with this Code, the provisions of the Code prevail to the extent of the inconsistency.

# Part two

## Wind farms – development standards

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## Introduction

Part 2 of the Code sets out the specific requirements for wind farms.

Wind farms are a form of renewable energy facility that converts wind energy into electricity using wind turbines and comprises a range of associated infrastructure elements. Figure 1: Example of a wind farm project. They are typically located in high-wind, rural areas and are generally compatible with agricultural land uses.

Electricity generated from wind turbines can be supplied directly to the electricity grid, stored in battery energy storage systems or integrated into other energy systems such as hydrogen production and related technologies.

Wind farm projects progress through several phases: site selection and feasibility, design, approvals, construction, operation (approximately 30 years) and eventual repowering or decommissioning with site rehabilitation – each with its own considerations.

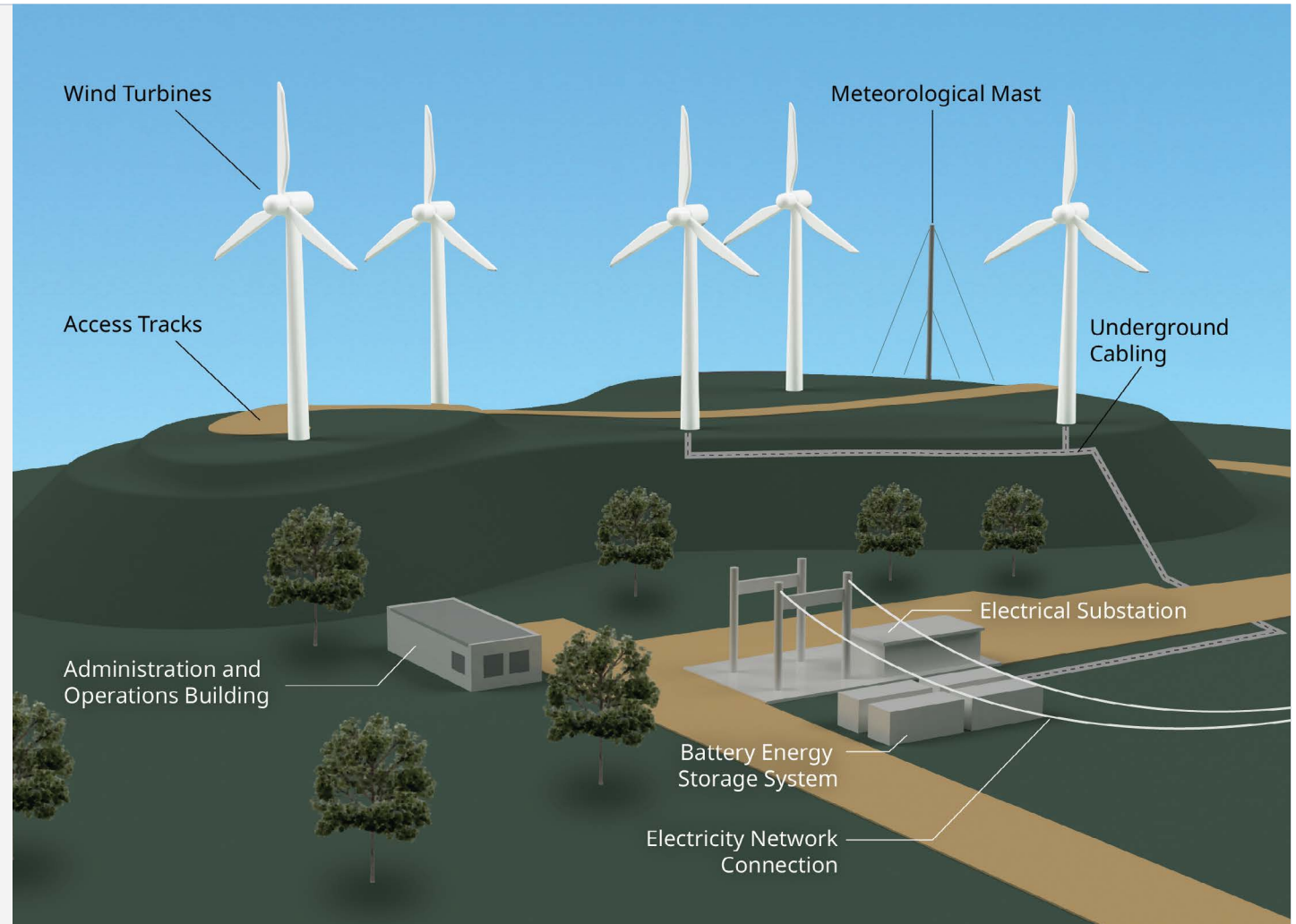


Figure 1: Example of a wind farm project

## Wind Turbine Components

Wind turbine components referenced in the Code and supporting Guidelines are illustrated in Figure 2 and described below.

- *foundation* – anchors the wind turbine to the ground.
- *rotor* – includes the blades, hub and nacelle, which capture wind energy and convert it into rotational motion.
- *nacelle* – houses the gearbox, generator and other key components that convert rotational motion into electrical energy.
- *tower* – supports the rotor and raises it to access stronger, more consistent wind.

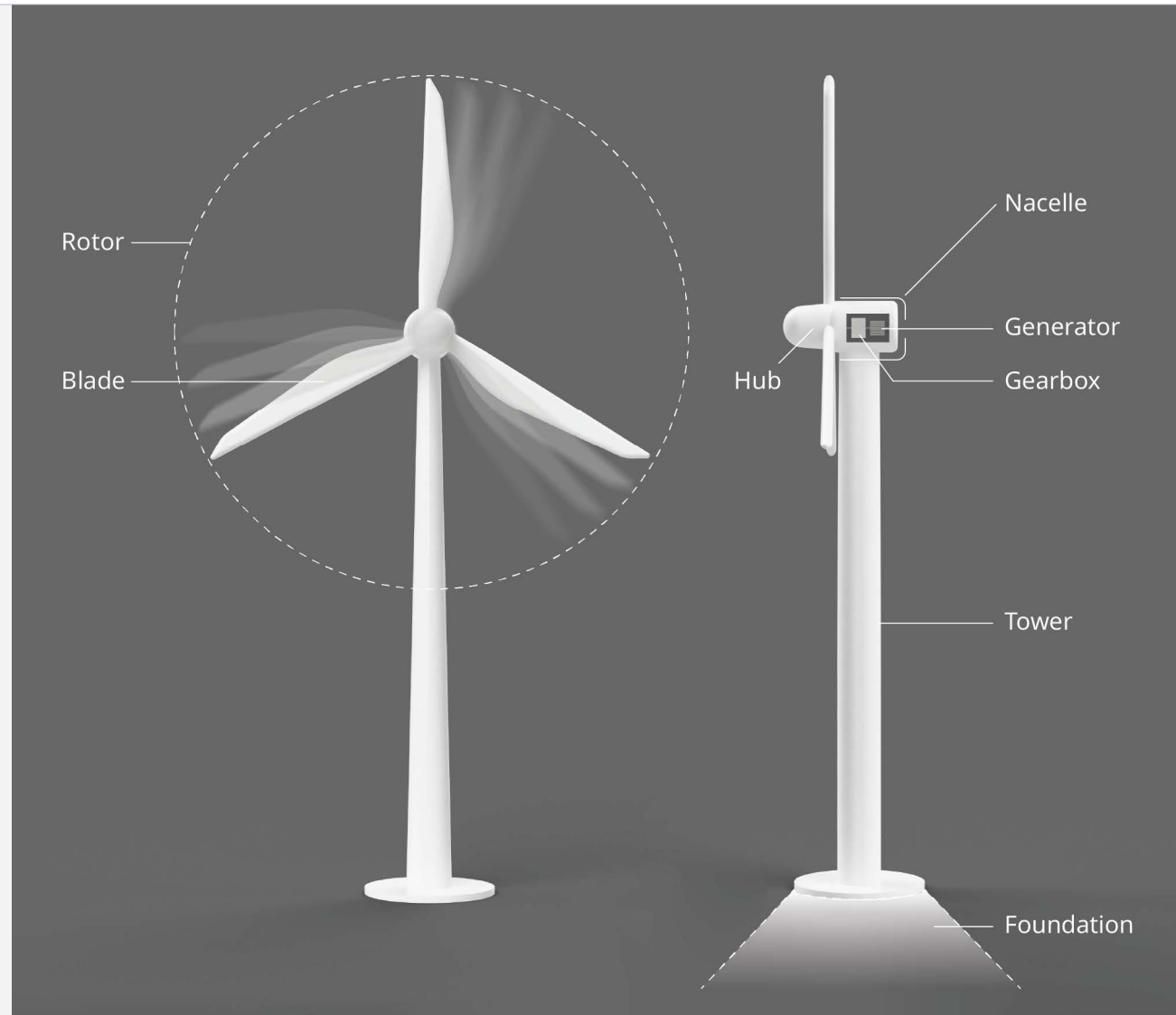


Figure 2: Wind turbine components

## Wind Turbine Measurements

Wind turbine measurements referenced in the Code and supporting Guidelines are illustrated in Figure 3 and described below.

- *blade length* – the length of a blade from the hub to the blade tip.
- *ground clearance* – the vertical distance from ground level at the base of the tower to the tip of the lowest blade in its lowest position.
- *blade tip height* – the vertical distance from ground level at the base of the tower to the tip of the highest blade in its uppermost position.
- *rotor swept path* – the circular area around the nacelle within which the blades rotate.
- *rotor diameter* – the diameter of the rotor swept path.
- *hub height* – the vertical distance from ground level at the base of the tower to the centre of the hub.

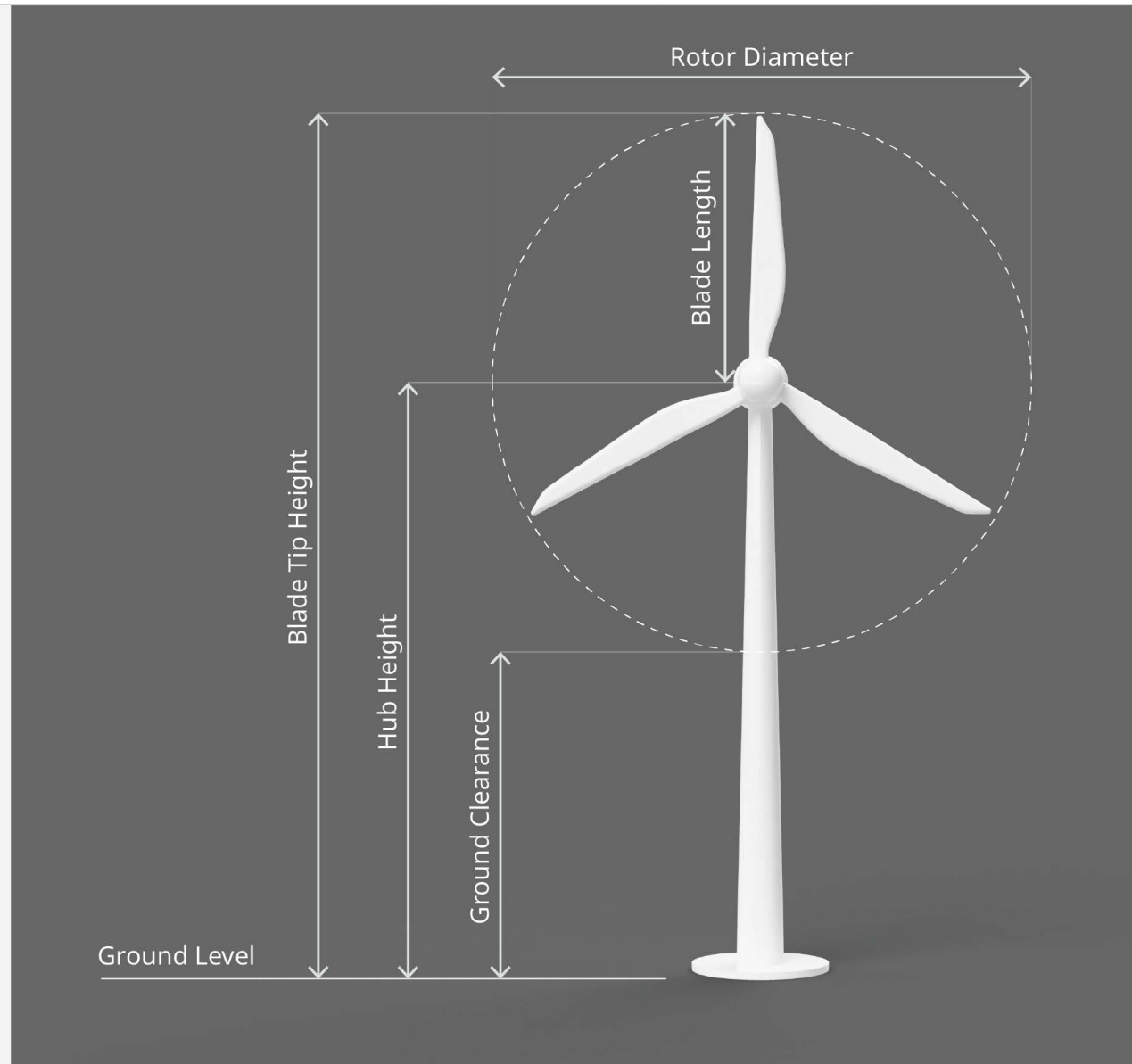


Figure 3: Wind turbine measurements

## Managing Noise Impacts from Wind Farms – Existing and New Noise-Sensitive Land Uses

Wind turbines can generate noise that extends beyond the boundaries of the host lot. It is important to protect existing noise-sensitive uses, such as houses, schools and health facilities, from unreasonable wind farm noise, while also avoiding the introduction of new sensitive uses in areas that may be exposed to noise levels exceeding acceptable limits under the Environmental Protection (Noise) Regulations 1997. This helps prevent future land use conflict and ensures existing wind farm operations are not compromised by subsequent nearby development.

The Code and the Deemed Provisions of the LPS Regulations work together to manage these issues.

**Element 2** – Noise of the Code includes development provisions requiring that new wind farms are sited, designed and operated to avoid causing unacceptable noise impacts on existing noise-sensitive land uses.

**Element 3** – Single House Development Potential on Non-Host Lots includes provisions requiring that potential wind farm noise impacts on nearby non-host lots are considered and assessed to avoid unreasonably limiting the ability to develop those lots with a single house, where one does not already exist.

To support these provisions, the Deemed Provisions of the LPS Regulations introduce development approval requirements for new houses and other new noise-sensitive land uses near wind farms, notwithstanding any exemptions that might otherwise apply. These provisions, which automatically apply under all Western Australian local planning schemes, require that applications for new noise-sensitive uses consider potential wind farm noise impacts where those uses are proposed in proximity to a wind farm. These provisions are aimed at helping to avoid exposing future development to unreasonable noise levels and to reduce the risk that existing wind farm operations are compromised by subsequent noise-sensitive developments.

**Note:** *The Deemed Provisions described in this section are proposed amendments to the LPS Regulations 2015 and are being progressed in parallel with public advertising of the draft Renewable Energy Planning Code. These provisions are not yet in effect and will be subject to formal gazettal following the consultation process.*

## 2.1 Micro-siting of Wind Turbines

### Context

Micro-siting of wind turbines is an optional tool available to applicants that enables minor adjustments to individual turbine locations after development approval to address issues identified during detailed investigations.

To allow this flexibility, wind farm development applications may include wind turbine envelopes around indicative turbine locations.

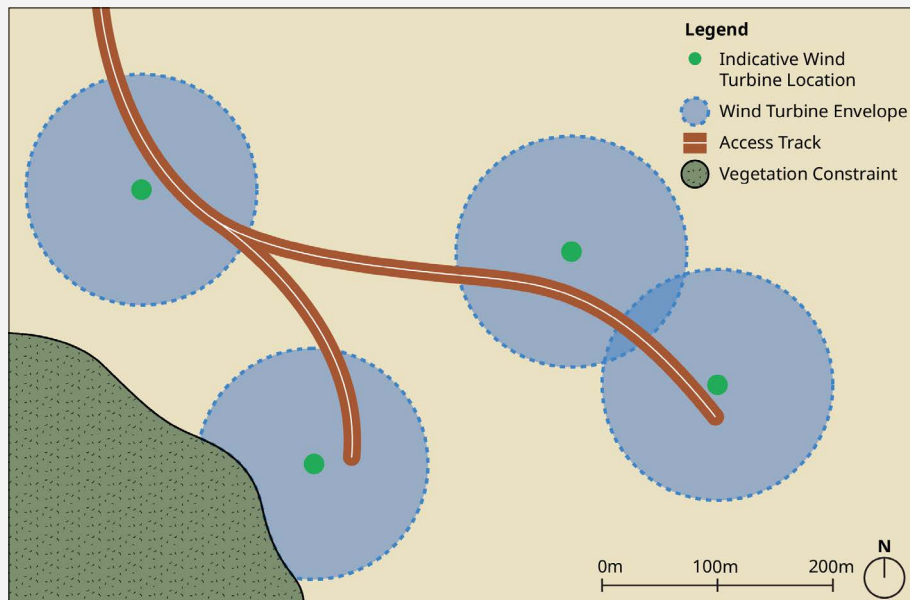


Figure 4: Example site plan showing wind turbine envelopes for micro-siting post-development approval

The following provisions apply only where an applicant chooses to use micro-siting. They outline how **wind turbine envelopes** can be incorporated into a development application to provide flexibility after approval:

- 2.1.1 **Wind turbine envelopes** may be used in a development application for a **wind farm** to enable minor adjustments to the location of **wind turbines** and their supporting structures within the envelope after approval, providing flexibility for micro-siting.
- 2.1.2 Where **micro-siting** is proposed, any reference to a **wind turbine** in the Element Objectives and development provisions (Performance Outcomes and Acceptable Outcomes) of the Code is to be interpreted as applying to a turbine envelope.
- 2.1.3 The maximum extent of each **wind turbine envelope** is a circle with a radius of 100 metres, measured from the centre of an indicative turbine location.
- 2.1.4 Each **wind turbine envelope** must contain no more than one turbine, and the total number of envelopes must not exceed the number of turbines proposed for the development.
- 2.1.5 All supporting structures for the **wind turbine**, including the **foundation**, must be fully contained within the turbine envelope.
- 2.1.6 Each **wind turbine envelope** must be located:
  - a. to avoid all known physical or environmental constraints where the siting of a turbine would be unsuitable; and
  - b. so that a turbine and its supporting structures can be positioned anywhere within the envelope and comply with all relevant objectives and development provisions of the Code.
- 2.1.7 Access tracks to wind turbines may be subject to minor realignment where necessitated by micro-siting, provided the decision maker is satisfied this will not result in any additional adverse environmental, amenity, safety or other impacts.
- 2.1.8 Post-construction, the applicant must provide the decision-maker with:
  - a. GPS coordinates for each constructed **wind turbine**; and
  - b. a plan showing the location of all constructed access tracks.

## 2.2 WF Element 1 – Safety

### Context

Wind turbines can pose a potential risk of injury to people and property due to possible malfunctions, such as blade throw or structural collapse. These risks may arise from direct impacts or debris. While incidents are uncommon due to stringent manufacturing and installation standards – and the typically low population density of rural wind farm locations – the potential consequences of a major incident can be significant.

### Element Objective

**WF-EO1.1 Wind turbines** are sited to minimise risks to people, property and infrastructure arising from hazards such as blade throw, wind turbine collapse and other safety incidents.

### Performance Outcome

*Not applicable – Acceptable Outcome applies.*

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO1.1** Wind turbines are set back a minimum of 1.1 times blade tip height from non-host lots, reserves (including road reserves), and existing and approved habitable buildings on host lots and non-host lots.

The safety setback required under **WF-AO1.1** is to be measured from the centre of the **wind turbine** tower to the non-host lot or reserve boundary, or in the case of a **habitable building**, to the nearest external wall of the **habitable building**.

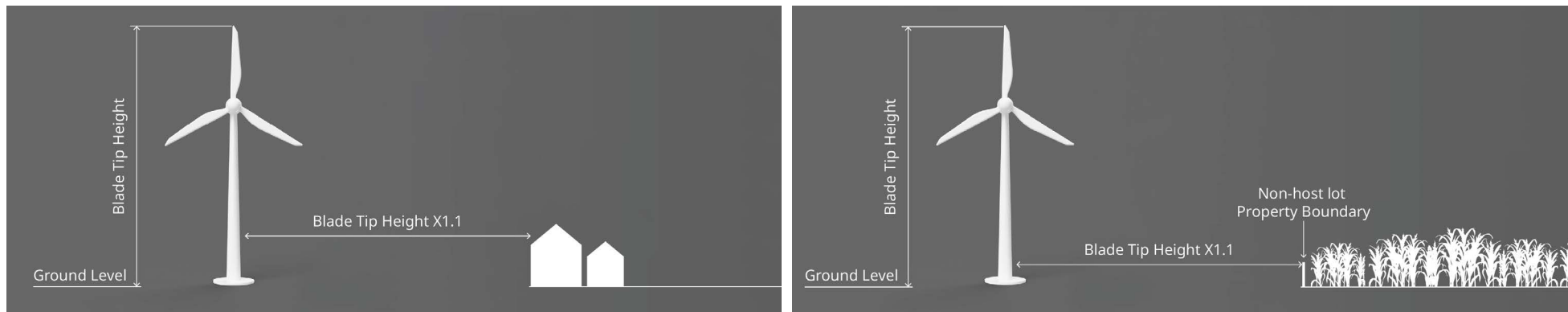


Figure 5: WF-AO1.1 Safety setback

### Element Objective

**WF-EO1.2 Wind turbines** are designed and constructed to ensure structural integrity and operational safety over their lifecycle.

#### Performance Outcome

*Not applicable – Acceptable Outcome applies.*

#### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO1.2** Wind turbines are designed and constructed in accordance with relevant Australian and international standards.

### Plans and Reports to Accompany a Development Application

Provide wind turbine blade tip height specifications and a site plan showing the location of all turbines, demonstrating compliance with the minimum setback requirements under **WF-AO1.1**.

### Plans and Reports Recommended as Conditions of Development Approval

#### Independent Engineering Certification Report

To demonstrate satisfaction of **WF-AO1.2**, an Independent Engineering Certification Report prepared by a suitably qualified and independent structural engineer is required to certify:

- a. **Pre-construction:** That the wind turbines and their foundations have been designed in accordance with relevant Australian and international standards.
- b. **Post-construction:** That the wind turbines and their foundations have been constructed in accordance with relevant Australian and international standards.

## 2.3 WF Element 2 – Noise

### Context

Wind turbines produce noise with unique acoustic characteristics that can vary depending on location, wind speed and direction, and operational parameters. Noise from wind farms can travel long distances and may affect the amenity of houses and other noise-sensitive land uses. Infrastructure associated with wind farms, including transformers, substations, battery energy storage systems and transmission infrastructure, may also contribute to overall noise impacts.

Wind farm noise has the potential to impact both existing noise-sensitive land uses and areas identified in State and local planning frameworks for future urban and rural-residential development. Maintaining sufficient separation between wind turbines and these land uses or future growth areas ensures wind farms do not cause noise impacts that exceed the limits permitted under the Environmental Protection (Noise) Regulations 1997. This helps protect amenity and avoid constraining planned land use outcomes<sup>1</sup>.

### Element Objective

**WF-EO2.1 Wind farms** are sited, designed and operated to avoid an **unreasonable noise impact** on:

- a. any existing or approved **noise-sensitive land use**; and
- b. areas identified for the future development of **noise-sensitive land uses**.

### Performance Outcome

**WF-PO2.1 Wind turbines** and other **associated infrastructure** are sited, designed and operated to avoid an **unreasonable noise impact** on any existing or approved **noise-sensitive land use** located on a **host** or **non-host lot**.

**WF-PO2.2 Wind turbines** and other **associated infrastructure** are sited to avoid an **unreasonable noise impact** on areas identified for future urban development<sup>2</sup> or rural residential development in WAPC-endorsed State and local planning frameworks, to ensure these areas can be developed without constraint from wind farm noise impacts.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

<sup>1</sup> The impact of wind farms on the ability of nearby **non-host lots** to accommodate a future single house where the wind farm's **noise impact area** extends into the **non-host lot** is addressed separately under Element 3 – Single House Development Potential on Non Host Lots.

<sup>2</sup> Areas identified for future urban development include, but are not limited to, land identified in regional or local planning strategies, local planning schemes or approved structure plans, for residential, tourism, or other noise-sensitive urban uses.

## Plans and Reports to Accompany a Development Application

### Noise Impact Assessment

A Noise Impact Assessment should be prepared by a qualified acoustic engineer and include, at a minimum:

- a. Predictive noise modelling identifying the extent of noise impacts arising from the wind farm.
- b. Consideration of cumulative noise impacts from approved or existing nearby wind farms in noise modelling.
- c. Identification and mapping of all existing and approved noise-sensitive land uses located on host and non-host lots within three kilometres of the wind farm development site.
- d. Identification of areas designated for future urban or rural residential development in State and local planning frameworks.
- e. Mapping of the modelled noise impact area of the wind farm, provided in the digital geospatial format specified by the Department of Planning, Lands and Heritage for publication as part of the Department's dataset.
- f. Details of any operational or mitigation strategies – such as wind turbine shutdowns or reduced operation under certain conditions – incorporated into the modelling to achieve **WF-PO2.1** and **WF-PO2.2**.
- g. Assessment of the wind farm's compliance with the Environmental Protection (Noise) Regulations 1997.
- h. Demonstration that existing and approved noise-sensitive land uses will not be affected by the modelled noise impact area.
- i. Demonstration that areas identified for future urban development in State and local planning frameworks will not be affected by the modelled noise impact area.

## Plans and Reports Recommended as Conditions of Development Approval

### Noise Monitoring Plan and Noise Monitoring Report

A Noise Monitoring Plan and Noise Monitoring Report may be required within the first 12 months of the wind farm becoming fully operational.

The Noise Monitoring Plan, prepared in consultation with the Department of Water and Environmental Regulation, establishes the context, methodology and parameters for any required post-construction noise monitoring.

The Noise Monitoring Plan should, at a minimum:

- a. Describe the goals of the monitoring (For example, determination of 'as-built' sound power levels (i.e. the actual measured noise of a wind turbine at source), investigate intrusive characteristics, demonstrate compliance with noise criteria);
- b. Describe the procedures and standards to be used for noise monitoring; and
- c. Be made publicly available on the wind farm operator's website for the life of the wind farm.

A Noise Monitoring Report details the outcomes of monitoring undertaken in accordance with the Noise Monitoring Plan. Its primary purpose is to verify the Noise Impact Assessment inputs, rather than to measure noise levels at sensitive receivers.

The Noise Monitoring Report should, at a minimum:

- a. Compare monitoring data against monitoring goals (For example, measured vs predicted noise levels (i.e. what the actual on-the-ground noise level from a constructed wind farm is in comparison to that modelled in a Noise Impact Assessment), and measured vs modelled sound power levels (i.e. the actual noise generated by a constructed wind turbine at source in comparison to the value assigned as an input in a Noise Impact Assessment));
- b. Identify any additional measures required to mitigate identified deficiencies;
- c. Identify any required updates to the wind farm's noise impact area; and
- d. Be made publicly available on the wind farm operator's website for the life of the wind farm.

Noise modelling is the primary and most effective method for identifying and assessing potential noise impacts. Noise monitoring serves to verify the assumptions and parameters used in the Noise Impact Assessment and should not be used as a substitute for a comprehensive Noise Impact Assessment at the development application stage.

### Operational Management Plan

An Operational Management Plan may be required to outline any operational management or mitigation measures necessary to ensure wind farm noise impacts remain at acceptable levels. The plan is to be made publicly available on the wind farm operator's website for as long as the wind farm is operational.

## 2.4 WF Element 3 – Single House Development Potential on Non-Host Lots

### Context

The development of a single house is commonly permitted as-of-right on rural zoned land across Western Australia, with many local governments exempting it from requiring development approval.

Operational noise from wind farms can extend beyond the development site and may exceed acceptable levels on nearby non-host lots, potentially rendering these areas unsuitable for the future development of a single house. However, due to the characteristics of wind turbine noise, it is not practical to require that a wind farm's noise impact area be entirely contained within the boundaries of host lots.

It is therefore necessary to consider the noise impact of a proposed wind farm on affected non-host lots to ensure that it does not unreasonably constrain their development potential.

### Element Objective

**WF-EO3.1 Wind farms** are sited to ensure that **non-host lots** without an existing or approved **single house** retain sufficient land outside the **wind farm's noise impact area** that is suitable for accommodating a future **single house**.

### Performance Outcome

**WF-PO3.1 A wind farm's noise impact area** may extend onto a non-host lot where:

- a. The **non-host lot** retains a suitable and sufficient area of land outside the **noise impact area(s)** of the **wind farm** and any other nearby existing or approved **wind farms**, for a future **single house**, which:
  - i. is permissible under the local planning scheme;
  - ii. is not affected by development constraints such as **conservation areas** or flood-prone land; and
  - iii. can be practically serviced, including with vehicle access and utility services; or
- b. The **non-host lot** forms part of a broader contiguous landholding used for agricultural purposes, where a **single house** already exists on another lot within the same holding, and the **non-host lot** is not intended or required to accommodate a separate **single house**.

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO3.1 The non-host lot** is located entirely outside of the **wind farm's noise impact area**.

### Plans and reports to accompany a development application

#### Single House Development Potential Impact Assessment (not required where **WF-AO3.1** is satisfied)

Where **WF-PO3.1** applies, a Single House Development Potential Impact Assessment is to be submitted and should include:

- a. Details of affected non-host lot(s), including lot size and ownership;
- b. Identification and mapping of the following on affected non-host lot(s):
  - i. the noise impact area (including noise contours) of the proposed wind farm and any existing or approved nearby wind farms;
  - ii. existing land uses, buildings, structures and internal access tracks;
  - iii. physical development constraints, such as topography, flood-prone land, bushfire prone land and vegetation; and
  - iv. areas considered suitable for development of a single house, including their size and location.
- c. Details of engagement with the owners of affected non-host lots, including any stated development intentions and, where applicable, the desired location and rationale. (Note: While the outcomes of this engagement will inform the decision-maker's assessment against this Element, they will not be determinative in the decision on the application.)
- d. An evaluation of development potential in accordance with **WF-PO3.1**.

An example assessment table is provided in **Appendix 5**.

