



## CONFIRMED MINUTES

Shire of West Arthur  
Ordinary Council Meeting  
Thursday 22 May 2025

These Minutes were confirmed at the Ordinary council meeting on: 26 June 2025

Signed:

A handwritten signature in black ink, appearing to read "M. G. M. M. M.", is written over a light blue background.

Presiding Member at the meeting at which the Minutes were Confirmed.

**DISCLAIMER**

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

*The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.*

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

*Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision.*

*The Shire of West Arthur expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting*

**Content**

|           |                                                                           |            |
|-----------|---------------------------------------------------------------------------|------------|
| <b>1</b>  | <b>Declaration of Opening/Announcement of Visitors.....</b>               | <b>4</b>   |
| <b>2</b>  | <b>Attendance/Apologies/Approved Leave of Absence .....</b>               | <b>4</b>   |
| <b>3</b>  | <b>Announcements of the Presiding Member .....</b>                        | <b>4</b>   |
| <b>4</b>  | <b>Response to Previous Public Questions taken on Notice .....</b>        | <b>5</b>   |
| <b>5</b>  | <b>Public Question Time .....</b>                                         | <b>5</b>   |
| <b>6</b>  | <b>Petitions, Deputations, Presentations, Submissions .....</b>           | <b>5</b>   |
| <b>7</b>  | <b>Applications for Leave of Absence .....</b>                            | <b>5</b>   |
| <b>8</b>  | <b>Disclosures of Interest .....</b>                                      | <b>5</b>   |
| <b>9</b>  | <b>Confirmation of Minutes of Previous Meetings Held .....</b>            | <b>6</b>   |
| 9.1       | Ordinary Meeting of Council 24 April 2025 .....                           | 6          |
| <b>10</b> | <b>Reports from Councillors .....</b>                                     | <b>6</b>   |
| <b>11</b> | <b>Office of the Chief Executive Officer .....</b>                        | <b>7</b>   |
| 11.1      | Policy Manual Review May 2025 .....                                       | 7          |
| 11.2      | Bush Fire Advisory Committee Meeting Outcomes.....                        | 10         |
| <b>12</b> | <b>Corporate Services.....</b>                                            | <b>48</b>  |
| 12.1      | Financial Reports - April 2025 .....                                      | 48         |
| 12.2      | Accounts for Payment Listing - April 2025.....                            | 74         |
| 12.3      | Sale of Land for Non-Payment of Rates - 16 Horley Street - A986 .....     | 84         |
| 12.4      | Sale of Land for Non-Payment of Rates - 43 Arthur Street - A727 .....     | 89         |
| 12.5      | Sale of Block of Land - 17 Nangip Crescent Darkan .....                   | 94         |
| <b>13</b> | <b>Works and Services.....</b>                                            | <b>101</b> |
| <b>14</b> | <b>Regulatory Services .....</b>                                          | <b>101</b> |
| 14.1      | Draft Local Planning Strategy.....                                        | 101        |
| <b>15</b> | <b>Motions of which Previous Notice has been Given.....</b>               | <b>125</b> |
| <b>16</b> | <b>New or Urgent Business Introduced by Decision of the Meeting .....</b> | <b>125</b> |
| 16.1      | Budget Amendment - Darkan Oval Emergency Works.....                       | 125        |
| <b>17</b> | <b>Matters Behind Closed Doors.....</b>                                   | <b>136</b> |
| <b>18</b> | <b>Closure of Meeting .....</b>                                           | <b>136</b> |

**MINUTES OF SHIRE OF WEST ARTHUR  
ORDINARY COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBERS  
ON THURSDAY, 22 MAY 2025 AT 7.30PM**

**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member declared the meeting open at 7.39pm.

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 Duncan South     |                                 |
|                       | Cr Adam Squires     |                                 |
| 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:            | Cr Robyn Lubcke     |                                 |
|                       | Cr Russell Prowse   |                                 |
| ON LEAVE OF ABSENCE:  | Nil                 |                                 |
| ABSENT:               | Nil                 |                                 |
| MEMBER OF THE PUBLIC: | Nil                 |                                 |

\* Please note that as per Council Policy F30 – Darkan Primary School Support, representatives from Darkan Primary School were invited to attend this Ordinary Meeting of Council, however no representatives were available to attend.

**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**

Cr Harrington submitted a Request for Leave of Absence for the 26<sup>th</sup> June 2025 Ordinary Meeting of Council due to Interstate Travel.

Cr Peirce submitted a Request for Leave of Absence for the 25<sup>th</sup> June 2025 to 16<sup>th</sup> July 2025 for the purpose of an Overseas Holiday.

**REQUEST FOR LEAVE OF ABSCENCE****RESOLUTION CO-2025-033**

Moved: Cr Adam Squires

Seconded: Cr Duncan South

That the leave requests received from Cr's Harrington and Peirce be accepted and leave of absence granted.

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

Against: Nil

**CARRIED 5/0****8 DISCLOSURES OF INTEREST**

Nil

**9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS HELD****9.1 ORDINARY MEETING OF COUNCIL 24 APRIL 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-2025-034**

Moved: Cr Karen Harrington

Seconded: Cr Adam Squires

That the Minutes of the Ordinary Meeting of Council held in Council Chambers on 24 April 2025 be confirmed as true and correct.

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

Against: Nil

**CARRIED 5/0**

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

Nil

**Cr Karen Harrington (Deputy Shire President)**

Cr Harrington attended on the 14<sup>th</sup> May, the Responsible Renewable Transition Leaders meeting and the WALGA CBF Engagements Guide meeting on the 15<sup>th</sup> May.

**Cr Graeme Peirce**

Nil

**Cr Robyn Lubcke**

N/A

**Cr Duncan South**

Nil

**Cr Adam Squires**

Nil

**Cr Russell Prowse**

N/A

**11 OFFICE OF THE CHIEF EXECUTIVE OFFICER****11.1 POLICY MANUAL REVIEW MAY 2025**

|                                |                                                                                       |
|--------------------------------|---------------------------------------------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM015</b>                                                                         |
| <b>Location:</b>               | <b>N/A</b>                                                                            |
| <b>Applicant:</b>              | <b>N/A</b>                                                                            |
| <b>Author:</b>                 | <b>Renee Schinzig, Administration Officer</b>                                         |
| <b>Authorising Officer:</b>    | <b>Vin Fordham Lamont, Chief Executive Officer</b>                                    |
| <b>Date:</b>                   | <b>16/05/2025</b>                                                                     |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                                                            |
| <b>Attachments:</b>            | <b>1. Shire of West Arthur Policy Manual (under separate cover) <a href="#">⇒</a></b> |

**SUMMARY:**

Council is requested to consider the revision of updated Policies and the addition of new policies as listed and adopt the updated Shire of West Arthur Policy Manual.

**BACKGROUND:**

At the May 2023 Ordinary Meeting of Council, all previous Shire policies were rescinded and a new Policy Manual was adopted. Council has amended, added and also deleted redundant policies as necessary in the time since then. As part of the annual review and in preparation of the implementation of the Local Government Amendment Act 2024, the current Policy Manual requires updating.

**COMMENT:**

As part of the Local Government Compliance Calendar, it is a requirement annually to undertake a review of all Council Policies and provide a report to Council as necessary to amend, add or delete redundant policies.

In this review, new policies to be adopted are:

- F33 – Community Organisation Support
- F34 – Digitisation Policy
- F35 – Source Records Policy
- LS1 – Emergency Management

Policy Amendments include:

- C3 – Audit Risk & Improvement Committee – Terms of Reference
- F9 – Australia Day Citizen of the Year Awards

**CONSULTATION:**

Chief Executive Officer

Manager Corporate Services

Community Development Officer

Records Officer

West Australian Local Government Association (WALGA)

Department of Local Government, Sport, and Cultural Industries (DLGSC)

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

**s.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.

**POLICY IMPLICATIONS:**

The Policy Manual Review will align the Council's policies with statutory requirements and best practices.

**FINANCIAL IMPLICATIONS:**

There are no Financial Implications.

**STRATEGIC IMPLICATIONS:**

Leadership and Management – inspirational, dynamic, transparent

Outcome 4.3 – Establish and maintain sound business and governance structures

- Comply with regulations and best practice standards to drive good decision making by Council and Staff
- Provide informed decision making based on our strategic directions and legal requirements and that these are open, transparent and adequately communicated with the community.

**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<br>Likelihood |   | Insignificant<br>1 | Minor<br>2 | Moderate<br>3 | Major<br>4   | Catastrophic<br>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                                                  | Lack of transparency and accountability in decision making process.   |
| Risk Likelihood (based on history and with existing controls)            | Possible (3)                                                          |
| Risk Consequence                                                         | Moderate (3)                                                          |
| Risk Rating (Prior to Treatment or Control):<br>Likelihood x Consequence | Medium (9)                                                            |
| Principal Risk Theme                                                     | All themes                                                            |
| Risk Action Plan (Controls or Treatment Proposed)                        | Endorse council policy manual and apply policies in making decisions. |

**VOTING REQUIREMENTS:**

Simple Majority

**RESOLUTION CO-2025-035**

Moved: Cr Karen Harrington

Seconded: Cr Adam Squires

That Council endorse the updated Policy Manual, including the adoption of any new policies (listed) and amendments of existing policies (listed), and publish it on the Shire's website.

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

Against: Nil

**CARRIED 5/0**

*\*Council made note that the page numbering and contents page require a minor check before publishing.*

**11.2 BUSH FIRE ADVISORY COMMITTEE MEETING OUTCOMES**

|                                |                                                                                                                                                                           |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM455</b>                                                                                                                                                             |
| <b>Location:</b>               | <b>N/A</b>                                                                                                                                                                |
| <b>Applicant:</b>              | <b>N/A</b>                                                                                                                                                                |
| <b>Author:</b>                 | <b>Vin Fordham Lamont, Chief Executive Officer</b>                                                                                                                        |
| <b>Authorising Officer:</b>    | <b>Vin Fordham Lamont, Chief Executive Officer</b>                                                                                                                        |
| <b>Date:</b>                   | <b>12/05/2025</b>                                                                                                                                                         |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                                                                                                                                                |
| <b>Attachments:</b>            | <ol style="list-style-type: none"> <li><b>2025/2026 Shire of West Arthur Bush fire Notice</b> <a href="#">↓</a></li> <li><b>BFAC Minutes</b> <a href="#">↓</a></li> </ol> |

**SUMMARY:**

Council is requested to consider the following recommendations from the recent Bush Fire Advisory Committee (BFAC) meeting held on 15 April 2025:

- Appointment of Fire Control Officers (FCOs), Chief Bush Fire Control Officer (CBFCO), Deputy Chief Bush Fire Control Officer (Deputy CBFCO) and other BFB office bearers.
- Appointment of dual FCOs for adjoining local governments.
- Adoption of the 2025/2026 Bush Fire Notice.

**BACKGROUND:**

Under the Bush Fires Act 1954, an FCO holds significant authority during a fire emergency, allowing them to assume responsibility for the situation, overriding any volunteer on the ground, including the Brigade Captain. The Brigade Captain, elected by the Brigade and subject to Council approval, holds authority limited to the Brigade area adopted by the Council.

Additionally, the authority of an FCO, including the CBFCO, can be superseded by a Department of Fire and Emergency Services Liaison Officer or a Department of Biodiversity, Conservation and Attractions' Parks and Wildlife Service Officer in specific circumstances.

As officers of the Shire, exercising statutory authority and powers on behalf of the Shire, there is an obligation on Council, and the Shire's CEO, as the employer, to consider the suitability of a person prior to appointment as an FCO. In this regard, Council should note the requirement of the Bush Fire Brigades Local Law that FCOs are to complete an FCO course and a refresher at least once every 10 years, for their appointment to remain valid.

Furthermore, pursuant to Section 33 of the Bush Fires Act 1954, owners or occupiers of land within the Shire of West Arthur are legally obliged to comply with the prescribed Bush Fire Notice. This entails clearing firebreaks and fuel-free areas before November 1 each year and maintaining them free of flammable materials until 15 April.

**COMMENT:**

At the BFAC meeting held on 15 April 2025, the Committee resolved to recommend to Council to rescind all previous appointments and to make the appointments of CBFCO, Deputy CBFCO, FCOs, Fire Weather Officers and the Weather Committee as per Attachment 1. At that meeting, it was also recommended that the following Fire Control Officers be appointed as Dual FCOs for the following Shires:

- Shire of Woodanilling – Neil Morrell;
- Shire of Williams – Todd Lubcke.

The appointment of each FCO is typically associated with a specific Bush Fire Brigade (BFB), unless an FCO is appointed by an adjoining Shire for the area adjacent to the common boundary. Unless explicitly stated otherwise, the authority of FCOs extends across the entire district. It is proposed to maintain this arrangement without specific limitation.

An FCO is required to act within any restrictions or conditions placed on the role by the Shire. They cannot issue instructions to Shire employees to carry out works, nor do they have the authority to hire plant or contractors.

Nomination by an adjoining Shire does not mean automatic right to the role. Appointment becomes effective only on resolution of Council.

Under the Work Health and Safety Act 2020, for Volunteers and Volunteer Organisations, the Shire's CEO is personally responsible and criminally liable for all actions of volunteers within the Bush Fire Brigades. The Shire's CEO is legally required to ensure that all the FCOs and Bush Fire volunteers have undertaken the appropriate or required training to allow them to perform their role(s) safely.

The DFES minimum recommended standard for Bush Fire Brigade Volunteers with a Local Government Grants Scheme Fire Appliance, is completion of the Bushfire Safety Awareness and Firefighting Skills courses, consistent with DFES managed volunteers who are required to undertake both courses prior to commencing operational duties.

**Training:**

- All Fire Control Officers (FCOs) must as a minimum complete the FCO's course training within the first 12 months of being appointed and complete a refresher at least once every 10 years;
- A sub-committee consisting of the CBFCO and Deputy CBFCO, be authorised to assess volunteer fire fighters competency with regards to the Rural Fire Awareness, Bushfire Safety Awareness, and Firefighting Skills and if satisfied, to recommend to the Shire's CEO that their previous experience be accepted as Recognised Prior Learning (RPL), although FCOs should be encouraged to complete the training;
- Only volunteers fire fighters that have successfully completed or have been RPL assessed for and passed the DFES approved Bushfire Safety Awareness and Firefighting Skills courses should drive or operate Shire Fire Trucks;
- Only volunteer firefighters that have recognised RPL for, or passed the DFES approved Rural Fire Awareness course, either in person or online, are eligible to be registered as an active operational (in the field) Shire Volunteer Firefighter.

While it is crucial that the driver of a Shire fire truck is adequately trained, it is also significant to encourage, though not imperative, that the second or subsequent officers on the fire truck possess the required training.

The Committee also has recommended to adopt the attached 2024/2025 Bush Fire Notice as presented (see Attachment 1).

**CONSULTATION:**

- Bush Fire Advisory Committee
- Chief Bush Fire Control Officer

**STATUTORY ENVIRONMENT:**

Sections of the Acts, Regulations and/or Local Laws that apply to this item include:

- Bush Fires Act 1954 Section 38, 39, 40 and 56 – Appointment of Bush Fire Control Officers;
- Work Health and Safety Act 2020 (Act) and Regulations; and
- Shire of West Arthur Bush Fire Brigades Local Law 1988 (to be reviewed in 2025).

**POLICY IMPLICATIONS:**

Policy F14 Harvest & Vehicle Movement Ban – Christmas Day, Boxing Day & New Year's Day

**FINANCIAL IMPLICATIONS:**

The administrative expenditure is wholly contained in the budget and is minor in nature

**STRATEGIC IMPLICATIONS:**

Shire of West Arthur Strategic Community Plan 2021-2031

Theme: Community – Safe, Friendly and Inclusive

Outcome: A safe place to live, work and visit

Strategy: Support for the provision of emergency services and volunteers

**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)    |

|                 |          |         |         |            |            |            |
|-----------------|----------|---------|---------|------------|------------|------------|
| <b>Unlikely</b> | <b>2</b> | Low (2) | Low (4) | Medium (6) | Medium (8) | High (10)  |
| <b>Rare</b>     | <b>1</b> | Low (1) | Low (2) | Low (3)    | Low (4)    | Medium (5) |

|                                                                       |                                                                                                                                                                                                                                                            |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of Key Risk                                               | Without appointed Fire Officers, there may be delays in coordinating responses to fire emergencies within the Shire of West Arthur and surrounding areas. This delay could result in greater property damage, loss of life, and environmental destruction. |
| Risk Likelihood (based on history and with existing controls)         | (5) Almost Certain                                                                                                                                                                                                                                         |
| Risk Consequence                                                      | (5) Catastrophic                                                                                                                                                                                                                                           |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | (25) Extreme                                                                                                                                                                                                                                               |
| Principal Risk Theme                                                  | Compliance Failure                                                                                                                                                                                                                                         |
| Risk Action Plan (Controls or Treatment Proposed)                     | Endorse the recommendations of the BFAC.                                                                                                                                                                                                                   |

**VOTING REQUIREMENTS:**

Simple Majority

**OFFICER RECOMMENDATION:**

That with respect to the recommendations of the Bush Fire advisory Committee, Council:

1. Rescind all other Bus Fires Act appointments made previously.
2. Pursuant to Section 38 of the *Bush Fires Act 1954*, approve the appointment of the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Fire Control Officers and Fire Weather Officers (each of them for 'whole of Shire') (subject to point 3) as listed in Attachment 1.
3. Pursuant to Section 38 (6) and (7) of the *Bush Fires Act 1954*, request the Fire and Emergency Services Commissioner to approve the Shire of West Arthur for the purposes of giving effect to the appointment of Fire Weather Officers.
4. Pursuant to Section 38 of the *Bush Fires Act 1954*, approve the nominations of the following persons as Dual Fire Control Officers for the following Shires:
  - Shire of Woodanilling – Neil Morrell
  - Shire of Williams – Todd Lubcke
5. Approve the Bush Fire Notice for the 2024/2025 year as presented in Attachment 1.
6. Note the appointment of the Fire Weather Committee as listed in Attachment 1.
7. Cause Notice of the Fire Control Officer Appointments to be published in "The Bleat" newsletter, and on the Shire's Website and Public Noticeboards.
8. Cause Notice of any approval to point 3 to be published in the "The Bleat" newsletter, on the Shire's Website and Public Noticeboards, and in the Government Gazette.

*Council made an adjustment to the date in Point 5 before making the Resolution.*

*Also note that some minor textual corrections are required in the Bushfire Notice prior to printing being that DC is to be removed from the DCFCO position title for Graeme Peirce in the Brigade Contacts table and the second Brigade Contacts table title be corrected to Shire Contacts.*

**RESOLUTION CO-2025-036**

Moved: Cr Karen Harrington

Seconded: Cr Duncan South

That with respect to the recommendations of the Bush Fire advisory Committee, Council:

1. Rescind all other Bus Fires Act appointments made previously.
2. Pursuant to Section 38 of the *Bush Fires Act 1954*, approve the appointment of the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Fire Control Officers and Fire Weather Officers (each of them for 'whole of Shire') (subject to point 3) as listed in Attachment 1.
3. Pursuant to Section 38 (6) and (7) of the *Bush Fires Act 1954*, request the Fire and Emergency Services Commissioner to approve the Shire of West Arthur for the purposes of giving effect to the appointment of Fire Weather Officers.
4. Pursuant to Section 38 of the *Bush Fires Act 1954*, approve the nominations of the following persons as Dual Fire Control Officers for the following Shires:
  - Shire of Woodanilling – Neil Morrell
  - Shire of Williams – Todd Lubcke
5. Approve the Bush Fire Notice for the 2025/2026 year as presented in Attachment 1.
6. Note the appointment of the Fire Weather Committee as listed in Attachment 1.
7. Cause Notice of the Fire Control Officer Appointments to be published in "The Bleat" newsletter, and on the Shire's Website and Public Noticeboards.
8. Cause Notice of any approval to point 3 to be published in the "The Bleat" newsletter, on the Shire's Website and Public Noticeboards, and in the Government Gazette.

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

Against: Nil

**CARRIED 5/0**

# Shire of West Arthur Bush Fire Notice 2025/2026

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

**IN THE EVENT OF AN UNCONTROLLED FIRE CALL 000**

**RESTRICTED BURNING TIMES (RBT)**  
**PERMIT REQUIRED**  
**29/09/2025 to 31/10/2025**

**PROHIBITED BURNING TIMES (PBT)**  
**01/11/2025 to 23/02/2026**

**RESTRICTED BURNING TIMES (RBT)**  
**PERMIT REQUIRED**  
**24/02/2026 to 13/04/2026**

UHF Channel 5 to be used for communication during fire control for those who do not have access to VHF. **West Australian Emergency Radio Network (WAERN) High Band – Channel 171.**



Department of Biodiversity, Conservation and Attractions- Parks and Wildlife Service: Collie: 9735 1988, Narrogin: 9881 9200, Katanning: 9821 1296

**BUSHFIRE ACT 1954**

**Compliance date: 1<sup>st</sup> November Annually**

**Maintained Until: 15<sup>th</sup> April Annually**

Notice to all owners or occupiers of land in the Shire of West Arthur. Pursuant to powers contained in Section 33 of the Bush Fires act 1954 (as amended) you are required to carry out fire prevention work on land owned or occupied by you in accordance with the provisions of this notice.

The penalty for non-compliance with this notice is a maximum fine of \$5,000 and, notwithstanding prosecution, the Shire may enter upon the land and carry out required works at the owners/occupier's expense.

The Shire regularly conducts property inspections to ensure compliance. Persons who fail to commence the requirements of this Notice will be issued with infringements in accordance with the Bushfires Act or Orders to rectify. Inspections commence in November of each year.

If for any reason it is considered impracticable to comply with the requirements of this order, you may make written application to the Shire CEO no later than 1st November for permission to position fire-breaks in alternative locations or to take alternative action to abate fire hazards on your land. The application must be countersigned by the Fire Control Officer for your local area. No applications, whether verbal or written, will be considered after this date.

**TOWNSITES**

For town lots where the area of the land is less than 2023 square metres (1/2 acre), all inflammable material is to be removed from the land excluding living plants and trees. Grasses are to be slashed or mowed and maintained below 100mm in height throughout the period of 1<sup>st</sup> November until 15<sup>th</sup> April each year.

All town lots where the area of the land is greater than 2023 square metres (1/2 acre) shall have the inflammable material maintained to a height of no more than 100mm and where undeveloped land abuts developed land, a firebreak of not less than 2.5 metres wide is required.

**BRIGADE CONTACTS**

| BRIGADE             | POSITION                          | MOBILE       |
|---------------------|-----------------------------------|--------------|
| <b>Arthur River</b> | Paul Saunders (FCO) - Capt.       | 0429 998 344 |
|                     | Ben Robinson (FCO)                | 0438 626 033 |
|                     | Neil Morrell (FCO)                | 0429 629 066 |
|                     | John Pascoe (FCO)                 | 0400 080 622 |
|                     | Alan Manuel (FCO)                 | 0427 626 002 |
|                     | Sam Burgess (FCO)                 | 0430 641 638 |
| <b>Darkan</b>       | Paul South (FCO)                  | 0400 433 365 |
|                     | James Campbell (FCO, FWO) - Capt. | 0427 864 277 |
|                     | Peter Lubcke (FCO)                | 9736 1169    |
|                     | Duncan South (FCO)                | 0427 361 147 |
|                     | Gavin Kirk (FCO)                  | 0417 933 958 |
|                     | Todd Lubcke (FCO)                 | 0417 958 888 |
| <b>Duranillin</b>   | Cameron Buller (FCO)              | 0408 720 467 |
|                     | Ben Buller (FCO) - Capt.          | 0437 818 654 |
|                     | Graeme Peirce (DCFCO)             | 0419 765 196 |
|                     | Matthew Telfer (FCO)              | 0477 888 070 |
|                     | Adrian South (FCO, FWO)           | 0428 935 000 |
|                     | Jamie Park (FCO)                  | 0429 631 092 |
|                     | Garry Abbott (FCO)                | 0429 631 012 |
|                     | Ben Murphy (FCO)                  | 0439 585 549 |
|                     | James Jefferies (FCO)             | 0409 629 043 |

## DEFINITIONS

**FIREBREAK:** A bare mineral earth break immediately inside all boundaries no less than 2.5 metres wide and with a vertical clearance of 4 metres.

**HAYSTACKS:** Means a collection of hay including fodder rolls or large bales placed or stacked together within 200 metres of any homesteads, buildings, or fuel installations.

**PLANTATIONS:** Defined as an area exceeding 3ha within a town site, or an area exceeding 20ha within a rural area, of trees planted for commercial purposes.

**HARVEST VEHICLE MOVEMENT BAN:** Ban imposed for a defined period of time to restrict the use of engines, vehicles, plant and machinery that may contribute to activities that are likely to cause a bush fire or contribute to the spread of a bush fire.

## BRIGADE CONTACTS

| POSITION                                | FIRE CONTROL OFFICER           | MOBILE       |
|-----------------------------------------|--------------------------------|--------------|
| Chief Bush Fire Control Officer (CBFCO) | Graeme Peirce<br>West Arthur 1 | 0419 765 196 |
| Deputy Chief Bush Fire Control Officer  | Paul Saunders<br>West Arthur 2 | 0429 998 344 |
| Fire Weather Officer                    | Adrian South<br>Cordering 1    | 0428 935 000 |
| Deputy Fire Weather Officer             | James Campbell<br>Darkan 2     | 0427 864 277 |

## FIRE WEATHER COMMITTEE

Adrian South, James Campbell, Todd Lubcke, Duncan South, John Pascoe & Paul Saunders

## RURAL PROPERTIES

A firebreak or a combination of firebreaks or closely grazed land is required to completely surround any rural homestead, buildings, haystacks, stacks of fodder, bulk fuel, drums and/or liquid petroleum.

This may be:

- A firebreak not less than 10 metres wide constructed immediately surrounding; if provided by cultivation, spraying, or burning; or
- A firebreak at least 30 metres wide completely surrounding if provided by closely grazed land; with the outer 2.5 metres cultivated or completely free of flammable material as required under the definition of firebreaks.

**Where land abuts the Darkan & Duranillin townsites, a firebreak is required.**

Firebreaks constructed on road verges do not constitute legal firebreaks under the Bush Fires Act.

Property owners/occupiers of land over 40 hectares must have a fully operational mobile fire unit with a minimum capacity of 400 litres. Slip on units are to be bolted or chained securely to the tray of the vehicle. Properties are to comply with the provision.

## HARVESTING OPERATIONS

A harvesting, swathing, baling or forestry machine may not be operated in any crop or timber cell during the PBT or RBT unless it is equipped with a fire extinguisher (minimum 7.5 litres). A fully operational mobile firefighting unit with a tank of 400 litre minimum capacity is to be located in or adjacent to any paddock/cell where harvesting, swathing, baling or slashing of stubble is being undertaken.

The operation of harvesting machines and the movement of grain equipment in paddocks on Christmas Day, Boxing Day and New Years Day is prohibited. From time-to-time weather conditions may result in the issue of a Harvest and Vehicle Movement Ban being imposed which will place restrictions on the movement of vehicles and use of plant or machinery in paddocks. Bans will be advertised on local radio. It is the responsibility of persons harvesting to be aware if bans are in place.

**Ignorance to the existence of a ban will not avoid prosecution.**

## PLANTATIONS

The *Guidelines for Plantation Fire Protection* provide the minimum standards and a consistent approach to fire management. In addition, the Shire requests that no heaps be lit after 31 August each year and that the Shire is notified prior to any plantation burning.

## STUMP GRINDING

A fully operational mobile firefighting unit with a tank of 400 litres minimum capacity to be located in the same cell of the plantation at all times during stump grinding. Any ignition from stump grinding is to be reported to an FCO. Person to remain on site for at least 1 hour after finishing stump grinding in the RBT and PBT.

## STUBBLE PADDOCK BURNING

A firebreak of no less than 2.5m wide is to surround the paddock prior to burning the stubble.

## BURNING OF GARDEN REFUSE & RUBBISH

Permits are required during the restricted burning times. Garden refuse and rubbish may be burnt as follows:

- In a properly constructed incinerator designed to prevent the escape of sparks or burning material provided it is situated no less than 2 metres from any building or fence, and an area of 2 metres surrounding the incinerator is clear of inflammable material.
- On the ground between 6:00pm and 11:00pm of the same day, and completely extinguished no later than midnight on that day. An area of 5 metres must be cleared all around the site during the whole time the fire is burning. The user must extinguish the fire by the application of water or earth.
- No fire shall be lit on a day of high, extreme, or catastrophic fire danger forecast for the district.

**CAMPING & COOKING FIRES ARE NOT PERMITTED DURING THE PROHIBITED BURNING TIME.**

## RESTRICTED & PROHIBITED BURNING TIMES FOR THE SHIRE OF WEST ARTHUR

### PROHIBITED BURNING TIME (PBT)

1<sup>st</sup> November 2025 to 23<sup>rd</sup> February 2026 (inclusive) each and every year. During this time, you must not start a fire in the open air. The penalty is up to \$10,000, 12 months' imprisonment or both.

### RESTRICTED BURNING TIME (RBT)

29<sup>th</sup> September to 31<sup>st</sup> October 2025 (inclusive) & 24<sup>th</sup> February to 13<sup>th</sup> April (inclusive) each and every year. These dates may be subject to variation according to seasonal conditions. Any changes will be advertised.

### PERMITS TO BURN

A Permit to Set Fire to the Bush (permit to burn), must be obtained from your local area Fire Control Officer (FCO) before you light a fire during the restricted period.

