



UNCONFIRMED MINUTES

Shire of West Arthur
Ordinary Council Meeting
Thursday 26 February 2026

Forest to Wheatbelt

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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

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**MINUTES OF SHIRE OF WEST ARTHUR
ORDINARY COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
ON THURSDAY, 26 FEBRUARY 2026 AT 7.30PM**

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 7.38pm.

The Presiding Member in accordance with regulation 14J of the Local Government (Administration) Regulations 1996, advised all attendees that the meeting is being recorded as required by s5.23A(2) 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 Karen Harrington | (Shire President) |
| | Cr Duncan South | (Deputy Shire President) |
| | Cr Neil Morrell | (Elected Member) |
| | Cr Graeme Peirce | (Elected Member) |
| | Cr Russell Prowse | (Elected Member) |
| | Cr Natalie O'Neill | (Elected Member) |
| | Cr Helen Lubcke | (Elected Member) |
| | | |
| STAFF: | Vin Fordham Lamont | (Chief Executive Officer) |
| | Rajinder S Sunner | (Manager Corporate Services) |
| | Sharon Bell | (Community Development Officer) |
| | Cassandra Squires | (Works Administration Officer) |
| | | |
| APOLOGIES: | Tahnee-Lee Lubcke | (Projects Officer) |
| | Gary Rasmussen | (Manager Works and Services) |
| | | |
| ON LEAVE OF ABSENCE: | Nil | |
| | | |
| ABSENT: | Nil | |
| | | |
| MEMBER OF THE PUBLIC: | Nil | |

3 ANNOUNCEMENTS OF PRESIDING MEMBERS

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**7.1 LEAVE OF ABSENCE REQUEST - CR HELEN LUBCKE**

File Ref: ADM967
Author: Renee Schinzig, Administration Officer
Authorising Officer: Vin Fordham Lamont, Chief Executive Officer
Date: 26/02/2026

A Leave of Absence Request was submitted by Cr Helen Lubcke for the Ordinary Meeting of Council to be held 26th March 2026 due to family reasons.

RESOLUTION OCM-2026-001

Moved: Cr Neil Morrell
Seconded: Cr Russell Prowse

That the Leave of Absence Request from Cr Helen Lubcke be accepted for the March Ordinary Meeting of Council and leave of absence granted.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, and Helen Lubcke
Against: Nil

CARRIED 7/0**8 DISCLOSURE OF INTEREST**

Cr Graeme Peirce declared a Financial interest in relation to item 12.6 Change of the basis of rates from UV to GRV.

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS HELD

9.1 ORDINARY MEETING OF COUNCIL 18 DECEMBER 2025

File Ref: ADM378
Author: Renee Schinzig, Administration Officer
Authorising Officer: Vin Fordham Lamont, Chief Executive Officer
Date: 06/02/2026

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 OCM-2026-002

Moved: Cr Duncan South
Seconded: Cr Graeme Peirce

That the Minutes of the Ordinary Meeting of Council held in the Council Chambers on 18 December 2025 be confirmed as true and correct.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke
Against: Nil

CARRIED 7/0

10 REPORTS FROM COUNCILLORS

Cr Karen Harrington (Shire President)

Monday 26th January – attended the Shire's Australia Day Awards breakfast and presentations. Was a well attended event and congratulations to the award winners, the volunteers and the organisers of the event.

Tuesday 3rd Feb – attended the CCZ Executive Committee meeting online and presided over the Annual Electors Meeting held in the chambers. Some great feedback and suggestions from the community. Thank you to the residents that attended.

Thursday 5th Feb – had a phone interview with Farm Weekly to discuss the media release regarding the state government and community benefit funds.

Wednesday 11th Feb – attended the Council Roads Bus Trip. A very well organised day which provided education for Council and discussions around future strategic road and town planning. We also visited the town dam to discuss future water security and options to maintain the dam.

Thursday 12th Feb – attended an online meeting with Re-Alliance and the Projects Officer. The session was WA focussed so it was good to get some updates from other areas. Re-Alliance have requested a meeting in late March with the Minister for Energy and other State Government Agencies involved in the energy transition when Re-Alliance will be in WA.

Friday 13th Feb – attended the Central Country Zone meeting in Corrigin with the Manager Corporate Services and Cr South.

Tuesday 17th Feb – attended a meeting with Western Power to meet the new Community Engagement Specialist. Cr O'Neill and Cr Prowse were also in attendance. Later that day I attended an online meeting with the new Deputy Director General of Powering WA, Tim Bray.

Tuesday 24th Feb – attended an online meeting with Western Power and the CEO to discuss the high number of planned and unplanned outages in the Shire. Relayed concerns from the community and also stated that the rebate was not enough for businesses affected by the outages. Also discussed was the high cost of power connection/upgrades for residential and commercial residences. There are no firm outcomes but the issues have been raised and noted.

Cr Duncan South (Deputy Shire President)

Cr South met with Steve Thomas MLC regarding renewable energy on Friday 23rd January and assisted with the Australia Day Breakfast at Lake Towerrinning on 26th January. In February he attended the Annual Electors meeting on Tuesday 3rd, went on the Council Roads Bus Trip on Wednesday 11th and, attended the Central Country Zone meeting in Corrigin on Friday 13th.

Cr Neil Morrell

Cr Morrell assisted with the Australia Day Breakfast at Lake Towerrinning on 26th January. In February he attended the Annual Electors meeting on Tuesday 3rd and went on the Council Roads Bus Trip on Wednesday 11th.

Cr Graeme Peirce

Cr Peirce assisted with the Australia Day Breakfast at Lake Towerrinning on 26th January. On Tuesday 3rd February he attended the Annual Electors meeting.

Cr Russell Prowse

Cr Prowse attended the Annual Electors meeting on Tuesday 3rd February, went on the Council Roads Bus Trip on Wednesday 11th and on Tuesday 24th attended an online meeting with Western Power and the CEO to discuss the high number of planned and unplanned outages in the Shire.

Cr Helen Lubcke

Cr Lubcke met with Steve Thomas MLC regarding renewable energy on Friday 23rd January and assisted with the Australia Day Breakfast at Lake Towerrinning on 26th January. In February Cr Lubcke attended the Annual Electors meeting on Tuesday 3rd and went on the Council Roads Bus Trip on Wednesday 11th.

Cr Natalie O'Neill

Cr O'Neill assisted with the Australia Day Breakfast at Lake Towerrinning on 26th January. On Thursday 5th February, Cr O'Neill attended the Cottage Homes Committee Meeting and on Tuesday 24th attended an online meeting with Western Power and the CEO to discuss the high number of planned and unplanned outages in the Shire

11 OFFICE OF THE CHIEF EXECUTIVE OFFICER**11.1 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**

| | |
|--------------------------------|---|
| File Ref: | ADM185 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Vin Fordham Lamont, Chief Executive Officer |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 02/02/2026 |
| Disclosure of Interest: | The current CEO knows all the applicants and, in some cases, has worked with them and/or their businesses previously. |
| Attachments: | 1. Policy C28 Temporary Employment or Appointment of an Acting CEO 2. 1 CV (Confidential) 3. 1 EOI (Confidential) 4. 2 EOI and CV (Confidential) 5. 3 EOI and CV (Confidential) 6. 4 CV (Confidential) 7. 4 EOI (Confidential) 8. Assessment Report for the Expressions of Interest (Confidential) |

SUMMARY:

Council is asked to consider appointing an Acting Chief Executive Officer for the period during which the substantive Chief Executive Officer is on approved Long Service Leave (13 July 2026 to 11 September 2026 inclusive).

BACKGROUND:

The Chief Executive Officer has advised of his intention to take approved Long Service Leave for the period 13 July 2026 to 11 September 2026 inclusive. During any absence of the Chief Executive Officer, Council must ensure that the statutory functions of the office continue to be exercised to maintain lawful administration and continuity of operations.

The *Local Government Act 1995* requires Council to employ a suitably qualified person to perform the functions of Chief Executive Officer and permits Council to appoint an employee to act in the role for a defined period. Where the period of absence exceeds the CEO's delegated authority to appoint an Acting CEO, a formal Council resolution is required.

COMMENT:

The CEO issued a Request for Expressions of Interest for this acting opportunity and four submissions were received. The CEO considers that all four applicants would be able to fulfill the requirements of the position. They all offer many years of senior leadership experience in local government.

The four expressions of interest (including CVs) can be found as Attachments 2-7. The CEO has provided an assessment report (Attachment 8) to assist Council to make its decision on the successful applicant.

CONSULTATION:

Shire President

STATUTORY ENVIRONMENT:**Local Government Act 1995:**

Section 5.36 – Council is responsible for the employment of the Chief Executive Officer and must be satisfied the person is suitably qualified.

Section 5.39C – Council must have a policy governing the appointment of an Acting or Temporary Chief Executive Officer for a term not exceeding one year.

Section 5.41 – Prescribes the statutory role and functions of the Chief Executive Officer.

Local Government (Administration) Regulations 1996:

Provides administrative and governance requirements relevant to senior employee appointments.

Comparable Western Australian local governments routinely appoint an Acting CEO by Council resolution where the substantive CEO is on Long Service Leave, ensuring compliance with sections 5.36, 5.39C and 5.41 of the Act

POLICY IMPLICATIONS:

The Shire is required to act consistently with its adopted policy on the appointment of an Acting or Temporary Chief Executive Officer (or, if no current policy exists, consistent with section 5.39C of the Act). Existing Policy C28 is included as Attachment 1.

FINANCIAL IMPLICATIONS:

Remuneration associated with the Acting Chief Executive Officer appointment will be managed within the 2026/2027 budget and in accordance with the employee's contract of employment and relevant industrial instruments.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Strategic Community Plan 2021- 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 | | Insignificant | Minor | Moderate | Major | Catastrophic |
|-----------------------|----------|---------------|------------|------------|--------------|--------------|
| Likelihood | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Medium (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Medium (8) | High (12) | High (16) | Extreme (25) |
| Possible | 3 | Low (3) | Medium (6) | Medium (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Medium (6) | Medium (8) | High (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Medium (5) |

| | |
|--|--|
| Description of Key Risk | Failure to comply with the relevant legislation/policy to appoint an acting CEO. |
| Risk Likelihood (based on history and with existing controls) | Likely (4) |
| Risk Consequence | Major (4) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | High (16) |
| Principal Risk Theme | Compliance failure |
| Risk Action Plan (Controls or Treatment Proposed) | Approve the appointment of an acting CEO as recommended. |

VOTING REQUIREMENTS:Absolute Majority

RESOLUTION OCM-2026-003

Moved: Cr Neil Morrell
Seconded: Cr Graeme Peirce

That Council:

1. Pursuant to sections 5.36, 5.39C and 5.41 of the *Local Government Act 1995*, appoint Mr Mark Hook as Acting Chief Executive Officer for the period 13 July 2026 to 11 September 2026, being the duration of the substantive Chief Executive Officer's approved Long Service Leave;
2. Authorise the substantive Chief Executive Officer and the Shire President to execute any such documentation or undertake any actions necessary to affect the appointment of the Acting Chief Executive Officer; and
3. Authorise the Acting Chief Executive Officer to exercise all statutory functions, powers and duties of the Chief Executive Officer for the term of the appointment.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse,
Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

CONFIDENTIAL ATTACHMENT
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11.2 DELEGATIONS REGISTER REVIEW 2025-2026

| | |
|--------------------------------|--|
| File Ref: | ADM058 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Renee Schinzig, Administration Officer |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 28/01/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. Delegations Register 2026 (under separate cover) 2. Delegation 1-2-2 as Amended 3. Delegation Removed - Liquor Control Act - 711 |

SUMMARY:

Council is requested to consider noting the attached reviewed Delegations Register.

BACKGROUND:

All delegations made under the *Local Government Act 1995* (the Act) must be made by absolute majority and recorded in a register. Sections 5.18 and 5.46 of the Act require that at least once every financial year, delegations are to be reviewed by the delegator for those delegations under the Act, but this also presents an opportunity to review delegations made under other legislation.

The purpose of delegating power is to enable routine decision making to be undertaken in a cost effective and efficient manner, or rapidly where a time imperative may be involved. Council is required to make decisions of high importance, some of which require absolute majority decisions and cannot be delegated.

Council also has discretionary functions that involve making routine decisions that are high frequency and low risk. It is appropriate for Council to delegate these functions to the Chief Executive Officer (CEO). The Register of Delegations sets out the powers and functions delegated from Council to the CEO and, in some cases, from the CEO to other staff members.

COMMENT:

Council undertook its last annual review of delegations in November 2024 and has made subsequent amendments and additions as necessary.

Councillors and the CEO were provided with a copy of the current Delegation Register in December 2025 and asked to comment on the appropriateness of the contents. No feedback has been received from councillors, and the CEO has confirmed that he does not require any changes to the existing delegations.

Note that, in respect of s5.18 of the Act, Council has not provided any delegations to committees.

Legislative references were reviewed with mostly minor typographical corrections. Delegation 1.2.2 had a reference to *Local Government (Elections) Regulations 1995* r.11(1a) and its corresponding function 1 was removed from the delegation. In the *Local Government Regulations Amendment Regulations (No. 3) 2023*, the reference, and Form 2, which was referenced in function 1, were removed from the Regulations. Also, under advisement from WALGA, Delegation 7.1.1, attached, has been removed from the Register as the *Liquor Control Act 1988* does not provide a power of delegation.

Section 39 of the *Liquor Control Act 1988* provides that any application to grant or remove a liquor licence (applications to Liquor and Gaming), must be accompanied by a certificate from the Local Government that

states whether the premises comply with relevant written law requirements. The s.39 provisions are not relevant to providing approval for the consumption of liquor on the Shire's property. Section 59 of this act provides an Occasional Licence to sell or supply or consume liquor, which requires the applicant (applications made to the Department of Local Government, Industry Regulation and Safety, not to the Local Government) to evidence the consent of the authority having control of the premises for which the Occasional Licence is required.