### Plans and Reports Recommended as Conditions of Development Approval

Not applicable.

## 2.5 WF Element 4 – Landscape

### Context

Wind farms are large-scale infrastructure and are often located on elevated terrain to maximise wind capture, making them visible over significant distances.

Visual change to the landscape is an inherent outcome of wind farm development. The acceptability of this change depends on the sensitivity of the landscape and the nature of the viewing experience. In areas with significant landscapes or views of recognised State, national or international importance, such as World Heritage Areas and national parks (e.g. Purnululu National Park and Shark Bay) wind farms may require careful and responsive siting and design to avoid or minimise adverse impacts, and in some cases may be unsuitable.

In other settings, where the landscape is more accommodating of visual change, context-responsive design should still be considered where opportunities exist to minimise visual impacts in key locations.

### Element Objectives<sup>3</sup>

**WF-EO4.1 Wind farms** are sited and designed to avoid or minimise adverse impacts on **significant landscapes** and **significant views**, particularly areas of recognised State, national or international importance.

**WF-EO4.2 Wind farms** are sited and designed with sensitivity to their **landscape** setting to minimise unnecessary visual disruption and prominence where practical opportunities exist, with the understanding that visual change to the landscape is an inevitable outcome of **wind farm** development.

### Performance Outcome

**WF-PO4.1** Where a **wind farm** may affect a **significant landscape** or **significant view**, it is sited and designed to avoid or minimise unnecessary visual disruption and prominence and adverse **landscape** and visual impacts. Siting and design responses may include (but are not limited to):

- a. siting **wind turbines** and **associated infrastructure** outside the **significant view** viewing corridor or **significant landscape** extent where feasible;
- b. reducing the number, height or spread of **wind turbines**;
- c. avoiding siting **wind turbines** and **associated infrastructure** on prominent ridgelines;
- d. using **landform** and tree planting to screen **wind turbines** and **associated infrastructure**.

**WF-PO4.2** In all settings, **wind farms** are sited and designed to utilise practical opportunities available within the landscape setting, such as the screening effect of topography or vegetation, or new planting opportunities, to minimise unnecessary visual disruption and the prominence of **wind turbines**.

**WF-PO4.3** Lighting associated with wind turbines is designed to avoid or minimise adverse impacts on views and **landscapes**, while ensuring compliance with aviation safety requirements.

**WF-PO4.4** **Wind turbine blades** are finished with a surface treatment of low reflectivity to minimise blade glint.

### Acceptable Outcome

*Not applicable*  
– Performance Outcomes apply.

<sup>3</sup> Element 4 objectives and performance outcomes replace the guidelines for wind farms in section 3.3 of the WAPC's Visual Landscape Planning in Western Australia: a manual for evaluation, assessment, siting and design (2007).

## Plans and Reports to Accompany a Development Application

### Landscape and Visual Impact Assessment (LVIA)

A LVIA is required to demonstrate that **WF-PO4.1**, **WF-PO4.2** and **WF-PO4.3** can be satisfied. The LVIA should be prepared by a suitably qualified landscape planner, landscape architect, or other professional with relevant experience, in accordance with the methodology outlined in **Appendix 4**.

The scope of the LVIA should be proportionate to the scale and complexity of the wind farm and its landscape setting, ensuring that it provides sufficient information and analysis, and siting and design explanation to inform decision-making.

The assessment should:

- a. Describe and analyse the pre-development landscape and visual characteristics of the study area, including the general viewing experience of the area as illustrated through photographs of the site from key viewing locations.
- b. Describe the visual characteristics of the wind farm in its landscape setting, including: viewshed mapping; identification of significant landscapes and significant views; and description of existing or proposed landscape and visual management objectives that should inform wind farm siting and design.
- c. Assess potential landscape and visual impacts, identifying those areas and views most impacted and evaluating the nature and extent of those impacts in relation to landscape sensitivity, viewing experience, and relevant landscape and visual objectives (considering stakeholder feedback where relevant).
- d. Describe how the siting and design respond to identified impacts, including avoidance, minimisation or mitigation measures.
- e. Outline anticipated landscape and visual outcomes, and demonstrate how the Element Objectives and Performance Outcomes are met.

## Plans and Reports Recommended as Conditions of Development Approval

### Landscape Plan

Required where the LVIA recommends tree planting to mitigate impacts.

### Lighting Management Plan

Required where mitigation of lighting impacts on dark skies or astrotourism is warranted, noting that management of dust impacts may be addressed as part of the Construction Management Plan (see Element 11 – Construction).

The Plan must:

- comply with minimum mandatory aviation safety lighting requirements from the approved Aviation Impact Assessment (see Element 8 – Aviation);
- be prepared in accordance with the Position Statement: Dark sky and astrotourism (WAPC, 2022).

## 2.6 WF Element 5 – Shadow Flicker

### Context

Shadow flicker is the recurring flickering of shadows cast by rotating wind turbine blades. Its intensity and duration depend on geographical location, time of year, blade height, proximity to wind turbines and cloud cover. Shadow flicker is most prevalent when the sun is low (early morning and late afternoon) and generally affects areas within an east-west arc of a turbine.

Extended periods of shadow flicker can cause annoyance for nearby visually sensitive land uses, including houses, short-stay accommodation and outdoor recreational areas like ovals and courts.

### Element Objective

**WF-EO5.1 Wind turbines** are sited, designed and operated to minimise shadow flicker impacts on any existing or approved **visually sensitive land use** located on a **non-host lot**.

### Performance Outcome

**WF-PO5.1 Wind turbines** are sited and operated to ensure that shadow flicker at any **visually sensitive land use** on non-host lots does not exceed:

- a. **30 hours per year and 30 minutes on any single day**, based on theoretical shadow flicker modelling; or
- b. **10 hours per year**, based on predicted actual shadow flicker modelling.

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO5.1 Wind turbines** are set back a minimum distance of 265 times the **maximum blade chord** length from any existing or approved **visually sensitive land use** on non-host lots.

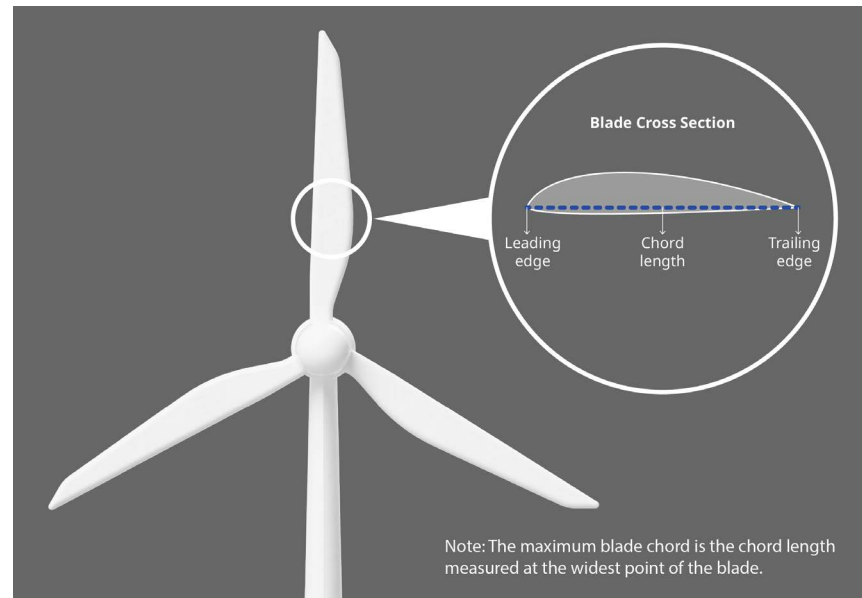


Figure 6: Maximum blade chord measurement

## Plans and Reports to Accompany a Development Application

### Shadow Flicker Assessment

A Shadow Flicker Assessment is to be prepared by a suitably qualified consultant where **WF-PO5.1** applies and include:

Mapping and description of modelled annual maximum shadow flicker exposure for existing and approved visually sensitive land uses on non-host lots using either of the below methodologies:

- a. Theoretical shadow flicker modelling applying the parameters in Table 1; or
- b. Predicted actual shadow flicker modelling applying the parameters in Table 2.

Identification of any proposed mitigation measures and how they will be implemented through an Operational Management Plan.

Model Parameter	Setting
Distance for modelling the effect of shadows	265 times the maximum blade chord length
Minimum angle to the sun	3 degrees
Shape of the sun	Disk
Time and duration of modelling	One full year representing a non-leap year 12 to 15 years after the lodgement date for the development application
Orientation of the rotor	Sphere or disk facing the sun
Offset between rotor and tower	Not required
Time step	Ten (10) minutes or less
Effects of topography	Included
Height of visually sensitive land use	1.5 metres – 2 metres and window / balcony height where visually sensitive land use has more than one storey
Visually sensitive land use location	Modelling should be mapped to within 50 metres of the relevant boundary of a visually sensitive land use. The relevant boundary is defined as: <ol style="list-style-type: none"> <li>a. the perimeter building wall for built land uses such as residential dwellings, short-stay accommodation, schools, hospitals, and childcare centres; and</li> <li>b. the nearest part of the reserve boundary for recreation areas.</li> </ol>
Grid size for mapping and assessment of shadow flicker at a visually sensitive land use	Not more than 25 metres
Vegetation or topography blocking shadows	Where it can be demonstrated through a photomontage that the view of a shadow flicker source wind turbine is completely blocked, the contribution of that wind turbine to shadow flicker effect on a visually sensitive land use can be excluded from the modelling.

Table 1: Theoretical Shadow Flicker Modelling Parameters

Mitigation	
Cloud cover assessment	Shadow flicker may be reduced to a maximum of 10 hours per year (see below for assessment of cloud cover).
Wind turbine curtailment	Shadow flicker may be reduced to a maximum of 10 hours per year, subject to implementation of this mitigation measure through an Operational Management Plan.  While this mitigation is acceptable, it is less preferred due to greater compliance challenges and should be used only where other means of achieving compliance are not available.

Table 2: Predicted Actual Shadow Flicker Modelling  
– Summary of allowable mitigations

For predicative actual shadow flicker modelling, cloud cover adjustments must:

- a. Use Bureau of Meteorology cloud cover data (minimum three years) from the closest appropriate site (reporting at least 9am and 3pm cloud cover).
- b. Calculate monthly averages separately for the 9 am and 3 pm proportion of cloudy days.
- c. Reduce modelled shadow flicker in a given month by the relevant cloudiness proportion of cloudy days (evening shadow flicker must be reduced using the proportion from 3 pm and morning shadow flicker using the proportion from 9 am).
- d. Sum the reduced monthly totals to determine the revised annual modelled exposure.

**Note:** The predicted actual methodology does not include a daily limit for shadow flicker exposure as this is inherently satisfied within the annual limit.

### Plans and Reports Recommended as Conditions of Development Approval

**Operational Management Plan** (*required where wind turbine curtailment strategies are proposed to satisfy WF-PO5.1*)

The Plan is to detail turbine curtailment strategies, implementation scheduling, and be publicly available on the operator’s website for the life of the wind farm.

## 2.7 WF Element 6 – Natural Environment

### Context

Potential impacts of wind farms on the natural environment – including native vegetation, flora and fauna, water resources and soil health – vary according to the characteristics and location of each site.

Wind farm development typically requires significant site works to establish turbine foundations, electricity infrastructure, access tracks and temporary storage areas during construction. It is important that these works minimise native vegetation clearing, soil erosion and disruption to surface water and groundwater systems.

Clearing native vegetation can contribute to biodiversity and habitat loss. Wind farms may pose risks to birds and bats through collision with wind turbines and displacement from adjacent habitats. Ground-dwelling and burrowing fauna may also be affected.

### Environmental Approvals

Where a proposal has the potential to significantly impact the environment, it must be referred by either the applicant or decision-maker to the Environmental Protection Authority (EPA) under Part IV of the *Environmental Protection Act 1986* (EP Act).

Before a development application can be determined:

- the EPA must determine whether to assess the proposal; and
- where assessment is required, the assessment must be completed and the Minister for the Environment must determine whether the proposal may be implemented.

Proposals involving native vegetation clearing may require a clearing permit under Part V of the EP Act.

Where a proposal may impact matters of national environmental significance, it must also be referred by the applicant to the Commonwealth Minister for the Environment under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

Given the timeframes for environmental surveys and approvals, early engagement with relevant government agencies (see **Appendix 3**) is strongly encouraged to identify environmental values, assess risks and understand submission requirements.

### Element Objective

#### Flora and Fauna

**WF-EO6.1 Wind farms** are sited, designed, constructed and operated to avoid or minimise adverse impacts on **flora and fauna**, in particular **threatened species, migratory species** and **threatened ecological communities**.

#### Performance Outcome

**WF-PO6.1 Wind farms** are sited outside and sufficiently set back from: **conservation areas, threatened ecological communities**, known habitats of **threatened species**, and migration paths of **migratory species**, including birds and bats.

**WF-PO6.2 Wind farms** are sited to avoid or minimise **native vegetation** clearing where practicable by locating in areas that have already been cleared or disturbed.

**WF-PO6.3 Wind turbines** are designed and operated to reduce adverse impacts on birds and bats, in particular **threatened species** and **migratory species**. This may include (but should not be limited to):

- positioning the height of the **rotor swept path** (see **Figure 7**) outside of known bird and bat flight paths;
- using design features that deter birds and bats and minimise the risk of bird and bat collision; and
- using technology to detect bird and bat activity and curtail the operation of **wind turbines** where needed.

**WF-PO6.4** Land management practices are undertaken during the operation of the **wind farm** to:

- reduce the attractiveness of the site to birds and bats which are prone to collision with **wind turbines**; and
- maintain biosecurity and minimise the spread of pests, weeds and diseases.

#### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

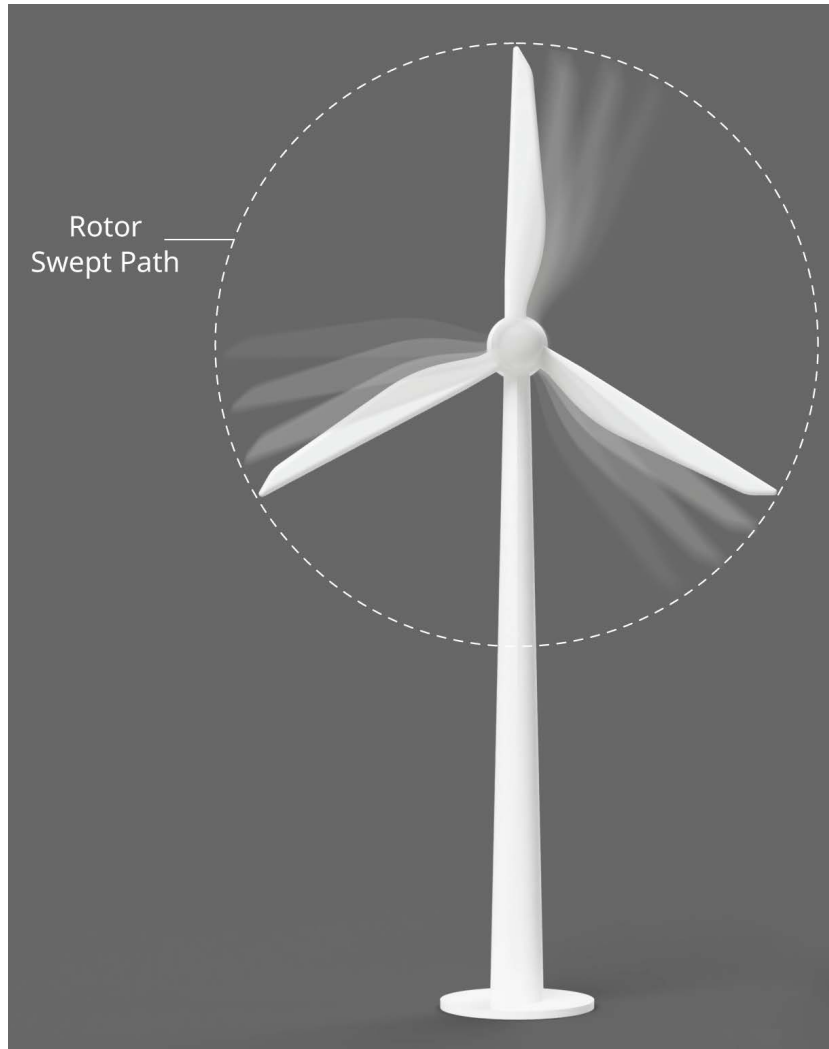


Figure 7: Rotor swept path

### Element Objective

#### Water and Land

**WF-EO6.2 Wind farms** are sited, designed and constructed to avoid or minimise **land degradation** and adverse impacts on the quantity and quality of water resources and in particular **sensitive water resources, public drinking water source areas** and **significant wetlands**.

Performance Outcome	Acceptable Outcome
<p><b>WF-PO6.1 Wind farms</b> are sited, designed and constructed in accordance with the draft Statement of Planning Policy 2.9 Planning for Water (WAPC, 2021) and draft Planning for Water Guidelines (WAPC, 2021). This includes but is not limited to:</p> <ul style="list-style-type: none"> <li>a. siting <b>wind farms</b> outside and sufficiently set back from <b>waterways, wetlands</b> and <b>dams</b>;</li> <li>b. siting <b>wind turbines</b> outside areas with high water tables or areas likely to disrupt natural drainage flows, <b>water resources, public drinking water areas</b> and <b>dams</b>; and</li> <li>c. designing and constructing stormwater, groundwater and sediment management systems (including rehabilitation and stabilisation of disturbed areas) to maintain water quantity and quality.</li> </ul> <p><b>WF-PO6.2 Wind farms</b> are sited and designed to avoid or minimise:</p> <ul style="list-style-type: none"> <li>a. disturbance of contaminated land or acid sulphate soils; and</li> <li>b. salinity mobilisation and erosion.</li> </ul>	<p><i>Not applicable – Performance Outcomes apply.</i></p>

## Plans and Reports to Accompany a Development Application

### Environmental Report

The Environmental Report is to identify:

- a. The extent, type and condition of features within and near the host lot.
- b. The extent and type of the proposed development, including any clearing of native vegetation.
- c. The risk of adverse environmental impacts addressing each of the environmental factors (as identified in the EPA's [Statement of Environmental Principles, Factors and Objectives](#) and Environmental Factor Guidelines) during construction and operation.
- d. Proposed mitigation measures to avoid, minimise and rectify adverse environmental impacts.

Environmental features should be identified through a combination of desktop analysis and environmental surveys and should identify where relevant:

- a. Climatic conditions including wind and rainfall.
- b. Native vegetation extent, type and condition.
- c. Flora and fauna and in particular, birds and bats, threatened species and their associated habitats, migratory species and their associated migration paths, and threatened ecological communities.
- d. Conservation areas.
- e. Water resources (including waterways and wetlands) and specifically sensitive water resources and significant wetlands, public drinking water source areas, dams as well as coastal waters (Note: these features are to be addressed in detail in the Water Management Report).
- f. Geology and soils including land prone to erosion, slip, collapse or subsidence, contamination, acid sulphate soils and salinity.
- g. Biosecurity risks (pests, weeds and diseases).

Surveys should be undertaken in accordance with relevant State Government environmental guidelines.

The level of detail provided in the Environmental Report will depend on the extent of environmental features on the site and their significance. Where a development proposal has been referred to the EPA under Part IV (Section 38) of the *Environmental Protection Act 1986*, the Environmental Report should include:

- a. Information provided by the proponent as part of the referral of the proposal to the EPA.
- b. The EPA's decision whether to assess the referred proposal.
- c. The proponent's Environmental Review Document and Environmental Management Plans (where applicable).
- d. The EPA report on the assessment of the proposal (where applicable).
- e. The Ministerial Approval Statement (where applicable).

### Bird and Bat Management Plan

Prepared by a suitability qualified ecologist and include:

- a. Bird and bat utilisation survey results.
- b. Assessment of the risks of adverse impacts on birds and bats.
- c. Measures to mitigate these risks through wind farm siting and design, construction and operation, including post-construction monitoring and reporting of bird and bat activity and injury/mortality, as well as adaptive management responses where necessary.

### Water Management Report

Demonstrates appropriate protection, management and use of water resources and public drinking water resource areas, including stormwater, groundwater and sediment management, during construction and operation.

should be prepared in accordance with the draft Statement of Planning Policy 2.9 – Planning for Water (WAPC, 2021) and draft Planning for Water Guidelines (WAPC, 2021).

## Plans and Reports Recommended as Conditions of Development Approval

### Environmental Management Plan (EMP)

The EMP is to outline how environmental impacts will be managed and monitored during construction and operation. It should be prepared in accordance with the EPA's Instructions – [How to prepare \*Environmental Protection Act 1986 Part IV Environmental Management Plans\*](#).

Where relevant, the EMP should include any relevant elements of:

- The Bird and Bat Management Plan; and
- The Water Management Report

The EMP should be publicly available on the wind farm operator's website for the life of the project.

## Reference Documents

The following documents provide guidance in relation to specific environmental impacts and potential approaches or principles that can be applied to avoid and minimise these impacts. They may assist in meeting the requirements of the Renewable Energy Planning Code.

- The Department of Water and Environment Regulation's (DWER) [Green Energy Proponent Guideline](#).
- Environmental Protection Authority's (EPA) [Statement of Environmental Principles, Factors and Objectives](#) and Environmental Factor Guidelines;
- EPA's [Technical Guidance – Subterranean Fauna Surveys for Environmental Impact Assessment](#).
- EPA's [Technical Guidance – Flora and Vegetation Surveys for Environmental Impact Assessment](#).
- EPA's [Technical Guidance – Terrestrial Vertebrate Fauna Surveys for Environmental Impact Assessment](#).
- EPA's [Rehabilitation of Terrestrial Ecosystems \(GS 6\)](#).
- Australian Government's [draft Onshore Wind Farm Guidance – Best practice approaches when seeking approval under the Australia's national environmental law \(May, 2024\)](#).
- WAPC's [Statement of Planning Policy 2.0 – Environment and Natural Resources Policy](#) (WAPC, 2003).
- WAPC's [draft Statement of Planning Policy 2.9 – Planning for Water](#) (WAPC, 2021) and [draft Statement of Planning Policy 2.9 Planning for Water Guidelines](#) (WAPC, 2021).

## 2.8 WF Element 7 – Natural Hazards

### Context

Wind farm development must consider the exposure and vulnerability of people, property and infrastructure to natural hazards including bushfire, flooding, coastal erosion and inundation, landslides and other land movements (karst), earthquakes and cyclones. Climate change may increase the frequency and severity of some hazards, and this must inform site selection, design and long-term resilience measures.

### Element Objective

**WF-E07.1 Wind farms** are sited, designed, constructed and operated to avoid or minimise risks to people, property and infrastructure arising from **natural hazards**.

### Performance outcome

#### Fire

**WF-PO7.1 Wind turbines and associated infrastructure** (excluding access tracks) are sited:

- a. Outside **bushfire prone areas** where possible; or
- b. Within **bushfire prone areas** where the pre-development radiant heat impact does not exceed Bushfire Attack Level (BAL)-29 (29kW/m<sup>2</sup>), as shown in pre-development BAL contour mapping; or
- c. where (a) or (b) cannot be achieved, with asset protection zones (i.e. low fire fuel areas) established around **wind turbines** and **associated infrastructure** to reduce the post-development radiant heat impact to BAL-29 or below, while avoiding or minimising native vegetation clearing and ensuring that any additional landscaping or **revegetation** does not contribute to an unacceptable fire risk.

**WF-PO7.2 Wind turbines and associated infrastructure** are spaced apart to:

- a. reduce the risk of fire spreading between components, considering radiant heat flux as a potential ignition source; and
- b. enable safe and effective aerial firefighting operations with a minimum separation of 300 metres between turbines.

**WF-PO7.3 Wind turbines and associated infrastructure** incorporate features that minimise ignition risk and support emergency response, including:

- a. fire and lightning detection, power disconnection, and independent shutdown systems that can operate independently of local communications during an emergency;
- b. non-combustible or fire-resistant materials in construction;
- c. aviation obstacle lighting;
- d. safe storage of hazardous, flammable and/or combustible materials consistent with *Planning for Bushfire Guidelines* (WAPC, 2024), specifically Bushfire Protection Criteria 7: Development - Commercial and industrial A2.4 Storage of hazardous, flammable and/or combustible materials.

### Acceptable Outcome

*Not applicable*  
– Performance Outcomes apply.

## Performance outcome

**WF-PO7.4 Wind farms** include vehicular access enabling efficient, safe and reliable emergency response and evacuation, consistent with the Planning for Bushfire Guidelines (WAPC, 2024). This includes:

- a. at least two ingress/egress points, preferably from two different public roads, and for each part of the **development site** where the site is divided by a public road(s).
- b. internal access tracks that:
  - i. have suitable gradients, vertical clearances and all-weather surfaces;
  - ii. provide a minimum four-metre trafficable width to each **turbine** and key infrastructure components such as substations and control offices;
  - iii. include passing bays at least every 600 metres, with a minimum size of 20 metres long and six metres wide; and
  - iv. provide adequate turn-around areas for emergency vehicle manoeuvring.

**WF-PO7.5 Wind farms** provide sufficient, accessible water supply and firefighting infrastructure. The number, size and locations of water tanks is to be determined in consultation with the Department of Fire and Emergency Services and local brigade, and include at a minimum:

- a. one 45,000-litre static water tank at each property entrance from a public road;
- b. one additional 45,000-litre static water tank within the **development site**;
- c. water tank fittings compliant with relevant *Planning for Bushfire Guidelines* (WAPC, 2024) standards; and
- d. a hardstand at each tank for emergency vehicles.

**WF-PO7.6 Wind farm** operations support emergency response by:

- a. maintaining firebreaks, **asset protection zones**, access tracks, water supply, hardstands and fire equipment; and
- b. enacting emergency procedures, such as **turbine** shutdown, blade repositioning, power disconnection, activation of obstacle lighting to support aerial firefighting, and facilitating emergency vehicle and water access.

**WF-PO7.7** Any new **habitable building** associated with the **wind farm**, located wholly or partly within a **bushfire prone area**, is sited, designed and constructed in accordance with State Planning Policy (SPP) 3.7 Bushfire (WAPC, 2024) and the Planning for Bushfire Guidelines (WAPC, 2024).

### Other Hazard Management

**WF-PO7.8 Wind farms** are sited, designed, constructed and operated to avoid or minimise risks associated with:

- a. coastal erosion and inundation, where within a **coastal zone**;
- b. flooding;
- c. cyclones and earthquakes (see *Element 1 - Safety*, **WF-AO1.2**); and
- d. landslides and other land movement (karst), avoiding slopes 15 per cent or greater as per SPP 3.4 Natural Hazards and Disasters (WAPC, 2006).

## Acceptable Outcome

*Not applicable*  
– Performance Outcomes apply.

## Plans and Reports to Accompany a Development Application

### BAL Contour Map

A BAL contour map showing radiant heat impact areas is required where wind farm infrastructure is wholly or partly in a bushfire prone area. The BAL contour map is to be prepared by an accredited Level 2 or 3 bushfire planning practitioner in accordance with the method, manner and form set out in Appendix A.3 of the Planning for Bushfire Guidelines (WAPC, 2024).

### Bushfire Management Plan (BMP)

Required where:

- a. wind farm infrastructure is wholly or partly in a bushfire prone area with a pre-development radiant heat impact exceeding BAL-29 as shown on the BAL contour map; or
- b. any **habitable building** associated with the wind farm is wholly or partly in a bushfire prone area.

Where relating to habitable buildings, the BMP should meet the requirements of SPP 3.7 Bushfire (WAPC, 2024), Planning for Bushfire Guidelines (WAPC, 2024) and the [Bushfire Management Plan \(BMP\) Manual](#) template.

### Coastal Hazard Risk Management and Adaptation Plan

Required where triggered by SPP 2.6 State Coastal Planning Policy (WAPC, 2006). Prepared in accordance with the Coastal Hazard Risk Management and Adaption Planning Guidelines (WAPC, 2019).

### Geotechnical Assessment

Required where turbines or associated infrastructure are proposed on land vulnerable to landslip (slopes greater than 15 per cent) or other geotechnical hazards (such as karst). The assessment must:

- a. detail geology and soil conditions;
- b. demonstrate suitability for development; and
- c. recommend minimum design and construction standards to mitigate risks.

Prepared by a suitably qualified geotechnical engineer in accordance with AS 1726:2017: Geotechnical Site Investigations.

## Plans and Reports Recommended as Conditions of Development Approval

### Emergency Management Plan (EMP)

An EMP may be required as a condition of development approval. It should identify the actions to be undertaken in the event of a natural hazard emergency (including structural incidents and bushfire) during the construction, operation and decommissioning phases of the wind farm.

The EMP should be prepared with input from relevant local stakeholders, including:

- a. Department of Fire and Emergency Services (DFES), including DFES Aerial Services;
- b. local bushfire and emergency response organisations; and
- c. host lot and non-host lot landowners and occupiers.

Where relating to bushfire, the EMP should be prepared generally in accordance with the Bushfire Emergency Plan Manual (WAPC, 2024).

## 2.9 WF Element 8 – Aviation

### Context

Wind turbines can pose hazards to aviation due to their height, potential conflict with aircraft operations, interference with radar systems and the creation of turbulence. Consideration must be given at all stages of a wind farm project to the safety, efficiency and operational integrity of airports, aerodromes, aircraft landing areas and other aviation operations and services, including agricultural spraying, aerial mustering, military aviation and emergency air services.

While wind turbines are generally conspicuous during daylight due to their scale, aviation lighting is the primary means of ensuring visibility at night or in low-visibility conditions, and must balance safety requirements with minimising amenity impacts.

### Element Objective

**WF-EO8.1 Wind farms** are sited, designed, constructed and operated to maintain the safety, efficiency and operational integrity of airports, **aerodromes, aircraft landing areas** and associated aviation operations and navigation, including low-flying aviation activities.

### Performance Outcome

**WF-PO8.1 Wind turbines and associated infrastructure** are sited, designed, constructed and operated to:

- a. avoid hazards or unacceptable risks to aircraft safety;
- b. avoid or minimise adverse impacts on the safety, efficiency or operational integrity of:
  - i. **airports, aerodromes and aircraft landing areas** and associated aviation operations and navigation; and
  - ii. low-flying aviation operations, including aerial agricultural activities (spraying and mustering), recreational aviation, military aviation, helicopter operations and emergency air services; and
- c. avoid or minimise adverse impacts on the development and operation of future aviation infrastructure identified in State and local planning frameworks.

