



UNCONFIRMED MINUTES

Shire of West Arthur
Ordinary Council Meeting
Thursday 24 April 2025

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**MINUTES OF SHIRE OF WEST ARTHUR
ORDINARY COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
ON THURSDAY, 24 APRIL 2025 AT 7.30PM**

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 7.30pm.

The Presiding Member advised all attendees that the meeting is being recorded as required by s5.23A of the Local Government Act 1995 and regulations 14F - 14I of the Local Government (Administration) Regulations 1996.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

COUNCILLORS:	Cr Neil Morrell	(Shire President)
	Cr Karen Harrington	(Deputy Shire President)
	Cr Graeme Peirce	
	Cr Robyn Lubcke	
	Cr Duncan South	
	Cr Adam Squires	
	Cr Russell Prowse	
STAFF:	Vin Fordham Lamont	(Chief Executive Officer)
	Rajinder Sunner	(Manager Corporate Services)
	Gary Rasmussen	(Manager Works and Services)
	Sharon Bell	(Community Development Officer)
	Tahnee-Lee Lubcke	(Projects Officer)
APOLOGIES:	Nil	
ON LEAVE OF ABSENCE:	Nil	
ABSENT:	Nil	
MEMBER OF THE PUBLIC:	Nil	

3 ANNOUNCEMENTS OF THE PRESIDING MEMBER

Nil

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Nil

6 PETITIONS, DEPUTATIONS, PRESENTATIONS, SUBMISSIONS

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 DISCLOSURES OF INTEREST

Council should note that Cr Lubcke, Cr Prowse, Cr South and Cr Harrington have declared financial interests in the late item 16.1 – Proposed Local Planning Policy No.5 – Wind Farms.

Approval for Cr Lubcke to participate and vote on this item has been provided by the Department of Local Government, Sport and Cultural Industries under delegated authority from the Minister for Local Government pursuant to section 5.69(3) of the Local Government Act 1995.

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS HELD**9.1 ORDINARY MEETING OF COUNCIL 27 MARCH 2025****Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

RESOLUTION CO-2025-023

Moved: Cr Robyn Lubcke

Seconded: Cr Duncan South

That the Minutes of the Ordinary Meeting of Council held in Council Chambers on 27 March 2025 be confirmed as true and correct.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

10 REPORTS FROM COUNCILLORS**Cr Neil Morrell (Shire President)**

Cr Morrell attended the Bushfire Advisory Committee and Local Emergency Management Committee Meetings.

Cr Karen Harrington (Deputy Shire President)

Cr Harrington attended 3 meetings of the Responsible Renewable Network, the Online Zone Executives Meeting on 1st April, an online survey on the 3rd April with the Consultant for the Dardadine Wind Farm and the Zone meeting on 11th April.

Cr Graeme Peirce

Cr Peirce attended the Bushfire Advisory Committee and Local Emergency Management Committee Meetings.

Cr Robyn Lubcke

Nil

Cr Duncan South

Cr South attended the Bushfire Advisory Committee meeting.

Cr Adam Squires

Nil

Cr Russell Prowse

Nil

11 OFFICE OF THE CHIEF EXECUTIVE OFFICER**11.1 2025 FEDERAL ELECTION CAMPAIGN**

File Reference: ADM355
Location: N/A
Applicant: N/A
Author: Vin Fordham Lamont, Chief Executive Officer
Authorising Officer: Vin Fordham Lamont, Chief Executive Officer
Date: 11/04/2025
Disclosure of Interest: Nil
Attachments: Nil

SUMMARY:

Council is requested to consider supporting the national federal election funding priorities identified by the Australian Local Government Association (ALGA), and writing to the local federal member(s) of Parliament, all known election candidates in local federal electorates and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities.

BACKGROUND:

The next Federal Election is being held on 3 May 2025.

Working in conjunction with its member state and territory associations, the Australian Local Government Association (ALGA) has developed a framework and resources for a national advocacy campaign that will run in the lead up to this election.

Based around the tagline of "Put Our Communities First", the goal is to secure additional federal funding that will support every council to play a bigger role delivering local solutions to national priorities.

All Australian councils have been asked to participate in this campaign to ensure a coordinated approach that will deliver the best possible outcomes.

COMMENT:

The Put Our Communities First campaign will advocate for new federal funding to be distributed to all councils on a formula-basis, similar to the Commonwealth's Roads to Recovery Program, or the previous Local Roads and Community Infrastructure Program.

This will ensure that every council and community benefits, and support local decision making based on local needs.

ALGA has developed free campaign resources that can be adapted and used by all councils to ensure a consistent and effective approach.

Participating in a national advocacy campaign does not preclude this council from advocating on additional local needs and issues, but it will strengthen the national campaign and support all 537 Australian local governments.

The five national funding priorities have been determined by the ALGA Board – comprised of representatives from each of Australia's state and territory local government associations – and align with key national priorities.

These five funding priorities are:

- \$1.1 billion per year for enabling infrastructure to unlock housing supply (must be expanded to include construction of houses, not just headworks)
- \$500 million per year for community infrastructure
- \$600 million per year for safer local roads
- \$900 million per year for increased local government emergency management capability and capacity, and
- \$400 million per year for climate change adaptation.

Further information on each of these priorities is listed below.

Housing enabling infrastructure

A lack of funding for enabling infrastructure – including roads, and water and sewerage treatment connections and facilities – is a significant barrier to increasing housing supply across the country.

Research from [Equity Economics](#) found that 40 per cent of local governments have cut back on new infrastructure developments because of inadequate enabling infrastructure funding (including for construction of houses, not just for headworks).

This research also shows that achieving the National Housing Accord's housing targets would incur an additional \$5.7 billion funding shortfall on top of infrastructure funding gaps already being felt by councils and their communities.

A five year, \$1.1 billion per annum program would fund the infrastructure that is essential to new housing developments, and Australia reaching its housing targets.

Community Infrastructure

ALGA's [2024 National State of the Assets report](#) indicates that \$8.3 billion worth of local government buildings and \$2.9 billion worth of parks and recreation facilities are in poor condition and need attention.

Introduced in 2020, the Local Roads and Community Infrastructure Program supported all councils to build, maintain and upgrade local facilities, with \$3.25 billion allocated on a formula basis.

This program had a significant impact, driving an almost \$1 billion improvement in the condition of local government buildings and facilities; and a \$500 million per year replacement fund would support all councils to build, upgrade and revitalise the community infrastructure all Australians rely on.

Safer Roads

Councils manage more than 75% of Australia's roads by length, and tragically more than half of all fatal road crashes in Australia occur on these roads.

In 2023 the Australian Government announced that it would double Roads to Recovery funding over the forward estimates, providing councils with an additional \$500 million per year.

However, recent independent research by the [Grattan Institute](#) highlighted a \$1 billion local government road maintenance funding shortfall, meaning there is still a significant funding gap.

Providing local government with \$600 million per year tied to road safety programs and infrastructure upgrades would support all councils to play a more effective role addressing Australia's unacceptable road toll.

Climate adaptation

Local governments are at the forefront of grappling with climate impacts as both asset managers and land use decision makers.

However, funding and support from other levels of government has failed to keep pace, placing an inequitable burden on councils and communities to fund this work locally.

A \$400 million per year local government climate adaptation fund would enable all councils to implement place-based approaches to adaptation, delivering local solutions to this national challenge.

Emergency management

Fires, floods and cyclones currently cost Australia [\\$38 billion per year, and this is predicted to rise to \\$73 billion by 2060](#).

Australian councils play a key role preparing for, responding to and recovering from natural disasters, but aren't effectively funded to carry out these duties.

The Government's \$200 million per year Disaster Ready Fund is significantly oversubscribed, especially considering the scale and cost of disaster mitigation projects.

Numerous national reviews – including the [Colvin Review](#) and [Royal Commission into Natural Disaster Arrangements](#) – have identified the need for a significant uplift in local government emergency management capability and capacity.

A \$900 million per year fund would support all councils to better prepare their communities before natural disasters, and more effectively carry out the emergency management responsibilities that have been delegated to them.

CONSULTATION:

Councillors

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

No direct financial implications.

STRATEGIC IMPLICATIONS:

West Arthur Strategic Community Plan 2021-2031

Theme: Built Environment

Strategy: Our built infrastructure is well maintained, attractive and inviting

Outcome: Community facilities are continually reviewed and upgraded as required through asset management plans

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

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

Description of Key Risk	Not generating enough revenue to maintain and renew community facilities
Risk Likelihood (based on history and with existing controls)	(3) Possible
Risk Consequence	(4) Major
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(12) High
Principal Risk Theme	Inadequate asset management
Risk Action Plan (Controls or Treatment Proposed)	Support ALGA election campaign facilities to seek greater funding from Federal Government

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2025-024

Moved: Cr Robyn Lubcke

Seconded: Cr Adam Squires

That Council:

1. Supports the national federal election funding priorities identified by the Australian Local Government Association (ALGA); and
2. Supports and participates in the Put Our Communities First federal election campaign; and
3. Writes to the local federal member(s) of Parliament, all known election candidates in local federal electorates and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities, with the additional request that "enabling infrastructure to unlock housing supply" must be expanded to include construction of houses, not just headworks.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

11.2 COMMITTEE PRESIDING MEMBER APPOINTMENTS

File Reference:	ADM497
Location:	N/A
Applicant:	N/A
Author:	Renee Schinzig, Administration Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	16/04/2025
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

Council is requested to consider the appointment of a Presiding Member and Deputy Presiding Member to each of its Committees of Council.

BACKGROUND:

Following from the 2023 Local Government Elections, Council appointed members to its Audit and Risk Committee and Behavioural Complaints Committee.

As part of the Local Government Act Reforms, the Shire was advised in March by the WA Local Government Association, that all Local Governments are required by 1 July 2025 to appoint a Presiding Member and Deputy Presiding Member to all current Committees established under section 5.8 of the Local Government Act 1995 by absolute majority

COMMENT:

The most recent appointment of elected members to these committees include the following:

Audit & Risk Committee

- Cr Harrington
- Cr Morrell
- Cr Peirce

Behaviour Complaints Committee

- All Councillors

CONSULTATION:

WALGA
Chief Executive Officer

STATUTORY ENVIRONMENT:**Local Government Act 1995**

- Sections 5.8 to 5.18 –committees and their meetings
- Section 7.1A – audit committee

POLICY IMPLICATIONS:

There are no Policy Implications.

FINANCIAL IMPLICATIONS:

There are no Financial Implications.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Community Strategic Plan 2021

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Comply with regulations and best practice standards to drive good decision making by Council and Staff

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

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

Description of Key Risk	Failure to comply with Local Government Act Reform requirements
Risk Likelihood (based on history and with existing controls)	(1) Low
Risk Consequence	(3) Moderate
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(3) Low
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Appointment of Presiding Members as required

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION CO-2025-025

Moved: Cr Duncan South

Seconded: Cr Adam Squires

That Council appoint by Absolute Majority:

1. The Audit & Risk Committee Presiding Member as Cr Harrington.
2. The Audit & Risk Committee Deputy Presiding Member as Cr Morrell.
3. The Behavioural Complaints Committee Presiding Member as Cr Morrell.
4. The Behavioural Complaints Committee Deputy Presiding Member as Cr Harrington.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

EN BLOC - CARRIED 7/0 BY ABSOLUTE MAJORITY

11.3 PAYMENT OF SUPERANNUATION TO ELECTED MEMBERS

File Reference:	ADM498
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	3/02/2025
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

Council is requested to consider whether superannuation should be paid to elected members.

BACKGROUND:

New provisions commenced on 1 February 2025 to streamline the process for local governments to pay superannuation to council members. The changes are part of the work to implement the *Local Government Amendment Act 2024* and will allow local governments to resolve to pay superannuation to council members by an absolute majority decision. From 19 October 2025, it will be compulsory for all class 1 and 2 local governments to pay superannuation to council members. This will remain optional for class 3 and 4 local governments.

Previously, if a local government wanted to offer superannuation to council members, it had to become an “Eligible Governing Body” (EGB) under Division 446 of the Taxation Administration Act 1953 (Cth). This requires a unanimous council resolution.

New sections 5.99B to 5.99E of the *Local Government Act 1995* allow local governments to pay superannuation to council members, through a decision-making process which requires an absolute majority decision rather than a unanimous one.

Individual council members may still choose to 'opt out' of receiving superannuation even where a local government resolves to pay superannuation.

The Department of Local Government, Sport and Cultural Industries (DLGSC) believes this reform encourages greater diversity across local governments, as well as assisting to attract and retain council members. Superannuation payments for council members also acknowledges the significant dedication and investment of time a council member commits to their role.

COMMENT:

Superannuation contribution payments for council members will be made in addition to any other fees and allowances. These will sit outside the threshold for fees and allowances set by the Salaries and Allowances Tribunal. Council members may receive various types of fees and allowances, in accordance with the Act and the relevant determination of the Salaries and Allowance Tribunal.

The requirement to make superannuation contribution payments in respect of these fees and allowances is to be determined in accordance with the *Commonwealth Superannuation Guarantee (Administration) Act 1992* (SG Act) and the further guidance provided in Superannuation Guarantee Ruling SGR 2009/2.

While council members are not considered employees under the SG Act, they are to be treated in the same manner as employees of the local government for the purposes of calculating superannuation contribution payments.

The payment is to be the same required under the SG Act. By 1 July 2025, the superannuation guarantee rate will be 12 per cent.

The superannuation contribution payment is to be paid at the same time as the remuneration of the council member is paid. In order to allow a superannuation contribution payment to be made, a council member must nominate a superannuation account from a scheme or fund to which the SG Act applies. Local governments must not make a superannuation contribution payment for a council member if they fail to nominate an eligible superannuation account before the end of the month to which the payment relates.

Local governments must not make superannuation contribution payments for council members during any period in which they are suspended under the Act. Council members are also not entitled to a superannuation contribution payment during any period in which they are not entitled to receive their fees and allowances.

The author believes this is a decision for Council to make, taking into consideration the information in the Financial Implications section below, and in other sections of this item. It is suggested however that Council bear in mind that, even if it resolves to support the payment of superannuation to elected members, individual council members may opt out of receiving superannuation contribution payments by providing a notice in writing to the CEO.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:

Local Government Act 1995

s5.99B Superannuation for council members: main provisions

s5.99C Superannuation for council members: opt outs

s5.99D Superannuation for council members: other exceptions

s5.99E Superannuation for council members: supplementary provisions

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

The Manager Corporate Services has estimated that the cost of superannuation contributions for elected members is \$2,615 per annum, based on the super guarantee percentage of 11.5%.

STRATEGIC IMPLICATIONS:

This initiative aligns with the Shire's Strategic Community Plan objective to support effective governance and attract capable individuals to serve as elected members.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

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- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
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- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

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

Description of Key Risk	Failure to provide superannuation payments may impact the attractiveness of serving as an elected member and could limit the pool of candidates willing to stand for election.
Risk Likelihood (based on history and with existing controls)	(3) Possible
Risk Consequence	(3) Moderate
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(9) Medium
Principal Risk Theme	Inadequate engagement practices
Risk Action Plan (Controls or Treatment Proposed)	Implementing this initiative mitigates this risk.

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION CO-2025-026

Moved: Cr Adam Squires

Seconded: Cr Karen Harrington

That Council:

1. Approve the introduction of superannuation payments for elected members in accordance with sections 5.99B to 5.99E of the Local Government Act 1995; and
2. Include the estimated cost of superannuation contributions in the annual budget for financial planning purposes.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Adam Squires and Russell Prowse

Against: Cr Duncan South

CARRIED 6/1 BY ABSOLUTE MAJORITY

11.4 PC11 - HEALTH AND WELLBEING POLICY

File Reference:	ADM015
Location:	N/A
Applicant:	N/A
Author:	Sharon Bell, Community Development Officer
Authorising Officer:	Rajinder Sunner, Manager Corporate Services
Date:	10/04/2025
Disclosure of Interest:	Nil
Attachments:	1. PC 11 - Health and Wellbeing ↓

SUMMARY:

Council is requested to consider the adoption of PC11 – Health and Wellbeing Policy

BACKGROUND:

As part of the Local Health Plan 2023-2028, it was stated that Council will provide leadership to improve public health outcomes by developing appropriate policies, including:

- Healthy Eating Policy
- Active West Arthur Policy
- Alcohol and Drug Policy
- Environmental Health Policy
- Health and Wellbeing Policy
- Mental Health Policy

COMMENT:

While public health is the responsibility of everyone within the community, the Local Health Plan 2023-2028 is focused on addressing the present shortcomings to improve the health of the community.

CONSULTATION:

Local Health Plan 2023-2028
Community engagement
Stakeholder engagement
Staff

STATUTORY ENVIRONMENT:

Local Government Act 1995

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.

Public Health Act 2016

Division 2 – Functions of local governments

16. Functions of local governments

A local government has the following functions in relation to the administration of this Act –

- a. to initiate, support, and manage public health planning for its local government district;
- b. to develop and implement policies and programs to achieve the objects of this Act within its local government district; and
- c. to perform the functions that are conferred on local governments by or under this Act.

POLICY IMPLICATIONS:

Annual Review of Policy

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Community

Outcome: A safe place to work, live and visit Strategy: Communication of risks and hazards to the community and assistance with management of these.

Outcome: Support available for people of all ages and abilities Strategy: Maintain and support the growth of medical facilities, childcare and aged services in the district. Strategy: Provide services and infrastructure to meet the needs of the community.

Theme: Leadership And Management – Inspirational, Dynamic, Transparent

Outcome: Actively engage with community, business and other stakeholders to grow and develop the community. Strategy: Council will advocate on behalf of the community on issues that the community identifies as important.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct

- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

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

Description of Key Risk	Non-compliance with Local Health Plan
Risk Likelihood (based on history and with existing controls)	Possible (3)
Risk Consequence	Moderate (3)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Medium (9)
Principal Risk Theme	Compliance failure
Risk Action Plan (Controls or Treatment Proposed)	Adopt PC 11 – Health and Wellbeing Policy

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2025-027

Moved: Cr Adam Squires

Seconded: Cr Robyn Lubcke

That Council adopt PC 11 – Health and Wellbeing Policy, as presented and approve its inclusion in the Policy Manual.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

Policy Title	PC11 – Health and Wellbeing
Policy Type	People and Culture
Responsible Officer	Chief Executive Officer



Purpose

The purpose of this policy is to ensure that staff have the opportunity to access health and wellbeing initiatives and choices in the workplace.

Scope

This policy applies to all permanent full-time or part-time employees of the Shire.

Definitions

Nil

Policy Statement

The Shire encourages the health and well-being of our employees at work and promotes employee work-life balance so our employees are able to fulfill work and lifestyle responsibilities efficiently and effectively.

Wellbeing Program

LGIS Municipal Workcare Scheme has developed a preferred supplier arrangement; through this, the Shire offers employees access to health services.

The Shire is provided with a range of health services such as –

- Health Assessments
- Skin Cancer Screenings
- Flu Vaccinations
- Health Seminars/ Workshops
- Ergonomic Assessments
- Manual Task Training

Health and well-being matters will be promoted and made available to employees throughout the year. As the services depend on funding, limited spaces may be available; however, every effort will be made to provide these services to those interested in participating.

Smoke-Free Workplace

The Shire is committed to promoting a smoke-free workplace. Smoking in the following places is prohibited –

- All Shire buildings,
- All Shire vehicles and plant,

- The Depot office, workshop, or within 20 metres of the diesel transfer tank
- Within 5 metres of access points to buildings such as doors, windows, near air conditioning vents and ducts
- Courtyards
- Other areas designated as non-smoking areas by signage.

The underpinning principle is that non-smokers shall not be subjected to smoke inhalation; therefore, if you are asked to move away or extinguish a cigarette, you must comply with the request.

Ensure that cigarette butts are dealt with appropriately. They must be put out, picked up, and disposed of in the appropriate receptacle – they are not to be disposed of in flowerbeds, walkways, etc.

Staff Support Services

a. Access

The Shire offers staff support services, in the form of confidential counselling services through LGIS, to assist employees experiencing personal and/or work related issues.

The services are offered to all employees of the Shire and are designed to be short-term. Use of the services provided is on a voluntary basis and is free to employees.

If a problem cannot be resolved by the individual's own efforts or through other means, the LGIS counselling service can be accessed by

- Manager referral - in some cases, managers may suggest to employees that they may benefit from utilising the counselling service. In this case, referral to LGIS counselling services should be kept confidential between the manager and the employee, or
- Internal Contact – employees may contact the Manager Corporate Services to organise referral. Alternatively, employees may access the service at their own discretion. Workers and managers can access the service by phone or email (face to face if availability permits) enabling them to receive confidential counselling support wherever they are based.