Under the Shire's Property Local Law 2000, a permit is issued to enable the use of the Shire's property (e.g. hall hire), with such permit being subject to conditions. Clause 3.5 of the Shire's Property Local Law provides for Council to adopt a policy for the purpose of determining conditions applicable to a permit. The Shire may establish a policy under the Local Law's cl.3.5 to guide how the Shire imposes conditions applicable to Occasional Licences under the *Liquor Control Act 1988*.

CONSULTATION:

CEO

Councillors

WA Local Government Association (WALG) Governance Team

STATUTORY ENVIRONMENT:

Local Government Act 1995

s5.42. Delegation of some powers and duties to CEO

s5.43. Limits on delegations to CEO

s5.44. CEO may delegate powers and duties to other employees

s5.45. Other matters relevant to delegations under this Division

s5.46. Register of, and records relevant to, delegations to CEO and employees

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Community Strategic Plan West Arthur Towards 2031

Theme: Leadership and Management – inspirational, dynamic, transparent

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

| | |
|--|---|
| Description of Key Risk | Failure to review and bring to Council the Delegations Register on an annual basis. |
| Risk Likelihood (based on history and with existing controls) | Unlikely (2) |
| Risk Consequence | Insignificant (1) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | Low (2) |
| Principal Risk Theme | Compliance failure. |
| Risk Action Plan (Controls or Treatment Proposed) | Council to note the reviewed Delegations Register as requested. |

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION OCM-2026-004

Moved: Cr Neil Morrell
Seconded: Cr Russell Prowse

That Council

1. Notes the annual review of its delegations in accordance with Section 5.46(2) of the Local Government Act 1995, as outlined in this report; and
2. Delegates by absolute majority the local government functions listed in the Shire's Delegations Register as attached.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

1.2.2 Electoral Enrolment Eligibility Claims and Electoral Roll

| | |
|---|--|
| Delegator: <i>Power / Duty assigned in legislation to:</i> | Chief Executive Officer |
| Express Power to Delegate: <i>Power that enables a delegation to be made</i> | Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees |
| Express Power or Duty Delegated: | Local Government Act 1995: s.4.32(4), (5A) & (5) How to claim eligibility to enrol under s.4.30 s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election Local Government (Elections) Regulations 1995: r.13(2) & (4) Register - s.4.32(6) |
| Delegate/s: | Manager Corporate Services |
| Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i> | <ol style="list-style-type: none"> 1. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)]. 2. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.4.32(5A)]. 3. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)]. 4. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their family's safety at risk [Elections r.13(2)]. 5. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)]. 6. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34]. 7. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination. 8. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)]. 9. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day which is less than 100 days since the last election day [s.4.37(3)]. |
| CEO Conditions on this Delegation: | a. Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7). |
| Express Power to Sub-Delegate: | Nil. |

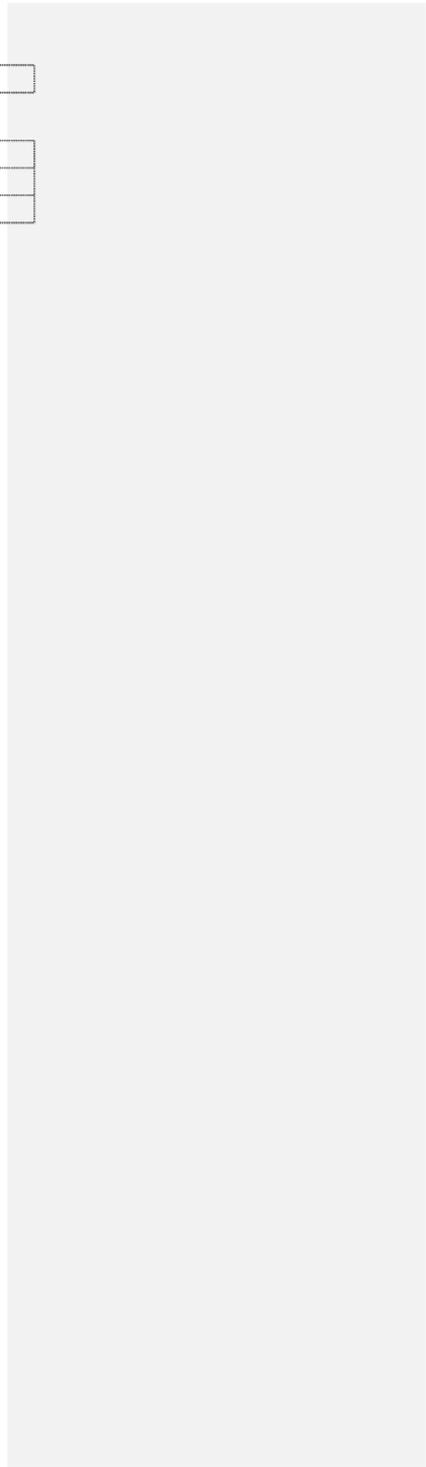
- Deleted: r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 ¶
- Deleted: Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)]. ¶
- Deleted: 3
- Deleted: 4
- Deleted: 5
- Deleted: 6
- Deleted: 7
- Deleted: 8
- Deleted: 9
- Deleted: 10

| | |
|--------------------------|--|
| Compliance Links: | Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Industry Regulation and Safety: Conduct of Local Government Elections |
|--------------------------|--|

Record Keeping: In accordance with r19 Local Government (Administration) Regulations 1996

Version Control:

| | |
|---|--------------------------------------|
| 1 | Adoption by Council 28 November 2024 |
| 2 | |
| 3 | |



7. Liquor Control Act 1988

7.1 Liquor Control Act Delegations – Council to CEO

7.1.1 Certificate of Compliance - Liquor Permit

| | |
|---|--|
| Delegator: <i>Power / Duty assigned in legislation to:</i> | Local Government |
| Express Power to Delegate: <i>Power that enables a delegation to be made</i> | Liquor Control Act 1988: s.39 Certificate of Local Government |
| Express Power or Duty Delegated: | Food Act 2008: r.51 Enforcement agency may make list of food |
| Delegate: | Chief Executive Officer |
| Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i> | 1. Authority to issue Certificate of Compliance for the consumption of liquor on Council property. |
| Council Conditions on this Delegation: | <ul style="list-style-type: none"> a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. Permits to expire no later than 1.00 am on the following day. c. The requirements of the <i>Liquor Control Act 1988, Health (Misc Provisions) Act 1911, Food Act 2008, Local Government Act 1995, and Building Act 2011</i> being fully complied with. |
| Express Power to Sub-Delegate: | NIL – Food Regulations 2009 do not provide for sub-delegation. |

| | |
|--------------------------|---|
| Compliance Links: | Local Government Act 1995 Liquor Control Act 1988 |
| Record Keeping: | In accordance with r19 Local Government (Administration) Regulations 1996 |

Version Control:

| | |
|---|--------------------------------------|
| 1 | Adoption by Council 28 November 2024 |
| 2 | |
| 3 | |

11.3 2025 REVIEW OF LOCAL LAWS

| | |
|--------------------------------|---|
| File Ref: | ADM212 |
| Location: | Shire of West Arthur |
| Applicant: | Shire of West Arthur |
| Author: | Leanne Parola, LG Best Practices Consultant |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 12/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2. By-laws relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades 3. Local Laws relating to Parking and Use of Vehicles 4. Local Government Property Local Law |

SUMMARY:

Council is requested to review a number of local laws following a public consultation process.

BACKGROUND:

At the Ordinary Meeting of Council held 23 October 2025, Council resolved that it:

- 1. Gives local public notice stating that the Shire proposes to review the following local laws under s3.16 of the Local Government Act 1995:*
 - a. Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law*
 - b. By-laws relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades*
 - c. Local Laws relating to Parking and Use of Vehicles*
 - d. Local Government Property Local Law*
- 2. Notes that a copy of the local laws may be inspected or obtained at the Shire office or from its website;*
- 3. Advises that submissions about the local laws may be made to the Shire before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given; and*
- 4. Notes that the results of the above advertising are to be presented to Council for consideration of any submissions received.*

COMMENT:

No public submissions were received on the review of the local laws.

Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law

While the current local law appears to have been based on a Western Australian Local Government Association template local law, there are some significant differences.

The template is a lot more detailed and prescriptive, with additional divisions for vehicle crossings, verge treatments, property numbers, fencing, shopping trolleys, street entertainers, and outdoor eating facilities, and includes more offences and higher penalties.

In reviewing the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law, Council can either elect to keep the current local law as adopted, repeal it or make a new local law to amend it. If the local law is repealed, the Shire would be able to make a new local law based on the latest template instead of amending the existing one.

Feedback from senior staff is that the current Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law is meeting organisational requirements and should be retained in its current form.

By-laws relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades

There are significant differences between the local law and the Western Australian Local Government Association's current template Bush Fire Brigade Local Laws. The new template is a comprehensive, multi-part law with detailed governance, membership, equipment, and procedural rules and is more reflective of the modern legislation, frameworks and expectations of bush fire brigades.

In reviewing the Bush Fire Brigades Local Law 1988, Council can either elect to keep the current local law as adopted, repeal it or make a new local law to amend it. If the local law is repealed, the Shire would be able to make a new local law based on the latest template instead of amending the existing one.

Feedback from senior staff is that the current By-laws relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades should be repealed and a new local law be made based on the WALGA template.

Local Laws relating to Parking and Use of Vehicles

There are significant variations between the local law and Western Australian Local Government Association's current template Parking Local Laws. The new template is a lot more detailed and prescriptive, with more offences and higher penalties.

In reviewing the local law, Council can either elect to keep it as adopted, repeal it or make a new local law to amend it. If the local law is repealed, the Shire would be able to make a new local law based on the latest template instead of amending the existing one.

Feedback from senior staff is that the current Parking and Use of Vehicles Local Law is meeting organisational requirements and should be retained in its current form.

Local Government Property Local Law

The current Western Australian Local Government Association's template Local Government Property Local Law includes additional sections to include facilities such as jetties, saleyards and golf courses and more detailed enforcement mechanisms including permits, penalties and authorised officers.

In reviewing the Property Local Law 2000, Council can either elect to keep the current local law as adopted, repeal it or make a new local law to amend it. If the local law is repealed, the Shire would be able to make a new local law based on the latest template instead of amending the existing one.

Feedback from senior staff is that the current Local Government Property Local Law is meeting organisational requirements and should be retained in its current form.

CONSULTATION:

The review of local laws was advertised for public submissions via local public notice boards, on the Shire's website, Facebook and in the local newspaper "The Bleat" in accordance with the local public notice requirements of the Local Government Act 1995.

No submissions were received.

STATUTORY ENVIRONMENT:

Section 3.16 of the Local Government Act 1995 requires local governments to review local laws at least once every fifteen years.

The Local Government Act 1995 and associated regulations are currently under reform. One of the reforms was to extend the local law review period from eight years to fifteen years and to introduce the ability to adopt a Model Local Law with reduced advertising requirements to reduce costs and the public submission period.

Local Governments have been advised that they have until 7 December 2026 to review any local law which was due or overdue for a review at 7 December 2024 or it will be automatically repealed and no longer be applicable or enforceable.

POLICY IMPLICATIONS:

There are no direct policy implications in reviewing these local laws.

FINANCIAL IMPLICATIONS:

There are costs associated with the review, advertising for public comment, amendment and/or making of existing or new local laws and their eventual Gazettal. The costs for the review process and potential additional local law making processes are included in the 2025/26 Annual Budget.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Strategic Community Plan 2021-2031

Theme: Community – Safe, Friendly and Inclusive

Outcome: 1.1 A safe place to work, live and visit

Strategy: Support for the provision of emergency services and volunteers and Communication of risks and hazards to the community and assistance with management of these

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 local laws will automatically be repealed if they are not reviewed, amended or replaced by 7 December 2026 |
| Risk Likelihood (based on history and with existing controls) | Unlikely (2) |
| Risk Consequence | Minor (2) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | Low (4) |
| Principal Risk Theme | Compliance Failure |
| Risk Action Plan (Controls or Treatment Proposed) | Advertise intent to review local laws well before deadline |

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION OCM-2026-005

Moved: Cr Graeme Peirce

Seconded: Cr Duncan South

That Council:

- 1) Note that no submissions were received during the consultation period for review of the following local laws:
 - a. Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law
 - b. By-laws relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades
 - c. Local Laws relating to Parking and Use of Vehicles
 - d. Local Government Property Local Law
- 2) Determine that having been reviewed, the following local laws remain unchanged:
 - a. Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law
 - b. Local Laws relating to Parking and Use of Vehicles
 - c. Local Government Property Local Law
- 3) Direct the CEO to prepare a draft Bush Fire Brigades Local Law to repeal and replace the By-laws relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED 7/0

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1997

LOCAL GOVERNMENT ACT 1995

SHIRE OF WEST ARTHUR

ACTIVITIES ON THOROUGHFARES AND TRADING IN THOROUGHFARES AND PUBLIC PLACES LOCAL LAW

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SCHEDULE 1

PRESCRIBED OFFENCES

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1999

LOCAL GOVERNMENT ACT 1995

SHIRE OF WEST ARTHUR

**ACTIVITIES ON THOROUGHFARES AND TRADING IN
THOROUGHFARES AND PUBLIC PLACES LOCAL LAW**

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of West Arthur resolved on 23rd August 1999 to make the following local law.

PART 1—PRELIMINARY

1.1 Citation

This local law may be cited as the Shire of West Arthur Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law.