**WF-PO8.2** Where aviation risks and impacts cannot be fully avoided, they are minimised through effective mitigation measures.

**WF PO8.3 Wind turbines** and associated infrastructure incorporate appropriate lighting and marking to address safety risks while minimising impacts.

### Acceptable Outcome

*Not applicable*  
– *Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Aviation Impact Assessment

An Aviation Impact Assessment should be prepared by a suitably qualified aviation consultant and include a comprehensive assessment of risks to aviation safety, efficiency and operational integrity, along with proposed mitigation and management strategies.

The Assessment should meet the requirements of:

- a. [National Airports Safeguarding Framework \(NASF\) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installation \(Wind Farms/ Wind Monitoring Towers\)](#).
- b. [CASA Advisory Circular AC 139.E-05v1.1 Obstacles \(including wind farms\) outside the vicinity of a CASA certified aerodrome](#).
- c. [Airservices Australia Aviation Impact Statement - Developments at and around airports](#), which includes specific requirements relating to wind farms.

### Impacts and Risks

An Aviation Impact Assessment must address (where relevant):

- a. Identify obstacle locations and heights both Above Ground Level and Australian Height Datum.
- b. Identify surrounding airports, aerodromes and aircraft landing areas, flight paths, airspace (Obstacle Limitation Surface, Procedures for Air Navigational Services – Aircraft Operations, Declared Defence Aviation Areas and any declared/prescribed airspace) and other relevant considerations.
- c. Consider future airports identified in State and local planning frameworks to ensure proposed/planned wind turbines do not impact the ability to deliver future aviation infrastructure requirements.
- d. Assess potential impacts and risks of the project on aviation activity, including navigation, radar, wake/turbulence and communications.
- e. Demonstrate consideration of cumulative impacts of other approved or operating wind farms in the vicinity.
- f. Assess impacts of wind turbines on low-flying activities conducted in the vicinity of the wind farm, such as aerial agricultural activities spraying, mustering, recreational aviation, military aviation, helicopter operations and emergency air services.

- g. Identify required aviation obstacle lighting, having regard to the defined air traffic routes, aircraft operating heights, approach/departure procedures, radar interference, communication systems and navigation aids.
- h. Consider crane use during construction.
- i. Detail operational procedures during bushfire events, for example, turbine shutdowns, blade positioning, lighting activation to minimise interference with aerial firefighting operations and activating lighting to increase visibility of turbines to pilots.
- j. Conduct a risk analysis in accordance with AS/NZS ISO 31000:2018 Risk Management – Guidelines.

### Consultation

While decision-makers will refer applications to the Civil Aviation Safety Authority (CASA), AirServices Australia and the Department of Defence, the Aviation Impact Assessment must demonstrate that the applicant has consulted with the following parties and appropriately addressed any concerns raised:

- a. nearby airport, aerodrome and aircraft landing area owners, operators and users;
- b. neighbouring non-host lot landowners;
- c. aircraft operators known to fly in the area (aerial spraying, mustering, recreational aviation and helicopter operators, and emergency air services including but not limited to DFES and the Royal Flying Doctor Service);
- d. Airservices Australia to determine if any aerodrome operating procedures may be affected by the project (prior to consulting with CASA) and whether any aeronautical communications, navigation or surveillance equipment may be affected;
- e. Department of Defence to determine whether any defence aerodromes and facilities, Declared Defence Aviation Area (DAA) – protected airspace, low flying military aviation activities or aeronautical communications, navigation or surveillance equipment may be affected;

### Plans and Reports to Accompany a Development Application

- f. CASA – regarding air safety and lighting/markings. Where CASA advises that a proposed wind turbine or other structure proposed in an application will be hazardous and poses an unacceptable risk to aircraft safety, it should not be supported by a decision-maker. Additionally, the Civil Aviation Safety Regulations 1998 require that a person proposing to construct or erect any object that extends to a height of 100 metres or more above local ground level must, as soon as practicable after forming the intention to construct or erect the proposed object or structure, give notice to CASA (see Civil Aviation Safety Regulations, Regulation 139.175).

#### *Marking and Lighting*

The Assessment should:

- a. outline lighting and marking recommendations in accordance with CASA and/or Department of Defence advice and National Airports Safeguarding Framework Guideline D;
- b. consider measures to minimise the impact on amenity such as radar-activated lighting (specific advice should be sought from CASA and/or the Department of Defence);
- c. consider the WAPC's Position Statement: Dark Sky and Astrotourism (WAPC, 2022);
- d. identify the proposed colour of turbines (usually white unless otherwise supported by CASA and the Department of Defence); and
- e. detail monitoring reporting and maintenance procedures for lighting outages, including CASA notification.

#### *Other Mitigation Measures*

The Assessment should also:

- a. provide as-constructed details of turbines and monitoring masts (including the specific location coordinates and heights AGL and in AHD) to Airservices Australia Vertical Obstacle Database so they are registered on the national database. Notification is to be of any tall structure's permanent obstacles, including wind turbines, meteorological masts or wind-monitoring towers, greater than 30 metres or more above ground level within 30 kilometres of an aerodrome; or 45 metres or above ground level elsewhere;
- b. detail marking of overhead transmission lines consistent with Australian Standard AS 3891.1 Air Navigation (with visual identification tools such as marker balls) and in consultation with the transmission network provider.

Where mitigation requires changes to aerodrome procedures, these must be resolved before an application is determined.

### Plans and Reports Recommended as Conditions of Development Approval

#### **Operational Management Plan**

The Plan is to detail operational and aviation impact mitigation measures identified in the approved and updated (where relevant) Aviation Impact Assessment or recommended by CASA or the Department of Defence. It must also include procedures for responding to any unanticipated impacts identified post-construction or through complaints.

The plan must be publicly available on the wind farm operator's website for the life of the wind farm.

## 2.10 WF Element 9 – Electromagnetic Interference

### Context

Wind turbines can interfere with or degrade microwave, television, radar and radio transmissions through electromagnetic interference (EMI). This may be caused an electric and magnetic (electromagnetic) field forming around the wind turbine or where radiocommunications are obstructed by the physical structure of the turbine. Services that can be impacted include emergency services, aviation, television and radio broadcasting, internet, weather monitoring and mobile networks.

### Element Objective

**WF-EO9.1 Wind farms** are sited, designed and operated to avoid or minimise **EMI**, ensuring the ongoing reliability and functionality of essential services, including communications, radar, weather monitoring, television and radio broadcasting and radio astronomy.

### Performance Outcome

**WF-PO9.1 Wind farms** are sited, designed and operated to avoid EMI wherever practicable, ensuring reliable and functional essential services consistent with regulatory and operational requirements, ensuring continuity for civilian, government and commercial systems.

**WF-PO9.2** Where **EMI** to essential services cannot be fully avoided, it is minimised through effective mitigation measures, including adjusting wind turbine siting and design, or implementing technical solutions (for example, filters or signal boosters) to maintain service performance.

### Acceptable Outcome

*Not applicable – Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Electromagnetic Interference Assessment

An EMI Assessment is to be prepared by a suitably qualified engineer or specialist with demonstrated expertise.

The Assessment is required to:

- a. Assess potential impacts on services, including (but not limited to) point-to-point microwave links, aviation, defence and meteorological radar and communications, emergency service communications, utility communications, mobile voice-based communications, wireless and satellite internet, broadcast and digital radio, digital and satellite television, trigonometry stations, GPS, observatories and radio astronomy.<sup>4</sup>
- b. Engage with key stakeholders<sup>5</sup> (as listed in Appendix 3, but not limited to) and document:
  - i. statutory or operating requirements of stakeholders that may require consideration; and
  - ii. evidence of stakeholder input into and/or review of the EMI Assessment, including confirmation that any identified impacts are acceptable or that proposed avoidance or mitigation measures are supported.
- c. Demonstrate the consideration of the National Airports Safeguarding Framework Guideline G: Protecting Aviation Facilities – Communication, Navigation and Surveillance (Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts) where applicable.
- d. Demonstrate consideration of any requirements for Radio Quiet Zones regulated by the Australian Communications and Media Authority and Department of Local Government, Industry Regulation and Safety, including relevant local planning scheme provisions.
- e. Assess and describe the magnitude, risks and implications of identified impacts on affected facilities and services.
- f. Describe avoidance and mitigation measures ensuring achievement of **WF-PO9.1** and **WF-PO9.2**, including any ongoing mitigation required during wind farm operation.
- g. Outline the implementation program for mitigation measures and how this will be communicated to affected stakeholders and the community.
- h. Describe how post-construction signal strength testing will be used to verify predicted impacts on television, radio and mobile phone coverage, and how any unanticipated impacts will be addressed through additional or revised mitigation measures.

<sup>4</sup> The assessment should consider the worst-case scenario where wind turbine envelopes are being considered.

<sup>5</sup> Some stakeholders may require detailed technical information and several months to provide input prior to the lodgement of the development application.

## Plans and Reports Recommended as Conditions of Development Approval

### Signal Strength (Television, Radio and Mobile Phone) Testing Report

A Signal Strength Testing Report may be required to record pre-and post-operation signal strength and quality. The report must demonstrate either:

- a. no EMI impacts on television, radio or mobile coverage, or
- b. where impacts occur, that they are consistent with the EMI Assessment and addressed through mitigation.

Where unacceptable impacts are identified that were not anticipated in the EMI Assessment, the wind farm operator may be required to:

- a. prepare an addendum to the EMI Assessment identifying the cause and extent of the impact; and
- b. update the Operational Management Plan to include additional or revised mitigation measures and implementation programs.

### Operational Management Plan

The Plan is to detail EMI mitigation measures identified in the approved (and updated) EMI Assessment, as well as procedures for responding to unanticipated EMI impacts identified through testing or community complaints.

The Plan is to be made publicly available on the wind farm operator's website for the life of the wind farm.

## 2.11 WF Element 10 – Transport

### Context

The transportation of wind farm components, construction materials and workforce personnel must be efficiently managed and coordinated to protect Western Australia's transport network. This includes the movement of large and heavy components such as turbine blades, towers and nacelles, as well as construction materials, waste and workforce transit. Careful planning and management of transport routes and vehicle movements helps minimise disruption, maintain community safety and preserve the function of local and regional transport infrastructure.

This element principally applies to the construction and operational phases of wind farm development. Transport impacts during decommissioning are addressed in Element 12 – Decommissioning.

### Element Objective

**WF-EO10.1** The movement of people, materials and equipment associated with a **wind farm** is managed to:

- a. minimise disruption to transport networks and ensure their safe and efficient operation; and
- b. avoid and minimise adverse impacts on property, infrastructure and vegetation.

### Performance Outcome

**WF-PO10.1** Transport routes for oversize overmass (OSOM) vehicle movements are selected, and vehicle movements are scheduled to:

- a. maintain road and rail user safety;
- b. avoid unreasonable disruption to local and regional transport networks;
- c. avoid or minimise the need for:
  - i. modifications to road and rail infrastructure, and utility services;
  - ii. vegetation clearing; and
  - iii. adverse impacts on adjoining properties.

**WF-PO10.2** Workforce vehicular access points are sited to minimise disruption to local and regional transport networks.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Transport Impact Assessment

An Assessment should be prepared in accordance with the [Transport Impact Assessment Guidelines](#) (WAPC, 2016) and include:

- a. Port-to-project transport routes for OSOM movements, supported by a Route Survey consistent with Main Roads Western Australia (MRWA)'s [Oversize Vehicle Route Survey – Audit Regime](#). The assessment should demonstrate safe accommodation of vehicles, considering road widths, roadside impediments, swept path analysis and height clearances.
- b. Identification of required permanent and temporary modifications to road and rail infrastructure to facilitate transport movements, including estimated costs. Contributions may be required consistent with SPP 3.6 Infrastructure Contributions (WAPC, 2021) as part of any development approval without the need for a Development Contribution Plan.
- c. Forecast workforce and OSOM movements during construction and operational phases.
- d. Assessment of transport movement impacts, including:
  - i. the operation of the road network, particularly intersections (supported by SIDRA analysis where required);
  - ii. operation of the rail network where rail crossings are proposed;
  - iii. impacts on adjoining properties and associated land uses, buildings, infrastructure (including utility services) and vegetation, including responsibilities for mitigating impacts; and
  - iv. utility services within the road reserve (for example, overhead utilities), including any required relocation or protection.
- e. An engagement summary documenting consultation with MRWA, local governments, port and rail operators and other relevant authorities.

## Plans and Reports Recommended as Conditions of Development Approval

### Construction Traffic Management Plan

The Plan should outline how construction-related transport activities will be managed to minimise impacts on the transport network, local communities and the environment. It should include:

- a. Final port-to-site routes for required OSOM movements, supported by route assessments and approvals from relevant authorities.
- b. Management of temporary and permanent road infrastructure modifications, including changes to intersections, bridges, road widening, service relocation, signage and lighting.
- c. Vegetation clearing requirements associated with transport access, including required clearing permits.
- d. Procedures for managing disruptions to utility services, including notification protocols and coordination with service providers.
- e. Coordination of OSOM<sup>6</sup> and workforce vehicle movements to avoid peak periods (for example, holidays, school terms, local events) and to manage cumulative impacts where multiple renewable energy projects use shared corridors.
- f. Management plans for safety, noise, dust and public notification.
- g. Rectification and restoration of the road network and other affected infrastructure following construction, including the developer's responsibilities for repairs and reinstatement works.
- h. An engagement summary documenting consultation with MRWA, local governments, port and rail operators and other relevant authorities.

### Pre- and Post-Construction Road Pavement Survey

A road pavement survey may be required before and after construction to assess any damage from OSOM and heavy vehicle use. This may form a condition of development approval to ensure necessary road repairs are addressed by the developer.

### Railway Safety Management Plan

Where OSOM rail crossings are proposed, a Railway Safety Management Plan should be prepared by a suitably qualified consultant, in consultation with the rail infrastructure owner and rail service operator.

<sup>6</sup> MRWA approval is required for the use of Restricted Access Vehicles and the transport of OSOM loads. An OSOM Transport Management Plan, prepared in accordance with MRWA's [Guidelines for Preparing an Oversize Overmass Transport Management Plan](#), must be submitted and accepted by MRWA prior to any OSOM movements. Early engagement with MRWA is strongly recommended to support timely assessment and coordination.

## 2.12 WF Element 11 – Construction

### Context

Wind farm construction requires extensive site preparation and logistical activities that can affect the environment, local amenity and services. Activities typically include transporting components and construction materials, constructing access tracks, establishing laydown areas, and installing turbines, foundations and supporting infrastructure such as transmission lines, battery storage and worker facilities.

Significant resources, including water and gravel, are required for turbine foundations and roadworks. Construction may place pressure on local supplies, infrastructure and services, and must therefore be carefully managed to minimise disruption, ensure safety and protect the environment.

### Element Objective

**WF-EO11.1** Wind farms are constructed to:

- a. avoid or minimise adverse impacts on the environment, amenity and safety;
- b. maintain sustainable use and management of local resources and infrastructure; and
- c. maintain safe and efficient movement of people, materials and equipment.

### Performance Outcome

**WF-PO11.1** The construction phase of **wind farms** is managed to avoid or minimise adverse environmental impacts, including effects on **flora, fauna**, water, land, air quality and noise.

**WF-PO11.2** Land disturbed during construction must be **rehabilitated** post-construction.

**WF-PO11.3** Construction activities are planned and executed to maintain site safety and minimise risks to workers and the public, including risks associated with equipment use and, where relevant, aviation interactions.

**WF-PO11.4** Use of local resources and infrastructure, including water, gravel and waste disposal facilities, is sustainable and does not place undue strain on local supply or services.

**WF-PO11.5** Waste generation is avoided or minimised and, where waste is generated, it is reused or recycled where possible and disposed of responsibly in accordance with best practice.

**WF-PO11.6** Vehicular movement of **wind farm** components, construction materials and workforce personnel is coordinated to minimise disruption to transport networks and ensure their safe and efficient operation.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Construction Management Plan

A Construction Management Plan should be prepared to ensure construction activities are well managed and impacts are avoided or minimised.

The plan must:

- include a program of works;
- describe measures to manage potential adverse impacts;
- detail how disturbed land will be rehabilitated; and
- address the matters outlined below (where applicable), along with any other relevant matters identified through assessment or arising from other elements of the Code.

#### *Safety and emergency management*

- a. Safety and site hygiene management
- b. Natural hazard management, including fire and emergency management
- c. Fuel and chemical storage and handling
- d. Unexploded ordnance
- e. Aviation impacts and management

### *Environmental Management*

- a. Biosecurity, weed and pest management
- b. Dust, noise and vibration management
- c. Site contamination and remediation
- d. Flora and fauna protection and management
- e. Site stabilisation and revegetation of disturbed areas post-construction
- f. Drainage, erosion and sediment control
- g. Dewatering and acid sulphate soil management

### *Resource management and services*

- a. Waste management
- b. Wastewater management, including treatment and disposal
- c. Water and basic raw material supply (for example, gravel for foundations)

### Transport

- a. Transport impacts associated with construction are addressed in Element 10 – Transport.

## Plans and Reports Recommended as Conditions of Development Approval

Not applicable.

## 2.13 WF Element 12 – Decommissioning and Rehabilitation

### Context

Wind turbines typically operate for 20 to 25 years. At the end of their operational life, they may be decommissioned or repowered to extend operation or increase generation capacity.

Decommissioning involves dismantling and removing turbines and other above-ground infrastructure, and disconnecting from the electricity grid where applicable. Below-ground infrastructure, such as foundations, cabling and conduits, may also be required to be removed. However, in some circumstances removal may not be necessary if the infrastructure does not interfere with the future use of the land (for example, grazing of the State's rangeland farming areas). Access tracks may also be retained where they support ongoing or future land uses.

Proponents are expected to have appropriate financial arrangements (for example, bank guarantees or bonds) in place with host-lot owners to meet their decommissioning obligations and ensure that infrastructure is responsibly removed or managed at the end of its operational life.

### Element Objective

**WF-EO12.1 Wind farms** are **decommissioned** upon ceasing operation to:

- a. avoid or minimise adverse impacts on the environment, amenity and safety;
- b. facilitate sustainable waste management; and
- c. maintain safe and efficient movement of people, materials and equipment.

**WF-EO12.2 Wind farm** host lots are rehabilitated upon **decommissioning** to their pre-development state or to a condition compatible with their intended ongoing or future land use.

### Performance Outcome

**WF-PO12.1 Wind farms** are decommissioned and rehabilitated within 18 months of ceasing operation.

**WF-PO12.2 Wind farms** are decommissioned by removing:

- a. above-ground infrastructure, unless retention is agreed with the landowner for repurposing (for example, access tracks); and
- b. below-ground infrastructure to the extent necessary to support future land uses.

**WFPO-12.3** Land disturbed as a result of the wind farm and its **decommissioning** is **rehabilitated** to an acceptable condition that supports future land uses, in consultation with the **host-lot** owner.

**WF-PO12.4 Wind farms** are **decommissioned** to avoid or minimise adverse environmental impacts, including effects on **flora, fauna**, water, land, air quality and noise.

**WF-PO12.5 Decommissioning** activities are planned and executed to maintain site safety and minimise risks to workers and the public, including risks associated with equipment use and, where relevant, aviation interactions.

**WF-PO12.6** Waste generation is minimised through reuse and recycling consistent with best practice and all waste is disposed of at licensed facilities with confirmed capacity.

**WF-PO12.7** Vehicular movement of **wind farm** components, materials and workforce personnel is coordinated to minimise disruption to transport networks and ensure their safe and efficient operation.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Preliminary Decommissioning and Rehabilitation Management Plan

This Plan should accompany the development application and:

- a. confirm the operator's commitment to decommissioning and rehabilitation;
- b. provide a high-level scope of decommissioning and rehabilitation works;
- c. outline consultation undertaken with the host-lot owner, including agreement on the scope of works and financial arrangements; and
- d. detail proposed consultation with adjoining landowners, the community, local government and relevant government agencies.

## Plans and Reports Recommended as Conditions of Development Approval

### Detailed Decommissioning and Rehabilitation Plan

A Plan should be prepared prior to the end of the wind farm's operational life – generally at least six months in advance – unless otherwise agreed with the decision-maker. The Plan must be approved before decommissioning commences.

Where repowering is proposed and the replacement turbines and associated infrastructure are not like-for-like, a new development application may be required.

Where partial repowering is proposed, the Plan must clearly identify turbines to be decommissioned and specify the scope, staging and rehabilitation measures.

Decommissioning and rehabilitation works should be completed within 18 months of the turbines ceasing operation.

The Plan must describe the scope and staging of decommissioning and rehabilitation works, and address the following matters, along with any other matters arising through assessment or from other elements of the Code:

#### *Safety and emergency management*

- a. Safety and site hygiene management
- b. Natural hazard management, including fire and emergency management
- c. Fuel and chemical storage, handling and disposal
- d. Aviation impacts and management

#### *Environmental management*

- a. Biosecurity, weed and pest management
- b. Dust, noise and vibration management
- c. Site contamination and remediation
- d. Vegetation retention, rehabilitation and associated monitoring
- e. Flora and fauna protection and management
- f. Drainage, erosion and sediment control
- g. Wastewater management

#### *Waste Management*

- a. Identification of waste types and volumes, including:
  - i. confirmation that all waste will be removed from the site;
  - ii. outline how waste will be reused, recycled or disposed of in approved and licensed waste management facilities; and
  - iii. identify the licensed waste management facility or facilities proposed to be used and confirm their capacity to accommodate the waste.

## Plans and Reports Recommended as Conditions of Development Approval

### *Transport*

- a. Transport impacts associated with decommissioning must be addressed in accordance with the requirements of Element 10 – Transport, adapted for the decommissioning phase.
- b. A Decommissioning Traffic Management Plan is to be prepared and include:
  - i. identification of haulage routes and OSOM vehicle movements, conducted safely and in a manner that minimises adverse impacts on the transport network, consistent with MRWA's Movement of High Risk OSOM Vehicles Policy;
  - ii. coordination of vehicle movements to avoid peak traffic periods and cumulative impacts where multiple renewable energy projects affect shared corridors;
  - iii. dilapidation surveys and arrangements for repairing any road damage caused by heavy vehicles; and
  - iv. engagement with MRWA, local governments and relevant authorities to confirm routes and obtain necessary approvals.

### *Consultation and Landowner Agreements*

- a. Outline consultation undertaken and agreements in place with the host-lot owner regarding the scope of works, including decisions on infrastructure removal or retention to support future land uses.
- b. Outline financial arrangements to fund decommissioning and rehabilitation, including guarantees or security arrangements to ensure responsibilities are met in the event of operator insolvency.<sup>7</sup>
- c. Outline consultation undertaken or proposed with adjoining landowners, the community, local government and relevant government agencies and authorities.

<sup>7</sup> Development approvals and associated decommissioning responsibilities run with the land. If the wind farm operator becomes insolvent, these responsibilities transfer to the landowner. Landowners should therefore secure appropriate guarantees to avoid being burdened with decommissioning and rehabilitation obligations.

# Appendices

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## Appendix 1 – Definitions

*The terms defined in the Code apply to all grammatical forms of the word.*

**Aerodrome** – means an area of land or water (including any buildings, installations and equipment) intended for use wholly or partly for the arrival, departure or movement of aircraft and is certified as an aerodrome under the regulations made under the *Civil Aviation Act 1988* (Cth).

**Aircraft landing area** – means an area of ground intended for use for the conduct of take-off and landing and associated aircraft operations for private, aerial work or charter activities.

**Airport** – means an aerodrome with significant facilities. This includes:

- Federally leased airports regulated by the *Airports Act 1996*.
- a certified **aerodrome** available for use in regular public transport operations (i.e. commercial fee-paying passengers) and may include contiguous land for aviation-related infrastructure/activities.
- defence airfields under the *Defence Act 1903* and joint-user airports under control of the Department of Defence where an arrangement under section 20 of the *Civil Aviation Act 1988* (Cth) is in force.
- land zoned/reserved for the purpose in the scheme.

**Asset Protection Zone** – means a managed buffer zone located between a bush fire hazard and a building or piece of infrastructure used to reduce bushfire risk by strategically controlling vegetation and limiting plant flammability within the zone.

**Associated infrastructure** – means the permanent and temporary buildings, structures and other infrastructure associated with energy infrastructure, including meteorological masts, habitable buildings (such as control or office buildings), storage buildings, fuel storage tanks, mobile concrete batching plants, internal access tracks, fencing, firefighting equipment, gates and signage.

**Battery energy storage system** – means the use of premises for the operation of one or more battery storage devices that:

- a. convert electricity into stored energy; and
- b. release stored energy as electricity; and

includes any equipment necessary for the operation of the plant.

**Bushfire prone area** – means an area designated by the Fire and Emergency Services Commissioner under section 18P of the *Fire and Emergency Services Act 1998* as being subject, or likely to be subject, to bushfires. Refer to Department of Fire and Emergency Services [Bushfire Prone Area map](#).

**Coastal zone** – means those areas of water and land that may be influenced by coastal processes.

**Conservation areas** – has the meaning given in the *Environmental Protection Act 1986*.

**Dam** – means any artificial structure, barrier or levee, whether temporary or permanent, which does or could impound, divert or control water, silt, debris or liquid borne materials, together with its appurtenant (associated) works.

**Decommission** – means the removal of buildings, structures and infrastructure associated with a land use once it fully or partially ceases operation.

**Development site** – means that part of a lot(s) on which a building or structure that is the subject of the development stands or is to be constructed.

**Ecological community** – has the meaning given in the *Biodiversity Conservation Act 2016*.

**Electromagnetic interference** – means the effect of disturbing or degrading communications and monitoring signals currently in operation and transmitted via microwave, very high frequency and ultra-frequency systems resulting from siting and operation of energy infrastructure and other structures.

**Energy infrastructure** – means renewable energy facilities, transmission systems and battery energy storage systems.

**Fauna** – has the meaning given under the *Biodiversity Conservation Act 2016*.

**Flora** – has the meaning given under the *Biodiversity Conservation Act 2016*.

**Ground clearance** – means the vertical distance from the ground level at the base of a wind turbine to the tip of its blade when it is in its lowermost position (see Figure 2).

**Ground level** – means the finished ground level resulting from the development.

Habitable building – has the meaning given under State Planning Policy 3.7 Bushfire (WAPC, 2024).

**Host lot** – means the lot or lots on which the development is proposed or located and includes all land within the development application or approval area.

**Land degradation** – has the meaning given under the *Soil and Land Conservation Act 1945*.

**Landforms** – has the meaning given under the Environmental Protection Authority’s Environmental Factor Guideline – Landforms as follows: The distinctive, recognisable physical features of the earth’s surface having a characteristic shape produced by natural processes. A landform is defined by the combination of its geology (composition) and morphology (form).

**Landscape** – means the cumulative expression of natural and cultural features, patterns and processes in a geographical area, including human perceptions and associations with visual landscape incorporating appearance and the type of views provided.<sup>8</sup>

**Maximum blade chord length** – means the widest point of a wind turbine blade cross-section, measured from the trailing edge to the leading edge of the blade (refer Figure 6).

**Micro-siting** – means the movement of wind turbines by small distances within the wind turbine envelope during the detailed design or construction stages of a development.

**Migratory species** – has the meaning given in the *Environment Protection and Biodiversity Conservation Act 1999* (Cth).

**Native vegetation** – has the meaning given in the *Environmental Protection Act 1986*.

**Natural hazards** – means processes or phenomena that have the potential to cause significant adverse impacts to people, property and infrastructure associated with fires, floods, coastal erosion and inundation, landslides, other land movements (karst), earthquakes and cyclones.

**Noise impact area** – means an area of land in the vicinity of a noise-generating land use that is either currently or projected in the future to be affected by an unreasonable noise impact from that land use as identified through a Noise Impact Assessment.

**Noise-sensitive land use** – means a land use or development occupied or designed for occupation or use for residential purposes (including dwellings, residential buildings or short-stay accommodation), caravan park, camping ground, educational establishment, child care premises, hospital, nursing home, corrective institution or place of worship.

**Non-host lot** – means any lot adjoining or in proximity to a host lot that may be impacted by the development or land use.

**Predicted actual shadow flicker modelling** – means a modelling approach for wind turbines that estimates realistic **shadow flicker** at a specific location by accounting for meteorological conditions (such as cloud cover), turbine operations and mitigation measures, such as curtailment and shutdown, with the aim of providing a more realistic forecast of shadow flicker under typical operating conditions.

**Public drinking water source area** – means underground water pollution control areas, catchment areas and water reserves that are constituted under the *Metropolitan Water Supply, Sewerage, and Drainage Act 1909* or the *Country Areas Water Supply Act 1947*.

**Rehabilitation** – means a process where disturbed land is returned to a stable, productive and self-sustaining condition, taking future land use into account.

**Renewable energy facility/facilities** – means premises and structures used to generate electricity from a **renewable source/s**. It does not include renewable energy electricity generation where the electricity produced principally supplies and is incidental to an associated domestic, business or community related premises.

**Renewable sources** – has the meaning given in the *Electricity Corporations Act 2005*.

**Repowering** – means the replacement or substantial upgrade of one or more existing **wind turbines** or **associated infrastructure** to extend the facility’s operating life or improve its generating capacity.

**Revegetation** – means returning vegetation (indigenous or otherwise) to an area.

**Rotor swept path** – means the circular area surrounding the nacelle within which the blades rotate (see **Figure 7**). **Sensitive water resources** – means areas in which development has the potential to affect water-dependent ecosystems, natural waterways and estuaries, **wetlands** and selected coastal inlets and embayment that have been recognised at either the state or national level as having high ecological, social, cultural and/or economic values and are sensitive to contamination associated with land use and development. They include:

- a) estuary catchments on the Swan and Scott Coastal Plains;
- b) land that drains to and is within two kilometres of Irwin Inlet, Wilson Inlet, Torbay Inlet, Manarup Lagoon, Lake Powell, Princess Royal Harbour and Oyster Harbour;
- c) land that drains to and is within two kilometres of the estuarine areas of the following: Dampier Creek (Broome), Hill River, Irwin River (Mid West), Margaret River (South West), Murchison River, Hardy Inlet, Chapman River, Walpole-Nornalup Inlet, Wellstead Estuary and Greenough River;
- d) land that drains to and is within two kilometres of the following coastal embayments: Cockburn Sound, Coral Bay, Cowaramup Bay, Flinders Bay, Geographe Bay, Jurien Bay, Koombana Bay, Mangles Bay, Peaceful Bay, Roebuck Bay, Shark Bay (south of the northern tip of Peron Peninsula) and Warnbro Sound;
- e) land that drains to and is within one kilometre of other estuarine areas, except for portions approved by government for uses such as ports;
- f) within one kilometre up groundwater gradient and 250 metres down groundwater gradient of a **significant wetland**; or where the groundwater gradient is unknown or seasonably variable within one kilometre of the **significant wetland**;

<sup>8</sup> Best Practice Note Landscape Assessment and Sustainable Management 10.1, NZ Institute of Landscape Architects 2017)

- g) habitats of specially protected water-dependent **fauna** and the area within one kilometre of groundwater-dependent **threatened ecological communities** and groundwater-dependent priority **ecological communities**; and
- h) wild rivers catchments.