- When issued with a permit, you must comply with the conditions set out on that permit.
- All permits are automatically cancelled on days where the Fire Danger Rating for that district is High, Extreme or Catastrophic. Under certain circumstances an authorized Fire Weather Officer may issue a permit on a forecast High fire danger forecast day.
- Notice must be given to Department of Biodiversity, Conservation and Attractions (DBCA) if the intended burn will be within 3km of State Forest.
- The period of notice required under this section shall be no more than 28 days, or less than 4 days, except where the notice is given verbally, in which case the minimum period of the notice may be determined by mutual agreement.

**Burning without a permit will lead to prosecution; fines up to \$10,000 applicable.**

## Bush Fire Advisory Committee Minutes April 2025

**Shire of West Arthur**

**MINUTES:** For the Bushfire Advisory Committee Meeting.

A meeting of the Bushfire Advisory Committee was held on Tuesday 15<sup>th</sup> of April 2025, in the Hawthorn room of the West Arthur Community Resource Centre.

**1.0. Declaration of Opening:**

The Chairperson of the meeting, Graeme Peirce, welcomed all present and declared the meeting open at 7:35pm. All attending members signed the attendance register. All volunteer members were thanked for their hard work and dedication in the busy fire season.

The Chairperson requested the Shire to write a letter to outgoing Chief bush Fire Control Officer Ben Robinson, thanking him for his work in the role.

**2.0. Record of Attendance and Apologies:**

**Attendance:**

|                    |                                                                 |
|--------------------|-----------------------------------------------------------------|
| Vin Fordham Lamont | CEO, Shire of West Arthur                                       |
| Tyler Cook         | BFB Admin, Shire of West Arthur                                 |
| Cassandra Squires  | Works Admin, Shire of West Arthur                               |
| Gary Rasmussen     | Works Manager, Shire of West Arthur                             |
| Greg Hodgson       | Forest Products Commission                                      |
| Bryce Edwards      | Forest Products Commission                                      |
| Graeme Peirce      | Acting Chief Bush Fire Control Officer                          |
| James Campbell     | Fire Control Officer                                            |
| Ben Buller         | Fire Control Officer                                            |
| Neil Morrell       | Fire Control Officer                                            |
| Duncan South       | Fire Control Officer                                            |
| Cameron Buller     | Fire Control Officer                                            |
| Paul Saunders      | Fire Control Officer                                            |
| Darren Harvey      | Department of Biodiversity, Conservation and Attractions (DBCA) |
| Craig Smith        | Department of Fire and Emergency Services                       |

**Apologies:**

|                 |                                |
|-----------------|--------------------------------|
| James Jefferies | Fire Control Officer           |
| Ben Murphy      | Fire Control Officer           |
| Sam Burgess     | Fire Control Officer           |
| Adrian South    | Fire Control Officer           |
| Alan Manuel     | Fire Control Officer           |
| Ben Robinson    | Chief Bushfire Control Officer |

Bush Fire Advisory Committee Minutes April 2025

---

|                 |                                                                 |
|-----------------|-----------------------------------------------------------------|
| Kohdy Flynn     | Community Emergency Service Manager                             |
| Rayna Barr      | Forester/Safety Officer, Bunbury Fibre Exports                  |
| Afie Jazreen    | Department of Biodiversity, Conservation and Attractions (DBCA) |
| Charlotte Powis | Department of Fire and Emergency Services                       |
| Gavin Stevens   | Department of Fire and Emergency Services                       |

**3.0. Confirmation of previous minutes:**

**Moved:** Neil Morrell

**Seconded:** Cameron Buller

The minutes of the 3 September 2024 meeting are provided as attached for confirmation.

**CARRIED**

**4.0. Business Arising from Previous Minutes:**

No business arising from previous minutes.

**5.0. Reports and Presentations:****5.1. Community Emergency Services Manager:**

No report received.

**5.2. DFES UGS District Officer:**

Gavin Stevens was unable to attend this meeting, so Craig Smith is representing DFES.

Congratulations to everyone on their hard work during the busy fire season and at the big fires we have had. DFES believes that the way everyone conducted themselves helped in these incidents not escalating.

After Action Review re West Arthur / Wagin Fire – Actions that can be implemented. It is important that we get incident information to the communications centre as soon as possible. This is so DFES receives up-to-date information from the incident controller in a timely manner to enable DFES to support local brigades effectively.

Please utilise the Emergency WA app, not only volunteers but their families as well.

Discussion held about volunteers presenting at a fire that aren't registered with DFES - are they covered by insurance or not? If the spontaneous

---

Bush Fire Advisory Committee Minutes April 2025

---

volunteer is tasked with a job by an incident controller and the volunteer has the capacity to do that job they will be covered by insurance. If a volunteer is not a member with DFES and has not presented themselves to an incident controller they will not be covered by insurance.

Please see attached reports.

**5.3. Forest Products Commission:**

Thinning operations have been ongoing across several share farm plantations in recent months with activity on Duncan South's and John South's properties. There are further operations scheduled for August/September 2025 in the Trigwell and Boscabel areas.

FPC Plantations – Attached is an email Greg sent to Kohdy (CESM) recently outlining FPC's plantation assets within the West Arthur Shire across various tenures and landowner partnerships. (>7,000ha).

The softwood/sandalwood plantations that will remain critical to FPC's immediate business plans are currently undergoing operational fire map upgrades and some field signage will also be upgraded in coming months on most properties to reflect this.

The FPC's internal fire roster has expanded this season with 36 new freehold properties. This year FPC will be backing away from staff on the DBCA roster and running their own fire rosters so they can respond to local governments. FPC anticipates this internal fire capacity will be increased again as more assets are purchased. FPC has hope with the increase of properties that down the track it will be getting more trucks; it still has 40 odd staff that can be sent out in any direction to help local governments.

Fire Maps – To assist Shire / FCOs / Neighbours with fires in and around FPC plantations, attached is a QR code link which enables first responders to access a map of the plantation on their digital device if needed. These QR codes are also available on the FPC signs. Ideally, FCOs and neighbours should access a map via this link before a fire occurs, so they have some familiarity with the access tracks, water points, gates etc.

FPC now has a dedicated training officer who coordinates and helps deliver all FPC internal training needs with DFES regions and DBCA fire management providers.

---

Bush Fire Advisory Committee Minutes April 2025

---

Community fire grants are still ongoing with those shires where the new estate properties are being acquired. Funds will be available to supplement items not necessarily available through ESL providers. West Arthur Shire should expect to receive an invitation prior to the end of the current FY.

See attached report.

**5.4. Department of Water and Environment Regulations:**

No Report Received.

**5.5. Williams Volunteer Fire and Rescue Service:**

No Report Received.

**5.6. Department of Biodiversity Conservation and Attractions:**

Afie Jazreen was unable to attend this meeting, so Darren Harvey has attended to represent DBCA.

Usually, DBCA plans for 30,000ha of prescribed burns across the Wellington District each year. Normal targets are 20,000ha in spring and 10,000ha in autumn. DBCA has not been reaching these targets in the past 5 years, e.g. last season DBCA only completed 2,400ha in spring. This is due to the change in climate and reduced opportunity.

Prescribed burning plans for autumn: there are 5 planned burns falling within the Shire of West Arthur. The main 3 are Fleays, Bennelaking and Leach.

At the time of the report there had been 104 bushfires recorded for the district since the start of the season, 3 within the Shire of West Arthur. Thanks to the bushfire brigade members for all their efforts.

See attached report.

**5.7. Bunbury Fibre Exports:**

- No fires over the past season to date.
- BFE has purchased a fire appliance (ex DBCA) that has spent the fire season predominately based at McAlinden. BFE has engaged a fire contractor to assist with mitigation and suppression works as required.
- BFE has also increased contractor training to increase the number of staff available to attend fires.
- BFE will establish a second pine plantation on the Bowelling-Duranillin Road this coming winter (Yarrabin), approximately 200ha.

---

Bush Fire Advisory Committee Minutes April 2025

---

- BFE will establish approximately 500ha of previously blue gum plantation on Trigwell Bridge Road (Gibbs) this coming winter. This is currently under PF Olsen Management, however BFE will undertake burning of slash heaps in discussion with CBFCO and within permit requirements.
- The remainder of this Gibbs plantation (200ha) will be established in 2026.
- Harvest slash at the Jackson Plantation on McAlinden Road on the Shire boundary will also be undertaken in discussion with West Arthur CBFCO and Boyup Brook CBFCO and within permit requirements.

**6.0. Officer and Brigade Reports:****6.1. Chief Bush Fire Control Officer Report:**

- Extend thanks to all FCOs and Shire staff for assistance throughout the season. We were met with 2 of the biggest fires in our shire for a long time, but experienced amazing work from all volunteers, DFES officers, community members and all other agencies.
- We had no loss of containment at either fireground; post incident action and the swiftness of volunteers to mobilise no doubt saved infrastructure and land from additional damage.
- Support from our weather committee and fire weather officers must be commended with their prompt actions, diligence, and clear delivery to the community on burning requirements.
- There has been discussion around burning permits, harvest movement bans, and their requirements and I feel confident that a very thorough process has been agreed on, and good time sensitive systems have been working well.
- With external contractors working with in the shire and not understanding the risks of bushfires to our communities, work has been done to ensure that the contractors have a solid understanding of our processes going forward.
- I would like to commend everyone taking on FCO roles for the first time as well as those staying on in their current roles.

**6.2. Arthur River Bush Fire Brigade:**

- Captain's Report – 11 fires in the Arthur River fire brigade for the 24/25 fire season. 4 on private property, 4 on main/shire roads. 1 fire started by natural causes and 2 fires ignited by power lines/poles, including the major fire started in Arthur River and moved into Wagin Shire.

---

Bush Fire Advisory Committee Minutes April 2025

---

- Request radio channel stickers/booklet and vehicle permit stickers. (CBFCO to arrange.)
- Reiterate the availability of Rural Fire Awareness Training for 2025 (Aug/Sept)?
- Dispensation for John Pascoe feed lot to be processed. (CBFCO to arrange.)
- Discussion around the Wagin fire and Western Power's interaction. (Need to inform FCO/IC what/when information can be released.)

See attached AGM Minutes

**6.3. Darkan Bush Fire Brigade:**

- Discussion around incident involving the Darkan fast fill, a high bit on a tank come and caught the arm of the fast fill and tip the whole thing backwards, the dual bar needs to be facing the same way as the vehicle coming into it. So that this doesn't happen again.
- Upgrades to fast fills (more O -rings and lay flats, hose reel, stabilisation legs).
- Discussion whether the early permits should be put on the West Arthur firefighters chat as well as FCO chat.
- Discussion around high fire danger and informing all who are issued permits their requirements.
- Reiterate information on start of season to public. Season timings, Harvest ban and vehicle ban requirements, Total Fire Ban Requirements.
- FCO to inform control of fire, only person to turn around units and reiterate updates on signal and to COMMS.

See attached AGM Minutes

**6.4. Duranillin Bush Fire Brigade:**

- DFES to mobilise ASAP when requested by FCO (reiterated the process and working well).
- Opportunity for DFES mop-up training in Collie.
- Better management for radio removal and replacement.
- Air Compressor for blowdown after fires.
- Discussion regarding getting more air controllers, about 4-5 people nominated from all brigades.

(See attached AGM Minutes and Financial Report.)

**7.0. Annual Appointment of Fire Control Officers:**

---

Bush Fire Advisory Committee Minutes April 2025

---

The following roles are required to be filled and then the appointments endorsed by Council annually prior to the fire season. These positions initially need to be agreed on at this meeting.

**Chief Bush Fire Control Officer:** Graeme Peirce

**Deputy Chief Bush Fire Control Officer:** Paul Saunders

**Base Radio Operator:** Redundant

**Arthur River BFB Captain:** Paul Saunders

**Arthur River BFB Lieutenant:** Alan Manuel

**Arthur River FCOs:** Paul Saunders, Ben Robinson, Neil Morrell, John Pascoe, Alan Manuel, Paul South, Sam Burgess.

**Darkan BFB Captain:** James Campbell

**Darkan BFB Treasurer:** David Gooding

**Darkan FCOs:** James Campbell, Gavin Kirk, Todd Lubcke, Peter Lubcke, Cam Buller, and Duncan South.

**Duranillin BFB Captain:** Ben Buller

**Duranillin BFB Treasurer:** Jason Earnshaw

**Duranillin FCOs:** Ben Murphy, Matt Telfer, Graeme Peirce, Gary Abbott, Jamie Park, Adrian South, Ben Buller and James Jefferies.

**Fire Weather Officer:** Adrian South

**Deputy Fire Weather Officer:** James Campbell

**Weather Committee:** John Pascoe, Paul Saunders, Todd Lubcke, Adrian South, Duncan South, James Campbell.

**Dual Fire Control Officers:**

Woodanilling – Neil Morrell

Wagin – Ben Robinson

## Bush Fire Advisory Committee Minutes April 2025

Williams – Todd Lubcke

**Moved:** Duncan South

**Seconded:** Ben Buller

**CARRIED**

**8.0. Financial Report: 2025/26 Local Government Grant Scheme Submission:**

The Shire of West Arthur Local Government Grant Scheme (LGGs) submission has been processed for the 2025/26 financial year. It is a requirement for the Shire to submit to DFES an application for the operating and capital grants process prior to the 31<sup>st</sup> of March each year.

An opening offer from DFES of \$52,040 was made to the Shire. The Shire submitted a counteroffer of \$65,050 being easily justified mainly due to rising consumables and servicing costs, along with the Shire spending over the initial budgeted amount in the current financial year.

A request will be made to be reimbursed by DFES for the over expenditure.

**8.1. Current Financial Report:**

The 2024/25 LGGs expenditure as at 31/03/2025:

|                                            |                            |
|--------------------------------------------|----------------------------|
| <u>Purchase Plant and Equipment:</u>       | <u>\$645.00</u>            |
| <u>Maintenance of Plant and Equipment:</u> | <u>\$15,668.00</u>         |
| <u>Maintenance of Vehicles/Trailers:</u>   | <u>\$41,272.84</u>         |
| <u>Maintenance of Land/Buildings:</u>      | <u>\$0.00</u>              |
| <u>Clothing and Accessories:</u>           | <u>\$5,465.58</u>          |
| <u>Utilities, Rates and Taxes:</u>         | <u>\$855.89</u>            |
| <u>Other goods and Services:</u>           | <u>\$14,750.17</u>         |
| <u>Insurance:</u>                          | <u>\$27,736.68</u>         |
| <br>                                       |                            |
| <b><u>Total Expended</u></b>               | <b><u>\$106,394.16</u></b> |
| <b><u>ESL Operating Grant</u></b>          | <b><u>\$57,737.00</u></b>  |
| <b><u>Total of Overspend</u></b>           | <b><u>\$48,657.16</u></b>  |

Note: Shire BFB Admin will send list of brigade members to captains who will then advise her which members are inactive. We can then look at reducing our insurance costs as only active members need to be insured.

**9.0. Mitigation Activity Fund Grant Program - Shire Reserves:**

---

Bush Fire Advisory Committee Minutes April 2025

---

The Western Australian Government established the Mitigation Activities Fund Grant Program or “MAFGP”, in combination with the progressive rollout of the Bushfire Risk Management (BRM) Program, to reduce the hazards that present an extreme, very high or high bushfire risk to assets. The combination of these two programs has assisted in ensuring that the community’s bushfire risks are systematically assessed, prioritised and mitigated.

The MAFGP objective is to reduce the hazard or exposure to identified assets that are at risk from the occurrence of bushfire on Local Government managed tenure. Local Governments who currently have an endorsed Bushfire Risk Management Plan are eligible to apply for MAF funding.

Within round one of the MAFGP for the 2024/25 financial year the Shire of West Arthur applied for four treatments to better protect critical infrastructure and significant community assets.

The total amount of funding applied for via the grant was \$129,600. The application was approved in July 2024.

The Shire of West Arthur then found a contractor who has now completed the MAF treatments for the sum of \$70,256.40. As this amount was significantly under the allocated budgeted amount, the Shire decided to conduct more mitigation work around the Telstra Tower and Moodiarrup Hall to use up the remainder of the grant funds. The extra work has also been completed.

## **10.0. Other Matters**

### **10.1. Mobile Starlink Unit for Use at Fires (Graeme Peirce)**

Graeme is keen on utilising mobile Starlink units to ensure reliable communications during a fire or other emergency. The following information was provided by Gavin Stevens, DFES A/District Officer, Narrogin:

- The one we used at the recent West Arthur fire was my own personal Starlink Mini - \$299 outright purchase and \$80 per month for 50Gb of data.
- DFES does have a kit for the region that was broken at the time that has a dish on a stand. It takes more people using it than my mini and, in our case, has priority data which costs \$374 a month
- Starlink is one provider of Low Earth Orbiting Satellite (LEOS) systems and, as I am not an expert, am not recommending one branch over another.
- If you want to take it to more than one location, you will need the roaming package <https://www.starlink.com/au/roam> (otherwise it is geo locked to 1 location).
- LGGS eligibility is for a station internet connection at every station. In theory if you brought a Starlink mini for Arthur River BFB as they don't currently have an internet connection then in theory that would be

## Bush Fire Advisory Committee Minutes April 2025

eligible but that is a question for Peter Raykos to approve. They would not fund ones for FCOs as it is outside their funding guidelines.

- We are doing a trial in our office about making available a Starlink mini kit for our officers that can be easily moved car to car (I can send you what we are looking at if interested).
- The kits are the full Generation 3 I think (looks like the following) with separate modem and power cords and the mini is one dish (size of an A4 sheet of paper about 5-8cm thick) with all features built-in plus power cord:



For discussion.

Discussion held regarding the Shire possibly purchasing a mobile Star Link unit and using it on our vehicles during the off season then letting the bush fire brigades borrow it when needed.

Craig Smith mentioned there has been a proposal submitted through DFES to get Star Link on its vehicles; they currently have 2 units on trial.

Paul Saunders advised that a mobile Star Link mini unit costs \$299 and a plan can be purchased for \$15 per month. You can pay extra for the roaming service which can be turned on and off.

#### 10.2. PPE

- PPE will be held at the shire office to be tried on for sizing and ordering, it is important that all members attending fires are equipped and wearing correct PPE.

#### 10.3. Firebreaks

- All private and business properties must complete their firebreaks / hazard reduction work by November 1<sup>st</sup> every year.

#### 10.4. Memberships

---

Bush Fire Advisory Committee Minutes April 2025

---

- It is extremely important that people who are attending fires are registered DFES Volunteers and have completed their required training.
- Relevant Registration Forms can be filled out at the Shire office.
- PPE will not be provided to non-registered DFES volunteers.

**10.5. Permits**

- Discussion on validating permits on high fire danger days. Need some guidelines on when to reissue. Further discussion to be held on the FCO group chat. Happy with the current process.
- Discussion about creating a base text with the information of permits on signal so all information is received, and the shire can keep a register. - A decision was made to send photos of the permits to the group chat; shire to save for its records.

**10.6. Fire Mitigation Works in Nangip Creek Reserve**

- It has been brought to the CEO's attention by concerned community members that Nangip Creek Reserve needs urgent mitigation works. The reserve is close to the Darkan townsite and even closer to the proposed new subdivision on Burrowes St West. This makes it a significant fire risk that needs to be addressed.
- Discussion held regarding mitigation works being done this year in the Nangip creek reserve. Darkan BFB Captain and Shire Manager Works and Services to inspect the reserve and determine the best way to mitigate the bush fire risk there.

**10.7. Annual Fire Prevention Presentation to the Community**

- Councillors suggested that the Shire could host a community fire prevention presentation each year before the beginning of the fire season. This might include segments by the CBFCO, CESM and/or DFES. Significant fire events are increasing, and it is entirely possible that more towns and farms could be threatened in the future. Fire awareness is vitally important in this environment. What are BFB members thought on this?  
Discussed at LEMC and a preseason presentation will be made available to the public.

**10.8. Dunleath Fire**

---

Bush Fire Advisory Committee Minutes April 2025

---

Please see attached report.

**11.0. General Business.**

- FCOs when issuing permits in townsite are to specify that windy days are required to move smoke away.
- Graeme Peirce has been nominated for the Murray Laing Bushfire Award for his outstanding leadership this season through many significant fire incidents.
- Times for restricted and prohibited burning periods:  
29/09/25 – 31/10/2025 – Restricted  
01/11/2025 – 23/02/2026 – Prohibited  
24/02/2026 – 13/04/2026 – Restricted

**12.0. Closure**

Chairperson declared the meeting closed at 10:30pm.

## Bush Fire Advisory Committee

### Department of Fire and Emergency Services Report

#### Key DFES Contacts for BFAC Members **(Not for Public Distribution)**

| Name                                                       | Role                                 | Area of Responsibility                                                                                                   | Phone Number        | Email Address                          |
|------------------------------------------------------------|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------|---------------------|----------------------------------------|
| <b>All Hours Emergency Contact</b>                         |                                      |                                                                                                                          |                     |                                        |
| <b>DFES COMCEN</b>                                         |                                      | <b>All Hours Emergency Contact For Turnouts and Incident Information and Requests</b>                                    | <b>1800 198 140</b> | <b>N/A</b>                             |
| <b>DFES Upper Great Southern Regional Duty Coordinator</b> |                                      | <b>All Hours Emergency Contact – For Support and Assistance<br/>(Not to replace 000)</b>                                 | <b>1800 865 103</b> | <b>rocgsnar@dfes.wa.gov.au</b>         |
| <b>Fire Officers</b>                                       |                                      |                                                                                                                          |                     |                                        |
| <b>Gavin Stevens</b>                                       | A/District Officer Fire Narrogin     | Narrogin VFRS and LG, Wagin VFRS and LG, Williams VFRS and LG, Woodanilling LG, West Arthur LG                           | 0427 580 481        | DOnarrogin@dfes.wa.gov.au              |
| <b>Ben Davies</b>                                          | Area Officer Fire Narrogin West      | Brookton VFRS and LG, Pingelly VFRS and LG, Corrigin VFRS and LG, Wandering LG, Cuballing LG, Boddington LG              | 0475 397 201        | AOwest@dfes.wa.gov.au                  |
| <b>David Townsend</b>                                      | A/Area Officer Fire Narrogin East    | Kondinin VFES and LG, Hyden VFES, Wickipin LG, Kulin VFRS and LG, Lake Grace VFRS and LG, Dumbleyung VFRS and LG Kent LG | 0475 224 640        | AOeast@dfes.wa.gov.au                  |
| <b>DFES Narrogin Office Staff</b>                          |                                      |                                                                                                                          |                     |                                        |
| <b>DFES Narrogin Office</b>                                |                                      | BFB Membership Forms                                                                                                     | 08 6832 3110        | Narrogin.reception@dfes.wa.gov.au      |
| <b>Anika Keeling</b>                                       | Training Support Officer             | Training Support for LGs (Note Training requests must go through CBFCO/ Captain first)                                   | 08 6832 3108        | tso.uppergreatsouthern@dfes.wa.gov.au  |
| <b>Susan Wettenhall</b>                                    | Volunteer Management Support Officer | Volunteer Management, Volunteer Awards, Volunteer Hub                                                                    | 08 6832 3127        | vmso.uppergreatsouthern@dfes.wa.gov.au |

### Season Update

- **Busy Fire Season** - There has been many Fires across the region, many of which have been controlled quickly by the efforts of Local Government Bushfire Brigades and Farm Response. There have been a few incidents where the Department of Fire and Emergency Services have provided assistance and assumed control under Section 13 of the Bushfires Act 1954 due to the size and scale of incidents.
- **ROAC** – 17 April 2025 at the John Higgins Centre in Narrogin for all CBFCO's & CEO's.



Government of Western Australia  
Department of Fire & Emergency Services



## Bush Fire Advisory Committee

### Department of Fire and Emergency Services

- **Thank you for the Assistance** – Thank you to all crews who have attended fires in and outside of their normal area of responsibility. The West Arthur Shire crews have had an exceptionally busy season, and you are to be commended on your efforts and willingness to work together as a team to achieve good outcomes.
- **Debriefing** - Post these incidents the Local Crews, Leaders and DFES Officers have conducted After Action Reviews. Please note the strategic review of the West Arthur incident from late Jan 2025 is attached, Graeme, Neil and Vin participated in this event also.

#### A few Key Points relevant to the BFAC following those After-Action Reviews:

- **Operation Information Flow** – Ensuring that Sitreps and Incident information are being communicated to the DFES Comcen (**first 15 mins**), the quicker they get information the better informed we are, and we can ensure you are being supported and resources appropriately.
- **AIIMS Training and IMT (Incident Management Team)** – One of the key themes out of a few debriefs have been around IMT structures and when to start delegating functions and roles. One process that some Shires are implementing is the 2 tanks rule for FCO's. Meaning if an FCO is having to leave the fire ground to fill their fire unit up and the fire is still not contained or controlled, then that FCO should step back and assume the role of an Incident Controller and start delegating some tasks and functions, as other FCOs should be doing the same. .
- **Training** - Ensuring you have training for members to undertake key tasks and roles such as Incident Controller and Sector Commanders.
- **Communication** – A few Challenges around communication in remote areas, use of WAERN radios and Comms plans – pre-set sectors and use of command channel key
- **Cross Border Arrangements** – Establishing Cross Border Arrangements with neighbouring Local Government Areas prior to an incident starting.
- **BFB/FCO Powers** – There has been a few instances where fires have not actioned due to Brigades not knowing whose land it is, ie. being in a reserve or near DBCA land, Under the Bushfires Act 1954, The Bushfire Brigade can enter tenure and property to prevent the spread of fire as long as they are taking due care and informing the property owners of attendance.
- **Handing over Incidents** – Incidents that occur outside of the Gazetted Fire District (Townsite) are the responsibility of the Local Government; these fires are managed under the Bushfires Act 1954, however, if the Fire is in DBCA Land a Section 45 can be completed for DBCA to manage. This process needs to involve the LG IC and DBCA . Section 13 is the same process to go from LG to DFES.

Here are some of the reasons a Fire can be handed over for the following reasons:

- At the request of the Current Controlling Agency
- It's Beyond the capacity of the current Controlling Agency
- It's a Complex Incident
- Over multiple Local Government Areas

The key here is an early conversation with the RDC, we are here to help and as a last resort takeover we would much rather stand with you and support to grow capacity.



Government of Western Australia  
Department of Fire & Emergency Services



## Bush Fire Advisory Committee

### Department of Fire and Emergency Services

### Seasonal Outlook

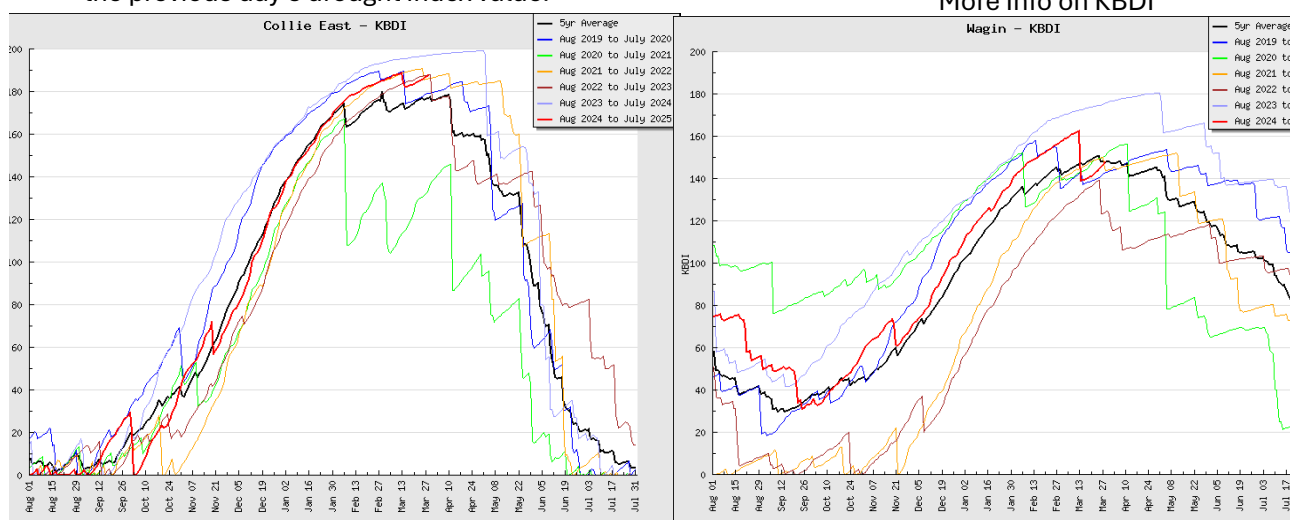
**KBDI Graph** - The Keetch-Byram Drought Index (KBDI) is a numerical value reflecting the dryness of the top layer of soils, deep forest litter, logs and living vegetation. The KBDI is expressed as a scale from 0–200, where the number represents the amounts of rainfall (in millimetres) to return the soil to saturation.

The index is calculated daily using:

- the areas mean annual rainfall
- the maximum temperature for the day
- the previous 24 hours' rainfall
- the previous day's drought index value.



More Info on KBDI



**Review of East Collie & Wagin KBDI (30 March 2025)**– With the current Graph and Seasonal conditions it appears the soil dryness was well above the 5 year average and post that 15-20+mm of rain in the landscape to brought the current soil dryness to the 5 year average. For Reference the region will generally exit the High Threat Period when the Scale reaches below 130mm and post the recent conditions we are extending till 17<sup>th</sup> April 2025 pending Deputy Commissioner sign off.

### Additional Updates

- **Emergency WA** – Use Emergency WA as your source of Truth for Incident Information. Stay up to date with [Emergency WA](#), with the New Emergency WA App now available on IOS and Android devices. Allowing you to stay up to date with real-life live data and updates. Able to set watch zones and receive updates if an incident occurs nearby.