1.2 Definitions

In this local law unless the context otherwise requires—

“**Act**” means the *Local Government Act 1995*;

“**applicant**” means a person who applies for a permit;

“**authorized person**” means a person authorized by the local government under section 9.10 of the Act to perform any of the functions of an authorized person under this local law;

“**built-up area**” has the meaning given to it in the *Road Traffic Code 1975*;

“**carriageway**” means the paved or made portion of a thoroughfare used or intended for use by vehicles;

“**CEO**” means the chief executive officer of the local government;

“**commencement day**” means the day on which this local law comes into operation;

“**Council**” means the council of the local government;

“**district**” means the district of the local government;

“**footpath**” means the paved or made portion of a thoroughfare used or intended for use by pedestrians and cyclists;

“**kerb**” includes the edge of a carriageway;

“**liquor**” has the meaning given to it in section 3 of the *Liquor Licensing Act 1988*;

“**local government**” means the Shire of West Arthur;

“**local government property**” means anything except a thoroughfare—

(a) which belongs to the local government;

(b) of which the local government is the management body under the *Land Administration Act 1997*; or

(c) which is an ‘otherwise unvested facility’ within section 3.53 of the Act;

“**permit**” means a permit issued under this local law;

“**permit holder**” means a person who holds a valid permit;

“**person**” does not include the local government;

“**premises**” for the purpose of the definition of “public place” in both this clause and clause 5.1, means a building or similar structure, but does not include a carpark or a similar place;

“**public place**” includes any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include—

(a) premises on private property from which trading is lawfully conducted under a written law; and

(b) local government property;

“**Regulations**” means the *Local Government (Functions and General) Regulations 1996*;

“**sign**” includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;

“**townsite**” means the townsite of [*insert names of townsites*] which are—

(a) constituted under section 26(2) of the *Land Administration Act 1997*; or

(b) referred to in clause 37 of Schedule 9.3 of the Act;

“**vehicle**” includes—

(a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and

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- (b) an animal being ridden or driven,
but excludes—
- (a) a wheel-chair or any device designed for use by a physically impaired person on a footpath;
and
- (b) a pram, a stroller or a similar device; and

1.3 Application

This local law applies throughout the district.

1.4 Repeal

(1) The following local laws are repealed—

Local Laws Relating to—

Control of Hawkers, published in the Government Gazette of 5 July 1967;

Prevention of Damage to Streets, published in the Government Gazette of 7 December 1967.

(2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.

(3) The Council may resolve that notwithstanding subclause (2) specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

PART 2—ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES*Division 1—General***2.1 General prohibitions**

A person shall not—

- (a) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;
- (b) play or participate in any game or sport so as to cause danger to any person or thing or impede the movement of vehicles or persons on a thoroughfare.

2.2 Activities allowed with a permit—general

(1) A person shall not, without a permit—

- (a) dig or otherwise create a trench through or under a kerb or footpath;
- (b) damage a thoroughfare;
- (c) light any fire or burn any thing on a thoroughfare other than in a stove or fireplace provided for that purpose or under a permit issued under clause 4.13;
- (d) fell any tree onto a thoroughfare; or
- (e) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare.

(2) The local government may exempt a person from compliance with subclause (1) on the application of that person.

2.3 No possession and consumption of liquor on thoroughfare

(1) A person shall not consume any liquor or have in her or his possession or under her or his control any liquor on a thoroughfare unless—

- (a) that is permitted under the *Liquor Licensing Act 1988* or under another written law; or
- (b) the person is doing so in accordance with a permit.

(2) Subclause (1) does not apply where the liquor is in a sealed container.

*Division 2—Driving on a closed thoroughfare***2.4 No driving on closed thoroughfare**

(1) A person shall not drive or take a vehicle on a closed thoroughfare unless—

- (a) that is in accordance with any limits or exceptions specified in the order made under section 3.50 of the Act; or
- (b) the person has first obtained a permit.

(2) In this clause—

“**closed thoroughfare**” means a thoroughfare wholly or partially closed under section 3.50 or 3.50A of the Act.

PART 3—OBSTRUCTING ANIMALS OR VEHICLES*Division 1—Animals and vehicles***3.1 Leaving animal or vehicle in public place or on local government property**

(1) A person shall not leave an animal or a vehicle, or any part of a vehicle, in a public place or on local government property so that it obstructs the use of any part of that public place or local government property, unless that person has first obtained a permit or is authorized to do so under a written law.

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(2) A person will not contravene subclause (1) where the animal is secured or tethered for a period not exceeding 1 hour.

(3) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

3.2 Prohibitions relating to animals

(1) In subclause (2), "owner" in relation to an animal includes—

- (a) an owner of it;
- (b) a person in possession of it;
- (c) a person who has control of it; and
- (d) a person who ordinarily occupies the premises where the animal is permitted to stay.

(2) An owner of an animal shall not—

- (a) allow the animal to enter or remain for any time on any thoroughfare except for the use of the thoroughfare as a thoroughfare and unless it is led, ridden or driven;
- (b) allow an animal which has a contagious or infectious disease to be led, ridden or driven in a public place; or
- (c) train or race the animal on a thoroughfare.

(3) An owner of a horse shall not lead, ride or drive a horse on a thoroughfare in a built-up area, unless that person does so under a permit or under the authority of a written law.

PART 4—ROADSIDE CONSERVATION

Division 1—Preliminary

4.1 Interpretation

In this Part—

"MRWA" means Main Roads Western Australia;

"protected flora" has the meaning given to it in section 6(1) of the *Wildlife Conservation Act 1950*;

"rare flora" has the meaning given to it in section 23F of the *Wildlife Conservation Act 1950*;

"Roadside Conservation Committee" means the Roadside Conservation Committee established under the Land Resource Policy Council within the Office of Premier and Cabinet; and

"special environmental area" means an area designated as such under clause 4.7.

4.2 Application

This Part does not apply to the townsites.

Division 2—Flora roads

4.3 Declaration of flora road

The local government may declare a thoroughfare which has, in the opinion of the local government, high quality roadside vegetation to be a flora road.

4.4 Construction works on flora roads

Construction and maintenance work carried out by the local government on a flora road is to be in accordance with the 'Code of Practice for Roadside Conservation and Road Maintenance' prepared by the Roadside Conservation Committee.

4.5 Signposting of flora roads

The local government may signpost flora roads with the standard MRWA 'flora road' sign.

4.6 Driving only on carriageway of flora roads

(1) A person driving or riding a vehicle on a flora road shall only drive or ride the vehicle on the carriageway.

(2) Subclause (1) does not apply where—

- (a) conditions on the thoroughfare do not reasonably permit a vehicle to remain on the carriageway;
- (b) there is no carriageway; or
- (c) an exemption from the application of subclause (1) has been obtained from the local government.

Division 3—Special environmental areas

4.7 Designation of special environmental areas

The local government may designate a thoroughfare, or any part of a thoroughfare, as a special environmental area which—

- (a) as protected flora or rare flora; or
- (b) in the opinion of the local government, has environmental, aesthetic or cultural significance.

4.8 Marking of special environmental areas

The local government is to mark and keep a register of each thoroughfare, or part of a thoroughfare, designated as a special environmental area.

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*Division 4—Planting in thoroughfares***4.9 Permit to plant**

A person shall not plant any plant or sow any seeds in a thoroughfare without first obtaining a permit.

4.10 Relevant considerations in determining application

In determining an application for a permit for the purpose of clause 4.9, the local government is to have regard to—

- (a) existing vegetation within that part of the thoroughfare in which the planting is to take place; and
- (b) the diversity of species and the prevalence of the species which are to be planted or sown.

*Division 5—Clearance of vegetation***4.11 Permit to clear**

A person shall not clear and maintain in a cleared state, the surface of a thoroughfare within 1m of that person's land without first obtaining a permit and any other approvals which may be required under any written law.

4.12 Application for permit

In addition to the requirements of clause 6.1(2), a person making an application for a permit for the purpose of clause 4.11 shall submit a sketch plan clearly showing the boundary of the person's land and the portions of the thoroughfare joining that person's land which are to be cleared.

*Division 6—Fire management***4.13 Permit to burn thoroughfare**

A person shall not burn part of a thoroughfare without first obtaining a permit or unless acting under the authority of any other written law.

4.14 Application for permit

In addition to the requirements of clause 6.1(2), an application for a permit for the purposes of clause 4.13 shall—

- (a) include a sketch plan showing the portions of a thoroughfare which are proposed to be burned; and
- (b) advise of the estimated fire intensity and the measures to be taken to protect upper storey vegetation from the burn.

4.15 When application for permit can be approved

The local government may approve an application for a permit for the purpose of clause 4.13 only if the burning of the particular part of the thoroughfare will—

- (a) reduce a fire hazard and alternative means of reducing that hazard, such as slashing or the use of herbicides, are considered by the local government to be not feasible or more detrimental to native flora and fauna than burning; or
- (b) in the opinion of the local government, be beneficial for the preservation and conservation of native flora and fauna.

4.16 Prohibitions on burning

Notwithstanding anything to the contrary in this local law, an application for a permit for the purpose of clause 4.13 is not to be approved by the local government—

- (a) for burning between 31 August and 1 May of the following year where the intensity of the burn could damage native flora and fauna; or
- (b) in any year to any person for any part of a thoroughfare which is on the opposite side of the carriageway to that portion of the thoroughfare for which a permit to burn has been approved in the same year.

*Division 7—Firebreaks***4.17 Permit for firebreaks on thoroughfares**

A person shall not construct a firebreak on a thoroughfare without first obtaining a permit.

4.18 When application for permit cannot be approved

- (1) The local government is not to approve an application for a permit for the purpose of clause 4.17 where the thoroughfare is less than 20m wide.
- (2) Subclause (1) does not apply where the firebreak is, in the opinion of the local government, desirable for the protection of roadside vegetation.

*Division 8—Commercial wildflower harvesting on thoroughfares***4.19 General prohibition on commercial wildflower harvesting**

Subject to clause 4.20, a person shall not commercially harvest native flora on a thoroughfare.

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4.20 Permit for revegetation projects

- (1) A person shall not collect seed from native flora on a thoroughfare without first obtaining a permit.
- (2) The local government may approve an application for a permit under subclause (1) only where—
 - (a) the seed is required for a revegetation project in any part of the district; and
 - (b) the thoroughfare, or the relevant part of it, is not a special environmental area.
- (3) Unless the local government specifically provides to the contrary on a permit, if the local government approves an application for a permit for the purpose of subclause (1) it is to be taken to be approved subject to the following conditions—
 - (a) the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare; and
 - (b) any licence or approval which may be required under any other written law is to be obtained by the applicant.

PART 5—TRADING IN THOROUGHFARES AND PUBLIC PLACES*Division 1—Stallholders and traders**Subdivision 1—Preliminary***5.1 Interpretation**

In this Division, unless the context otherwise requires—

“**Competition Principles Agreement**” means the Competition Principles Agreement executed by each State and Territory of the Commonwealth and the Commonwealth of Australia on 11 April 1995;

“**public place**” includes—

- (a) any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property; and
- (b) local government property, but does not include premises on private property from which trading is lawfully conducted under a written law.

“**stall**” means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire;

“**stallholder**” means a person in charge of a stall;

“**stallholder’s permit**” means a permit issued to a stallholder;

“**trader**” means a person who carries on trading;

“**trader’s permit**” means a permit issued to a trader; and

“**trading**” includes—

- (a) the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place;
- (b) displaying goods in any public place for the purpose of—
 - (i) offering them for sale or hire;
 - (ii) inviting offers for their sale or hire;
 - (iii) soliciting orders for them; or
 - (iv) carrying out any other transaction in relation to them; and
- (c) the going from place to place, whether or not public places, and—
 - (i) offering goods or services for sale or hire;
 - (ii) inviting offers or soliciting orders for the sale or the hire of goods or services; or
 - (iii) carrying out any other transaction in relation to goods or services,

but does not include—

- (d) the setting up of a stall or the conducting of a business at a stall under the authority of a stallholder’s permit;
- (e) the selling or the offering for sale of goods and services to, or the soliciting of orders for goods and services from a person who sells those goods or services;
- (f) the selling or the offering for sale or hire by a person of goods of her or his own manufacture or services which he or she provides; and
- (g) the selling or hiring or the offering for sale or hire of—
 - (i) goods by a person who represents a manufacturer of the goods; or
 - (ii) services by a person who represents a provider of the services, which are sold directly to consumers and not through a shop.

*Subdivision 2—Permits***5.2 Stallholder’s permit**

- (1) A person shall not conduct a stall on a public place unless that person is—
 - (a) the holder of a valid stallholder’s permit; or
 - (b) an assistant specified in a valid stallholder’s permit.

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- (2) Every application for a stallholder's permit shall—
- (a) state the full name and address of the applicant;
 - (b) specify the proposed number of assistants to be engaged by the applicant in conducting the stall, as well as their names and addresses if already engaged;
 - (c) specify the proposed location of the stall;
 - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of operation;
 - (e) specify the proposed goods or services to be sold or hired or offered for sale or hire from the stall; and
 - (f) be accompanied by an accurate plan and description of the proposed stall.

5.3 Trader's permit

- (1) A person shall not carry on trading unless that person is—
- (a) the holder of a valid trader's permit; or
 - (b) an assistant specified in a valid trader's permit.
- (2) Every application for a trader's permit shall—
- (a) state the full name and address of the applicant;
 - (b) specify the proposed number of assistants, if any, to be engaged by the applicant in trading, as well as their names and addresses if already engaged;
 - (c) specify the location or locations in which the applicant proposes to trade;
 - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of trading;
 - (e) specify the proposed goods or services which will be traded; and
 - (f) be accompanied by an accurate plan and description of any proposed structure or vehicle which may be used by the applicant in trading.
- (3) The conditions subject to which the local government may approve an application for a trader's permit include that the permit holder is permitted to remain at a particular location for as long as there is a customer making a purchase, but if there is no customer making a purchase the permit holder must move on from that location within a reasonable time of the last purchase having been made.

5.4 No permit required to sell newspaper

Notwithstanding any other provision of this local law, a person who sells, or offers for sale, a newspaper is not required to obtain a permit.

5.5 Relevant considerations in determining application for permit

- (1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to—
- (a) any relevant policies of the local government;
 - (b) the desirability of the proposed activity;
 - (c) the location of the proposed activity;
 - (d) the principles set out in the Competition Principles Agreement; and
 - (e) such other matters as the local government may consider to be relevant in the circumstances of the case.
- (2) The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds—
- (a) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;
 - (b) that the applicant is not a desirable or suitable person to hold a permit;
 - (c) that—
 - (i) the applicant is an undischarged bankrupt or is in liquidation;
 - (ii) the applicant has entered into any composition or arrangement with creditors; or
 - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property; or
 - (d) that the needs of the district, or the part for which the permit is sought, are adequately catered for by established shops or by persons who have valid permits to carry on trading or to conduct a stall; or
 - (e) such other grounds as the local government may consider to be relevant in the circumstances of the case.