Site-specific assessments undertaken during the planning process may identify additional significant **water resources**.

The sensitive **water resource** area boundaries are identified on the policy map of Sensitive Water Resource Areas and may be refined through higher resolution mapping in accordance with the definition provided above.

**Shadow flicker** – means the recurrent flickering effect caused when rotating wind turbine blades cast shadows across the ground or nearby buildings, creating alternating patterns on light and shade.

**Significant landscape** – means a **landscape** area or feature that holds special importance or value, formally recognised in international, national or state legislation or policy and which warrants consideration in planning and development decisions. May include World Heritage areas, national and state parks.

**Significant view** – means a public view that holds special importance or value for its visual qualities or economic or cultural significance, formally recognised in international, national or state legislation or policy which warrants consideration in planning and development decisions. May include views from iconic scenic or tourist routes, trails and lookouts.

**Significant wetland** – means Ramsar wetlands and those listed in the Australian Government’s Directory of Important Wetlands in Australia; wetlands categorised as Conservation Category in the Department of Biodiversity, Conservation and Attractions’ Swan Coastal Plain wetlands dataset, wetlands listed in the South Coast Significant Wetlands dataset, other endorsed wetland datasets and other wetlands that have been identified for protection during the land planning process.

**Single house** – has the meaning given in the Planning and Development (Local Planning Schemes) Regulations 2015.

**Solar farm** – means a **renewable energy facility** that uses solar energy to generate electricity and includes ground-mounted photovoltaic and thermal technology and any **associated infrastructure**.

**Theoretical shadow flicker modelling** – means a modelling approach used to determine the maximum theoretical extent and duration of shadow flicker at a specific location. It is based on geometric simulation that accounts for the sun’s path, topographic variation and the wind turbine specifications such as blade chord length and hub height.

**Threatened ecological community** – has the meaning given in the *Biodiversity Conservation Act 2016* and the *Environmental Protection and Biodiversity Conservation Act 1999* (Cth).

**Threatened species** – has the meaning given in the *Biodiversity Conservation Act 2016* and the *Environmental Protection and Biodiversity Conservation Act 1999* (Cth).

**Transmission system** – has the meaning given in the *Electricity Industry Act 2004*.

**Turbine curtailment** – means the intentional reduction or stopping of blade rotation to avoid or minimise an impact, such as noise, shadow flicker, the risk to wildlife.

**Unreasonable noise impact** – means a level of noise impact that exceeds the lowest assigned level permitted for a “Noise sensitive premises: highly sensitive area” in Table 1 of the Environmental Protection (Noise) Regulations 1997.

**Visually sensitive land use** – means a land use where people live or regularly spend extended periods of time, including residential dwellings, short-stay accommodation, schools, hospitals, recreation areas and generally excludes commercial or industrial premises.

**Water resources** – means watercourses, **waterways** and their estuaries, inlets and floodplains, **wetlands**, groundwater, surface water, stormwater and drainage. A water resource includes all aspects of the water resource, including water, organisms and other components and ecosystems that contribute to the physical condition and ecological health of the water resource.

**Waterway** – means any river, creek, stream or brook, including its foreshore area or reserve, floodplain, estuary and inlet. This includes systems that flow permanently, for part of the year or occasionally; and parts of the waterway that have been artificially modified.

**Wetland** – means an area of seasonally, intermittently or permanently waterlogged or inundated land, whether natural or otherwise, and includes a lake, swamp, marsh, spring.

**Wind farm** – means a renewable energy facility that uses wind energy to generate electricity and includes wind turbines and any **associated infrastructure**.

**Wind turbine** – means a structure that incorporates a machine designed to convert wind energy into electricity and comprises a foundation, tower, nacelle and rotor. It does not include a wind mill, which uses wind energy to generate mechanical energy.

**Wind turbine envelope** – means a defined area of land measured from the centre of an indicative wind turbine location within which a wind turbine and its foundation may be sited.

## Appendix 2 – Material to Accompany a Development Application

Clause 1.5.1 of the Code requires the following information to accompany an application for development approval for **energy infrastructure**.

### All Energy Infrastructure

1. Outcomes from any pre-lodgement community and stakeholder engagement undertaken including:
  - a. Details of pre-lodgement engagement activities undertaken.
  - b. Summary of information, plans and images shared.
  - c. Feedback received, including key issues raised.
  - d. Explanation of how feedback was considered or addressed.
2. Confirmation of servicing availability (such as water, power, waste) for any proposed **habitable buildings**.
3. Details of the proposed **transmission system** and transmission line route to connect the **renewable energy facility** and/or **battery energy storage system** to the state's electricity grid and the status of the connection approval where relevant.

### Wind Farms

#### Site Plan Details

1. A plan showing:
  - a. Location and GPS coordinates for each **wind turbine** (where individual siting is confirmed), or GPS-defined boundaries of **wind turbine envelopes**.
  - b. Setbacks of **wind turbines** and **wind turbine envelopes** from **non-host lot** boundaries and reserves.
2. A plan showing the location, design and depth of **wind turbine foundations**, electricity cabling and other underground infrastructure.
3. A plan showing the location of any **associated infrastructure**.

### Wind Turbine Specifications

1. Total number and characteristics of the **wind turbines**, including:
  - a. **hub height**;
  - b. **blade length** and **rotor diameter**;
  - c. **maximum blade chord**;
  - d. **blade tip height**;
  - e. **ground clearance**;
  - f. **rotor swept path**;
  - g. colours, materials and finishes;
  - h. noise-generation characteristics;
  - i. aviation safety lighting; and
  - j. transformer locations (near to or inside the tower).

### Reports and Plans

1. Noise Impact Assessment
2. Single House Development Potential Impact Assessment (where relevant)
3. Landscape and Visual Impact Assessment
4. Shadow Flicker Assessment (where relevant)
5. Environment Report
6. Bird and Bat Management Plan
7. Water Management Report
8. Bushfire Attack Level (BAL) Contour Map
9. Bushfire Management Plan
10. Coastal Hazard Risk Management and Adaptation Plan (where relevant)
11. Geotechnical Assessment (where relevant)
12. Aviation Impact Assessment
13. Electromagnetic Interference Assessment
14. Transport Impact Assessment
15. Construction and Environmental Management Plan
16. Preliminary Decommissioning and Rehabilitation Management Plan

*Note: Information required in the above reports and plans is detailed in Part Two – Wind Farms*

## Appendix 3 – Preliminary Engagement – Community and Stakeholders

Proponents of energy infrastructure are encouraged to undertake preliminary engagement with communities, stakeholders and relevant public and statutory authorities prior to lodging a development application. Early engagement helps identify potential issues, build understanding and support, and inform project design and assessment.

Engagement should include, as relevant:

- a. Adjacent and nearby landowners and occupiers, particularly those with noise-sensitive or visually sensitive land uses likely to be affected;
- b. Local governments of the host district and any adjoining districts;
- c. Local communities and community groups, including Aboriginal communities, resident groups and business associations;
- d. The Department of Energy and Economic Diversification and electricity network operators where connection to the electricity network is proposed;
- e. Public and statutory authorities, especially those responsible for issuing other approvals), and any other key stakeholders.

Proponents should seek advice from local governments on:

- relevant stakeholders and community groups to be engaged; and
- appropriate engagement methods tailored to local community needs and expectations.

The following tables identify relevant public and statutory authorities, along with other key stakeholders, that proponents should consult for different types of energy infrastructure.

*Note: Tables for other types of energy infrastructure will be added as the Code is expanded.*

### Wind Farms:

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 – Single House Devt Potential	4 - Landscape	5 – Shadow Flicker	6 – Natural Environment	7 – Natural Hazards	8 - Aviation	9 – Electromagnetic Interference	10 - Transport	11 - Construction	12 – Decommissioning
<b>State Government:</b>												
Department of Biodiversity, Conservation and Attractions	X			X		X						
Department of Fire and Emergency Services	X <sup>1</sup>						X <sup>1</sup>	X <sup>1</sup>	X <sup>1</sup>			
Department of Local Government, Industry Regulation and Safety	X								X			
Department of Planning, Lands and Heritage							X <sup>2</sup>					
Department of Primary Industries and Regional Development						X	X				X	
Department of Transport and Major Infrastructure							X <sup>2</sup>			X		
Department of Water and Environmental Regulation		X				X	X				X	

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
Environmental Protection Authority						X						
Main Roads Western Australia									X			
Public Transport Authority									X			
<b>Australian Government:</b>												
AirServices Australia							X	X				
Australian Communications and Media Authority								X				
Bureau of Meteorology								X				
Civil Aviation Safety Authority							X					
Commonwealth Scientific and Industrial Research Organisation								X <sup>3</sup>				
Department of Climate Change, Energy, the Environment and Water						X						

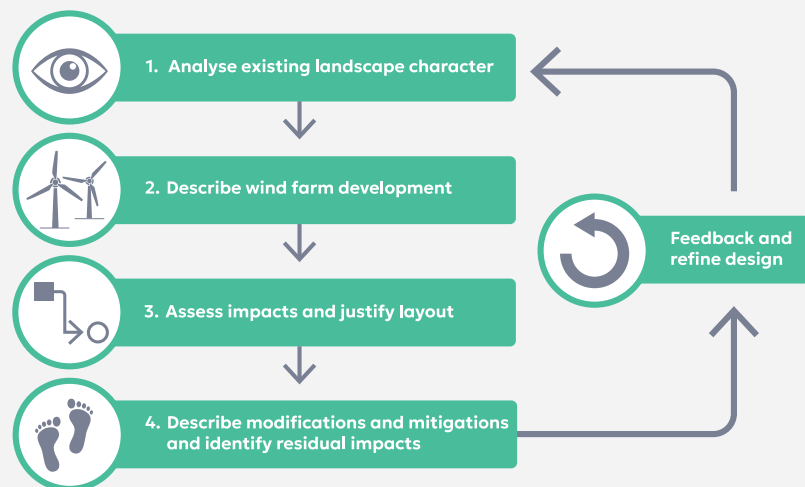
Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
Department of Defence								X	X			
Dept of Industry, Science and Resources									X <sup>3</sup>			
<b>Other Key Stakeholders:</b>												
Aircraft Operators								X	X			
Airport / aerodrome owners / operators and users								X	X			
Astronomical observatories									X <sup>4</sup>			
Australian Rail Track Corporation										X		
Local fire and emergency services brigades and emergency management groups								X	X	X		
Port authorities										X		
Royal Flying Doctor Service								X	X			

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 – Single House Devt Potential	4 - Landscape	5 – Shadow Flicker	6 – Natural Environment	7 – Natural Hazards	8 - Aviation	9 – Electromagnetic Interference	10 - Transport	11 - Construction	12 – Decommissioning
Telecommunications providers									X			
Tourism and heritage associations				X								
TV and radio broadcasters									X			
Utility service agencies and companies									X			
<p>Notes:</p> <ol style="list-style-type: none"> <li>1. The Department of Fire and Emergency Services’ Land Use Services Branch and Aviation Services Branch should be specifically consulted.</li> <li>2. The Department of Planning, Lands and Heritage and Department of Transport and Major Infrastructure should be consulted where coastal hazards are present.</li> <li>3. The Commonwealth Scientific and Industrial Research Organisation (CSIRO) and Department of Industry, Science and Resources should be consulted where the wind farm is within the Australian Radio Quiet Zone (260 kilometres from the Inyarrimanha Ilgari Bundara, the CSIRO Murchison Radio-astronomy Observatory and Square Kilometre Array).</li> <li>4. Astronomical observatories should be consulted where the wind farm is within proximity to these.</li> </ol>												

## Appendix 4 – Landscape and Visual Impact Assessment Methodology

This section outlines how the general principles of landscape and visual assessment in Visual Landscape Planning in Western Australia: A manual for evaluation, assessment siting and design (WAPC, 2007) are to be applied to wind farm development applications. These principles should be applied in preparing Visual and Landscape Impact Assessment (VLIA) reports to demonstrate achievement of the Element Objectives and Performance Outcomes for Element 4 - Landscape.

The LVIA should follow the steps outlined below, with each step clearly documented in the LVIA report.



### 1. Analyse Existing Landscape Character

Spatially define and describe the extent of the study area. This includes the preparation of base plans showing:

- a. Wind farm development site and distance bands measured from the development site boundary at 1km, 1.5km, 2km, 5km, 10km, 15km and to the extent of the study area.
- b. Key landscape context features such as national and state reserves, tourist drives, key lookouts and features of high landscape and visual sensitivity such as water features and distinctive landforms.
- c. Location of non-host lot dwellings in proximity to the development site, up to 2km at a minimum.
- d. Topography and substantial areas of remnant bushland and other existing screening vegetation such as roadside vegetation.
- e. Landscape character types<sup>9</sup> and any other landscape areas and specific features, or considerations relevant to landscape and visual assessment.

Refer to examples – **Figure A4.1:** Location and Context and **Figure A4.2:** Landscape Character – Study Area.

### 2. Describe Wind Farm Development

Describe the visual components of the wind farm in its landscape setting. This should be supported by maps and graphics, including:

- a. Diagrams of individual wind turbines, including dimensions and siting locations.
- b. Viewshed mapping showing theoretical turbine visibility (measured from at least nacelle height), graded to show the number of turbines visible. Two viewshed maps should be prepared showing visibility across the full extent of the LVIA study area and visibility for an area up to 5km from the development site boundary.
- c. Identification of potentially affected **significant landscapes** and **significant views** where turbines should be avoided or not be visible or, if visible, should not be visually prominent; and
- d. Other areas in which it would be appropriate to minimise visual disruption and prominence of turbines, acknowledging that some change in landscape character is inevitable.

<sup>9</sup> Landscape character types refers to areas of land that have uniform patterns of landform, vegetation, water form and land use, defined at a range of scales beginning with state level units identified in 'Reading the Remote – Landscape Characters of Western Australia' and which may be developed at finer scales in local or regional landscape studies.

Refer to examples - **Figure A4.3:** Viewshed (Nacelle Height) and Key Viewing Locations – Study Area, and **Figure A4.4:** Viewshed (Nacelle Height) and Key Viewing Locations – Development Site and Surrounds and **Figure A4.5:** Landscape Areas, Features and Key Viewing Locations – Development Site and Surrounds.

### 3. Assess Impacts and Justify Layout

The LVIA should assess and illustrate how the siting and design of the wind farm responds to:

- a. Avoiding or minimising impacts on significant landscapes and significant views, including consideration of the sensitivity of viewers and the magnitude of change to landscape character.
- b. The capacity of the landscape to absorb change, considering factors such as topography, vegetation and opportunities for mitigation through screening or topography.
- c. The location, layout and visual prominence of turbines and associated infrastructure and visual disruption to representative public views, and how the design responds to landscape and visual management objectives<sup>10</sup> in a contextually sensitive manner to the landscape.

At a minimum, this section should include wireframes<sup>11</sup> from representative public viewing locations to illustrate the visual effect of the wind farm, highlighting general public viewing experiences and potentially sensitive public views, with commentary on their sensitivity to change. Photomontages<sup>12</sup> may be included to support wireframes and provide a more realistic illustration of change. Refer to examples such as **Figures A4.6 to A4.8** for visual impact areas, key viewing locations and wireframe/photomontage outputs.

### 4. Describe Modifications and Mitigations and Identify Residual Impacts

Building on the assessment of impacts and justification of layout, this step should demonstrate how the wind farm design has been refined to reduce visual impacts. This includes:

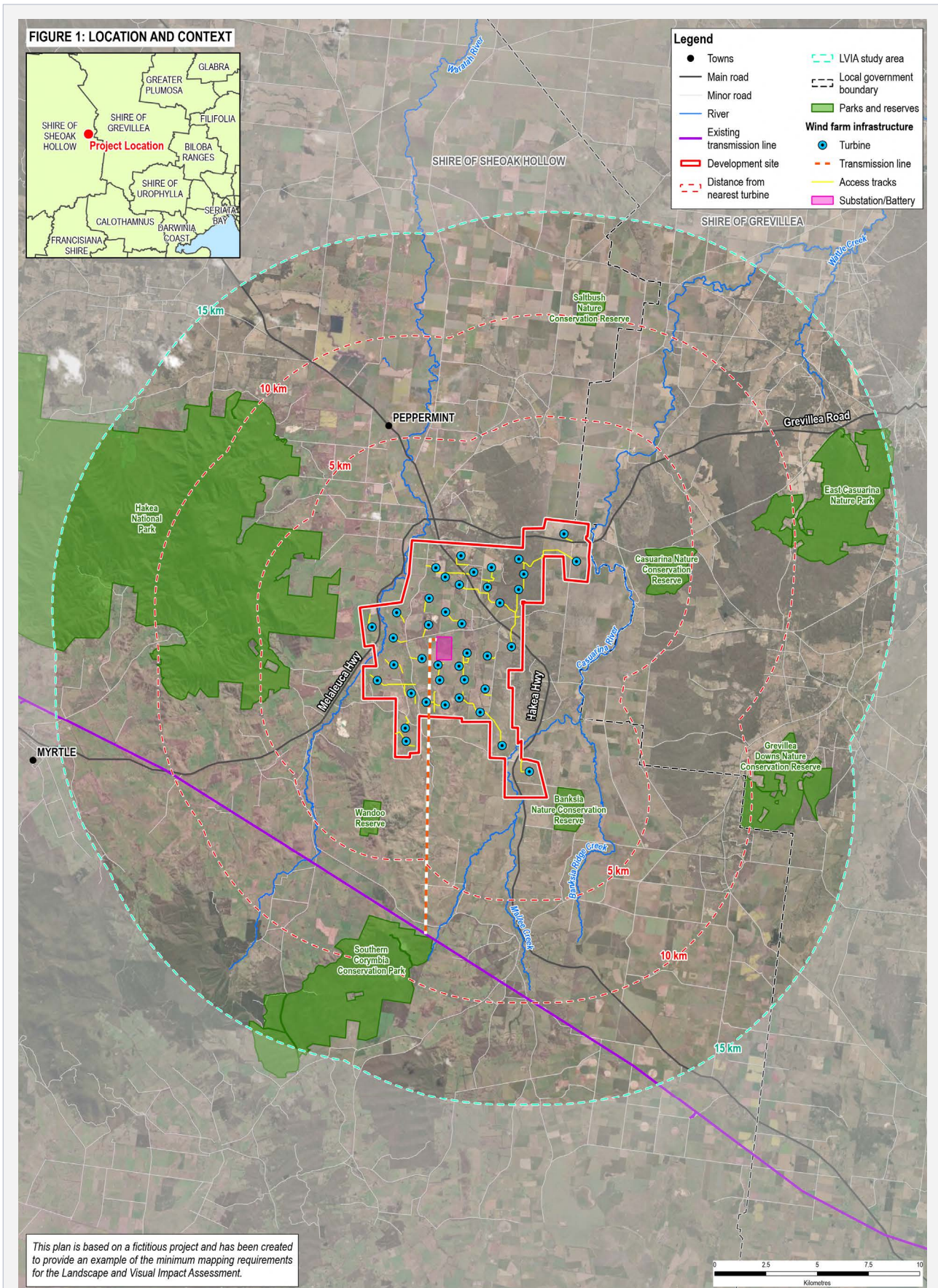
- a. Adjustments to siting and layout of turbines and associated infrastructure to respond to landscape and visual sensitivities.
- b. Measures to minimise lighting effects while meeting aviation requirements, as identified in the Aviation Impact Assessment.
- c. Use of new screening vegetation.
- d. Clear illustration of residual visual effects after mitigation, supported by graphics and a map identifying areas of greatest impact and any proposed mitigation planting (if applicable).

Refer to **Figure A4.8** for example outputs.

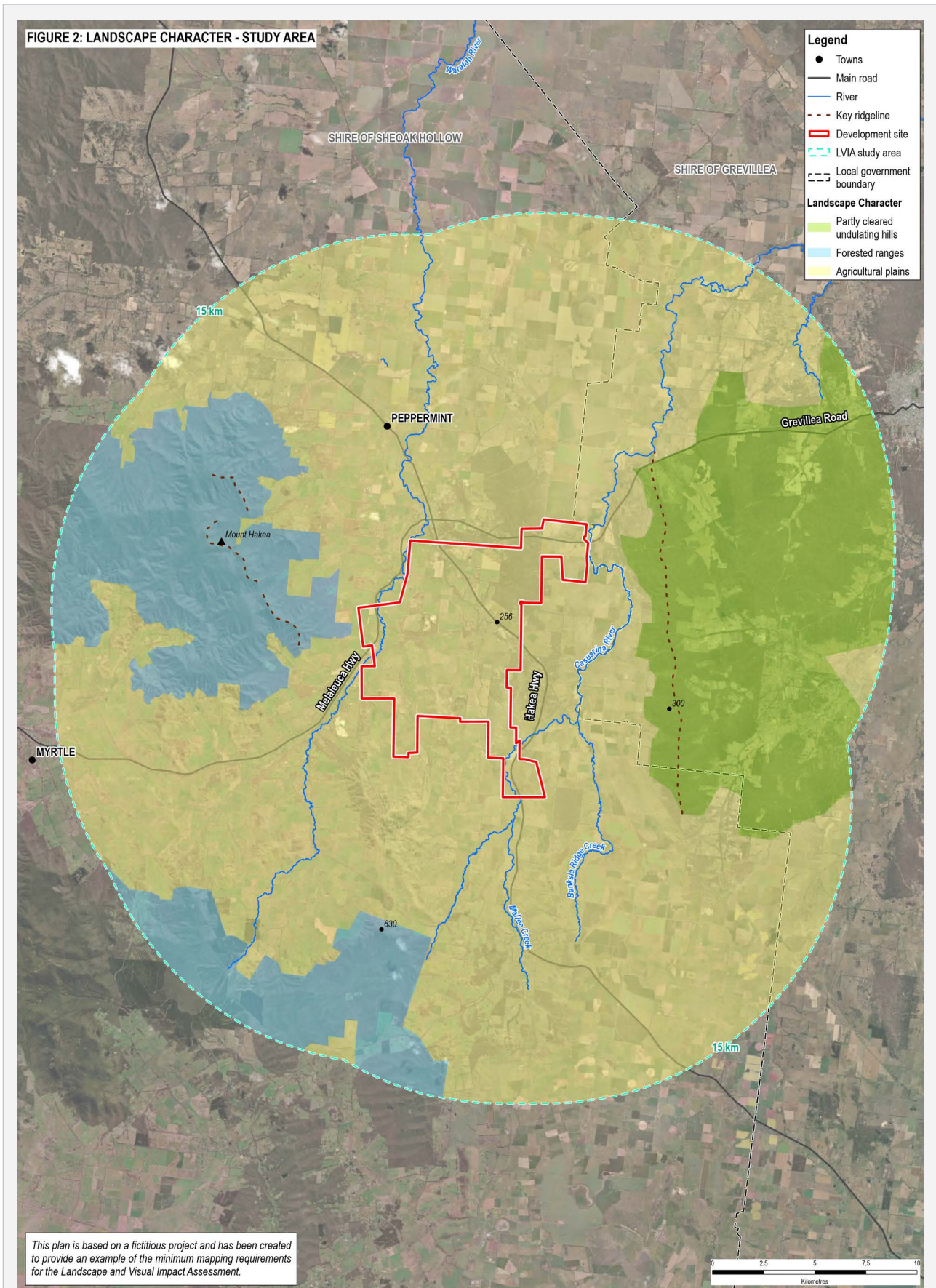
<sup>10</sup> Landscape and visual management objectives means objectives for managing impacts on significant landscapes, significant views or landscape character types.

<sup>11</sup> A wireframe refers to a type of visualisation that is a computer-generated line drawing based on a digital terrain model that illustrates the three-dimensional shape of the landscape and the outline of a development.

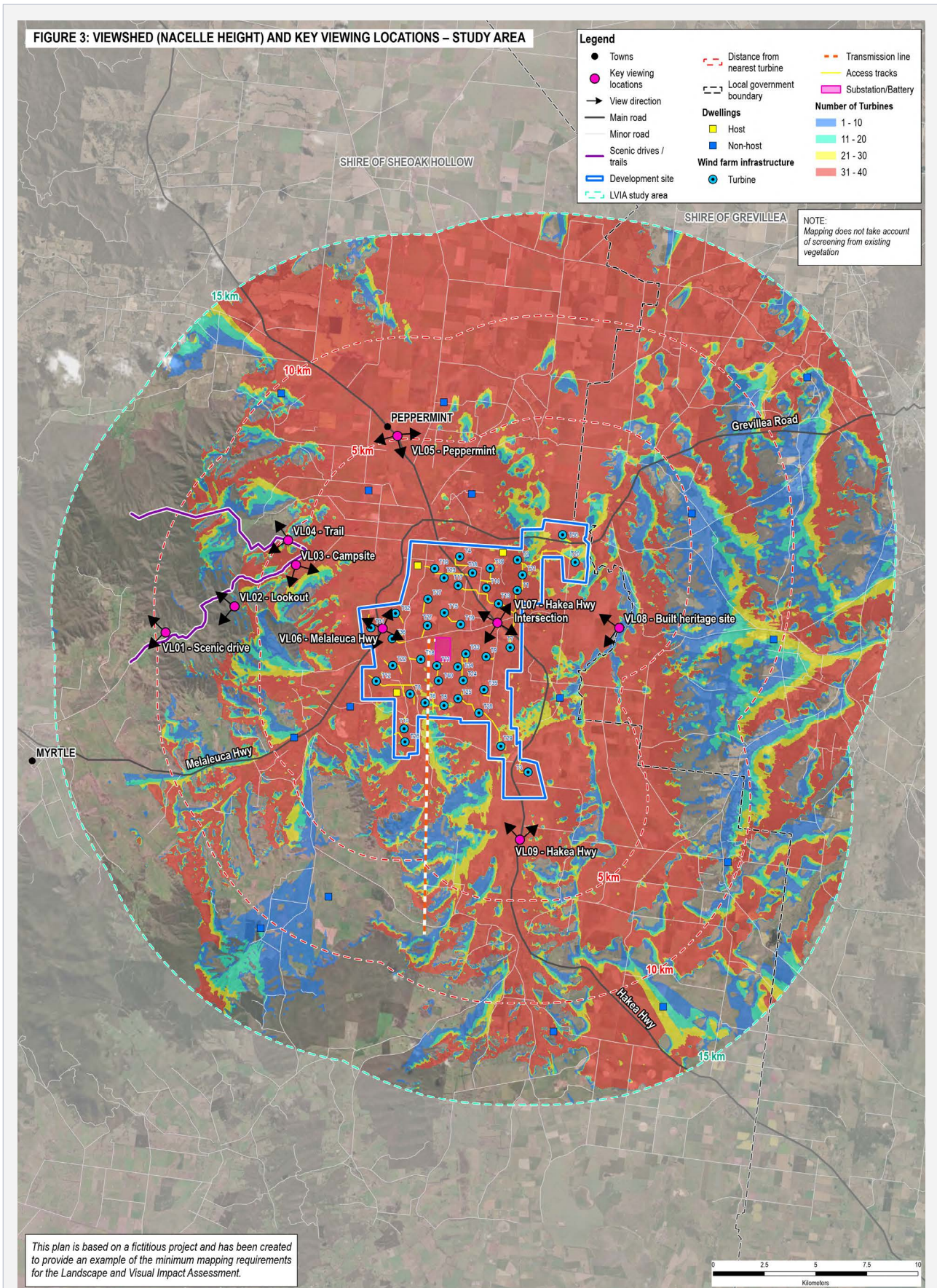
<sup>12</sup> A photomontage is a type of visualisation that superimposes an image of a proposed development onto a photograph or series of photographs to illustrate its appearance within the existing landscape.