Download on Android

**Download the Emergency  
WA App here**



Download on IOS



Government of Western Australia  
Department of Fire & Emergency Services



## Bush Fire Advisory Committee

### Department of Fire and Emergency Services

#### Preparedness

- **Rural Fire Awareness Course** – Rural Fire Awareness Training Course is still available online – This is the minimum recommended requirement for Farm Response Unit. Training Link [Here](#).
- **Guideline for Operating Private Fire Equipment at Fire** – Useful resource available to Local Governments and Farm Response Members [Here](#).
- **Training Calendar** - As we exit Bushfire Season, the DFES Narrogin Team start the Training season, with the Upper Great Southern Training Calendar now being published and will be circulated to Local Governments. Training Calendar [Here](#).
- **Training Standards** - A reminder that the recommended minimum training for LGs/BFBs is below: Reference Link [Here](#).

#### Response

- **Not out of High Threat Period Yet** - We are still in High Threat Period for Bushfire; this means that there is still a risk of fire escalating.
- **Calling 000** - Please ensure all fires and incidents are being called through to 000 to ensure they are captured, managed and resourced appropriately. By logging each job we are ensuring that incidents are being captured, this supports big picture stuff like funding and additional appliances and requests.
- **Communication** - Please ensure LG/BFBs attending incidents are providing incident details to the DFES Comcen as soon as possible (first 15minutes) so we can ensure the incident is being supported and resourced appropriately.
- **Checklist** – A range of helpful checklist have been developed to assist you in reporting incident details. Available [Here](#) or **Scan QR Code >**
- **Personal Protective Equipment** - Please ensure that Personal Protect Equipment and Clothing is being wore on Fire Grounds, there have been a few recent safety incidents where Brigade members have been injured.
- **Public Information** – Ensuring that we are contacting Public Information to issue relevant warnings. A Bushfire Trigger Point Document is available [here](#).



For more information and helpful resources  
Scan QR Code or Click [Here](#).



Government of Western Australia  
Department of Fire & Emergency Services



**After Action Review 19 Feb 2025 – INC 707475 West Arthur Bushfire****Summary of Events**

After Action Review held in the Shire of Wagin on the 19<sup>th</sup> of February 2025, Facilitated by Department of Fire and Emergency Services and attended by representatives from the Shires of West Arthur and Wagin, Wagin Volunteer Fire and Rescue Services and Shire of Lake Grace. Prior to this event the Lessons Management Platform at DFES was used to collect feedback from a broad audience (IMT members from other regions, 3 x Shire debriefs and visiting crews). The Lessons Management team distilled that feedback into some broad themes and they were the focus of the Key Strategic Leaders After Action Review.

This After Action Review discusses and highlights key themes for the West Arthur/Wagin Bushfire. The four key areas addressed were Operational Challenges, Communication and Coordination, Safety and Security as well as Training and Preparedness. After small group development in these themes a whole group conversation was facilitated. Each member received 6 votes to vote for points they agreed strongly with, with a total of 12 voting members and 72 total votes. The key lessons learnt will be shared with Lessons Management and available in this summary for LEMC and other relevant discussion.

The After Action Review observations and insights are below:

**Attendance**

- **Department of Fire and Emergency Services**
  - Superintendent - Craig Smith
  - A/District Officer Narrogin - Gavin Stevens (*Facilitator*)
  - Area Officer Narrogin West - Ben Davies
- **Shire of West Arthur**
  - Chief Executive Officer - Vin Fordham Lamont
  - Shire President - Neil Morrell
  - Deputy Chief Bush Fire Control Officer - Graeme Peirce
- **Shire of Wagin**
  - Chief Executive Officer - Dr Kenneth Parker
  - Shire President - Phil Blight
  - Chief Bush Fire Control Officer - Xavier White
  - Deputy Chief Bush Fire Control Officer - Wade Brockway
  - Fire Control Officer - Bryn Becker
  - Community Liaison Officer - Donna George
- **Wagin Volunteer Fire and Rescue Service**
  - Active Member - Travis Hammersley
- **Shire of Lake Grace**
  - Community Emergency Services Manager Lake Grace - Ryan Sutherland

**Apologies**

- **Shire of West Arthur**
  - Chief Bush Fire Control Officer - Ben Robinson



### **Theme - Operational Challenges**

#### **Summary of key Insights from forums & online platform**

- **Volunteer Fatigue:** Volunteers experienced high levels of fatigue given the protracted nature of incident
- **Resource Allocation:** Appropriately trained personnel were required to fulfill and support shift needs and Incident Management Functions; Control, Operations, Planning, Public Information and Logistics
- **Operational Information flow:** Understanding Sector reports, initial classification and handover needs. As communication is key

#### **Key Leaders Strategic Insights (20 Total votes for this Theme)**

(Number before point denotes votes)

- **10** - Early Implementation and Triggers for incident escalation (Structures) including delegation of functions to support incident
  - Use of FCO's in Leadership roles to take on specific tasks such as Sector Commander or Ops
  - 2 Tank rule – if you must leave the fire ground as an FCO for a second tank of water it is time to stand back and take a co-ordination / leadership role (communicate key messages)
- **3** - Extra taskforces and resources from other regions or shires are helpful, so if required, get request in early to Regional Duty Coordinator.
- **3** - Transfer the IC phone from outgoing IC to Incoming IC so calling the same number but not the same person – Duty Phone concept
- **2** - State of service when power is out of Telstra towers (battery life) including vulnerabilities with grass growing through infrastructure is a concern.
- **2** - Regional training is unlike metropolitan training

### **Theme - Safety and Security**

#### **Summary of key Insights from forums & online platform**

- **Fire-ground Safety:** Issues with keeping members of the public and media away from the fire ground. Interactions with Media
- **PPC and equipment:** In place prior to incident and appropriate training to operate
- **Training in safety practises:** Hazardous Tree identification, Power lines, Crew Protection and Injury reporting

#### **Key Leaders Strategic Insights (18 Total votes for this Theme)**

(Number before point denotes votes)

- **8** - Live drive fire trucks are not fit for purpose of bushfire fighting due to the need to be mobile, use standby pumps and not PTO pump for bushfires.
- **4** - Fire Mapper good to map hazards – Hazardous Trees, Power poles, lines down, etc
- **4** - Volunteers knowing what the Control Point was for leading to logging on and off and resource allocation understandings
- **2** - Reflective tape on power poles to aid visibility in smoke

After Action Review 19 Feb 2025 – INC 707475 West Arthur Bushfire



### **Theme - Communication and Coordination**

#### **Summary of key Insights from forums & online platform**

- **Shire Boundary response protocols:** Radio Channels, Alerts and Warnings and shared responsibilities / mutual aid – Pre-planning
- **AIIMS:** Co-ordination functions being understood and engaged while operations are underway
- **Fire Mapper:** Resounding support for Fire Mapper platform
- **Incident data:** Keeping useful data for recovery and post incident follow up: hazardous trees, impacted livestock, etc.

#### **Key Leaders Strategic Insights (20 Total votes for this Theme)**

(Number before point denotes votes)

- **7-** There needs to be clear and defined triggers for when FCOs should establish an Incident Management Team, and when an Incident Controller needs to start delegating roles and tasks to FCOs.
- **5-** Basic Generic Comms Plans need to be developed and distributed to all as this can be used at fires to assist coordination
- **5-** Fire Mapper Use to help push information up and down from the Fire Ground to the IMT. Fire Mapper can also provide Radio Channel Information
- **3-** Fire Mapper Capacity to clarify Incident Controller and IMT roles, Radio Channels and have the ability to Check people in via digital T-Cards

### **Theme - Training and Preparedness**

#### **Summary of key Insights from forums & online platform**

- **Engagement in Training:** Appropriate training engagement to operate equipment and the ability to troubleshoot. Knowledge of AIIMS and Incident Control processes inline with a standard (progress of training to a higher level).
- **Leaders aware of roles and responsibilities:** Sector Commander, IMT functions, Local Emergency Management positions in place before hand (LEMA link) and relationships with other agencies (Legislative responsibilities)

#### **Key Leaders Strategic Insights (14 Total votes for this Theme)**

(Number before point denotes votes)

- **5** - More CESMs to assist Prevention, Preparedness Response and Recovery requirements on LGs through legislation
- **5** - More Emphasis required on insisting on members completing Training in line with Minimum Training Standards including FCO's, basic FF training and awareness of equipment (Formal training and brigade level training)
- **4** - Exercising of LEMA not adequate to have understanding of roles and needs during a large incident (having functions in place before an incident).

OFFICIAL



## West Arthur BFAC Meeting – 15<sup>th</sup> April 2025

### Forest Products Commission Report (April 2025)

#### Harvesting Operations

Thinning operations have been ongoing across several sharefarm plantations in recent months with activity on Duncan South, John Souths properties. There are further operations scheduled for August September 2025 in the Trigwell and Boscobel areas.

#### Preplant Site Preparation (Autumn 2025)

Establishing operations are currently across a couple areas within the shire in preparation for this winter. Machines will be onsite in the Dept Water estate preparing heaps for ignition in April/May prior to earthworks and planting.

Approx 20Ha will be planted in the west Darkan (adj Ewens) area and around 13ha will be planted in the Bowelling area down on Trigwell Bridge Rd. (adj Robinsons)

#### FPC Fire Roster

The FPC's internal fire roster has expanded this season with the extra responsibilities associated with the new plantation estate being established on freehold lands across several shires. We anticipate this internal fire capacity will be increased again as more assets are purchased.

FPC Fire Duty officers receive automatic alerts (Via DFES COMCEN) for any fires 000 reported within 5km of an FPC plantation asset and have access to both DFES and DBCA fire platforms for monitoring fires and appliances in attendance. The FPC Duty Officer contact remains the same 97255288 should FCO's need to contact them for assistance in an incident.

#### Fire Management Plans & Plantation Fire Maps

This document will capture all FPC's managed estate and the standing orders for a fire response based on the land tenure. It will align with DBCA's Regional Fire Preparedness and Response plans where FPC and DBCA share responsibilities. It will also identify and align with Shire BFRMP's for those new freehold plantations where FPC and the local shire share responsibilities for a bushfire response.

FPC are currently preparing individual *Fire Operations maps* for each plantation to share with FCO's Neighbours and other fire management stakeholders. FPC will be making these maps available on its external website via each LG for the public to access early in 2025.

FPC will also be looking to add QR codes to the gate signs to access the maps with digital devices where there is adequate phone coverage.

OFFICIAL

OFFICIAL

WEST ARTHUR



Link to Fire Operations Plantation Maps

### **Fire Training – Plantation Fire**

FPC now has a dedicated training officer who coordinates and helps deliver all FPC internal training needs with DFES regions and DBCA Fire Management providers.

Bryce Edwards (0429 562485) is available to assist brigades with any training requirements in and around Plantation Fire and Rural Fire Awareness and liaises closely with Shire CESM,s.

Bryce also coordinates the management of FPC's fire fleet and installation of field water sources (tanks) across the FPC's plantation estate.

### **Community Fire Grants**

Community fire grants are still ongoing with those shires where the new estate properties are being acquired. Those shires will be notified once the new application format is released, and funds will be available to supplement items not necessarily available from the ESL provisions. West Arthur should expect to receive an invitation prior to the end of the current FY.

### **New FPC Fire Liaison person**

After roughly 17yrs of attending BFACs at Darkan on behalf of FPC I will be retiring in July. Thanks to everyone I've met worked with across the shire over the years and special memories of the community planting day at Kylie reserve in 2007. *(Still one of FPC best Sandalwood plantations)*

My replacement is still to be confirmed however there are still several FPC staff who are familiar with the FPC's plantations in the Shire and will be able to provide direction and appropriate support for any fires that occur into the future.

All the best and will be keeping an eye on Sandawindy as the trees develop and operations occur.

Kind Regards

Greg

**Greg Hodgson**

Manager Fire Protection

### **Forest Products Commission**

Level 2, 61 Victoria Street, Bunbury WA 6230 Phone: (08) 9725 5246 | Mobile: 0429 206600

| Email: [greg.hodgson@fpc.wa.gov.au](mailto:greg.hodgson@fpc.wa.gov.au)

Web: [www.fpc.wa.gov.au](http://www.fpc.wa.gov.au) | [www.facebook.com/fpcwa](https://www.facebook.com/fpcwa) | [www.twitter.com/fpcwa](https://www.twitter.com/fpcwa)

OFFICIAL

OFFICIAL

## **Shire of West Arthur - BFAC Meeting, 15 April 2025 DBCA, Parks and Wildlife Service, Wellington District Report**

### **1. Prescribed Burning Spring 2024**

Wellington District 3 Burns Commenced/Continued.  
Approx. 2,435 ha total.

WTN\_117 Arklow – 137.7ha  
WTN\_128 Roseneath Sherwood (Completed) – 819 ha.  
WTN\_139 Fleays (Continuing) – 1,487.3ha.

### **2. Prescribed Burning Planned Autumn 2025**

The district is currently in preparation for the Autumn burn program.  
There are a total of five prescribed fire plans falling within the Shire of West Arthur.  
Continuation of WTN\_139 – Fleays is planned, as well as commencement of WTN\_102 – Bennelaking and WTN\_142 – Leach.

### **3. Bushfires**

104 bushfires recorded for the district since the start of the season, 3 within the Shire of West Arthur.

Thank you to the Brigades for all your efforts with your local fires and the essential assistance with other Departmental and DFES fires.

### **4. Staff/ Staff Changes**

**District Fire Coordinator Collie** – Jewell Crossberg. (0427 412 828).  
**Fire Operations Officer Harvey** – Darren Harvey (0428 552 793).  
**Fire Operations Officer Collie** – Garth Grimsley (0460 621 431).  
**Fire Operations Officer Collie** – Afie Jazreen (0437 806 867).

End of Report.

### **Afie Jazreen**

Fire Operations Officer  
Wellington District - Collie  
Parks and Wildlife Service | Department of Biodiversity, Conservation and Attractions

M: 0437 806 867 | E: [afie.jazreen@dbca.wa.gov.au](mailto:afie.jazreen@dbca.wa.gov.au)  
147 Wittenoom St, Collie - 6225

## Arthur River Bush Fire Brigade AGM 03/04/2025

Minutes of meeting held on 03/04/2024 at the Arthur River Country Club. Meeting declared open at 9:10pm

Captain / Chairperson: ~ Paul Saunders

Secretary: ~ Connor Watkins

Members Present: Alan Manuel, Ben Robinson, Connor Watkins, John Pascoe, Paul Saunders, Sam Burges, Graeme Peirce, Darrel Abbott, George Gibson, Steve Treen, Neil Morrell, Garry Robinson

Members Apologies: Tim Scott, Matt Carne, Bernie Panizza, David Kain, Scott DeGaris, Paul South, David Robinson, Jackson Manuel.

All positions declared vacant

Chairperson – Paul Saunders Accepted Nom. J.Pascoe Sec. C.Watkins

Secretary/Treasurer – Connor Watkins Accepted Nom. S.Burgess Sec. G.Gibson

Captain – Paul Saunders Accepted Nom. B.Robinson Sec. A.Manuel

First Lieutenant – Alan Manuel Accepted Nom. S.Burgess Sec. P.Saunders

Weather committee – John Pascoe and Paul Saunders

FCO's - Paul Saunders, Ben Robinson, Neil Morrell, John Pascoe, Alan Manuel, Paul South, Sam Burgess

Bush Fire Advisory Committee Delegates - Ben Robinson, Paul Saunders, John Pascoe, Alan Manuel

AGM closed 9:45 pm

## Arthur River Bush Fire Brigade Meeting 03/04/2025

Minutes of meeting held on Thursday 3/4/2025 at Arthur River Country Club. Meeting declared open at 7:15pm

Captain / Chairperson: ~ Paul Saunders

Secretary: ~ Connor Watkins

Members Present: Alan Manuel, Ben Robinson, Connor Watkins, John Pascoe, Paul Saunders, Sam Burges, Graeme Peirce, Darrel Abbott, George Gibson, Steve Treen, Neil Morrell, Garry Robinson

Members Apologies: Tim Scott, Matt Carne, Bernie Panizza, David Kain, Scott DeGaris, Paul South, David Robinson, Jackson Manuel.

Minutes from meeting held in August 2024 were read by Paul Saunders, accepted by Connor Watkins and seconded by Ben Robinson

From Business arising 2023

- New fast fills continue to be a great resource, additional lay flat pipe and ropes would be a good addition. Pre season walkthrough setting up would be useful to avoid return to dam line being too close to suction. More foot valve/float set ups for old fast fills would be good.
- Nothing done about poor design on foam container tray on truck which resulted in injury to local brigade member in previous fire season. Paul Saunders to bring up at BFAC meeting again.
- Changing over fire radios in private units still an issue.
- Purple pass stickers for private units to get through road closures to access fires. GP to follow up with shire
- Rural Fire Awareness Training course to be put on by shire pre fire season yearly.

Captains Report

- 11 fires in Arthur River fire Brigade are for the 24/25 fire season
  - 4 fires on private property
  - 4 fires main/shire roads
  - 1 fires started by natural causes
  - 2 fire ignited by power lines/poles
- We have had a very strong representation at surrounding brigades fires with private units, fast response Ute and AR truck.

## Financial Report

|                                |             |
|--------------------------------|-------------|
| ■ Opening Balance – 13/08/2024 | \$6048.92   |
| ■ Income                       | \$1021.08   |
| ■ Expenses                     | \$0         |
| ■ Outstanding to be Paid       | aprox \$130 |
| ■ Closing Balance – 03/04/2024 | \$7070.80   |

## General Business

- Graeme Peirce (Acting fire chief) reviewed major fires of the season.
- Access to fire mapper app to be provided for brigade members.
- Requirement of PPE after incidents at previous fires. New PPE available upon order.
- FCO's to be given access to neighboring fire chats to assign assets if required.
- Receipts for expenses during fires to be assigned to DFES where possible otherwise shire of West Arthur with reimbursement form.
- Arthur river phone tower troublesome during fire/power outage. Batteries only last 3-4 hours and back up generator not supplied as Telstra have said it would be.
- Dispensation for feedlots during fire ban. Requested by John Pascoe. What are the requirements?
- Can we implement a permit system for contractors in the shire?
- \$1000 of Fuel Vouchers not supplied to the brigade this year. Who has them/where are they?
  
- Meeting closed at 9:00pm

Darkan Bushfire Brigade AGM 2025

Meeting Open: 7:05pm

Present: Craig Lubcke, Robert Duncan, Brayden Duncan, Gavin Kirk, Ben Goss, Cam Buller, Ben Buller, David Gooding, Sam Mc Quoid, Michael Goss, James Campell, Geoff Gooding, Jack South, Michelle Gooding, Trevor Bunce, Steven Hulse, Todd Lubcke, Graeme Peirce, Russel Prowse, Duncan South, Mike South, and Louis Verheggan.

Debrief: Graeme Peirce run through a debrief on the Dunleath and Arthur River fires brought up ideas on things we could improve on.

Minutes of Last Meeting: Not available got left behind.

Treasurers Report: Balance \$3022.64 as at September 30 2024. Interest only difference.

Office Bearers Captain: James Campbell nominated Todd Lubcke seconded Gavin Kirk accepted.

Treasurer David Gooding remain in position.

FCO's to remain the same as last year. James Campbell, Gavin Kirk, Todd Lubcke, Peter Lubcke, Cam Buller, and Duncan South.

General business: Some interest in FCO training Sam McQuoid and Steven Hulse.

There was a incident with a fast fill flipping over stabiliser legs needed.

Darkan Fire Brigade Shed to be locked in the future with a postcode lock to make it more secure.

New floats should solve sand issues with fast fills. A one-inch discharge back to dam that could be used for safety at the fast fill site.

Harvest bans and Total fire bans need more posted of the difference, what can and cannot occur.

Burning permits around high fire danger to pull them in time to make heaps safe.

Alerting contractors on farms (eg windfarm contractors) to follow fire protocols with correct firefighting equipment.

Training sessions all advised to try and make it to refresher courses.

New position Ground Control Officer. Cam Buller, Ben Buller Todd Lubcke and James Campell to do the training.

Meeting Closed: 8:55

## **DURANILLIN BUSH FIRE BRIGADE ANNUAL GENERAL MEETING**

**Date:** Thursday 27th March 2025

**Time:** Meeting opened 7:10pm

### **In Attendance**

Tim Harrington, Dave Warren, Gary Abbott, Ben Murphy, Michael Putland, Ben Buller, James Jefferies, Ryan Horley, Tim Abbott, Matt Telfer, Chris Cochrane, Andrew Recetti, Greg Recetti, Graeme Pierce, Adrian South & Jason Earnshaw

### **Apologies**

Terry Marsh, Craig Horley, Troy Sloan, Kim Hales, Ian Pierce, Zac South & Allan Marsh

### **Confirmation of minutes from pervious AGM**

Copies provided to all attendees.

Moved: Adrian South

Seconded: James Jefferies

Carried

### **Business Arising From Previous AGM Minutes**

None arising

### **Treasurer's Report**

Copies distributed & attached. Motion to accept.

Moved: Ben Buller

Seconded: Andrew Recetti

### **Election of Office Bearers and Fire Control Officers**

All positions declared vacant, with Craig Horley stepping down as Fire Brigade Captain.

President: Ben Murphy nominated Graeme Pierce - Accepted

Treasurer/ Secretary : James Jefferies nominated Jason Earnshaw - Accepted

Captain: Ryan Horley nominated Ben Buller - Accepted

Fire Control Officers: Ben Murphy, Matt Telfer, Graeme Pierce, Gary Abbott, Jamie Park, Adrian South, Ben Buller & James Jefferies

Motion to appoint new and existing positions for the 2025 - 2026 fire season.

Moved: Tim Harrington

Seconded Gary Abbott

Carried

## General Business

Graeme Pierce discuss in some detail the fires at Dunleith and Arthur River and the learning from these.

James Jefferies pointed out that from these fires, its now time for Greame Peirce to have his own light fast attack vehicle from which he can command from.

Graeme stressed the importance of wearing your protective clothing when attending fires and mopping up. If you require additional PPE to have in other vehicles that maybe be attending a fire, let him know and will get them ordered.

Discussed why a Harvest Movement vehicle ban does not automatically go on if a fire start.

Graeme reminded if a fire starts, early intervention via a notification on Signal is important.

Greg Recetti ask where are FPC at in terms of having their own fire trucks and equipment. Graeme advised that they do have trucks and have been turning up to fires. Importantly they have been maintaining very good communication with himself, actively attending BFAT meetings and updating where water points are in the event of a fire on FPC land.

Adrian South discussed a new app called Fire Live, which can provide real time location of users, where they are located within the fire ground. this has the benefit of mapping the progress of the fire and boundries. Users can provide information on assets that require protection and the locations of Fast fill pumps.

Tim Harrington if DFES are looking to sell 2nd hand Fire Trucks, noting there importance on a fire ground, and how the increased numbers that farmers have in this brigade has proved very sucessful in putting out fires.

Graeme reminded that the BFAT meeting is on the 15th July and if you can attend it will be beneficial.

Greame thanks all the volenteers for all there hard effort with this years fires. Our brigade is in a very good position with fire experience.

James Jefferies thank Graeme on all our behalfs for an amazing job with nopt only the fires during the season but especially the Dunlieth and Arthur River Fires.

Meeting closed at 7:31pm.

# DURANILLIN BUSH FIRE BRIGADE

## AGM Finance Report

|                                  |            |
|----------------------------------|------------|
| Opening Balance 20th August 2024 | \$6,690.11 |
|----------------------------------|------------|

|                                 |           |
|---------------------------------|-----------|
| Closing Balance 27th March 2025 | \$7640.11 |
|---------------------------------|-----------|

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

|                                |                                                                 |
|--------------------------------|-----------------------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM339</b>                                                   |
| <b>Location:</b>               | <b>N/A</b>                                                      |
| <b>Applicant:</b>              | <b>N/A</b>                                                      |
| <b>Author:</b>                 | <b>Melinda King, Manager Financial Reporting</b>                |
| <b>Authorising Officer:</b>    | <b>Rajinder Sunner, Manager Corporate Services</b>              |
| <b>Date:</b>                   | <b>15/05/2025</b>                                               |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                                      |
| <b>Attachments:</b>            | <b>1. Monthly financial report April 2025 <a href="#">↓</a></b> |

**SUMMARY:**

Council is requested to consider the financial reports for the period ending 30 April 2025.

**BACKGROUND:**

The financial reports for the period ending 30 April 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<br>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-2025-037**

Moved: Cr Duncan South

Seconded: Cr Graeme Peirce

That Council accept the financial reports for the period ending 30 April 2025 as presented.

In Favour: Crs Neil Morrell, Karen Harrington, Graeme Peirce, Duncan South and Adam SquiresAgainst: Nil**CARRIED 5/0**

**SHIRE OF WEST ARTHUR**  
**MONTHLY FINANCIAL REPORT**  
(Containing the required statement of financial activity and statement of financial position)  
**For the period ended 30 April 2025**

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

**TABLE OF CONTENTS**

***Statements required by regulation***

|                                                        |   |
|--------------------------------------------------------|---|
| Statement of Financial Activity                        | 2 |
| Statement of Financial Position                        | 3 |
| Note 1     Basis of Preparation                        | 4 |
| Note 2     Statement of Financial Activity Information | 5 |
| Note 3     Explanation of Material Variances           | 6 |

**SHIRE OF WEST ARTHUR**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 APRIL 2025**

|                                                                          | Supplementary<br>Information | Adopted<br>Budget<br>Estimates<br>(a)<br>\$ | YTD<br>Budget<br>Estimates<br>(b)<br>\$ | YTD<br>Actual<br>(c)<br>\$ | Variance*<br>\$<br>(c) - (b)<br>\$ | Variance*<br>%<br>((c) - (b))/(b)<br>% | Var. |
|--------------------------------------------------------------------------|------------------------------|---------------------------------------------|-----------------------------------------|----------------------------|------------------------------------|----------------------------------------|------|
| <b>OPERATING ACTIVITIES</b>                                              |                              |                                             |                                         |                            |                                    |                                        |      |
| <b>Revenue from operating activities</b>                                 |                              |                                             |                                         |                            |                                    |                                        |      |
| General rates                                                            | 10                           | 2,118,003                                   | 2,118,003                               | 2,114,777                  | (3,226)                            | (0.15%)                                |      |
| Grants, subsidies and contributions                                      | 13                           | 530,944                                     | 482,863                                 | 584,194                    | 101,331                            | 20.99%                                 | ▲    |
| Fees and charges                                                         |                              | 353,890                                     | 292,022                                 | 328,325                    | 36,303                             | 12.43%                                 | ▲    |
| Interest revenue                                                         |                              | 185,748                                     | 73,505                                  | 72,526                     | (979)                              | (1.33%)                                |      |
| Other revenue                                                            |                              | 166,640                                     | 87,507                                  | 123,486                    | 35,979                             | 41.12%                                 | ▲    |
| Profit on asset disposals                                                | 6                            | 14,339                                      | 12,180                                  | 113,637                    | 101,457                            | 832.98%                                | ▲    |
|                                                                          |                              | <b>3,369,564</b>                            | <b>3,066,080</b>                        | <b>3,336,945</b>           | <b>270,865</b>                     | <b>8.83%</b>                           |      |
| <b>Expenditure from operating activities</b>                             |                              |                                             |                                         |                            |                                    |                                        |      |
| Employee costs                                                           |                              | (2,222,894)                                 | (1,845,395)                             | (1,975,643)                | (130,248)                          | (7.06%)                                | ▼    |
| Materials and contracts                                                  |                              | (1,509,750)                                 | (1,296,601)                             | (1,469,303)                | (172,702)                          | (13.32%)                               | ▼    |
| Utility charges                                                          |                              | (153,690)                                   | (103,075)                               | (87,376)                   | 15,699                             | 15.23%                                 | ▲    |
| Depreciation                                                             |                              | (3,077,887)                                 | (526,935)                               | (564,787)                  | (37,852)                           | (7.18%)                                | ▼    |
| 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)                                | (36,776)                   | (5,798)                            | (18.72%)                               | ▼    |
| Loss on asset disposals                                                  | 6                            | (16,137)                                    | 0                                       | 0                          | 0                                  | 0.00%                                  |      |
|                                                                          |                              | <b>(7,206,534)</b>                          | <b>(3,959,499)</b>                      | <b>(4,289,010)</b>         | <b>(329,511)</b>                   | <b>(8.32%)</b>                         |      |
| Non-cash amounts excluded from operating activities                      | Note 2(b)                    | 3,079,685                                   | 514,755                                 | 451,150                    | (63,605)                           | (12.36%)                               | ▼    |
| <b>Amount attributable to operating activities</b>                       |                              | <b>(757,285)</b>                            | <b>(378,664)</b>                        | <b>(500,915)</b>           | <b>(122,251)</b>                   | <b>(32.28%)</b>                        |      |
| <b>INVESTING ACTIVITIES</b>                                              |                              |                                             |                                         |                            |                                    |                                        |      |
| <b>Inflows from investing activities</b>                                 |                              |                                             |                                         |                            |                                    |                                        |      |
| Proceeds from capital grants, subsidies and contributions                | 14                           | 1,750,780                                   | 713,734                                 | 712,364                    | (1,370)                            | (0.19%)                                |      |
| 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%                                  |      |
|                                                                          |                              | <b>1,976,796</b>                            | <b>870,900</b>                          | <b>849,167</b>             | <b>(21,733)</b>                    | <b>(2.50%)</b>                         |      |
| <b>Outflows from investing activities</b>                                |                              |                                             |                                         |                            |                                    |                                        |      |
| Payments for property, plant and equipment                               | 5                            | (1,684,634)                                 | (733,416)                               | (694,574)                  | 38,842                             | 5.30%                                  | ▲    |
| Payments for construction of infrastructure                              | 5                            | (1,813,571)                                 | (984,526)                               | (1,033,273)                | (48,747)                           | (4.95%)                                | ▼    |
|                                                                          |                              | <b>(3,498,205)</b>                          | <b>(1,717,942)</b>                      | <b>(1,727,847)</b>         | <b>(9,905)</b>                     | <b>(0.58%)</b>                         |      |
| <b>Amount attributable to investing activities</b>                       |                              | <b>(1,521,409)</b>                          | <b>(847,042)</b>                        | <b>(878,680)</b>           | <b>(31,638)</b>                    | <b>(3.74%)</b>                         |      |
| <b>FINANCING ACTIVITIES</b>                                              |                              |                                             |                                         |                            |                                    |                                        |      |
| <b>Inflows from financing activities</b>                                 |                              |                                             |                                         |                            |                                    |                                        |      |
| Transfer from reserves                                                   | 4                            | 1,469,241                                   | 850,472                                 | 850,472                    | 0                                  | 0.00%                                  |      |
|                                                                          |                              | <b>1,469,241</b>                            | <b>850,472</b>                          | <b>850,472</b>             | <b>0</b>                           | <b>0.00%</b>                           |      |
| <b>Outflows from financing activities</b>                                |                              |                                             |                                         |                            |                                    |                                        |      |
| Repayment of borrowings                                                  | 11                           | (137,156)                                   | (112,316)                               | (112,316)                  | 0                                  | 0.00%                                  |      |
| Transfer to reserves                                                     | 4                            | (479,506)                                   | (23,750)                                | (23,651)                   | 99                                 | 0.42%                                  |      |
|                                                                          |                              | <b>(616,662)</b>                            | <b>(136,066)</b>                        | <b>(135,967)</b>           | <b>99</b>                          | <b>0.07%</b>                           |      |
| <b>Amount attributable to financing activities</b>                       |                              | <b>852,579</b>                              | <b>714,406</b>                          | <b>714,505</b>             | <b>99</b>                          | <b>0.01%</b>                           |      |
| <b>MOVEMENT IN SURPLUS OR DEFICIT</b>                                    |                              |                                             |                                         |                            |                                    |                                        |      |
| <b>Surplus or deficit at the start of the financial year</b>             |                              | 1,426,115                                   | 1,426,115                               | 1,412,323                  | (13,792)                           | (0.97%)                                | ▼    |
| Amount attributable to operating activities                              |                              | (757,285)                                   | (378,664)                               | (500,915)                  | (122,251)                          | (32.28%)                               | ▼    |
| Amount attributable to investing activities                              |                              | (1,521,409)                                 | (847,042)                               | (878,680)                  | (31,638)                           | (3.74%)                                | ▼    |
| Amount attributable to financing activities                              |                              | 852,579                                     | 714,406                                 | 714,505                    | 99                                 | 0.01%                                  |      |
| <b>Surplus or deficit after imposition of general rates</b>              |                              | <b>(0)</b>                                  | <b>914,815</b>                          | <b>747,233</b>             | <b>(167,582)</b>                   | <b>(18.32%)</b>                        | ▼    |