LGIS can be contacted by –

- phoning 9483 8857,
- email admin@lgis.wa.com.au , or
- <https://www.lgiswa.com.au>

b. Number of Sessions

The counselling services provided by LGIS are primarily 'stress counselling' and of a short-term nature. Sessions are generally one hour in duration. The service is available between 8.30am and 5.00pm Mondays to Fridays. Sessions are predominantly phone based. Upon special request, face to face counselling can be organised depending on availabilities.

If the psychologist considers the issue to require ongoing counselling or long term therapy, resources will be provided to the employee to sought alternative support (for example, through the Better Access scheme via a doctor's referral or local resources available within the community).

c. Leave Provisions

In the event that the employee desires to ensure that their manager is not aware that they are undertaking counselling, then the employee should organise sessions to be completed during nonworking hours. The arrangement for taking time off during work hours will be the same as for any form of absence from the workplace, including time in lieu, however, the manager does not need to be informed of the referral or the specifics of the matter.

d. Confidentiality

A significant feature of the LGIS counselling service is the high level of Confidentiality and respect for the employee's privacy. All employees utilising the service are required to sign a confidentiality agreement to enforce this.

Information on all referrals to LGIS counselling services will be in strict confidence. Confidentiality means that the Shire will not receive any information from LGIS concerning the employee's problem. Employees will need to provide written consent to release their personal information should they choose to share their counselling information with a third party.

Provider – LGIS counselling services should be contacted by the employee for an appointment.

e. Communication

The Shire will ensure that –

- All employees receive a copy of this policy during the induction process.
- This policy is easily accessible by all members of the organisation.
- Employees are empowered to actively contribute and provide feedback to this policy.

History	
Delegation	Nil
Relevant Legislation	<i>Nil</i>
Related Documentation	Local Health Plan 2023-2028

11.5	F32 - COMMUNITY BENEFIT FUND POLICY AND RENEWABLES ADVOCACY STATEMENT
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File Reference:	ADM015
Location:	N/A
Applicant:	N/A
Author:	Tahnee-Lee Lubcke, Projects Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	11/04/2025
Disclosure of Interest:	The author's family has had dealings with windfarm developers within the Shire
Attachments:	<ol style="list-style-type: none"> 1. Shire of West Arthur Community Benefit Fund Policy ↓ 2. Shire of West Arthur Renewable Energy Advocacy Statement ↓ 3. Shire of West Arthur Community Benefit Fund Policy - Amended ↓

SUMMARY:

Council is requested to consider adopting the new attached policy and advocacy position as presented, directing the CEO to implement the policy when negotiating with proponents of all large-scale renewable energy projects within or neighbouring the Shire of West Arthur, and directing the CEO to advertise the documents accordingly.

BACKGROUND:

The Shire of West Arthur is currently experiencing significant interest from renewable energy developers, with five (5) utility-scale wind projects either proposed or in development.

As a proactive response, the Shire has developed the *Community Benefits Fund Policy* to establish a clear, equitable, transparent and fair mechanism for benefit-sharing between project proponents and the community.

The Community Benefit Fund (CEF) Policy aligns with the Shire's [Key Principles for Effective Renewable Energy Development in the Shire of West Arthur](#) document (2024), Local Planning Policy No. 5 on Wind Farms, and national best-practice, including the [NSW Government's 2023 Benefit Sharing Guide](#).

Local governments in WA have called for frameworks to ensure such developments deliver fair community benefits ([WA government's wind farm development policy lagging behind, councils say - ABC News](#)). In the absence of a state-wide policy, the Shire of West Arthur is taking proactive steps through this Policy to uphold environmental, social, and governance (ESG) standards and to secure the social license for renewable energy proponents.

COMMENT:

The CBF Policy provides a strong governance framework for the Shire to ensure that the community benefits equitably from renewable energy investments. It will support strategic goals, foster industry partnership, and build trust with the local community.

Adoption of the Policy positions the Council and the Shire as leaders in WA in community-first renewable energy governance.

CONSULTATION:

Shire of Narrogin
 The Shire of West Arthur's Chief Executive Officer
 Industry research across WA and other jurisdictions
 The Shire's strategic planning documents.

STATUTORY ENVIRONMENT:

Local Government Act 1995;

Local Government (Financial Management) Regulations 1996;

Planning and Development Act 2005 – Governs land use planning and development in Western Australia;

Planning and Development (Local Planning Schemes) Regulations 2015 – Provides for the preparation and adoption of local planning policies.

State Planning Policies (SPPs) – Particularly SPP 3.6 – Infrastructure Contributions.

It is emphasised that this policy is proposed as a Council Policy and not a Local Planning Policy.

POLICY IMPLICATIONS:

Should the policy be adopted, it will apply to all new large-scale renewable energy projects (wind, solar, BESS [Battery Energy Storage System]) and will guide both negotiation and administration of community benefit contributions.

FINANCIAL IMPLICATIONS:

The Policy will result in ongoing revenue from renewable energy proponents. The fund will be managed by the community. There will be no direct costs to the Shire to adopt this policy.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Strategic Community Plan 2021-2031

Theme: Local Economy

Outcome: A growing, diverse business community

Strategy: Investigate opportunities for growth within the local economy

Theme: Leadership and Management

Outcome: Actively engage with community, business and other stakeholders to grow and develop the community

Strategy: Council will advocate on behalf of the community on issues that the community identifies as important

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud

- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
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Risk Matrix:

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

Description of Key Risk	Failure to adopt the Policy risks inconsistent or missed opportunities to negotiate benefit-sharing.
Risk Likelihood (based on history and with existing controls)	(4) Likely
Risk Consequence	(4) Major
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(16) High
Principal Risk Theme	Inadequate Engagement Practices
Risk Action Plan (Controls or Treatment Proposed)	Adoption of the policy ensures clear guidelines and meets community expectations.

VOTING REQUIREMENTS:

Simple Majority

MOTION

Moved: Cr Adam Squires

Seconded: Cr Robyn Lubcke

That Council:

- 1) Adopt the Community Benefits Fund Policy as presented in Attachment 1;
- 2) Adopt the Advocacy Statement: Renewable Industry Framework and Guidelines for Western Australian Local Governments: Submission to the State Government of Western Australia as presented in Attachment 2;
- 3) Note the intent to implement the Policy for all large-scale renewable energy projects within and neighbouring the Shire of West Arthur;

4) Request the Chief Executive Officer to:

- a. Publish the policy document and communicate it to the renewable proponents in the Shire of West Arthur; and
- b. Affirm the Council's Renewable Industry Framework & Advocacy Position and new Policy with the State Government and seek meetings with the Premier as Minister for State Development, the new Minister for Energy, Minister for Planning and the Chief Executive Officer of PoweringWA.

Motion to Amend the Substantive Motion:

*Cr Harrington proposed amendments to Attachment 1, inserting additional uses of funds and textual improvements – refer **Attachment 3**.*

Moved: Cr Karen Harrington

Seconded: Cr Graeme Peirce

That Part 1 of the substantive motion be amended by replacing Attachment 1, with Attachment 3, that incorporates into the proposed Community Benefits Fund Policy additional uses of funds and textual improvements:

- Change Customer Price Index (CPI) to Consumer Price Index (CPI) at the beginning of the second page and also under the **Calculating Community Benefit Funds (CBFs)** section.
- Include 'from the 24th of April 2025' in the section entitled **Calculating Community Benefit Funds (CBFs)** in relation to the annually indexed CPI.
- Include 2 additional dot points in the section **Recommended Uses of Funds**: 'Supporting Community Health Services' and 'Sport and Recreation Infrastructure (including community co-located facility and swimming pool)'.

In Favor: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

RESOLUTION CO-2025-028

Moved: Cr Karen Harrington

Seconded: Cr Graeme Peirce

The motion as amended was put:

That Council:

- 1) Adopt the Community Benefits Fund Policy as amended and presented in Attachment 3;
- 2) Adopt the Advocacy Statement: Renewable Industry Framework and Guidelines for Western Australian Local Governments: Submission to the State Government of Western Australia as presented in Attachment 2;
- 3) Note the intent to implement the Policy for all large-scale renewable energy projects within and neighbouring the Shire of West Arthur;
- 4) Request the Chief Executive Officer to:
 - a. Publish the policy document and communicate it to the renewable proponents in the Shire of West Arthur; and

- b. Affirm the Council's Renewable Industry Framework & Advocacy Position and new Policy with the State Government and seek meetings with the Premier as Minister for State Development, the new Minister for Energy, Minister for Planning and the Chief Executive Officer of PoweringWA.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

Policy Title	Renewable Energy Community Benefit Fund (CBF)
Policy Type	Corporate and Community Services
Responsible Officer	Chief Executive Officer



Purpose

The Shire of West Arthur is dedicated to ensuring that large-scale renewable energy projects such as wind farms, solar farms, and battery energy storage systems (BESS) provide long lasting positive impacts for the local community. The Community Benefit Fund policy provides a structure for renewable energy proponents to share benefits with the local community, aligning with the Shire's strategic values and following Australia's best practices. This policy should be interpreted alongside the Shire's Wind Farms Local Planning Policy No. 5, which outlines Council's stance on siting of the facility, consultation, environmental concerns, and aviation issues related to renewable energy projects.

The Shire has emerged as a target location for renewable energy projects as Western Australia's need for renewable energy skyrockets in order to meet the State government's goal of net zero greenhouse gas emissions by 2050. As renewable energy projects progress, this policy ensures that developers collaborate with the community to create a benefit-sharing initiative that aligns with the Shire's strategic plan and leaves a positive legacy.

Scope

All large-scale renewable energy facilities (greater than 5MW) in the Shire of West Arthur are subject to this policy, including wind farms, solar farms, and battery storage systems (BESS).

During the design, approval, and operational stage of renewable energy projects, it is intended that Shire employees, Council, and developers reference this policy. The policy sets out expectations and conditions for negotiating community benefits and forming Community Benefit Funds. Council will consider this policy when evaluating development applications and any related agreements with proponents.

Definitions

Large-scale projects – The classification of a renewable energy project that exceeds 5 megawatts (MW).

Proponent – The owner, developer or operator of a large-scale renewable energy project in the Shire that uses solar, wind, or batteries. This covers any business or organisation requesting development approval for these kinds of initiatives.

Community Benefit Fund (CBF) – A fund where the proponent commits financial support for the good of the local community. Over the course of the project, contributions are made annually and support initiatives such as infrastructure upgrades, improvement of services, and strategic community projects.

Life of the Project – Unless otherwise specified, the anticipated operational lifespan of renewable energy facilities is estimated to be around 30 years. For as long as the project is in operation, CBF contributions should be provided.

First Nations Fund – A specific portion of the Community Benefit Fund set aside to fund projects that assist the Indigenous populations and the traditional custodians of the district.

Social License – The continuous approval and acceptance of a project by stakeholders and the local community. Gaining a social license requires the proponent to engage with the community, share benefits, and act responsibly to foster goodwill and confidence.

Customer Price Index (CPI) – A quarterly measure of inflation applied to a Community Benefit Fund (CBF) on an annual basis to ensure the fund increases over time and maintains its real value.

Policy Statement

To guarantee that the entire community benefits from these developments, the Shire of West Arthur anticipates that all significant renewable energy projects will contribute to benefit sharing through a Community Benefit Fund (CBF). The policy establishes a uniform method for negotiating, calculating, overseeing, and distributing the fund.

The policy's guiding concepts include:

Early Engagement & Commitment

According to best practice set out in the New South Wales Benefit Sharing Guidelines developed by that State's Department of Planning, developers are required to consult with the Shire at an early stage of their projects (before submitting a development application). This early engagement calls for developers and Councils to collaborate on benefit-sharing strategies, with the aim of providing the community with certainty by determining a mutually agreed financial contribution to the community before development approval. To guarantee enforcement of this agreement, the agreement should be formalised with a legal document, such as a voluntary planning agreement or memorandum of understanding.

Calculating Community Benefit Funds (CBFs)

The capacity of the asset located in the Shire of West Arthur should be used to calculate the Community Benefit Fund at a rate per megawatt (MW) annually (or per MWh for storage). An appropriate benchmark rate for a Community Benefit Fund, according to best practices described in the New South Wales 2023 Benefit Sharing Guidelines, is \$1,050 per MW/year for wind energy, \$850 per MW/year for solar energy, and \$150 per MWh/year for standalone battery projects that are annually indexed to the Consumer Price Index (CPI). This agreed contribution is anticipated to be made annually over the project's operational life (30 years), commencing at the beginning of commercial operations. The Customer Price Index (CPI) guarantees that the fund will increase over time and offer a consistent flow of revenue for the community.

Minimum Levels of Contribution

The above-mentioned expectations—\$1,050 per MW/year for wind energy, \$850 per MW/year for solar energy, and \$150 per MWh/year for standalone battery projects—must be met or surpassed by a proponent's contribution to the Community Benefit Fund (CBF). Higher contributions or other benefit-sharing strategies are welcome from proponents.

Governance of a Community Benefit Fund (CBF)

It is recommended that a community board be established to manage the Community Benefit Fund (CBF) disbursement. Members of the local community, the president and CEO of the Shire, a representative from the windfarm company, and a financial, banking, and legal expert should all be on the board. The board's duties would include providing input on funding priorities and assessing grant applications and project concepts. It is anticipated that proponents would contribute annually to the board-managed fund. To guarantee that decisions are transparent, fair and consistent with the fund's goals, the board should enter into a formal agreement. While community representation guarantees that the needs of the community are met, the proponents' focal points for the distribution of a community benefit fund are taken into consideration with their position on the board. It is advised that reporting procedures be established to guarantee that the wider community are aware of the location of the distribution of funds and project outcomes.

First Nations Fund

The expectation is that an Indigenous Nations sub-fund will be negotiated with the First Nations people. Typically, 5% of the yearly contributions to the Community Benefit Fund goes towards this fund. This fund is to acknowledge the First Nations people's rights and interest over the land. Alternative agreements such as employment, training opportunities, or cultural heritage and environmental protection provisions

may also be formed. This fund should be formed in conjunction with Gnaala Karla Booja (GKB), the fund administrator, and the proponent.

Recommended Uses of Funds

Funding for initiatives and activities that serve the public should be the Community Benefit Fund's primary focus. Alongside this, it must concentrate on projects that further the goals of the Shire's Economic Development Strategy. The CBF seeks to provide funding for projects that offer long-term sustainable benefits that leave a lasting legacy for the community, rather than concentrating on one-off expenditures. To identify priority areas for investment, the Shire has and will continue to engage with the community via a variety of channels. These areas may include but are not restricted to.

- The development of new community services
- Improvements and expansion of local businesses
- Increased and improved housing stock
- Improved road infrastructure
- Alternative industry development (diversification)

Like the community's priority areas, the objectives of the Shire's Economic Development Strategy provide guidance on where renewable energy developers should focus their efforts:

- A vibrant town centre and activated space within our townsites
- Built infrastructure that is well maintained and meets the needs of our community
- A growing and diverse business community
- A thriving visitor economy that leverages our natural and heritage assets
- Great economic resilience through industry diversification
- New industry development and diversified job opportunities
- Sufficient allocation of resources to successfully drive our strategy

Acknowledgement

When contributing to the Community Benefit Fund (CBF), it is anticipated that the fund administrator will formally acknowledge the renewable energy proponent. This could be done through press releases or articles detailing the initiatives made possible by the grant. Acknowledgement of and invitations to activities pertaining to the CBF-funded initiatives may also fall under this category. In exchange, it is anticipated that the local community will share with the wider region the ways in which renewable energy has assisted the town.

This policy is a positive step for a proponent to obtain a social license, and assist with community acceptance whilst providing tangible, long-lasting benefits to the community. This policy may be reviewed as necessary to maintain compliance with best practices (proposed state legislation) and community standards.

Neighbourhood Benefit Schemes

Neighbourhood Benefit Schemes (NBS), or an agreement of similar nature between individual land holders and the proponent are to have no impact on contributions towards a Community Benefit Fund (CBF).

Neighbourhood benefit schemes are not generalised and are on a project-by-project basis. They are designed to compensate neighbouring land holders directly impacted by the project. Various forms of neighbourhood benefits could be considered by a developer. These include:

- Minor capital works and enhancements, and
- Neighbourhood subsidies e.g. investment/co-ownership opportunities

The Community Benefit Fund (CBF) aims to deliver residual benefits to the broader community rather than compensating individual landowners for the impact on their visual amenity.

Therefore:

- Renewable energy proponents are encouraged to use both Neighbourhood Benefit Schemes (NBS) and Community Benefit Funds (CBF) to ensure that these projects have a lasting positive impact on the community
- The Community Benefit Fund should be based on figures specified within this Policy
- The Neighbourhood Benefit Scheme (NBS) will not reduce or offset the agreed Community Benefit Fund that a proponent agrees upon

Sources:

- Shire of West Arthur - Key Principles for Effective Renewable Energy in the Shire of West Arthur Document westarthur.wa.gov.au/documents/875/key-principles-for-effective-renewable-energy-development-in-the-shire-of-west-arthur
- Shire of West Arthur Local Planning Policy No.5 – Wind Farms (2025) [LPP No 5 - Wind Farms - 27 March 2025 - V2.pdf](#)

Appendices:

- Appendix 1 – Advocacy Statement: Renewable Energy Guidelines & Framework for Western Australian Local Governments.

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History	
Delegation	
Relevant Legislation	<i>Local Government Act 1995</i>
Related Documentation	

Advocacy Statement: Renewable Energy Guidelines & Framework for Western Australian Local Governments

Shire of West Arthur
PO Box 112
31 Burrowes Street
Darkan WA 6392
T: (08) 9736 2400
E: shire@westarthur.wa.gov.au



Together with other Western Australian Local Governments, the Shire of West Arthur has formed the Local Government Renewable Energy Leadership Alliance (RELA) to advocate to the state government for the adoption of a comprehensive framework and guidelines for the renewable energy industry. RELA is committed to ensuring that the renewable energy transition is equitable, community-focused, and beneficial for all stakeholders involved.

To accomplish this, RELA proposes that the State Government framework be built around the **Five Key Advocacy Priorities** and the **Three Cornerstones for Collaboration** within this document. The advocacy stance emphasises the importance of developing a trusting connection between the State Government, renewable energy proponents and the community. By working together, we can ensure that the transition to renewable energy meets both the State Government's energy targets and the long-term needs of our community.

The 3 Cornerstones for Collaboration

The renewable energy transition in regional Western Australia must be built on trust and collaboration among three key groups:

1. *Community*: Local communities should have a voice in renewable energy developments impacting their areas. Their values, needs, and aspirations must guide project planning and implementation.
2. *Government*: State and local governments play a crucial role in creating frameworks and policies that ensure fairness, consistency, and long-term benefits for all involved. Policies must empower, not replace, local government capacities.
3. *Industry*: Renewable energy developers must engage transparently with local communities and governments, contributing to projects that respect community needs and environmental integrity.

5 Key Advocacy Priorities

Priority 1. Consistency in Setbacks, Zoning, and Standards

Develop clear guidelines recognised at a state-wide level for renewable energy projects taking into consideration setbacks, zoning and environmental requirements. This will guarantee that the community's, landowners', and proponents' interests are taken into consideration. These guidelines should cover end of life, environmental factors, visual appearance, and the effects on human health. This will guarantee the preservation of farming communities' multigenerational relationships and rural landscape.

Priority 2. Comprehensive Community Engagement Framework

The establishment of a state-mandated framework for community engagement is necessary to guarantee a seamless transition to renewable energy. The state-mandated framework should promote.

CORRESPONDENCE TO BE ADDRESSED TO THE CHIEF EXECUTIVE OFFICER



Advocacy Statement: Renewable Energy Guidelines & Framework for Western Australian Local Governments

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- Open and honest communication between proponents, the local government, residents and nearby neighbours
- The inclusion of indigenous communities and other relevant stakeholders
- Procedures for resolving disputes that consider land-use and cultural sensitivities

Priority 3. Legacy Housing and Infrastructure Solutions

Instead of providing the local community with temporary transient worker accommodations (TWA), promote the development of housing that leaves legacy infrastructure. To help the local community satisfy its demands, the housing solutions must be long-term and sustainable. Renewable energy projects should have a long-term positive impact on local infrastructure, including housing, water, sewerage, and roads. Creating affordable housing that supports long-term regional growth, aligns with the state government housing targets, and lessens the need for short-term housing, will enhance communities.

Priority 4. Community Benefit Funds (CBF)

A uniform framework for Community Benefit Funds that guarantees the local community, not just landowners, will directly benefit from the switch to renewable energy. The CBF model should be based on project capacity, (\$1,050 per MW/year for wind energy, \$850 per MW/year for solar energy, and \$150 per MWh/year for standalone battery projects) which should be linked annually to the Consumer Price Index (CPI), to provide a reliable flow of benefits to the community. A community board should be formed to administer the fund. The fund should focus on supporting initiatives that serve the public, whilst contributing to objectives within the Shire's Economic Development Strategy.