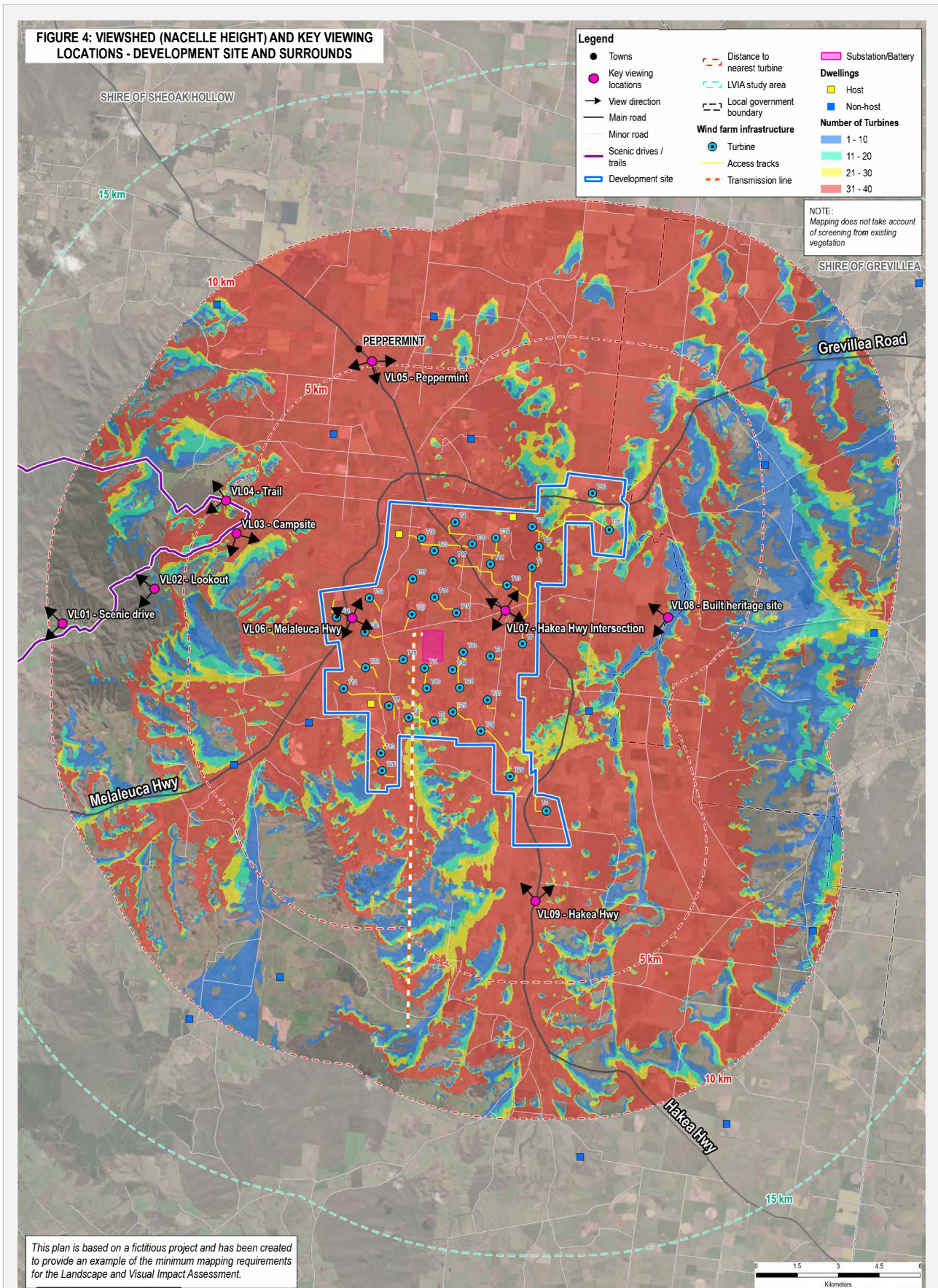
**Figure A4.1: Location and context**



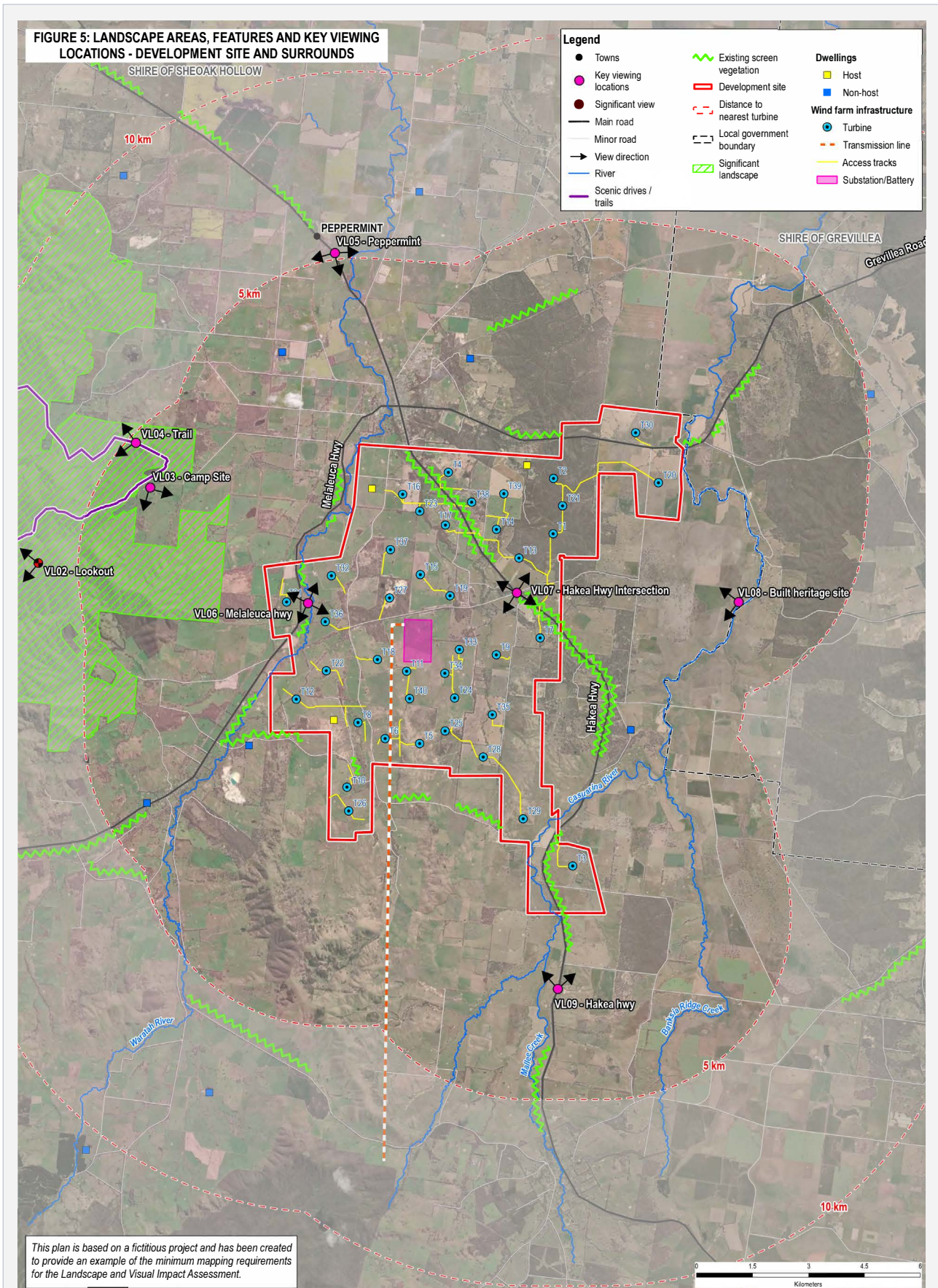
**Figure A4.2: Landscape character – study area**



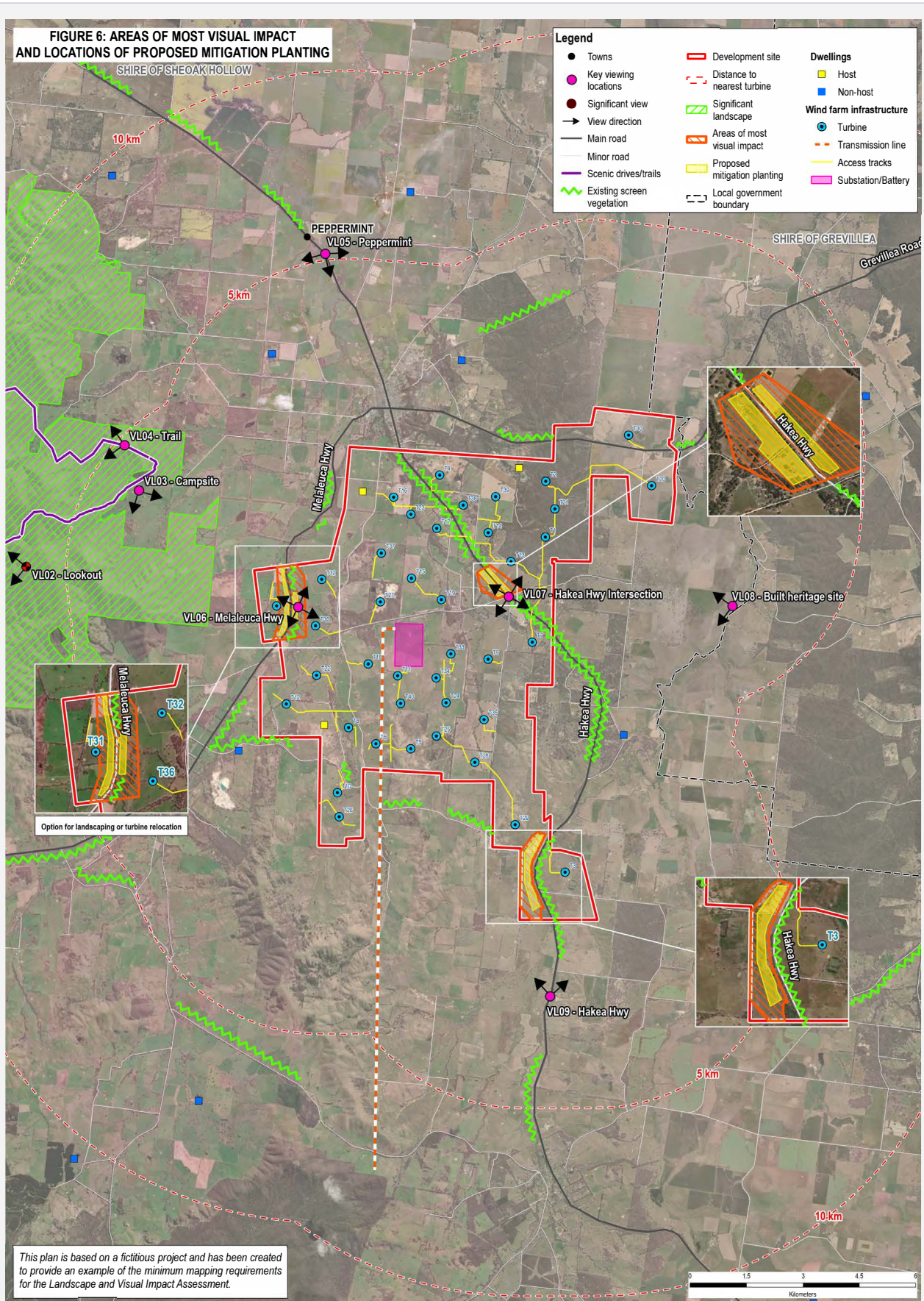
**Figure A4.3: Viewshed (Nacella Height) and key viewing locations – study area**



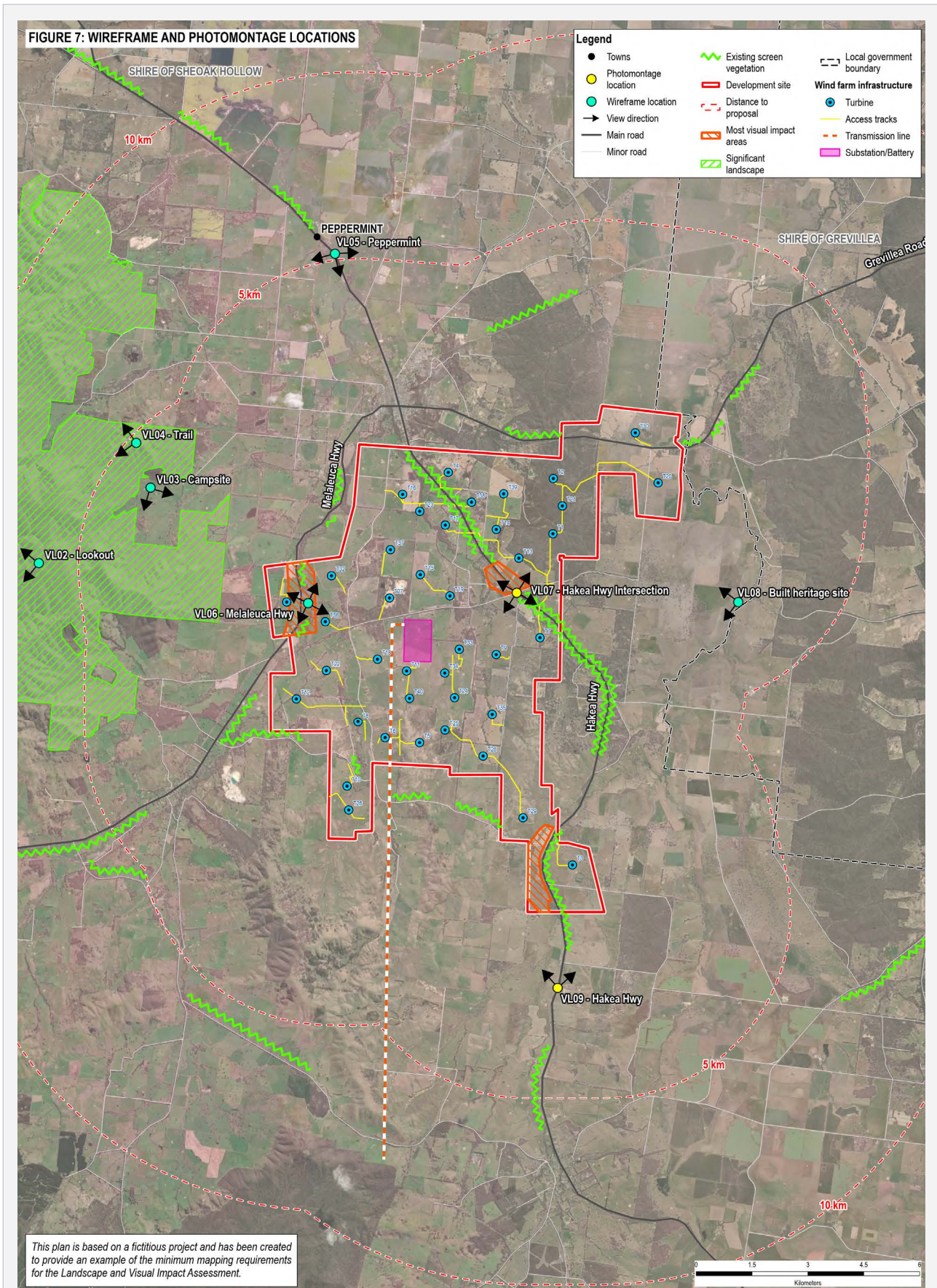
**Figure A4.4: Viewshed (Narcella Height) and key viewing locations – development site and surrounds**



**Figure A4.5: Landscape areas, features and key viewing locations – development site and surrounds**



**Figure A4.6: Areas of most impacted locations of proposed mitigation planting**



**Figure A4.7: Wireframe and photomontage locations**

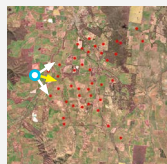
EXISTING



WIREFRAME



KEY PLAN



Closest Turbine 2506 m  
 Furthest Turbine 13570 m  
 Turbine Nacelle Height 160 m  
 Tip Height 240 m

View Direction 13° - 103°  
 Horizontal Field Of View 90°  
 Camera Height 1.6 m  
 Camera Type Canon EOS 6D  
 Lens Type 50 mm  
 Photograph Time & Date 1 October 2025 1252

Location Hakea Hwy, Banksia, WA  
 Coordinates 192156, 5874587 (GDA 2020 MGA Zone 50)  
 Viewpoint Elevation 367 m  
 Date of Photomontage 7 November 2025  
 Issue v 01

**Windturbine Project Example**  
**Example Company Name**  
**View Location 09: Hakea Hwy**  
 **Windturbine Pty Ltd**  
 Level 12, 200 Windy Street  
 WindCity WA 6000  
 T 61 8 1234 5678 E info@windturbine.com W www.wtp.com

Figure A4.8: Wireframe and photomontage (Part 1)

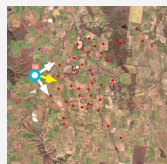
EXISTING



WIREFRAME



KEY PLAN



Closest Turbine	2506 m
Furthest Turbine	13570 m
Turbine Nacelle Height	160 m
Tip Height	240 m

View Direction	13° - 103°
Horizontal Field Of View	90°
Camera Height	1.6 m
Camera Type	Canon EOS 6D
Lens Type	50 mm
Photograph Time & Date	1 October 2025 1252

Location	Hakea Hwy, Banksia, WA
Coordinates	192156, 5874587 (GDA 2020 MGA Zone 50)
Viewpoint Elevation	367 m
Date of Photomontage	7 November 2025
Issue	v 01

**Windturbine Project Example**  
**Example Company Name**  
**View Location 09: Hakea Hwy**

**Windturbine Pty Ltd**  
 Level 12, 200 Windy Street  
 Wind City WA 6000  
 T 61 8 1234 5678 E info@windturbine.com W www.wtp.com

Figure A4.8: Wireframe and photomontage (Part 2)

## Appendix 5 – Examples of Single House Development Potential Impact Assessment on Non-Host Lots

The following examples are provided to demonstrate how a Single House Development Potential Impact Assessment may be undertaken to demonstrate achievement of the Performance Outcomes of WF Element 3 – Single House Development Potential on Non-Host Lots.

Non-host Lot	Details	Assessment
<p>Lot 1 Example Road, Scenarioville</p>	<p><b>Lot/Landholding Details</b>                      The lot is 500ha in area.                      The lot does not form part of a broader contiguous landholding.</p> <p><b>Current Land Use</b>                      The lot is predominately cleared of native vegetation and used for cropping purposes.</p> <p><b>Land Use Permissibility</b>                      A single house is a discretionary land use under the local planning scheme.</p> <p><b>Wind Farm Noise Impact</b>                      A small proportion of the lot 10 per cent - 50ha) in the north-western corner is subject to an unreasonable noise impact from wind turbines.</p> <p><b>Other Development Constraints</b>                      A small proportion of the lot (10 per cent - 50ha) is covered by native vegetation.                      No other development constraints have been identified that would affect the potential to accommodate a single house.</p> <p><b>Servicing and Access</b>                      Road and service access to the lot is via Example Road, which runs along its eastern boundary.</p> <p><b>Landowner Consultation</b>                      Landowners have been consulted and have advised they intend to develop a single house on the southern portion of the lot.</p>	<p>The development potential impact of the wind farm is considered acceptable.</p> <p>There is sufficient land (80 per cent of lot - 400ha) without development constraints, including portions that can be easily accessed and serviced.</p>

Non-host Lot	Details	Assessment
<p>Lot 2 Scenario Road, Example town</p>	<p><b>Lot/Landholding Details</b>                      The lot is 100ha in area.                      The lot forms part of a broader contiguous landholding that includes Lot 3 Scenario Road, which has an existing single house.</p> <p><b>Current Land Use</b>                      The lot is used for cropping purposes, however, a significant proportion of the lot is covered by native vegetation.</p> <p><b>Land Use Permissibility</b>                      A single house is a discretionary land use under the local planning scheme.</p> <p><b>Wind Farm Noise Impact</b>                      A large proportion of the (60 per cent - 60ha) of the lot on its western side is subject to an unreasonable noise impact from wind turbines.</p> <p><b>Other Development Constraints</b>                      The lot is constrained by native vegetation and steep topography on its eastern side, which is likely prevent the development of a single house.</p> <p><b>Servicing and Access</b>                      Road and service access to the lot is via Scenario Road, which runs along its western boundary and is remote from the land that is suitable for development.</p> <p><b>Landowner Consultation</b>                      Landowners have been consulted and have advised they do not intend to develop a single house on the lot.</p>	<p>Development potential impact of the wind farm is considered acceptable.</p> <p>Lot 2 operates as part of a larger, consolidated farming property that already accommodates a single house. The landowners have advised they have no intention to develop Lot 2 for an additional dwelling.</p>

**ATTACHMENT 13.2C**  
**Planning Reform – Submission to WALGA**

## **Submission - Proposed Amendments to Planning Regulations and Renewable Energy Planning Framework Shire of Narembeen**

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The Shire of Narembeen appreciates the opportunity to provide feedback to inform WALGA's advocacy position regarding proposed amendments to the planning framework and Renewable Energy Planning Code.

While this submission reflects the circumstances of the Shire of Narembeen, the issues raised are common across agricultural regions of Western Australia, where large-scale renewable energy developments are increasingly being proposed within productive farming landscapes. These proposals raise important planning considerations relating to land use conflict, protection of agricultural land and natural resources, infrastructure impacts and the role of local government in decision-making.

Regional and rural local governments play a critical role in balancing economic development with the long-term protection of agricultural production, natural resources and community wellbeing. Planning frameworks must therefore ensure that renewable energy development occurs in a way that protects these strategic assets while maintaining meaningful local government involvement in development assessment.

### **Role of Local Government**

Local governments are best placed to understand local land capability, infrastructure constraints, environmental characteristics and community expectations.

Councils administer Local Planning Schemes, manage local road networks and represent their communities in planning decisions. This local knowledge is essential when assessing development proposals that may significantly affect land use compatibility, agricultural productivity or infrastructure capacity.

Planning reforms that reduce or remove local government involvement risk undermining community confidence and may result in decisions that do not adequately reflect local conditions.

Where development applications are determined by State agencies, local governments must be thoroughly involved in the assessment process and their advice given significant weight.

### **Protection of Agricultural Land and Natural Resources**

Productive agricultural land and natural resources are strategic assets for Western Australia and must remain a priority consideration in planning decisions.

Large-scale renewable energy developments can create land use conflicts through the conversion of farmland, fragmentation of farming operations and impacts on natural resources.

Key resources requiring protection include:

- productive agricultural land
- native vegetation and biodiversity
- water sources and catchments

- raw materials such as gravel required for local road infrastructure

In many regional areas, gravel resources are limited and are critical for local government road construction and maintenance. Large infrastructure projects may compete with local governments for these materials, increasing costs and reducing availability for essential road works.

Planning frameworks should ensure renewable energy developments do not compromise access to these important resources.

### **Infrastructure and Resource Impacts**

Large renewable energy projects can place significant pressure on local infrastructure and natural resources.

Construction activities may require:

- significant heavy vehicle movements on local roads
- large quantities of gravel and construction materials
- access to local water sources

Local road networks in rural areas are not designed to accommodate sustained heavy freight traffic associated with large infrastructure projects.

Developers should therefore be required to enter into formal agreements with local governments addressing:

- road access and road impact mitigation
- rehabilitation of damaged road infrastructure
- sourcing of local gravel and construction materials
- access to and use of local water supplies

### **Construction and Development Waste**

In addition to end-of-life infrastructure considerations, large renewable energy developments can generate significant waste during the construction and development phase. This may include packaging materials, construction waste, cleared vegetation, scrap materials and general contractor waste.

Given the limited waste management capacity of many regional local governments, planning approvals should ensure that proponents are responsible for the appropriate management, removal, recycling and lawful disposal of construction waste. This may include requirements for construction waste management plans and restrictions on the disposal of project waste at local government landfill facilities unless specifically approved.

### **Waste Management, Asset Life, Decommissioning and Land Rehabilitation**

Large-scale renewable energy developments typically have an operational life of approximately 25–30 years. Planning frameworks should therefore consider the long-term implications of these developments and what occurs when infrastructure reaches the end of its operational life.

Renewable energy facilities involve substantial infrastructure including turbines, solar arrays, battery storage systems, concrete foundations, substations, transmission infrastructure and internal access roads. At the end of their operational life these developments may generate significant waste streams, including turbine blades, solar panels, batteries and large concrete foundations.

Without clear regulatory requirements, there is a risk that infrastructure may remain in place once it is no longer operational, creating long-term environmental, land use and waste management challenges. This is particularly relevant in regional areas where local governments have limited waste management capacity.

As many renewable energy projects are located on productive agricultural land, planning approvals must ensure that land can be rehabilitated and returned to agricultural production once infrastructure reaches the end of its asset life. Agricultural land is a strategic resource supporting regional economies, food production and community sustainability.

The planning framework should therefore require proponents to:

- prepare comprehensive decommissioning and site rehabilitation plan
- fully decommission renewable energy infrastructure at the end of its operational life
- remove above and below-ground infrastructure where practicable
- rehabilitate land for agricultural use, including restoration of soil profiles, drainage patterns and vegetation where impacted
- ensure the removal, recycling or lawful disposal of infrastructure and materials

Consideration should also be given to requiring decommissioning bonds or financial securities, indexed over time, to ensure sufficient funds are available to remove infrastructure and rehabilitate land even if project ownership changes.

Clear requirements for decommissioning, waste management and land rehabilitation are necessary to protect landholders, communities and local governments from long-term environmental and financial risks.

### **Part 11B – Significant Development Pathway**

The Shire also has concerns regarding the Significant Development pathway established under Part 11B of the Planning and Development (Local Planning Schemes) Regulations 2015.

These provisions centralise planning decisions and significantly reduce the role of local governments.

The Shire considers that Part 11B should be abolished and development assessment returned to the standard planning framework.

If Part 11B is retained, the minimum development value threshold should be increased to at least \$50 million so that only projects of genuine State significance are assessed through this pathway.

### **Key Advocacy Requests**

The Shire of Narembeen requests that WALGA advocate for:

- Strong protection of agricultural land, natural resources and water sources

- Recognition of local government as the primary decision-maker for development applications affecting local communities
- Thorough consultation with local governments where State agencies determine development proposals
- Protection of limited raw materials such as gravel required for local road infrastructure
- Mandatory road, water and resource agreements between developers and local governments (where relevant)
- Community benefit arrangements to be managed in partnership with local government
- Clear requirements for the management of construction and development waste, including the preparation of construction waste management plans and ensuring renewable energy developers are responsible for the removal, recycling and lawful disposal of project waste, recognising the limited waste management capacity of regional local governments.
- Mandatory decommissioning and rehabilitation requirements for renewable energy developments to ensure infrastructure is removed, waste materials are appropriately managed, and land can be returned to agricultural use at the end of the asset life.
- Abolition of Part 11B, or alternatively increasing the eligibility threshold to \$50 million to ensure that major developments affecting rural communities remain subject to appropriate local planning oversight.

DRAFT

**ATTACHMENT 13.3A**  
**Risk Dashboard Quarterly Report**  
**February 2026**

**Shire of Narembeen  
Risk Dashboard Report - February 2026**

<u>Misconduct</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Code of Conduct(s)	Apr-26	EMCS	
ICT Plan - Conduct Annual Desktop Review (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS	
Conduct Annual Review of Delegation Framework	May-26	CEO	
Conduct FMR Review & Regulation 17	Mar-27	CEO / EMCS	
Documenting Human Resource Management Framework	Jun-26	CEO / EMCS	

<u>Business &amp; Community Disruption</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Business Continuity Plan - Conduct Annual Review	Jun-26	EMCS	
ICT Plan - Conduct Annual Desktop Review (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS	
Develop Fire Response Plan	Jun-26	CEO	
Emergency Management & Training - Conduct Review	Apr-26	CEO	

<u>Inadequate Environmental Management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Identify Strategy to Remove Illegal Dumped Material (near workers camp)	Dec-26	EHO	
#REF!	#REF!	#REF!	
Implement Townsite Drainage and Water Harvesting Plan	Ongoing	CEO / EMIS	

<u>Errors, Omissions &amp; Delays</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Conduct Staff Inductions	As Required	Senior Management	
Develop Annual Training Plan 2025/2026	Jun-25	Senior Management	
Document Procedures and Checklists	Apr-26	Senior Management	
Conduct Annual Performance Reviews	Apr-26	Senior Management	
Staff Onboarding Manual Reviewed	Completed	CEO / EA	

<u>External Theft &amp; Fraud (inc. Cyber Crime)</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Improve network security protocols and overall design	Jun-26	EMCS	
Increase user restrictions and implement authorisation measures (i.e. 2FA)	Apr-26	EMCS	
Assess Microsoft Essential 8 level of compliance and draft plan for procedural adoption to be included in budget/work flow considerations.	May-26	EMCS	

<u>Failure of IT &amp;/or Communication Systems and Infrastructure</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
ICT Plan - Conduct Annual Desktop Review (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS	
Review ICT Replacement Program (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS	
Develop Fire Response Plan	Jun-26	CEO	

<u>Failure to Fulfil Statutory, Regulatory or Compliance Requirements</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Conduct Financial Management Review	Mar-27	EMCS	
Conduct CEO Regulation 17 Review	Mar-27	EMCS	
Document Governance Framework	Jun-26	CEO	
Documenting Human Resource Management	Jun-26	CEO	

<u>Inadequate Safety and Security Practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Conduct Security Access for Shire Buildings Audit	Jun-26	EMIS	
Conduct WHS Framework Review	Dec-26	CEO	
Documenting Human Resource Management Framework	Jun-26	CEO / EMCS	
Emergency in Facilities Procedures and Evacuation	Jun-26	CEO	

**Shire of Narembeen  
Risk Dashboard Report - February 2026**

<u>Providing Inaccurate Advice / Information</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Implement 2025-2026 Staff Training Plan	Jun-25	Senior Management	
Review Complaints Handling Process	Apr-26	CEO	
Review Complaints Register	Apr-26	CEO	

<u>Ineffective Employment Practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Update Training Register	Ongoing	CEO	
Develop 2025-2026 Staff Training Plan	Jun-25	45870	
Documenting Human Resource Management Framework	Jun-26	CEO / EMCS	
2026 Performance Reviews Conducted	Apr-26	Senior Management	
Staff Inductions and Refreshers Conducted	Jun-26	Senior Management	
Workforce Plan - Conduct Desktop Review	Jun-26	CEO	

<u>Inadequate Document Management Processes</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Document Governance Framework	Jun-26	CEO	

<u>Inadequate Project / Change Management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Document Project Management Methodology and Framework	Jun-26	Senior Management	
Communication and Engagement Framework - Conduct Review	Aug-26	CEO	
Document procedure manuals for positions together with relevant controls	Apr-26	EMCS	

<u>Inadequate Engagement Practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Conduct Community Satisfaction Survey	Conducted	CEO	
Review Complaints Handling Process	Apr-26	CEO	
Review Complaints Register	Apr-26	CEO	
Review Draft Communication and Engagement Plan (Internal)	Jun-26	CEO	

<u>Inadequate Supplier / Contract Management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Develop Standardised Contracts	Jun-25	CEO/EMCS	
Develop Centralised Contract Management System	Completed	CEO	

<u>Inadequate Asset Sustainability Practices</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Asset Management Plan - Annual Desktop Review	Oct-26	EMIS	
Implement 2025/26 Building Maintenance Program	Jun-26	EMIS	
Develop Building Maintenance Program (10 Year)	Jun-26	EMIS	
Implement 2025/26 Construction and Road Maintenance Program	Jun-26	EMIS	
Review Fleet and Plant Replacement Program (10 Year)	Apr-26	EMIS	
Develop Reserve Management Plan	Dec-26	EMIS	

<u>Ineffective Management of Facilities / Venues / Events</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Finalise Event Management Framework	Jun-26	CEO	
Document Facilities Booking Framework	Apr-26	EMCS	
Asset Management Plan - Conduct Desktop Review	Oct-26	EMIS	
Implement 2025/26 Building Maintenance Program	Jun-26	EMIS	
Develop Reserve Management Plan	Dec-26	EMIS	
Conduct Key Audit (staff access)	Dec-26	EMIS	

# Business & Community Disruption

Feb-26

**Risk Context**

Failure to adequately prepare and respond to events that cause disruption to the local community and / or normal Shire business activities. The event may result in damage to buildings, property, plant & equipment (all assets). This could be a natural disaster, weather event, or an act carried out by an external party (inc. vandalism). This includes;

- Lack of (or inadequate) emergency response / business continuity plans.
- Lack of training to specific individuals or availability of appropriate emergency response.
- Failure in command and control functions as a result of incorrect initial assessment or untimely awareness of incident.
- Inadequacies in environmental awareness and monitoring of fuel loads, curing rates etc

This does not include disruptions due to IT Systems or infrastructure related failures - refer "Failure of IT & communication systems and infrastructure".