**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 30 APRIL 2025**

|                                      | Supplementary<br>Information | 30 June 2025<br>\$ | 30 April 2025<br>\$ |
|--------------------------------------|------------------------------|--------------------|---------------------|
| <b>CURRENT ASSETS</b>                |                              |                    |                     |
| Cash and cash equivalents            | 3                            | 4,451,619          | 2,600,088           |
| Trade and other receivables          |                              | 314,921            | 241,486             |
| Other financial assets               |                              | 31,016             | 7,850               |
| Inventories                          | 8                            | 91,855             | 91,855              |
| <b>TOTAL CURRENT ASSETS</b>          |                              | <b>4,889,411</b>   | <b>2,941,279</b>    |
| <b>NON-CURRENT ASSETS</b>            |                              |                    |                     |
| Other financial assets               |                              | 310,730            | 310,730             |
| Property, plant and equipment        |                              | 19,787,583         | 19,917,371          |
| Infrastructure                       |                              | 113,491,708        | 114,524,980         |
| <b>TOTAL NON-CURRENT ASSETS</b>      |                              | <b>133,590,021</b> | <b>134,753,081</b>  |
| <b>TOTAL ASSETS</b>                  |                              | <b>138,479,432</b> | <b>137,694,360</b>  |
| <b>CURRENT LIABILITIES</b>           |                              |                    |                     |
| Trade and other payables             | 9                            | 402,794            | 124,971             |
| Other liabilities                    | 12                           | 208,199            | 52,100              |
| Borrowings                           | 11                           | 137,156            | 24,840              |
| Employee related provisions          | 12                           | 365,491            | 366,358             |
| <b>TOTAL CURRENT LIABILITIES</b>     |                              | <b>1,113,640</b>   | <b>568,269</b>      |
| <b>NON-CURRENT LIABILITIES</b>       |                              |                    |                     |
| Borrowings                           | 11                           | 574,337            | 574,337             |
| Employee related provisions          |                              | 45,695             | 45,695              |
| <b>TOTAL NON-CURRENT LIABILITIES</b> |                              | <b>620,032</b>     | <b>620,032</b>      |
| <b>TOTAL LIABILITIES</b>             |                              | <b>1,733,672</b>   | <b>1,188,301</b>    |
| <b>NET ASSETS</b>                    |                              | <b>136,745,760</b> | <b>136,506,059</b>  |
| <b>EQUITY</b>                        |                              |                    |                     |
| Retained surplus                     |                              | 8,317,250          | 8,904,370           |
| Reserve accounts                     | 4                            | 2,828,645          | 2,001,824           |
| Revaluation surplus                  |                              | 125,599,865        | 125,599,865         |
| <b>TOTAL EQUITY</b>                  |                              | <b>136,745,760</b> | <b>136,506,059</b>  |

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

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 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 May 2025

**SHIRE OF WEST ARTHUR  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2025**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

|                                                                           |                                      | Adopted<br>Budget<br>Opening<br>30 June 2024 | Last<br>Year<br>Closing<br>30 June 2024 | Year<br>to<br>Date<br>30 April 2025 |
|---------------------------------------------------------------------------|--------------------------------------|----------------------------------------------|-----------------------------------------|-------------------------------------|
| <b>(a) Net current assets used in the Statement of Financial Activity</b> | <b>Supplementary<br/>Information</b> | <b>\$</b>                                    | <b>\$</b>                               | <b>\$</b>                           |
| <b>Current assets</b>                                                     |                                      |                                              |                                         |                                     |
| Cash and cash equivalents                                                 | 3                                    | 4,375,428                                    | 4,451,619                               | 2,600,088                           |
| Trade and other receivables                                               |                                      | 214,081                                      | 314,921                                 | 241,486                             |
| 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>2,941,279</u>                    |
| <b>Less: current liabilities</b>                                          |                                      |                                              |                                         |                                     |
| Trade and other payables                                                  | 9                                    | (303,130)                                    | (402,794)                               | (124,971)                           |
| Other liabilities                                                         | 12                                   | (208,199)                                    | (208,199)                               | (52,100)                            |
| Borrowings                                                                | 11                                   | (137,156)                                    | (137,156)                               | (24,840)                            |
| Employee related provisions                                               | 12                                   | (309,447)                                    | (365,491)                               | (366,358)                           |
|                                                                           |                                      | <u>(957,932)</u>                             | <u>(1,113,640)</u>                      | <u>(568,269)</u>                    |
| <b>Net current assets</b>                                                 |                                      | <b>3,775,605</b>                             | <b>3,775,771</b>                        | <b>2,373,010</b>                    |
| <b>Less: Total adjustments to net current assets</b>                      | Note 2(c)                            | <b>(2,349,490)</b>                           | <b>(2,363,448)</b>                      | <b>(1,625,777)</b>                  |
| <b>Closing funding surplus / (deficit)</b>                                |                                      | <b>1,426,115</b>                             | <b>1,412,323</b>                        | <b>747,233</b>                      |

**(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<br>Budget<br>\$ | YTD<br>Budget<br>(a)<br>\$ | YTD<br>Actual<br>(b)<br>\$ |
|------------------------------------------------------------------|---|-------------------------|----------------------------|----------------------------|
| <b>Non-cash amounts excluded from operating activities</b>       |   |                         |                            |                            |
| <b>Adjustments to operating activities</b>                       |   |                         |                            |                            |
| Less: Profit on asset disposals                                  | 6 | (14,339)                | (12,180)                   | (113,637)                  |
| Add: Loss on asset disposals                                     | 6 | 16,137                  | 0                          | 0                          |
| Add: Depreciation                                                |   | <u>3,077,887</u>        | <u>526,935</u>             | <u>564,787</u>             |
| <b>Total non-cash amounts excluded from operating activities</b> |   | <b>3,079,685</b>        | <b>514,755</b>             | <b>451,150</b>             |

**(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<br>Budget<br>Opening<br>30 June 2024<br>\$ | Last<br>Year<br>Closing<br>30 June 2024<br>\$ | Year<br>to<br>Date<br>30 April 2025<br>\$ |
|-----------------------------------------------------------------------------|-----------|----------------------------------------------------|-----------------------------------------------|-------------------------------------------|
| <b>Adjustments to net current assets</b>                                    |           |                                                    |                                               |                                           |
| Less: Reserve accounts                                                      | 4         | (2,828,645)                                        | (2,828,645)                                   | (2,001,824)                               |
| 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                                                |           | <u>373,015</u>                                     | <u>429,057</u>                                | <u>429,057</u>                            |
| <b>Total adjustments to net current assets</b>                              | Note 2(a) | <b>(2,349,490)</b>                                 | <b>(2,363,448)</b>                            | <b>(1,625,777)</b>                        |

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**SHIRE OF WEST ARTHUR**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 APRIL 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. \$<br>\$    | Var. %<br>%     |   |
|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------|---|
| <b>Revenue from operating activities</b>                                                                                                         |                  |                 |   |
| <b>Grants, subsidies and contributions</b>                                                                                                       | <b>101,331</b>   | <b>20.99%</b>   | ▲ |
| Aware disaster recovery grant received \$15,050                                                                                                  |                  |                 |   |
| Bushfire mitigation grant received \$64,800                                                                                                      |                  |                 |   |
| Australia Day funding received. \$10,000                                                                                                         |                  |                 |   |
| Additional ESL Funding received. \$11,000                                                                                                        |                  |                 |   |
| <b>Fees and charges</b>                                                                                                                          | <b>36,303</b>    | <b>12.43%</b>   | ▲ |
| Private works fees above budget \$12,440                                                                                                         |                  |                 |   |
| Caravan park income greater than budget. \$22,732                                                                                                |                  |                 |   |
| Sale of standpipe water greater than budget \$12,340                                                                                             |                  |                 |   |
| <b>Other revenue</b>                                                                                                                             | <b>35,979</b>    | <b>41.12%</b>   | ▲ |
| Reimbursement of contracted staff received - timing \$3,425                                                                                      |                  | Timing          |   |
| Legal cost reimbursement below budget - \$33,274 (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       |   |
| <b>Profit on asset disposals</b>                                                                                                                 | <b>101,457</b>   | <b>832.98%</b>  | ▲ |
| Proceeds on sale of assets to be processed.                                                                                                      |                  |                 |   |
| <b>Expenditure from operating activities</b>                                                                                                     |                  |                 |   |
| <b>Employee costs</b>                                                                                                                            | <b>(130,248)</b> | <b>(7.06%)</b>  | ▼ |
| 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.                                                                                                            |                  |                 |   |
| <b>Materials and contracts</b>                                                                                                                   | <b>(172,702)</b> | <b>(13.32%)</b> | ▼ |
| Valuation expense below budget - paid in May/June \$16,582                                                                                       |                  | Timing          |   |
| Compliance/legal costs greater than budget year to date \$26,249                                                                                 |                  | Permanent       |   |
| Public relations greater due to Australia Day grant funding.                                                                                     |                  | Permanent       |   |
| Fire brigades - ESL \$55,166 greater than budget. (\$11,000 greater funding received 2324 overspend)                                             |                  | Permanent       |   |
| Aware costs - greater than budget. Grant funded \$13,080                                                                                         |                  | Permanent       |   |
| Bushfire mitigation \$119,206 greater than budget - grant funded                                                                                 |                  | Permanent       |   |
| Medical services expenditure below budget.                                                                                                       |                  | Timing          |   |
| Landcare officer expenditure below budget                                                                                                        |                  | Permanent       |   |
| Town Planning above budget                                                                                                                       |                  | Permanent       |   |
| Swimming pool expenditure below budget. Timing variance                                                                                          |                  | Timing          |   |
| Sports club expenditure greater than budget. Moodiarrup Complex repairs to be funded from Reserve                                                |                  | Permanent       |   |
| Tree pruning below budget \$19,444 - timing setup of budget                                                                                      |                  | Timing          |   |
| Depot maintenance below budget \$16,426 - timing                                                                                                 |                  | Timing          |   |
| Caravan park greater than budget \$9,605                                                                                                         |                  | 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 \$8,345                                                                                                           |                  | Permanent       |   |
| FRRR grant expenditure less than budget as paid as grant funded some wages                                                                       |                  | Permanent       |   |
| There are several non reportable variances which offset the above variances.                                                                     |                  |                 |   |
| <b>Utility charges</b>                                                                                                                           | <b>15,699</b>    | <b>15.23%</b>   | ▲ |
| Below budget - telephone costs reported as materials.                                                                                            |                  | Permanent       |   |
| <b>Depreciation</b>                                                                                                                              | <b>(37,852)</b>  | <b>(7.18%)</b>  | ▼ |
| Depreciation is greater than budget year to date.                                                                                                |                  | Permanent       |   |

|                                                                                 |           |            |
|---------------------------------------------------------------------------------|-----------|------------|
| <b>Other expenditure</b>                                                        | (5,798)   | (18.72%) ▼ |
| Minor variances                                                                 |           |            |
| <b>Non-cash amounts excluded from operating activities</b>                      | (63,605)  | (12.36%) ▼ |
| Due to depreciation variance.                                                   | Permanent |            |
| <b>Inflows from investing activities</b>                                        |           |            |
| <b>Proceeds from disposal of assets</b>                                         | (20,363)  | (15.20%) ▼ |
| Proceeds from sale of vehicles were below budget. Offset by lower vehicle cost. |           |            |
| <b>Outflows from investing activities</b>                                       |           |            |
| <b>Payments for property, plant and equipment</b>                               | 38,842    | 5.30% ▲    |
| Vehicle purchases below budget. Offset by lower trade.                          |           |            |
| <b>Payments for construction of infrastructure</b>                              | (48,747)  | (4.95%) ▼  |
| Footpath - reallocation of LRCl grant to fund additional project expenditure    |           |            |
| <b>Surplus or deficit at the start of the financial year</b>                    | (13,792)  | (0.97%) ▼  |
| Variance is due to creditors post budget completion.                            |           |            |
| <b>Surplus or deficit after imposition of general rates</b>                     | (167,582) | (18.32%) ▼ |
| Due to variances described above                                                |           |            |

SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 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)     | \$0.91 M       | \$0.75 M       | (\$0.17 M)      |
| Refer to Statement of Financial Activity |                |                |                |                 |

| Cash and cash equivalents              |          |            |
|----------------------------------------|----------|------------|
|                                        | \$2.60 M | % of total |
| Unrestricted Cash                      | \$0.60 M | 23.0%      |
| Restricted Cash                        | \$2.00 M | 77.0%      |
| Refer to 3 - Cash and Financial Assets |          |            |

| Payables              |            |               |
|-----------------------|------------|---------------|
|                       | \$0.12 M   | % Outstanding |
| Trade Payables        | (\$0.05 M) |               |
| 0 to 30 Days          |            | 25.4%         |
| Over 30 Days          |            | 74.6%         |
| Over 90 Days          |            | 74.6%         |
| Refer to 9 - Payables |            |               |

| Receivables              |          |               |
|--------------------------|----------|---------------|
|                          | \$0.03 M | % Collected   |
| Rates Receivable         | \$0.21 M | 88.6%         |
| Trade Receivable         | \$0.03 M | % Outstanding |
| Over 30 Days             |          | 69.1%         |
| Over 90 Days             |          | 30.4%         |
| 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)                                  | (\$0.38 M)     | (\$0.50 M)     | (\$0.12 M)      |
| Refer to Statement of Financial Activity    |                |                |                 |

| Rates Revenue              |          |            |
|----------------------------|----------|------------|
| YTD Actual                 | \$2.11 M | % Variance |
| YTD Budget                 | \$2.12 M | (0.2%)     |
| Refer to 10 - Rate Revenue |          |            |

| Grants and Contributions               |          |            |
|----------------------------------------|----------|------------|
| YTD Actual                             | \$0.58 M | % Variance |
| YTD Budget                             | \$0.48 M | 21.0%      |
| Refer to 13 - Grants and Contributions |          |            |

| Fees and Charges                         |          |            |
|------------------------------------------|----------|------------|
| YTD Actual                               | \$0.33 M | % Variance |
| YTD Budget                               | \$0.29 M | 12.4%      |
| 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)     | (\$0.88 M)     | (\$0.03 M)      |
| Refer to Statement of Financial Activity    |                |                |                 |

| Proceeds on sale                |          |       |
|---------------------------------|----------|-------|
| YTD Actual                      | \$0.11 M | %     |
| Adopted Budget                  | \$0.20 M | 58.3% |
| Refer to 6 - Disposal of Assets |          |       |

| Asset Acquisition                 |          |         |
|-----------------------------------|----------|---------|
| YTD Actual                        | \$1.03 M | % Spent |
| Adopted Budget                    | \$1.81 M | 57.0%   |
| Refer to 5 - Capital Acquisitions |          |         |

| Capital Grants                    |          |            |
|-----------------------------------|----------|------------|
| YTD Actual                        | \$0.71 M | % Received |
| Adopted Budget                    | \$1.75 M | 40.7%      |
| 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               |            |  |
|--------------------------|------------|--|
| Principal repayments     | (\$0.11 M) |  |
| Interest expense         | (\$0.02 M) |  |
| Principal due            | \$0.60 M   |  |
| Refer to 11 - Borrowings |            |  |

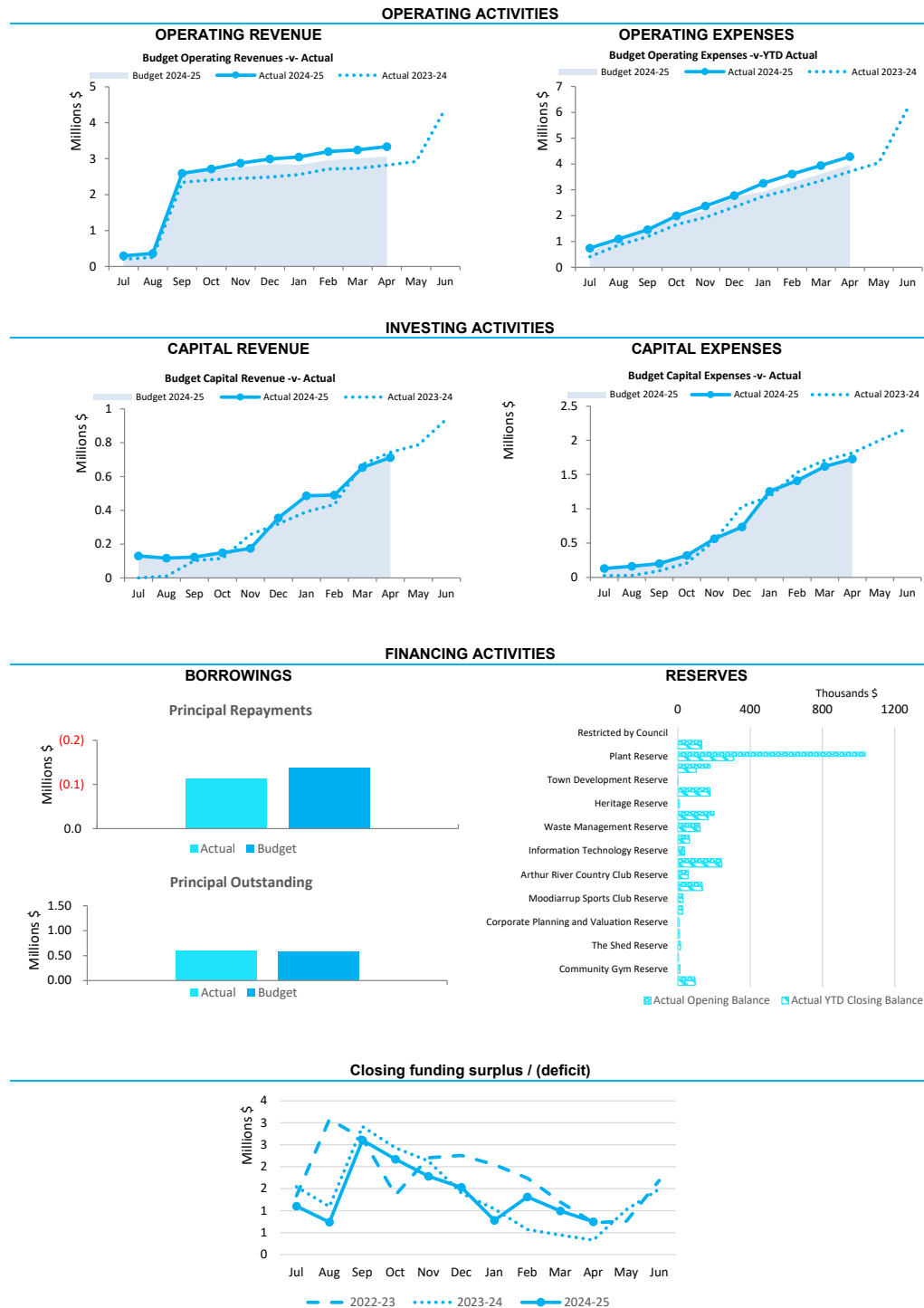
  

| Reserves                   |          |  |
|----------------------------|----------|--|
| Reserves balance           | \$2.00 M |  |
| Interest earned            | \$0.02 M |  |
| Refer to 4 - Cash Reserves |          |  |

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 30 APRIL 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 30 APRIL 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 | 48,164         | 0                | 48,164           | 0        | NAB         | 0.01%         | N/A           |
| Municipal cash at bank - CM      | Cash and cash equivalents | 100,000        | 0                | 100,000          | 0        | NAB         | 2.55%         | N/A           |
| Municipal cash at bank - at call | Cash and cash equivalents | 450,000        | 0                | 450,000          | 0        | WA Treasury | 4.05%         | N/A           |
| Reserve - CM                     | Cash and cash equivalents | 0              | 1,824            | 1,824            | 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           |
| <b>Total</b>                     |                           | <b>598,264</b> | <b>2,001,824</b> | <b>2,600,088</b> | <b>0</b> |             |               |               |
| <b>Comprising</b>                |                           |                |                  |                  |          |             |               |               |
| Cash and cash equivalents        |                           | 598,264        | 2,001,824        | 2,600,088        | 0        |             |               |               |
|                                  |                           | <b>598,264</b> | <b>2,001,824</b> | <b>2,600,088</b> | <b>0</b> |             |               |               |

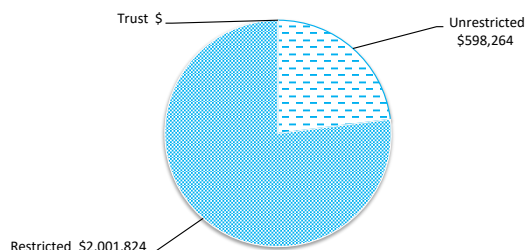
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets



**SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025**

**4 RESERVE ACCOUNTS**

| Reserve name                              | Budget<br>Opening<br>Balance | Budget<br>Interest<br>Earned | Budget<br>Transfers<br>In (+) | Budget<br>Transfers<br>Out (-) | Budget<br>Closing<br>Balance | Actual<br>Opening<br>Balance | Actual<br>Interest<br>Earned | Actual<br>Transfers In<br>(+) | Actual<br>Transfers<br>Out (-) | Actual YTD<br>Closing<br>Balance |
|-------------------------------------------|------------------------------|------------------------------|-------------------------------|--------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|--------------------------------|----------------------------------|
|                                           | \$                           | \$                           | \$                            | \$                             | \$                           | \$                           | \$                           | \$                            | \$                             | \$                               |
| <b>Restricted by Council</b>              |                              |                              |                               |                                |                              |                              |                              |                               |                                |                                  |
| 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                      | 1,028                        | 0                             | 0                              | 123,973                          |
| 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                      | 2,125                        | 0                             | 0                              | 256,202                          |
|                                           | -                            | 0                            | 0                             | 0                              | 0                            | 0                            | 0                            | 0                             | 0                              | 0                                |
|                                           | <b>2,828,645</b>             | <b>122,356</b>               | <b>357,150</b>                | <b>(1,469,241)</b>             | <b>1,838,910</b>             | <b>2,828,645</b>             | <b>23,651</b>                | <b>0</b>                      | <b>(850,472)</b>               | <b>2,001,824</b>                 |

**SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025**

**INVESTING ACTIVITIES**

**5 CAPITAL ACQUISITIONS**

|                                                     | Adopted          |                  | YTD Actual       | YTD Actual<br>Variance |
|-----------------------------------------------------|------------------|------------------|------------------|------------------------|
|                                                     | Budget           | YTD Budget       |                  |                        |
|                                                     | \$               | \$               | \$               | \$                     |
| <b>Capital acquisitions</b>                         |                  |                  |                  |                        |
| 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                | 1,832            | 1,832                  |
| Plant and equipment                                 | 1,161,116        | 621,116          | 576,914          | (44,202)               |
| <b>Acquisition of property, plant and equipment</b> | <b>1,684,634</b> | <b>733,416</b>   | <b>694,574</b>   | <b>(38,842)</b>        |
| Infrastructure - roads                              | 1,577,057        | 825,500          | 874,594          | 49,094                 |
| Infrastructure - Other                              | 236,514          | 159,026          | 158,679          | (347)                  |
| <b>Acquisition of infrastructure</b>                | <b>1,813,571</b> | <b>984,526</b>   | <b>1,033,273</b> | <b>(28,937)</b>        |
| <b>Total capital acquisitions</b>                   | <b>3,498,205</b> | <b>1,717,942</b> | <b>1,727,847</b> | <b>(67,779)</b>        |
| <b>Capital Acquisitions Funded By:</b>              |                  |                  |                  |                        |
| Capital grants and contributions                    | 1,750,780        | 713,734          | 712,364          | (1,370)                |
| Other (disposals & C/Fwd)                           | 195,000          | 134,000          | 113,637          | (20,363)               |
| Reserve accounts                                    |                  |                  |                  |                        |
| Plant Reserve                                       | 1,007,116        | 0                | 739,472          | 739,472                |
| Building Reserve                                    | 179,106          | 0                | 76,000           | 76,000                 |
| Recreation Reserve                                  | 143,019          | 0                | 0                | 0                      |
| Community Housing Reserve                           | 50,000           | 0                | 35,000           | 35,000                 |
| 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           | 870,208          | 51,374           | (818,834)              |
| <b>Capital funding total</b>                        | <b>3,498,205</b> | <b>1,717,942</b> | <b>1,727,847</b> | <b>9,905</b>           |

**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.

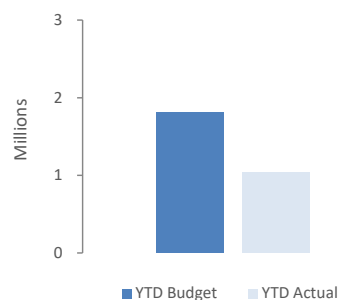
**Initial recognition and measurement for assets held at cost**

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**



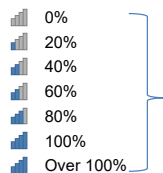
SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025

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.