Priority 5. Payment in Lieu of Rates (PiLoR)

Referencing Victoria's model, a statewide PiLoR framework for renewable energy (specifically wind farm) projects, being introduced to secure revenue for the host Local Government. This initiative ensures that.

- The Local Government has sufficient revenue to sustain critical infrastructure and services affected by renewable energy developments
- Ensures transparency and fairness, balancing the financial needs of both the Local Government and the proponent

The State Government has the potential to assist with the renewable energy transition by establishing a high standard for renewable energy development within Western Australia. The framework must consider renewable energy targets, as well as the safeguarding of our regional communities. The 3 Cornerstones for Collaboration and the 5 Key Advocacy Priorities should serve as a foundation for this.

If the community is to transition to renewable energy, we must ensure that it supports existing agricultural practices whilst contributing to the economic development of the community. The transition must ensure that it has a long-term positive impact on the community.

CORRESPONDENCE TO BE ADDRESSED TO THE CHIEF EXECUTIVE OFFICER



Policy Title	Renewable Energy Community Benefit Fund (CBF)
Policy Type	Corporate and Community Services
Responsible Officer	Chief Executive Officer



Purpose

The Shire of West Arthur is dedicated to ensuring that large-scale renewable energy projects such as wind farms, solar farms, and battery energy storage systems (BESS) provide long lasting positive impacts for the local community. The Community Benefit Fund policy provides a structure for renewable energy proponents to share benefits with the local community, aligning with the Shire's strategic values and following Australia's best practices. This policy should be interpreted alongside the Shire's Wind Farms Local Planning Policy No. 5, which outlines Council's stance on siting of the facility, consultation, environmental concerns, and aviation issues related to renewable energy projects.

The Shire has emerged as a target location for renewable energy projects as Western Australia's need for renewable energy skyrockets in order to meet the State government's goal of net zero greenhouse gas emissions by 2050. As renewable energy projects progress, this policy ensures that developers collaborate with the community to create a benefit-sharing initiative that aligns with the Shire's strategic plan and leaves a positive legacy.

Scope

All large-scale renewable energy facilities (greater than 5MW) in the Shire of West Arthur are subject to this policy, including wind farms, solar farms, and battery storage systems (BESS).

During the design, approval, and operational stage of renewable energy projects, it is intended that Shire employees, Council, and developers reference this policy. The policy sets out expectations and conditions for negotiating community benefits and forming Community Benefit Funds. Council will consider this policy when evaluating development applications and any related agreements with proponents.

Definitions

Large-scale projects – The classification of a renewable energy project that exceeds 5 megawatts (MW).

Proponent – The owner, developer or operator of a large-scale renewable energy project in the Shire that uses solar, wind, or batteries. This covers any business or organisation requesting development approval for these kinds of initiatives.

Community Benefit Fund (CBF) – A fund where the proponent commits financial support for the good of the local community. Over the course of the project, contributions are made annually and support initiatives such as infrastructure upgrades, improvement of services, and strategic community projects.

Life of the Project – Unless otherwise specified, the anticipated operational lifespan of renewable energy facilities is estimated to be around 30 years. For as long as the project is in operation, CBF contributions should be provided.

First Nations Fund – A specific portion of the Community Benefit Fund set aside to fund projects that assist the Indigenous populations and the traditional custodians of the district.

Social License – The continuous approval and acceptance of a project by stakeholders and the local community. Gaining a social license requires the proponent to engage with the community, share benefits, and act responsibly to foster goodwill and confidence.

Consumer Price Index (CPI) – A quarterly measure of inflation applied to a Community Benefit Fund (CBF) on an annual basis to ensure the fund increases over time and maintains its real value.

Policy Statement

To guarantee that the entire community benefits from these developments, the Shire of West Arthur anticipates that all significant renewable energy projects will contribute to benefit sharing through a Community Benefit Fund (CBF). The policy establishes a uniform method for negotiating, calculating, overseeing, and distributing the fund.

The policy's guiding concepts include:

Early Engagement & Commitment

According to best practice set out in the New South Wales Benefit Sharing Guidelines developed by that State's Department of Planning, developers are required to consult with the Shire at an early stage of their projects (before submitting a development application). This early engagement calls for developers and Councils to collaborate on benefit-sharing strategies, with the aim of providing the community with certainty by determining a mutually agreed financial contribution to the community before development approval. To guarantee enforcement of this agreement, the agreement should be formalised with a legal document, such as a voluntary planning agreement or memorandum of understanding.

Calculating Community Benefit Funds (CBFs)

The capacity of the asset located in the Shire of West Arthur should be used to calculate the Community Benefit Fund at a rate per megawatt (MW) annually (or per MWh for storage). An appropriate benchmark rate for a Community Benefit Fund, according to best practices described in the New South Wales 2023 Benefit Sharing Guidelines, is \$1,050 per MW/year for wind energy, \$850 per MW/year for solar energy, and \$150 per MWh/year for standalone battery projects that are annually indexed to the Consumer Price Index (CPI) from the 24th of April 2025. This agreed contribution is anticipated to be made annually over the project's operational life (30 years), commencing at the beginning of commercial operations. The Consumer Price Index (CPI) guarantees that the fund will increase over time and offer a consistent flow of revenue for the community.

Minimum Levels of Contribution

The above-mentioned expectations—\$1,050 per MW/year for wind energy, \$850 per MW/year for solar energy, and \$150 per MWh/year for standalone battery projects—must be met or surpassed by a proponent's contribution to the Community Benefit Fund (CBF). Higher contributions or other benefit-sharing strategies are welcome from proponents.

Governance of a Community Benefit Fund (CBF)

It is recommended that a community board be established to manage the Community Benefit Fund (CBF) disbursement. Members of the local community, the president and CEO of the Shire, a representative from the windfarm company, and a financial, banking, and legal expert should all be on the board. The board's duties would include providing input on funding priorities and assessing grant applications and project concepts. It is anticipated that proponents would contribute annually to the board-managed fund. To guarantee that decisions are transparent, fair and consistent with the fund's goals, the board should enter into a formal agreement. While community representation guarantees that the needs of the community are met, the proponents' focal points for the distribution of a community benefit fund are taken into consideration with their position on the board. It is advised that reporting procedures be established to guarantee that the wider community are aware of the location of the distribution of funds and project outcomes.

First Nations Fund

The expectation is that an Indigenous Nations sub-fund will be negotiated with the First Nations people. Typically, 5% of the yearly contributions to the Community Benefit Fund goes towards this fund. This fund is to acknowledge the First Nations people's rights and interest over the land. Alternative agreements

such as employment, training opportunities, or cultural heritage and environmental protection provisions may also be formed. This fund should be formed in conjunction with Gnaala Karla Booja (GKB), the fund administrator, and the proponent.

Recommended Uses of Funds

Funding for initiatives and activities that serve the public should be the Community Benefit Fund's primary focus. Alongside this, it must concentrate on projects that further the goals of the Shire's Economic Development Strategy. The CBF seeks to provide funding for projects that offer long-term sustainable benefits that leave a lasting legacy for the community, rather than concentrating on one-off expenditures. To identify priority areas for investment, the Shire has and will continue to engage with the community via a variety of channels. These areas may include but are not restricted to.

- The development of new community services
- Supporting community health services
- Sport and recreation infrastructure (including community co-located facility and swimming pool)
- Improvements and expansion of local businesses
- Increased and improved housing stock
- Improved road infrastructure
- Alternative industry development (diversification)

Like the community's priority areas, the objectives of the Shire's Economic Development Strategy provide guidance on where renewable energy developers should focus their efforts:

- A vibrant town centre and activated space within our townsite
- Built infrastructure that is well maintained and meets the needs of our community
- A growing and diverse business community
- A thriving visitor economy that leverages our natural and heritage assets
- Great economic resilience through industry diversification
- New industry development and diversified job opportunities
- Sufficient allocation of resources to successfully drive our strategy

Acknowledgement

When contributing to the Community Benefit Fund (CBF), it is anticipated that the fund administrator will formally acknowledge the renewable energy proponent. This could be done through press releases or articles detailing the initiatives made possible by the grant. Acknowledgement of and invitations to activities pertaining to the CBF-funded initiatives may also fall under this category. In exchange, it is anticipated that the local community will share with the wider region the ways in which renewable energy has assisted the town.

This policy is a positive step for a proponent to obtain a social license, and assist with community acceptance whilst providing tangible, long-lasting benefits to the community. This policy may be reviewed as necessary to maintain compliance with best practices (proposed state legislation) and community standards.

Neighbourhood Benefit Schemes

Neighbourhood Benefit Schemes (NBS), or an agreement of similar nature between individual land holders and the proponent are to have no impact on contributions towards a Community Benefit Fund (CBF).

Neighbourhood benefit schemes are not generalised and are on a project-by-project basis. They are designed to compensate neighbouring land holders directly impacted by the project. Various forms of neighbourhood benefits could be considered by a developer. These include:

- Minor capital works and enhancements, and
- Neighbourhood subsidies e.g. investment/co-ownership opportunities

The Community Benefit Fund (CBF) aims to deliver residual benefits to the broader community rather than compensating individual landowners for the impact on their visual amenity.

Therefore:

- Renewable energy proponents are encouraged to use both Neighbourhood Benefit Schemes (NBS) and Community Benefit Funds (CBF) to ensure that these projects have a lasting positive impact on the community
- The Community Benefit Fund should be based on figures specified within this Policy
- The Neighbourhood Benefit Scheme (NBS) will not reduce or offset the agreed Community Benefit Fund that a proponent agrees upon

Sources:

- Shire of West Arthur - Key Principles for Effective Renewable Energy in the Shire of West Arthur Document westarthur.wa.gov.au/documents/875/key-principles-for-effective-renewable-energy-development-in-the-shire-of-west-arthur
- Shire of West Arthur Local Planning Policy No.5 – Wind Farms (2025) [LPP No 5 - Wind Farms - 27 March 2025 - V2.pdf](#)

Appendices:

- Appendix 1 – Advocacy Statement: Renewable Energy Guidelines & Framework for Western Australian Local Governments.

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History	
Delegation	
Relevant Legislation	<i>Local Government Act 1995</i>
Related Documentation	

12 CORPORATE SERVICES**12.1 FINANCIAL REPORTS - MARCH 2025**

File Reference:	ADM339
Location:	N/A
Applicant:	N/A
Author:	Melinda King, Manager Financial Reporting
Authorising Officer:	Rajinder Sunner, Manager Corporate Services
Date:	16/04/2025
Disclosure of Interest:	Nil
Attachments:	1. Monthly Financial Report March 2025 ↓

SUMMARY:

Council is requested to consider the financial reports for the periods ending 31 March 2025.

BACKGROUND:

The financial reports for the periods ending 31 March 2025 are attached.

COMMENT:

If you have any questions regarding details in the financial reports, please get in touch with the office before Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

CONSULTATION:

Not required.

STATUTORY ENVIRONMENT:

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 states that a Local Government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month (the relevant month) in the following detail —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
- (b) budget estimates to the end of the relevant month and
- (c) actual amounts of expenditure, revenue and income to the end of the relevant month and
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) the net current assets at the end of the relevant month, and a note containing a summary explaining the composition of the net existing assets.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There are no financial implications. Reported income and expenditure will be assessed by management as being consistent with the 2024/25 Annual Budget.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Ensure that the local community is provided with value for money through the prudent expenditure of rates

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

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

Description of Key Risk	Not preparing monthly financial statement which affects Council's ability to oversee the Shire's financial management.
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (2)
Principal Risk Theme	Compliance failure
Risk Action Plan (Controls or Treatment Proposed)	Prepare monthly financial statements for the Council.

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2025-029

Moved: Cr Karen Harrington

Seconded: Cr Duncan South

That Council Accept the financial reports for the period ending 31 March 2025 as presented.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

SHIRE OF WEST ARTHUR
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 March 2025

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	2,118,003	2,118,003	2,114,803	(3,200)	(0.15%)	
Grants, subsidies and contributions	13	530,944	458,800	547,768	88,968	19.39%	▲
Fees and charges		353,890	270,294	307,257	36,963	13.68%	▲
Interest revenue		185,748	67,698	64,529	(3,169)	(4.68%)	
Other revenue		166,640	78,524	98,026	19,502	24.84%	▲
Profit on asset disposals	6	14,339	12,180	113,637	101,457	832.98%	▲
		3,369,564	3,005,499	3,246,020	240,521	8.00%	
Expenditure from operating activities							
Employee costs		(2,222,894)	(1,717,374)	(1,853,970)	(136,596)	(7.95%)	▼
Materials and contracts		(1,509,750)	(1,141,558)	(1,314,260)	(172,702)	(15.13%)	▼
Utility charges		(153,690)	(92,768)	(76,286)	16,482	17.77%	▲
Depreciation		(3,077,887)	(474,242)	(509,252)	(35,010)	(7.38%)	▼
Finance costs		(25,446)	(22,085)	(22,085)	0	0.00%	
Insurance		(134,430)	(134,430)	(133,040)	1,390	1.03%	
Other expenditure		(66,300)	(30,978)	(36,436)	(5,458)	(17.62%)	▼
Loss on asset disposals	6	(16,137)	0	0	0	0.00%	
		(7,206,534)	(3,613,435)	(3,945,329)	(331,894)	(9.18%)	
Non-cash amounts excluded from operating activities	Note 2(b)	3,079,685	462,062	395,615	(66,447)	(14.38%)	▼
Amount attributable to operating activities		(757,285)	(145,874)	(303,694)	(157,820)	(108.19%)	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	1,750,780	658,734	653,581	(5,153)	(0.78%)	
Proceeds from disposal of assets	6	195,000	134,000	113,637	(20,363)	(15.20%)	▼
Proceeds from financial assets at amortised cost - self supporting loans		31,016	23,166	23,166	0	0.00%	
		1,976,796	815,900	790,384	(25,516)	(3.13%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(1,684,634)	(733,416)	(692,742)	40,674	5.55%	▲
Payments for construction of infrastructure	5	(1,813,571)	(936,454)	(927,023)	9,431	1.01%	
		(3,498,205)	(1,669,870)	(1,619,765)	50,105	3.00%	
Amount attributable to investing activities		(1,521,409)	(853,970)	(829,381)	24,589	2.88%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	4	1,469,241	850,472	850,472	0	0.00%	
		1,469,241	850,472	850,472	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	11	(137,156)	(112,316)	(112,316)	0	0.00%	
Transfer to reserves	4	(479,506)	(23,750)	(23,649)	101	0.43%	
		(616,662)	(136,066)	(135,965)	101	0.07%	
Amount attributable to financing activities		852,579	714,406	714,507	101	0.01%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		1,426,115	1,426,115	1,412,323	(13,792)	(0.97%)	▼
Amount attributable to operating activities		(757,285)	(145,874)	(303,694)	(157,820)	(108.19%)	▼
Amount attributable to investing activities		(1,521,409)	(853,970)	(829,381)	24,589	2.88%	▲
Amount attributable to financing activities		852,579	714,406	714,507	101	0.01%	
Surplus or deficit after imposition of general rates		(0)	1,140,677	993,755	(146,922)	(12.88%)	▼

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2025**

	Supplementary Information	30 June 2025 \$	31 March 2025 \$
CURRENT ASSETS			
Cash and cash equivalents	3	4,451,619	2,983,301
Trade and other receivables		314,921	284,564
Other financial assets		31,016	7,850
Inventories	8	91,855	91,855
TOTAL CURRENT ASSETS		4,889,411	3,367,570
NON-CURRENT ASSETS			
Other financial assets		310,730	310,730
Property, plant and equipment		19,787,583	19,971,073
Infrastructure		113,491,708	114,418,731
TOTAL NON-CURRENT ASSETS		133,590,021	134,700,534
TOTAL ASSETS		138,479,432	138,068,104
CURRENT LIABILITIES			
Trade and other payables	9	402,794	232,000
Other liabilities	12	208,199	126,001
Borrowings	11	137,156	24,840
Employee related provisions	12	365,491	365,199
TOTAL CURRENT LIABILITIES		1,113,640	748,040
NON-CURRENT LIABILITIES			
Borrowings	11	574,337	574,337
Employee related provisions		45,695	45,695
TOTAL NON-CURRENT LIABILITIES		620,032	620,032
TOTAL LIABILITIES		1,733,672	1,368,072
NET ASSETS		136,745,760	136,700,032
EQUITY			
Retained surplus		8,317,250	9,098,345
Reserve accounts	4	2,828,645	2,001,822
Revaluation surplus		125,599,865	125,599,865
TOTAL EQUITY		136,745,760	136,700,032

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2025

1 BASIS OF PREPARATION AND SIGNIFICANT 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. Supporting 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.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 16 March 2025

**SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025**

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 March 2025
(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	\$	\$	\$
Current assets				
Cash and cash equivalents	3	4,375,428	4,451,619	2,983,301
Trade and other receivables		214,081	314,921	284,564
Other financial assets		31,016	31,016	7,850
Inventories	8	21,855	91,855	91,855
Other assets	8	91,157	0	0
		<u>4,733,537</u>	<u>4,889,411</u>	<u>3,367,570</u>
Less: current liabilities				
Trade and other payables	9	(303,130)	(402,794)	(232,000)
Other liabilities	12	(208,199)	(208,199)	(126,001)
Borrowings	11	(137,156)	(137,156)	(24,840)
Employee related provisions	12	(309,447)	(365,491)	(365,199)
		<u>(957,932)</u>	<u>(1,113,640)</u>	<u>(748,040)</u>
Net current assets		3,775,605	3,775,771	2,619,530
Less: Total adjustments to net current assets	Note 2(c)	(2,349,490)	(2,363,448)	(1,625,775)
Closing funding surplus / (deficit)		1,426,115	1,412,323	993,755

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

		Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	6	(14,339)	(12,180)	(113,637)
Add: Loss on asset disposals	6	16,137	0	0
Add: Depreciation		3,077,887	474,242	509,252
Total non-cash amounts excluded from operating activities		3,079,685	462,062	395,615

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 March 2025
		\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	4	(2,828,645)	(2,828,645)	(2,001,822)
Less: Financial assets at amortised cost - self supporting loans	8	(31,016)	(31,016)	(7,850)
- Current financial assets at amortised cost - self supporting loans				0
- Land held for resale		0	(70,000)	(70,000)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11	137,156	137,156	24,840
- Employee Benefit Provision		373,015	429,057	429,057
Total adjustments to net current assets	Note 2(a)	(2,349,490)	(2,363,448)	(1,625,775)

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 Council's operational cycle.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2025

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 2024-25 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
Grants, subsidies and contributions	88,968	19.39%	▲
Aware disaster recovery grant received			
Bushfire mitigation grant received \$64,800			
Australia Day funding received. \$10,000			
Fees and charges	36,963	13.68%	▲
Private works fees above budget \$12,440			
Caravan park income greater than budget. \$21,414			
Other revenue	19,502	24.84%	▲
Reimbursement of contracted staff received - timing \$3,425		Timing	
Legal cost reimbursement below budget - \$35,632 (offset by lower expense)		Timing	
Staff expenses reimbursed \$16,921. Externally funded leave.		Timing	
Water supply contribution greater than budget \$2,527		Permanent	
Insurance claim received		Permanent	
Station Shop FRRR income greater than budget \$20,908		Permanent	
Profit on asset disposals	101,457	832.98%	▲
Proceeds on sale of assets to be processed.			
Expenditure from operating activities			
Employee costs	(136,596)	(7.95%)	▼
Wages funded by grant funding were budgeted as materials and externally funded wages \$63,306. Admin wages are greater than budget year to date.			
LSL payments are greater than budget.			
Materials and contracts	(172,702)	(15.13%)	▼
Compliance/legal costs greater than budget year to date \$25,967		Permanent	
Public relations greater due to Australia Day grant funding.		Permanent	
Fire brigades - ESL \$49,440 greater than budget. (\$11,000 greater funding received 2324 overspend)		Permanent	
Aware costs - greater than budget. Grant funded \$13,080		Permanent	
Bushfire mitigation \$70,256 greater than budget - grant funded		Permanent	
Landcare officer expenditure below budget		Permanent	
Sports club - Moodiarrup Complex repairs to be funded from Reserve		Permanent	
Tree pruning below budget \$15,611 - timing setup of budget		Timing	
Depot maintenance below budget \$16,271 - timing		Timing	
Caravan park greater than budget \$12,600		Timing	
Admin exp greater due to telephone exp \$13,374		Permanent	
Computer maintenance greater due to change in IT agreement. Budgeted reserve transfer to fund.		Permanent	
Plant maintenance above budget \$22,395.		Permanent	
FRRR grant less than budget as paid as wages		Permanent	
There are several non reportable variances which partly offset the above variances.			
Utility charges	16,482	17.77%	▲
Below budget - telephone costs reported as materials.		Permanent	
Depreciation	(35,010)	(7.38%)	▼
Depreciation is greater than budget year to date.		Permanent	
Other expenditure	(5,458)	(17.62%)	▼
Minor variances			
Non-cash amounts excluded from operating activities	(66,447)	(14.38%)	▼
Due to depreciation variance.		Permanent	
Inflows from investing activities			

Proceeds from disposal of assets

Proceeds from sale of vehicles were below budget. Offset by lower vehicle cost.