Potential Causes	
Cyclone / Storm Surge / Fire / Earthquake	Extended Communication &/or Power Outage
Terrorism / Sabotage / Criminal Behaviour	Economic Factors
Epidemic / Pandemic	Loss of Key Staff

Key Controls	Type	Date	Rating
Business Continuity Plan	Preventative	Jun-25	Adequate
Emergency Management & Training	Preventative	Jun-25	Adequate
LEM Exercises	Detective	Mar-25	Adequate
LEMA	Recovery	Nov-24	Adequate
Emergency Recovery Plans	Recovery	Sep-25	Adequate
ICT Disaster Recovery Plan 2024	Preventative	Aug-24	Adequate
Asset Management Plan	Preventative	Aug-24	Adequate
Long Term Financial Plan	Preventative	Jun-25	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings		Rating
<b>Consequence:</b>		Catastrophic
<b>Likelihood:</b>		Rare
<b>Overall Risk Rating</b>		<b>Moderate</b>

Key Indicators	Tolerance	Latest Result	Comment
BCP Training Exercises Undertaken	1 per annum	1	Desktop exercise in April 2025
Business Continuity Plan Reviewed	Annually	1	Jun-25
LEMC Training Exercises Undertaken	1 per annum	1	Power outage drill February 2026
LEMC Meetings Convened	4 per annum	4	4 meetings convened for EY2025
ICT Health Checks Performed	Monthly	12	Routine checks performed on schedule
Emergency Evacuation Drills	Annually	1	Drill in June 2025

**Comments**

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Business Continuity Plan - Conduct Annual Review	Jun-26	EMCS
ICT Plan - Conduct Annual Desktop Review (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS
Develop Fire Response Plan	Jun-26	CEO
Emergency Management & Training - Conduct Review	Apr-26	CEO

# Failure of IT &/or Communication Systems and Infrastructure

Feb-26

## Risk Context

Instability, degradation of performance, or other failure of IT Systems, Infrastructure, Communication or Utility causing the inability to continue business activities and provide services to the community. This may or may not result in IT Disaster Recovery Plans being invoked. Examples include failures or disruptions caused by:

- Hardware &/or Software
- IT Network
- Failures of IT Vendors

This also includes where poor governance results in the breakdown of IT maintenance such as;

- Configuration management
- Performance Monitoring
- IT Incident, Problem Management & Disaster Recovery Processes

This does not include new system implementations - refer "Inadequate Project / Change Management".

## Potential Causes

Weather Impacts	Communications & Power Failure
Power outage at service provider	Infrastructure breakdown such as landlines, radio communications.
Out dated / inefficient hardware	Lack of training
Incompatibility between operating system and Microsoft	Software vulnerability (eg. MS Access)

Key Controls	Type	Date	Rating
Data Back-Up Systems	Recovery	Daily	Adequate
UPS	Preventative / Recovery	Dec-25	Adequate
ICT Management Service Agreement	Preventative	Mar-23	Adequate
ICT Disaster Recovery Plan 2024	Preventative	Aug-24	Adequate
ICT Replacement Program	Preventative	Dec-23	Adequate
VOIP System	Preventative	Nov-25	Adequate

### Overall Control Rating

Adequate

Risk Ratings	Rating
<b>Consequence:</b>	Moderate
<b>Likelihood:</b>	Possible

Overall Risk Rating	Moderate
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Key Indicators	Tolerance	Latest Result	Comment
ICT Health Checks Performed	Monthly	12	Routine checks performed
ICT Disaster Recovery Test Performed	Annually	Not Rated	Planned testing to take place in 2026
Number of Cyber Breaches	Nil	1	Login details found on darkweb

## Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
ICT Plan - Conduct Annual Desktop Review (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS
Review ICT Replacement Program (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS
Develop Fire Response Plan	Jun-26	CEO

## External Theft & Fraud (inc. Cyber Crime)

Feb-26

Risk Context
Loss of funds, assets, data or unauthorised access, (whether attempts or successful) by external parties, through any means (including electronic), for the purposes of; <ul style="list-style-type: none"> <li>• Fraud – benefit or gain by deceit</li> <li>• Malicious Damage – hacking, deleting, breaking or reducing the integrity or performance of systems</li> <li>• Theft – stealing of data, assets or information (no deceit)</li> </ul> Examples include: <ul style="list-style-type: none"> <li>• Scam Invoices</li> <li>• Cash or other valuables from 'Outstations</li> </ul>

Potential Causes	
Inadequate security of equipment / supplies / cash	Inadequate provision for patrons belongings
Robbery	Lack of Supervision
Scam Invoices	

Key Controls	Type	Date	Rating
Security Access for Shire Buildings	Preventative	Nov-18	Adequate
ICT Disaster Recovery Plan 2024	Preventative	Aug-24	Adequate
Financial Management Framework	Preventative	Dec-25	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<i>Consequence:</i>	Moderate
<i>Likelihood:</i>	Unlikely
<b>Overall Risk Rating</b>	<b>Moderate</b>

Key Indicators	Tolerance	Latest Result	Comment
Number of Thefts or Fraud	Nil	Nil	No theft or fraud
Detected Non Compliant Procurement Processes	< 5	Nil	None
Cash Handling Processes	Documented	Not Rated	Documented
Bank Reconciliations	No detected variances	Nil	No cash variances

Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Improve network security protocols and overall design	Jun-26	EMCS
Increase user restrictions and implement authorisation measures (i.e. 2FA)	Apr-26	EMCS
Assess Microsoft Essential 8 level of compliance and draft plan for procedural adoption to be included in budget/work flow considerations.	May-26	EMCS

# Inadequate Safety and Security Practices

Feb-26

## Risk Context

Non-compliance with the Occupation Safety & Health Act, associated regulations and standards. It is also the inability to ensure the physical security requirements of staff, contractors and visitors. Other considerations are:

- Inadequate Policy, Frameworks, Systems and Structure to prevent the injury of visitors, staff, contractors and/or tenants.
- Inadequate Organisational Emergency Management requirements (evacuation diagrams, drills, wardens etc).
- Inadequate security protection measures in place for buildings, depots and other places of work (vehicle, community etc).
- Public Liability Claims, due to negligence or personal injury.
- Employee Liability Claims due to negligence or personal injury.
- Inadequate or unsafe modifications to plant & equipment

## Potential Causes

Lack of appropriate PPE / Equipment	Inadequate signage, barriers or other exclusion techniques
Inadequate first aid supplies or trained staff	Storage and use of Dangerous Goods
Rubbish / Litter Control	Ineffective / inadequate testing, sampling (similar) health based req'
Inadequate security arrangements	Lack of mandate and commitment from Senior Management

Key Controls	Type	Date	Rating
Security Access for Shire Buildings	Preventative	Unknown	Adequate
WHS Management Framework	Preventative	Reviewing	Adequate
Human Resource Management Framework	Preventative	Documenting	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<i>Consequence:</i>	Major
<i>Likelihood:</i>	Unlikely

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Key Indicators	Tolerance	Latest Result	Comment
Lost Time Injuries Per Quarter	Nil	Nil	None this reporting period
Near Misses Per Quarter	Nil	Nil	None this reporting period
Workers Compensation Claims	Nil	Nil	2 current claims
Security Access for Shire Buildings Audit	Completed	Not Rated	To commence July 25
WHS Policy Reviewed & Signed Annually	Completed	Dec-25	Next due Dec 2026
WHS Procedures Reviewed	Every 2 Years	Not Rated	Progressing
WHS SWMS Reviewed	Annually	Not Rated	Progressing
3 Steps to Safety Report 2024	70%	77%	Next audit due 2027
Workplace Evacuation Drills Conducted	Annually	Jun-25	Nex due Jun 2026
Conduct WHS Framework Review	Completed	Not Rated	Progressing

## Comments

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Actions / Current Issues / Treatments	Due Date	Responsible Manager
Conduct Security Access for Shire Buildings Audit	Jun-26	EMIS
Conduct WHS Framework Review	Dec-26	CEO
Documenting Human Resource Management Framework	Jun-26	CEO / EMCS
Emergency in Facilities Procedures and Evacuation Plans Reviewed	Jun-26	CEO

# Misconduct

Feb-26

## Risk Context

Intentional activities in excess of authority granted to an employee, which circumvent endorsed policies, procedures or delegated authority. This would include instances of:

- Relevant authorisations not obtained.
- Distributing confidential information.
- Accessing systems and / or applications without correct authority to do so.
- Misrepresenting data in reports.
- Theft by an employee
- Collusion between Internal & External parties

This does not include instances where it was not an intentional breach - refer Errors, Omissions or Delays, or Inaccurate Advice / Information.

## Potential Causes

Lack of Induction and Training	Lack of Clarity of Role
Changing of Job Titles and Responsibilities	Poor Internal Controls and Systems
Delegated Authority Process Inadequately Implemented	Password Sharing
Covering Up Poor Work Performance and/or Non-Compliance	Beaching of Code of Conduct
Disgruntled Employees	Poor Enforcement of Policies and Procedures

Key Controls	Type	Date	Rating
Delegation Framework	Detective	May-25	Adequate
ICT Disaster Recovery Plan 2024	Preventative	Aug-24	Adequate
Employee Code of Conduct	Preventative	Apr-24	Adequate
Elected Member Code of Conduct	Preventative	Apr-24	Adequate
Financial Management Framework	Preventative	Documenting	Adequate
Human Resource Management Framework	Preventative	Documenting	Adequate
External Audit	Detective	Oct-25	Effective
Regulatory Declarations	Detective	Ongoing	Effective

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<b>Consequence:</b>	Major
<b>Likelihood:</b>	Unlikely
<b>Overall Risk Rating</b>	<b>Moderate</b>

Key Indicators	Tolerance	Latest Result	Comment
External Audit Findings (Misconduct Related)	Nil	Nil	None
Detected Non Compliant Procurement Processes	< 5	Nil	No findings in 2025 annual audit
Breaches of Code of Conduct	Nil	Nil	None
Proven Internal & External Complaints (Major or Minor)	Nil	Nil	None

## Comments

Codes of conduct to be reviewed every 3 years.

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Review Code of Conduct(s)	Apr-26	EMCS
ICT Plan - Conduct Annual Desktop Review (to be done in consultation with new IT contractor, part of contracted deliverables)	Apr-26	EMCS
Conduct Annual Review of Delegation Framework	May-26	CEO
Conduct FMR Review & Regulation 17	Mar-27	CEO / EMCS
Documenting Human Resource Management Framework	Jun-26	CEO / EMCS

# Inadequate Project / Change Management

Feb-26

## Risk Context

Inadequate analysis, design, delivery and / or status reporting of change initiatives, resulting in additional expenses, time requirements or scope changes. This includes:

- Inadequate Change Management Framework to manage and monitor change activities.
- Inadequate understanding of the impact of project change on the business.
- Failures in the transition of projects into standard operations.
- Failure to implement new systems
- Failures of IT Project Vendors/Contractors

This includes Directorate or Service Unit driven change initiatives except new Plant & Equipment purchases. Refer "Inadequate Asset Sustainability Practices"

## Potential Causes

Lack of communication and consultation	Shire growth (too many projects)
Lack of investment	Inadequate monitoring and review
Ineffective management of expectations (scope creep)	Project risks not managed effectively
Inadequate project planning (resources/budget)	Lack of Project methodology knowledge and reporting requirements

Key Controls	Type	Date	Rating
Project Management Methodology and Framework	Preventative	Not Documented	<b>Adequate</b>
Communication and Engagement Framework	Preventative	Aug-24	<b>Adequate</b>
Risk Management Framework	Detective	Sep-24	<b>Adequate</b>
Financial Management Framework	Preventative	Documenting	<b>Adequate</b>

**Overall Control Rating** **Adequate**

**Risk Ratings** **Rating**

**Consequence:** Moderate

**Likelihood:** Possible

**Overall Risk Rating** **Moderate**

Key Indicators	Tolerance	Latest Result	Comment
Undocumented project variations	Nil	Nil	Nil for quarter
Failure to achieve Project Milestones	Nil	Nil	Nil for quarter
Project management framework to be documented	To be completed	Nil	Deferred to Aug 26
Documenting procedure manuals for positions together with relevant controls	To be completed	Nil	Near completed

## Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Document Project Management Methodology and Framework	Jun-26	Senior Management
Communication and Engagement Framework - Conduct Review	Aug-26	CEO
Document procedure manuals for positions together with relevant controls	Apr-26	EMCS

# Errors, Omissions & Delays

Feb-26

**Risk Context**

Errors, omissions or delays in operational activities as a result of unintentional errors or failure to follow due process. This includes instances of;

- Human errors, incorrect or incomplete processing
- Inaccurate recording, maintenance, testing and / or reconciliation of data.
- Errors or inadequacies in model methodology, design, calculation or implementation of models.

This may result in incomplete or inaccurate information. Consequences include;

- Inaccurate data being used for management decision making and reporting.
- Delays in service to customers
- Inaccurate data provided to customers

This excludes process failures caused by inadequate / incomplete procedural documentation - refer "Inadequate Document Management Processes".

Potential Causes	
Human Error	Incorrect information
Inadequate procedures or training	Miscommunication
Lack of Staff (or trained staff)	

Key Controls	Type	Date	Rating
Documented Procedures and Checklists	Preventative	Documenting	Adequate
Complaints Handling Register	Preventative	Reviewing	Adequate
Complaints Process	Recovery	Reviewing	Adequate
Customer Service Charter	Preventative	Aug-24	Adequate
Segregation of Duties (Financial Control)	Preventative	Documented	Adequate
Staff Inductions	Preventative	Ongoing	Adequate
Staff Training Plan	Preventative	Documenting	Adequate
Performance Management	Preventative	Apr-25	Adequate
Qualified Building, Health and Planning Officers	Preventative	Current MOU's	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<b>Consequence:</b>	Moderate
<b>Likelihood:</b>	Possible

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Key Indicators	Tolerance	Date	Result
Staff Inducted	100%	May-25	New staff inducted
2025-26 Staff Training Plan Implemented	100%	Jun-26	Implementing
Annual Performance Reviews Conducted	100%	Apr-26	2025 reviews completed
Customer Service Charter	Adopted	Aug-24	Adopted Aug-24

**Comments**

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Conduct Staff Inductions	As Required	Senior Management
Develop Annual Training Plan 2025/2026	Jun-25	Senior Management
Document Procedures and Checklists	Apr-26	Senior Management
Conduct Annual Performance Reviews	Apr-26	Senior Management
Staff Onboarding Manual Reviewed	Completed	CEO / EA

# Inadequate Document Management Processes

Feb-26

Risk Context
Failure to adequately capture, store, archive, retrieve, provision and / or disposal of documentation. This includes: <ul style="list-style-type: none"> <li>• Contact lists.</li> <li>• Procedural documents.</li> <li>• 'Application' proposals/documents.</li> <li>• Contracts.</li> <li>• Forms, requests or other documents.</li> </ul>

Potential Causes	
Spreadsheet/Database/Document corruption or loss	Outdated record keeping practices / incompatible systems
Inadequate access and / or security levels	Lack of system/application knowledge
Inadequate Storage facilities (including climate control)	High workloads and time pressures
High Staff turnover	Incomplete authorisation trails

Key Controls	Type	Date	Rating
Record Keeping Plan (2025)		Oct-25	Adequate
Governance Framework		Documenting	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<i>Consequence:</i>	Moderate
<i>Likelihood:</i>	Possible

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Key Indicators	Tolerance	Date	Result
Information Management Framework	Reviewed	Completed	Review completed Oct 2025
Record Keeping Plan	Lodged	Completed	Amended and lodged to SRO for approval Oct 2025

Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Document Governance Framework	Jun-26	CEO

# Inadequate Supplier / Contract Management

Feb-26

Risk Context
<p><b>This Risk Theme is defined as:</b>                      Inadequate management of External Suppliers, Contractors, IT Vendors or Consultants engaged for core operations. This includes issues that arise from the ongoing supply of services or failures in contract management &amp; monitoring processes. This also includes:</p> <ul style="list-style-type: none"> <li>• Concentration issues</li> <li>• Vendor sustainability</li> </ul>

Potential Causes	
Funding	Inadequate contract management practices
Complexity and quantity of work	Ineffective monitoring of deliverables
Inadequate tendering process	Lack of planning and clarity of requirements
Geographical remoteness	Historical contracts remaining

Key Controls	Type	Date	Rating
Budget Review	Preventative	Feb-25	Adequate
Financial Management Framework	Preventative	Documenting	Adequate
Access to Independent Advice (Legal / WALGA) & Peer Review	Preventative	Ongoing	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<b>Consequence:</b>	Moderate
<b>Likelihood:</b>	Possible

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Draft Key Indicators	Tolerance	Date	Result
Contract management framework and control procedures documented and implemented	100%	Jun-26	Progressing
Detected Non Compliant Tender Processes	Nil	May-25	None
Employment contracts reviewed within 6 months of expiry	100%	Ongoing	Nil
Supplier contracts reviewed prior to expiry	100%	Ongoing	No non-compliance

Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Develop Standardised Contracts	Jun-25	CEO/EMCS
Develop Centralised Contract Management System	Completed	CEO

# Providing Inaccurate Advice / Information

Feb-26

## Risk Context

Incomplete, inadequate or inaccuracies in advisory activities to customers or internal staff. This could be caused by using unqualified, or inexperienced staff, however it does not include instances relating to Misconduct.

Examples include;

- incorrect planning, development or building advice,
- incorrect health or environmental advice
- inconsistent messages or responses from Customer Service Staff
- any advice that is not consistent with legislative requirements or local laws.

## Potential Causes

Lack of qualified staff	Lack of appropriate technical knowlegde relevant to the context
Long lead times for responses	Poor working relationships between internal staff/departments
Increasing workloads	

Key Controls	Type	Date	Rating
Staff Training Plan	Preventative	Ongoing	Adequate
Peer Review Process - Building / Health / Planning Advice	Preventative	Ongoing	Adequate
Complaints Handling Process	Preventative	Unknown	Adequate
Complaints Register	Detective	Unknown	Adequate
Customer Service Charter	Preventative	Aug-25	Adequate
Communication and Engagement Plan (External)	Preventative	Aug-24	Adequate
Communication and Engagement Plan (Internal)	Preventative	Sep-25	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<b>Consequence:</b>	Minor
<b>Likelihood:</b>	Possible
<b>Overall Risk Rating</b>	<b>Moderate</b>

Key Indicators	Tolerance	Date	Result
2024-2025 Staff Training Plan Implemented	100%	Jun-25	Implementing
Number of Complaints Registered (within service area)	<5		KI yet to be rated
Number of Complaints not Responded to (within a service area)	<5 days		KI yet to be rated

## Comments

## Actions / Current Issues / Treatments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Implement 2025-2026 Staff Training Plan	Jun-25	Senior Management
Review Complaints Handling Process	Apr-26	CEO
Review Complaints Register	Apr-26	CEO

# Ineffective Employment Practices

Feb-26

## Risk Context

Failure to effectively manage and lead human resources (full/part time, casuals, temporary and volunteers). This includes not having an effective Human Resources Framework in addition to not having appropriately qualified or experienced people in the right roles or not having sufficient staff numbers to achieve objectives. Other areas in this risk theme to consider are;

- Breaching employee regulations (excluding OH&S).
- Discrimination, Harassment & Bullying in the workplace.
- Poor employee wellbeing (causing stress)
- Key person dependencies without effective succession planning in place.
- Induction issues.
- Terminations (including any tribunal issues).
- Industrial activity.

Care should be taken when considering insufficient staff numbers as the underlying issue could be a process inefficiency.

## Potential Causes

Leadership failures	Ineffective performance management programs or procedures.
Available staff / volunteers are generally highly transient.	Ineffective training programs or procedures.
Single Person Dependencies	Limited staff availability - mining / private sectors (pay & conditions).
Poor internal communications / relationships	Inadequate Induction practices.

Key Controls	Type	Date	Rating
Human Resource Management Framework	Preventative	Documenting	Adequate
Staff Training Plan and Register	Preventative	Reviewing	Adequate
Workforce Plan (Succession Planning Component)	Preventative	Aug-24	Adequate
Staff Inductions (Code of Conduct Component)	Preventative	May-24	Adequate
Performance Review Process	Detective	Jan-25	Adequate
Communication and Engagement Framework (Internal)	Preventative	Sep-25	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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<b>Risk Ratings</b>	<b>Rating</b>
<b>Consequence:</b>	Moderate
<b>Likelihood:</b>	Possible

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Key Indicators	Tolerance	Date	Result
Training Register Current	100%	Jun-25	Progressing
2024-2025 Staff Training Plan Implemented	100%	Jun-25	Implementing
2025 Performance Reviews Conducted	100%	Apr-25	Conducted
Staff Inductions and Refreshers Conducted	100%		Progressing
Procedure Manuals and Legacy Planning	To be completed	Jun-25	Progressing

## Comments

## Actions / Current Issues / Treatments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Update Training Register	Ongoing	CEO
Develop 2025-2026 Staff Training Plan	Jun-25	Aug-25
Documenting Human Resource Management Framework	Jun-26	CEO / EMCS
2026 Performance Reviews Conducted	Apr-26	Senior Management
Staff Inductions and Refreshers Conducted	Jun-26	Senior Management
Workforce Plan - Conduct Desktop Review	Jun-26	CEO

# Failure to Fulfil Statutory, Regulatory or Compliance Requirements

Feb-26

Risk Context
<p>Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This could result in fines, penalties, litigation or increase scrutiny from regulators or agencies. This includes, new or proposed regulatory and legislative changes, in addition to the failure to maintain updated legal documentation (internal &amp; public domain) to reflect changes.</p> <p>This <u>does not</u> include Occupational Safety &amp; Health Act (refer "Inadequate safety and security practices") or any Employment Practices based legislation (refer "Ineffective Employment practices")</p> <p>It does include the Local Government Act, Health Act, Building Act, Privacy Act and all other legislative based obligations for Local Government.</p>

Potential Causes	
Lack of training, awareness and knowledge	Lack of Legal Expertise
Staff Turnover	Councillor Turnover
Inadequate record keeping	Breakdowns in Tender process
Ineffective processes	Ineffective monitoring of changes to legislation

Key Controls	Type	Date	Rating
Governance Framework	Preventative	Documenting	Adequate
Information Management Framework	Preventative	Oct-25	Adequate
Human Resource Management Framework	Preventative	Documenting	Adequate
Access to Legislation and Regulations	Preventative	Ongoing	Effective
Access to Independent Advice (DLGSC / Legal / WALGA)	Preventative	Ongoing	Effective

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<b>Consequence:</b>	Major
<b>Likelihood:</b>	Unlikely

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Key Indicators	Tolerance	Date	Result
Compliance Annual Return (CAR)	As Per Legislation	Mar-25	Submitted March 2025
Financial Management Review (Every 3 Years)	As Per Legislation	Apr-24	Completed March 2024
CEO Regulation 17 Review (Every 3 Years)	As Per Legislation	Apr-24	Completed March 2024
Financial and Performance Audit Qualification (Annual)	Unqualified Audit	Nov-25	Unqualified
Financial and Performance Audit EY2024 - Actioned Findings	4 Months	Mar-25	Completed

Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Conduct Financial Management Review	Mar-27	EMCS
Conduct CEO Regulation 17 Review	Mar-27	EMCS
Document Governance Framework	Jun-26	CEO
Documenting Human Resource Management Framework	Jun-26	CEO

# Inadequate Asset Sustainability Practices

Feb-26

## Risk Context

Failure or reduction in service of infrastructure assets, plant, equipment or machinery. These include fleet, buildings, roads, playgrounds, boat ramps and all other assets and their associated lifecycle from procurement to maintenance and ultimate disposal. Areas included in the scope are;

- Inadequate design (not fit for purpose)
- Ineffective usage (down time)
- Outputs not meeting expectations
- Inadequate maintenance activities.
- Inadequate financial management and planning.

It does not include issues with the inappropriate use of the Plant, Equipment or Machinery. Refer Misconduct.

## Potential Causes

Skill level & behaviour of operators	Unavailability of parts
Lack of trained staff	Lack of formal or appropriate scheduling (maintenance / inspections)
Outdated equipment	Unexpected breakdowns

Key Controls	Type	Date	Rating
Asset Management System	Preventative		Adequate
Asset Management Plan	Preventative	Aug-24	Adequate
Building Maintenance Program (Annual)	Preventative	Documenting	Adequate
Road Construction and Maintenance Program (Annual)	Preventative	Jun-24	Adequate
Fleet and Plant Replacement Program (10 Year)	Preventative	Jun-24	Adequate
Road Asset Management System (RAMMS)	Preventative	Jun-24	Adequate
Stock Control Systems (Fuel and Materials)	Preventative		Adequate
Road Strategy	Preventative	May-05	Adequate
Transport Service Level & Road Hierarchy Plan	Preventative	Feb-26	Adequate

**Overall Control Rating**

**Adequate**

## Risk Ratings

**Rating**

**Consequence:**

Moderate

**Likelihood:**

Possible

**Overall Risk Rating**

**Moderate**

Key Indicators	Tolerance	Date	Result
Asset Management Plan Reviewed	Annually	Oct-24	Adopted
Annual Road Program Uploaded (ThinkProject)	Annually	Jul-25	Outstanding
Long Term Financial Plan Reviewed	Annually	Apr-25	Annual review conducted
Plant rendered unusable due to preventable circumstances	Nil	Ongoing	None

## Comments

## Actions / Current Issues / Treatments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Asset Management Plan - Annual Desktop Review	Oct-26	EMIS
Implement 2025/26 Building Maintenance Program	Jun-26	EMIS
Develop Building Maintenance Program (10 Year)	Jun-26	EMIS
Implement 2025/26 Construction and Road Maintenance Program	Jun-26	EMIS
Review Fleet and Plant Replacement Program (10 Year)	Apr-26	EMIS
Develop Reserve Management Plan	Dec-26	EMIS

# Inadequate Engagement Practices

Feb-26

## Risk Context

Failure to maintain effective working relationships with the Community (including Local Media), Stakeholders, Key Private Sector Companies, Government Agencies and / or Elected Members. This invariably includes activities where communication, feedback and / or consultation is required and where it is in the best interests to do so. For example;

- Following up on any access & inclusion issues.
- Infrastructure Projects.
- Regional or District Committee attendance.
- Local Planning initiatives.
- Strategic Planning initiatives

This does not include instances whereby Community expectations have not been met for standard service provisions such as Community Events, Library Services and / or Bus/Transport services.

## Potential Causes

Budget / funding issues	Short lead times
Media attention	Miscommunication / Poor communication
Inadequate documentation or procedures	Relationship breakdowns with community groups

Key Controls	Type	Date	Rating
Communication and Engagement Framework (External)	Preventative	Aug-24	Adequate
Communication and Engagement Framework (Internal)	Preventative	Sep-25	Adequate
Complaint Handling Process	Preventative	Reviewing	Adequate
Complaints Register	Detective	Reviewing	Adequate
Customer Service Charter	Preventative	Aug-24	Adequate
Community Satisfaction Survey	Detective	Aug-24	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<i>Consequence:</i>	Moderate
<i>Likelihood:</i>	Unlikely

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Key Indicators	Tolerance	Date	Result
Number of Complaints Registered (within service area)	<5		KI yet to be rated
Number of Complaints not Responded to (within a service area)	<5 days		KI yet to be rated

Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Conduct Community Satisfaction Survey	Conducted	CEO
Review Complaints Handling Process	Apr-26	CEO
Review Complaints Register	Apr-26	CEO
Review Draft Communication and Engagement Plan (Internal)	Jun-26	CEO

# Ineffective Management of Facilities / Venues / Events

Feb-26

## Risk Context

### This Risk Theme is defined as:

Failure to effectively manage the day to day operations of facilities, venues and / or events. This includes;

- Inadequate procedures in place to manage the quality or availability.
- Ineffective signage
- Booking issues
- Financial interactions with hirers / users
- Oversight / provision of peripheral services (eg. cleaning / maintenance)

## Potential Causes

Double bookings	Animal contamination.
Illegal alcohol consumption	Failed chemical / health requirements.
Managing bond payments	Access to facilities / venues.