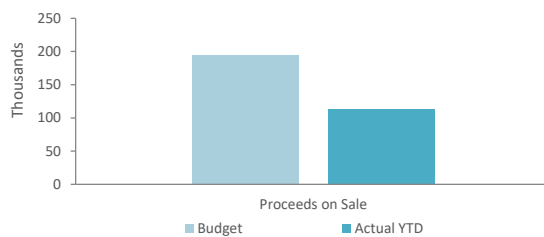
|  | Account Description                                    | Adopted            |                    | Variance<br>(Under)/Over |
|--|--------------------------------------------------------|--------------------|--------------------|--------------------------|
|  |                                                        | Budget             | YTD Budget         |                          |
|  |                                                        | \$                 | \$                 | \$                       |
|  | <b>Furniture</b>                                       |                    |                    | 0                        |
|  | CCTV System - Darkan                                   | (78,647)           | 0                  | 1832                     |
|  |                                                        | 0                  | 0                  | 0                        |
|  | <b>Land &amp; Buildings</b>                            |                    |                    |                          |
|  | 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)                  |
|  | <b>Infrastructure</b>                                  |                    |                    |                          |
|  | 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)           | (31,477)                 |
|  |                                                        |                    |                    | 0                        |
|  | <b>Plant &amp; Equipment</b>                           |                    |                    |                          |
|  | 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)                 |
|  | <b>Roads</b>                                           |                    |                    |                          |
|  | Bowelling Duranillin Road                              | (366,940)          | (160,000)          | (157,483)                |
|  | Boyup Brook Road (Arthur River-Dinninup Road)          | (361,160)          | (280,000)          | (284,180)                |
|  | 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)          | (165,782)                |
|  | 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)           | (54,700)           | (92,011)                 |
|  | Footpaths - connect Burrowes and Coalfields Road       | (15,800)           | (15,800)           | (25,360)                 |
|  |                                                        | <b>(3,498,207)</b> | <b>(1,717,942)</b> | <b>(1,727,847)</b>       |
|  |                                                        |                    |                    | <b>9,905</b>             |

SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

| Asset<br>Ref. | Asset description             | Budget         |                |               |                 | YTD Actual |                |                |          |
|---------------|-------------------------------|----------------|----------------|---------------|-----------------|------------|----------------|----------------|----------|
|               |                               | Net Book       | Proceeds       | Profit        | (Loss)          | Net Book   | Proceeds       | Profit         | (Loss)   |
|               |                               | Value          |                |               |                 | Value      |                |                |          |
|               |                               | \$             | \$             | \$            | \$              | \$         | \$             | \$             | \$       |
|               | <b>Land - freehold land</b>   |                |                |               |                 |            |                |                |          |
|               | Industrial land Growden Place | 64,059         | 50,000         | 0             | (14,059)        | 0          | 0              | 0              | 0        |
|               | <b>Plant and equipment</b>    |                |                |               |                 |            |                |                |          |
|               | 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        |
|               |                               | <b>196,798</b> | <b>195,000</b> | <b>14,339</b> | <b>(16,137)</b> | <b>0</b>   | <b>113,637</b> | <b>113,637</b> | <b>0</b> |



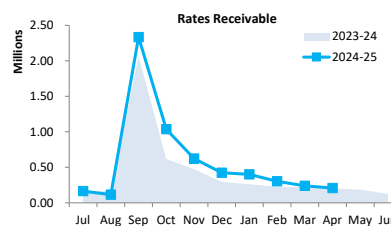
SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025

## OPERATING ACTIVITIES

## 7 RECEIVABLES

## Rates receivable

|                                              | 30 June 2024   | 30 Apr 2025    |
|----------------------------------------------|----------------|----------------|
| Opening arrears previous years               | \$ 171,494     | \$ 280,916     |
| Levied this year                             | 1,997,367      | 2,114,777      |
| Less - collections to date                   | (1,887,945)    | (2,123,293)    |
| Gross rates collectable                      | <b>280,916</b> | <b>272,400</b> |
| Allowance for impairment of rates receivable | (147,211)      | (64,327)       |
| <b>Net rates collectable</b>                 | <b>133,705</b> | <b>208,073</b> |
| % Collected                                  | 87.0%          | 88.6%          |



## Receivables - general

|                                              | Credit | Current | 30 Days | 60 Days | 90+ Days | Total         |
|----------------------------------------------|--------|---------|---------|---------|----------|---------------|
|                                              | \$     | \$      | \$      | \$      | \$       | \$            |
| Receivables - general                        | 0      | 10,336  | 12,393  | 526     | 10,158   | 33,413        |
| Percentage                                   | 0.0%   | 30.9%   | 37.1%   | 1.6%    | 30.4%    |               |
| <b>Balance per trial balance</b>             |        |         |         |         |          | <b>33,413</b> |
| Trade receivables                            |        |         |         |         |          |               |
| <b>Total receivables general outstanding</b> |        |         |         |         |          | <b>33,413</b> |

Amounts shown above include GST (where applicable)

## KEY INFORMATION

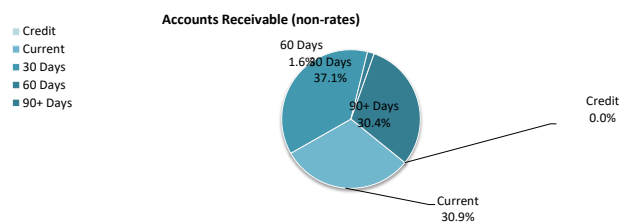
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

## Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025**

**OPERATING ACTIVITIES**

**8 OTHER CURRENT ASSETS**

|                                                            | Opening<br>Balance<br>1 July 2024 | Asset<br>Increase | Asset<br>Reduction | Closing<br>Balance<br>30 April 2025 |
|------------------------------------------------------------|-----------------------------------|-------------------|--------------------|-------------------------------------|
|                                                            | \$                                | \$                | \$                 | \$                                  |
| <b>Other current assets</b>                                |                                   |                   |                    |                                     |
| <b>Other financial assets at amortised cost</b>            |                                   |                   |                    |                                     |
| Financial assets at amortised cost - self supporting loans | 31,016                            |                   | (23,166)           | 7,850                               |
| <b>Inventory</b>                                           |                                   |                   |                    |                                     |
| Fuel and materials                                         | 21,855                            | 0                 | 0                  | 21,855                              |
| Land held for resale                                       | 70,000                            |                   |                    | 70,000                              |
| <b>Total other current assets</b>                          | <b>122,871</b>                    | <b>0</b>          | <b>(23,166)</b>    | <b>99,705</b>                       |
| <b>Amounts shown above include GST (where applicable)</b>  |                                   |                   |                    |                                     |

**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 30 APRIL 2025**

**OPERATING ACTIVITIES**

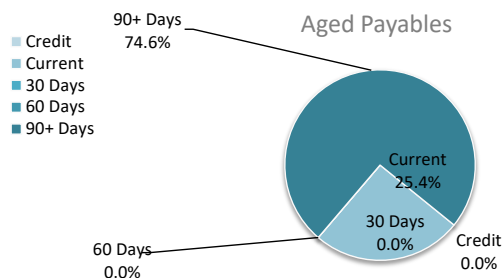
**9 PAYABLES**

| <b>Payables - general</b>                 | <b>Credit</b> | <b>Current</b> | <b>30 Days</b> | <b>60 Days</b> | <b>90+ Days</b> | <b>Total</b>   |
|-------------------------------------------|---------------|----------------|----------------|----------------|-----------------|----------------|
|                                           | <b>\$</b>     | <b>\$</b>      | <b>\$</b>      | <b>\$</b>      | <b>\$</b>       | <b>\$</b>      |
| Payables - general                        | 0             | 31,750         | 0              | 0              | 93,221          | 124,971        |
| Percentage                                | 0.0%          | 25.4%          | 0.0%           | 0.0%           | 74.6%           |                |
| <b>Balance per trial balance</b>          |               |                |                |                |                 |                |
| Sundry creditors                          |               |                |                |                |                 | (53,918)       |
| Accrued salaries and wages                |               |                |                |                |                 | 63,568         |
| ATO liabilities                           |               |                |                |                |                 | (19,880)       |
| Other payables                            |               |                |                |                |                 | 93,221         |
| Payroll deductions                        |               |                |                |                |                 | 33,478         |
| Collections                               |               |                |                |                |                 | 8,502          |
| <b>Total payables general outstanding</b> |               |                |                |                |                 | <b>124,971</b> |

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue

| RATE TYPE                        | Rate in    | Number of  | Rateable           | Rate             | Budget               | Total            | Rate             | Interim        | YTD Actual       |
|----------------------------------|------------|------------|--------------------|------------------|----------------------|------------------|------------------|----------------|------------------|
|                                  | \$ (cents) | Properties | Value              | Revenue          | Interim Rate Revenue | Revenue          | Revenue          | Rate Revenue   | Total Revenue    |
|                                  |            |            |                    | \$               | \$                   | \$               | \$               | \$             | \$               |
| <b>Gross rental value</b>        |            |            |                    |                  |                      |                  |                  |                |                  |
| 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            |
| <b>Unimproved value</b>          |            |            |                    |                  |                      |                  |                  |                |                  |
| UV Rural                         | 0.003254   | 366        | 585,769,000        | 1,906,092        | 0                    | 1,906,092        | 1,906,092        | 0              | 1,906,092        |
| <b>Sub-Total</b>                 |            | <b>485</b> | <b>586,953,648</b> | <b>2,010,668</b> | <b>0</b>             | <b>2,010,668</b> | <b>2,010,668</b> | <b>0</b>       | <b>2,010,668</b> |
| <b>Minimum payment</b>           |            |            |                    |                  |                      |                  |                  |                |                  |
| <b>Gross rental value</b>        |            |            |                    |                  |                      |                  |                  |                |                  |
| 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           | (3,255)        | 54,257           |
| <b>Sub-total</b>                 |            | <b>169</b> | <b>10,242,608</b>  | <b>103,198</b>   | <b>0</b>             | <b>103,198</b>   | <b>103,198</b>   | <b>(3,255)</b> | <b>99,943</b>    |
| <b>Amount from general rates</b> |            |            |                    |                  |                      | <b>2,113,866</b> |                  |                | <b>2,110,611</b> |
| Ex-gratia rates                  |            |            |                    |                  |                      | 4,137            |                  |                | 4,166            |
| <b>Total general rates</b>       |            |            |                    |                  |                      | <b>2,118,003</b> |                  |                | <b>2,114,777</b> |

SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 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)        |
| <b>Self supporting loans</b> |          |                |          |          |                      |                  |                       |                |                     |                 |
| 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)         |
| <b>Total</b>                 |          | <b>711,493</b> | <b>0</b> | <b>0</b> | <b>(112,316)</b>     | <b>(137,156)</b> | <b>599,177</b>        | <b>574,337</b> | <b>(22,084)</b>     | <b>(25,446)</b> |
| Current borrowings           |          | 137,156        |          |          |                      |                  | 24,840                |                |                     |                 |
| Non-current borrowings       |          | 574,337        |          |          |                      |                  | 574,337               |                |                     |                 |
|                              |          | <b>711,493</b> |          |          |                      |                  | <b>599,177</b>        |                |                     |                 |

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 30 APRIL 2025**

**OPERATING ACTIVITIES**

**12 OTHER CURRENT LIABILITIES**

|                                                    | Note | Opening<br>Balance 1<br>July 2024 | Liability<br>transferred<br>from/(to) non<br>current | Liability<br>Increase | Liability<br>Reduction | Closing<br>Balance 30<br>April 2025 |
|----------------------------------------------------|------|-----------------------------------|------------------------------------------------------|-----------------------|------------------------|-------------------------------------|
|                                                    |      | \$                                | \$                                                   | \$                    | \$                     | \$                                  |
| <b>Other current liabilities</b>                   |      |                                   |                                                      |                       |                        |                                     |
| <b>Other liabilities</b>                           |      |                                   |                                                      |                       |                        |                                     |
| Contract liabilities                               |      | 52,939                            |                                                      | 107,945               | (160,884)              | 0                                   |
| Capital grant/contributions liabilities            |      | 155,260                           | 0                                                    | 601,354               | (704,514)              | 52,100                              |
| <b>Total other liabilities</b>                     |      | 208,199                           | 0                                                    | 709,299               | (865,398)              | 52,100                              |
| <b>Employee Related Provisions</b>                 |      |                                   |                                                      |                       |                        |                                     |
| 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                     | 500                    | 500                                 |
| <b>Total Provisions</b>                            |      | 365,491                           | 0                                                    | 367                   | 500                    | 366,358                             |
| <b>Total other current liabilities</b>             |      | <b>573,690</b>                    | <b>0</b>                                             | <b>709,666</b>        | <b>(864,898)</b>       | <b>418,458</b>                      |
| 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 30 APRIL 2025

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider                             | Unspent grant, subsidies and contributions liability |                          |                                          |                          |                                     | Grants, subsidies and contributions revenue |                |                  |                      |                |                          |
|--------------------------------------|------------------------------------------------------|--------------------------|------------------------------------------|--------------------------|-------------------------------------|---------------------------------------------|----------------|------------------|----------------------|----------------|--------------------------|
|                                      | Liability<br>1 July 2024                             | Increase in<br>Liability | Decrease in<br>Liability<br>(As revenue) | Liability<br>30 Apr 2025 | Current<br>Liability<br>30 Apr 2025 | Adopted<br>Budget<br>Revenue                | YTD<br>Budget  | Annual<br>Budget | Budget<br>Variations | Expected       | YTD<br>Revenue<br>Actual |
|                                      | \$                                                   | \$                       | \$                                       | \$                       | \$                                  | \$                                          | \$             | \$               | \$                   | \$             | \$                       |
| <b>Grants and subsidies</b>          |                                                      |                          |                                          |                          |                                     |                                             |                |                  |                      |                |                          |
| 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                   |
| <b>Governance</b>                    |                                                      |                          |                                          |                          |                                     |                                             |                |                  |                      |                |                          |
| 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                                      | 56,600         | 56,600           | 0                    | 56,600         | 67,758                   |
| 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                   | (15,050)                                 | 0                        | 0                                   | 0                                           | 0              | 0                | 15,050               | 15,050         | 15,050                   |
| <b>Education &amp; Welfare</b>       |                                                      |                          |                                          |                          |                                     |                                             |                |                  |                      |                |                          |
| Council on the Ageing                | 0                                                    | 0                        | 0                                        | 0                        | 0                                   | 0                                           | 0              | 0                | 0                    | 0              | 0                        |
| <b>Health</b>                        |                                                      |                          |                                          |                          |                                     |                                             |                |                  |                      |                |                          |
| Disability Grant                     | 0                                                    | 0                        | 0                                        | 0                        | 0                                   | 0                                           | 0              | 0                | 0                    | 0              | 0                        |
| <b>Community Amenities</b>           |                                                      |                          |                                          |                          |                                     |                                             |                |                  |                      |                |                          |
| 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                   | (62,913)                                 | 0                        | 0                                   | 62,913                                      | 62,913         | 62,913           | 0                    | 62,913         | 62,913                   |
|                                      | <b>52,939</b>                                        | <b>107,945</b>           | <b>(160,884)</b>                         | <b>0</b>                 | <b>0</b>                            | <b>530,744</b>                              | <b>482,863</b> | <b>530,744</b>   | <b>154,650</b>       | <b>685,394</b> | <b>583,823</b>           |
| <b>Contributions</b>                 |                                                      |                          |                                          |                          |                                     |                                             |                |                  |                      |                |                          |
| Contributions Minor                  | 0                                                    | 0                        | 0                                        | 0                        | 0                                   | 200                                         | 0              | 200              | 0                    | 200            | 371                      |
|                                      | <b>0</b>                                             | <b>0</b>                 | <b>0</b>                                 | <b>0</b>                 | <b>0</b>                            | <b>200</b>                                  | <b>0</b>       | <b>200</b>       | <b>0</b>             | <b>200</b>     | <b>371</b>               |
| <b>TOTALS</b>                        | <b>52,939</b>                                        | <b>107,945</b>           | <b>(160,884)</b>                         | <b>0</b>                 | <b>0</b>                            | <b>530,944</b>                              | <b>482,863</b> | <b>530,944</b>   | <b>154,650</b>       | <b>685,594</b> | <b>584,194</b>           |

SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2025

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider                            | Capital grant/contribution liabilities |                |                  |                  |                  | Capital grants, subsidies and contributions revenue |                |                  |            |                  |                |
|-------------------------------------|----------------------------------------|----------------|------------------|------------------|------------------|-----------------------------------------------------|----------------|------------------|------------|------------------|----------------|
|                                     | Liability                              | Increase in    | Decrease in      | Liability        | Current          | Adopted                                             | YTD            | Annual           | Budget     |                  | YTD            |
|                                     | 1 July 2024                            | Liability      | Liability        | 30 Apr 2025      | Liability        | Budget                                              | Budget         | Budget           | Variations | Expected         | Revenue        |
|                                     | \$                                     | \$             | (As revenue)     | \$               | \$               | \$                                                  | \$             | \$               | \$         | \$               | \$             |
| <b>Capital grants and subsidies</b> |                                        |                |                  |                  |                  |                                                     |                |                  |            |                  |                |
| <b>Law, Order, Public Safety</b>    |                                        |                |                  |                  |                  |                                                     |                |                  |            |                  |                |
| 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              |
| <b>Recreation &amp; Culture</b>     |                                        |                |                  |                  |                  |                                                     |                |                  |            |                  |                |
| 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              |
| <b>Transport</b>                    |                                        |                |                  |                  |                  |                                                     |                |                  |            |                  |                |
| 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        | (285,144)        | 3,164            | 3,164            | 485,400                                             | 285,000        | 485,400          |            | 485,400          | 285,144        |
| 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     |                  | 32,151         |
| Ashphalt overlay                    |                                        |                |                  |                  |                  | 70,000                                              | 0              | 70,000           | (70,000)   |                  |                |
| <b>Economic Services</b>            |                                        |                |                  |                  |                  |                                                     |                |                  |            |                  |                |
| 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              |
|                                     | <b>155,260</b>                         | <b>601,354</b> | <b>(704,514)</b> | <b>52,100.00</b> | <b>52,100.00</b> | <b>1,750,780</b>                                    | <b>713,734</b> | <b>1,750,780</b> | <b>0</b>   | <b>1,628,352</b> | <b>712,364</b> |

SHIRE OF WEST ARTHUR  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 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 |
|-----------------------------------------------------------------------------------------|--------------------|--------------------------|---------------------|----------------------------|----------------------------|--------------------------------|
|                                                                                         |                    |                          | \$                  | \$                         | \$                         | \$                             |
| <b>Budget adoption</b>                                                                  |                    |                          |                     |                            |                            | (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                         |
| 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)                            |
|                                                                                         |                    |                          |                     | <b>689,140</b>             | <b>(689,140)</b>           | <b>0</b>                       |

**12.2 ACCOUNTS FOR PAYMENT LISTING - APRIL 2025**

|                                |                                                                                                                                                         |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM338</b>                                                                                                                                           |
| <b>Location:</b>               | <b>N/A</b>                                                                                                                                              |
| <b>Applicant:</b>              | <b>N/A</b>                                                                                                                                              |
| <b>Author:</b>                 | <b>Kylie Whitaker, Finance Officer</b>                                                                                                                  |
| <b>Authorising Officer:</b>    | <b>Rajinder Sunner, Manager Corporate Services</b>                                                                                                      |
| <b>Date:</b>                   | <b>15/05/2025</b>                                                                                                                                       |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                                                                                                                              |
| <b>Attachments:</b>            | <b>1. Accounts for Payment Listing - March 2025 <a href="#">↓</a></b><br><b>2. Corporate Card Summary - 26 March to 24 April 2025 <a href="#">↓</a></b> |

**SUMMARY:**

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

**BACKGROUND:**

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

**COMMENT:**

If you have any questions regarding payments in the listing, please 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-2025-038**

Moved: Cr Karen Harrington

Seconded: Cr Adam Squires

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 April 2025 Municipal Fund vouchers 03042025.1-03042025.33, 17042025.1-17042025.57, Licensing, Salaries and Wages, EFT Transfers and Direct Debits totalling \$467,901.99 listed (attached) as approved for payment.
2. Note the attached Corporate Credit Card facility transaction summary from 26 March 2025 to 24 April 2025.

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

Against: Nil

**CARRIED 5/0**

**Shire of West Arthur  
Creditors Payments  
April 2025**

| <b>Date</b> | <b>Reference</b> | <b>Detail</b>                                                | <b>Amount</b> |
|-------------|------------------|--------------------------------------------------------------|---------------|
| 22/04/2025  | Bpay             | <b>Australian Taxation Office</b>                            | 3961.00       |
|             |                  | March 25 BAS                                                 |               |
| 1/04/2025   | Direct Debit     | <b>Synergy</b>                                               | 286.23        |
|             |                  | Dura Water & Lake Supply Charge & Consumption                |               |
| 2/04/2025   | Direct Debit     | <b>Synergy</b>                                               | 1631.63       |
|             |                  | Streetlights & Rees Rd Supply Charge & Consumption           |               |
| 8/04/2025   | Direct Debit     | <b>Synergy</b>                                               | 164.55        |
|             |                  | Moodi Hall Supply Charge & Consumption                       |               |
| 8/04/2025   | Direct Debit     | <b>Synergy</b>                                               | 590.59        |
|             |                  | CRC Supply Charge & Consumption                              |               |
| 9/04/2025   | Direct Debit     | <b>Synergy</b>                                               | 1963.84       |
|             |                  | Caravan Pk, Info Bay & Hull Park Supply Charge & Consumption |               |
| 10/04/2025  | Direct Debit     | <b>Aware Super Clearing House</b>                            | 11827.66      |
|             |                  | Fortnightly Superannuation Contributions                     |               |
| 15/04/2025  | Direct Debit     | <b>Rentfind Technologies Pty Ltd</b>                         | 22.00         |
|             |                  | Joint Venture - Mar 25 Rentfind                              |               |
| 22/04/2025  | Direct Debit     | <b>Synergy</b>                                               | 1350.47       |
|             |                  | Streetlights Supply Charge & Consumption                     |               |
| 22/04/2025  | Direct Debit     | <b>Telstra</b>                                               | 199.96        |
|             |                  | Administration phone lines & data                            |               |
| 22/04/2025  | Direct Debit     | <b>Water Corporation</b>                                     | 2009.38       |
|             |                  | Supply Charge & Consumption for various shire facilities     |               |
| 22/04/2025  | Direct Debit     | <b>Water Corporation</b>                                     | 359.29        |
|             |                  | Supply Charge & Consumption for various shire facilities     |               |
| 24/04/2025  | Direct Debit     | <b>Aware Super Clearing House</b>                            | 11770.74      |
|             |                  | Fortnightly Superannuation Contributions                     |               |
| 24/04/2025  | Direct Debit     | <b>Telstra</b>                                               | 2517.39       |
|             |                  | Administration & CRC phone lines & data                      |               |
| 24/04/2025  | Direct Debit     | <b>Water Corporation</b>                                     | 3177.85       |
|             |                  | Supply Charge & Consumption for various shire facilities     |               |
| 28/04/2025  | Direct Debit     | <b>NAB Credit Card</b>                                       | 1025.43       |
|             |                  | See attached statement                                       |               |
| 28/04/2025  | Direct Debit     | <b>Synergy</b>                                               | 630.72        |
|             |                  | Town Dam, Dura Hall & School Supply Charge & Consumption     |               |
| 28/04/2025  | Direct Debit     | <b>Water Corporation</b>                                     | 1487.13       |
|             |                  | Supply Charge & Consumption for various shire facilities     |               |
| 29/04/2025  | Direct Debit     | <b>Motorpass</b>                                             | 13.54         |
|             |                  | Management fees for Fuel Cards x 2                           |               |
| 30/04/2025  | Direct Debit     | <b>National Australia Bank</b>                               | 146.97        |
|             |                  | Merchant Fee                                                 |               |
| 30/04/2025  | Direct Debit     | <b>National Australia Bank</b>                               | 41.49         |
|             |                  | NAB Connect Fees                                             |               |
| 30/04/2025  | Direct Debit     | <b>National Australia Bank</b>                               | 10.00         |
|             |                  | Account Fees 086724 508314406                                |               |
| 30/04/2025  | Direct Debit     | <b>National Australia Bank</b>                               | 37.00         |
|             |                  | Account Fees 086 724 508314385                               |               |

**Shire of West Arthur  
Creditors Payments  
April 2025**

| <b>Date</b> | <b>Reference</b> | <b>Detail</b>                                                     | <b>Amount</b> |
|-------------|------------------|-------------------------------------------------------------------|---------------|
| 10/04/2025  | EFT              | <b>Salaries and Wages</b>                                         | 66159.96      |
|             |                  | Payroll payment 000285629392 042973                               |               |
| 24/04/2025  | EFT              | <b>Salaries and Wages</b>                                         | 63385.05      |
|             |                  | Payroll payment 000286632803 042973                               |               |
| 3/04/2025   | 03042025.1       | <b>AMD Audit and Assurance Pty Limited</b>                        | 845.08        |
|             |                  | Caravan Park Refund                                               |               |
| 3/04/2025   | 03042025.2       | <b>AMPAC Debt Recovery (WA)</b>                                   | 66.00         |
|             |                  | Rate Recovery Costs A985                                          |               |
| 3/04/2025   | 03042025.3       | <b>Australia Post</b>                                             | 124.31        |
|             |                  | 4th Instalment Rate Notices & office postage                      |               |
| 3/04/2025   | 03042025.4       | <b>Bell Sharon</b>                                                | 216.95        |
|             |                  | Reimbursement for senior's meals groceries                        |               |
| 3/04/2025   | 03042025.5       | <b>Bookeasy Australia Pty Ltd</b>                                 | 220.00        |
|             |                  | Booking System Caravan Park - March 2025                          |               |
| 3/04/2025   | 03042025.6       | <b>Botanical Beauty</b>                                           | 481.00        |
|             |                  | The Station Stop Sales 01/01/2025                                 |               |
| 3/04/2025   | 03042025.7       | <b>Coalfields Bus Service</b>                                     | 920.00        |
|             |                  | Council Bus Tour                                                  |               |
| 3/04/2025   | 03042025.8       | <b>Coalfields Wearparts</b>                                       | 2322.38       |
|             |                  | Parts & Repairs                                                   |               |
| 3/04/2025   | 03042025.9       | <b>Coates Hire Operations Pty Ltd</b>                             | 716.03        |
|             |                  | Plate Compactor Reversible                                        |               |
| 3/04/2025   | 03042025.10      | <b>Collie Electrical Services</b>                                 | 310.75        |
|             |                  | Inspected/tested voltage from pool surface                        |               |
| 3/04/2025   | 03042025.11      | <b>Collie Mowers &amp; More</b>                                   | 78.90         |
|             |                  | Cover autocut 25                                                  |               |
| 3/04/2025   | 03042025.12      | <b>DKM Workplace Solutions</b>                                    | 206.80        |
|             |                  | Workplace Support Services Subscription                           |               |
| 3/04/2025   | 03042025.13      | <b>EzyFit Roller Shutters</b>                                     | 4503.08       |
|             |                  | Manual spring DIY shutter - Sliding Door for Darkan Swimming Pool |               |
| 3/04/2025   | 03042025.14      | <b>Firecore Solutions</b>                                         | 1199.00       |
|             |                  | Insp - Fire Extinguishers on various shire assets                 |               |
| 3/04/2025   | 03042025.15      | <b>Fuel Distributors of WA</b>                                    | 15205.50      |
|             |                  | Diesel for depot                                                  |               |
| 3/04/2025   | 03042025.16      | <b>Hilltop Products</b>                                           | 80.00         |
|             |                  | The Station Stop Sales 01/01/2025                                 |               |
| 3/04/2025   | 03042025.17      | <b>Institute of Public Works Engineering Aus IPW</b>              | 1815.00       |
|             |                  | Buildings Plus Subscription Fee                                   |               |
| 3/04/2025   | 03042025.18      | <b>Landgate</b>                                                   | 94.80         |
|             |                  | Title Search - Town Dam                                           |               |
| 3/04/2025   | 03042025.19      | <b>Little Seed Handmade Jewellery</b>                             | 46.00         |
|             |                  | The Station Stop Sales 01/01/2025                                 |               |
| 3/04/2025   | 03042025.20      | <b>P &amp; S Griggs Plumbing</b>                                  | 226.05        |
|             |                  | Blocked gully on 1/10 Hillman Street                              |               |
| 3/04/2025   | 03042025.21      | <b>Pederick Engineering</b>                                       | 377.30        |
|             |                  | Weld repair leaking aluminum fuel tank                            |               |

**Shire of West Arthur  
Creditors Payments  
April 2025**

| <b>Date</b> | <b>Reference</b> | <b>Detail</b>                                                      | <b>Amount</b> |
|-------------|------------------|--------------------------------------------------------------------|---------------|
| 3/04/2025   | 03042025.22      | <b>Roofwest Roof Restorations</b>                                  | 3450.00       |
|             |                  | 64m of longline gutter, downpipes & fascia installed - 10 Gibbs St |               |
| 3/04/2025   | 03042025.23      | <b>Roslyn King (Cleaning Contractor)</b>                           | 8651.76       |
|             |                  | Cleaning Contract - Month                                          |               |
| 3/04/2025   | 03042025.24      | <b>Signs Plus</b>                                                  | 65.00         |
|             |                  | 3 x Name Badges with Magnetic Clip                                 |               |
| 3/04/2025   | 03042025.25      | <b>SOS Office Equipment</b>                                        | 185.33        |
|             |                  | Photocopier Billing Job March 2025                                 |               |
| 3/04/2025   | 03042025.26      | <b>Sprys Meat Market</b>                                           | 139.64        |
|             |                  | Seniors Meals - meat                                               |               |
| 3/04/2025   | 03042025.27      | <b>Streeter Julie</b>                                              | 24.27         |
|             |                  | Caravan Park Refund                                                |               |
| 3/04/2025   | 03042025.28      | <b>Team Global Express</b>                                         | 113.75        |
|             |                  | Bunbury Trucks & South West Fire Freight                           |               |
| 3/04/2025   | 03042025.29      | <b>Timber Insight Pty Ltd</b>                                      | 15297.37      |
|             |                  | Bunce King Bridge                                                  |               |
| 3/04/2025   | 03042025.30      | <b>Visimax</b>                                                     | 138.16        |
|             |                  | Permit to Set Fire to Bush - permit book                           |               |
| 3/04/2025   | 03042025.31      | <b>WA Contract Ranger Services Pty Limited</b>                     | 607.75        |
|             |                  | Ranger Services per hour inc Travel 18 & 27/3                      |               |
| 3/04/2025   | 03042025.32      | <b>WALGA</b>                                                       | 380.00        |
|             |                  | Roadside native vegetation field day                               |               |
| 3/04/2025   | 03042025.33      | <b>Westrac Bunbury</b>                                             | 8188.98       |
|             |                  | 605-8824 Cylinder GP                                               |               |
| 17/04/2025  | 17042025.1       | <b>Air Liquide</b>                                                 | 85.75         |
|             |                  | Cylinder Large Fee                                                 |               |
| 17/04/2025  | 17042025.2       | <b>AMPAC Debt Recovery (WA)</b>                                    | 1149.50       |
|             |                  | Rate Debt Recovery A985                                            |               |
| 17/04/2025  | 17042025.3       | <b>Astrotourism WA Pty Limited</b>                                 | 682.00        |
|             |                  | Astrotourism welcome signs                                         |               |
| 17/04/2025  | 17042025.4       | <b>Bell Sharon</b>                                                 | 69.80         |
|             |                  | Reimbursement for seniors meals groceries                          |               |
| 17/04/2025  | 17042025.5       | <b>Blackwood Basin Group Inc</b>                                   | 1879.90       |
|             |                  | Landcare Officer Role - Jan and Feb 2025                           |               |
| 17/04/2025  | 17042025.6       | <b>Bunnings Warehouse</b>                                          | 121.83        |
|             |                  | Polished mirror for caravan park, shower set anti splash           |               |
|             |                  | brasshards for football club ablutions, magnet everhang            |               |
|             |                  | ceramic 8pk for depot                                              |               |
| 17/04/2025  | 17042025.7       | <b>Burgess Rawson</b>                                              | 598.09        |
|             |                  | Water Use 4/2/25-2/4/25                                            |               |
| 17/04/2025  | 17042025.8       | <b>CGS Tyres</b>                                                   | 4845.00       |
|             |                  | 17.5R25 Grader tyres                                               |               |
| 17/04/2025  | 17042025.9       | <b>CJD Equipment Pty Limited</b>                                   | 523.27        |
|             |                  | Parts & Repairs                                                    |               |
| 17/04/2025  | 17042025.10      | <b>Contract Aquatic</b>                                            | 12626.72      |
|             |                  | Emergency pump failure                                             |               |