5.6 Conditions of permit

- (1) If the local government approves an application for a permit under this Division subject to conditions, those conditions may include—
- (a) the place, the part of the district, or the thoroughfare to which the permit applies;
 - (b) the days and hours during which a permit holder may conduct a stall or trade;
 - (c) the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting a stall or in trading;

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- (d) the goods or services in respect of which a permit holder may conduct a stall or trade;
 - (e) the number of persons and the names of persons permitted to conduct a stall or trade;
 - (f) the requirement for personal attendance at the stall or the place of trading by the permit holder and the nomination of assistants, nominees or substitutes for the permit holder;
 - (g) whether and under what terms the permit is transferable;
 - (h) any prohibitions or restrictions concerning the—
 - (i) causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;
 - (ii) the use of amplifiers, sound equipment and sound instruments;
 - (iii) the use of signs; and
 - (iv) the use of any lighting apparatus or device;
 - (i) the manner in which the permit holder's name and other details of a valid permit are to be displayed;
 - (j) the care, maintenance and cleansing of the stall or any structure used for trading and the place of the stall or any structure;
 - (k) the vacating of the place of a stall or trading when the stall is not being conducted or trading is not being carried on;
 - (l) the acquisition by the stallholder or trader of public risk insurance;
 - (m) the period for which the permit is valid; and
 - (n) the designation of any place or places where trading is wholly or from time to time prohibited by the local government.
- (2) Where a permit holder by reason of illness, accident or other sufficient cause is unable to comply with this local law, the local government may at the request of that permit holder authorize another person to be a nominee of the permit holder for a specified period, and this local law and the conditions of the permit shall apply to the nominee as if he or she was the permit holder.

5.7 Exemptions from requirement to pay fee or to obtain a permit

(1) In this clause—

“charitable organisation” means an institution, association, club, society or body whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium; and

“commercial participant” means any person who is involved in operating a stall or in conducting any trading activity for personal gain or profit.

(2) The local government may waive any fee required to be paid by an applicant for a stallholder's permit or a trader's permit on making an application for or on the issue of a permit, or may return any such fee which has been paid, if the stall is conducted or the trading is carried on—

- (a) on a portion of a public place adjoining the normal place of business of the applicant; or
- (b) by a charitable organisation that does not sublet space to, or involve commercial participants in the conduct of a stall or trading, and any assistants that may be specified in the permit are members of that charitable organisation.

(3) The local government may exempt a person or a class of persons, whether or not in relation to a specified public place, from the requirements of this Division.

Subdivision 3—Conduct of stallholders and traders

5.8 Conduct of stallholders and traders

(1) A stallholder while conducting a stall or a trader while trading shall—

- (a) display her or his permit to do so in a conspicuous place on the stall, vehicle or temporary structure or if there is no stall, vehicle or temporary structure, carry the permit with her or him while conducting a stall or trading;
- (b) not display a permit unless it is a valid permit; and
- (c) when selling goods by weight, carry and use for that purpose, scales tested and certified in accordance with the provisions of the *Weights and Measures Act 1915*.

(2) A stallholder or trader shall not—

- (a) attempt to conduct a business within a distance of 300m of any shop or permanent place of business that is open for business and has for sale any goods or services of the kind being offered for sale by the stall holder or trader.
- (b) deposit or store any box or basket containing goods on any part of a thoroughfare so as to obstruct the movement of pedestrians or vehicles;
- (c) act in an offensive manner;
- (d) use or cause to be used any apparatus or device including any flap or shelf, whereby the dimensions of a stall, vehicle or structure are increased beyond those specified in the permit; or
- (e) in the case of a trader, carry on trading from a public place, unless there is adequate parking for customers' vehicles reasonably close to the place of trading.

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PART 6—PERMITS*Division 1—Applying for a permit***6.1 Application for permit**

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law shall—
 - (a) be in the form determined by the local government;
 - (b) be signed by the applicant;
 - (c) provide the information required by the form; and
 - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

6.2 Decision on application for permit

- (1) The local government may—
 - (a) approve an application for a permit unconditionally or subject to any conditions; or
 - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
- (4) Where a clause of this local law refers to conditions which may be imposed on a permit or which are to be taken to be imposed on a permit, the clause does not limit the power of the local government to impose other conditions on the permit under subclause (1)(a).
- (5) Where a clause of this local law refers to the grounds on which an application for a permit may be or is to be refused, the clause does not limit the power of the local government to refuse the application for a permit on other grounds under subclause (1)(b).

*Division 2—Conditions***6.3 Conditions which may be imposed on a permit**

The local government may approve an application for a permit subject to conditions relating to—

- (a) the payment of a fee;
- (b) the duration and commencement of the permit;
- (c) the commencement of the permit being contingent on the happening of an event;
- (d) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (e) the approval of another application for a permit which may be required by the local government under any written law;
- (f) the area of the district to which the permit applies;
- (g) where a permit is issued for an activity which will or may cause damage to a public place, the payment of a deposit or bond against such damage;
- (h) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government; and
- (i) the provision of an indemnity from the permit holder indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place by the permit holder.

6.4 Imposing conditions under a policy

- (1) In this clause—

“**policy**” means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 6.2(1)(a).
- (2) Under clause 6.2(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government is to give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 6.2(2).
- (4) An application for a permit is to be taken not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
- (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy is to be taken to be information within section 5.94(u)(i) of the Act.

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6.5 Compliance with and variation of conditions

(1) Where an application for a permit has been approved subject to conditions, or where a permit is to be taken to be subject to conditions under this local law, the permit holder shall comply with each of those conditions.

(2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

*Division 3—General***6.6 Duration of permit**

A permit is valid for one year from the date on which it is issued, unless it is—

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 6.10.

6.7 Renewal of permit

(1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.

(2) The provisions of—

- (a) this Part; and
- (b) any other provision of this local law relevant to the permit which is to be renewed,

shall apply to an application for the renewal of a permit *mutatis mutandis*.

6.8 Transfer of permit

(1) An application for the transfer of a valid permit is to—

- (a) be made in writing;
- (b) be signed by the permit holder and the proposed transferee of the permit;
- (c) provide such information as the local government may require to enable the application to be determined; and
- (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

(2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.

(3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by—

- (a) an endorsement on the permit signed by the CEO; or
- (b) issuing to the transferee a permit in the form determined by the local government.

(4) Where the local government approves an application for the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

6.9 Production of permit

A permit holder is to produce to an authorized person her or his permit immediately upon being required to do so by that authorized person.

6.10 Cancellation of permit

(1) Subject to clause 7.1, a permit may be cancelled by the local government on any one or more of the following grounds—

- (a) the permit holder has not complied with a—
 - (i) condition of the permit; or
 - (ii) provision of any written law which may relate to the activity regulated by the permit; or
- (b) if it is relevant to the activity regulated by the permit—
 - (i) the permit holder has become bankrupt, or gone into liquidation;
 - (ii) the permit holder has entered into any composition or arrangement with creditors; or
 - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager is appointed in relation to any part of the permit holder's undertakings or property.

(2) On the cancellation of a permit the permit holder—

- (a) shall return the permit as soon as practicable to the local government; and
- (b) is to be taken to have forfeited any fees paid in respect of the permit.

PART 7—OBJECTIONS AND APPEALS**7.1 Application of Part 9 Division 1 of Act**

When the local government makes a decision—

- (a) under clause 6.2(1); or
- (b) as to whether it will renew, vary, or cancel a permit,

the provisions of Division 1 of Part 9 of the Act and regulations 33 and 34 of the Regulations apply to that decision.

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PART 8—MISCELLANEOUS NOTICES

8.1 Notice to repair damage to thoroughfare

Where any portion of a thoroughfare has been damaged, the local government may by notice to the person who caused the damage order the person to repair or replace that portion of the thoroughfare to the satisfaction of the local government.

PART 9—ENFORCEMENT

Division 1—Notices given under this local law

9.1 Offence to fail to comply with notice

Whenever the local government gives a notice under this local law requiring a person to do any thing, if the person fails to comply with the notice, the person commits an offence.

9.2 Local government may undertake requirements of notice

Where a person fails to comply with a notice referred to in clause 9.1, the local government may do the thing specified in the notice and recover from that person, as a debt, the costs incurred in so doing.

Division 2—Offences and penalties

Subdivision 1—General

9.3 Offences

(1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

(2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

Subdivision 2—Infringement notices and modified penalties

9.4 Prescribed offences

(1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.

(3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorized person should be satisfied that—

- (a) commission of the prescribed offence is a relatively minor matter; and
- (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

9.5 Forms

Unless otherwise specified, for the purposes of this local law—

- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
- (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
- (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.

Schedule 1

PRESCRIBED OFFENCES

| Clause | Description | Modified Penalty \$ |
|-----------|--|------------------------|
| 2.1(a) | Damaging or interfering with signpost or structure on thoroughfare | 300 |
| 2.1(b) | Playing games so as to impede vehicles or persons on thoroughfare | 100 |
| 2.2(1)(a) | Digging a trench through a kerb or footpath without a permit | 100 |
| 2.2(1)(c) | Lighting a fire on a thoroughfare without a permit | 300 |
| 2.2(1)(d) | Felling tree onto thoroughfare without a permit | 100 |
| 2.2(1)(e) | Interfering with anything on a thoroughfare without a permit | 100 |
| 2.3(1) | Consumption or possession of liquor on thoroughfare | 100 |
| 2.4(1) | Driving or taking a vehicle on a closed thoroughfare | 300 |

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|----------------|--|------------------------|------|
| Clause | Description | Modified Penalty \$ | |
| 3.1(1) | Animal or vehicle obstructing a public place or local government property | 100 | |
| 3.2(2)(a) | Animal on thoroughfare when not led, ridden or driven | 100 | |
| 3.2(2)(b) | Animal on public place with infectious disease | 100 | |
| 3.2(2)(c) | Training or racing animal on thoroughfare in built-up area | 100 | |
| 3.2(3) | Horse led, ridden or driven on thoroughfare in built-up area | 100 | |
| 4.6(1) | Driving a vehicle on other than the carriageway of a flora road | 200 | |
| 4.9 | Planting in thoroughfare without a permit | 200 | |
| 4.11 | Failure to obtain permit to clear a thoroughfare | 500 | |
| 4.13 | Burning of thoroughfare without a permit | 500 | |
| 4.17 | Construction of firebreak on thoroughfare without a permit | 500 | |
| 4.19 | Commercial harvesting of native flora on thoroughfare | 500 | |
| 4.20(1) | Collecting seed from native flora on thoroughfare without a permit | 300 | |
| 5.2(1) | Conducting of stall in public place without a permit | 300 | |
| 5.3(1) | Trading without a permit | 300 | |
| 5.8(1)(a) | Failure of stallholder or trader to display or carry permit | 100 | |
| 5.8(1)(b) | Stallholder or trader not displaying valid permit | 100 | |
| 5.8(1)(c) | Stallholder or trader not carrying certified scales when selling goods by weight | 100 | |
| 5.8(2) | Stallholder or trader engaged in prohibited conduct | 100 | |
| 6.5 | Failure to comply with a condition of a permit | 100 | |
| 6.9 | Failure to produce permit on request of authorized person | 100 | |
| 9.1 | Failure to comply with notice given under local law | 100 | |

Dated this 25th day of November 1999.

The Common Seal of the Shire of West Arthur was affixed by authority of a resolution of the Council in the presence of—

R. K. SAUNDERS, President.
N. C. WASMANN, Chief Executive Officer.

2. Subject to Paragraph Four (4) hereof all owners or occupiers of land within the Shire of Nungarin shall provide and maintain firebreaks during the firebreak period as prescribed in these by-laws.

Rural Land: To a width of Three metres wide inside and along all external boundaries of land and around areas of not more than 200 ha (500 acres) owned or occupied by you; and to a width of two metres wide around all buildings, haysheds and fuel storage areas.

Firebreaks may be ploughed, scarified or otherwise cleared of all debris of a flammable nature and must be maintained free of such materials.

Townsite Land—

(a) Where area of land is 5 000 square metres or less the Land shall be cleared of all flammable material and maintained free of such material.

(b) Where area of land exceeds 5 000 square metres a firebreak of not less than two metres wide shall be cleared of all flammable material and maintained free of such material, inside the external boundaries of that land, notwithstanding that where the common boundary adjoins a constructed road, the installation of the said firebreak is optional.

3. Licensed Fuel Depots and Ramps: Fire protection standards at all licensed fuel depots within the Shire of Nungarin will be in compliance with all the requirements of the Explosives and Dangerous Goods Act 1961 and the Flammable Liquids Regulations 1967.

All grass and similar flammable materials to be cleared from areas where drum ramps are located and where drums, full or empty, are stored and such areas maintained clear of grass and similar flammable materials.

4. If it is considered impractical to clear firebreaks or remove flammable material from the land as required by these By-Laws application may be made in writing to the Council or its duly authorised officer for permission to provide firebreaks in alternative positions. If permission is not granted by the Council or its duly authorised officer the requirements of these By-laws shall be complied with.

5. If the requirements of this notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act 1954.

6. Penalty for Non-Compliance: A fine not exceeding \$1 000 and in default the Council may enter upon the land and perform the requisite works at the cost of the owner or occupier.

Dated this 31st Day of August, 1988.

The Common Seal of the Municipality of the Shire of Nungarin was affixed hereto in the presence of—
[L.S.]

R. R. CREAGH,
Shire President.
P. J. VARRIS,
Shire Clerk.

Recommended—

IAN TAYLOR,
Minister for Police and Emergency Services.

Confirmed by His Excellency the Governor in Executive Council this 20th day of December 1988.