Key Controls	Type	Date	Rating
Event Management Framework	Preventative	In Draft	Adequate
Facilities Booking Framework	Preventative	Unknown	Adequate
Asset Management Plan	Detective	1/08/2024	Adequate
Building Maintenance Program (Annual)	Preventative	Documented	Adequate
Statutory Public Building Compliance Requirements	Preventative	Ongoing	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<b>Consequence:</b>	Moderate
<b>Likelihood:</b>	Possible

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Draft Key Indicators	Tolerance	Date	Result
Equipment Tested and Tagged	As Per Legislation		Not Rated
Public Building Inspections Conducted	As Per Legislation		Not Rated
Event Management Framework	Documented	Nov-25	In Draft - internal consultation to be

## Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Finalise Event Management Framework	Jun-26	CEO
Document Facilities Booking Framework	Apr-26	EMCS
Asset Management Plan - Conduct Desktop Review	Oct-26	EMIS
Implement 2025/26 Building Maintenance Program	Jun-26	EMIS
Develop Reserve Management Plan	Dec-26	EMIS
Conduct Key Audit (staff access)	Dec-26	EMIS

## Inadequate Environmental Management

Feb-26

Risk Context
Inadequate prevention, identification, enforcement and management of environmental issues. The scope includes; <ul style="list-style-type: none"> <li>Lack of adequate planning and management of salinity issues.</li> <li>Failure to identify and effectively manage contaminated sites (including groundwater usage).</li> <li>Waste facilities (landfill / transfer stations).</li> <li>Weed control.</li> <li>Ineffective management of water sources (reclaimed, potable)</li> <li>Illegal dumping.</li> <li>Illegal clearing / land use.</li> </ul>

Potential Causes	
Inadequate management of landfill sites	Inadequate reporting / oversight frameworks
Lack of understanding / knowledge	Community apathy
Inadequate local laws / planning schemes	

Key Controls	Type	Date	Rating
Transfer Station Operational Management	Detective		Adequate
Bendering Waste Facility Operational Plan (In Draft)	Preventative		Adequate
Bendering Waste Facility Management Plan	Preventative		Adequate
Support Environmental Groups and Program	Preventative		Adequate
Re-Use Waste Water Management Plan	Preventative		Not Rated
Re-Use Waste Water Monitoring	Detective		Adequate
Swimming Pool Water Monitoring	Detective		Adequate
Asbestos Register	Detective	Jul-25	Adequate

<b>Overall Control Rating</b>	<b>Adequate</b>
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Risk Ratings	Rating
<i>Consequence:</i>	Moderate
<i>Likelihood:</i>	Unlikely

<b>Overall Risk Rating</b>	<b>Moderate</b>
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Key Indicators	Tolerance	Date	Result
Annual Waste and Recycling Data Report Submitted	As Per Legislation	Sep-25	Submitted
Re-Use Waste Water Monitored	As Per Legislation		Compliant
Asbestos Register Maintained	Annually	Ongoing	Maintained

Comments

Actions / Current Issues / Treatments	Due Date	Responsible Manager
Identify Strategy to Remove Illegal Dumped Material (near workers camp)	Dec-26	EHO
Implement Townsite Drainage and Water Harvesting Plan	Ongoing	CEO / EMIS

**Risk Register - Updated February 2026**

<b>Theme</b>	<b>Overall Control Rating</b>	<b>Consequence</b>	<b>Likelihood</b>	<b>Overall Risk Rating</b>

Measure of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
<b>Insignificant</b> 1	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
<b>Minor</b> 2	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
<b>Moderate</b> 3	Medical type injuries  <5	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources  < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
<b>Major</b> 4	Lost time injury  >5	\$50,001 - \$500,000	Prolonged interruption of services – additional resources; performance affected  < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
<b>Catastrophic</b> 5	Fatality, permanent disability	More than \$500,000	Indeterminate prolonged interruption of services – non-performance  > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution  Complete loss of plant, equipment & building	Uncontained, irreversible impact

### Measures of Likelihood

Rating	Description	Frequency	Probability
<b>Almost Certain</b>	The event is expected to occur in most circumstances	More than once per year	> 90% chance of occurring
<b>Likely</b>	The event will probably occur in most circumstances	At least once per year	60% - 90% chance of occurring
<b>Possible</b>	The event should occur at some time	At least once in 3 years	40% - 60% chance of occurring
<b>Unlikely</b>	The event could occur at some time	At least once in 10 years	10% - 40% chance of occurring
<b>Rare</b>	The event may only occur in exceptional circumstances	Less than once in 15 years	< 10% chance of occurring

<b>Measures of Likelihood</b>			
<b>Rating</b>	<b>Description</b>	<b>Frequency</b>	<b>Probability</b>
<b>Almost Certain</b>	The event is expected to occur in most circumstances	More than once per year	> 90% chance of occurring
<b>Likely</b>	The event will probably occur in most circumstances	At least once per year	60% - 90% chance of occurring
<b>Possible</b>	The event should occur at some time	At least once in 3 years	40% - 60% chance of occurring
<b>Unlikely</b>	The event could occur at some time	At least once in 10 years	10% - 40% chance of occurring
<b>Rare</b>	The event may only occur in exceptional circumstances	Less than once in 15 years	< 10% chance of occurring

Risk Matrix					
Consequence Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Moderate	High	High	Extreme	Extreme
Likely	Low	Moderate	High	High	Extreme
Possible	Low	Moderate	Moderate	High	High
Unlikely	Low	Low	Moderate	Moderate	High
Rare	Low	Low	Low	Low	Moderate

<b>Risk Acceptance Criteria</b>			
<b>Risk Rank</b>	<b>Description</b>	<b>Criteria</b>	<b>Responsibility</b>
<b>LOW</b>	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
<b>MODERATE</b>	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
<b>HIGH</b>	Urgent Attention Required	Risk acceptable with effective controls, managed by senior management / executive and subject to monthly monitoring	Executive Management / CEO
<b>EXTREME</b>	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

### Existing Controls Ratings

Rating	Foreseeable	Description
<b>Effective</b>	There is <u>little</u> scope for improvement.	<ol style="list-style-type: none"> <li>1. Processes (Controls) operating as intended and aligned to Policies / Procedures.</li> <li>2. Subject to ongoing monitoring.</li> <li>3. Reviewed and tested regularly.</li> </ol>
<b>Adequate</b>	There is <u>some</u> scope for improvement.	<ol style="list-style-type: none"> <li>1. Processes (Controls) generally operating as intended, however inadequacies exist.</li> <li>2. Nil or limited monitoring.</li> <li>3. Reviewed and tested, but not regularly.</li> </ol>
<b>Inadequate</b>	There is a <u>need</u> for improvement or action.	<ol style="list-style-type: none"> <li>1. Processes (Controls) not operating as intended.</li> <li>2. Processes (Controls) do not exist, or are not being complied with.</li> <li>3. Have not been reviewed or tested for some time.</li> </ol>

**ATTACHMENT 14.1A**  
**Draft Code of Conduct for Council Members,**  
**Committee Members and Candidates**

# Shire of Narembeen Code of Conduct for Council Members, Committee Members and Candidates

1 April 2026

## DOCUMENT MANAGEMENT

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## Policy Purpose:

This Policy is adopted in accordance with section 5.104 of the *Local Government Act 1995*.

## Division 1 — Preliminary provisions

### 1. Citation

This is the Shire of Narembeen Code of Conduct for Council Members, Committee Members and Candidates.

### 2. Terms used

(1) In this code —

**Act** means the *Local Government Act 1995*;

**candidate** means a candidate for election as a council member;

**complaint** means a complaint made under clause 11(1);

**publish** includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

## Division 2 — General principles

### 3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

### 4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and

- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

## **5. Relationship with others**

- (1) A council member, committee member or candidate should —
  - (a) treat others with respect, courtesy and fairness; and
  - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

## **6. Accountability**

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

## **Division 3 — Behaviour**

### **7. Overview of Division**

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

### **8. Personal integrity**

- (1) A council member, committee member or candidate —
  - (a) must ensure that their use of social media and other forms of communication complies with this code; and
  - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
  - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
  - (b) must comply with all policies, procedures and resolutions of the local government.

## **9. Relationship with others**

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

## **10. Council or committee meetings**

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

## **11. Complaint about alleged breach**

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
  - (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.
- (4) A complaint must be dealt with under clauses 12 to 15 unless —

- (a) the complaint is referred to the Inspector in accordance with subclause (5); and
  - (b) the Inspector refers the complaint to be dealt with under Part 8A Division 5 of the Act.
- (5) If the *Local Government (Model Code of Conduct) Regulations 2021* regulation 3A applies to a complaint, a person authorised under subclause (3) must refer the complaint to the Inspector under section 5.105(3) of the Act.
- (6) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the *Local Government (Local Government Inspector) Regulations 2025* regulation 6.

## **12. Dealing with complaint**

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
- (a) take no further action; or
  - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
- (a) engage in mediation;
  - (b) undertake counselling;
  - (c) undertake training;
  - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
- (a) its finding and the reasons for its finding; and
  - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

### **13. Dismissal of complaint**

- (1) The local government must dismiss a complaint if it is satisfied that —
  - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
  - (b) either —
    - (i) the behaviour was dealt with by the person presiding at the meeting; or
    - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

### **14. Withdrawal of complaint**

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
  - (a) in writing; and
  - (b) given to a person authorised under clause 11(3).

### **14A. Appointment of Monitor**

- (1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.
- (2) If the Inspector appoints a monitor —
  - (a) the Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and
  - (b) the local government must comply with the direction.

### **14B. Performance of local government's functions under cl. 12 and 13**

- (1) The local governments functions under clauses 12 and 13 must be performed by the council.
- (2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of the council comprising council members only to perform a function for and on behalf of the local government.
- (3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government -
  - (a) a member of the council of any local government;
  - (b) a member of the governing body of any regional subsidiary;

- (c) an employee of any local government or regional subsidiary;
  - (d) an employee of WALGA or the Local Government Professionals Australia (WA);
  - (e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following –
    - (i) local governments;
    - (ii) members of councils;
    - (iii) employees of local governments.
- (4) A resolution made under subclause (3) must include the following
- (a) a statement to the effect that the council is satisfied that the person being authorised is suitably qualified and experienced to perform the function;
  - (b) an explanation as to why the council is satisfied as referred to in paragraph (a);
  - (c) a statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.
- (5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

## **15. Other provisions about complaints**

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.
- (3) Clauses 14 A and 14B do not apply in relation to a complaint made before 1 January 2026.

## **Division 4 — Rules of conduct**

### *Notes for this Division:*

1. *Under section 8A.3(1) of the Act a council member commits a conduct breach if the council member contravenes a rule of conduct. Section 8A.3(2) of the Act extends this to the contravention of a rule of conduct that occurred when the council member was a candidate.*
2. *A conduct breach is dealt with under Part 8A Division 5 of the Act.*

## 16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

## 17. Misuse of local government resources

- (1) In this clause —

**electoral purpose** means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

**resources of a local government** includes —

- (a) local government property; and
  - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

## 18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
  - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
  - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

## 19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

## 20. Relationship with local government employees

- (1) In this clause —

**local government employee** means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
  - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
  - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
  - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
- (a) make a statement that a local government employee is incompetent or dishonest; or
  - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

## 21. Disclosure of information

- (1) In this clause —

### ***closed meeting***

- (a) means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2), (3) or (4) of the Act; and
- (b) includes a council or committee meeting held before 1 January 2026, or a part of a council or committee meeting held before 1 January 2026, that was closed to members of the public under section 5.23(2) if the Act as in force before 1 January 2026;

***confidential document*** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

***document*** includes a part of a document;

***non confidential document*** means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
  - (b) acquired at a closed meeting other than information derived from a non confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or

- (b) to the extent specified by the council and subject to such other conditions as the council determines; or
- (c) that is already in the public domain; or
- (d) to an officer of the Department; or
- (e) to the Minister; or
- (f) to a legal practitioner for the purpose of obtaining legal advice; or
- (g) if the disclosure is required or permitted by law.

## **22. Disclosure of interests**

(1) In this clause —

***interest*** —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
  - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
  - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
  - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
  - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or

- (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

### **23. Compliance with plan requirement**

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

**ATTACHMENT 14.2A**  
**Financial statements for month ended**  
**28 February 2026**



Shire of  
**Narembeen**  
Together we grow

SHIRE OF NAREMBEEN  
**MONTHLY**  
**FINANCIAL STATEMENTS**

**FEBRUARY 2025**

**SHIRE OF NAREMBEEN**  
**MONTHLY FINANCIAL REPORT**

**For the period ended February 28 2026**

**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**SHIRE OF NAREMBEEN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

	Annual Budget Estimates	Amended Budget Estimates	Amended YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a)	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
	\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
General rates	2,251,720	2,250,220	2,247,548	2,242,031	(5,517)	(0%)	
Rates excluding general rates	32,951	32,951	32,951	32,385	(566)	(2%)	
Grants, subsidies and contributions	1,715,530	1,683,688	1,268,081	1,463,559	195,478	15%	▲
Fees and charges	549,698	571,738	445,407	469,735	24,328	5%	
Interest revenue	376,931	376,931	207,320	188,243	(19,077)	(9%)	
Other revenue	119,000	212,986	175,968	181,612	5,644	3%	
Profit on asset disposals	16,000	60,658	40,440	43,578	3,138	8%	
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	75,558	75,558	0.00%	
	<b>5,061,830</b>	<b>5,189,172</b>	<b>4,417,715</b>	<b>4,696,701</b>	<b>278,986</b>	<b>6.32%</b>	
<b>Expenditure from operating activities</b>							
Employee costs	(2,304,124)	(2,276,098)	(1,585,569)	(1,576,079)	9,490	0.60%	
Materials and contracts	(1,814,326)	(1,754,061)	(1,162,410)	(1,171,476)	(9,066)	(0.78%)	
Utility charges	(257,850)	(279,350)	(186,072)	(175,159)	10,913	5.86%	
Depreciation	(3,235,234)	(3,235,234)	(2,156,576)	(2,083,227)	73,349	3.40%	
Finance costs	(28,135)	(28,135)	(14,828)	(14,828)	0	0.00%	
Insurance	(274,399)	(275,599)	(274,536)	(279,353)	(4,817)	(1.75%)	
Other expenditure	(225,457)	(223,457)	(118,212)	(137,266)	(19,054)	(16.12%)	
Loss on asset disposals	(45,000)	(45,500)	(2,000)	(7,302)	(5,302)	(265.10%)	
	<b>(8,184,525)</b>	<b>(8,117,434)</b>	<b>(5,500,203)</b>	<b>(5,444,690)</b>	<b>55,513</b>	<b>1.01%</b>	
Non cash amounts excluded from operating activities	2(c) 3,267,736	3,223,578	2,118,136	1,971,393	(146,743)	(6.93%)	
<b>Amount attributable to operating activities</b>	<b>145,041</b>	<b>295,316</b>	<b>1,035,648</b>	<b>1,223,404</b>	<b>187,756</b>	<b>18.13%</b>	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	2,666,614	2,562,802	2,006,724	1,213,852	(792,872)	(39.51%)	▼
Proceeds from disposal of assets	160,000	229,164	0	76,403	76,403	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	12,560	12,560	0	7,958	7,958	0.00%	
	<b>2,839,174</b>	<b>2,804,526</b>	<b>2,006,724</b>	<b>1,298,213</b>	<b>(708,511)</b>	<b>(35.31%)</b>	
<b>Outflows from investing activities</b>							
Acquisition of property, plant and equipment	(1,988,320)	(2,142,876)	(1,199,716)	(830,978)	368,738	30.74%	▲
Acquisition of infrastructure	(4,441,515)	(3,913,801)	(2,663,756)	(1,818,278)	845,478	31.74%	▲
Payments for intangible assets	(235,000)	(24,880)	(16,584)	(25,880)	(9,296)	(56.05%)	
	<b>(6,664,835)</b>	<b>(6,081,557)</b>	<b>(3,880,056)</b>	<b>(2,675,135)</b>	<b>1,204,921</b>	<b>31.05%</b>	
<b>Amount attributable to investing activities</b>	<b>(3,825,661)</b>	<b>(3,277,031)</b>	<b>(1,873,332)</b>	<b>(1,376,922)</b>	<b>496,410</b>	<b>26.50%</b>	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Transfer from reserves	1,436,554	1,436,554	0	0	0	0.00%	
	<b>1,436,554</b>	<b>1,436,554</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	
<b>Outflows from financing activities</b>							
Repayment of borrowings	(83,070)	(83,070)	(44,982)	(44,982)	0	0.00%	
Transfer to reserves	(510,823)	(510,823)	0	(120,696)	(120,696)	0.00%	
	<b>(593,893)</b>	<b>(593,893)</b>	<b>(44,982)</b>	<b>(165,678)</b>	<b>(120,696)</b>	<b>(268.32%)</b>	
<b>Amount attributable to financing activities</b>	<b>842,661</b>	<b>842,661</b>	<b>(44,982)</b>	<b>(165,678)</b>	<b>(120,696)</b>	<b>(268.32%)</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>	2(a) 2,837,959	2,278,155	2,837,959	2,278,153	(559,806)	(19.73%)	▼
Amount attributable to operating activities	109,241	295,316	1,035,648	1,223,404	187,756	18.13%	▲
Amount attributable to investing activities	(3,825,661)	(3,277,031)	(1,873,332)	(1,376,922)	496,410	26.50%	▲
Amount attributable to financing activities	842,661	842,661	(44,982)	(165,678)	(120,696)	(268.32%)	▼
<b>Surplus or deficit after imposition of general rates</b>	<b>(0)</b>	<b>139,100</b>	<b>1,955,293</b>	<b>1,958,957</b>	<b>3,664</b>	<b>0.19%</b>	

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF NAREMBEEN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

	Actual 30 June 2025	Actual as at 28 February 2026
	\$	
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	9,030,289	8,000,078
Trade and other receivables	239,525	609,131
Other financial assets	12,560	4,602
Inventories	25,943	0
Contract assets	353,574	275,186
<b>TOTAL CURRENT ASSETS</b>	<b>9,661,891</b>	<b>8,888,997</b>
<b>NON-CURRENT ASSETS</b>		
Other financial assets	125,391	200,949
Inventories	108,172	79,052
Investment in associate	41,553	41,553
Property, plant and equipment	23,802,419	24,728,391
Infrastructure	147,692,048	147,346,978
<b>TOTAL NON-CURRENT ASSETS</b>	<b>171,769,583</b>	<b>172,396,923</b>
<b>TOTAL ASSETS</b>	<b>181,431,474</b>	<b>181,285,920</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	875,130	444,667
Contract liabilities	134,456	0
Borrowings	83,071	38,088
Employee related provisions	370,363	370,363
Other provisions	107,436	107,436
DOT licensing funds on hand	3,255	1,737
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,573,711</b>	<b>962,291</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	497,839	497,839
Employee related provisions	59,880	59,880
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>557,719</b>	<b>557,719</b>
<b>TOTAL LIABILITIES</b>	<b>2,131,430</b>	<b>1,520,010</b>
<b>NET ASSETS</b>	<b>179,300,044</b>	<b>179,765,907</b>
<b>EQUITY</b>		
Retained surplus	56,479,960	56,825,129
Reserve accounts	5,880,538	6,001,234
Revaluation surplus	116,939,546	116,939,546
<b>TOTAL EQUITY</b>	<b>179,300,044</b>	<b>179,765,909</b>

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

**SHIRE OF NAREMBEEN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES**

**BASIS OF PREPARATION**

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

*Section 6.4(2) of the Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

**MATERIAL ACCOUNTING POLICIES**

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

**Critical accounting estimates and judgements**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors 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.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**2 NET CURRENT ASSETS INFORMATION**

	<b>Adopted Budget Opening</b>	<b>Year to date Actual as at</b>	<b>Actual as at</b>	
<b>(a) Net current assets used in the Statement of Financial Activity</b>	<b>Note</b>	<b>1 July 2025</b>	<b>30 June 2025</b>	<b>28 February 2026</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Current assets</b>				
Cash and cash equivalents		5,284,197	9,030,289	8,000,078
Trade and other receivables		541,806	239,525	609,131
Other financial assets		0	12,560	4,602
Inventories		73,416	25,943	0
Contract assets		0	353,574	275,186
		<u>5,899,419</u>	<u>9,661,891</u>	<u>8,888,997</u>
<b>Less: current liabilities</b>				
Trade and other payables		(480,045)	(875,130)	(444,667)
Other liabilities		(11,060)	0	0
Borrowings		0	(83,071)	(38,088)
Employee related provisions		(351,067)	(370,363)	(370,363)
Other provisions		(102,441)	(107,436)	(107,436)
Contract liabilities		0	(134,456)	0
DOT funds on hand		0	(3,255)	(1,737)
		<u>(944,613)</u>	<u>(1,573,711)</u>	<u>(962,291)</u>
Net current assets		4,954,806	8,088,180	7,926,706
Less: Total adjustments to net current assets	2(b)	(4,954,806)	(5,810,027)	(5,967,748)
<b>Closing funding surplus / (deficit)</b>		<b>0</b>	<b>2,278,153</b>	<b>1,958,958</b>
<b>(b) Current assets and liabilities excluded from budgeted deficiency</b>				
<b>Adjustments to net current assets</b>				
Less: Reserve accounts		(4,954,806)	(5,880,538)	(6,001,234)
Less: Financial assets at amortised cost - self supporting loans		0	(12,560)	(4,602)
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of borrowings		0	83,071	38,088
<b>Total adjustments to net current assets</b>	2(a)	<b>(4,954,806)</b>	<b>(5,810,027)</b>	<b>(5,967,748)</b>

	<b>Adopted Budget Estimates</b>	<b>YTD Budget Estimates</b>	<b>YTD Actual</b>
<b>(c) Non-cash amounts excluded from operating activities</b>	<b>30 June 2026</b>	<b>28 February 2026</b>	<b>28 February 2026</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(16,000)	(40,440)	(43,578)
Less: Fair value adjustments to financial assets at amortised cost	0	0	(75,558)
Add: Loss on asset disposals	45,500	2,000	7,302
Add: Depreciation	3,235,234	2,156,576	2,083,227
Movement in current contract liabilities associated with restricted cash	3,502	0	0
<b>Total non-cash amounts excluded from operating activities</b>	<b>3,267,736</b>	<b>2,118,136</b>	<b>1,971,393</b>

**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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

**SHIRE OF NAREMBEEN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is \$25,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
<b>Revenue from operating activities</b>			
<b>Grants, subsidies and contributions</b>	195,478	15.42%	▲
Primarily due to timing differences in Federal Financial Assistance grant funding received - no budget amendments for these amounts due to the uncertainty of the final trailing payment amounts		Timing	
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	(792,872)	(39.51%)	▼
See detailed note on grant income.		Timing	
<b>Outflows from investing activities</b>			
<b>Acquisition of property, plant and equipment</b>	368,738	30.74%	▲
See detailed note - capital expenditure generally delayed pending budget adoption		Timing	
<b>Acquisition of infrastructure</b>	845,478	31.74%	▲
See detailed note - capital expenditure generally delayed pending budget adoption		Timing	

**SHIRE OF NAREMBEEN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**4 CASH AND FINANCIAL ASSETS AT AMORTISED COST**

Description	Classification	Unrestricted	Reserve Accounts	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Petty cash and floats	Cash and cash equivalents	741	0	741	n/a	n/a	
Municipal funds	Cash and cash equivalents	1,998,104	0	1,998,104	CBA	0.01%	
Short-term deposits	Cash and cash equivalents	0	6,001,233	6,001,233	CBA	4.04%	15/12/2025
<b>Total</b>		<b>1,998,845</b>	<b>6,001,233</b>	<b>8,000,078</b>			
<b>Comprising</b>							
Cash and cash equivalents		1,998,845	6,001,233	8,000,078			
		<b>1,998,845</b>	<b>6,001,233</b>	<b>8,000,078</b>			

**KEY INFORMATION**

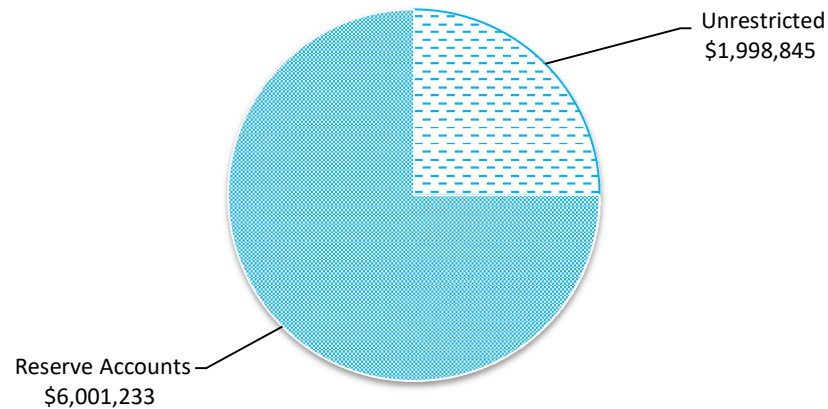
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 9 - Other assets.



SHIRE OF NAREMBEEN  
 SUPPLEMENTARY INFORMATION  
 FOR THE PERIOD ENDED 28 FEBRUARY 2026

5 RESERVE ACCOUNTS

Reserve account name	Annual Budget				Budget Review				Actual				
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing	
	Balance	In (+)	Out (-)	Balance	Balance	In (+)	Out (-)	Balance	Balance	In (+)	Out (-)	Balance	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Reserve accounts restricted by legislation</b>													
Leave reserve	309,132	14,582	0	324,062	309,132	14,582	0	324,062	324,062	6,651	0	330,713	
Plant reserve	567,015	221,426	0	338,359	567,015	221,426	0	338,359	338,359	6,945	0	345,304	
Infrastructure reserve	2,465,448	64,736	(720,000)	1,438,578	2,465,448	64,736	(720,000)	1,438,578	1,438,578	29,526	0	1,468,104	
HVRIC reserve	0	102,530	(110,500)	2,278,453	0	102,530	(110,500)	2,278,453	2,278,453	46,764	0	2,325,217	
Land Development reserve	342,573	16,160	(375,277)	359,117	342,573	16,160	(375,277)	359,117	359,117	7,371	0	366,488	
Avoca Farm reserve	84,199	3,972	(92,237)	88,265	84,199	3,972	(92,237)	88,265	88,265	1,812	0	90,077	
Recreation reserve	758,939	30,852	(40,374)	685,593	758,939	30,852	(40,374)	685,593	685,593	14,072	0	699,665	
Housing reserve	587,297	705	(16,366)	15,661	587,297	705	(16,366)	15,661	15,661	321	0	15,982	
Heritage reserve	21,760	1,026	0	22,810	21,760	1,026	0	22,810	22,810	468	0	23,278	
Medical reserve	98,770	4,659	0	103,540	98,770	4,659	0	103,540	103,540	2,125	0	105,665	
Server reserve	0	15,675	0	15,000	0	15,675	0	15,000	15,000	308	0	15,308	
ERP reserve	0	1,800	(41,800)	40,000	0	1,800	(41,800)	40,000	40,000	821	0	40,821	
Bendering landfill reserve	125,059	22,249	(40,000)	161,100	125,059	22,249	(40,000)	161,100	161,100	3,307	0	164,407	
Bendering rehabilitation reserve	0	5,225	0	5,000	0	5,225	0	5,000	5,000	103	0	5,103	
RoeROC reserve	0	5,225	0	5,000	0	5,225	0	5,000	5,000	103	0	5,103	
	<b>5,360,192</b>	<b>510,823</b>	<b>(1,436,554)</b>	<b>5,880,537</b>	<b>5,360,192</b>	<b>510,823</b>	<b>(1,436,554)</b>	<b>5,880,537</b>	<b>5,880,538</b>	<b>120,696</b>	<b>0</b>	<b>6,001,234</b>	

## 6 CAPITAL ACQUISITIONS

Capital acquisitions	Annual Budget	Reviewed Budget	YTD Reviewed Budget	YTD Actual	YTD Variance
	\$	\$	\$	\$	\$
Property, plant and equipment	1,988,320	2,142,876	1,199,716	830,978	(368,738)
Infrastructure	4,441,515	3,913,801	2,663,756	1,818,278	(845,478)
Intangible assets	235,000	24,880	16,584	25,880	9,296
<b>Total capital acquisitions</b>	<b>6,664,835</b>	<b>6,081,557</b>	<b>3,880,056</b>	<b>2,675,135</b>	<b>(1,204,921)</b>
<b>Capital Acquisitions Funded By:</b>					
Capital grants and contributions	2,562,802	2,006,724	2,006,724	1,213,852	(792,872)
Other (disposals & C/Fwd)	160,000	229,164	0	76,403	76,403
Reserve accounts					
Infrastructure reserve	720,000	(1,438,578)	0	0	0
HVRIC reserve	110,500	(2,278,453)	0	0	0
Land Development reserve	375,277	(359,117)	0	0	0
Avoca Farm reserve	92,237	(88,265)	0	0	0
Recreation reserve	40,374	(685,593)	0	0	0
Housing reserve	16,366	(15,661)	0	0	0
Heritage reserve	0	(22,810)	0	0	0
Medical reserve	0	(103,540)	0	0	0
Server reserve	0	(15,000)	0	0	0
ERP reserve	41,800	(40,000)	0	0	0
Bendering landfill reserve	40,000	(161,100)	0	0	0
Bendering rehabilitation reserve	0	(5,000)	0	0	0
RoeROC reserve	0	(5,000)	0	0	0
Contribution - operations	2,505,479	9,063,786	1,873,332	1,384,880	(488,452)
<b>Capital funding total</b>	<b>6,664,835</b>	<b>6,081,557</b>	<b>3,880,056</b>	<b>2,675,135</b>	<b>(1,204,921)</b>