**Shire of West Arthur  
Creditors Payments  
April 2025**

| <b>Date</b> | <b>Reference</b> | <b>Detail</b>                                                                                                          | <b>Amount</b> |
|-------------|------------------|------------------------------------------------------------------------------------------------------------------------|---------------|
| 17/04/2025  | 17042025.11      | <b>Darkan Agri Services</b>                                                                                            | 960.35        |
|             |                  | Various items - maintenance & cleaning shire property                                                                  |               |
| 17/04/2025  | 17042025.12      | <b>Darkan Earthmoving</b>                                                                                              | 8800.00       |
|             |                  | Wharton Pit Rehabilitation                                                                                             |               |
| 17/04/2025  | 17042025.13      | <b>DKM Workplace Solutions</b>                                                                                         | 206.80        |
|             |                  | Workplace Support Services Subscription                                                                                |               |
| 17/04/2025  | 17042025.14      | <b>Duff Electrical Contracting</b>                                                                                     | 1055.37       |
|             |                  | Check power outage, reinsall starlink, RCD assessment,<br>powerpoint installed for sliding door & air conditioner unit |               |
| 17/04/2025  | 17042025.15      | <b>Exurban Rural and Regional Planning</b>                                                                             | 8076.99       |
|             |                  | Town Planning Consultancy Services March                                                                               |               |
| 17/04/2025  | 17042025.16      | <b>Fleays Store</b>                                                                                                    | 36.95         |
|             |                  | Milk for Office                                                                                                        |               |
| 17/04/2025  | 17042025.17      | <b>Fuel Distributors of WA</b>                                                                                         | 18115.28      |
|             |                  | Diesel Depot & fuel for shire executive vehicles                                                                       |               |
| 17/04/2025  | 17042025.18      | <b>Harrington Cr Karen</b>                                                                                             | 1878.36       |
|             |                  | 3rd Quarter Councillor Claim 2425                                                                                      |               |
| 17/04/2025  | 17042025.19      | <b>In2balance Pty Ltd</b>                                                                                              | 3300.00       |
|             |                  | Extension of RBO & FAO licence until 30 June 2025                                                                      |               |
| 17/04/2025  | 17042025.20      | <b>Infinitum Technologies Pty Ltd</b>                                                                                  | 6660.96       |
|             |                  | Managed Service Agreement GOLD - Apr25                                                                                 |               |
| 17/04/2025  | 17042025.21      | <b>Jerome Jerome Pty Ltd</b>                                                                                           | 1650.00       |
|             |                  | Artwork Design incl 3 amendments                                                                                       |               |
| 17/04/2025  | 17042025.22      | <b>Let's Talk Flowers</b>                                                                                              | 74.94         |
|             |                  | The Station Stop Sales 01/01/2025                                                                                      |               |
| 17/04/2025  | 17042025.23      | <b>LN Price &amp; Partners P/L T/A BADT</b>                                                                            | 3600.00       |
|             |                  | MC license upgrade                                                                                                     |               |
| 17/04/2025  | 17042025.24      | <b>Lubcke Cr Robyn</b>                                                                                                 | 1083.58       |
|             |                  | 3rd Quarter Councillor Claim 2425                                                                                      |               |
| 17/04/2025  | 17042025.25      | <b>Lucindas Everlastings</b>                                                                                           | 107.95        |
|             |                  | Sales The Station Stop 08/10/2024 - 21/1                                                                               |               |
| 17/04/2025  | 17042025.26      | <b>Mcleods Lawyers Pty Ltd</b>                                                                                         | 310.20        |
|             |                  | Lease - Darkan & Districts Sporting Club                                                                               |               |
| 17/04/2025  | 17042025.27      | <b>Metrowest Electrical &amp; Communications Pty Ltd</b>                                                               | 980.00        |
|             |                  | Caravan Park Refund                                                                                                    |               |
| 17/04/2025  | 17042025.28      | <b>Moore Australia (WA) Pty Limited</b>                                                                                | 1430.00       |
|             |                  | Budget workshop                                                                                                        |               |
| 17/04/2025  | 17042025.29      | <b>Narrogin Quarry Operations</b>                                                                                      | 4370.27       |
|             |                  | Rip Rap 120 tonne                                                                                                      |               |
| 17/04/2025  | 17042025.30      | <b>Occuhealth Pty Ltd</b>                                                                                              | 937.20        |
|             |                  | Remove asbestos sampling & analysis                                                                                    |               |
| 17/04/2025  | 17042025.31      | <b>On A Whim Designs</b>                                                                                               | 56.00         |
|             |                  | The Station Stop Sales 01/01/2025                                                                                      |               |
| 17/04/2025  | 17042025.32      | <b>Pederick Engineering</b>                                                                                            | 602.70        |
|             |                  | 1" Hydraulic hose                                                                                                      |               |

**Shire of West Arthur  
Creditors Payments  
April 2025**

| <b>Date</b> | <b>Reference</b> | <b>Detail</b>                                                | <b>Amount</b> |
|-------------|------------------|--------------------------------------------------------------|---------------|
| 17/04/2025  | 17042025.33      | <b>Peirce Cr Graeme</b>                                      | 1015.74       |
|             |                  | 3rd Quarter Councillor Claim 2425                            |               |
| 17/04/2025  | 17042025.34      | <b>Peirce Graeme</b>                                         | 951.65        |
|             |                  | 28/10, 7/12, 22/12/23 & 16/1/24 - Duranillin Fire Truck Fuel |               |
| 17/04/2025  | 17042025.35      | <b>Preplan Pty Ltd t/a Absolute Mitigation</b>               | 53845.00      |
|             |                  | Bushfire Mitigation - Telstra Tower & Moodiarrup Hall        |               |
| 17/04/2025  | 17042025.36      | <b>Pres. Morrell</b>                                         | 3181.53       |
|             |                  | 3rd Quarter Councillor Claim 2425                            |               |
| 17/04/2025  | 17042025.37      | <b>Putland Arthur Arnold</b>                                 | 1735.60       |
|             |                  | Rates Adjustment due to revaluation                          |               |
| 17/04/2025  | 17042025.38      | <b>QHSE Integrated Solutions Pty Ltd T/AS</b>                | 218.90        |
|             |                  | SkyTrust Intelligence System - Monthly Subscription          |               |
| 17/04/2025  | 17042025.39      | <b>Quill Robyn</b>                                           | 2025.00       |
|             |                  | Catering for CCZ Meeting per head                            |               |
| 17/04/2025  | 17042025.40      | <b>R W Prowse</b>                                            | 930.57        |
|             |                  | 3rd Quarter Councillor Claim 2425                            |               |
| 17/04/2025  | 17042025.41      | <b>Robinson Ben &amp; Stacey</b>                             | 1000.00       |
|             |                  | Payment to Fire Chief for 2425 Financial Year                |               |
| 17/04/2025  | 17042025.42      | <b>Seek Limited</b>                                          | 522.50        |
|             |                  | Job Advert - Building Maintenance Officer                    |               |
| 17/04/2025  | 17042025.43      | <b>Signs Plus</b>                                            | 29.00         |
|             |                  | Domed Badge with Magnet for Vin                              |               |
| 17/04/2025  | 17042025.44      | <b>South Cr Duncan</b>                                       | 1055.25       |
|             |                  | 3rd Quarter Councillor Claim 2425                            |               |
| 17/04/2025  | 17042025.45      | <b>South Eloise</b>                                          | 30.78         |
|             |                  | Reimbursement for Playgroup expenses                         |               |
| 17/04/2025  | 17042025.46      | <b>SPM Assets</b>                                            | 2722.50       |
|             |                  | Building.PLUS Data Uploads                                   |               |
| 17/04/2025  | 17042025.47      | <b>Sprys Meat Market</b>                                     | 268.14        |
|             |                  | Seniors Meals - meat                                         |               |
| 17/04/2025  | 17042025.48      | <b>Statewide Bearings</b>                                    | 1595.00       |
|             |                  | AHFP150LPM 240v high flow diesel pump                        |               |
| 17/04/2025  | 17042025.49      | <b>Team Global Express</b>                                   | 213.57        |
|             |                  | Scavenger Supplies Freight                                   |               |
| 17/04/2025  | 17042025.50      | <b>The Great Awakening Cafe</b>                              | 330.00        |
|             |                  | Catering for March Council Meeting                           |               |
| 17/04/2025  | 17042025.51      | <b>Think Project</b>                                         | 1144.00       |
|             |                  | Quote number - QU-0259 - Building data into RAMM             |               |
| 17/04/2025  | 17042025.52      | <b>Truckline</b>                                             | 107.89        |
|             |                  | Fuel Cap & Fuel Sender - 2017 Prime Mover                    |               |
| 17/04/2025  | 17042025.53      | <b>WA Contract Ranger Services Pty Limited</b>               | 607.75        |
|             |                  | Ranger Services per hour inc Travel 3/4 & 10/4               |               |
| 17/04/2025  | 17042025.54      | <b>Warren Blackwood Waste</b>                                | 3069.38       |
|             |                  | Recycling & Waste Services March 25                          |               |
| 17/04/2025  | 17042025.55      | <b>WCP Civil Pty Limited</b>                                 | 55160.04      |
|             |                  | Cement stabilise 270mm at 1.5% Bowelling Duranillin Road     |               |

Shire of West Arthur  
Creditors Payments  
April 2025

| Date                  | Reference   | Detail                                              | Amount    |
|-----------------------|-------------|-----------------------------------------------------|-----------|
| 17/04/2025            | 17042025.56 | West Arthur Community Resource Centre               | 916.74    |
|                       |             | Drs Hours 7/3, 14/3, 21/3, 28/3                     |           |
| 17/04/2025            | 17042025.57 | Westrac Bunbury                                     | 1434.54   |
|                       |             | Screw flat head bolts, Fuel cap, grader service kit |           |
|                       |             | <b>VOUCHERS</b>                                     |           |
| <b>MUNICIPAL FUND</b> |             |                                                     |           |
|                       |             | <b>BPAY</b>                                         | 3961.00   |
|                       |             | <b>DIRECT DEBIT</b>                                 | 41263.86  |
|                       |             | <b>EFT - SALARIES AND WAGES</b>                     | 129545.01 |
|                       |             | <b>03042025.1-03042025.33</b>                       | 67296.94  |
|                       |             | <b>17042025.1-17042025.57</b>                       | 220986.83 |
|                       |             | <b>LICENSING APRIL 2025 TRANSFERS</b>               | 4848.35   |
|                       |             | <b>TOTAL</b>                                        | 467901.99 |



**SHIRE OF WEST ARTHUR**

**PAYMENTS OF ACCOUNTS BY NAB VISA CARD**

**FOR THE STATEMENT PERIOD: 26 March to 24 April 2025**

| DATE                                                                                                                                                                                                                                                                                                                                         | PAYEE                | PO NUMBER | DESCRIPTION                    | SOWA EXPENSE CODE | EXPENSE DESCRIPTION                                                             | TOTAL             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------|--------------------------------|-------------------|---------------------------------------------------------------------------------|-------------------|
| 26-Mar-25                                                                                                                                                                                                                                                                                                                                    | Shire of West Arthur | 101854    | Application to License AW-5408 | 1E144004          | OTHER PROPERTY & SERVICES: Plant Cost Overheads: Plant Licensing                | \$48.75           |
| 31-Mar-25                                                                                                                                                                                                                                                                                                                                    | Reckon Limited       | 101918    | Reckon Monthly Subscription    | 1E142015          | OTHER PROPERTY & SERVICES: Administration Overheads: Other Accounting Functions | \$170.00          |
| 07-Apr-25                                                                                                                                                                                                                                                                                                                                    | Ingot Hotel          | 101769    | Accommodation CCWA Seminar 3/4 | 1E143020          | OTHER PROPERTY & SERVICES: Works Overheads: Training & Development              | \$179.96          |
| 07-Apr-25                                                                                                                                                                                                                                                                                                                                    | Starlink Internet    | 100494    | Depot wifi                     | 1E142020          | OTHER PROPERTY & SERVICES: Administration Overheads: Computer Maintenance       | \$119.00          |
| <b>CARD 1 PAYMENTS</b>                                                                                                                                                                                                                                                                                                                       |                      |           |                                |                   |                                                                                 | <b>\$537.71</b>   |
| <div style="display: flex; justify-content: space-between;"> <div> <p><b>RAINIER SUNNER</b><br/>Cardholder Name</p> <p>14-Apr-25 Bureauhol Adv Driver</p> </div> <div> <p><b>VINCENT FORDHAM LAMONT</b><br/>Authorised By CEO</p> <p>14-Apr-25 Advanced license training deposit</p> </div> </div>                                           |                      |           |                                |                   |                                                                                 |                   |
| <b>CARD 2 PAYMENTS</b>                                                                                                                                                                                                                                                                                                                       |                      |           |                                |                   |                                                                                 | <b>\$200.00</b>   |
| <div style="display: flex; justify-content: space-between;"> <div> <p><b>GARY PASCALUSSEN</b><br/>Cardholder Name</p> <p>26-Mar-25 Adina Apartment</p> </div> <div> <p><b>VINCENT FORDHAM LAMONT</b><br/>Authorised By CEO</p> <p>26-Mar-25 International Transaction fee</p> </div> </div>                                                  |                      |           |                                |                   |                                                                                 |                   |
| <b>CARD 3 PAYMENTS</b>                                                                                                                                                                                                                                                                                                                       |                      |           |                                |                   |                                                                                 | <b>\$287.72</b>   |
| <div style="display: flex; justify-content: space-between;"> <div> <p><b>VINCENT FORDHAM LAMONT</b><br/>Cardholder Name</p> <p>26-Mar-25 International Transaction fee</p> </div> <div> <p><b>PRESIDENT NEIL MORRELL</b><br/>Authorised By Shire President</p> <p>26-Mar-25 International Transaction fee on hotel booking</p> </div> </div> |                      |           |                                |                   |                                                                                 |                   |
| <b>TOTAL NAB VISA CARD PAYMENTS 4336-XXXX-XXXX-7507</b>                                                                                                                                                                                                                                                                                      |                      |           |                                |                   |                                                                                 | <b>\$1,025.43</b> |

**Direct Debit Date** 28-Apr-25

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

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

Kylie Whitaker:  DATE: 14/5/25



**12.3 SALE OF LAND FOR NON-PAYMENT OF RATES - 16 HORLEY STREET - A986**

|                                |                                                    |
|--------------------------------|----------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM689</b>                                      |
| <b>Location:</b>               | <b>N/A</b>                                         |
| <b>Applicant:</b>              | <b>N/A</b>                                         |
| <b>Author:</b>                 | <b>Rajinder Sunner, Manager Corporate Services</b> |
| <b>Authorising Officer:</b>    | <b>Vin Fordham Lamont, Chief Executive Officer</b> |
| <b>Date:</b>                   | <b>15/05/2025</b>                                  |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                         |
| <b>Attachments:</b>            | <b>Nil</b>                                         |

**SUMMARY:**

The Council is requested to consider the sale of 16 Horley Street, Duranillin (Assessment A986) as property rates and charges have been in arrears for over three years.

**BACKGROUND:**

Proceedings against the owner of assessment A986 have been commenced under the delegated authority. The property owner cannot be established and has failed to pay rates since 2004.

**COMMENT:**

The Shire has been pursuing recovery of unpaid rates for a parcel of land believed to be unoccupied and without clear ownership since the early 2000s. The following steps have been undertaken to identify and contact the responsible parties:

- **18 December 2023:** The matter was referred to Ampac for recovery. No current address or mobile number was available to issue demands.
- **12 February 2024:** Title search revealed the property remains in the name of **Peter and Shirley Plank**.
- **12 March 2024:** Historical inquiry indicated the property was **informally sold to Mr. Dawson in the 1970s**, and later to **Mr. Nicholson**, with occupation dating back to **at least 1996**.
- **April 2024:** Skip trace was conducted to locate Mr. Nicholson; no useful information was obtained.
- **May 2024:** Legal advice received – due to the inability to locate the occupiers or any legal claimants, the Shire should consider proceeding under **Section 6.64 of the Local Government Act 1995** to recover outstanding rates and charges.
- **June 2024:** Skip trace was conducted for Mr. Dawson – again, no conclusive information was found.
- **April 2025:** Probate search completed – **no record** of probate or letters of administration for Mr. Dawson or Mr. Nicholson was found.

All reasonable debt recovery options have been exhausted. The rates have gone unpaid since 2004, and the debt continues to accrue interest and penalties, increasing the Shire's financial burden.

**CONSULTATION:**

AMPAC Debt Recovery  
Palisade Corporate Law  
Chief Executive Officer  
Finance Officer

**STATUTORY ENVIRONMENT:**

Local Government Act 1995 (The Act)

Local Government (Financial Management) Regulations 1996 (Regulations)

Sections 6.64 and 6.75 of the Act and Regulations 72 to 78 govern the actions against landowners of rateable land to which rates have remained unpaid for more than three (3) years.

**6.64. Actions to be taken**

(1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate

or interest in the land and —

- (a) from time to time lease the land; or
- (b) sell the land; or
- (c) cause the land to be transferred to the Crown; or
- (d) cause the land to be transferred to itself.

(2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.

(3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

**6.68. Exercise of power to sell land**

(1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the **power of sale**) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.

(2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —

- (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
- (b) having made reasonable efforts to locate the owner of the property is unable to do so.

(3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.

(3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

*[Section 6.68 amended: No. 17 of 2009 s. 40.]*

**6.75. Land to be vested in local government**

(1) Where, at the expiration of 12 years from the taking of possession of any rateable land by a local government under

section 6.64 —

- (a) all rates and service charges due and payable in respect of the land have not been paid; and
- (b) the land has not, under the provisions of this

Subdivision, been —

- (i) sold by the local government; or
- (ii) transferred to the local government; or
- (iii) transferred to the Crown,

by operation of this section the fee simple in the land is to be transferred to the local government subject to —

(c) easements in favour of the public which affect the land;

and

(d) the rights of the Crown in right of the State or Commonwealth or a department, agency, or instrumentality of the Crown in right of the State or Commonwealth; and

(e) rates and taxes (other than local government rates and service charges) due on the land, but free from other encumbrances.

(2) Schedule 6.3 has effect in relation to a transfer under this section.

Section of the Act referenced:

- 6.64 Actions to be taken.
- 6.68 Exercise of power to sell land

Statewide public notice must be given of the sale of land for non-payment of rates or service charges, and the sale shall be conducted as a public auction as prescribed in form 5 of the Regulation [reg.75].

#### **POLICY IMPLICATIONS:**

F28 – Revenue Collection indicates that other courses of action should be taken to collect debt, which include the sale of land under s6.64 of the Local Government Act 1995.

#### **FINANCIAL IMPLICATIONS:**

As of 15 May 2025, the total amount outstanding on the property is \$40,483.77, including legal fees and interest. There will be further costs incurred to sell the property.

#### **STRATEGIC IMPLICATIONS:**

Community Strategic Plan – West Arthur Towards 2031 provides

*Leadership and management – inspirational, dynamic, transparent*

*Outcome 4.3 – Establish and maintain sound business and governance structures*

- *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 legislative requirements poses financial, legal and reputational risks.               |
| Risk Likelihood (based on history and with existing controls)       | Likely (4)                                                                                                   |
| Risk Consequence                                                    | Major (4)                                                                                                    |
| Risk Rating (Before Treatment or Control): Likelihood x Consequence | High (16)                                                                                                    |
| Principal Risk Theme                                                | Compliance Requirement                                                                                       |
| Risk Action Plan (Controls or Treatment Proposed)                   | Control through regular review of outstanding rates and ongoing compliance with legislation and regulations. |

**VOTING REQUIREMENTS:**

Absolute Majority

**RESOLUTION CO-2025-039**

Moved: Cr Graeme Peirce

Seconded: Cr Duncan South

That Council, having noted that reasonable efforts to locate the owner of the property at 16 Horley Street, Duranillin have been made:

1. Authorise the CEO, pursuant to section 6.64(1)(b) of the *Local Government Act 1995 (WA)*, proceed to sell 16 Horley Street, Duranillin (Certificate of Title 1107/572) which has been in arrears for three (3) or more years, and recover from the proceeds of sale the outstanding balance; and
2. Grant authority to the Shire President and the Chief Executive Officer to execute and, if necessary, affix the common Seal of the Shire to any documentation required to effect the property sale in clause one above.

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

Against: Nil

**CARRIED 5/0 BY ABSOLUTE MAJORITY**

**12.4 SALE OF LAND FOR NON-PAYMENT OF RATES - 43 ARTHUR STREET - A727**

|                                |                                                    |
|--------------------------------|----------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM689</b>                                      |
| <b>Location:</b>               | <b>N/A</b>                                         |
| <b>Applicant:</b>              | <b>N/A</b>                                         |
| <b>Author:</b>                 | <b>Rajinder Sunner, Manager Corporate Services</b> |
| <b>Authorising Officer:</b>    | <b>Vin Fordham Lamont, Chief Executive Officer</b> |
| <b>Date:</b>                   | <b>15/05/2025</b>                                  |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                         |
| <b>Attachments:</b>            | <b>Nil</b>                                         |

**SUMMARY:**

The Council is requested to consider the sale of 43 Arthur Street, Darkan (Assessment A727) as property rates and charges have been in arrears for over three years.

**BACKGROUND:**

Proceedings against the owner of assessment A727 have been commenced under the delegated authority. The property owner has failed to pay rates since 2007.

**COMMENT:**

The Shire has been actively pursuing the recovery of outstanding rates on a property without sufficient payment for over three years. A series of formal recovery actions have been undertaken, as outlined below:

- **December 2023:** The outstanding rates debt was referred to debt collectors - AMPAC.
- **March 2024:** A **skip trace** was initiated to locate the responsible ratepayers.
- **March 2024:** A **General Procedure Claim (GPC)** was issued through the Magistrates Court.
- **July 2024:** The ratepayers offered a payment arrangement of **\$100 per week**. Given the outstanding amount, this offer was considered insufficient and was **declined by the Shire (SOWA)** after consulting with AMPAC.
- **July 2024:** A **Property Seizure and Sale Order (PSSO)** was issued.
- **August 2024:** The **Bailiff attended the property** and deemed no valuable goods were available for seizure.

All reasonable debt recovery options have been exhausted. The rates have gone unpaid since 2007, and the debt continues to accrue interest and penalties, increasing the Shire's financial burden.

**CONSULTATION:**

AMPAC Debt Recovery  
Palisade Corporate Law  
Chief Executive Officer  
Finance Officer

**STATUTORY ENVIRONMENT:**

Local Government Act 1995 (The Act)

Local Government (Financial Management) Regulations 1996 (Regulations)

Sections 6.64 and 6.75 of the Act and Regulations 72 to 78 govern the actions against landowners of rateable land to which rates have remained unpaid for more than three (3) years.

#### **6.64. Actions to be taken**

(1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate

or interest in the land and —

- (a) from time to time lease the land; or
- (b) sell the land; or
- (c) cause the land to be transferred to the Crown; or
- (d) cause the land to be transferred to itself.

(2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.

(3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

#### **6.68. Exercise of power to sell land**

(1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the **power of sale**) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.

(2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —

- (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
- (b) having made reasonable efforts to locate the owner of the property is unable to do so.

(3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.

(3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

*[Section 6.68 amended: No. 17 of 2009 s. 40.]*

#### **6.75. Land to be vested in local government**

(1) Where, at the expiration of 12 years from the taking of possession of any rateable land by a local government under

section 6.64 —

- (a) all rates and service charges due and payable in respect of the land have not been paid; and
- (b) the land has not, under the provisions of this

Subdivision, been —

- (i) sold by the local government; or
- (ii) transferred to the local government; or
- (iii) transferred to the Crown,

by operation of this section the fee simple in the land is to be transferred to the local government subject to —

(c) easements in favour of the public which affect the land;

and

(d) the rights of the Crown in right of the State or Commonwealth or a department, agency, or instrumentality of the Crown in right of the State or Commonwealth; and

(e) rates and taxes (other than local government rates and service charges) due on the land, but free from other encumbrances.

(2) Schedule 6.3 has effect in relation to a transfer under this section.

Section of the Act referenced:

- 6.64 Actions to be taken.
- 6.68 Exercise of power to sell land

Statewide public notice must be given of the sale of land for non-payment of rates or service charges, and the sale shall be conducted as a public auction as prescribed in form 5 of the Regulation [reg.75].

#### **POLICY IMPLICATIONS:**

F28 – Revenue Collection indicates that other courses of action should be taken to collect debt, which include the sale of land under s6.64 of the Local Government Act 1995.

#### **FINANCIAL IMPLICATIONS:**

As of 15 May 2025, the total amount outstanding on the property is \$37,112.30, including legal fees and interest. Selling the property will incur further costs.

#### **STRATEGIC IMPLICATIONS:**

Community Strategic Plan – West Arthur Towards 2031 provides

*Leadership and management – inspirational, dynamic, transparent*

*Outcome 4.3 – Establish and maintain sound business and governance structures*

- *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<br>1 | Minor<br>2 | Moderate<br>3 | Major<br>4   | Catastrophic<br>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 legislative requirements poses financial, legal and reputational risks.               |
| Risk Likelihood (based on history and with existing controls)       | Likely (4)                                                                                                   |
| Risk Consequence                                                    | Major (4)                                                                                                    |
| Risk Rating (Before Treatment or Control): Likelihood x Consequence | High (16)                                                                                                    |
| Principal Risk Theme                                                | Compliance Requirement                                                                                       |
| Risk Action Plan (Controls or Treatment Proposed)                   | Control through regular review of outstanding rates and ongoing compliance with legislation and regulations. |

**VOTING REQUIREMENTS:**

Absolute Majority

**RESOLUTION CO-2025-040**

Moved: Cr Duncan South

Seconded: Cr Graeme Peirce

That Council, having noted that reasonable efforts to locate the owner of the property at 43 Arthur Street, Darkan have been made:

1. Authorise the CEO, pursuant to section 6.64(1)(b) of the *Local Government Act 1995 (WA)*, to proceed to sell 43 Arthur Street, Darkan (Certificate of Title 2091/783), which has been in arrears for three (3) or more years, and recover from the proceeds of sale the outstanding balance; and
2. Grant authority to the Shire President and the Chief Executive Officer to execute and, if necessary, affix the common Seal of the Shire to any documentation required to effect the property sale in clause one above.

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

Against: Nil

**CARRIED 5/0 BY ABSOLUTE MAJORITY**

**12.5 SALE OF BLOCK OF LAND - 17 NANGIP CRESCENT DARKAN**

|                                |                                                                                                       |
|--------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM937</b>                                                                                         |
| <b>Location:</b>               | <b>N/A</b>                                                                                            |
| <b>Applicant:</b>              | <b>N/A</b>                                                                                            |
| <b>Author:</b>                 | <b>Rajinder Sunner, Manager Corporate Services</b>                                                    |
| <b>Authorising Officer:</b>    | <b>Vin Fordham Lamont, Chief Executive Officer</b>                                                    |
| <b>Date:</b>                   | <b>15/05/2025</b>                                                                                     |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                                                                            |
| <b>Attachments:</b>            | <b>1. Residential Market Appraisal 17 Nangip Crescent April 2025 - Confidential <a href="#">↓</a></b> |

**SUMMARY:**

The Council is requested to consider the sale of 17 Nangip Crescent, Darkan.

**BACKGROUND:**

The Shire recently acquired a parcel of land at 17 Nangip Crescent, Darkan, following the completion of the statutory process under the Local Government Act 1995 for rate non-payment.

At the time of acquisition, it was proposed that the land be used to construct a staff residence to support staff retention and address housing challenges in the area.

**COMMENT:**

Following a preliminary site assessment by officers, it has become evident that the land presents significant challenges for development. The block is notably steep, with substantial earthworks, retaining walls, and engineering requirements for construction. These factors contribute to prohibitively high costs, making it financially unviable for the Shire to proceed with a staff housing project on this site.

Given the constraints and costs associated with developing this land, officers recommend that the Shire now proceed with the disposal of the property via public auction. Selling the property through public auction will enable transparency, competitiveness, and compliance with disposal requirements under Section 3.58 of the *Local Government Act 1995*.