(20,363) (15.20%) ▼

Outflows from investing activities

Payments for property, plant and equipment

Vehicle purchases below budget. Offset by lower trade.

40,674 5.55% ▲

Payments for construction of infrastructure

Footpath - reallocation of LRCl grant to fund additional project expenditure

0 0.00%

Surplus or deficit at the start of the financial year

Variance is due to creditors post budget completion.

(13,792) (0.97%) ▼

Surplus or deficit after imposition of general rates

Due to variances described above

(146,922) (12.88%) ▼

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.43 M	\$1.43 M	\$1.41 M	(\$0.01 M)
Closing	(\$0.00 M)	\$1.14 M	\$0.99 M	(\$0.15 M)
Refer to Statement of Financial Activity				

Cash and cash equivalents			Payables			Receivables		
	\$2.98 M	% of total		\$0.23 M	% Outstanding		\$0.05 M	% Collected
Unrestricted Cash	\$0.98 M	32.9%	Trade Payables	\$0.07 M		Rates Receivable	\$0.24 M	87.3%
Restricted Cash	\$2.00 M	67.1%	0 to 30 Days		59.8%	Trade Receivable	\$0.05 M	32.9%
			Over 30 Days		40.2%	Over 30 Days		
			Over 90 Days		40.2%	Over 90 Days		24.2%
Refer to 3 - Cash and Financial Assets			Refer to 9 - Payables			Refer to 7 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.76 M)	(\$0.15 M)	(\$0.30 M)	(\$0.16 M)
Refer to Statement of Financial Activity			

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$2.11 M	% Variance	YTD Actual	\$0.55 M	% Variance	YTD Actual	\$0.31 M	% Variance
YTD Budget	\$2.12 M	(0.2%)	YTD Budget	\$0.46 M	19.4%	YTD Budget	\$0.27 M	13.7%
Refer to 10 - Rate Revenue			Refer to 13 - Grants and Contributions			Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.52 M)	(\$0.85 M)	(\$0.83 M)	\$0.02 M
Refer to Statement of Financial Activity			

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.11 M	%	YTD Actual	\$0.93 M	% Spent	YTD Actual	\$0.65 M	% Received
Adopted Budget	\$0.20 M	58.3%	Adopted Budget	\$1.81 M	51.1%	Adopted Budget	\$1.75 M	37.3%
Refer to 6 - Disposal of Assets			Refer to 5 - Capital Acquisitions			Refer to 5 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.85 M	\$0.71 M	\$0.71 M	\$0.00 M
Refer to Statement of Financial Activity			

Borrowings			Reserves		
Principal repayments	(\$0.11 M)		Reserves balance	\$2.00 M	
Interest expense	(\$0.02 M)		Interest earned	\$0.02 M	
Principal due	\$0.60 M				
Refer to 11 - Borrowings			Refer to 4 - Cash Reserves		

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

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

2 KEY INFORMATION - GRAPHICAL



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

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal cash at bank	Cash and cash equivalents	184,584	0	184,584	0	NAB	0.01%	N/A
Municipal cash at bank - CM	Cash and cash equivalents	96,795	0	96,795	0	NAB	2.55%	N/A
Municipal cash at bank - at call	Cash and cash equivalents	700,000	0	700,000	0	WA Treasury	4.05%	N/A
Reserve - CM	Cash and cash equivalents	0	1,822	1,822	0	NAB	2.55%	N/A
Reserve	Cash and cash equivalents	0	2,000,000	2,000,000	0	NAB	5.30%	26/6/2025
Cash on hand	Cash and cash equivalents	100	0	100	0	CASH	0.00%	N/A
Total		981,479	2,001,822	2,983,301	0			
Comprising								
Cash and cash equivalents		981,479	2,001,822	2,983,301	0			
		981,479	2,001,822	2,983,301	0			

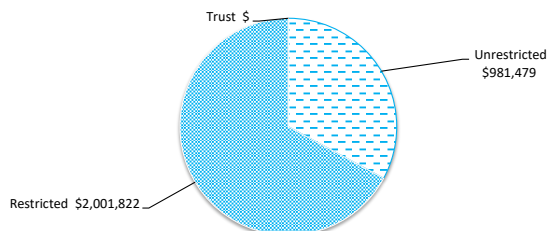
KEY INFORMATION

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 4 - Other assets.



**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Leave Reserve	131,460	5,686	0	0	137,147	131,460	1,099	0	0	132,559
Plant Reserve	1,037,504	44,878	300,000	(1,007,116)	375,266	1,037,504	8,675	0	(739,472)	306,707
Building Reserve	176,231	7,623	0	(179,106)	4,748	176,231	1,473	0	(76,000)	101,704
Town Development Reserve	1,658	72	0	0	1,730	1,658	14	0	0	1,672
Recreation Reserve	177,182	7,664	0	(143,019)	41,827	177,182	1,482	0	0	178,664
Heritage Reserve	7,047	305	150	0	7,502	7,047	59	0	0	7,106
Community Housing Reserve	200,920	8,691	1,000	(50,000)	160,611	200,920	1,680	0	(35,000)	167,600
Waste Management Reserve	122,945	5,318	0	0	128,263	122,945	1,027	0	0	123,972
Darkan Swimming Pool Reserve	63,662	2,754	5,000	(30,000)	41,415	63,662	532	0	0	64,194
Information Technology Reserve	35,654	1,542	0	0	37,196	35,654	298	0	0	35,952
Darkan Sport and Community Centre Reserve	240,632	10,409	40,000	0	291,041	240,632	2,012	0	0	242,644
Arthur River Country Club Reserve	55,871	2,417	6,000	0	64,288	55,871	467	0	0	56,338
Museum Reserve	134,654	5,825	0	(5,000)	135,479	134,654	1,126	0	0	135,780
Moodiarrup Sports Club Reserve	28,281	1,223	5,000	0	34,504	28,281	236	0	0	28,517
Landcare Reserve	25,543	1,105	0	(5,000)	21,647	25,543	213	0	0	25,756
Corporate Planning and Valuation Reserve	4,829	209	0	0	5,038	4,829	41	0	0	4,870
Kids Central Reserve	7,866	340	0	0	8,206	7,866	66	0	0	7,932
The Shed Reserve	14,130	611	0	0	14,741	14,130	118	0	0	14,248
Recreation Trails Reserve	2,713	117	0	0	2,830	2,712	23	0	0	2,735
Community Gym Reserve	11,336	490	0	0	11,827	11,336	95	0	0	11,431
Economic Development Reserve	94,451	4,086	0	(50,000)	48,536	94,451	789	0	0	95,240
Road Reserve	254,077	10,990	0	0	265,068	254,077	2,124	0	0	256,201
	-	0	0	0	0	0	0	0	0	0
	2,828,645	122,356	357,150	(1,469,241)	1,838,910	2,828,645	23,649	0	(850,472)	2,001,822

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Capital acquisitions				
Land - freehold land	203,765	27,300	26,946	(354)
Buildings - non-specialised	241,106	85,000	88,882	3,882
Furniture and equipment	78,647	0	0	0
Plant and equipment	1,161,116	621,116	576,914	(44,202)
Acquisition of property, plant and equipment	1,684,634	733,416	692,742	(40,674)
Infrastructure - roads	1,577,057	777,428	768,551	(8,877)
Infrastructure - Other	236,514	159,026	158,472	(554)
Acquisition of infrastructure	1,813,571	936,454	927,023	(90,779)
Total capital acquisitions	3,498,205	1,669,870	1,619,765	(131,453)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,750,780	658,734	653,581	(5,153)
Other (disposals & C/Fwd)	195,000	134,000	113,637	(20,363)
Reserve accounts				
Plant Reserve	1,007,116	730,000	739,472	9,472
Building Reserve	179,106	70,000	76,000	6,000
Recreation Reserve	143,019	0	0	0
Community Housing Reserve	50,000	30,000	35,000	5,000
Darkan Swimming Pool Reserve	30,000	0	0	0
Museum Reserve	5,000	0	0	0
Landcare Reserve	5,000	0	0	0
Economic Development Reserve	50,000	0	0	0
Contribution - operations	83,184	47,136	2,075	(45,061)
Capital funding total	3,498,205	1,669,870	1,619,765	(50,105)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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 *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.

Initial recognition and measurement for assets held at cost

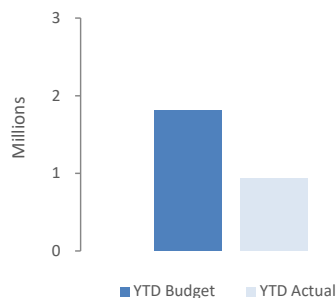
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between

mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of 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.

Payments for Capital Acquisitions



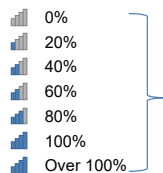
SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

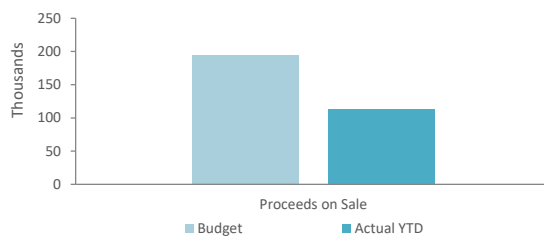
	Account Description	Adopted		Variance (Under)/Over
		Budget	YTD Budget	
		\$	\$	\$
	Furniture			0
	CCTV System - Darkan	(78,647)	0	0
		0	0	0
	Land & Buildings			
	10 Gibbs Street renovations	(50,000)	(10,000)	(9,895)
	Staff house - King Street completion	(191,106)	(75,000)	(72,436)
	Housing project head works	(176,765)	(27,000)	(26,667)
	Industrial Land Growden Place headworks, elec, survey	(27,000)	(300)	(279)
	Swimming Pool Upgrade (move to operating)	0	0	(6,551)
	Infrastructure			
	Water Supply Program	(50,000)	(15,000)	(12,752)
	New Playground equipment for Kids	(106,460)	(106,460)	(112,631)
	Shade over little kids playground and landscaping	(16,288)	0	0
	Upgrade water infrastructure at town dam.	(28,000)	(1,800)	(1,819)
	Heritage Trail - Darkan Townsite	(35,766)	(35,766)	(31,270)
				0
	Plant & Equipment			
	Excavator and attachment 22 ton	(380,000)	(270,000)	(268,300)
	3T Tipper for Parks	(90,000)	0	0
	6 Wheeler 3 way Tip	(300,000)	0	0
	3T Flatbed for Mechanic	(90,000)	(90,000)	(83,850)
	2021 Ford Everest White Auto - Sport	(68,000)	(68,000)	(57,775)
	2022 Ford Everest White Auto - Trend	(68,000)	(68,000)	(60,440)
	2023 Mitsubishi Triton	(58,200)	(58,200)	(48,216)
	2021 Kubota Petrol Mower	(30,000)	0	0
	8000L Spray Tank	(10,000)	0	0
	Depot Workshop Compressor	(12,916)	(12,916)	(10,972)
	Fuel Trailer	(20,000)	(20,000)	(17,870)
	Fast Fill Trailer fro VBFB	(9,000)	(9,000)	(9,000)
	Traffic Light Portable Trailer	(25,000)	(25,000)	(20,491)
	Roads			
	Bowelling Duranillin Road	(366,940)	(65,000)	(63,871)
	Boyup Brook Road (Arthur River-Dinninup Road)	(361,160)	(275,000)	(275,722)
	Darkan Williams Road	(117,924)	(39,000)	(39,114)
	Bowelling McAlinden Road	(129,474)	(103,000)	(100,560)
	Cordering North Road	(390,573)	(162,000)	(161,809)
	Boyup Brook White line (Arthur River-Dinninup Road)	(35,488)	(4,000)	(4,330)
	Bridge works Bunce King	(25,000)	0	(176)
	Asphalt overlay - Coalfields Road	(70,000)	0	0
	Main Road truck/car park design	(10,000)	(7,000)	(5,598)
	Footpaths Railway Reserve - amended budget LRCI funded	(54,700)	(89,047)	(92,011)
	Footpaths - connect Burrowes and Coalfields Road	(15,800)	(33,381)	(25,360)
		(3,498,207)	(1,669,870)	(1,619,765)
				(50,105)

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land - freehold land								
	Industrial land Growden Place	64,059	50,000	0	(14,059)	0	0	0	0
	Plant and equipment								
	CEO vehicle	44,300	48,000	3,700	0	0	40,909	40,909	0
	MCS vehicle	39,520	48,000	8,480	0	0	40,909	40,909	0
	Works Manager Vehicle	37,656	38,000	344	0	0	31,819	31,819	0
	Mower	7,078	5,000	0	(2,078)	0	0	0	0
	Hino Truck	4,185	6,000	1,815	0	0	0	0	0
		196,798	195,000	14,339	(16,137)	0	113,637	113,637	0



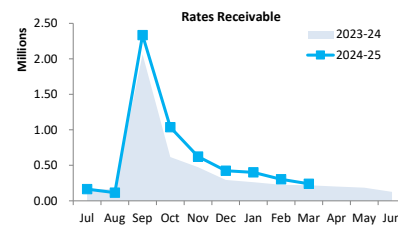
SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 June 2024	31 Mar 2025
Opening arrears previous years	\$ 171,494	\$ 280,916
Levied this year	1,997,367	2,114,803
Less - collections to date	(1,887,945)	(2,092,112)
Gross rates collectable	280,916	303,607
Allowance for impairment of rates receivable	(147,211)	(64,327)
Net rates collectable	133,705	239,280
% Collected	87.0%	87.3%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	30,384	1,671	2,255	10,974	45,284
Percentage	0.0%	67.1%	3.7%	5.0%	24.2%	
Balance per trial balance						
Trade receivables						45,284
Total receivables general outstanding						45,284

Amounts shown above include GST (where applicable)

KEY INFORMATION

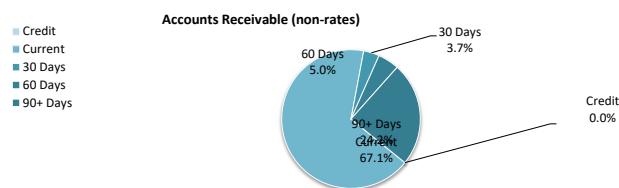
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 March 2025
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	31,016		(23,166)	7,850
Inventory				
Fuel and materials	21,855	0	0	21,855
Land held for resale	70,000			70,000
Total other current assets	122,871	0	(23,166)	99,705

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

Inventory

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

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

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

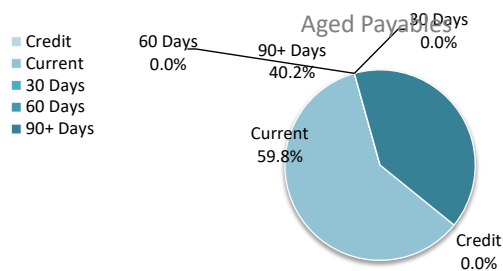
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	138,779	0	0	93,221	232,000
Percentage	0.0%	59.8%	0.0%	0.0%	40.2%	
Balance per trial balance						
Sundry creditors						68,984
Accrued salaries and wages						63,568
ATO liabilities						(36,371)
Other payables						93,221
Payroll deductions						34,096
Collections						8,502
Total payables general outstanding						232,000

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.



SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Interim	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
GRV Townsite	0.088276	85	744,156	65,691	0	65,691	65,691	0	65,691
GRV Commercial	0.088276	12	232,024	20,482	0	20,482	20,482	0	20,482
GRV Industrial	0.088276	7	112,580	9,938	0	9,938	9,938	0	9,938
GRV Other Townsite	0.088276	15	95,888	8,465	0	8,465	8,465	0	8,465
Unimproved value									
UV Rural	0.003254	366	585,769,000	1,906,092	0	1,906,092	1,906,092	0	1,906,092
Sub-Total		485	586,953,648	2,010,668	0	2,010,668	2,010,668	0	2,010,668
Minimum payment									
Gross rental value									
GRV Townsite	632	47	179,944	29,704	0	29,704	29,704	0	29,704
GRV Commercial	632	9	22,440	5,688	0	5,688	5,688	0	5,688
GRV Industrial	632	3	9,690	1,896	0	1,896	1,896	0	1,896
GRV Other Townsite	442	19	20,820	8,398	0	8,398	8,398	0	8,398
UV Rural	632	91	10,009,714	57,512	0	57,512	57,512	(3,229)	54,283
Sub-total		169	10,242,608	103,198	0	103,198	103,198	(3,229)	99,969
Amount from general rates						2,113,866			2,110,637
Ex-gratia rates						4,137			4,166
Total general rates						2,118,003			2,114,803

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
GROH Housing	70	42,521	0	0	(42,521)	(42,521)	0	0	(1,670)	(1,402)
Industrial Land	72	17,107	0	0	(8,450)	(11,312)	8,657	5,795	(406)	(421)
ERP	75	143,575	0	0	(19,681)	(27,518)	123,894	116,057	(4,788)	(5,940)
Loader	74	228,923	0	0	(18,498)	(24,789)	210,425	204,134	(7,483)	(8,791)
		432,126	0	0	(89,150)	(106,140)	342,976	325,986	(14,347)	(16,554)
Self supporting loans										
WA Cottage Homes		279,367	0	0	(23,166)	(31,016)	256,201	248,351	(7,737)	(8,892)
		279,367	0	0	(23,166)	(31,016)	256,201	248,351	(7,737)	(8,892)
Total		711,493	0	0	(112,316)	(137,156)	599,177	574,337	(22,084)	(25,446)
Current borrowings		137,156					24,840			
Non-current borrowings		574,337					574,337			
		711,493					599,177			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

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. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025**

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		52,939		107,945	(145,766)	15,118
Capital grant/contributions liabilities		155,260	0	601,354	(645,731)	110,883
Total other liabilities		208,199	0	709,299	(791,497)	126,001
Employee Related Provisions						
Provision for annual leave		146,388	0	0	0	146,388
Provision for long service leave		219,103	0	367	0	219,470
Other leave provisions [describe]		0	0	0	(659)	(659)
Total Provisions		365,491	0	367	(659)	365,199
Total other current liabilities		573,690	0	709,666	(792,156)	491,200
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2025	Current Liability 31 Mar 2025	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies											
Grants Commission - General (WALGGC)	0	0	0	0	0	126,845	95,133	126,845	0	126,845	95,134
Grants Commission - Roads (WALGGC)	0	0	0	0	0	64,673	48,504	64,673	0	64,673	48,504
Governance											
National Australia Day Grant	0	10,000	(10,000)	0	0	0	0	0	10,000	10,000	10,000
DFES Grant - Operating	0	0	0	0	0	56,600	46,450	56,600	0	56,600	46,450
Mitigation funding	0	64,800	(64,800)	0	0	0	0	0	129,600	129,600	64,800
AWARE Disaster Recovery Funding	0	15,050	(13,800)	1,250	1,250	0	0	0	15,050	15,050	13,800
Education & Welfare											
Council on the Ageing	0	0	0	0	0	0	0	0	0	0	0
Health											
Disability Grant	0	0	0	0	0	0	0	0	0	0	0
Community Amenities											
Protection of the Environment	8,121	0	(8,121)	0	0	15,443	15,443	15,443	0	15,443	15,394
Direct Road Grant	0	0	0	0	0	204,270	204,270	204,270	0	204,270	204,270
FRRR Grant Income	44,818	18,095	(49,045)	13,868	13,868	62,913	49,000	62,913	0	62,913	49,045
	52,939	107,945	(145,766)	15,118	15,118	530,744	458,800	530,744	154,650	685,394	547,397
Contributions											
Contributions Minor	0	0	0	0	0	200	0	200	0	200	371
	0	0	0	0	0	200	0	200	0	200	371
TOTALS	52,939	107,945	(145,766)	15,118	15,118	530,944	458,800	530,944	154,650	685,594	547,768