G. PEARCE,
Clerk of the Council.

BUSH FIRES ACT 1954

Municipality of the Shire of West Arthur

By-laws relating to the Establishment, Maintenance and Equipment of Bush Fire Brigades.

IN pursuance of the powers conferred upon it by the abovementioned Act, and of all other powers enabling it, the Council of the Shire of West Arthur hereby records having resolved on the 18 August 1988, to make and submit for confirmation by the Governor, the following by-laws.

The by-laws published in the *Government Gazette* dated 21 March 1941 at page 361 and as amended in the *Government Gazette* dated 28 September 1960, relating to the establishment, maintenance and equipment of Bush Fires Brigades are hereby repealed and replaced by the following:

Establishment of Brigade

1. (a) By resolution, the Council may establish, maintain and equip a bush fire brigade under the provisions of the Bush Fires Act 1954 and regulations thereunder. The brigade shall be formed in accordance with these by-laws; and a name shall be given to the brigade. Details of the brigade and its officers shall be entered in the register of Bush Fire Brigades held by Council.

(b) A bush fire brigade may be established for the whole of the Shire or for any specified area thereof.

Appointment of Officers

2. The Council shall appoint a captain, a first lieutenant, a second lieutenant and such additional lieutenants as it shall deem necessary to act as Officers of the brigade.

3. Members of the Brigade shall elect a person to act as Secretary to the Brigade and shall inform the Council accordingly.

4. The Council may appoint an equipment officer who shall be responsible for the custody and maintenance in good order and condition of all equipment and appliances acquired by the Council for the purpose of the brigade. Such officer may station such equipment at a depot approved by the captain.

Powers and Duties of Officers

5. The powers and duties of all officers appointed under these by-laws shall be laid down in the provisions of the Bush Fires Act 1954 and each officer so appointed shall be supplied with a copy of the Act and regulations.

Membership of Brigade

6. (1) The membership of a bush fire brigade may consist of the following:

- (a) subscribing members; and
- (b) firefighting members.

(2) Subscribing members shall be those persons, who being interested in forwarding the objects of the brigade, pay an annual subscription to the funds of the brigade at the following rates:

- (i) owner or occupier of land within the brigade area—minimum subscription of \$1.00
- (ii) other persons—minimum subscriptions of \$0.50

(3) Firefighting members shall be those persons, being able bodied persons over 15 years who are willing to render service at any bush fire when called upon; and who sign an undertaking in the form contained in the First Schedule to these by-laws.

(4) No fees or subscriptions shall be payable by firefighting members and the enrolment of persons as such members shall in every case be subject to the approval of the Council.

(5) A subscribing member shall be eligible for enrolment as a firefighting member.

Finance

7. The expenditure incurred by the Council in the purchase of equipment, payment for services and generally for the purpose of this Act, shall be a charge on the ordinary revenue of the Council and records of such expenditure shall be maintained in accordance with Municipal audit requirements.

Meetings of Brigades

8. Meetings will be held as necessary.

First Schedule

Form of Enrolment—Firefighting Member

I,.....the undersigned, hereby make application to be enrolled as a firefighting member of theBush Fire Brigade.

My Private address is.....

My Business address is.....

I can be contacted on Telephone No.

I hereby declare that I am over.....years of age and in good health.

On enrolment as a firefighter member. I hereby undertake:

- 1. To promote the objects of the brigade as far as shall be in my power.
- 2. To be governed by the provisions of the constitution, such By-Laws and regulations as may from time to time be made thereunder.
- 3. To use my best endeavour to give assistance in firefighting measures when called upon and on such occasions to obey all orders and instructions issued by duly authorised officers of the brigade.

Applicant's Signature.....
Date.....

Dated this 18th day of August, 1988.
The Common Seal of the Shire of West Arthur was hereto affixed in the presence of [L.S.]

K. M. McINERNEY,
President.
G. S. WILKS,
Shire Clerk.

Recommended—

IAN TAYLOR,
Minister for Emergency Services.

Approved by His Excellency the Governor in Executive Council this 20th day of December 1988.

G. PEARCE,
Clerk of the Council.

24 June 1997]

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LOCAL GOVERNMENT ACT 1995

THE SHIRE OF WEST ARTHUR

LOCAL LAWS RELATING TO PARKING AND USE OF VEHICLES

Interpretation

1. In these Local laws, unless the context requires otherwise—

- “Authorised vehicle” means a vehicle authorised by the Council;
- “Carriageway” means a portion of a street that is improved, designed or ordinarily used for vehicular traffic and includes the shoulders and areas, including embayments, at the side of centre of the carriageway used for the standing or parking of vehicles and where a street has two or more of these portions divided by a median strip, the expression means each of these portions separately;
- “Chief Executive Officer” means the Chief Executive Officer of the Council;
- “Council” means the Shire of West Arthur Council;
- “Crossover” means a pavement to the specification fixed by Council for use by vehicles over the verge from the carriageway to the nearest property line;
- “Driver” includes rider and the person in charge of a vehicle;
- “Footway” includes every footpath, lane or other place intended for use of pedestrians only, or habitually used by pedestrians and not by vehicles, except cycles where the path is set aside for dual use by both cyclists and pedestrians;
- “Inspector” means a Parking Inspector appointed by the Council under these Local laws;
- “Local Government” means the Shire of West Arthur;
- “No Parking Area” means a portion of a carriageway that lies between two consecutive white signs inscribed with the words “No Parking”, in red lettering, and each with an arrow pointing generally towards the other item;
- “Notice” means a notice in the form of Form 1, Form 2 or Form 3 issued pursuant to Local law 35;
- “Owner” of a vehicle means the person who is the holder of the requisite vehicle licence under the Road Traffic Act in respect of that vehicle, or, if the vehicle is not licensed under that Act, the person who owns the vehicle or is entitled to its possession;
- “Park” means to permit a vehicle, whether attended or not, to remain stationary, except for the purpose of avoiding conflict with other traffic, or complying with the provisions of any law or of immediately taking up or setting down persons or goods, and “parking” has a correlative meaning;
- “Parking area” means a portion of a carriageway between two consecutive white signs inscribed with the word “Parking”, in green lettering, each with an arrow pointing generally towards the other of them.
- “Parking region” means streets and reserves and any private land in respect of which the owner or occupier from time to time requests the Council to control parking under these Local laws within the Scheme Area of the Shire of West Arthur Town Planning Scheme;
- “Parking stall” means a section or part of a street or of a reserve car park which is marked or defined by painted lines, by metallic studs or similar devices for the purpose of indicating where a vehicle may stand or be parked whether on payment of a fee or charge or otherwise;
- “Property line” means the boundary between the land comprising a street and the land that abuts thereon;
- “Reserve” means any land, other than street reserves, owned by, vested in or otherwise under the care, control or management of the Local Government;
- “Reserve car park” means any portion of a reserve set aside by the Council for the purpose of the standing or parking of vehicles whether on payment of a fee or charge or otherwise;
- “Sign” means a traffic sign, mark, structure or device placed or erected on or near a street or reserve or within a reserve car park for the purpose of regulating, guiding or directing traffic;
- “Stand” in relation to a vehicle means to stop the vehicle and permit it to remain stationary, except for the purpose of avoiding conflict with other traffic or of complying with the provisions of any law and “standing” has a correlative meaning;
- “Street” has the meaning given to it by the Act;
- “Vehicle” includes any vehicle (excluding wheelchairs) which comes within the interpretation of that expression in the Road Traffic Act;
- “Verge” means that portion of a street which lies between the carriageway and the nearest property line.

2. In these Local laws a reference to the Council having the power to do something in its discretion and subject to any condition it thinks fit shall be deemed to include a reference to any person, committee or body to whom the Council has delegated the power or the doing of the thing exercising such discretion and imposing any conditions thought fit.

Council Powers to Control Parking and Erect Signs

3. The Council may provide for and control the standing and parking of vehicles within the parking region.
4. Any sign that was lawfully erected prior to the coming into operation of these Local laws and relates to the standing or parking of vehicles within the parking region shall be deemed, for the purposes of these Local laws, to have been erected by Council under the authority of these Local laws.
5. Where under these Local laws the standing or parking of vehicles in a street is controlled by a sign, such sign shall be read as applying to that part of the street which—
 - (a) lies beyond the sign;
 - (b) lies between that sign and the next sign beyond that sign;
 - (c) is that side of the carriageway of the street nearest to the sign.
6. An inscription on a sign operates and has effect according to its tenor and a person contravening the direction of a sign commits an offence under these Local laws.
7. A person shall not without the authority of the Council mark, set up or exhibit any sign purporting to be or resembling a sign marked, set up or exhibited by the Council under the authority of these Local laws.
8. A person shall not remove, damage, deface or misuse any sign or attempt to do such acts.
9. A person shall not, without the permission of the Council, affix any board, sign, placard, notice or other thing to or paint or write upon any part of a sign.

Standing or Parking of Vehicles in Street

10. Subject to Local law 11 a person standing or parking a vehicle in a street shall stand or park it—
 - (a) on a two-way carriageway, so that it is as near as practicable to and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the carriageway on which the vehicle is standing or parked.
 - (b) on a one-way carriageway, so that it is as near as practicable to and parallel with, either boundary of the carriageway and headed in the direction of the movement of traffic.
11. (1) Where a traffic sign associated with a parking area is not inscribed with the words “Angle Parking” then—
 - (a) where the parking area is adjacent to the boundary of a carriageway, a person standing a vehicle in the parking area shall stand it as near as practicable to and parallel with, that boundary;
 - (2) Where a traffic sign associated with a parking area is inscribed with the words “Angle Parking” a person standing a vehicle in the parking area shall stand the vehicle at an angle of approximately 45 degrees to the centre of the carriageway, unless otherwise indicated by the inscription on the sign or by marks on the carriageway.
12. Where a street is provided with parking stalls set at an angle to the kerb a person shall not stand a vehicle or permit a vehicle to stand on such street otherwise than wholly within a parking stall and as close to the kerb as is practicable.
13. A person parking a vehicle on a street shall park it—
 - (a) so that at least 3 metres of the width of the street is available for the passage of other vehicles;
 - (b) so that it is not less than 1.2 metres from any other vehicle, except a motor bicycle or a bicycle parked in accordance with these Local laws;
 - (c) so that it does not cause any undue obstruction on the street.
14. A person shall not stand a vehicle or permit a vehicle to stand in a street—
 - (a) in a parking area, other than in a manner indicated by the inscription on the sign or signs associated with the parking area and where the parking area includes parking stalls, except as in these Local laws provided, with reference to such parking stall;
 - (b) in a parking area contrary to any limitation in respect of time, days, periods of the day, classes of persons or classes of vehicles indicated by the inscription on the sign or signs associated with the area.
15. A person shall not park a vehicle in a street—
 - (a) in a “No Parking” area;
 - (b) partly within and partly outside a parking area, unless directed to do so by an Inspector or a member of the Police Force;
 - (c) for the purpose of effecting repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a street;
 - (d) if the vehicle is exposed for sale.
16. A person shall not stand or park a vehicle in a street so that any portion of the vehicle is—
 - (a) between any other standing vehicle and the centre of the carriageway;
 - (b) obstructing a right of way, passage or private drive or carriageway or so close thereto as to deny vehicles reasonable access to or egress from the right of way, passage or private drive or carriageway;
 - (c) in front of a footway constructed across a reservation;
 - (d) on any footway or pedestrian crossing;

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- (e) within 1 metre of a fire hydrant or fire plug, or of any sign or mark indicating the existence of a fire hydrant or a fire plug;
- (f) within 3 metres of a public letter pillar box, unless the vehicles being used for the purpose of collecting postal articles from the pillar box;
- (g) within 6 metres of the nearer property line of any street intersecting the street on the side on which the vehicle is standing;

17. Subject to Local law 18 and 19 a person shall not drive or park or cause a vehicle to be driven or parked on a verge.

18. Local law 17 does not apply to a vehicle driven or parked on a crossover or other usual accessway to land adjoining a carriageway provided that such vehicle is driven or parked at right angles to the carriageway and not parked on or near a footway so as to cause an obstruction.

19. Local law 17 does not apply to the owner or occupier of the adjoining property or if the vehicles owner has the permission of the property owner or occupier, provided that—

- (a) A private vehicle is not parked on the street verge for more than 24 hours without being moved.
- (b) Vehicles over eight metres in length are not parked on the street verge for more than one hour in any 24 hour period.
- (c) A vehicle is not parked on the verge to effect repairs to it, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a street.
- (d) A vehicle is not parked on the verge to be wrecked.

Parking and Use of Vehicles on Reserves

20. A person, other than an employee of the Council carrying out official duties, shall not, without the permission of the Council, drive, ride, stand or park a vehicle on any portion of a reserve which is not set aside or intended for vehicular use.

21. Subject to Local law 20 a person shall not drive or ride a vehicle on any road or carriageway at a speed in excess of any maximum set by the Council and indicated by signs.

22. A person shall not stand or park a vehicle in any area of a reserve contrary to any prohibitions, regulations or restrictions indicated by the inscription on a sign or signs on or associated with the area.

23. A person shall not stand or park a vehicle so as to obstruct an entrance to, an exit from or a thoroughfare within a reserve or a reserve carpark or beyond the limits of any defined right-of-way within a reserve car park.

Standing and Parking of Vehicles Generally

24. A person shall not stand or park a vehicle or permit a vehicle to stand in a street or reserve carpark—

- (a) which is by any sign thereon or adjacent thereto set apart for the standing or parking of vehicles of a different class;
- (b) if by any sign the standing of vehicles is prohibited or restricted during any period or periods, during such period or periods;
- (c) which is by any sign designated "Authorised Vehicles Only" or "Council Vehicles Only", unless the person first obtains the permission of the Council, the Chief Executive Officer or an Inspector.

25. A person shall not stand or park a vehicle on any part of a street or reserve if an Inspector or member of the Police Force directs the driver to remove it.

Miscellaneous

26. The Council may appoint such of its officers as it deems necessary as Inspectors for the purposes of these Local laws.