### KEY INFORMATION

#### Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

#### Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

#### Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

**SHIRE OF NAREMBEEN**  
**NOTE 6 CONTINUED - CAPITAL EXPENDITURE**  
**FOR THE YEAR-TO-DATE PERIOD ENDED 28/02/2026**

Capital Expenditure Project	Account Number	Full-year variance				% Var Under/(over)	Year-to-date variance			% Var Under/(over)
		Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)		Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	
<b>Land and Buildings</b>										
Depot, Pound Improvements	2182	10,000	10,000	0	10,000	100%	9,999	0	9,999	100%
Staff housing, Thomas St builds	2178	283,500	300,000	932,463	(632,463)	-211%	283,500	932,463	(648,963)	-229%
<i>Less: 2025 WIP brought forward</i>				(679,245)				(679,245)		
<i>2026 capital expenditure</i>		283,500	300,000	253,218	46,782		283,500	253,218	30,282	
Recreation Centre, female changerooms (design)	2183	30,000	12,800	23,900	(11,100)	-87%	8,528	23,900	(15,372)	-180%
<i>Less: 2025 WIP brought forward</i>		0	0	(11,100)				(11,100)		
<i>2026 capital expenditure</i>		30,000	12,800	12,800	-		8,528	12,800	(4,272)	
Staff housing development, Cr Cheetham Way & Brown St	2179	500,000	500,000	26,389	473,611	95%	0	26,389	(26,389)	
<i>Less: 2025 WIP brought forward</i>		0		(26,389)			0	(26,389)		
<i>2026 capital expenditure</i>		500,000	500,000	(0)	500,000		-	(0)	0	
Cr Cheetham Way & Brown St, subdivision costs	2379	0	50,000	0	50,000	100%	33,328	0	33,328	100%
1 Longhurst Street, renovations	2180	100,000	100,000	5,959	94,041	94%	0	5,959	(5,959)	
Swimming Pool, ablution upgrades, add first aid room & storage	2229	10,000	10,000	0	10,000	100%	9,999	0	9,999	100%
Depot, new buildings, renovations and improvements to amenity	2300	10,000	10,000	0	10,000	100%	6,666	0	6,666	100%
8 Cheetham Way, Outdoor blinds	2301	14,000	14,000	14,436	(436)	-3%	13,998	14,436	(438)	-3%
20 Cheetham Way, Outdoor blinds	2302	14,000	19,665	19,665	0	0%	13,104	19,665	(6,561)	-50%
5 Churchill Street, garden and street frontage improvements	2303	28,000	28,000	880	27,120	97%	27,999	880	27,119	97%
Avoca farmstead, demolition	2304	50,000	50,000	0	50,000	100%	33,328	0	33,328	100%
15 Northmore, reticulation works	2305	5,000	5,000	0	5,000	100%	3,328	0	3,328	100%
15 Northmore, landscaping	2306	10,000	10,000	0	10,000	100%	6,664	0	6,664	100%
15 Northmore, floorcoverings	2307	5,350	5,350	5,885	(535)	-10%	5,349	5,885	(536)	-10%
15 Northmore, split system AC	2308	8,500	8,500	9,150	(650)	-8%	8,499	9,150	(651)	-8%
16 Hilton, reticulation works	2309	5,000	5,000	0	5,000	100%	3,328	0	3,328	100%
18 Hilton, reticulation works	2310	5,000	5,000	2,961	2,039	41%	3,328	2,961	367	11%
21 Northmore, reticulation works	2311	5,000	5,000	0	5,000	100%	3,328	0	3,328	100%
21 Northmore, landscaping	2312	10,000	10,000	0	10,000	100%	6,664	0	6,664	100%
21 Northmore, split system AC	2313	8,500	8,500	9,150	(650)	-8%	8,499	9,150	(651)	-8%
8 Churchill Street, repaint portico	2314	5,000	5,000	0	5,000	100%	4,998	0	4,998	100%
8 Churchill Street, Rear entry fencing	2315	5,000	5,000	0	5,000	100%	4,998	0	4,998	100%
Gym, split system AC	2316	12,000	12,000	0	12,000	100%	12,000	0	12,000	100%
Transfer station, Concrete slab for shed	2317	26,000	13,118	14,310	(1,192)	-9%	8,744	14,310	(5,566)	-64%
Transfer station, Transportable office	2318	18,000	18,000	0	18,000	100%	18,000	0	18,000	100%
10 Hilton, floorcoverings, repaint internally and exterior repairs	2324	40,000	40,000	7,271	32,729	82%	26,666	7,271	19,395	73%
5 and 7 Currall Street Naremben, land acquisition costs	2373	0	3,890	2,854	1,036	27%	2,592	2,854	(262)	
Pool Building, epoxy non-slip flooring	2375	0	26,853	26,853	0		26,853	26,853	0	
Depot, concrete flooring for sheds	2374	0	20,000	0	20,000		0	0	0	
<b>Total Land and Buildings</b>		<b>1,217,850</b>	<b>1,310,676</b>	<b>385,391</b>	<b>208,551</b>		<b>594,287</b>	<b>1,102,125</b>	<b>(507,838)</b>	
<b>Furniture and Equipment</b>										
Admin - VOIP Phones	2184	10,000	10,000	10,026	(26)	0%	6,664	10,026	(3,362)	-50%
Admin - Council Chambers Furniture	2185	23,670	45,000	0	45,000	100%	30,000	0	30,000	100%
Recreation Centre, furniture and fittings	2361	35,000	35,000	24,326	10,674	30%	34,998	24,326	10,672	30%
Admin, CRC and mechanic - new computers	2356	11,000	13,690	13,690	0	0%	9,120	13,690	(4,570)	-50%
CRC, Power distribution boards	2357	5,000	5,000	0	5,000	100%	4,998	0	4,998	100%
Caravan park, replacement washing machines	2358	22,000	22,000	19,963	2,037	9%	21,999	19,963	2,036	9%
Chambers, additional honour boards	2359	5,000	5,000	0	5,000	100%	3,328	0	3,328	100%
Admin, Chair and table trolleys	2360	5,000	5,000	0	5,000	100%	3,328	0	3,328	100%
Caravan Park, new beds and furniture	2376	0	25,000	0	25,000	100%	0	0	0	
<b>Total Furniture and Equipment</b>		<b>116,670</b>	<b>165,690</b>	<b>68,005</b>	<b>97,685</b>		<b>114,435</b>	<b>68,005</b>	<b>46,430</b>	
<b>Plant and Equipment</b>										

**SHIRE OF NAREMBEEN**  
**NOTE 6 CONTINUED - CAPITAL EXPENDITURE**  
**FOR THE YEAR-TO-DATE PERIOD ENDED 28/02/2026**

Capital Expenditure Project	Account Number	Full-year variance				% Var Under/(over)	Year-to-date variance			% Var Under/(over)
		Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)		Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	
Steel Drum Roller	2363	200,000	200,000	0	200,000	100%	133,334	0	133,334	100%
Side Tipper (NB5708)	2364	155,000	155,000	107,950	47,050	30%	103,334	107,950	(4,616)	-4%
Light tipper (NEW)	2195	78,000	83,673	83,673	(0)	0%	55,776	83,673	(27,897)	-50%
Replacement Light Vehicle (NB7900)	2365	42,000	44,777	44,777	0	0%	29,848	44,777	(14,929)	-50%
Replacement Light Vehicle (NB806)	2366	50,000	50,000	47,372	2,628	5%	50,000	47,372	2,628	5%
Replacement Light Vehicle (NB7298)	2367	50,000	50,000	47,322	2,678	5%	50,000	47,322	2,678	5%
Skidsteer attachment, cold planer	2368	28,000	28,000	22,260	5,740	20%	27,999	22,260	5,739	20%
Skidsteer attachment, spray unit with boom	2369	18,000	22,260	0	22,260	100%	14,840	0	14,840	100%
Skidsteer, loading ramps	2370	5,000	5,000	0	5,000	100%	5,000	0	5,000	100%
Works, Trailer-Mounted Portable Toilet	2371	7,000	7,000	6,982	18	0%	6,999	6,982	17	0%
Works, Fleet Tracking Hardware	2188	10,000	10,000	6,775	3,225	32%	6,664	6,775	(111)	-2%
Works, Traffic counters	2362	10,800	10,800	10,470	330	3%	7,200	10,470	(3,270)	-45%
<b>Total Plant and equipment</b>		<b>653,800</b>	<b>666,510</b>	<b>377,582</b>	<b>288,928</b>		<b>490,994</b>	<b>377,582</b>	<b>113,412</b>	
<b>Total Property, Plant and Equipment</b>		<b>1,988,320</b>	<b>2,142,876</b>	<b>830,978</b>	<b>595,164</b>		<b>1,199,716</b>	<b>1,547,712</b>	<b>(347,996)</b>	

**SHIRE OF NAREMBEEN**  
**NOTE 6 CONTINUED - CAPITAL EXPENDITURE**  
**FOR THE YEAR-TO-DATE PERIOD ENDED 28/02/2026**

Capital Expenditure Project	Account Number	Full-year variance				% Var Under/(over)	Year-to-date variance			% Var Under/(over)
		Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)		Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	
<b>Infrastructure - Roads, Footpaths and Drainage</b>										
R2R - Anderson Rock Road, Gravel resheeting (SLK 10.56 - 16.20)	2325	150,000	150,000	0	150,000	100%	0	0	0	
R2R - Yeomans Road, Gravel resheeting (SLK 15.13 - 21.00)	2326	150,000	210,000	196,719	13,281	6%	0	196,719	(196,719)	
R2R - Coverley Road, Gravel resheeting (SLK 3.2 - 8.96)	2327	200,000	200,000	12,614	187,386	94%	199,998	12,614	187,384	94%
R2R - Swartz Road, Replace culvert, reconstruct floodway (SLK 4.50)	2328	120,000	120,000	3,712	116,288	97%	80,000	3,712	76,288	95%
R2R - Bailey Road, Replace culvert, reconstruct floodway (SLK 7.57)	2329	120,000	120,000	3,532	116,468	97%	80,000	3,532	76,468	96%
RRG - Cramphorne Road, Second coat seal (SLK 17.2 - 42.29)	2340	168,000	168,000	168,000	(0)	0%	168,000	168,000	(0)	0%
RRG - Naremben South Road, Reconstruction and primer seal to 7.2m (SLK 5.17 - 8.97)	2341	720,000	836,821	683,984	152,837	18%	557,880	683,984	(126,104)	-23%
WSFN - Kondinin-Naremben Road, second coat seal (SLK 19.50 - 23.00)	2342	141,290	141,290	134,654	6,636	5%	141,288	134,654	6,634	5%
WSFN - Kondinin-Naremben Road, reconstruction, widen, seal and asphalt (SLK 26 - 26.8)	2343	359,725	359,725	12,837	346,888	96%	239,816	12,837	226,979	95%
Soldiers Road, Gravel resheeting and second coat seal - 400m x 8m (SLK 39.5 - 39.9)	2344	37,000	37,000	0	37,000	100%	36,999	0	36,999	100%
Cramphorne Road, vegetation works (SLK 17.2 - 32.29)	2345	80,000	80,000	77,755	2,245	3%	79,998	77,755	2,243	3%
Mt Arrowsmith Road, pavement repairs, culvert installation and reseal (SLK 3.25 - 15.53)	2346	110,500	110,500	0	110,500	100%	110,499	0	110,499	100%
Townsite, replacement of kerbing	2372	50,000	50,000	0	50,000	100%	50,000	0	50,000	100%
Streets Alive, Currall Street slow zone	2377	0	106,500	0	106,500	100%	0	0	0	
WSFN - Naremben-Kondinin Road SLK 1.4-26.6 clearing of vegetation for works incl traffic mar	2082	0	0	1,924	(1,924)					
Less: 2025 WIP brought forward		0	0	(1,924)						
2026 capital expenditure		-	-	0	(0)					
<b>Total Roads, Footpaths and Drainage</b>		<b>2,406,515</b>	<b>2,689,836</b>	<b>1,293,806</b>	<b>1,396,030</b>		<b>1,744,478</b>	<b>1,293,806</b>	<b>450,672</b>	
<b>Other Infrastructure</b>										
Stormwater Harvesting (Irrigation Pipeline) for townsite	2348	140,000	140,000	127,661	12,339	9%	93,334	127,661	(34,327)	-37%
Lions Recycling Area, improvements	2323	10,000	10,000	4,963	5,038	50%	6,666	4,963	1,704	26%
Caravan Park, perimeter fencing and drainage	2347	25,000	25,000	0	25,000	100%	16,664	0	16,664	100%
Lions Entrance Garden improvements (West Town entrance)	2322	5,000	5,000	0	5,000	100%	3,328	0	3,328	100%
Airfield, CCTV installation	2349	15,000	15,000	0	15,000	100%	10,000	0	10,000	100%
Caravan Park, drain, sewerage and electrical line rerouting and improvements	2215	25,000	25,000	0	25,000	100%	16,664	0	16,664	100%
CRC Precinct - Generator Installation	2218	100,000	0	0	0		0	0	0	
New District Entrance Signs (x4)	2350	12,000	15,000	0	15,000	100%	10,000	0	10,000	100%
Investment in associate (RoeROC)	9415000	60,000	60,000	0	60,000	100%	0	0	0	
Transfer station, chainmesh fencing	2319	50,000	50,000	37,700	12,300	25%	33,334	37,700	(4,366)	-13%
Town dams, perimeter fencing	2320	50,000	50,000	14,329	35,671	71%	33,328	14,329	18,999	57%
Motorcross, perimeter fencing, restoration works and signage	2321	100,000	42,000	40,940	1,060	3%	28,000	40,940	(12,940)	-46%
Apex Park, replacement shade sails	2378	0	10,200	0	10,200	100%	6,800	0	6,800	100%
BMX track, survey and design	2162	525,000	9,064	9,214	(150)	-2%	6,040	9,214	(3,174)	-53%
Less: 2025 WIP brought forward		0	0	(150)						
2026 capital expenditure		525,000	9,064	9,064	0					
Naremben oval, switchboard	2223	44,000	3,318	37,338	(34,020)	-1025%	2,208	37,338	(35,130)	-1591%
Less: 2025 WIP brought forward		0	0	(34,020)						
2026 capital expenditure		44,000	3,318	3,318	(0)					
Ski Lake planning and development	2163	10,000	10,000	96,441	(86,441)	-864%	6,664	96,441	(89,777)	-1347%
Less: 2025 WIP brought forward		0	0	(85,404)						
2026 capital expenditure		10,000	10,000	11,037	(1,037)					
Naremben hockey field lights (Club Night Lights)	2222	304,000	194,383	326,286	(131,903)	-68%	129,584	326,286	(196,702)	-152%
Less: 2025 WIP brought forward		0	0	(131,903)						
2026 capital expenditure		304,000	194,383	194,383	(0)					
Tourist trails development	2353	10,000	10,000	229	9,771	98%	0	229	(229)	
Town oval, irrigation improvements	2354	100,000	100,000	13,150	86,850	87%	66,664	1,500	65,164	98%

**SHIRE OF NAREMBEEN**  
**NOTE 6 CONTINUED - CAPITAL EXPENDITURE**  
**FOR THE YEAR-TO-DATE PERIOD ENDED 28/02/2026**

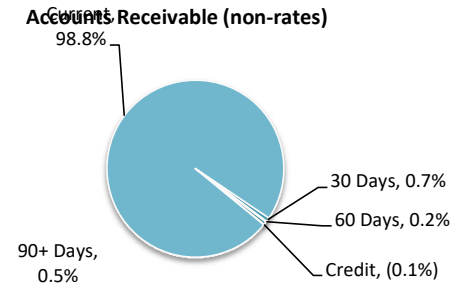
Capital Expenditure Project	Account Number	Full-year variance				% Var Under/(over)	Year-to-date variance			% Var Under/(over)
		Original budget	Budget review - Annual amount	YTD Actual	Annual variance Surplus/(deficit)		Budget review - YTD figures	YTD actuals	YTD variance Surplus/(deficit)	
<i>Less: 2025 WIP brought forward</i>		0	0	(11,650)						
<i>2026 capital expenditure</i>		100,000	100,000	1,500	98,500					
Narembeen football field lights (Club Night Lights)	2355	450,000	450,000	79,348	370,652	82%	450,000	79,348	370,652	82%
<b>Total Other Infrastructure</b>		2,035,000	1,223,965	524,471	699,494		919,278	775,948	143,330	
<b>Total Infrastructure</b>		4,441,515	3,913,801	1,818,278	2,095,523		2,663,756	2,069,754	594,002	
<b>Intangible Assets</b>										
New ERP - Implementation costs	2352	200,000	0	1,000	(1,000)		0	1,000	(1,000)	
Website redevelopment	2351	35,000	24,880	24,880	0	0%	16,584	24,880	(8,296)	-50%
<b>Total Infrastructure</b>		235,000	24,880	25,880	(1,000)		16,584	25,880	(9,296)	
<b>2026 gross amounts</b>		6,664,835	6,081,557	2,675,135	2,689,688					
<b>2025 work in progress</b>		0		981,785						
<b>Total 2026 capital expenditure to date</b>		6,664,835	6,081,557	2,675,135	2,689,688		3,880,056	3,643,346	236,710	

7 DISPOSAL OF ASSETS

Asset description	Annual budget				Amended budget				YTD Actual			
	Net Book				Net Book				Net Book			
	Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Buildings</b>												
41 Cheetham Way	0	0	0	0	0	0	0	0	0	176	176	0
26 Cheetham Way			0	0			0	0	29,120	21,818		(7,302)
<b>Plant and equipment</b>												
Toyota Kluger, 111NB	40,000	38,000	0	(2,000)	40,000	38,000	0	(2,000)	0	0	0	0
CAT Steel Drum Roller	83,000	40,000	0	(43,000)	83,000	40,000	0	(43,000)	0	0	0	0
Bruce Rock Side Tipper, NB5766	25,000	30,000	5,000	0	25,000	30,000	5,000	0	0	0	0	0
Toyota Hilux, NB7900	13,000	16,000	3,000	0	13,000	16,000	3,000	0	0	0	0	0
Nissan Navara, NB806	12,000	18,000	6,000	0	12,000	18,000	6,000	0	0	0	0	0
Nissan Navara, NB7298	16,000	18,000	2,000	0	16,000	18,000	2,000	0	0	0	0	0
Howard Porter Side Tipper, NB3937	0	0	0	0	0	23,870	23,870	0	0	23,870	23,870	0
Tri-axle dolly	0	0	0	0	11,006	24,700	13,694	0	11,006	24,700	13,693	0
Diesel bowser and fuel cell	0	0	0	0	0	5,094	5,094	0	0	5,094	5,094	0
Ford Ranger, NB7399	0	0	0	0	4,000	3,500	0	(500)	0	0	0	0
Nissan Navara, 1HAQ077	0	0	0	0	10,000	12,000	2,000	0	0	0	0	0
Commercial washing machines	0	0	0	0	0	0	0	0	0	545	545	0
<b>Furniture and Equipment</b>												
Disused laptops, surplus to requirements	0	0	0	0	0	0	0	0	0	200	0	0
	<b>189,000</b>	<b>160,000</b>	<b>16,000</b>	<b>(45,000)</b>	<b>214,006</b>	<b>229,164</b>	<b>60,658</b>	<b>(45,500)</b>	<b>40,126</b>	<b>76,403</b>	<b>43,378</b>	<b>(7,302)</b>

8 RECEIVABLES

Rates receivable	30 Jun 2025	28 Feb 2026
	\$	\$
Opening arrears previous year	154,026	79,986
Levied this year	2,133,835	2,274,416
Less - collections to date	(2,207,875)	(2,228,699)
Gross rates collectable	<b>79,986</b>	<b>125,703</b>
Allowance for impairment of rates receivable	0	0
<b>Net rates collectable</b>	<b>79,986</b>	<b>125,703</b>
% Collected	96.5%	94.7%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(664)	474,474	3,464	897	2,177	480,349
Percentage	(0.1%)	98.8%	0.7%	0.2%	0.5%	
<b>Balance per trial balance</b>						
Trade receivables						480,349
Pensioner rates and ESL rebates receivable						2,228
Receiving suspense						851
<b>Total receivables general outstanding</b>						<b>483,428</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

8 PAYABLES

Payables - general	Debit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	371,059	0	0	0	371,059
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
<b>Balance per trial balance</b>						
Sundry creditors						371,087
Accrued salaries and wages						2,191
ATO liabilities						5,133
Prepaid rates						38,273
Bonds and deposits held						28,277
Trust funds						(294)
Transport licensing funds held						1,737
<b>Total payables general outstanding</b>						<b>446,404</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire 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. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

9 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Swimming Pool	125	60,278	0	0	(14,335)	(29,149)	45,943	31,129	2,013	(3,548)
Recreation Centre	128	462,301	0	0	(20,412)	(41,361)	441,889	420,940	12,159	(23,780)
		522,579	0	0	(34,747)	(70,510)	487,832	452,069	14,172	(27,328)
<b>Self supporting loans</b>										
Aged Homes	127	9,400	0	0	(2,277)	(4,602)	7,123	4,798	0	(349)
Narembeen Bowling Club	131	48,930	0	0	(7,958)	(7,958)	40,972	40,972	0	(457)
		58,330	0	0	(10,235)	(12,560)	48,095	45,770	0	(806)
<b>Total</b>		<b>580,909</b>	<b>0</b>	<b>0</b>	<b>(44,982)</b>	<b>(83,070)</b>	<b>535,927</b>	<b>497,839</b>	<b>14,172</b>	<b>(28,134)</b>
Current borrowings		83,070					38,087			
Non-current borrowings		497,839					497,840			
		<b>580,909</b>					<b>535,927</b>			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

**KEY INFORMATION**

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

**SHIRE OF NAREMBEEN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**11 GRANTS, SUBSIDIES AND CONTRIBUTIONS**

	YTD Budget	Revised annual Budget	YTD Revenue Actual
	\$	\$	\$
<b>Grants and subsidies - Operating</b>			
<b>General Purpose funding</b>			
Financial Assistance Grant - General portion	528,750	705,000	626,871
Financial Assistance Grant - Roads portion	367,500	490,000	435,622
<b>Law, Order and Public Safety</b>			
Bush Fire Brigade Operating Grant	7,914	15,830	16,387
<b>Housing</b>			
Other housing, reimbursements received	0	39,750	0
<b>Community Amenities</b>			
CRC, SOCK Week grant funding	0	24,455	0
CRC, Annual operating grants	80,000	120,000	97,480
CRC, Project grant funding	0	0	909
CRC, trainee grant funding	(25,000)	(25,000)	(24,920)
CRC, Event grant funding	6,664	10,000	7,584
LIBRARY - Grant funding received	2,800	4,200	4,173
<b>Transport</b>			
Main Roads Direct Grant	299,453	299,453	299,453
<b>Total operating grants and subsidies</b>	<b>1,268,081</b>	<b>1,683,688</b>	<b>1,463,559</b>
<b>Grants and subsidies - Non-operating</b>			
<b>Transport</b>			
Community Water Supply grant funding	65,536	98,307	79,000
Regional Road Group (RRG) Grant Funding	446,584	669,881	558,304
Roads to Recovery (R2R) Grant Funding	533,328	800,000	0
Wheatbelt Secondary Freight Network (WSFN) Grant Funding	467,612	467,614	259,972
<b>Recreation</b>			
Club Night Lights grant funding	200,000	200,000	105,647
Streets Alive grant funding	66,664	100,000	100,000
<b>Contributions - Non-operating</b>			
Reimbursements from sporting groups	227,000	227,000	110,929
<b>Total non-operating grants, contributions and subsidies</b>	<b>2,006,724</b>	<b>2,562,802</b>	<b>1,213,852</b>
<b>GRAND TOTAL</b>	<b>3,274,805</b>	<b>4,246,490</b>	<b>2,677,411</b>

**ATTACHMENT 14.3A**  
**Schedule of Accounts for month ended**  
**28 February 2026**



Shire of Narembeen  
Schedule of accounts paid  
For the month ended 28 February 2026

Chq/EFT	Date	Name	Description	Amount
EFT19429	05/02/2026	A Plus Management (WA) Pty Ltd	Admin, Christmas decorations	91.00
EFT19430	05/02/2026	Australia Post	Admin, postage	5.04
EFT19431	05/02/2026	Australian Services Union	Employee membership fees	53.00
EFT19432	05/02/2026	BCE Surveying Pty Ltd	Erdman road gravel pit, Volume survey	6,006.00
EFT19433	05/02/2026	Boc Gases	Depot, Workshop consumables	8.95
EFT19434	05/02/2026	CJB Carpentry	Council Chambers, concrete channelling for under-floor cables	1,350.25
EFT19435	05/02/2026	Gym member	Bond refund	50.00
EFT19436	05/02/2026	Dormakaba Australia Pty Ltd	Council facilities, inspection of automatic doors	704.00
EFT19437	05/02/2026	EM Louise Photography	Australia Day, photography	1,436.80
EFT19438	05/02/2026	Great Eastern Freightlines	Depot, freight	118.25
EFT19439	05/02/2026	Haddeo Infrastructure Agriculture Pty Ltd	Admin, Project management services	3,630.00
EFT19440	05/02/2026	Livingston Medical Pty Ltd	Management fees	27,044.25
EFT19441	05/02/2026	Market Creations Agency Pty Ltd T/A Integrated ICT	Managed IT services Managed software subscriptions Hardware purchases	4,680.84 395.86 583.00
EFT19442	05/02/2026	McMullen Nolan Group Pty Ltd	Lot 61 Cheetham way, subdivision fees	1,127.50
EFT19443	05/02/2026	Mt Walker Sports Club INC	Community benefit fund, disbursement	7,440.00
EFT19444	05/02/2026	Narembeen Engineering & Steel Supplies	Swimming Pool and 18 Hilton Way, gas bottles	212.61
EFT19445	06/02/2026	Narembeen Hardware And Ag Supplies Pty Ltd	Depot, evaporative water cooler	4,325.78
EFT19446	06/02/2026	Narembeen IGA	Admin and Caravan Park, staff amenities and general consumables/supplies	1,203.59
EFT19447	06/02/2026	Officeworks	CRC, printing stationery	207.20
EFT19448	06/02/2026	P M Services Narembeen	Transfer Station, management fees	2,842.00
EFT19449	06/02/2026	RSV Professionals	Australia Day event, final instalment for entertainment	770.00
EFT19450	06/02/2026	Gym member	Refund	50.00
EFT19451	06/02/2026	Repco a division of GPC Asia Pacific Pty Ltd	Depot, workshop consumables	16.23
EFT19452	06/02/2026	SPX Aids to Navigation Pty Ltd	Airport, replacement lighting	4,648.60
EFT19453	06/02/2026	Sanokil	Council properties, sharps disposal	72.60
EFT19454	06/02/2026	Shire of Lake Grace	Contribution for regional GP advocacy campaign	5,500.00
EFT19455	06/02/2026	St John Ambulance Australia Ltd	Swimming Pool, defibrillator parts and accessories	519.65
EFT19456	06/02/2026	Trevor James Thompson	Motorcross, safety signage	3,850.00
EFT19457	06/02/2026	Trustee for J & S Baldwin Trust	Plant, replacement battery	1,328.00
EFT19458	06/02/2026	WA Contract Ranger Services	Contract ranger services	721.88
EFT19459	06/02/2026	Willway Plumbing and Gas	Various Council properties, various plumbing repairs for perished components	3,322.22
EFT19460	06/02/2026	Wurth Australia Pty Ltd	Depot, Workshop consumables	282.82
EFT19461	19/02/2026	4 Park Pty Ltd	Apex Park, replacement toddler swing and chain	490.60
EFT19462	19/02/2026	AAA Trailers Pty Ltd	Tri-Axle Side Tipper per RFQ 2026-11	118,685.00
EFT19463	19/02/2026	AFGRI Equipment Australia Pty Ltd	Plant, parts and spares for servicing	773.38
EFT19464	19/02/2026	AMAC Mechanical	Plant, aircon repairs	264.00



Shire of Narembreen  
Schedule of accounts paid  
For the month ended 28 February 2026

Chq/EFT	Date	Name	Description	Amount
EFT19465	19/02/2026	Australian Services Union	Employee membership fees	26.50
EFT19466	19/02/2026	Australian Taxation Office	BAS for January 2026	45,280.00
EFT19467	19/02/2026	Avon Waste	Rubbish collection services	16,482.77
EFT19468	19/02/2026	Combined Pest Control Wa	Various Council properties, Annual insect repellent treatment	7,304.00
EFT19469	19/02/2026	D I & R J Smoker	Narembreen South Road, supply and push gravel	9,240.00
EFT19470	19/02/2026	Euphorium Creative Pty Ltd	IPR Major Review, facilitation and engagement services (deposit)	4,184.84
EFT19471	19/02/2026	Great Eastern Freightlines	Narembreen South Road, gravel cartage	32,612.25
EFT19472	19/02/2026	Jason Signmakers	Bin to Bin, Custom Aluminium Reflective Plates	103.27
EFT19473	19/02/2026	Mineral Crushing Services (WA) Pty Ltd	Narembreen South Road, supply of cracker dust and gabion stone	18,238.00
EFT19474	19/02/2026	Narembreen Engineering & Steel Supplies	Light vehicle, safety chain for gardeners trailer	68.31
EFT19475	19/02/2026	P M Services Narembreen	Transfer Station, management fees	2,842.00
EFT19476	19/02/2026	QC Ultimate Clean	CRC, professional carpet cleaning	612.43
EFT19477	19/02/2026	Repco a division of GPC Asia Pacific Pty Ltd	Light vehicles, parts and spares for servicing	1,176.01
EFT19478	19/02/2026	Roe Tourism Association	Contribution to Executive Officer Position	6,000.00
EFT19479	19/02/2026	Shire Of Corrigin	RoeROC Shared Environmental Health Services	4,114.00
EFT19480	19/02/2026	Slipguard Pty Ltd	Swimming pool, second test of epoxy flooring slip rating	1,760.00
EFT19481	19/02/2026	SumWare Consulting Ltd	Library, licence renewal	628.00
EFT19482	19/02/2026	Team Global Express Pty Ltd	Depot, freight	35.23
EFT19483	19/02/2026	Trustee for J & S Baldwin Trust	Light vehicles, replacement battery	265.00
EFT19484	19/02/2026	WA Contract Ranger Services	Ranger Services	866.25
EFT19485	19/02/2026	Wadderin Wildlife Reserve and Sanctuary	Insurance premiums reimbursed	4,504.86
EFT19486	19/02/2026	Western Australian Electoral Commission	Assistance with local government elections	5,637.03
EFT19487	19/02/2026	Westrac Equipment Pty Ltd	Plant, parts and spares for servicing	907.25
EFT19488	19/02/2026	Willway Plumbing and Gas	2/33 Currall St, plumbing repairs	395.25
DD13242.1	02/02/2026	Western Australian Treasury Corporation	Loan 131 repayment	4,207.75
DD13243.1	03/02/2026	Western Power	Electricity usage for Council properties and facilities	436.78
DD13256.1	05/02/2026	Western Power	Electricity usage for Council properties and facilities	2,891.50
DD13256.2	05/02/2026	Water Corporation	Water usage for Council properties and facilities	63.05
DD13257.1	09/02/2026	Western Power	Electricity usage for Council properties and facilities	19,132.40
DD13257.2	09/02/2026	Water Corporation	Water usage for Council properties and facilities	8,049.47
DD13258.1	11/02/2026	Western Power	Electricity usage for Council properties and facilities	3,250.21
DD13259.1	12/02/2026	Water Corporation	Water usage for Council properties and facilities	10,754.93
DD13260.1	13/02/2026	Water Corporation	Water usage for Council properties and facilities	1,229.15
DD13264.1	13/02/2026	Beam Precision Superannuation	Superannuation Payment	15,679.98
DD13265.1	17/02/2026	Water Corporation	Water usage for Council properties and facilities	2,339.49
DD13271.1	18/02/2026	Water Corporation	Water usage for Council properties and facilities	279.71
DD13272.1	16/02/2026	Telstra	Telephone charges for Council properties and facilities	2,405.60
DD13273.1	19/02/2026	Water Corporation	Water usage for Council properties and facilities	87.14
DD13276.1	24/02/2026	Western Power	Electricity usage for Council properties and facilities	313.67
DD13278.1	25/02/2026	Western Power	Electricity usage for Council properties and facilities	1,327.60
DD13282.1	27/02/2026	Beam Precision Superannuation	Superannuation Payment	15,335.48
	12/02/2026	Altus payroll	Net wages for pay run #127	66,253.19
	26/02/2026	Altus payroll	Net wages for pay run #129	63,461.21
<b>Total payments for the month ended 28 February 2026</b>				<b>\$ 579,932.76</b>