Funds from the sale may be redirected to future housing or other strategic initiatives as determined by the Council.

**CONSULTATION:**

Chief Executive Officer  
Manager Works and Services  
Nutrien Harcourts WA

**STATUTORY ENVIRONMENT:**

Local Government Act 1995 (The Act)

**3.58. Disposing of property**

(1) In this section —

*dispose* includes to sell, lease, or otherwise dispose of, whether absolutely or not;

*Property* includes the whole or any part of the interest of a local government in property, but does not include money.

- (2) Except as stated in this section, a local government can only dispose of property to —
- (a) the highest bidder at public auction; or
  - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
    - (i) describing the property concerned; and
    - (ii) giving details of the proposed disposition; and
    - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
  - and
  - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
  - (b) the consideration to be received by the local government for the disposition; and
  - (c) the market value of the disposition —
    - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
    - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
  - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
  - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
  - (d) any other disposition that is excluded by regulations from the application of this section.
- [Section 3.58 amended: No. 49 of 2004 s. 27; No. 17 of 2009s. 10.]*

The disposal of property is subject to Section 3.58 of the Local Government Act 1995. The public auction process complies with these requirements and ensures fair market value.

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

Costs associated with the sale (e.g. auctioneer fees, advertising) will be minimal and will be recovered from the sale proceeds. The disposal may also result in the property returning to the rate base if purchased by a private party.

**STRATEGIC IMPLICATIONS:**

Community Strategic Plan – West Arthur Towards 2031 provides

*Leadership and management – inspirational, dynamic, transparent*

*Outcome 4.3 – Establish and maintain sound business and governance structures*

- *Ensure that the local community is provided with value for money through the prudent expenditure of rates.*

This recommendation aligns with the Council's objective to make prudent financial decisions and ensure the best use of Shire assets.

**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                                             | Holding on to an asset that is no longer required. |
| Risk Likelihood (based on history and with existing controls)       | Unlikely (2)                                       |
| Risk Consequence                                                    | Minor (2)                                          |
| Risk Rating (Before Treatment or Control): Likelihood x Consequence | Low (4)                                            |
| Principal Risk Theme                                                | Prudent use of Shire's assets.                     |
| Risk Action Plan (Controls or Treatment Proposed)                   | Approves the officer recommendations as presented. |

**VOTING REQUIREMENTS:**

Absolute Majority

**RESOLUTION CO-2025-041**

Moved: Cr Adam Squires

Seconded: Cr Karen Harrington

That Council

1. Approves the disposal of the property located at 17 Nangip Crescent, Darkan by Public Auction;
2. Authorise the Chief Executive Officer to engage a licensed auctioneer and undertake all actions necessary to facilitate the sale, including advertising;
3. Authorise the Chief Executive Officer to engage a lawyer to prepare a contract of sale;
4. Notes that the net sale proceeds will be allocated to the shire's Building Reserve.

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

Against: Nil

**CARRIED 5/0 BY ABSOLUTE MAJORITY**

THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY

THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY

THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY

**13 WORKS AND SERVICES**

Nil

**14 REGULATORY SERVICES****14.1 DRAFT LOCAL PLANNING STRATEGY**

|                                |                                                                                                                                                                                                                                                                                                   |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Reference:</b>         | <b>ADM205</b>                                                                                                                                                                                                                                                                                     |
| <b>Author:</b>                 | <b>Joe Douglas, Planning Consultant</b>                                                                                                                                                                                                                                                           |
| <b>Authorising Officer:</b>    | <b>Vin Fordham Lamont, Chief Executive Officer</b>                                                                                                                                                                                                                                                |
| <b>Date:</b>                   | <b>15/05/2025</b>                                                                                                                                                                                                                                                                                 |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                                                                                                                                                                                                                                                                        |
| <b>Location:</b>               | <b>Shire of West Arthur Municipal District</b>                                                                                                                                                                                                                                                    |
| <b>Applicant:</b>              | <b>N/A</b>                                                                                                                                                                                                                                                                                        |
| <b>Owner:</b>                  | <b>N/A</b>                                                                                                                                                                                                                                                                                        |
| <b>Proposal:</b>               | <b>Consideration of Submissions and Final Adoption of the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy</b>                                                                                                                                                       |
| <b>Attachments:</b>            | <ol style="list-style-type: none"><li><b>Schedule of Submissions</b> <a href="#">↓</a></li><li><b>Schedule of Modifications</b> <a href="#">↓</a></li><li><b>Draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy (under separate cover)</b> <a href="#">⇒</a></li></ol> |

**SUMMARY:**

This report:

- provides details of the outcomes from public advertising of the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy;
- recommends that Council resolve to support and finally adopt the draft Strategy subject to modifications to address issues raised and recommendations provided in the submissions received during public advertising;
- authorises the Shire President and Chief Executive Officer to sign the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy as required; and
- authorises the Shire's Chief Executive Officer to submit a copy of the draft Strategy as advertised, a Schedule of Submissions and a Schedule of Modifications to the Western Australian Planning Commission for consideration and final endorsement.

**BACKGROUND:**

At its Ordinary Meeting held on 28 November 2024 Council unanimously resolved to advertise the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy for public comment for a period of 60 days (i.e. Resolution CO-2024-126).

**COMMENT:**

In accordance with Council's resolution on 28 November 2024 the draft Strategy (see Attachment 3) was advertised for public comment in accordance with the procedural requirements of regulation 13 of the

*Planning and Development (Local Planning Scheme) Regulations 2015* for sixty (60) days. This process included:

- Publication of a notice and copy of the final amended draft version of the Strategy on the Shire's website;
- Publication of notices in local newsletters, the Shire's Facebook page and the Narrogin Observer newspaper;
- Correspondence to all landowners directly affected by the draft Strategy and other major stakeholders; and
- Correspondence to a number of State Government agencies and essential service providers.

A total of eleven (11) submissions were received during public advertising, ten (10) of which were from State government agencies and one (1) from the Shire of West Arthur. A summary of all submissions received and a recommendation in respect of each is provided in Attachment 1 (i.e. Schedule of Submissions).

A Schedule of Modifications to the draft Strategy is also provided in Attachment 2 to reflect the recommendations provided in Attachment 1 in respect of all submissions received.

It is significant to note no submissions were received from those landowners directly affected by the draft Strategy or the local community more generally either supporting or objecting to the draft Strategy. As such it is reasonable to conclude all affected landowners and the local community more generally are satisfied with and supportive of the draft Strategy and do not have any objections.

Council should note none of the submissions received raised any objections to the draft Strategy however a number of comments and recommendations were provided to ensure the Strategy is based on the latest available information (e.g. population forecasts), technically correct, and consistent with the aims and objectives of the State Planning Framework as well as the Shire's strategic planning framework.

In light of all the above it is recommended Council resolve, pursuant to regulation 14 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, to:

- a) support and finally adopt the draft Strategy subject to the various modifications contained in the Schedule of Modifications provided in Attachment 2 to reflect the recommendations provided in a number of submissions received during public advertising; and
- b) authorise the Shire's Chief Executive Officer to submit a copy of the draft Strategy as advertised, a Schedule of Submissions and a Schedule of Modifications to the Western Australian Planning Commission for consideration and final endorsement within sixty (60) days of receipt as required by the aforementioned regulations.

Assuming the Western Australian Planning Commission endorses the Strategy in accordance with some or all of the modifications proposed by the Shires of Wagin, West Arthur and Williams, the Strategy will be amended accordingly and must then be published on each Shire's website and made available for public inspection at each Shire's administration centre during normal business hours.

#### **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*

#### **POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

There are no immediate financial implications for the Shire aside from the administrative and advertising costs associated with progressing and finalising the draft Strategy in accordance with the procedural requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015* which have been accounted for in the Shire's annual budget.

**STRATEGIC IMPLICATIONS:**

The preparation and adoption of a Local Planning Strategy is generally consistent with the aims and objectives of the Shire's *Strategic Community Plan Towards 2031*, *Corporate Business Plan 2021-2025* and *Economic Development Strategy 2023-2033*.

**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<br>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                                               | Errors, omissions or delays; Inadequate document management processes; and/or Inadequate engagement practices.                                                                                                                              |
| 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 the Planning and Development (Local Planning Scheme) Regulations 2015 as they apply specifically to the preparation and adoption of Local Planning Strategies. |

**VOTING REQUIREMENTS:**

Simple Majority

**RESOLUTION CO-2025-042**

Moved: Cr Karen Harrington

Seconded: Cr Adam Squires

That Council resolve, in accordance with regulation 14 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, to:

1. Acknowledge receipt of all submissions received during public advertising of the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy and endorse the recommendations in respect of each as documented in Attachment 1;
2. Support the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy subject to the various proposed modifications provided in Attachment 2;
3. Authorise the Shire President and Chief Executive Officer to sign the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy as required; and
4. Authorise the Shire's Chief Executive Officer to submit a copy of the draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy as advertised, Schedule of Submissions (i.e. Attachment 1) and Schedule of Modifications (Attachment 2) to the Western Australian Planning Commission for consideration and final endorsement.

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

Against: Nil

**CARRIED 5/0**

## ATTACHMENT 1

**Schedule of Submissions**  
**Shires of Wagin, West Arthur and Williams**  
**Draft Joint Local Planning Strategy**

| No.                       | Submitter Type                                              | Submitter Details & Address                                                                                | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Local Government Comment                                                                                                                                                                                                                                                              | Local Government Recommendation                                                        |
|---------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                                                             |                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                       |                                                                                        |
| 1                         | Department of Energy, Mines, Industry Regulation and Safety | Mr Steven Batty - Senior Geologist, Resource Security Directorate<br><br>Locked Bag 100 EAST PERTH WA 6892 | DEMIRS has no objections to the proposed Strategy but recommends as follows:<br><br>1. That the Councils' adopt the following strategies regarding mineral resources in its planning:<br><ul style="list-style-type: none"><li>• Operating mines and quarries should be protected from sterilisation or hindrance by encroachment of incompatible development, maintaining adequate separation distances between mining operations and nearby sensitive land uses;</li><li>• Known resources and areas of identified high resource potential should not be unnecessarily sterilised by inappropriate zoning, land use permissibility or development; and</li><li>• Access to land for exploration and possible development should be maintained over as</li></ul> | The recommendations made by DEMIRS regarding the extraction of basic raw materials and mining have already been suitably addressed in Parts 1 and 2 of the draft Local Planning Strategy and will be reflected in the Shire of West Arthur's proposed new Local Planning Scheme No.3. | That no modifications be made to the proposed Strategy in response to this submission. |

## ATTACHMENT 1

| No.                       | Submitter Type          | Submitter Details & Address                              | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Local Government Comment                                                         | Local Government Recommendation                                                        |
|---------------------------|-------------------------|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                         |                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                  |                                                                                        |
|                           |                         |                                                          | <p>much of the Local Planning Strategy area as possible.</p> <p>2. Consistent with Section 5.7 of State Planning Policy No.2 Environment and Natural Resources the important mineral resources and basic raw materials within the Shires should be identified and protected.</p> <p>3. In reference to legislation, Section 120 of the Mining Act 1978 states that local planning schemes and local laws are to be considered but do not derogate from the Mining Act 1978. Consequently, we recommend that no comments be made in the Joint Local Planning Strategy regarding constraining or providing for mining operations, although it will be important to identify particular areas of known resources.</p> |                                                                                  |                                                                                        |
| 2                         | Department of Education | Mr Joshua Gould<br>Senior Consultant – Land and Planning | There are three public primary schools across the Shires of Wagin, West Arthur and Williams, and based on the draft Strategy, the existing capacity of the current schools are likely be able to accommodate the                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | The advice provided by the Department of Education is acknowledged and accepted. | That no modifications be made to the proposed Strategy in response to this submission. |

## ATTACHMENT 1

| No.                       | Submitter Type                                            | Submitter Details & Address                                                                                                      | Summary Of Submission                                                                                                                                                                                                                                                                                                                                               | Local Government Comment                                                                                                                                                                                      | Local Government Recommendation                                                                                                                    |
|---------------------------|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                                                           |                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                               |                                                                                                                                                    |
|                           |                                                           | Infrastructure Strategy and Planning<br><br>151 Royal Street EAST<br>PERTH WA 6004                                               | student demand over the long-term. As such the Department has no in principle objections to the proposed Strategy.                                                                                                                                                                                                                                                  |                                                                                                                                                                                                               |                                                                                                                                                    |
| 3                         | Department of Health                                      | Dr Michael Lindsay – Executive Director, Environmental Health Directorate<br><br>PO Box 8172<br>PERTH<br>BUSINESS CENTRE WA 6849 | The Department of Health raised no objections to the proposed Strategy and has recommended due consideration be given to water supply, wastewater disposal, chemical hazards, medical entomology (i.e. breeding habitat of mosquitoes and mosquito management), and other public health considerations when dealing with any new rezoning or development proposals. | The advice provided by the Department of Health is acknowledged and accepted and will be considered and addressed when dealing with any new rezoning or development proposals.                                | That no modifications be made to the proposed Strategy in response to this submission.                                                             |
| 4                         | Department of Primary Industries and Regional Development | Mr Timothy Overheu - Acting Director Agriculture Resource Management Assessment, Fisheries and Sustainability                    | The Department of Primary Industries and Regional Development raised no objections to the proposed Strategy and has recommended all Shires adopt a general presumption against the subdivision of rural land in accordance with the State Planning 2.5 entitled 'Rural Planning' and                                                                                | The Department of Primary Industries and Regional Development's recommendation that all Shires adopt a general presumption against the subdivision of rural land in accordance with key elements of the State | That Action Item 1.2.3.2 in clause 1.2.3 in Part 1 of the proposed Strategy be amended to reflect the recommendation contained in this submission. |

Page 3 of 10

## ATTACHMENT 1

| No.                       | Submitter Type                                                                         | Submitter Details & Address                                                       | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Local Government Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Local Government Recommendation                                                                                                                                                        |
|---------------------------|----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                                                                                        |                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                        |
|                           |                                                                                        | 444 Albany Highway<br>ALBANY WA 6330                                              | Development Control Policy DC.3.4 entitled 'Subdivision of Rural Land' unless otherwise identified in the Local Planning Strategy.                                                                                                                                                                                                                                                                                                                                                                                                         | Planning Framework is considered to have merit in terms of clarity and consistency and is therefore supported.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                        |
| 5                         | Department of Planning, Lands and Heritage – Aboriginal Heritage Conservation Division | Ms Samantha Hansen – Senior Heritage Officer<br><br>Locked Bag 2506 PERTH WA 6001 | <p>The Aboriginal Heritage Conservation Division of the Department of Planning, Lands and Heritage raised no objections to the proposed Strategy and has recommended that:</p> <p>a) Due consideration be given to the requirements of the <i>Aboriginal Heritage Act 1972</i> when dealing with any future development proposals; and</p> <p>b) That clause 2.4.4 in Part 2 of the Strategy document be updated to reflect the latest recorded names and details of all Aboriginal Registered Sites and heritage places in the Shire.</p> | <p>The Department of Planning, Lands and Heritage's Aboriginal Heritage Conservation Division's recommendation that due consideration be given to the requirements of the <i>Aboriginal Heritage Act 1972</i> is acknowledged and accepted and will continue to be considered and addressed when dealing with any new development proposals.</p> <p>The Department's recommendation that clause 2.4.4 in Part 2 of the Strategy document be updated to reflect the latest recorded names and details of all Aboriginal Registered Sites and heritage places in all Shires is considered to have</p> | That clause 2.4.4 in Part 2 of the Strategy document be updated to reflect the latest recorded names and details of all Aboriginal Registered Sites and heritage places in all Shires. |

## ATTACHMENT 1

| No.                       | Submitter Type                                                                       | Submitter Details & Address                                                                                | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Local Government Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Local Government Recommendation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                                                                                      |                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|                           |                                                                                      |                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | merit and is therefore supported.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6                         | Department of Planning, Lands and Heritage – Historic Heritage Conservation Division | Ms Katie Davies - A/Assistant Manager, Historic Heritage Conservation<br><br>Locked Bag 2506 PERTH WA 6001 | <p>The Historic Heritage Conservation Division of the Department of Planning, Lands and Heritage raised no objections to the proposed Strategy and has recommended that:</p> <p>a) An action be included in Part 1 of the Strategy to review and update heritage related policies for all Shires in accordance with guidelines published by the Department that clearly set out the expectations and requirements for the development of heritage listed places in each Shire; and</p> <p>b) That the action in Part 1 of the Strategy document regarding the proposed reclassification of State and Shire owned land forming part of the Arthur River Heritage Precinct fronting Albany Highway from Rural zone and Local Road reserve to Heritage reserve to protect the heritage values of the precinct be amended by including the precinct in the Shire's statutory Heritage List rather than</p> | <p>The Department of Planning, Lands and Heritage's Historic Heritage Conservation Division's recommendation that an action be included in Part 1 of the Strategy to review and update heritage related policies for all Shires in accordance with guidelines published by the Department is considered to have merit and is therefore supported.</p> <p>The Department's recommendation that the current zoning and reserve classifications applicable to State and Shire owned land in the Arthur River Heritage Precinct not be reclassified as proposed in Action Item 1.3.2.17 in clause 1.3.2 in Part 1 of the Strategy document is considered to have merit in terms of providing flexibility for the future development of the</p> | <p>That Action Item 1.2.2.7 in clause 1.2.2 in Part 1 of the proposed Strategy be amended to also provide for the review and update of heritage related policies for all Shires in accordance with guidelines published by the Department of Planning, Lands and Heritage.</p> <p>That Action Item 1.3.2.17 in clause 1.3.2 in Part 1 of the Strategy document be amended to remove all reference to the proposed reclassification of State and Shire owned land forming part of the Arthur River Heritage Precinct fronting Albany Highway from Rural zone and Local Road reserve to Heritage reserve and instead include suitable wording to reflect the Shire's intention to review and update its local planning policy for heritage places, Local Heritage Survey and Local</p> |

ATTACHMENT 1

| No.                       | Submitter Type                                   | Submitter Details & Address                                                                                                            | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                       | Local Government Comment                                                                                                                                                                                                                                                                                                         | Local Government Recommendation                                                                                                                                                                                                |
|---------------------------|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                                                  |                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                |
|                           |                                                  |                                                                                                                                        | the creation of a 'heritage reserve' in the Shire of West Arthur's Local Planning Scheme which may unduly limit uses for the existing buildings.                                                                                                                                                                                                                                            | precinct and is therefore supported. It should be noted the Arthur River Heritage Precinct is already included in the Shire's statutory Heritage List (i.e. Place No.40) and therefore there is no need to amend the relevant action in Part 1 of the Strategy document to reflect this part of the Department's recommendation. | Heritage List as recommended and required.                                                                                                                                                                                     |
| 7                         | Department of Water and Environmental Regulation | Mr Brendan Kelly - Senior Natural Resource Management Officer, Planning Advice, South West Region<br><br>PO Box 261<br>BUNBURY WA 6231 | Department of Water and Environmental Regulation raised no objections to the proposed Strategy and has recommended a number of minor textual changes to the Strategy document to highlight and address issues associated with climate change, natural hazards, protection of water resources, water supply during drought periods and other minor wording issues for technical correctness. | The various minor textual changes to the Strategy document recommended by the Department are considered to have merit and are therefore supported.                                                                                                                                                                               | That all modifications to the proposed Strategy recommended by the Department of Water and Environmental Regulation of direct relevance to the Shire of West Arthur be supported and the Strategy text be amended accordingly. |
| 8                         | Main Roads Western Australia                     | Mr Darren Wallace -                                                                                                                    | Main Roads Western Australia raised no objections to the proposed Strategy and has recommended that action Item 1.2.5.1 in clause 1.2.5 in                                                                                                                                                                                                                                                  | The minor textual change to action Item 1.2.5.1 in clause 1.2.5 in Part 1 of the Strategy document recommended by                                                                                                                                                                                                                | That action Item 1.2.5.1 in clause 1.2.5 in Part 1 of the Strategy document be amended in accordance with                                                                                                                      |

## ATTACHMENT 1

| No.                       | Submitter Type                   | Submitter Details & Address                                                                                            | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Local Government Comment                                                                                                                                                    | Local Government Recommendation                                                          |
|---------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                                  |                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                             |                                                                                          |
|                           |                                  | Project Contract Manager, Wheatbelt Region Regional Operations<br><br>PO Box 333<br>NORTHAM<br>WA 6401                 | Part 1 of the Strategy document be amended to include a statement of intent to consolidate access to State Roads and prioritising access from local road frontages when able, in order to protect the safety and efficiency of the State Road network to reflect the aims and objectives of the WAPC's Development Control Policy 5.1 entitled 'Regional Roads (Vehicular Access)' and Draft Operational Policy 1.12 entitled 'Planning Proposals Adjoining Regional Roads in Western Australia'. | Main Roads Western Australia is considered to have merit and is therefore supported.                                                                                        | the recommendation provided by Main Roads Western Australia.                             |
| 9                         | Water Corporation                | Mr Matt Calabro - Senior Advisor - Land Use Planning, Development Services<br><br>PO Box 100<br>LEEDERVILLE<br>WA 6902 | The Water Corporation raised no objections to the proposed Strategy and advised servicing connections to future residential, commercial and industry zones will be assessed on a case by case basis as development applications are submitted. Any future servicing required should be presented to Water Corporation in advice for assessment and planning.                                                                                                                                      | The advice provided by the Water Corporation is acknowledged and accepted and will be considered and addressed when dealing with any new rezoning or development proposals. | That no modifications be made to the proposed Strategy in response to this submission.   |
| 10                        | Wheatbelt Development Commission | Mr Alex MacKenzie - Senior Regional                                                                                    | The Wheatbelt Development Commission raised no objections to                                                                                                                                                                                                                                                                                                                                                                                                                                      | The various minor textual changes to the Strategy document recommended by the Wheatbelt Development                                                                         | That all modifications to the proposed Strategy recommended by the Wheatbelt Development |

## ATTACHMENT 1

| No.                       | Submitter Type | Submitter Details & Address                                 | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Local Government Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Local Government Recommendation                                                                                                                                                                                                                                                                                                        |
|---------------------------|----------------|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                |                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                        |
|                           |                | Development Officer<br><br>PO Box 250<br>NORTHAM<br>WA 6401 | <p>the proposed Strategy and has recommended that:</p> <p>a) Clause 2.4.1 in Part 2 of the Strategy document be amended to reference 'single houses' as the primary dwelling type in all Shires to ensure all reference to this use class is consistent with the terminology used in various components of the State planning Framework;</p> <p>b) The 'Strategy Implications' in Clauses 2.3.2 and 2.4.1 in Part 2 of the Strategy document be amended to reflect the findings from recent housing investigations undertaken by the Wheatbelt Development Commission which has clearly shown the current rates of land and housing supply are inadequate and that there is not a sufficient supply of housing and residential land to meet the needs of new residents as this part of the Strategy currently suggests;</p> <p>c) The 'Strategy Implications' in Clause 2.4.3 in Part 2 of the Strategy document be amended</p> | <p>Commission are considered to have merit and are therefore supported.</p> <p>It is also noted from advice recently received from the Department of Planning, Lands and Heritage that the medium-term population forecasts in the Western Australian Planning Commission's publication entitled 'WA Tomorrow 12' for each Shire to 2036 is estimated to grow which reinforces the Wheatbelt Development Commission's point there may not be a sufficient supply of housing and residential land to meet the needs of new residents in the future.</p> | <p>Commission be supported and clause 2.3.1 in Part 2 of the Strategy text (i.e. Population, page 73) as it applies specifically to the Shire of West Arthur be amended accordingly to reflect the medium-term population forecasts to 2036 in the Western Australian Planning Commission's publication entitled 'WA Tomorrow 12'.</p> |

## ATTACHMENT 1

| No.                       | Submitter Type       | Submitter Details & Address                                                         | Summary Of Submission                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Local Government Comment       | Local Government Recommendation                                                                                                                                                                                                                                                                                                                |
|---------------------------|----------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agency Submissions</b> |                      |                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                |                                                                                                                                                                                                                                                                                                                                                |
|                           |                      |                                                                                     | to include reference to the additional constraints associated with releasing and developing Crown land in the Darkan townsite classified 'Residential' zone that is subject to the South West Native Title Settlement Agreement; and<br>d) The 'Strategy Implications' in Clause 2.3.2 in Part 2 of the Strategy document be amended to provide a better description of 'market failure', the reasons for it and planning measures to help combat it.                                              |                                |                                                                                                                                                                                                                                                                                                                                                |
| 11                        | Shire of West Arthur | Mr Vin Fordham Lamont – Chief Executive Officer<br><br>PO Box 112<br>DARKAN WA 6392 | The Shire of West Arthur has recently completed preparation of a draft Biodiversity Strategy to establish a comprehensive framework for the protection, enhancement, and sustainable management of local biodiversity. It is suggested this document, which contains some useful guidance and plans, should be referenced in Parts 1 and 2 of the Local Planning Strategy in the sections pertaining to 'Environment' to raise awareness of its existence and the strategic direction it espouses. | As per the Shire's submission. | That Parts 1 and 2 of the proposed Local Planning Strategy as it applies to 'Environment' be amended to include reference to the <i>Shire of West Arthur Biodiversity Strategy</i> and the need to consider its aims and objectives when planning for any future development which may have potential to compromise local biodiversity values. |

ATTACHMENT 1

| No.                             | Submitter Type | Submitter Details & Address | Summary Of Submission | Local Government Comment | Local Government Recommendation |
|---------------------------------|----------------|-----------------------------|-----------------------|--------------------------|---------------------------------|
| Agency Submissions              |                |                             |                       |                          |                                 |
| Public Submissions              |                |                             |                       |                          |                                 |
| No public submissions received. |                |                             |                       |                          |                                 |

## ATTACHMENT 2

**Schedule of Modifications**  
**Shires of Wagin, West Arthur and Williams**  
**Draft Joint Local Planning Strategy**

| No.                             | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                             | Reason                                                                                                                                                                                                                                                                                                                 |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>Strategy Report Part One</u> |                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                        |
| 1.                              | Amend Action Item 1.2.3.2 in clause 1.2.3 to read as follows:<br><i>Each Shire to adopt a general presumption against the subdivision of rural land in accordance with the State Planning 2.5 entitled 'Rural Planning' and Development Control Policy DC.3.4 entitled 'Subdivision of Rural Land' unless any given proposal is consistent with the exceptional circumstances prescribed in Development Control Policy DC.3.4 or the Strategy.</i> | To reflect the recommendation provided in the submission received from the Department of Primary Industries and Regional Development to ensure consistency with and clarify the requirements of the State Planning Framework as it applies specifically to the subdivision of rural land throughout Western Australia. |
| 2.                              | Amend action Item 1.2.2.7 in clause 1.2.2 to include the following additional wording:<br><i>.....and review and update of heritage related policies for all Shires in accordance with guidelines published by the Department of Planning, Lands and Heritage as well as each Shire's Local Heritage Survey and Local Heritage List.</i>                                                                                                           | To reflect the recommendation provided in the submission received from the Department of Planning, Lands and Heritage – Historic Heritage Conservation Division to ensure the expectations and requirements for the development of heritage listed places in each Shire are articulated more clearly.                  |
| 3.                              | Amend Action Item 1.3.2.17 in clause 1.3.2 by deleting the existing wording and including the following revised wording:<br><i>Review and update the Shire of West Arthur's local planning policy for heritage places in accordance with guidelines published by the Department of Planning, Lands and Heritage to provide for the long term protection of the Arthur River Heritage Precinct.</i>                                                 | To reflect part of the recommendation provided in the submission received from the Department of Planning, Lands and Heritage – Historic Heritage Conservation Division to protect the heritage values of the Arthur River Heritage Precinct.                                                                          |
| 4.                              | Amend dot point 6 in clause 1.2.2 entitled 'Community, urban growth and settlement' so it reads as follows:                                                                                                                                                                                                                                                                                                                                        | To reflect the recommendation provided in the submission received from the Department of Water and Environmental                                                                                                                                                                                                       |

## ATTACHMENT 2

| No. | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Reason                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <i>Mitigate the impact of natural disasters on the community and local economy including ensuring that land use and development addresses <b>climate change</b>, bushfire and flood risk.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                  | Regulation to highlight early in the Strategy document the issue of 'Climate Change' as a planning factor in each Shire.<br><br><i>Note: the bold text reflects the modification recommended by the Department.</i>                                                                                                                                                                                                   |
| 5.  | Amend Item 1.2.2.14 of the 'Directions and actions' table in clause 1.2.2 entitled 'Community, urban growth and settlement' to read as follows:<br><br><i>Each shire to review its local planning framework <b>and implement controls to manage development intensification or rezoning that provides:</b></i> <ul style="list-style-type: none"><li><i>• an acceptable level of flood protection for health and safety of people, damage to property and community infrastructure; and</i></li><li><i>• for free passage and temporary storage of floodwaters and avoid increasing flood risk to adjacent land.</i></li></ul> | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to reflect advice provided by the Department's Flood Risk Science Section.<br><br><i>Note: the bold text reflects the modification recommended by the Department.</i>                                                                                                                     |
| 6.  | Amend dot point 1 in clause 1.2.4 entitled 'Environment' so it reads as follows:<br><br><i>Maintain the integrity of the water resources in the Strategy Area, including surface water catchments, waterways, wetlands <b>and their buffer zones</b>, and underground water assets.</i>                                                                                                                                                                                                                                                                                                                                        | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to recognise that the values of waterways, and their protection, requires adequate riparian buffer zones.<br><br><i>Note: the bold text reflects the modification recommended by the Department.</i>                                                                                      |
| 7.  | Amend clause 1.2.5 entitled 'Infrastructure' to include the following additional objectives: <ul style="list-style-type: none"><li><i>• Ensure that contingency planning exists for sufficient fit-for-purpose water availability during drought conditions.</i></li><li><i>• Ensure the identification and development of secure climate resilient fit-for-purpose water supplies.</i></li></ul>                                                                                                                                                                                                                              | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to provide a strategic position on drought conditions and recognise the need for the provision of water for firefighting purposes and non-potable water supplies to support the environment, public open space, industry and agriculture in the context of a drying climate and potential |