27. Inspectors appointed by the Council are authorised—

- (a) to take all reasonable necessary steps to enable the Local laws to be given full force and effect;
- (b) to initiate and conduct prosecutions as directed by the Council or the Chief Executive Officer from time to time.

28. An Inspector shall be furnished with a certificate of appointment in a form determined by the Council from time to time.

29. An Inspector shall on demand show a certificate of his or her appointment.

30. A person who is not an Inspector shall not in any way assume the duties of an Inspector.

31. A person shall not in any way obstruct or hinder an Inspector in the execution of his or her duties.

32. An Inspector may mark the tyres of a parked vehicle with chalk or any other non-indelible substance for any purpose connected with or arising out of his or her duties and powers and a person shall not remove such a mark made by an Inspector so that the purpose of affixing the mark is defeated or likely to be defeated.

33. An Inspector who finds a person committing or who on reasonable grounds suspects a person of having committed a breach of the provisions of these Local laws may demand from that person his or her name and place of abode.

34. A person who refuses a demand from an Inspector to state his or her name or place of abode, or who states a false name or place of abode, commits an offence.

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35. (1) A notice served under section 9.13 of the Act in respect of an offence alleged to have been committed against any provision of these Local laws shall be in or to the effect of Form 1 in the First Schedule.

(2) An infringement notice served under section 9.16 of the Act in respect of an offence alleged to have been committed against any provision of these Local laws shall be in or to the effect of Form 2 in the First Schedule.

(3) A notice sent under section 9.20 of the Act withdrawing an infringement notice served under that section in respect of an offence alleged to have been committed against any provision of these Local laws shall be in or to the effect of Form 3 in the First Schedule.

36. A person, other than the driver of the vehicle, shall not remove from the vehicle any notice affixed thereto or left therein or thereon by an Inspector.

37. The amount appearing in the final column of the Third Schedule directly opposite the offence described in that Schedule is the modified penalty for that offence if dealt with under section 9.16 of the Act.

38. The Council shall cause adequate records to be kept of all infringement notices served and modified penalties received under section 9.16 of the Act in respect of offences against these Local laws.

39. A penalty for an offence against these Local laws (not being a modified penalty) may be recovered by the Council by taking proceedings against the alleged offender in a Court of Petty Sessions.

40. Any person who contravenes or fails to comply with any provision of these Local laws commits an offence and is liable on conviction to a penalty not exceeding \$200.

First Schedule

Form 1

LOCAL GOVERNMENT ACT 1995

Shire of West Arthur

Local Laws Relating to Parking and Use of Vehicles

NOTICE REQUIRING OWNER OF VEHICLE TO IDENTIFY DRIVER

To: Date
Notice No.
Ranger No.
Registration No.
Amount Due \$

It is alleged that the above vehicle did in contravention of the provisions of Local law No of the Shire of West Arthur Parking and Use of Vehicle Local Laws.

You are hereby required to identify the person who was the driver or person in charge of the above vehicle at the time when the above offence is alleged to have been committed.

Unless within twenty-eight (28) days after the date of the service of this notice you—

- (a) inform the Chief Executive Officer of the Shire of West Arthur in writing as to the identity and address of the person who was the driver or person in charge of the above vehicle at the time of the offence; or was being unlawfully used at the time of the above offence.
- (b) satisfy the Chief Executive Officer of the Shire of West Arthur that the above vehicle had been stolen or was being unlawfully used at the time of the above offence.

YOU WILL IN THE ABSENCE OF PROOF OF THE CONTRARY, BE DEEMED TO HAVE COMMITTED THAT ABOVE OFFENCE AND COURT PROCEEDINGS MAY BE INSTITUTED AGAINST YOU.

Chief Executive Officer, Shire of West Arthur.

First Schedule

Form 2

LOCAL GOVERNMENT ACT 1995

Shire of West Arthur

Local Laws Relating to Parking and Use of Vehicles

INFRINGEMENT NOTICE

To: Ranger No.
Notice No.
Date of Service

You are hereby notified it is alleged on the day of at about you did in contravention of the provisions of Local-law No of the Shire of West Arthur Parking and Use of Vehicles Local Laws.

The modified penalty prescribed for this offence is \$

If you do not wish to have a complaint of the above offence heard and determined by a Court you may pay the modified penalty within twenty eight (28) days of the service of this notice.

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Unless payment is made within twenty eight (28) days of the date of the service of this notice Court proceedings may be instituted against you.

Payment may be made either by posting this form together with the amount of \$ To the Chief Executive Officer, Shire of West Arthur or by delivering this form and paying the amount at the Administration Centre, Burrowes Street, Darkan between 8:30am and 4:30pm Mondays to Fridays. If payment is not received within twenty eight (28) days of the date of this notice, it will be assumed that you wish to insist on your right to a Court Hearing, and Court proceedings will be issued against you in due course.

Chief Executive Officer, Shire of West Arthur.

First Schedule

Form 3

LOCAL GOVERNMENT ACT 1995

Shire of West Arthur

Local Laws Relating to Parking and Use of Vehicles

WITHDRAWAL OF INFRINGEMENT NOTICE

To: _____ Date _____
 Infringement Notice No. _____ Date _____
 Modified Penalty \$ _____ is hereby withdrawn.
 Signature of Authorised Officer:

Chief Executive Officer, Shire of West Arthur.

Second Schedule

| Local law | Nature of Offence | Penalty |
|-----------|--|---------|
| 12 | Parking not wholly within a Parking Stall. | \$20.00 |
| 13 (C) | Causing an obstruction | \$30.00 |
| 15(a) | Parking in a "No Parking" area. | \$30.00 |
| 16(1)b & | Causing an obstruction | \$30.00 |
| 16(1)c & | Causing an obstruction | \$30.00 |
| 16(1)d | Causing an obstruction | \$30.00 |
| 17 | Parking or Driving on a Street Verge | \$30.00 |

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1985

LOCAL GOVERNMENT ACT 1995

SHIRE OF WEST ARTHUR

LOCAL GOVERNMENT PROPERTY LOCAL LAW

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LOCAL GOVERNMENT ACT 1995

SHIRE OF WEST ARTHUR

LOCAL GOVERNMENT PROPERTY LOCAL LAW

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of West Arthur resolved on [insert date] to make the following local law.

PART 1—PRELIMINARY

Citation

1.1 This local law may be cited as the Shire of West Arthur Local Government Property Local Law.

Definitions

1.2 In this local law unless the context otherwise requires—

“**Act**” means the *Local Government Act 1995*;

“**applicant**” means a person who applies for a permit under clause 3.2;

“**authorized person**” means a person authorized by the local government under section 9.10 of the Act to perform any of the functions of an authorized person under this local law;

“**boat**” means any ship, vessel or structure capable of being used in navigation by water, however propelled or moved, and includes a jet ski;

“**building**” means any building which is local government property and includes a –

(a) hall or room;

(b) corridor, stairway or annexe of any hall or room; and

(c) jetty;

“**CEO**” means the chief executive officer of the local government;

“**commencement day**” means the day on which this local law comes into operation;

“**Council**” means the council of the local government;

“**date of publication**” means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

“**determination**” means a determination made under clause 2.1;

“**district**” means the district of the local government;

“**function**” means an event or activity characterised by all or any of the following—

(a) formal organisation and preparation;

(b) its occurrence is generally advertised or notified in writing to particular persons;

(c) organisation by or on behalf of a club;

(d) payment of a fee to attend it; and

(e) systematic recurrence in relation to the day, time and place;

“**liquor**” has the same meaning as is given to it in section 3 of the *Liquor Licensing Act 1988*;

“**local government**” means the Shire of West Arthur;

“**local government property**” means anything except a thoroughfare—

(a) which belongs to the local government;

(b) of which the local government is the management body under the *Land Administration Act 1997*; or

(c) which is an ‘otherwise unvested facility’ within section 3.53 of the Act;

“**Manager**” means the person for the time being employed by the local government to control and manage a pool area or other facility which is local government property and includes the person’s assistant or deputy;

“**permit**” means a permit issued under this local law;

“**permit holder**” means a person who holds a valid permit;

“**person**” does not include the local government;

“**pool area**” means any swimming and wading pools and spas and all buildings, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of or used in connection with such swimming and wading pools and spas which are local government property;

“**Regulations**” means the *Local Government (Functions and General) Regulations 1996*;

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“**sign**” includes a notice, flag, mark, structure or device approved by the local government on which may be shown words, numbers, expressions or symbols;

“**trading**” means the selling or hiring, or the offering for sale or hire of goods or services, and includes displaying goods for the purpose of—

- (a) offering them for sale or hire;
- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them; and

“**vehicle**” includes—

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden or driven,
but excludes –
 - (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath;
 - (d) a pram, a stroller or a similar device; and
 - (e) a boat.

Interpretation

1.3 In this local law unless the context otherwise requires a reference to local government property includes a reference to any part of that local government property.

Application

1.4 (1) This local law applies throughout the district.

(2) Notwithstanding anything to the contrary in this local law, the local government may—

- (a) hire local government property to any person; or
- (b) enter into an agreement with any person regarding the use of any local government property.

Repeal

1.5 (1) The following local laws are repealed—

By-laws relating to –

Recreation Reserves, published in the Government Gazettes of 10 January 1986 and 8 May 1987; and

Control and Management of Darkan Shire Hall, Equipment and Property, published in the Government gazette of 4 October 1985.

(2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.

(3) The Council may resolve that notwithstanding subclause (2), specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

PART 2—DETERMINATIONS IN RESPECT OF LOCAL GOVERNMENT PROPERTY

Division 1—Determinations

Determinations as to use of local government property

2.1 (1) The local government may make a determination in accordance with clause 2.2—

- (a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
- (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
- (c) as to the matters in clauses 2.7(2) and 2.8(2); and
- (d) as to any matter ancillary or necessary to give effect to a determination.

(2) The determinations in Schedule 2—

- (a) are to be taken to have been made in accordance with clause 2.2;
- (b) may be amended or revoked in accordance with clause 2.6; and
- (c) have effect on the commencement day.

Procedure for making a determination

2.2 (1) The local government is to give local public notice of its intention to make a determination.

(2) The local public notice referred to in subclause (1) is to state that—

- (a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
- (b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
- (c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.

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- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to—
- give local public notice that the proposed determination has effect as a determination on and from the date of publication;
 - amend the proposed determination, in which case subclause (5) will apply; or
 - not continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c) the Council is to—
- consider those submissions; and
 - decide—
 - whether or not to amend the proposed determination; or
 - not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice—
- of the effect of the amendments; and
 - that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

Discretion to erect sign

2.3 The local government may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

Determination to be complied with

2.4 A person shall comply with a determination.

Register of determinations

2.5 (1) The local government is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.

(2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

Amendment or revocation of a determination

2.6 (1) The Council may amend or revoke a determination.

(2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.

(3) If the Council revokes a determination it is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

*Division 2—Activities which may be pursued or prohibited under a determination***Activities which may be pursued on specified local government property**

2.7 (1) A determination may provide that specified local government property is set aside as an area on which a person may—

- bring, ride or drive an animal;
 - take, ride or drive a vehicle, or a particular class of vehicle;
 - fly or use a motorised model aeroplane;
 - use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
 - launch, beach or leave a boat;
 - take or use a boat, or a particular class of boat;
 - deposit refuse, rubbish or liquid waste, whether or not of particular classes, and whether or not in specified areas of that local government property;
 - play or practice—
 - golf or archery;
 - pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or
 - a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
 - ride a bicycle, a skateboard, rollerblades, a sandboard or a similar device; and
 - wear no clothing.
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular—
- the days and times during which the activity may be pursued;

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- (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
- (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
- (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
- (e) may specify that the activity can be pursued by a class of persons or all persons; and
- (f) may distinguish between different classes of the activity.

Activities which may be prohibited on specified local government property

2.8 (1) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property—

- (a) smoking on premises;
- (b) riding a bicycle, a skateboard, rollerblades, a sandboard or a similar device;
- (c) taking, riding or driving a vehicle on the property or a particular class of vehicle;
- (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
- (e) taking or using a boat, or a particular class of boat;
- (f) the playing or practice of—
 - (i) golf, archery, pistol shooting or rifle shooting; or
 - (ii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;
- (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property; and
- (h) the traversing of sand dunes or land which in the opinion of the local government has environmental value warranting such protection, either absolutely or except by paths provided for that purpose.

(2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular—

- (a) the days and times during which the activity is prohibited;
- (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
- (c) that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
- (d) that an activity is prohibited in respect of a class of persons or all persons; and
- (e) may distinguish between different classes of the activity.

(3) In this clause—

“**premises**” means a building, stadium or similar structure which is local government property, but not an open space such as a park or a playing field.

Division 3—Transitional

Signs taken to be determinations

2.9 (1) Where a sign erected on local government property has been erected under a local law of the local government repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.

(2) Clause 2.5 does not apply to a sign referred to in subclause (1).

PART 3—PERMITS

Division 1—Preliminary

Application of Part

3.1 This Part does not apply to a person who uses or occupies local government property under a written agreement with the local government to do so.

Division 2—Applying for a permit

Application for permit

3.2 (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).

(2) An application for a permit under this local law shall—

- (a) be in the form determined by the local government;
- (b) be signed by the applicant;
- (c) provide the information required by the form; and
- (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

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- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

Decision on application for permit

3.3 (1) The local government may—

- (a) approve an application for a permit unconditionally or subject to any conditions; or
- (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant, a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.