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue					
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	Annual	Budget	YTD Revenue	
	1 July 2024		(As revenue)	31 Mar 2025	31 Mar 2025	Revenue	Budget	Budget	Variations	Expected	Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies											
Law, Order, Public Safety				0						0	
FPC Grant	9,000	0	(9,000)	0	0	9,000	9,000	9,000	0	9,000	9,000
LRCIP Phase 4 - CCTV	0	0	0	0	0	78,647	0	78,647	0	78,647	0
Recreation & Culture											
LRCIP Phase 4 Playground	106,460	3,360	(109,820)	0	0	106,460	106,460	106,460	3,360	109,820	106,460
LRCI shade over playground	0	0	0	0	0	16,288	0	16,288	(16,288)	0	0
Heritage Grant - Darkan townsite	7,649	0	(7,649)	0	0	19,123	19,123	19,123	0	19,123	18,859
Pool Kiosk	0	0	0	0	0	0	0	0	30,000	30,000	0
Transport				0						0	
Roads to Recovery	0	221,636	(221,636)	0	0	580,535	222,000	580,535		580,535	221,636
Regional Road Group	0	288,308	(226,361)	61,947	61,947	485,400	230,000	485,400		485,400	226,361
WSFN	0	88,050	(39,114)	48,936	48,936	110,062	40,000	110,062		110,062	39,114
Footpaths LRCI	32,151		(32,151)	0	0	70,500	32,151	70,500	51,928	122,428	32,151
Ashphalt overlay						70,000	0	70,000	(70,000)	0	
Economic Services				0						0	
Water infrastructure LRCI	0	0	0	0	0	28,000	0	28,000	1,000	29,000	0
Housing Support Program Stream 1	0	0	0	0	0	176,765	0	176,765		176,765	0
	155,260	601,354	(645,731)	110,883.00	110,883.00	1,750,780	658,734	1,750,780	0	1,750,780	653,581

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2025

15 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
Budget adoption						(0)
LRCI reallocation from Asphalt overlay	CO-2024-133	Capital expenses		70,000	0	70,000
LRCI reallocation to Kiosk	CO-2024-133	Capital expenses		0	(30,000)	40,000
Railway Reserve footpaths - OC009 railway reserve	CO-2024-133	Capital expenses		14,712	0	54,712
Railway Reserve footpaths - OC010 connect Burrowes Street to Coalfields Road	CO-2024-133	Capital expenses		0	(66,640)	(11,928)
Playground	CO-2024-133	Capital expenses		0	(3,360)	(15,288)
Town dam infrastructure	CO-2024-133	Capital expenses		0	(1,000)	(16,288)
Playground Shade reallocated	CO-2024-133	Capital expenses		16,288	0	(0)
Increase expenditure due to revised IT agreement	CO-2024-138	Operating expenses		0	(15,000)	(15,000)
Transfer from IT Reserve to fund change in IT agreement	CO-2024-138	Capital revenue		15,000	0	(0)
Darkan and District Sports Club - Lighting upgrade - pending grant outcome (August 24)	CO-2024-083	Capital expenses				(0)
Additional water tank to be supplied - to be reimbursed	CO-2024-110	Operating expenses		2,610	(2,610)	(0)
Movement to Waste Management Admin from refuse site maintenance	CO-2024-117	Operating expenses		6,500	(6,500)	(0)
Australia Day funding - successful grant application	CO-2024-118	Operating expenses		10,000	(10,000)	(0)
AWARE funding - successful grant application	CO-2024-119	Operating expenses		15,050	(15,050)	(0)
Moodiarup Sports Club - painting of building - transfer from Reserve	CO-2024-122	Operating expenses		8,582	(8,582)	(0)
Bushfire mitigation funding - successful grant application	CO-2024-123	Operating revenue		129,600	(129,600)	(0)
Purchase costs relating to Station Masters House	CO-2025-012	Capital expenses			(12,000)	(12,000)
Fund Station Masters House purchase expenditure from Economic Development Reserve	CO-2025-012	Capital revenue		12,000		(0)
Reduction in Dep of Education contribution to pool	CO-2025-018	Operating revenue			(20,000)	(20,000)
Increase in fees and charges caravan park, sale of water, private works	CO-2025-018	Operating revenue		45,540		25,540
Reimbursements of staff leave, insurance claim, Station Shop project income	CO-2025-018	Operating revenue		49,006		74,546
Wages greater due to externally funded wages, relief staff and leave payments	CO-2025-018	Operating expenses			(160,080)	(85,534)
Materials for ESL, plant repairs, admin materials, FRRR expenditure, CESM and town plan	CO-2025-018	Operating expenses			(59,926)	(145,460)
Utility reduced cost	CO-2025-018	Operating expenses		13,000		(132,460)
Proceeds on sale of assets	CO-2025-018	Capital revenue			(20,363)	(152,823)
Land and building capital expenditure	CO-2025-018	Capital expenses		80,000		(72,823)
Plant purchases below budget	CO-2025-018	Capital expenses		105,000		32,177
Materials component of infrastructure below budget	CO-2025-018	Capital expenses		10,000		42,177
Additional depreciation post valuation non cash	CO-2025-018	Operating expenses		488,051	(488,051)	42,177
Profit on sale of assets - non cash	CO-2025-018	Operating revenue		14,000	(14,000)	42,177
Decrease transfer from the Plant Reserve	CO-2025-018	Capital revenue			(84,637)	(42,460)
Decrease transfer from the Building Reserve	CO-2025-018	Capital revenue			(30,000)	(72,460)
Increased transfer from the Leave Reserve	CO-2025-018	Operating revenue		86,252		13,792
Decrease in opening balance post budget adoption	CO-2025-018	Opening surplus(deficit)			(13,792)	(0)
				1,191,191	(1,191,191)	0

12.2 ACCOUNTS FOR PAYMENT LISTING - MARCH 2025

File Reference:	ADM338
Location:	N/A
Applicant:	N/A
Author:	Kylie Whitaker, Finance Officer
Authorising Officer:	Rajinder Sunner, Manager Corporate Services
Date:	20/03/2025
Disclosure of Interest:	Nil
Attachments:	<ol style="list-style-type: none"> 1. Accounts for Payment Listing - March 2025 ↓ 2. Corporate Card Summary - 26 February to 25 March 2025 ↓

SUMMARY:

Council is requested to endorse payments of accounts for March 2025 as listed and note the attached credit card transactions.

BACKGROUND:

The schedule of accounts for payment is included as attachments for Council information.

COMMENT:

If you have any questions regarding payments in the listing, don't hesitate to contact the office before the Council meeting.

CONSULTATION:

No consultation is required.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

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

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.

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

POLICY IMPLICATIONS:

Policy F29 – Purchasing Policy

Policy F2 – Corporate Transaction Cards Policy

FINANCIAL IMPLICATIONS:

There are no financial implications. Reported expenditure is assessed by management as being consistent with the adopted Annual Budget.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Comply with regulations and best practice standards to drive good decision making by Council and Staff

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management

- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

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

Description of Key Risk	Unauthorised (or incorrectly authorised) payments being made
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Consequence	Major (4)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (4)
Principal Risk Theme	Misconduct
Risk Action Plan (Controls or Treatment Proposed)	Payments listing provided to Council each month

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2025-030

Moved: Cr Robyn Lubcke

Seconded: Cr Russell Prowse

That Council;

1. in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, note March 2025 Municipal Fund vouchers 07032025.1-07032025.44, 14032025.1, 20032025.1-20032025.37, Licensing, Salaries and Wages, EFT Transfers and Direct Debits totalling \$560,678.73 listed (attached) as approved for payment.
2. note the attached Corporate Credit Card facility transaction summary from 26 February 2025 to 25 March 2025.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

**Shire of West Arthur
Creditor Payments
March 2025**

Date	Reference	Creditor Name	Amount
10/03/2025	Bpay	Southern Phone	95.00
		February Bill - 10 King Street - NBN Service	
24/03/2025	Bpay	Australian Taxation Office	19896.00
		February BAS	
3/03/2025	Directdebit	Motorpass	38.85
		Management Fees & Express delivery on new fuel cards	
		for Arthur River & Darkan Fire Brigades	
7/03/2025	Directdebit	Water Corporation	887.58
		Usage & Supply at Horwood St St&pipe	
10/03/2025	Directdebit	Tyro	47.88
		Station Stop Tyro Fees - Feb 25	
14/03/2025	Directdebit	Aware Super Clearing House	12094.11
		Fortnightly Superannuation Payments	
17/03/2025	Directdebit	Rentfind Technologies Pty Ltd	22.00
		Housing Software Subscription Monthly	
21/03/2025	Directdebit	Telstra	180.03
		Administration phone lines & data	
24/03/2025	Directdebit	Synergy	2292.92
		Supply Charge & Consumption - various shire properties	
24/03/2025	Directdebit	Synergy	1517.03
		Streetlights 25/1-24/2/25	
25/03/2025	Directdebit	Telstra	2517.67
		CRC & Administration phone lines, mobiles & data	
27/03/2025	Directdebit	NAB Credit Card	1157.32
		See attached Statement	
27/03/2025	Directdebit	Synergy	2056.89
		Supply Charge & Consumption - various shire properties	
28/03/2025	Directdebit	Aware Super Clearing House	12104.32
		Fortnightly Superannuation Payments	
28/03/2025	Directdebit	Synergy	850.25
		CRC Supply Charge & Consumption	
31/03/2025	Directdebit	Motorpass	13.54
		Management Fees for Fire Brigade Fuel Cards for	
		Arthur River & Darkan	
31/03/2025	Directdebit	WA Treasury Corporation	43937.54
		Capital & interest on shire loans	
31/03/2025	Directdebit	National Australia Bank	48.23
		NAB Connect Fee Access & Usage	
31/03/2025	Directdebit	National Australia Bank	201.06
		Merch Fee 009185958 Shire of West Arthur 003206	
31/03/2025	Directdebit	National Australia Bank	31.00
		End of month fees	
31/03/2025	Directdebit	National Australia Bank	10.00
		End of month fees	
7/03/2025	EFT	Sheila Scholz	100.00
		Caravan Park Refund - original payment bounced back	

**Shire of West Arthur
Creditor Payments
March 2025**

Date	Reference	Creditor Name	Amount
13/03/2025	EFT	Payroll	67026.94
		Payroll PMT 000283357960 042973	
20/03/2025	EFT	Beach Street Design	75.00
		The Station Stop Sales	
27/03/2025	EFT	Payroll	65472.43
		Payroll PMT 000284463120 042973	
7/03/2025	07032025.1	Air Liquide	57.28
		Cylinder Large Fee	
7/03/2025	07032025.2	All Tech Plumbing	693.00
		Plumbing - Arthur River toilets	
7/03/2025	07032025.3	AMPAC Debt Recovery (WA)	154.00
		Rate Recovery Costs A727/986	
7/03/2025	07032025.4	Australia Post	342.30
		Various postage services	
7/03/2025	07032025.5	Bell Sharon	520.17
		Reimbursement for seniors meals groceries	
7/03/2025	07032025.6	Bookeasy Australia Pty Ltd	220.00
		Booking System Caravan Park Monthly Subscription	
7/03/2025	07032025.7	Bunbury Surf School	2000.00
		Australia Day event	
7/03/2025	07032025.8	Bunnings Warehouse	1625.81
		Fire Extinguishers, Exp&ing curtain rod, cistern stop & seat, digital entry locks	
7/03/2025	07032025.9	City of Kalamunda	1324.76
		Building Services Report & Administration May 24 - Jan 25	
7/03/2025	07032025.10	Coalfields Wearparts	5489.00
		Parts & Repairs 2014 Cat 12M Grader	
7/03/2025	07032025.11	Coates Hire Operations Pty Ltd	1529.71
		Plate Compactor Reversible 340kg Diesel	
7/03/2025	07032025.12	Collie Electrical Services	1812.25
		Fault finding on cable damage, repaired damaged cable to BBQ Shelter, Repair retic cable	
7/03/2025	07032025.13	Collie Mowers & More	46.00
		Stihl micro chain pole saw	
7/03/2025	07032025.14	Cooper Gary Stuart	56.57
		Reimbursement for door lock rolltrak	
7/03/2025	07032025.15	David Wills and Associates	1265.00
		Civil design & documentation Lot 309 Burrowes Street	
7/03/2025	07032025.16	Department of Fire and Emergency Services	19930.50
		24/25 ESL 3rd Qtr Contribution	
7/03/2025	07032025.17	DKM Workplace Solutions	206.80
		Workplace Support Services Subscription	
7/03/2025	07032025.18	E W & R J Pugh	917.00
		Pump at dump point at caravan park	
7/03/2025	07032025.19	Exurban Rural and Regional Planning	3002.97
		Town Planning Consultancy Services	

**Shire of West Arthur
Creditor Payments
March 2025**

Date	Reference	Creditor Name	Amount
7/03/2025	07032025.20	Fleays Store	468.53
		Seniors meals - groceries & office milk	
7/03/2025	07032025.21	Fuel Distributors of WA	23845.19
		Diesel for depot & shire vehicles	
7/03/2025	07032025.22	G H & C P Goss	396.79
		Reimbursement for refreshments purchased during	
		Arthur River fire	
7/03/2025	07032025.23	Hersey's Safety Pty Ltd	2806.56
		Various items	
7/03/2025	07032025.24	Infinitum Technologies Pty Ltd	1408.00
		Implementation to Gold Plan -Myglue Roll	
7/03/2025	07032025.25	Landgate	94.36
		Rural UV Interim Valuation Shared Schedule	
7/03/2025	07032025.26	LG Assist ANZ Pty Ltd	550.00
		Job posting - Building Maintenance	
7/03/2025	07032025.27	Metro Count	2640.00
		Training session on Metro count	
7/03/2025	07032025.28	Brian Wall	18.50
		Caravan park refund	
7/03/2025	07032025.29	Narrogin Quarry Operations	1118.97
		Road Base 100 tonnes	
7/03/2025	07032025.30	P & S Griggs Plumbing	1229.03
		Install gas stove & labour at 8 Hillman Street	
7/03/2025	07032025.31	Pederick Engineering	4371.38
		Parts & Repairs	
7/03/2025	07032025.32	QHSE Integrated Solutions Pty Ltd T/AS	218.90
		SkyTrust Intelligence System -Monthly Subscription	
7/03/2025	07032025.34	SOS Office Equipment	297.77
		Photocopier Billing Job February 2025	
7/03/2025	07032025.35	Sprys Meat Market	217.90
		Seniors Meals - meat	
7/03/2025	07032025.36	Stewart & Heaton Clothing Co Pty Ltd	383.15
		Various PPE items	
7/03/2025	07032025.37	Team Global Express	501.17
		Isuzu Service Freight	
7/03/2025	07032025.38	The Great Awakening Cafe	422.70
		Council Catering - Feb 25 OCM & lunch for bus trip	
7/03/2025	07032025.39	Thomsons Auto Parts	11.00
		7 Pin flat trailer plug	
7/03/2025	07032025.40	Total Tools Bunbury	1750.00
		Kincrome upright 4 drawer truck box	
7/03/2025	07032025.41	WA Contract Ranger Services Pty Limited	1075.25
		Contract Ranger Services 18/19/21/25 Feb	
7/03/2025	07032025.42	Watermelon Products	40.00
		The Station Stop Sales	

**Shire of West Arthur
Creditor Payments
March 2025**

Date	Reference	Creditor Name	Amount
7/03/2025	07032025.43	West Arthur Community Resource Centre	5242.88
		Library & Medical Funding	
7/03/2025	07032025.44	Zone 50 Engineering Surveys Pty Limited	30877.00
		WFSN Surveying	
14/03/2025	14032025.1	Cemeteries and Crematoria Association WA	155.00
		CCAWA Seminar Registration - Members	
20/03/2025	20032025.1	Australian Audit Pty Ltd t/as Australian Audi	7920.00
		FMR Review	
20/03/2025	20032025.2	Bell Sharon	142.02
		Reimbursement for Seniors Meals - Groceries	
20/03/2025	20032025.3	Carter Road Farm	207.00
		The Station Stop Sales	
20/03/2025	20032025.4	CMT Equipment	12148.40
		CIST 882 Clegg Impact Hammer SL120 & travel	
20/03/2025	20032025.5	Contract Aquatic	22110.00
		Pool Management Fee	
20/03/2025	20032025.6	Corsign	567.60
		EV Signage	
20/03/2025	20032025.7	Creative Sisters	25.00
		The Station Stop Sales	
20/03/2025	20032025.8	Darkan Agri Services	1319.65
		Various items - maintenance & cleaning shire property	
20/03/2025	20032025.9	Fleays Store	158.35
		Station Stop milk & office refreshments	
20/03/2025	20032025.10	Great Southern Fuel Supplies	189.30
		Darkan Fire Brigade Fuel	
20/03/2025	20032025.11	Infinitum Technologies Pty Ltd	7361.20
		Managed Service Agreement - Gold Mar 25	
20/03/2025	20032025.12	Jenny Wren Prints	285.00
		The Station Stop Sales	
20/03/2025	20032025.13	Kulture Koatings	3326.90
		Moodiarrup Sporting Complex - Coating of verandah	
20/03/2025	20032025.14	Little Blue Door	70.00
		The Station Stop Sales	
20/03/2025	20032025.15	Minding Auto Electrics	3897.58
		Emergency Repairs on Arthur River Fire Truck	
20/03/2025	20032025.16	Moodiarrup Sports Complex Inc	3326.90
		Reimbursement for 50% deposit of coating of verandah	
20/03/2025	20032025.17	Narrogin Ford	405.00
		2024 Ford Ranger service	
20/03/2025	20032025.18	Narrogin Quarry Operations	1083.62
		Road Base 100 tonnes	
20/03/2025	20032025.19	Officeworks	742.57
		Various items for administration	
20/03/2025	20032025.20	Robinson Quinten	82.30
		Reimbursement for Diesel - Arthur River Fire Truck	

**Shire of West Arthur
Creditor Payments
March 2025**

Date	Reference	Creditor Name	Amount
20/03/2025	20032025.21	Sanitair Albany	6270.00
		Air Conditioner Services	
20/03/2025	20032025.22	Scavenger Fire & Safety	2621.30
		Various PPE items	
20/03/2025	20032025.23	Scott Christinger Electrical Contractor	737.00
		Annual RCD Safety Switch & smoke alarm - 11 King Street	
20/03/2025	20032025.24	South West Fire Collie	20747.44
		Duranillin Fire Truck repairs	
20/03/2025	20032025.25	South West Isuzu	356.11
		Parts & Repairs	
20/03/2025	20032025.26	Sprys Meat Market	182.65
		Seniors Meals - meat	
20/03/2025	20032025.27	St Luke's Family Practice	3212.00
		Drs Service Fees & travel (Feb x 4)	
20/03/2025	20032025.28	Stewart & Heaton Clothing Co Pty Ltd	456.28
		Various PPE items	
20/03/2025	20032025.29	Supercivil Pty Ltd	89243.31
		Foothpath 2.4m 30mm thick	
20/03/2025	20032025.30	Team Global Express	491.46
		Pathwest & Metro Count Freight	
20/03/2025	20032025.31	Thomsons Auto Parts	24.00
		Trailer adaptor, new fuel trailer	
20/03/2025	20032025.32	WA Contract Ranger Services Pty Limited	888.25
		Ranger Services 6 & 11/03/2025	
20/03/2025	20032025.33	Wales Pam	392.50
		Caravan park refund	
20/03/2025	20032025.34	Warren Blackwood Waste	3030.59
		Recycling & Waste Services - February 2025	
20/03/2025	20032025.35	West Arthur Community Resource Centre	958.41
		Drs Hours - 7/14/21/28 Feb 2025	
20/03/2025	20032025.36	Winters Ashleigh	72.75
		Playgroup reimbursement	
20/03/2025	20032025.37	Zone 50 Engineering Surveys Pty Limited	5271.20
		Cordering North Road	
		VOUCHERS	
MUNICIPAL FUND			
		BPAY	\$ 19,991.00
		DIRECT DEBIT	\$ 80,008.22
		EFT - SALARIES & WAGES	\$ 132,674.37
		07032025.1-07032025.44	\$ 121,178.15
		14032025.1	\$ 155.00
		20032025.1-20032025.37	\$ 200,323.64
		LICENSING MARCH 2025 TRANSFERS	\$ 6,348.35
		TOTAL	\$ 560,678.73

SHIRE OF WEST ARTHUR PAYMENTS OF ACCOUNTS BY NAB VISA CARD FOR THE STATEMENT PERIOD: 26 February to 25 March 2025						
DATE	PAYEE	PO NUMBER	DESCRIPTION	SOWA EXPENSE CODE	EXPENSE DESCRIPTION	TOTAL
1. CARD NUMBER 4336-XXXX-XXXX-8951						
28-Feb-25	Bunbury Auto Electric	101673	Wire Up Spotlight, spotlight wiring harness	E144006	OTHER PROPERTY & SERVICES:Plant Cost Overheads:Parts & Repairs	\$254.00
05-Mar-25	Reckon Limited	101704	Reckon Monthly Subscription	E142020	OTHER PROPERTY & SERVICES:Administration Overheads:Computer Maintenance	\$170.00
07-Mar-25	Anacosta Pty Ltd	101693	Gas Level Checker	E132040	ECONOMIC SERVICES:Tourism/Area Promotion:Caravan Park	\$149.99
19-Mar-25	SP166 Railway Parade, West Leederville	101904	Parking for Seminar	E143020	OTHER PROPERTY & SERVICES:Works Overheads:Training & Development	\$13.00
20-Mar-25	Crown Promenade Perth	101587	Accommodation LG Professionals Conference	E143020	OTHER PROPERTY & SERVICES:Works Overheads:Training & Development	\$424.83
CARD 1 PAYMENTS						
Cardholder Signed						
Cardholder Name						
RAINDER SUNNER						
Authorised By						
VINCENT FORDHAM LAMONT						
2. CARD NUMBER 4336-XXXX-XXXX-1064						
Cardholder Signed						
Cardholder Name						
GARY RASMUSSEN						
Authorised By						
VINCENT FORDHAM LAMONT						
3. CARD NUMBER 4336-XXXX-XXXX-2128						
Cardholder Signed						
Cardholder Name						
VINCENT FORDHAM LAMONT						
Authorised By						
PRESIDENT NEIL MORRELL						
TOTAL NAB VISA CARD PAYMENTS 4336-XXXX-XXXX-7507						
\$1,157.32						
Correct Debit Date						
27-Mar-25						

I, Kylie Whitaker, Finance Officer have reviewed the NAB visa card payments and confirm that from the descriptions on the documentation provided that:

1. all transactions are expenses incurred by the Shire of West Arthur;
2. all purchases have been made in accordance with the Shire of West Arthur policies and procedures;
3. all purchases are in accordance with the Local Government Act 1995 and associated regulations;
4. no misuse of the corporate card is evident.