## ATTACHMENT 2

| No. | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Reason                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | drought conditions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 8.  | <p>Amend the key issues/opportunities for the Shire of West Arthur contained in clause 1.3.2 by including the following additional dot point:</p> <p><i>Consider the potential impacts of climate change such as potential floods and bushfires of increasing frequency and severity, on the Shire's residential population when reviewing and determining planning proposals.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to acknowledge the potential impacts of climate change in the Shire of West Arthur.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 9.  | <p>Amend the second paragraph in Action Item 1.2.5.1 in clause 1.2.5 entitled 'Infrastructure' to read as follows:</p> <p><i>Where necessary, local planning schemes will introduce development controls to:</i></p> <p><i>i) protect the role of 'primary and other regional roads' and railways for the conveyance of vehicular traffic and/or passengers and freight; and</i></p> <p><i>ii) consolidate access to State Roads and prioritise access from local road frontages insofar as possible to protect the safety and efficiency of the State Road network,</i></p> <p><i>in accordance with the aims and objectives of the Western Australian Planning Commission's Development Control Policy 5.1 entitled 'Regional Roads (Vehicular Access) and Draft Operational Policy 1.12 entitled 'Planning Proposals Adjoining Regional Roads in Western Australia'.</i></p> | <p>To reflect the recommendation provided in the submission received from Main Roads Western Australia to include a clear statement of intent in Action Item 1.2.5.1 in clause 1.2.5 in Part 1 of the Strategy document to consolidate access to State Roads and prioritise access from local road frontages whenever possible to reflect the aims and objectives of the WAPC's Development Control Policy 5.1 entitled 'Regional Roads (Vehicular Access) and Draft Operational Policy 1.12 entitled 'Planning Proposals Adjoining Regional Roads in Western Australia'.</p> <p><i>Note: the bold text reflects the modification recommended by Main Roads WA.</i></p> |
| 10. | <p>Amend Action Item 1.2.4.1 in the 'Directions and actions' table in clause 1.2.4 entitled 'Natural areas and rural landscapes' in consultation with the Department of Planning, Lands and Heritage to include an additional action that recognises and supports implementation of the various initiatives contained in the Shire of West Arthur Biodiversity Strategy.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p>To reflect the recommendation provided in the submission received from the Shire of West Arthur to include reference to the Shire of West Arthur Biodiversity Strategy and the need to consider its aims and objectives when planning for any future development which may have potential to compromise local biodiversity values.</p>                                                                                                                                                                                                                                                                                                                               |

## ATTACHMENT 2

| No.                             | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Reason                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <u>Strategy Report Part Two</u> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 11.                             | <p>Amend the list of registered sites of cultural heritage significance to Aboriginal people in clause 2.4.4 entitled 'Cultural Heritage' to read as follows:</p> <p><b>Registered Sites:</b></p> <ul style="list-style-type: none"> <li>- <b>Arthur River (ID 37754)</b></li> <li>- <b>Arthur River Pool Artefacts MR_GKB_12_01 (ID 38823)</b></li> <li>- <b>Arthur River: Watkins Farm (ID 5828)</b></li> <li>- <b>Arthur River Inn (ID 4609)</b></li> <li>- <b>Duranillin 1 (ID 4538)</b></li> <li>- <b>Duranillin 2 (ID 4539)</b></li> <li>- <b>Duranillin Camp (ID 16002)</b></li> <li>- <b>Towerrinning Lake (ID 964)</b></li> <li>- <b>Blackwood River (ID 20434) includes tributaries.</b></li> <li>- <b>Upper Blackwood (ID 4625)</b></li> <li>- <b>Wild Horse Swamp (ID 4626)</b></li> <li>- <b>Collie River Waugal (ID 16713) includes tributaries.</b></li> <li>- <b>Lake Ngartiminny (ID 18681)</b></li> <li>- <b>South of Bowling Flats (ID 39050)</b></li> <li>- <b>Varis Road Scarred Tree (ID 4574)</b></li> <li>- <b>Ironstone Rock Hole (ID 4575)</b></li> </ul> | <p>To reflect the recommendation provided in the submission received from the Department of Planning, Lands and Heritage – Aboriginal Heritage Conservation Division to ensure the latest recorded names and details of all Aboriginal Registered Sites and heritage places in the Shire are accounted for correctly.</p> <p><i>Note: the bold text reflects the modifications recommended by the Department.</i></p> |

ATTACHMENT 2

| No. | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Reason                                                                                                                                                                                                                                  |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <p><b>Lodged Sites (heritage places):</b></p> <ul style="list-style-type: none"> <li>- Arthur River (ID 5690)</li> <li>- Carperdine Pool (ID 16886)</li> <li>- Kylie Siding (ID 5719)</li> <li>- Measles Bridge Camp (ID 19933)</li> <li>- Woagin 1 (ID 5703)</li> <li>- Woagin 2 (ID 5704)</li> <li>- Old Homestead Arthur River (ID 5827)</li> <li>- Old Homestead, East Arthur (ID 5829)</li> <li>- Arthur R.N. (ID 5831)</li> <li>- Arthur River: Hogans Hsd (ID 5830)</li> <li>- Haddleton tree – (ID 4623)</li> <li>- Griffin coal mining lease 7 (ID 5308)</li> <li>- Lily Pool Camp (ID 4577)</li> <li>- Bowelling Flats / Din Swamps (ID 39049)</li> <li>- Lover's Hill (ID 35976)</li> <li>- Bowelling Camp Area (ID 4576)</li> <li>- Black Wattle - (ID 4501)</li> <li>- Bellyanine Siding (ID 5694)</li> </ul> |                                                                                                                                                                                                                                         |
| 12. | <p>Amend dot point 4 in Table 1 as it applies specifically to Draft State Planning Policy 2.9 entitled 'Planning for Water' so it reads as follows:</p> <p><i>Consider <b>a reliable</b> water supply as part of land use planning, <b>including rainwater tanks on all buildings/sheds</b> and encourage the sustainable</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to ensure suitable water supply measures are introduced and implemented when planning for all future</p> |

## ATTACHMENT 2

| No. | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Reason                                                                                                                                                                                                                                                                                                                                                        |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <i>use of water supplies, including through on-site rainwater harvesting.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | development in each Shire:<br><i>Note: the bold text reflects the modifications recommended by the Department.</i>                                                                                                                                                                                                                                            |
| 13. | Amend Table 1 in clause 2.1.2 entitled 'State Planning Policies' as it applies specifically to State Planning Policy 3.7 entitled 'Planning in Bushfire Prone Areas' by including the following additional dot point:<br><i>Provide for the identification and development of secure climate resilient fit-for-purpose water supplies.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to recognise the need for the identification and development of secure climate resilient fit-for-purpose water supplies in all designated bushfire prone areas in each Shire.                                                     |
| 14. | Amend the 'Strategic Implications' for Flood on page 93 so it reads as follows:<br><i>There is broad consensus among scientists that while overall winter rainfall may reduce, extreme rainfall events which can result in flooding will become more frequent because of the changing global climate. This may have future implications for strategies which seek to increase development in settlement areas.</i><br><i>Land use intensification in locations which may be impacted by flooding should be carefully considered. In locations where there is an elevated flood risk, local planning schemes and development proposals should identify flood prone areas and outline measures to manage flood risk to people, property and infrastructure.</i><br><i>The broader planning framework should enable appropriate development consistent with the intent and principles of State Planning Policies 2.9 and 3.4.</i> | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to ensure the 'Strategic Implications' for Flood are consistent with the position adopted by the Department's Flood Risk Science Section.<br><i>Note: the bold text reflects the modifications recommended by the Department.</i> |
| 15. | Amend clause 2.6.1 entitled 'Natural Areas' to include the following revised wording in paragraph 5:<br><i>The clearing of land in the Strategy Area <del>can also contribute to</del> has</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to correct a minor wording error in paragraph 5 of clause 2.6.1 in Part 2 of the draft Strategy document.                                                                                                                         |

## ATTACHMENT 2

| No. | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                              | Reason                                                                                                                                                                                                                                                                                                                                                  |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <i><b>also caused</b> problems like salinity and soil erosion.</i>                                                                                                                                                                                                                                                                                                                                                                                  | <i>Note: the bold text reflects the modifications recommended by the Department.</i>                                                                                                                                                                                                                                                                    |
| 16. | Amend clause 2.6.1 entitled 'Natural Areas' to include the following revised wording in paragraph 5:<br><i>Contemporary land use planning controls to protect all remaining native vegetation from further clearing and encourage revegetation works as part of future development should be <b>contemplated enacted</b> to improve and maintain biodiversity and natural environmental resources to benefit the Strategy Area into the future.</i> | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to strengthen the wording in paragraph 5 of clause 2.6.1 in Part 2 of the draft Strategy document.<br><br><i>Note: the bold text reflects the modification recommended by the Department.</i>                               |
| 17. | Amend clause 2.6.2 entitled 'Water Resources' to include the following revised wording for the last sentence in paragraph 4:<br><i><del>Areas outside of proclaimed groundwater areas do not require a licence for groundwater abstraction. Water licences are required to extract surface or non-artesian groundwater in proclaimed areas, or to extract artesian groundwater in any areas in WA</del></i>                                         | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to correct current wording errors in the last sentence in paragraph 4 of clause 2.6.2 in Part 2 of the draft Strategy document.<br><br><i>Note: the bold text reflects the modifications recommended by the Department.</i> |
| 18. | Amend the last sentence in paragraph 2 of the 'Strategic Implications' section for water resources on page 99 so it reads as follows:<br><i>Furthermore, the extraction of groundwater should be guided by advice from the <del>State department responsible for water resources</del> <b>Department of Water and Environmental Regulation</b>.</i>                                                                                                 | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to correctly reflect the Department's role and responsibility for the extraction of groundwater.<br><br><i>Note: the bold text reflects the modifications recommended by the Department</i>                                 |
| 19. | Amend the last sentence in paragraph 4 of the 'Strategic Implications' section for water supply services on page 102 so it reads as follows:<br><i>However, an emphasis should be placed on development prioritising fit-for-purpose on-site water supplies <b>and associated infrastructure</b> and implementing efficiency improvements.</i>                                                                                                      | To reflect the recommendation provided in the submission received from the Department of Water and Environmental Regulation to strengthen the wording in paragraph 4 of the 'Strategic Implications' section for water supply services on page 102 in Part 2 of the draft Strategy document.                                                            |

## ATTACHMENT 2

| No. | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Reason                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <i>Note: the bold text reflects the modification recommended by the Department.</i>                                                                                                                                                                                                                                                                                                                                                              |
| 20. | <p>Amend the first sentence in clause 2.4.1 on page 78 so it reads as follows:</p> <p><b>Single houses are the predominant housing type across the three Shires</b> <del>comprises primarily of separate houses</del> (95.3%).</p>                                                                                                                                                                                                                                                                                                                                                    | <p>To reflect the recommendation provided in the submission received from the Wheatbelt Development Commission to reference 'single houses' in clause 2.4.1 in Part 2 of the Strategy document as the primary dwelling type in all Shires to ensure consistency with the terminology used in various components of the State planning Framework.</p> <p><i>Note: the bold text reflects the modifications recommended by the Department.</i></p> |
| 21. | <p>Amend the 'Strategy Implications' in Clauses 2.3.2 and 2.4.1 entitled 'Dwelling supply/dwelling yield analysis' and 'Housing' respectively in consultation with the Department of Planning, Lands and Heritage to reflect the findings from recent housing investigations undertaken by the Wheatbelt Development Commission which has clearly shown the current rates of land and housing supply are inadequate and that there is not a sufficient supply of housing and residential land to meet the needs of new residents as this part of the Strategy currently suggests.</p> | <p>To reflect the recommendation provided in the submission received from the Wheatbelt Development Commission to have due regard for the findings from recent housing investigations undertaken by this agency. The exact wording for these proposed amendments, which are significant, will be determined in consultation with Department of Planning, Lands and Heritage.</p>                                                                 |
| 22. | <p>Amend paragraph 1 of the 'Strategy Implications' in Clause 2.4.3 entitled 'South West Native Title Settlement Agreement' so it reads as follows:</p> <p><b>Darkan contains a few unallocated Crown land lots, though these are somewhat constrained by the significant timeframes associated with the release of Crown land in accordance with the procedural requirements of the South West Native Title Settlement Agreement and presence of remnant vegetation and which, in some cases, function as a land use buffer and public recreation area.</b></p>                      | <p>To reflect the recommendation provided in the submission received from the Wheatbelt Development Commission to acknowledge the additional constraints associated with releasing and developing Crown land in the Darkan townsites classified 'Residential' zone that is subject to the South West Native Title Settlement Agreement.</p> <p><i>Note: the bold text reflects the modifications recommended by the Department.</i></p>          |
| 23. | <p>Amend the 'Strategy Implications' in Clause 2.3.2 entitled 'Dwelling supply/dwelling yield analysis' in consultation with the Department of</p>                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p>To reflect the recommendation provided in the submission received from the Wheatbelt Development Commission to</p>                                                                                                                                                                                                                                                                                                                            |

## ATTACHMENT 2

| No. | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Reason                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | Planning, Lands and Heritage to provide a better description of 'market failure', the reasons for it and planning measures to help combat it.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | address the current shortcomings with the description for 'market failure' in the 'Strategy Implications' in Clause 2.3.2 in Part 2 of the Strategy document, the reasons for it and planning measures to help combat it. The exact wording for these proposed amendments, which are significant, will be determined in consultation with Department of Planning, Lands and Heritage.                                                                                                                                                                                 |
| 24. | <p>Amend the text and table under the sub-heading 'Population' in clause 2.3.1 as it applies specifically to the Shire of West Arthur in consultation with the Department of Planning, Lands and Heritage to reflect the medium-term population forecasts to 2036 in the Western Australian Planning Commission's publication entitled 'WA Tomorrow 12'.</p> <p>Council should note the following amendments have been suggested by the Department of Planning, Lands and Heritage and are considered to be acceptable:</p> <p><i>The WAPC, in its function as the State Demographer, <b>has prepared the Western Australia Tomorrow 12 Population Forecasts (WA Tomorrow No. 12) with population forecasts for Western Australia to 2036. The forecasts predicts continued modest aggregate population decline growth across the three shires to 2031 2036, in its median population model scenario.</b></i></p> <p><i><u>West Arthur</u> Using a rate of change of <b>-5 +4</b> persons per year, the Shire's population could <b>reduce increase</b> to <b>695 851</b> persons.</i></p> <p><i>Table 12: Shire of West Arthur Population Scenarios – WA Tomorrow</i></p> | <p>To reflect the recommendation provided in the submission received from the Wheatbelt Development Commission regarding the latest medium-term population forecasts to 2036 in the Western Australian Planning Commission's publication entitled 'WA Tomorrow 12' for the Shire of West Arthur. The exact wording for these proposed amendments, which are significant, will be finalised in consultation with Department of Planning, Lands and Heritage.</p> <p><i>Note: the bold text and table reflects the modifications recommended by the Department.</i></p> |

## ATTACHMENT 2

| No.                                                       | Proposed Modifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Reason                                                                                                                                                                                                                                                                                                                                         |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|--|--|--|-------|------------------|-------|------|------------------|------------------|------------------|------|-----|-----|-----|------|-----|-----|-----|------|-----|-----|-------|-----------------------------------------------------------|--|-----|--|-------------------------|--|----|--|---------------------|--|-----|-------------------------------------------------------------------------|--|
|                                                           | <table><tr><th>Year</th><th colspan="3">Forecast WA Tomorrow population bands</th></tr><tr><th></th><th>Lower</th><th>Central (median)</th><th>Upper</th></tr><tr><td>2021</td><td>795<br/>(ABS 773)</td><td>795<br/>(ABS 773)</td><td>795<br/>(ABS 773)</td></tr><tr><td>2026</td><td>685</td><td>805</td><td>920</td></tr><tr><td>2031</td><td>655</td><td>825</td><td>995</td></tr><tr><td>2036</td><td>595</td><td>835</td><td>1,080</td></tr><tr><td colspan="2">Population Difference<br/>2021 (ABS) – 2036 (central band)</td><td>+62</td><td></td></tr><tr><td colspan="2">Average annual increase</td><td>+4</td><td></td></tr><tr><td colspan="2">Estimated pop. 2040</td><td>851</td><td>Note: calculation prepared to account for the 19 year period 2021-2040.</td></tr></table> | Year                                                                                                                                                                                                                                                                                                                                           | Forecast WA Tomorrow population bands                                   |  |  |  | Lower | Central (median) | Upper | 2021 | 795<br>(ABS 773) | 795<br>(ABS 773) | 795<br>(ABS 773) | 2026 | 685 | 805 | 920 | 2031 | 655 | 825 | 995 | 2036 | 595 | 835 | 1,080 | Population Difference<br>2021 (ABS) – 2036 (central band) |  | +62 |  | Average annual increase |  | +4 |  | Estimated pop. 2040 |  | 851 | Note: calculation prepared to account for the 19 year period 2021-2040. |  |
| Year                                                      | Forecast WA Tomorrow population bands                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
|                                                           | Lower                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Central (median)                                                                                                                                                                                                                                                                                                                               | Upper                                                                   |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| 2021                                                      | 795<br>(ABS 773)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 795<br>(ABS 773)                                                                                                                                                                                                                                                                                                                               | 795<br>(ABS 773)                                                        |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| 2026                                                      | 685                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 805                                                                                                                                                                                                                                                                                                                                            | 920                                                                     |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| 2031                                                      | 655                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 825                                                                                                                                                                                                                                                                                                                                            | 995                                                                     |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| 2036                                                      | 595                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 835                                                                                                                                                                                                                                                                                                                                            | 1,080                                                                   |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| Population Difference<br>2021 (ABS) – 2036 (central band) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | +62                                                                                                                                                                                                                                                                                                                                            |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| Average annual increase                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | +4                                                                                                                                                                                                                                                                                                                                             |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| Estimated pop. 2040                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 851                                                                                                                                                                                                                                                                                                                                            | Note: calculation prepared to account for the 19 year period 2021-2040. |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| 25.                                                       | Amend Table 10 in clause 2.2.5 entitled ‘Other relevant strategies, plans and policies in consultation with the Department of Planning, Lands and Heritage to provide an overview of the Shire of West Arthur Biodiversity Strategy and its strategic implications for land use planning.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | To reflect the recommendation provided in the submission received from the Shire of West Arthur to include reference to the <i>Shire of West Arthur Biodiversity Strategy 2024</i> and the need to consider its aims and objectives when planning for any future development which may have potential to compromise local biodiversity values. |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| Strategy Maps                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| No modifications proposed by the Shire of West Arthur.    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| General                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                |                                                                         |  |  |  |       |                  |       |      |                  |                  |                  |      |     |     |     |      |     |     |     |      |     |     |       |                                                           |  |     |  |                         |  |    |  |                     |  |     |                                                                         |  |
| 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-2025-043**

Moved: Cr Karen Harrington

Seconded: Cr Graeme Peirce

That Council accepts the Late Item – Budget Amendment – Darkan Oval Emergency Works.

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

Against: Nil

**CARRIED 5/0**

**16.1 BUDGET AMENDMENT - DARKAN OVAL EMERGENCY WORKS**

**File Reference:** ADM130  
**Location:** N/A  
**Applicant:** N/A  
**Author:** Rajinder Sunner, Manager Corporate Services  
**Authorising Officer:** Vin Fordham Lamont, Chief Executive Officer  
**Date:** 19/05/2025  
**Disclosure of Interest:** Nil  
**Attachments:** 1. BGL Report, Darkan Oval - May 2025 [📄](#)

**SUMMARY:**

The Council is requested to consider amending the adopted 2024/2025 annual budget to accommodate the cost of emergency works on the Darkan Oval.

**BACKGROUND:**

On 7 May, the CEO received a letter from a representative of the Wagin Football Club expressing disappointment that the Upper Great Southern Football League had deemed the Darkan Oval not up to standard and cancelled the planned match on 11 May.

The CEO subsequently contacted Bruno Lopes from BGL Solutions to arrange a visit to assess the condition of the oval and provide some initial advice.

The Manager Works and Services contacted the Wagin Football Club and explained that a number of combined factors have contributed to the current conditions:

- The short length of the grass that the school requested for its sports carnival which is shorter than what is required for football matches.

- The long summer which has extended into a warm and dry autumn.
- Water limitations i.e. if we had pumped all the water in March and April that we needed for the oval, we would not have any water at all to use now, except for the more expensive scheme water.
- The reticulation infrastructure is totally inadequate for its purpose.
- Vermin issues with rabbits particularly digging up the surface.

**COMMENT:**

On 15 May, the CEO, Manager Works and Services, Works Admin Assistant, and Parks and Gardens Supervisor met with BGL Solutions at the oval. Attached is the BGL report detailing Bruno's observations and recommendations. A soil compaction penetrometer recorded readings of over 500 psi, whereas the ideal reading is below 200 psi. To address this, the Shire should consider coring the ground next spring. We also need to delay spraying for weeds until after the football season to allow the new ryegrass to take root. The estimated cost for these activities is \$20,000, which the 2024/2025 budget can cover, due to a saving in the tree lopping program.

The proposed course of action to rectify the current condition of the Darkan Oval is as follows:

1. Friday 16/5/25 - Peruzzo mower will mow the oval down to 10mm.
2. Tuesday 20/5/25 - BGL Solutions will be here to fix and reset the reticulation system; this will be as good as we can get it for now. Upgrading the reticulation system is something that the Shire might need to address in our 2025/26 Budget.
3. Thursday 22/5/25 - Direct seed the oval with Rye Grass. (This will grow through winter and improve the grass area) This is only a short-term fix to have the oval playable for the match on 28/6/25.
4. Meanwhile, the parks crew will reduce the watering to 15 minutes for each station and fertilise the oval.
5. The Oval will be mowed in three weeks. All football training on the oval will have to be suspended until then. Zac South from the football club has been advised of this requirement.

**CONSULTATION:**

BGL Solutions  
Chief Executive Officer  
Manager Works and Services  
Parks and Gardens Supervisor  
Works Administration Assistant

**STATUTORY ENVIRONMENT:**

Local Government Act 1995  
s6.8 Expenditure from municipal fund not included in annual budget.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

\$20,000 is proposed to be transferred from the Tree Lopping (E12230512) expenditure account to the Darkan Oval (E11306012) account.

**STRATEGIC IMPLICATIONS:**

Community Strategic Plan West Arthur Towards 2031

Theme: Built Environment – well maintained roads and infrastructure which reflects our identity

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

Strategy: Our parks and gardens are well maintained and attractive

#### 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                                                  | The Darkan Oval will not be available to host the Upper Great Southern Football League match scheduled for 28 June 2025. |
| Risk Likelihood (based on history and with existing controls)            | (4) Likely                                                                                                               |
| Risk Consequence                                                         | (2) Minor                                                                                                                |
| Risk Rating (Prior to Treatment or Control):<br>Likelihood x Consequence | (8) Medium                                                                                                               |

|                                                   |                                            |
|---------------------------------------------------|--------------------------------------------|
| Principal Risk Theme                              | Community disruption                       |
| Risk Action Plan (Controls or Treatment Proposed) | Endorse the budget amendment as presented. |

**VOTING REQUIREMENTS:**

Absolute Majority

**RESOLUTION CO-2025-044**

Moved: Cr Duncan South

Seconded: Cr Graeme Peirce

That Council Approve the following amendment to the adopted 2024/2025 annual budget to accommodate the cost of overseeding the Darkan football oval.:

- Decrease the budgeted allocation to the Tree Lopping operating expenses account (E12203512) by \$20,000; and
- Increase the budgeted allocation to the Darkan Oval expenditure account (E11306012, project Number W113102.22101) by \$20,000.

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

Against: Nil

**CARRIED 5/0 BY ABSOLUTE MAJORITY**

**From:** BGL <bgl solutions@bigpond.com>  
**Sent:** Thursday, 15 May 2025 3:19 PM  
**To:** Gary Rasmussen <worksmanager@westarthur.wa.gov.au>  
**Cc:** Vin Fordham Lamont <ceo@westarthur.wa.gov.au>; info@bgl solutions.com.au  
**Subject:** DARKAN OVAL – CONDITION REPORT  
**Importance:** High

Date of Inspection: 15th May 2025

Prepared by: BGL Solutions

### 1. Executive Summary

On 15th May 2025, BGL Solutions conducted a detailed site inspection of Darkan Oval to assess the current turf condition, irrigation performance, and underlying soil and compaction issues. This report outlines our observations and recommendations to guide the development of a strategic renovation and management program tailored to improve turf performance, surface safety, and presentation.

### 2. Turf Condition Overview

The playing surface is currently patchy and inconsistent, with a mixed sward of kikuyu (*Pennisetum clandestinum*) and couch grass (*Cynodon dactylon*) across the oval.

- Kikuyu is concentrated in areas receiving more consistent irrigation or natural water flow.
- Couch is more dominant in dry, stressed sections, indicating irrigation shortfalls and poor moisture retention in parts of the field.
- Turf density is overall low, and several bare or thin areas are compromising surface stability and player safety.

### 3. Weed Infestation

A significant infestation of undesirable species is present throughout the oval, including:

- Guilford Grass (*Romulea rosea*) – False Onion Weed
- Broadleaf Weeds
- Winter Grass (*Poa annua*)

These weeds are actively competing with the desirable turf species and will continue to spread if not addressed. However, given the upcoming turf renovation schedule, selective herbicide treatment is not recommended at this stage.

#### **4. Ryegrass Oversowing Recommendation**

To stabilise the surface and enhance winter playability, it is recommended that the oval be oversown with a high-quality perennial ryegrass blend. This will provide a denser, greener and more resilient surface during the colder months.

Due to the timing of this intervention, post-emergent weed spraying should be deferred for at least 6–8 weeks, until ryegrass has fully established. Applying herbicides prematurely could inhibit germination and damage young seedlings, compromising the success of the oversowing program.

#### **Rabbit Activity Consideration:**

During the inspection, extensive rabbit damage was noted in the form of surface holes and soft spots. It is expected that once ryegrass is established, the improved turf density and root structure will help reduce rabbit digging and surface disruption.

However, we advise that rabbit activity may temporarily increase during the early stages of seed establishment due to fresh organic material and softer ground conditions. This factor should be monitored closely, and wildlife management measures may be required if damage escalates.

#### **5. Soil Compaction Analysis**

A compaction assessment was carried out using a penetrometer, revealing the following:

- 150mm soil depth: Pressure resistance recorded between 400–500 psi
- 200mm soil depth: Resistance exceeded 800 psi

These figures are significantly above ideal thresholds for healthy turf growth and root development. High compaction is limiting infiltration, impeding root penetration, and exacerbating turf stress. Aeration and deep decompaction should be prioritised during the next renovation window.

#### **6. Thatch Layer Assessment**

An excessive thatch layer measuring approximately 45mm was identified across multiple zones of the oval.

- This layer of undecomposed organic matter is acting as a barrier to water, oxygen, and nutrients, and contributes to shallow rooting and increased disease risk.
- Mechanical removal through scarifying or de-thatching is recommended as part of the long-term renovation plan.

#### **7. Irrigation System Audit**

A full irrigation audit identified the following concerns:

- 18 sprinklers are non-functional or underperforming and require replacement to ensure adequate water coverage.
- Station 1 and Station 10 have had non-original sprinklers retrofitted, which has led to a significant drop in water pressure and uneven distribution across these zones.

- Recommendation: These additional sprinklers should be removed, and the system returned to its original configuration to restore hydraulic balance and ensure effective operation.

- 

## 8. Next Steps & Soil Testing

A comprehensive soil analysis, including nutrient profiling, pH levels, and organic matter content, is scheduled for 28th May 2025. The results will inform the development of a tailored nutrition and renovation program, including any required applications of lime, gypsum, soil conditioners, and fertilisers to improve soil structure and turf health.

## 9. Conclusion

Darkan Oval is currently in a state that requires immediate attention to restore safe playability and long-term turf quality. Key priorities include:

- Oversowing with ryegrass to establish a consistent winter surface
- Delaying herbicide applications until ryegrass is established
- Monitoring and managing rabbit activity
- Addressing compaction and excessive thatch
- Rectifying irrigation inefficiencies

Once the ryegrass is established and the soil test results are received, BGL Solutions will be in a position to deliver a structured renovation plan and ongoing maintenance strategy to ensure this asset is maintained at a high standard for the local community.

Best Regards

Bruno Lopes



Dip horticulture / Dip Irrigation / Cert 3 Landscaping / Cert 3 Parks and Gardens / Pesticides licensed

**M:** 0488 749 333

**W :** [BGL Solutions \(bglsolutions.com.au\)](http://BGLSolutions(bglsolutions.com.au))

**F:** <https://www.facebook.com/BGLSolutions1/>

**E:** [info@bglsolutions.com.au](mailto:info@bglsolutions.com.au)

**A :** Po Box 603 , Katanning 6317 WA





**17       MATTERS BEHIND CLOSED DOORS**

Nil

**18       CLOSURE OF MEETING**

The Presiding Member declared the meeting closed at 8.03pm.