*Division 3—Conditions***Conditions which may be imposed on a permit**

3.4 (1) Without limiting the generality of clause 3.3(1)(a), the local government may approve an application for a permit subject to conditions relating to—

- (a) the payment of a fee;
- (b) compliance with a standard or a policy of the local government adopted by the local government;
- (c) the duration and commencement of the permit;
- (d) the commencement of the permit being contingent on the happening of an event;
- (e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (f) the approval of another application for a permit which may be required by the local government under any written law;
- (g) the area of the district to which the permit applies;
- (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage; and
- (i) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government.
- (2) Without limiting clause 3.3(1)(a) and subclause (1), the following paragraphs indicate the type and content of the conditions on which a permit to hire local government property may be issued –
- (a) when fees and charges are to be paid;
- (b) payment of a bond against possible damage or cleaning expenses or both;
- (c) restrictions on the erection of material or external decorations;
- (d) rules about the use of furniture, plant and effects;
- (e) limitations on the number of persons who may attend any function in or on local government property;
- (f) the duration of the hire;
- (g) the right of the local government to cancel a booking during the course of an annual or seasonal booking, if the local government sees fit;
- (h) a prohibition on the sale, supply or consumption of liquor unless a liquor licence is first obtained for that purpose under the *Liquor Licensing Act 1988*;
- (i) whether or not the hire is for the exclusive use of the local government property;
- (j) the obtaining of a policy of insurance in the names of both the local government and the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer; and
- (k) the provision of an indemnity from the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer.

Imposing conditions under a policy

3.5 (1) In this clause—

“**policy**” means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 3.3(1)(a).

- (2) Under clause 3.3(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government shall give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 3.3(2).
- (4) An application for a permit shall be deemed not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.

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(5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy shall be deemed to be information within section 5.94(u)(i) of the Act.

Compliance with and variation of conditions

3.6 (1) Where an application for a permit has been approved subject to conditions, the permit holder shall comply with each of those conditions.

(2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

*Division 4—General***Agreement for building**

3.7 Where a person applies for a permit to erect a building on local government property the local government may enter into an agreement with the permit holder in respect of the ownership of the materials in the building.

Duration of permit

3.8 A permit is valid for one year from the date on which it is issued, unless it is—

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 3.12.

Renewal of permit

3.9 (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.

(2) The provisions of this Part shall apply to an application for the renewal of a permit *mutatis mutandis*.

Transfer of permit

3.10 (1) An application for the transfer of a valid permit is to—

- (a) be made in writing;
- (b) be signed by the permit holder and the proposed transferee of the permit;
- (c) provide such information as the local government may require to enable the application to be determined; and
- (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.

(2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.

(3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by an endorsement on the permit signed by the CEO.

(4) Where the local government approves the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

Production of permit

3.11 A permit holder is to produce to an authorized person her or his permit immediately upon being required to do so by that authorized person.

Cancellation of permit

3.12 (1) Subject to clause 7.1, a permit may be cancelled by the local government if the permit holder has not complied with a—

- (a) condition of the permit; or
- (b) determination or a provision of any written law which may relate to the activity regulated by the permit.

(2) On the cancellation of a permit the permit holder—

- (a) shall return the permit as soon as practicable to the CEO; and
- (b) is to be taken to have forfeited any fees paid in respect of the permit.

*Division 5—When a permit is required***Activities needing a permit**

3.13 (1) A person shall not without a permit—

- (a) subject to subclause 3, hire local government property;
- (b) advertise anything by any means on local government property;
- (c) erect a structure for public amusement or for any performance, whether for gain or otherwise, on local government property;
- (d) teach, coach or train, for profit, any person in a pool area or an indoor recreation facility which is local government property;
- (e) plant any plant or sow any seeds on local government property;
- (f) carry on any trading on local government property unless the trading is conducted—
 - (i) with the consent of a person who holds a permit to conduct a function, and where the trading is carried on under and in accordance with the permit; or

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- (ii) by a person who has a licence or permit to carry on trading on local government property under any written law;
 - (g) unless an employee of the local government in the course of her or his duties or on an area set aside for that purpose—
 - (i) drive or ride or take any vehicle on to local government property; or
 - (ii) park or stand any vehicle on local government property;
 - (h) conduct a function on local government property ;
 - (i) charge any person for entry to local government property, unless the charge is for entry to land or a building hired by a voluntary non-profit organisation;
 - (j) light a fire on local government property except in a facility provided for that purpose;
 - (k) parachute, hang glide, abseil or base jump from or on to local government property;
 - (l) erect a building or a refuelling site on local government property;
 - (m) make any excavation on or erect or remove any fence on local government property;
 - (n) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person; or
 - (o) depasture any horse, sheep, cattle, goat, camel, ass or mule on local government property.
- (2) The local government may exempt a person from compliance with subclause (1) on the application of that person.
- (3) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

Permit required to camp outside a facility

3.14 (1) In this clause—

“**facility**” has the same meaning as is given to it in section 5(1) of the *Caravan Parks and Camping Grounds Act 1995*.

(2) This clause does not apply to a facility operated by the local government.

(3) A person shall not without a permit—

- (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property; or
- (b) erect any tent, camp, hut or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day.

(4) The maximum period for which the local government may approve an application for a permit in respect of paragraph (a) or (b) of subclause (3) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.

Permit required for possession and consumption of liquor

3.15 (1) A person, on local government property, shall not consume any liquor or have in her or his possession or under her or his control any liquor, unless—

- (a) that is permitted under the *Liquor Licensing Act 1988*; and
- (b) a permit has been obtained for that purpose.

(2) Subclause (1) does not apply where the liquor is in a sealed container.

Division 6—Responsibilities of permit holder

Responsibilities of permit holder

3.16 A holder of a permit shall in respect of local government property to which the permit relates -

- (a) ensure that an authorized person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;
- (b) leave the local government property in a clean and tidy condition after its use;
- (c) report any damage or defacement of the local government property to the local government; and
- (d) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Licensing Act 1988* for that purpose.

PART 4—BEHAVIOUR ON ALL LOCAL GOVERNMENT PROPERTY

Division 1—Behaviour on and interference with local government property

Behaviour which interferes with others

4.1 A person shall not in or on any local government property behave in a manner which—

- (a) is likely to interfere with the enjoyment of a person who might use the property; or
- (b) interferes with the enjoyment of a person using the property.

Behaviour detrimental to property

4.2 (1) A person shall not behave in or on local government property in a way which is or might be detrimental to the property.

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- (2) In subclause (1)—
 ‘detrimental to the property’ includes—
 (a) removing any thing from the local government property such as a rock, a plant or a seat provided for the use of any person; and
 (b) destroying, defacing or damaging any thing on the local government property, such as a plant, a seat provided for the use of any person or a building.

Taking or injuring any fauna

4.3 (1) A person shall not, take, injure or kill or attempt to take, injure or kill any fauna which is on or above any local government property, unless that person is authorized under a written law to do so.

- (2) In this clause—
 “**animal**” means any living thing that is not a human being or plant; and
 “**fauna**” means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal—
 (a) any class of animal or individual member;
 (b) the eggs or larvae; or
 (c) the carcass, skin, plumage or fur.

Intoxicated persons not to enter local government property

4.4 A person shall not enter or remain on local government property while under the influence of liquor or a prohibited drug.

No prohibited drugs

4.5 A person shall not take a prohibited drug on to, or consume or use a prohibited drug on, local government property.

Division 2—Signs

Signs

- 4.6 (1) A local government may erect a sign on local government property specifying any conditions of use which apply to that property.
 (2) A person shall comply with a sign erected under subclause (1).
 (3) A condition of use specified on a sign erected under subclause (1) is—
 (a) not to be inconsistent with any provision of this local law or any determination; and
 (b) to be for the purpose of giving notice of the effect of a provision of this local law.

PART 5—MATTERS RELATING TO PARTICULAR LOCAL GOVERNMENT PROPERTY

Division 1—Fenced or closed property

No entry to fenced or closed local government property

5.1 A person must not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorized to do so by the local government.

Division 2—Toilet blocks and change rooms

Only specified gender to use entry of toilet block or change room

- 5.2 Where a sign on a toilet block or change room specifies that a particular entry of the toilet block or change room is to be used by—
 (a) females, then a person of the male gender shall not use that entry of the toilet block or change room; or
 (b) males, then a person of the female gender shall not use that entry of the toilet block or change room.

PART 6—FEES FOR ENTRY ON TO LOCAL GOVERNMENT PROPERTY

No unauthorized entry to function

- 6.1 (1) A person shall not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorized, except—
 (a) through the proper entrance for that purpose; and
 (b) on payment of the fee chargeable for admission at the time.
 (2) The local government may exempt a person from compliance with subclause (1)(b).

PART 7—OBJECTIONS AND APPEALS

Application of Division 1, Part 9 of the Act

- 7.1 When the local government makes a decision as to whether it will—
 (a) grant a person a permit or consent under this local law; or
 (b) renew, vary, or cancel a permit or consent that a person has under this local law,

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the provisions of Division 1 of Part 9 of the Act and regulations 33 and 34 of the Regulations apply to that decision.

PART 8—MISCELLANEOUS

Authorized person to be obeyed

8.1 A person on local government property shall obey any lawful direction of an authorized person and shall not in any way obstruct or hinder an authorized person in the execution of her or his duties.

Persons may be directed to leave local government property

8.2 An authorized person may direct a person to leave local government property where she or he reasonably suspects that the person has contravened a provision of any written law.

Disposal of lost property

8.3 An article left on any local government property, and not claimed within a period of 3 months, may be disposed of by the local government in any manner it thinks fit.

Liability for damage to local government property

8.4 (1) Where a person unlawfully damages local government property, the local government may by notice in writing to that person require that person within the time required in the notice to, at the option of the local government, pay the costs of—

- (a) reinstating the property to the state it was in prior to the occurrence of the damage; or
- (b) replacing that property.

(2) Unless there is proof to the contrary, a person is to be taken to have damaged local government property within subclause (1) where—

- (a) a vehicle or a boat caused the damage, the person was the person responsible, at the time the damage occurred, for the control of the vehicle or the boat; or
- (b) the damage occurred under a permit, the person is the permit holder in relation to that permit.

(3) On a failure to comply with a notice issued under subclause (1), the local government may recover the costs referred to in the notice as a debt due to it.

PART 9—ENFORCEMENT

Division 1—Notices given under this local law

Offence to fail to comply with notice

9.1 Whenever the local government gives a notice under this local law requiring a person to do any thing, if a person fails to comply with the notice, that person commits an offence.

Local government may undertake requirements of notice

9.2 Where a person fails to comply with a notice referred to in clause 9.1, the local government may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing.

Division 2—Offences and penalties

Subdivision 1—General

Offences and general penalty

9.3 (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

(2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

Subdivision 2—Infringement notices and modified penalties

Prescribed offences

9.4 (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.

(3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, an authorized person should be satisfied that—

- (a) commission of the prescribed offence is a relatively minor matter; and
- (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

Form of notices

9.5 (1) For the purposes of this local law—

- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;

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- (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
 - (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.
- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

Division 3—Evidence in legal proceedings

Evidence of a determination

- 9.6 (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a certified copy of an extract from the register.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.

**Schedule 1
PRESCRIBED OFFENCES**

| Clause | Description | Modified Penalty \$ |
|---------|--|------------------------|
| 2.4 | Failure to comply with determination | 100 |
| 3.6 | Failure to comply with conditions of permit | 100 |
| 3.13(1) | Failure to obtain a permit | 100 |
| 3.14(3) | Failure to obtain permit to camp outside a facility | 100 |
| 3.15(1) | Failure to obtain permit for liquor | 100 |
| 3.16 | Failure of permit holder to comply with responsibilities | 100 |
| 4.2(1) | Behaviour detrimental to property | 100 |
| 4.4 | Under influence of liquor or prohibited drug | 100 |
| 4.6(2) | Failure to comply with sign on local government property | 100 |
| 5.1 | Unauthorized entry to fenced or closed local government property | 100 |
| 5.2 | Gender not specified using entry of toilet block or change room | 100 |
| 6.1(1) | Unauthorized entry to function on local government property | 100 |
| 9.1 | Failure to comply with notice | 200 |

**Schedule 2
DETERMINATIONS**

The following determinations are to be taken to have been made by the local government under clause 2.1.

PART 1—PRELIMINARY

Definitions

- 1.1 In these determinations unless the context otherwise requires—
 “local law” means the *Local Government Property Local Law* made by the local government;

Interpretation

- 1.2 Unless the context otherwise requires, where a term is used but not defined in a determination and that term is defined in the local law then the term shall have the meaning given to it in the local law.

Dated 25th of November 1999.

The Common Seal of the Shire of West Arthur was affixed by authority of a resolution of the Council in the presence of—

R. K. SAUNDERS, President.
 N. C. WASMANN, Chief Executive Officer.

11.4 EXECUTION OF COMMON SEAL - DARKAN GOLF CLUB LEASE

| | |
|--------------------------------|--|
| File Ref: | ADM705 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Sharon Bell, Community Development Officer |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 04/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. 20251219 - Section 18 Approval letter 2. SoWA and Darkan Golf Club Lease |

SUMMARY:

Council is requested to authorise by Council Resolution, the affixation of the Common Seal to execute the Lease between the Shire of West Arthur and the Darkan Golf Club Inc.

BACKGROUND:

The Agreement for Lease was originally made between the Shire of West Arthur and the Darkan Golf Club Inc, commencing on 1 August 2015 for a period of 10 years. The facility is located on Reserve 15837.

COMMENT:

The Shire of West Arthur prepared a new lease in October 2025. Agnew and Machin Pty Ltd, Land and Engineering Surveyors, were engaged in June 2025 to carry out the required survey work to identify the portion of Reserve 15837 to be included in the new lease, as required under Section 18 of the *Land Administration Act 1997* – Ministers Consent. Consent from the Minister was received on the 19 December 2025, and the lease finalised.