DATE: 15/4/25

Kylie Whitaker



13 WORKS AND SERVICES

Nil

14 REGULATORY SERVICES

Nil

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

16 NEW OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING**MOTION****RESOLUTION CO-2025-031**

Moved: Cr Robyn Lubcke

Seconded: Cr Karen Harrington

That Council accept the Late Item "16.1 Proposed Local Planning Policy No.5 – Wind Farms".

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Robyn Lubcke, Duncan South, Adam Squires and Russell Prowse

Against: Nil

CARRIED 7/0

Council should note that Cr Lubcke, Cr Prowse, Cr South and Cr Harrington have declared financial interests in this item. Approval for Cr Lubcke to participate and vote on this item has been provided by the Department of Local Government, Sport and Cultural Industries under delegated authority from the Minister for Local Government pursuant to section 5.69(3) of the Local Government Act 1995.

The letter of approval from the Department is attached as follows and was read aloud by the President.



Department of
Local Government, Sport
and Cultural Industries



Our ref
Enquiries
Phone
Email

24/5753; E25079580
Kimberley Craik
(08) 6552 1530
legislation@dlgsc.wa.gov.au

Mr Vin Lamont
Chief Executive Officer
Shire of West Arthur

Email: ceo@westarthur.wa.gov.au

Dear Mr Lamont

I refer to your previous correspondence and advise that, in accordance with the authority delegated by the Minister for Local Government, I have approved your application, under section 5.69(3) of the *Local Government Act 1995* (the Act).

Approval has been granted under section 5.69(3)(a) of the Act to allow disclosing member Cr Robyn Lubcke to participate and vote on the following item at the **Shire's Ordinary Council Meeting** on 24 April 2025.

14.1 PROPOSED LOCAL PLANNING POLICY NO.5 – WIND FARMS.

Subject to the following conditions:

1. *The approval is only valid for the 24 April 2025 Ordinary Council Meeting when agenda item 14.1 is considered;*
2. *The abovementioned councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;*
3. *The Chief Executive Officer (CEO) is to provide a copy of the Department of Local Government, Sport and Cultural Industries (DLGSC) letter of approval to the abovementioned councillors;*
4. *The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;*
5. *The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the DLGSC, to allow the DLGSC to verify compliance with the conditions of this approval; and*
6. *The approval granted is based solely on the interests disclosed by the abovementioned councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.*

I have noted the likelihood that in the future, several of the Shire's councillors may have wind turbines installed on their land and be receiving direct financial compensation for allowing their installation.

Accordingly, if any future agenda items relating to wind farms arise in the future and the **Shire seeks a participation approval for these items, the Shire's councillors should ensure** that they fully disclose any payments received so these interests can be properly assessed.

Should you require further information in relation to this matter, please contact Ms Kimberley Craik, Senior Legislation Officer, via the details provided above.

Yours sincerely



Laura Hunter
A/EXECUTIVE DIRECTOR, LOCAL GOVERNMENT – SUPPORT AND COMPLIANCE

22 April 2025

246 Vincent Street Leederville WA 6007
Gordon Stephenson House, 140 William Street Perth WA 6000
PO Box 8349 Perth Business Centre WA 6849
Telephone (08) 9492 9800
Email legislation@dlpsc.wa.gov.au

At 8.01pm, Cr Karen Harrington, Cr Russell Prowse and Cr Duncan South left the meeting.

16.1 PROPOSED LOCAL PLANNING POLICY NO. 5 - WIND FARMS

File Reference:	ADM205
Location:	Shire of West Arthur Municipal District
Applicant:	Not Applicable
Author:	Joe Douglas, Planning Consultant
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	19/03/2025
Disclosure of Interest:	Nil
Attachments:	<ol style="list-style-type: none"> 1. Original Draft Policy ↓ 2. Submissions ↓ 3. Final Draft Policy ↓

SUMMARY:

This report provides details of the outcomes from public advertising of proposed Local Planning Policy No.5 entitled 'Wind Farms' and recommends that Council resolve to finally adopt the policy subject to modifications and authorise the Chief Executive Officer to publish a copy of the policy on the Shire's website.

BACKGROUND:

At its Ordinary Meeting in October 2023 Council resolved as follows (i.e. Resolution CO-2023-120):

1. *That, pursuant to Schedule 2 Clause 4(3) of the Planning and Development (Local Planning Scheme) Regulations 2015, Council adopt for advertising Local Planning Policy No.5 Wind Farms (as contained in Attachment 1).*
2. *That the draft Local Planning Policy be advertised for a minimum period of 21 days in the Community Newspaper and on the Shire website.*
3. *That following advertising of the Draft LPP, a report be prepared to Council to:*
 - *Consider any submissions which might have been received; and*
 - *Modify and / adopt the LPP for final approval.*

COMMENT:

The original proposed draft policy provided in Attachment 1 was advertised for public comment in accordance with the procedural requirements of Clause 4(3) in Schedule 2 (i.e. the Deemed Provisions) of the *Planning and Development (Local Planning Scheme) Regulations 2015* in excess of the minimum required period of 21 days. This process included publication of notices in the community newspaper and on the Shire's website and written referrals to various State government agencies inviting comment.

A total of two (2) submissions were received during public advertising, both of which were from State government agencies (i.e. the Department of Primary Industries and Regional Development and Department of Water and Environmental Regulation). A copy of the two submissions received is provided in Attachment 2.

It is significant to note no submissions were received from the local community either supporting or objecting to the proposed policy. As such it is reasonable to conclude the local community is generally satisfied with the policy and does not have any objections to its final adoption and use by the Shire when dealing with development applications for wind farms.

The submissions received from the Department of Primary Industries and Regional Development (DPIRD) and the Department of Water and Environmental Regulation (DWER) supported the proposed policy and made recommendations regarding some minor proposed amendments which are summarised as follows:

DPIRD

- *'Information to Accompany a Development Application' should include a surface water management plan, incorporating appropriate design methods to manage water erosion from intense summer or winter rainfall events.*
- *'Information to Accompany a Development Application' should include a biosecurity management plan to ensure all excavation equipment/drilling rigs and the likes are thoroughly cleaned and free from any soil/plant material prior to leaving paddocks and especially moving from property to property.*
- *'Information to Accompany a Development Application' should include a Site Rehabilitation Plan which outlines the steps for the future decommissioning of these facilities. As the depth to buried cables and the cut down turbine foundations (being below ground) will impact seeding depth and crop/pasture root potential, DPIRD suggests that decommissioning is planned to "normal deep ripping depth" to ensure the depth will be adequate to enable the breaking up of compaction soil layers in the future.*

DWER

- *Many of the proposals for wind farms are in remote areas where water supplies are limited, and surface nor groundwater are proclaimed under the Rights in Water and Irrigation Act. As such reference to considering water supply during the development stage, especially for construction is worth consideration.*
- *Section 1.0 Introduction - The fourth paragraph of the introduction seem to have words repeating; "These turbines have rotor blades a generator and rotor blades mounted on top of a steel tower and [...]". The first instance of 'rotor blades' does not seem to be required.*
- *Section 4.0 Definitions and Terms - The definition of Sensitive Land Use mostly reflects that of the Environmental Protection (Noise) Regulations 1997 (Noise Regulations), but not fully. It may be appropriate for LPP 5 to also refer Schedule 1 Part C of the Noise Regulations in its definition for the sake of consistency in relation to noise assessments. Consider adding a definition for Acoustic Consultant as follows:*

A person who holds membership of grade Member or Fellow in the Australian Acoustical Society or membership of the Association of Australasian Acoustical Consultants, or international equivalent.

- *Section 5.0 Policy Measures - Clause 4a) discusses proposed buffer setbacks but without introducing an actual minimum distance. LPP 5 should consider nominating a set distance as this would provide some certainty to both developers and landowners. The WAPC Position Statement recommends a minimum distance between noise-sensitive land uses and a wind turbine of 1,500 metres. This setback distance has been used in similar wind farms local planning policies drafted by other Shires.*

Clause 4b) may not be specific enough. Although the Noise Regulations are a statutory requirement, and therefore apply to wind farm developments, there seem to be a lack of understanding in the broader community of which requirements are applicable. This clause is also not specific in its scope for instance, it is not clear whether LPP 5 requires the acoustic study to also consider noise impacts associated with construction activities. This clause could be amended to:

A noise impact assessment, completed by an acoustic consultant, demonstrating compliance with the Environmental Protection (Noise) Regulations 1997 for both construction and operational phases. The noise impact assessment is to have due regard to future land uses. Where a proponent is of the view that the noise emissions from the development will likely be masked by ambient noise, the South Australian Environmental Protection Authority Wind farms environmental noise guidelines (November 2021) may be referenced.

Clause 6 is not likely necessary. The department provides support to local governments in various ways including direct technical support on noise related issues to environmental health officers, and land use planning advice. Should clause 4a) be changed as proposed, there is effectively a mechanism to 'filter' development applications. That is, the Shire would not need to refer development applications that meet the proposed buffer but could refer those which do not and noise impacts are likely.

The majority of the comments and suggestions provided by DPIRD and DWER have been considered carefully and concluded to be of significant benefit and value. As such, the policy has been amended by the Shire's previous town planning consultant to reflect all of the proposed suggestions, with all modifications highlighted in red text for Council's benefit (see Attachment 3).

The only suggestion that was not included in the revised policy is the one from DWER regarding the exclusion of Section 6 of the original policy entitled 'Policy Measures' as it applies specifically to advertising of development applications received for wind farms which is still considered to be of benefit and value. Notwithstanding this conclusion, the wording for Section 6 has been amended to more clearly articulate Council's expectations and requirements regarding public advertising.

Council should also note the policy has been amended more generally by the Shire's previous town planning consultant to improve its overall structure, clarity and wording for ease of reference and use when considering development applications for wind farms.

Additional modifications requested by the Shire's Chief Executive Office requiring all development applications for wind farms to include information regarding the extraction and use of basic raw materials and the construction and use of temporary workforce accommodation during the construction phase of any proposed development have also been included.

In light of all the above it is recommended Council resolve to finally adopt the policy subject to all modifications outlined above and authorise the Shire's Chief Executive Officer to publish a copy of the policy on the Shire's website pursuant to the specific requirements of clause 4(4), Part 2 and clause 87, Part 12, Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015* at which point it will have full legal effect.

CONSULTATION:

As per the advice provided in the comment section above.

STATUTORY ENVIRONMENT:

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- *Shire of West Arthur Local Planning Scheme No.2*

POLICY IMPLICATIONS:

Local planning policies are a recognised planning tool to assist planning for future development of any given type and the administration of local planning schemes more generally.

FINANCIAL IMPLICATIONS:

There are no immediate financial implications for the Shire aside from the administrative and advertising costs associated with public advertising which have been accounted for in the Shire's annual budget.

STRATEGIC IMPLICATIONS:

The Shire's *Strategic Community Plan Towards 2031* and *Corporate Business Plan 2021 – 2025* do not contain any reference to wind farms. More general outcomes that could be relevant are:

Outcome 2.1 – Improved employment through diversification in agricultural

- *Support agricultural diversification opportunities which have the potential to provide economic benefits and employment growth and promote funding opportunities on social and traditional media when they arise.*

Outcome 2.2 – A growing, diverse business community

- *Promote and consider opportunities to develop industrial sites to attract new businesses to the Shire.*
- *Monitor land sales and development opportunities and investigate further land release (including larger lot sizes) as needed.*
- *Prepare and implement an economic plan and for the Shire which identifies opportunities in key sectors including health and medical, manufacturing and downstream processing to attract investment and create employment.*

Outcome 3.1 – Maintain and improve our key natural assets

- *Consider environmental impacts and biodiversity when assessing land use applications through council.*

Outcome 4.4 – Appropriate planning and development

- *Review and update the Shire Policy Register to reflect current policies and develop new policies relevant to recent regulatory changes.*

Council should also note the proposed policy is consistent with the proposed new Joint Local Planning Strategy for the Shires of Wagin, West Arthur and Williams as it applies specifically to planning for strategic regional infrastructure which supports the ongoing sustainable development of land in the Strategy Area and surrounding region.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management

- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

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

Description of Key Risk	Loss of reputation, hindering development.
Risk Likelihood (based on history and with existing controls)	Unlikely (2)
Risk Consequence	Moderate (3)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Medium (6)
Principal Risk Theme	Compliance Failure
Risk Action Plan (Controls or Treatment Proposed)	Monitor and ensure compliance with the procedural requirements prescribed in Part 2, Schedule 2 (i.e. the Deemed Provisions) of the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> as they apply specifically to the preparation and adoption of local planning policies.

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION CO-2025-032

Moved: Cr Graeme Peirce

Seconded: Cr Robyn Lubcke

That Council resolve to:

1. Finally adopt proposed Local Planning Policy No.5 entitled 'Wind Farms' subject to all modifications outlined in the report above and shown in the revised policy document contained in Attachment 3; and
2. Authorise the Shire's Chief Executive Officer to publish a copy of Local Planning Policy No.5 on the Shire's website pursuant to the specific requirements of clause 4(4), Part 2 and clause 87, Part 12, Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

In Favour: Crs Neil Morrell, Graeme Peirce, Robyn Lubcke and Adam Squires

Against: Nil

CARRIED 4/0

At 8.07pm, Cr Karen Harrington, Cr Russell Prowse and Cr Duncan South returned to the meeting.

ATTACHMENT 1

DRAFT LOCAL PLANNING POLICY NO.5 WIND FARMS

1.0 Introduction

In 2019, the State Government launched Western Australia's Energy Transformation Strategy. This sets out the proposed transition from coal-fired power generation to cleaner, cheaper electricity produced by both large-scale wind and solar farms and rooftop solar photovoltaic (PV) systems.

The Western Australian Planning Commission's State Planning Strategy 2050 promotes renewable energy initiatives.

Wind energy facilities (wind farms) are typically located on sites with steady winds throughout the year, with good road access, and proximity to major electricity infrastructure. A diagram of the South West Interconnected System (SWIS) within the Shire is provided in Appendix 1.

Wind farms usually consist of multiple large, rotating, three-bladed turbines that produce more than 4.0 MW of electrical output. These turbines have rotor blades a generator and rotor blades mounted on top of a steel tower and the turbine's total height can be as high as 220 to 250 metres.

2.0 Objectives

1. To provide guidance on the appropriate location, scale, design, and development of wind farms
2. To provide guidance for consideration of development applications for wind farms under Local Planning Scheme No. 2.
3. To ensure that wind farms do not lead to unacceptable impacts on important environmental, cultural or landscape values.
4. To ensure that the consideration of development applications for wind farms consider the potential impact on the amenity of surrounding properties.

3.0 Application

The policy applies to all zones and reserves in the Shire as provided for in Local Planning Scheme No 2. Any development of land within the Shire requires a development approval unless it is specifically exempted under the Deemed Provisions and/or relevant Local Planning Policy.

This Local Planning Policy does not apply to single turbine used for domestic purposes including on a rural lot but noting that this may still need a development approval under the Scheme.

Where a turbine(s) is used primarily to supply electricity for a rural use, rural industry etc (not being a domestic dwelling) it will require a development application. The provisions and requirements of this Policy may be reduced depending upon the scale, location of the proposal and whether it is considered to be ancillary to the existing development.

4.0 Definitions and Terms

Deemed Provisions are the provisions contained in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Wind Farms are not defined within Local Planning Scheme. No 2.

ATTACHMENT 1

Wind farms are defined in the Model Scheme Text (Town Planning Regulations) as:

A premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.

The Department of Planning Lands and Heritage 2020 Position Statement on Renewable Energy Facilities has the following definition:

Renewable energy facility means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

Sensitive Land Use (SPP 4.1) means land uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include, but are not limited to, dwellings, short stay accommodation, hospitals, educational establishments, childcare centres, corrective institutions and places of worship.

Buffer Setback means the "separation distance" (SPP 4.1) as defined in Government environmental policy, being the recommended distance necessary to separate a source of emissions (gaseous and particulate emissions, dust, odour and noise) from sensitive land uses in order to avoid impacts to health and amenity.

Shadow Flicker results from the sun's position in relation to the wind turbine blades as they rotate. This occurs under certain combinations of geographical position and time of day. The seasonal duration of this effect can be calculated from the machine's geometry and the site's latitude. Shadow flicker can be modelled in advance, and siting and design can mitigate the problem. This is more likely to be an issue for turbines located to the east or west of a dwelling.

5.0 Policy Measures

- 1 Wind farms will be considered as defined in accordance with the Model Scheme Text (Clause 38 Part 6 Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015).
- 2 Pending the revision of Local Planning Scheme No 2, a wind farm is an unspecified land use being a 'complex application' pursuant to Clause 1 Part 1 Schedule 2 of the Deemed Provisions.
- 3 That as an unspecified land use a wind farm will be consistent with the objectives of the Rural zone where they:
 - Do not prevent the continuation of broad-hectare agriculture;
 - Are being provided for intensive agricultural uses;
 - Retain the rural character and amenity of the locality;
 - Do not involve substantial clearing of remnant vegetation; or
 - They can be shown to be of benefit to the district and not detrimental to the natural resources or the environment.
- 4 That development applications for wind farms are required to contain sufficient information to allow proper consideration of the application in accordance with the Scheme, Deemed Provisions and objectives of this Policy. In addition to the requirements of Clause 63 of the Deemed Provisions (see Appendix 2) applications should include:

ATTACHMENT 1

- a) Documentation of the proposed buffer setbacks to existing sensitive land uses. Consideration of the suitability of the proposed buffer setback will also have regard to the likelihood of future sensitive land uses on vacant properties.
 - b) An acoustic noise study to confirm the potential noise emissions and mitigation measures.
 - c) A visual and landscape impact assessment to determine the potential impact of a wind farm on the landscape character of the area. Specific landscape features which should be considered in any assessment include the following as shown on Appendix 3:
 - Conservation reserves;
 - Category 1 and 2 places identified on the Council's Heritage List and referenced in Local Planning Policy No 3;
 - Arthur River Shearing Shed (on State Heritage Register);
 - Arthur River Historical Buildings;
 - Hillman Rock/Reserve;
 - Lake Towerrinning;
 - The Arthur River – areas with permanent water; and
 - Darkan townsite.
 - d) Information on the transportation of the structures to the development site including:
 - The access road classification and its suitability to accommodate over sized vehicles; and
 - The identification and need to remove any roadside vegetation which may require specific approval especially within the Wellington Catchment Special Control Area.
- 5 Wind Farms must not be located within the vicinity of Hillman Airfield.
- 6 Development applications for wind farms will be referred to the Department of Water and Environmental Regulation for assessment.
- 7 Where a wind farm is proposed to be located on a development site which is bushfire prone, a Bushfire Management Plan will be required to demonstrate the suitability of the land for the development. This includes the need to provide a Broader Landscape Assessment to document its contextual setting of the development site and a possible risk assessment. The development site should not be an "island" of cleared land surrounding by areas with an extreme bushfire hazard level.
- 8 Applicants are encouraged to hold preliminary discussions with the Shire or lodge a scoping report to identify relevant issues.

6.0 Advertising

Having regard to the Commission's notice of exemption for the advertising of complex applications, any development application for a wind farm shall be advertised for a minimum period of 28 days or 42 days when referred to a Government Agency. The advertising shall consist of:

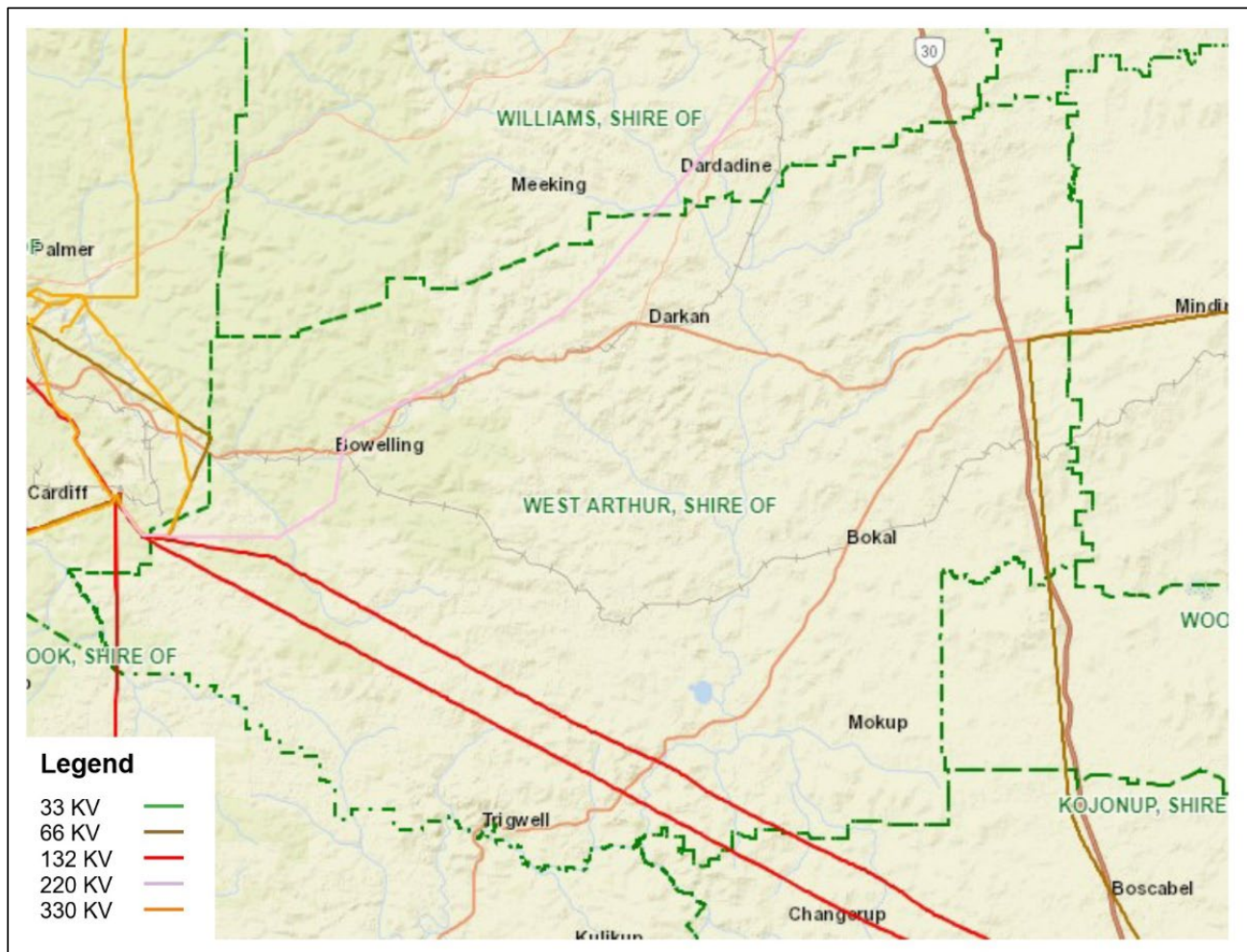
- Notification to adjoining and nearby land owners;
- Publication of a notice of the application and supporting information on the Council web page; and
- Publication of a notice in the local newspaper.

Adoption

Adopted by Council at its meeting of the _____

ATTACHMENT 1

Appendix 1 - South West Interconnected System (SWIS)



ATTACHMENT 1

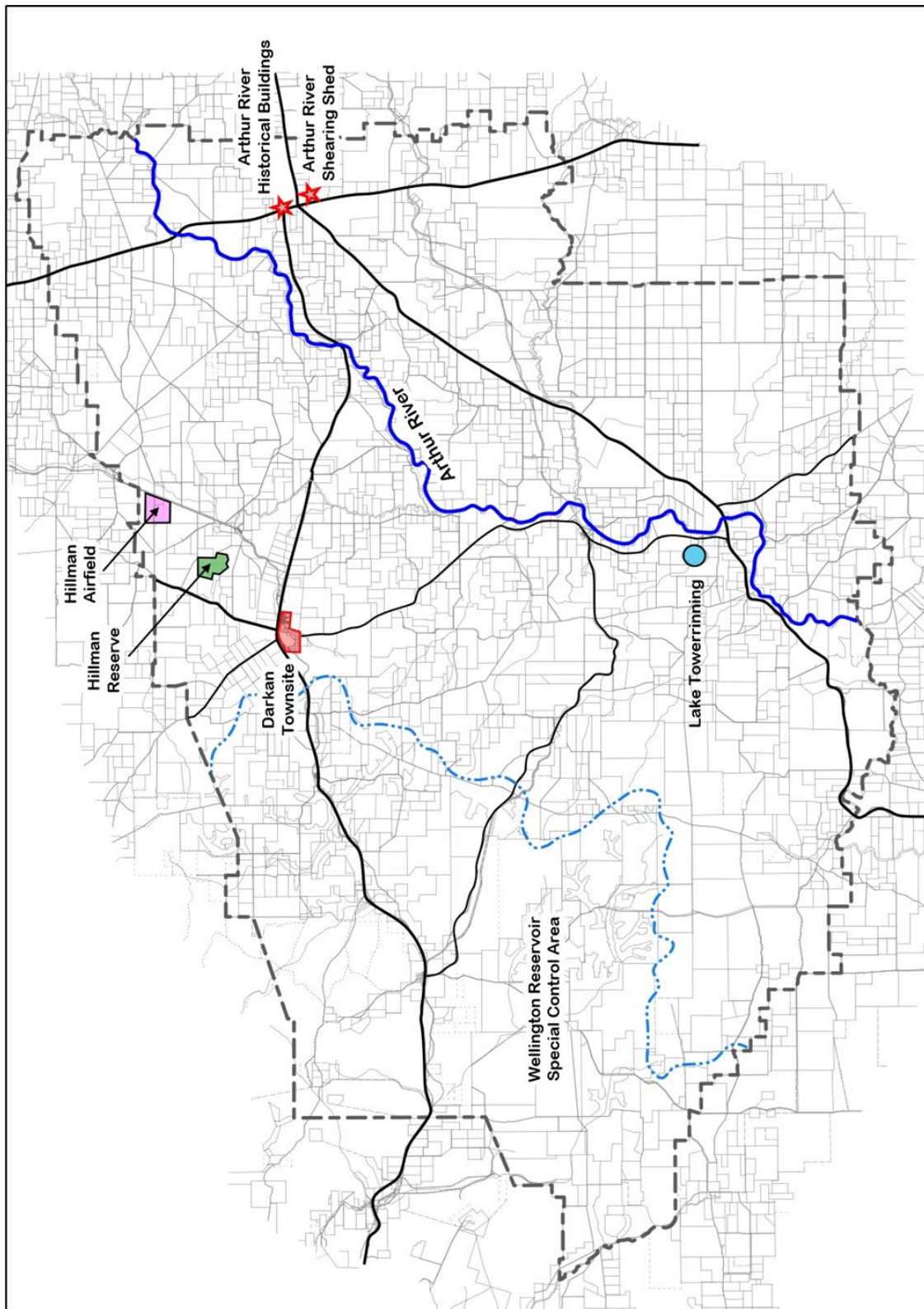
Appendix 2 – Information to Accompany a Development Application

An application for development approval is to be accompanied by —

- (a) a plan or plans in a form approved by the local government showing the following —
 - (i) the location of the site including street names, lot numbers, north point and the dimensions of the site;
 - (ii) the existing and proposed ground levels over the whole of the land the subject of the application;
 - (iii) the location, height and type of all existing structures and environmental features, including watercourses, wetlands and native vegetation on the site;
 - (iv) the structures and environmental features that are proposed to be removed;
 - (v) the existing and proposed use of the site, including proposed hours of operation, and buildings and structures to be erected on the site;
 - (vi) the existing and proposed means of access for pedestrians and vehicles to and from the site;
 - (vii) the location, number, dimensions and layout of all car parking spaces intended to be provided;
 - (viii) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas;
 - (ix) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the open storage or trade display area;
 - (x) the nature and extent of any open space and landscaping proposed for the site; and
- (b) plans, elevations and sections of any building proposed to be erected or altered and of any building that is intended to be retained; and
- (c) a report on any specialist studies in respect of the development that the local government requires the applicant to undertake such as site surveys or traffic, heritage, environmental, engineering or urban design studies; and
- (d) any other plan or information that the local government reasonably requires.

ATTACHMENT 1

Appendix 3 – Shire Features





Department of
**Primary Industries and
Regional Development**

Your reference: ADM207
Our reference: LUP 1776
Enquiries: Greg Doncon

Vin Fordham Lamont
Chief Executive Officer
31 Burrowes Street, DARKAN WA 6392

Email: ceo@westarthur.wa.gov.au

Date: 17 January 2024

Dear Vin

Wind Farm Local Planning Policy

Thank you for inviting the Department of Primary Industries and Regional Development (DPIRD) to comment on the above proposal.

DPIRD supports the development of the Wind Farm Local Planning Policy and offers the following comments to assist the process:

Water erosion

DPIRD is aware of wind farms where soils/landscapes, which would normally be considered low risk of water erosion, have suffered serious erosion. Very large and heavy machinery movement combined with access roads, pads for turbines and other features can concentrate water flow resulting in erosion. The earlier remedial works are undertaken on disturbed areas deemed to be at risk of compaction or erosion the lower the risk of land degradation occurring.

DPIRD suggests '*Information to Accompany a Development Application*' should include a surface water management plan, incorporating appropriate design methods to manage water erosion from intense summer or winter rainfall events.

Biosecurity

It is important to manage the biosecurity risks associated with the construction and ongoing operations of a wind farm. This will minimise the biosecurity risk for the landholder as well as for adjoining farms and along transport routes.

DPIRD suggests '*Information to Accompany a Development Application*' should include a biosecurity management plan to ensure all excavation equipment/drilling rigs and the likes are thoroughly cleaned and free from any soil/plant material prior to leaving paddocks and especially moving from property to property.

444 Albany Highway Albany WA 6330
Telephone 08 9892 8444 landuse.planning@dpird.wa.gov.au
dpird.wa.gov.au
ABN: 18 951 343 745

Decommissioning and Rehabilitation Plan

A wind farm is expected to have an operational life of approximately 20 to 30 years. At the end of this period, DPIRD expects the facilities would either be upgraded to extend the wind farm's operational lifespan or be decommissioned, restoring the area to its previous land use. DPIRD suggests *'Information to Accompany a Development Application'* should include a Site Rehabilitation Plan which outlines the steps for the future decommissioning of these facilities. As the depth to buried cables and the cut down turbine foundations (being below ground) will impact seeding depth and crop/pasture root potential, DPIRD suggests that decommissioning is planned to "normal deep ripping depth" to ensure the depth will be adequate to enable the breaking up of compaction soil layers in the future.

For more information, please contact Greg Doncon on 90813117 or greg.doncon@dpird.wa.gov.au

Yours sincerely

A handwritten signature in black ink that reads "Timothy Overheu". The signature is written in a cursive style with a large, stylized 'T' and 'O'.

Mr Timothy Overheu
**Acting Director Agriculture Resource Management Assessment
Sustainability and Biosecurity**

lushfire

From: Krish Seewraj <krish.seewraj@dwer.wa.gov.au>
Sent: Thursday, 7 December 2023 11:01 AM
To: geoffrey@lushfire.com.au
Subject: RE: Shire of West Arthur - Draft Local Planning Policy No 5 Wind Farms
Attachments: 20231204 Shire of West Arthur - Technical Advice Report - Noise - LPP 5 Wind Farm - FINAL.pdf

7 December 2023

Our Reference: PA059757, DWERT1640~8

Your Reference: LPP No.5

To: Shire of West Arthur

From: Department of Water and Environmental Regulation

RE: Shire of West Arthur - Draft Local Planning Policy No 5 Wind Farms

Thank you for providing the Draft Local Planning Policy No 5 Wind Farms for the Department of Water and Environmental Regulation (Department) to consider.

The Department supports the development of LPPs to provide for consistent and appropriately considered development.

It is noted that appropriate consideration has been made of remnant vegetation, of note the Department and DPIRD have recently been asked about water supply options for construction. Many of the proposals are in remote areas where water supplies are limited, and surface nor groundwater are proclaimed under the *Rights in Water and Irrigation Act*. As such reference to considering water supply during the development stage, especially for construction is worth consideration.

I have also attached a report provided by our environmental noise branch, which more specific recommendations.

Should you require any further information on the comments please contact the undersigned.

Yours sincerely,

Krish Seewraj

Planning Advice Program Manager
South West Region

Department of Water and Environmental Regulation

71 McCombe Road, BUNBURY, WA 6230

PO Box 261, BUNBURY, WA 6231

T: (08) 9726 4137 | F: (08) 9726 4100 | Ext: 1137

E: krish.seewraj@dwer.wa.gov.au | www.dwer.wa.gov.au

Twitter: [@DWER_WA](https://twitter.com/DWER_WA)

From: lushfire <geoffrey@lushfire.com.au>
Sent: Tuesday, October 31, 2023 11:42 AM
To: Planning Enquiry <planning.enquiry@dwer.wa.gov.au>
Subject: Shire of West Arthur - Draft Local Planning Policy No 5 Wind Farms

You don't often get email from geoffrey@lushfire.com.au. [Learn why this is important](#)

Good Morning

The Shire of West Arthur has prepared Draft Local Planning Policy No 5 Wind Farms. A copy of the Policy is attached and this is currently being advertised until the 12th December. The Policy has been prepared having regard to the Department of Planning Lands and Heritage's Position Paper on Renewable Energy Facilities. The Policy also recommends that applications for wind farms be referred to DWER for assessment.

If the Department wishes to make any comments on the draft Policy can you please send these to the Chief Executive Officer at the Shire of West Arthur (email ceo@westarthur.wa.gov.au) by the 12th December.

If you have any queries regarding this please do not hesitate to contact me.

Regards

Geoffrey Lush

Town Planning Consultant

Shire of West Arthur

0418954873

geoffrey@lushfire.com.au

Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.



Government of **Western Australia**
Department of **Water and Environmental Regulation**

Technical (Review) Report

Comments on proposed local planning policy No. 5 Wind Farms, prepared for the Shire of West Arthur.

Department of Water and Environmental Regulation
December 2023

Comments on proposed local planning policy No. 5 Wind Farms, prepared for the Shire of West Arthur.

Department of Water and Environmental Regulation

Prime House, 8 Davison Terrace

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December 2023

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Acknowledgements

For more information about this report, contact

Environmental Noise, Department of Water and Environmental Regulation.

Comments on proposed local planning policy No. 5 Wind Farms, prepared for the Shire of West Arthur.

Document control


Document version history

Version	Date	Description	Author	Reviewer
0.0	30/11/2023	Draft – internal review	OM	JB
1.0	30/11/2023	Final - Issued	OM	EB


Corporate reference

File number and/or name	File owner or custodian
DWERDT 874732	Environmental Noise

Author details

Name	Mr Olivier Mallié, MPhil (Engineering), MAAS
Position title	Senior Environmental Noise Officer
Signature	Date 30/11/2023
	

Reviewer details

Name	Mr Jon Button, BSc (Environmental Health), MAAS
Position title	Senior Environmental Noise Officer
Signature	Date 30/11/2023
	

Comments on proposed local planning policy No. 5 Wind Farms, prepared for the Shire of West Arthur.

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Comments on proposed local planning policy No. 5 Wind Farms, prepared for the Shire of West Arthur.

1. Introduction

This advice has been prepared for the Shire of West Arthur (Shire) in response to their request for comment on their local planning policy No. 5 Wind Farms (LPP 5) made to the Department of Water and Environmental Regulation (DWER) on 31 October 2023.

2. Documentation

For the purposes of this advice, the following documents were referred to.

Material / document name	Author	Date
Local Planning Policy No. 5 Wind Farms	Shire of West Arthur	-
Position Statement: Renewable energy facilities	Western Australian Planning Commission (WAPC)	March 2020
<i>Environmental Protection (Noise) Regulations 1997</i>	-	-

3. Advice

Environmental Noise Branch (ENB) has reviewed LPP 5 with a focus on noise impacts. As an overarching principle, wind farm developments are required to meet the requirements of the *Environmental Protection (Noise) Regulations 1997* (Noise Regulations). While ENB understands there are various policies and guidance produced by other States and Territories relating to wind farm noise, these are not statutory requirements in Western Australia.

ENB provides the following comments for consideration by the Shire.

Section 1.0 Introduction

The fourth paragraph of the introduction seem to have words repeating; “*These turbines have ~~rotor blades~~ a generator and rotor blades mounted on top of a steel tower and [..]*”. The first instance of ‘rotor blades’ does not seem to be required.

Section 4.0 Definitions and Terms

The definition of **Sensitive Land Use** mostly reflects that of the *Environmental Protection (Noise) Regulations 1997* (Noise Regulations), but not fully. It may be appropriate for LPP 5 to also refer Schedule 1 Part C of the Noise Regulations in its definition for the sake of consistency in relation to noise assessments.

Comments on proposed local planning policy No. 5 Wind Farms, prepared for the Shire of West Arthur.

Consider adding a definition for **Acoustic Consultant** as follows:

A person who holds membership of grade Member or Fellow in the Australian Acoustical Society or membership of the Association of Australasian Acoustical Consultants, or international equivalent.

Section 5.0 Policy Measures

Clause 4.a) discusses proposed buffer setbacks but without introducing an actual minimum distance. LPP 5 should consider nominating a set distance as this would provide some certainty to both developers and landowners. The WAPC Position Statement recommends a minimum distance between noise-sensitive land uses and a wind turbine of 1,500 metres. This setback distance has been used in similar wind farms local planning policies drafted by other Shires.

Clause 4.b) may not be specific enough. Although the Noise Regulations are a statutory requirement, and therefore apply to wind farm developments, there seem to be a lack of understanding in the broader community of which requirements are applicable. This clause is also not specific in its scope for instance, it is not clear whether LPP 5 requires the acoustic study to also consider noise impacts associated with construction activities. This clause could be amended to:

A noise impact assessment, completed by an acoustic consultant, demonstrating compliance with the Environmental Protection (Noise) Regulations 1997 for both construction and operational phases. The noise impact assessment is to have due regard to future land uses. Where a proponent is of the view that the noise emissions from the development will likely be masked by ambient noise, the South Australian Environmental Protection Authority Wind farms environmental noise guidelines (November 2021) may be referenced.

Clause 6. is not likely necessary. The department provides support to local governments in various ways including direct technical support on noise related issues to environmental health officers, and land use planning advice. Should clause 4.a) be changed as proposed, there is effectively a mechanism to 'filter' development applications. That is, the Shire would not need to refer development applications that meet the proposed buffer but could refer those which do not and noise impacts are likely.



Shire of West Arthur

LOCAL PLANNING POLICY NO.5

WIND FARMS

1.0 Introduction

In 2019, the State Government launched Western Australia's Energy Transformation Strategy. This sets out the proposed transition from coal-fired power generation to cleaner, cheaper electricity produced by both large-scale wind and solar farms and rooftop solar photovoltaic (PV) systems.

The Western Australian Planning Commission's State Planning Strategy 2050 promotes renewable energy initiatives. It identifies a region that extends west from Eucla to Exmouth as having the potential for wind energy infrastructure.

Wind energy facilities (wind farms) are typically located on sites with steady winds throughout the year, with good road access, and proximity to major electricity infrastructure. A diagram of the South West Interconnected System (SWIS) within the Shire is provided in Appendix 1.

Wind farms usually consist of multiple large, rotating, three-bladed turbines that produce more than 4.0 MW of electrical output. **These turbines have a generator and rotor blades mounted on top of a steel tower and the turbine's total height can be as high as 220 to 250 metres.** A wind farm is expected to have an operational life of 20 to 30 years.

Under the Shire of West Arthur Local Planning Scheme No. 2 ('the Scheme'), planning approval is required for any proposed wind farm. The Policy sets out the Council's position on wind farms, and is particularly relevant to the Rural zone.

Contained in Appendix 2 is a map of the Shire showing social, physical and environmental features which are referred to in this Policy.

2.0 Objectives

1. To articulate the Council's strategic position in relation to location, scale, design, and development of wind farms within the municipality;
2. To promote the use of renewable fuel sources;
3. To provide guidance for the consideration and assessment of development applications for wind farms under the Shire of West Arthur Local Planning Scheme No.2;
4. To ensure the continuation of broad-hectare agriculture, intensive agricultural uses and diversified farming;
5. To ensure wind farms do not lead to unacceptable impacts on important environmental, cultural and/or landscape values;
6. To ensure wind farms do not lead to unacceptable impacts the safety of the local community, aviation activities, or the continuation of activities occurring on nearby and adjacent land;
7. To ensure the consideration of development applications for wind farms has due regard for the potential impact on the amenity of surrounding properties; and
8. To ensure the local community is engaged and informed in the planning of wind farms.

3.0 Definitions and Terms

Definitions and terms applicable to this Policy are contained in Appendix 3.

4.0 Application

- 4.1 This Local Planning Policy is prepared pursuant to Division 2, Part 2 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015. It does not form part of the Local Planning Scheme, but the Responsible Authority will have 'due regard' to the Policy when considering any development application.
- 4.2 The policy applies to all zones and reserves in the Shire as provided for in Local Planning Scheme No 2. Any development of land within the Shire requires a development approval unless it is specifically exempted under the Deemed Provisions and/or relevant Local Planning Policy.
- 4.3 This Policy is to be read in conjunction with the Department of Planning Lands and Heritage (DPLH) 2020 Position Statement on Renewable Energy Facilities.
- 4.4 Pending the revision of Local Planning Scheme No 2, a wind farm is an unspecified land use being a 'complex application' pursuant to Clause 1 Part 1 Schedule 2 of the Deemed Provisions.

5.0 Siting and Design

- 5.1 Wind farms and all associated infrastructure should be located on cleared farming land preferably near the power grid to minimise clearing of vegetation for the facility, ancillary works, vehicle access and for grid connection power lines.
- 5.2 The location and design of wind farms is to have due regard to the features shown in Appendix 2.
- 5.3 Wind turbines should be setback a minimum of 1.5 kilometres to the nearest existing dwelling or approved building envelope. This should also consider the likelihood of a new dwelling being developed on a vacant rural lot.
- 5.4 Wind turbines should be setback a minimum of 200m distance between centre of tower (or 150 m from extended horizontal blade tip, whichever is greater) and neighbouring property boundary or public roads to mitigate safety risks in the event of blade drop or throw.

6.0 Consultation

- 6.1 Early consultation with the community and stakeholders by the proponents is encouraged to ensure that the proposal is compatible with existing land uses on and near the site.
- 6.2 Proponents should also liaise with relevant key stakeholders early in the process, including the Shire, including Government Departments, CASA, Air Services Australia, Department of Defence, local spraying contractors, nearby unlicensed airstrip owners, and any relevant local community groups.
- 6.3 An Engagement Strategy and Engagement Outcomes Report will be required to accompany an application and these should reflect the principles in the DPLH's Guide to Best Practice Planning Engagement in Western Australia.
- 6.4 An application will be advertised for a minimum period of 42 days being the period provided for in Clause 66(3) of the Deemed Provisions for a statutory body to provide comments to the Shire. Advertising shall consist of:
 - Notification to all adjoining and nearby land owners;
 - Publication of a notice of the application and supporting information on the Council web page;
 - Publication of a notice in the local newspaper; and
 - Referrals to statutory bodies and other stakeholders when deemed necessary and appropriate.

7.0 Environmental Impact

- 7.1 Applications should include an environmental survey of the site addressing (but not necessarily limited to) the following:
 - The type, location and significance of flora and fauna,

- Any threatened ecological communities;
 - Existing remnant vegetation to be retained or that is proposed to be removed;
 - The potential impact on birds and bats; and
 - Any impact on the Aboriginal, natural, or historic heritage of the site or adjoining/nearby places.
- 7.2 Proposals that may have a detrimental impact upon the environment will be referred to the Department of Water and Environmental Regulation (DWER) for comment and/or the Environmental Protection Authority (EPA) for assessment. This includes any application where there turbines are less than 1,500m from the nearest dwelling.

8.0 Noise impact

- 8.1 A wind farm is required to operate within the maximum noise limits that are prescribed by the Environmental Protection (Noise) Regulations 1997 (Noise Regulations) irrespective of any development approval. The Noise Regulations can be enforced under the provisions of the EP Act by a person authorised by the CEO of the relevant local authority or any police officer.
- 8.2 The Noise Regulations prescribe a maximum night-time noise level of 35dB (LA10) + influencing factor, when measured from a "Noise Sensitive Premise: Highly Sensitive Area". This would apply to any dwelling on a rural property, including outdoor areas within 15 metres of the dwelling. On any other part of a rural property which is classified as a Noise Sensitive Premise, the maximum night-time noise level is 60 dB (LA10).
- 8.3 *A noise impact assessment, completed by an acoustic consultant, demonstrating compliance with the Environmental Protection (Noise) Regulations 1997 for both construction and operational phases. The noise impact assessment is to have due regard to future land uses. Where a proponent is of the view that the noise emissions from the development will likely be masked by ambient noise, the South Australian Environmental Protection Authority Wind farms environmental noise guidelines (November 2021) may be referenced.*
- 8.4 It is noted that
- i) Any development approval issued for a wind farm does not override the noise control provisions of the Environmental Protection (Noise) Regulations 1997, which applies to all wind farms in Western Australia;
 - ii) There may always be potential for lots adjacent to the facility to be further developed with dwellings; and
 - iii) The applicant takes the commercial risk that the wind farm operations may need to be altered or modified in the future to comply with Environmental Protection (Noise) Regulations 1997 with respect to new dwellings.

9.0 Visual and landscape impact

- 9.1 A visual and landscape impact assessment may be required to determine the potential impact of a wind farm on the landscape character of the area. Specific landscape features which should be considered in any assessment include the following as shown on Appendix 2:
- Conservation reserves;
 - Category 1 and 2 places identified on the Council's Heritage List and referenced in Local Planning Policy No 3;
 - Arthur River Shearing Shed (on State Heritage Register);
 - Arthur River Historical Buildings;
 - Hillman Rock/Reserve;
 - Lake Towerrinning;
 - The Arthur River – areas with permanent water; and
 - Darkan townsite.
- 9.2 The WAPC's *Visual Landscape Planning in WA: a manual for evaluation, assessment, siting and design*, (November 2007) and the Australian Wind Energy Association and the Australian Council of National Trusts Publication *Wind Farms and Landscape Values* (2005) provide detailed guidance on visual landscape impact assessments.

10.0 Aviation

- 10.1 All development applications for wind farms must include an aviation impact assessment prepared by a suitably qualified person.
- 10.2 Proponents of wind turbine proposals should refer to the National Airports Safeguarding Framework (NASF) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installation (Wind Farms) / Wind Monitoring Towers to determine any potential aviation safety risks and possible mitigation measures. Any potential aviation safety risks identified require consultation with Civil Aviation Safety Authority (CASA), Air Services Australia and/or the Commonwealth Department of Defence.
- 10.2 Hillman Airfield is not a CASA certified aerodrome and the NSAF guideline recommends consultation with unlicensed airstrip owners and CASA/Air Services. CASA has also released an advisory circular AC139.E-05v1.1 Obstacles (including wind farms) outside the vicinity of a CASA certified aerodrome. The location of wind farms in the vicinity of Hillman Airfield, ~~as shown in Appendix 2,~~ may be restricted in order to meet the National Aviation Safeguarding framework and/or CASA advisory circulars. This relates to both private and defence force aircraft and parachute activities and will require referral to the Commonwealth Department of Defence. It is strongly recommended all proponents of any new wind farm developments in proximity to the Hillman Airfield consult with the Commonwealth Department of Defence when planning for any future development to determine and confirm the Department's ongoing operational requirements including the general suitability of any development proposal.

11.0 Site Access and Traffic Management

- 11.1 These provisions apply to both the construction and operation of the facility. No works can occur within a State Road Reserve controlled Main Roads WA (MRWA) without MRWA's authorisation. Local roads are managed by the Shire.
- 11.2 Any application is to nominate the proposed site access / egress and includes documents the condition the proposed access, including for the construction of the facility. It is noted that the removal of vegetation within a road reserve may require approval under the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.
- 11.3 The use of unconstructed roads for site access is unlikely to be supported and the Shire is not responsible for providing access to any development site.
- 11.4 The Shire and / or Main Roads WA may require lodgement of a Traffic Impact Assessment prepared by a suitably qualified traffic engineer in accordance with Volume 4 Individual Development of the WAPC Traffic Impact Assessment Guidelines (2016).
- 11.5 The Shire Council may place conditions on any development approval to ensure any costs associated with road damage, widening or upgrading are met by the developer.

12.0 Other Matters

- 12.1 Development applications are required to contain sufficient information to allow proper consideration of the application in accordance with the Scheme, Clause 67 of the Deemed Provisions, and objectives of this Policy.
- 12.2 Wind farm proposals should not have an unacceptable negative impact due to shadowing, flickering, reflection, or blade glint impacts.
- 12.3 Wind farm proposals should not have an unacceptable negative impact on the use of neighbouring land including for intensive rural activities, and tourism uses.
- 12.4 A decommissioning and rehabilitation plan will be required to be provided as a condition of approval for the removal of the facility and any rehabilitation requirements.
- 12.5 For the construction phase of the development, applications should include:
 - i) Information regarding the extraction and use of basic raw materials (i.e. the types and volumes of basic raw materials required, proposed transportation routes including heavy vehicle sizes, and management arrangements to minimise any potential negative impacts);

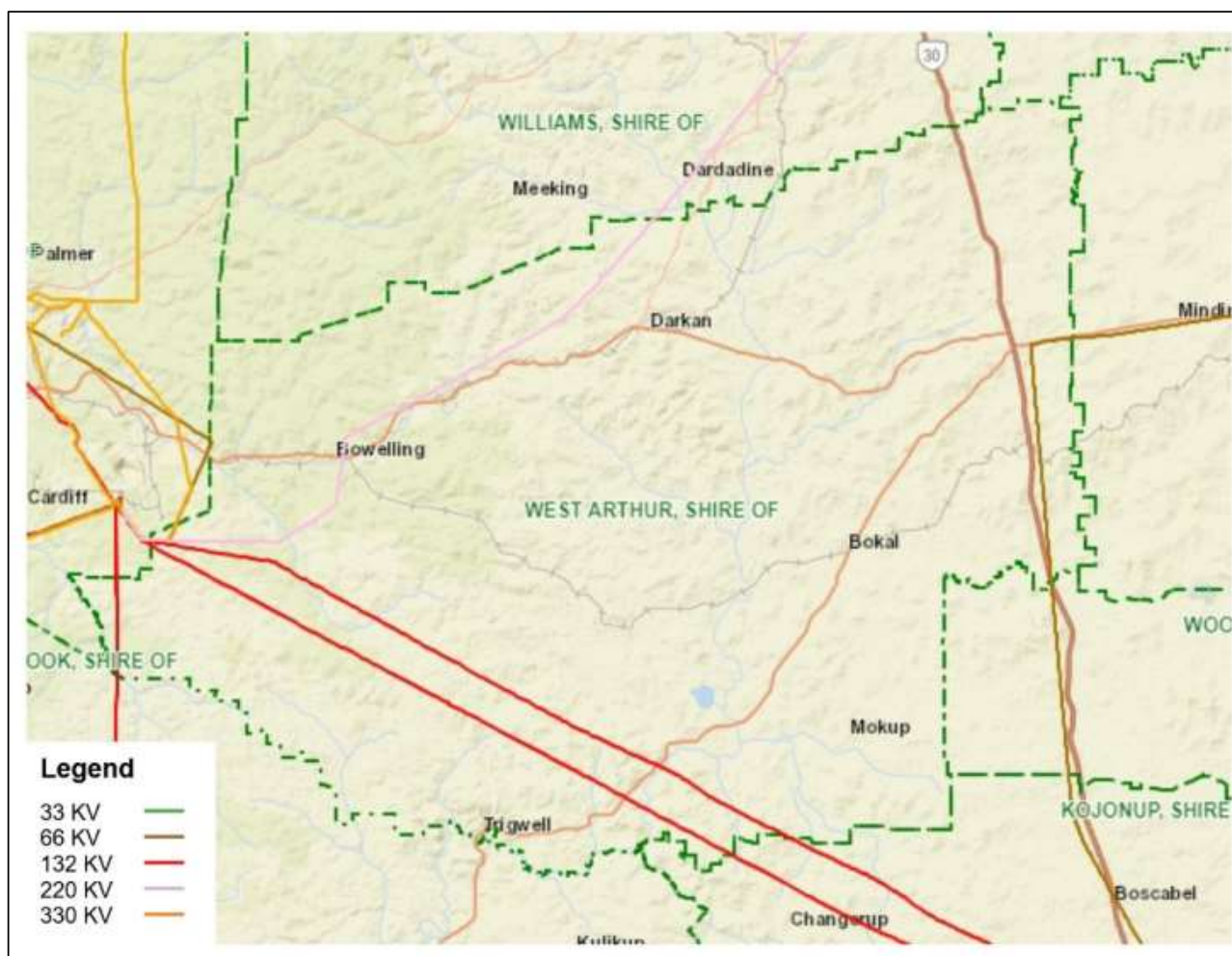
- ii) Information regarding proposed water supply arrangements;
- iii) A surface water management plan, incorporating appropriate design methods to manage water erosion from intense summer or winter rainfall events;
- iv) A biosecurity management plan to ensure all excavation equipment/drilling rigs and the likes are thoroughly cleaned and free from any soil/plant material prior to leaving paddocks and especially moving from property to property; and
- v) Information regarding the construction and use of temporary workforce accommodation including the location of any development of this type and all associated infrastructure and management arrangements.

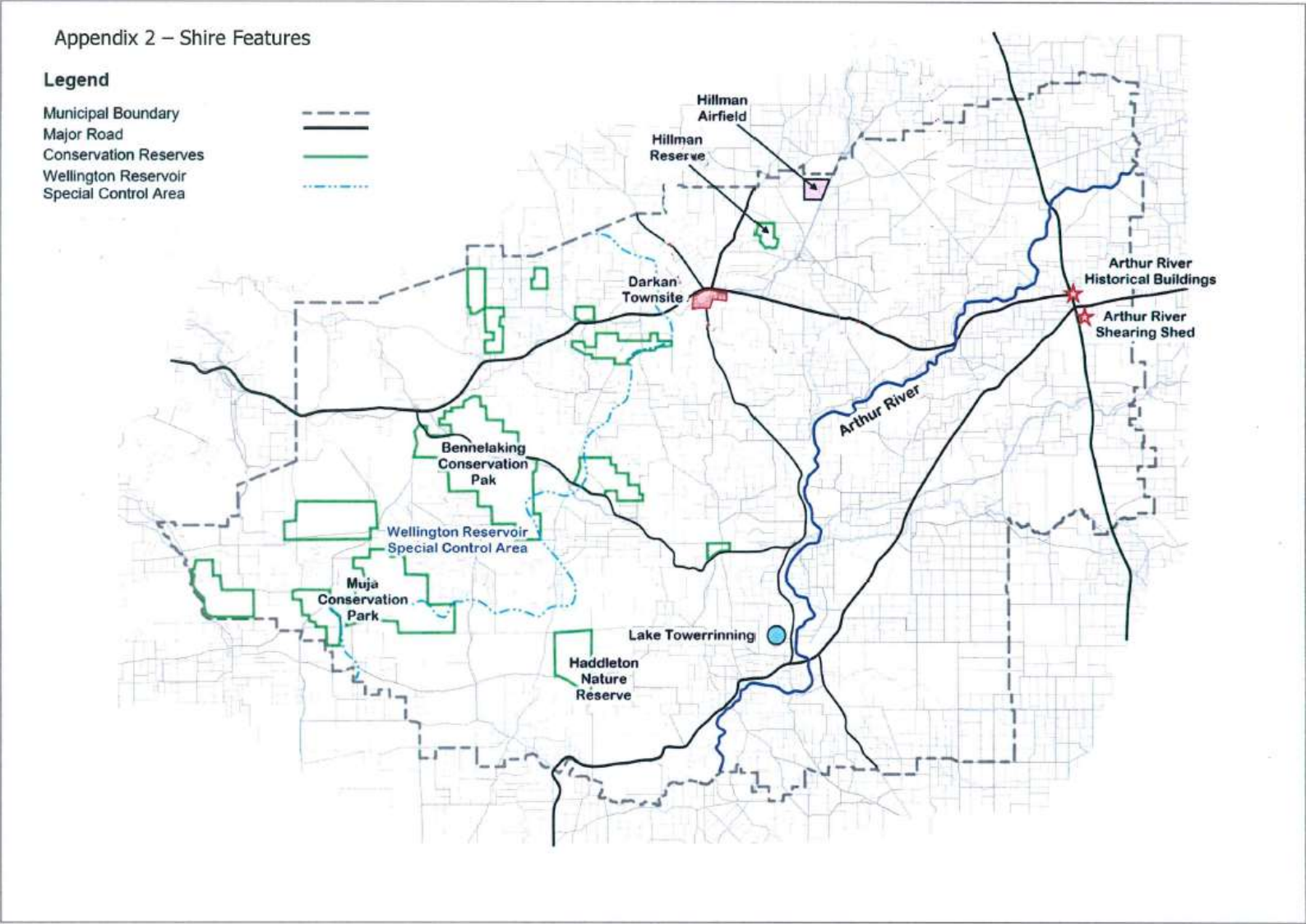
12.5 Applicants are encouraged to hold preliminary discussions with the Shire or lodge a scoping report to identify relevant issues.

Final Adoption

Adopted by Council at its Ordinary Meeting held on 24 April 2025.

Appendix 1 - South West Interconnected System (SWIS)





Appendix 3 – Definitions and Terms

Acoustic Consultant means a person who holds membership of grade Member or Fellow in the Australian Acoustical Society or membership of the Association of Australasian Acoustical Consultants, or international equivalent.

Deemed Provisions are the provisions contained in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Wind Farms are not defined within Local Planning Scheme No2.

Wind farms are defined in the Model Scheme Text (Town Planning Regulations) as:

A premises used to generate electricity by wind force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.

The Department of Planning Lands and Heritage 2020 Position Statement on Renewable Energy Facilities has the following definition:

Renewable energy facility means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.

Rural amenity is defined in State Planning Policy 2.5 Rural Planning as a standard of residential amenity that is rural in nature, which may include impacts from primary production. May also include biodiversity conservation, natural resource management, some public purposes and protection of landscapes and views.

Sensitive Land Use there are multiple definitions of 'sensitive land use' in force under various legislation.

WAPC Position Statement on Renewable Energy Facilities defines a 'sensitive land use' as a land use that is residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and child care centres and generally exclude commercial or industrial premises.

State Planning Policy 2.5 Rural Planning defines a 'sensitive land use' as uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and childcare centres. Generally excludes commercial or industrial premises.

State Planning Policy 4.1 Industrial Interface defines a 'sensitive land use' as uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include, but are not limited to, dwellings, short stay accommodation, hospitals, educational establishments, childcare centres, corrective institutions and places of worship. It generally excludes commercial or industrial premises. Public open space can be a sensitive land use in some circumstances depending on its intended use, for example, if it is intended that people will congregate and spend extended periods of time there.

The Environmental Protection (Noise) Regulations 1997 (Noise Regulations) defines a 'noise sensitive premises' as

1. Premises occupied solely or mainly for residential or accommodation purposes.
2. Rural premises.
3. Premises used for the purpose of —
 - (a) a caravan park or camping ground; or
 - (b) a hospital having accommodation for less than 150 in-patients; or
 - (c) a sanatorium, home or institution for care of persons, a rehabilitation centre, home or institution for persons requiring medical or rehabilitative treatment; or
 - (d) education — school, college, university, technical institute, academy or other educational centre, lecture hall or other premises used for the purpose of instruction; or
 - (e) public worship; or

- (f) a tavern, hotel, club premises, reception lodge or other premises which provides accommodation for the public; or
- (g) aged care; or
- (h) child care; or
- (i) a prison or detention centre; or
- (j) a water storage dam or a catchment for a water storage dam.

Separation Distance is defined in State Planning Policy 4.1 Industrial Interface as a recommended distance necessary to separate a source of emissions (gaseous and particulate emissions, dust, odour and noise) from sensitive land uses in order to avoid impacts to health and amenity.

Shadow Flicker results from the sun's position in relation to the wind turbine blades as they rotate. This occurs under certain combinations of geographical position and time of day. The seasonal duration of this effect can be calculated from the machine's geometry and the site's latitude. Shadow flicker can be modelled in advance, and siting and design can mitigate the problem. This is more likely to be an issue for turbines located to the east or west of a dwelling.

17 MATTERS BEHIND CLOSED DOORS

Nil

18 CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 8.08pm.