CONSULTATION:

Darkan Golf Club
Shire of West Arthur staff
Agnew & Machin Pty Ltd Surveyors

STATUTORY ENVIRONMENT:

- Local Government Act 1995:
 - S9.49A Execution of Documents
- Land Administration Act 1997
 - S18 Ministers Consent

POLICY IMPLICATIONS:

Policy C19 – Execution of Documents and Use of Common Seal

FINANCIAL IMPLICATIONS:

Cost of preparation of new lease

STRATEGIC IMPLICATIONS:

Community – Safe, Friendly and Inclusive

Outcome 1.2 - Support available for people of all ages and abilities

- Provide infrastructure to meet the needs of 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 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 (20) |
| 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 ensure new lease is in place. |
| Risk Likelihood (based on history and with existing controls) | Almost Certain (5) |
| Risk Consequence | Major (4) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | Extreme (20) |
| Principal Risk Theme | Ineffective facility or event management |
| Risk Action Plan (Controls or Treatment Proposed) | Execute lease as recommended. |

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION OCM-2026-006

Moved: Cr Russell Prowse

Seconded: Cr Helen Lubcke

That Council authorise the Shire President and Chief Executive Officer to execute the following attached document under the Common Seal of the Shire of West Arthur:

1. Lease of Reserve 15837 – Darkan Golf Club

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED 7/0



Department of **Planning,
Lands and Heritage**



Land Use Management

Our ref: Case 2503892
File ref: 05144-1914
Enquiries: Helen Watts, Ph: 6551 9591
Email: helen.watts@dplh.wa.gov.au

Sharon Bell
Community Development Officer
Shire of West Arthur

By Email: CDO@westarthur.wa.gov.au

Dear Sharon,

Section 18 Ministers Consent for proposed Lease over Lot 361 on Deposited Plan 71868, being Reserve 15837, Shire of West Arthur between Shire of West Arthur and Darkan Golf Club.

Thank you for your recent correspondence regarding permission to Lease, Lot 361 on Deposited Plan 71868 being Reserve 15837 which is set aside for the purpose of Sporting Club and Community Purposes and managed by the Shire of West Arthur with power to lease for any term not exceeding 21 years subject to the consent of the Minister for Lands.

In accordance with section 18 of the *Land Administration Act 1997* (LAA) approval from the Minister for Lands is granted to the proposed Lease provided to the Department of Planning, Lands and Heritage (DPLH) by email dated 18 December 2025 on the condition that the final Lease executed by the parties is on the same terms as that provided to DPLH with that email. If the final document executed by the parties is not on the approved terms, then it may be void under section 18 LAA.

Please note that this approval is for the purposes of section 18 LAA only and does not constitute an endorsement as to the terms and effect of the document. DPLH cannot provide any advice in respect of the Lease and recommends that each party obtain their own independent advice as to their rights and obligations under the Lease.

This approval is subject to the registration requirements of the *Transfer of Land Act 1893*. You will need to provide a copy of this letter to Landgate if the documents are to be lodged for registration at Landgate.

Should you have any enquiries please don't hesitate to contact me on any of the above details.

Yours sincerely

Helen Watts
Senior State Land Officer
Case Delivery
19 December 2025

140 William Street Perth WA 6000 | Locked Bag 2506 Perth WA 6001 | (08) 6551 8002
info@dplh.wa.gov.au | www.dplh.wa.gov.au
ABN 68 565 723 484





Lease Agreement

between

Shire of West Arthur
("The Lessor")

and

Darkan Golf Club
("The Lessee")

The logo for "Forest to Wheatbelt" is located in the bottom right corner of the page. It features a dark green background with a stylized landscape of rolling hills in shades of red, blue, and yellow. The text "Forest to Wheatbelt" is written in a yellow, serif font.

Forest to Wheatbelt

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DETAILS

This lease agreement is made on the _____ day of _____ 2025.

PARTIES

Shire of West Arthur of 31 Burrowes Street, Darkan, WA 6392
ABN 96 9123 207 95
(the Lessor)

Darkan Golf Club (Inc.) of 1 Memorial Drive, Darkan, WA 6392
ABN 91 453 369 637
(the Lessee)

THE LAND

Pursuant to Section 46 of the *Land Administration Act 1997*, the Minister for Lands has by order placed with the Shire the care, control and Management of Reserve 15837 (Lot 361 on Deposited Plan 71868), commonly known as the Darkan Sport and Recreation Precinct, for sporting club and community purposes as shown for identification purposes only on the sketched annexed hereto marked "Schedule 1".

THE TERM

Twenty-one (21) years for which the commencement date of the Lease Agreement shall be as from the date consent hereof by the Minister for Lands under Section 18 of the *Land Administration Act 1997*.

TERMINATION/NOTICE OF TERMINATION

PROVIDE ALWAYS, and it is hereby agreed as follows:

- a) If the reserved rent or any part thereof, having been demanded, shall be in arrears for twenty-eight (28) days, or if there shall be a breach of any stipulation or provision contained in the Schedule hereto or if the Lessee shall cease to exist, the Lessor may re-enter on the deemed property and thereupon the term hereby created shall forthwith determine without prejudice to the Lessors' right and remedies in respect of any such breach.
 - i. The Lessor may give notice of termination of this Agreement to the Lessee upon the grounds that the Lessee has breached a term of this Agreement, after a notice requiring the remedy of that breach within no less than twenty-eight (28) days has been given and the breach has not been remedied in accordance with the terms of that notice.
 - ii. The Lessee may give twenty-eight (28) days' notice of termination of this Agreement to the Lessor upon the grounds that the Lessee cannot meet its obligations in respect of this Agreement.
- b) The Lease may be terminated by the mutual agreement of both parties with a minimum time frame of six (6) months to allow for community consultation. All lease money payable and other liabilities will be settled by the Lessee within twenty-eight (28) days if not settled immediately on the day of lease termination.
- c) If, during the lease term, buildings and sporting surfaces subject to this Agreement shall be damaged by fire, storm, tempest, earthquake, or explosion so as to become unfit for occupation

or use, then the term hereby created shall thereupon terminate, subject to agreement by both parties.

- d) If any dispute shall arise between the parties in relation to any rights or liabilities hereunder, the same shall be referred to a member of The Institute of Arbitrators & Mediators (IAMA) for mediation and resolution.
- e) Any notice required to be given to the Lessee shall be duly served if sent by post in a prepaid letter addressed to the Secretary of the Lessee at the demised property, and any notice to the Lessee shall be duly served if sent in a like manner addressed to it as its then last known registered office. Any such notice shall be deemed to have been received on the day which it ought in due course of post to have been delivered.

ANNUAL RENT

\$100.00 per annum (inclusive of GST) payable on the demand of the Lessor.

Annual Rent may be reviewed and altered (increased or decreased) upon the basis of the Club's financial position, Shire contributions, and Council's annual Schedule of Fees and Charges.

RENT REVIEW DATES

Annually from the Commencement date and every anniversary of that date throughout the Term.

USE OF LEASED PREMISES

For sport, recreation, and community purposes.

SPECIAL CONDITIONS

Minister for Lands Consent. This Lease is made subject to and is conditional upon the granting of consent by the Minister for Lands pursuant to the *Land Administration Act* (if necessary) and shall be applied for by the Shire at the cost in all things of the Shire.

OWNERSHIP

This facility is owned by the Shire of West Arthur.

MANAGEMENT COMMITTEE

The Darkan Golf Club (Inc.) will establish and maintain a Management Committee responsible for communicating with the Darkan and District Sports Club (DDSC) regarding the day-to-day running costs of its club, such as equipment and consumables necessary for the running of the sport.

PRECINCT DEVELOPMENT PHILOSOPHY/PURPOSE

The purpose of the Darkan Golf Club (Inc.) is to manage the Darkan Sport and Recreation Precinct for all community members for the purpose of Sporting Club and Community Purposes, and will include:

- An 18-hole golf course.

OUTGOINGS AND OPERATIONAL COSTS

The Darkan Golf Club (Inc.) Management Committee will be responsible for all outgoings and operational costs of managing the Precinct.

INSURANCES

1. The Lessee must provide Certificates of Currency from an insurer, acceptable to the Lessor, confirming that there is in place as a minimum the following cover:
 - a. **Public Liability**
A minimum of \$20,000,000 in respect of any one claim, or such sum nominated by the Lessor.
 - b. **Building, Property and Contents Cover**
To a value agreed and through an insurer approved by the Lessor for the loss of or damage to any property (including the Lessee's own property and that of the Lessor). Alternatively, the Shire may obtain property and landlords' contents insurance and seek reimbursement of the cost from the DDSC committee.
 - c. **Workers Compensation**
To be in effect for all employees and contractors to the satisfaction of the Lessor.
2. The Lessee indemnifies and agrees to keep indemnified the Minister for Lands, Shire of West Arthur, and its officers and employees in respect of Loss incurred as a result of:
 - a. Any breach of this Agreement by the Lessee; or
 - b. Any negligent act, error or omission in connection with the performance of this Agreement by the third party or its officers, employees or agents; PROVIDED THAT this indemnity does not apply to the extent that Loss is caused by or contributed to by the Shire of West Arthur or its officers, employees or agents.

MAINTENANCE

The Lessee will be responsible for the total cost of operating and maintaining the Leased area, including the cost for any damage, vandalism/graffiti, corrective maintenance or damage. It is the responsibility of the Lessee to liaise with DDSC regarding requests for maintenance and to report any issues to the Shire.

EXECUTION BY REPRESENTATIVES

This Lease is executed by signature on behalf of the Parties by their duly authorised representatives under seal.

EXECUTED BY:

THE COMMON SEAL of)
 SHIRE OF WEST ARTHUR)
 (ABN 96 9123 207 95))
 was hereunto affixed by a)
 resolution of the Council and in accordance with)
 provisions of the Local Government Act 1995 (WA))
 in the presence of

 Signature of Authorised Officer

 Signature of Shire President

 Name (please print)

 Name (please print)

 Date

THE COMMON SEAL of)
 DARKAN GOLF CLUB (INC.)
 (ABN 91 453 369 637))
 was hereunto affixed by a)
 resolution of the Committee)
 in the presence of

 Signature of Authorised Officer

 Signature of Authorised Officer

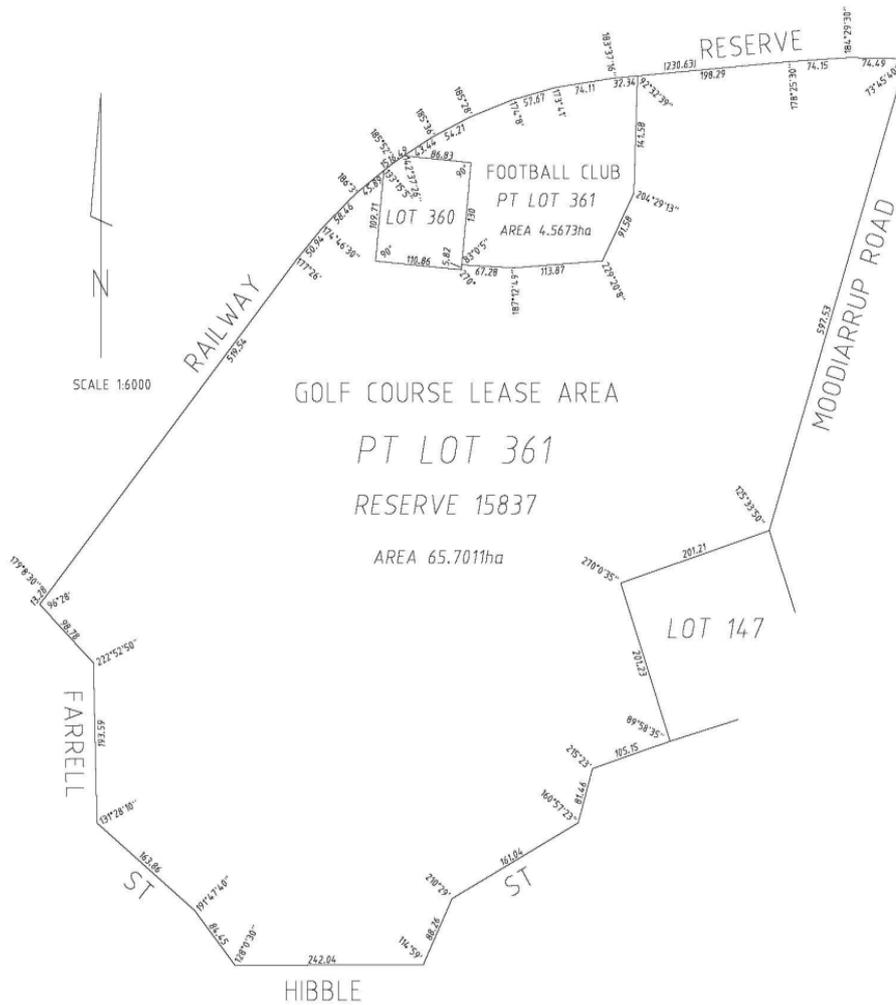
 Name (please print)

 Name (please print)

 Date

SCHEDULE 1

Darkan Sport and Recreation Precinct ("the Precinct")



LEASE OVER PORTION OF LOT 361 ON DP71868

SKETCH CORRECT

11.5 WALGA CLIMATE CHANGE ADVOCACY POSITION CONSULTATION PAPER

| | |
|--------------------------------|---|
| File Ref: | ADM883 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Vin Fordham Lamont, Chief Executive Officer |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 04/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. 2026 Climate Change Advocacy Position Consultation Paper 2. Draft Shire of West Arthur Submission |

SUMMARY:

Council is requested to endorse the feedback provided by Officers on the attached draft Western Australian Local Government Association (WALGA) 2026 Climate Change Advocacy Position Consultation Paper.

BACKGROUND:

On 28 January 2026, WALGA released a consultation paper seeking Local Government feedback on a revised climate change advocacy position.

WALGA's current position was endorsed by State Council in 2018. Given significant changes in the legislative, policy, technological and scientific environment since that time it is important to ensure that the position reflects the sector's views, needs and priorities and provides a sound basis for WALGA's climate change advocacy.

The **attached** Consultation Paper includes background on these changes and a draft revised advocacy position.

WALGA is seeking **Council endorsed feedback** on the draft advocacy position. An extended 3 month consultation period is being provided to ensure that all councils and WALGA zones have sufficient time to consider the position.

Feedback can be provided to environment@walga.asn.au by **COB Friday, 1 May 2026**.

COMMENT:

The CEO has review WALGA consultation paper and makes the following comments:

We support WALGA's proposed two-point position and the intent to update the 2018 statement. To strengthen alignment with regional Local Governments' realities (capacity, funding and risk exposure), we recommend minor but material wording additions so the final position explicitly calls for long-term, dedicated funding and practical supports, calibrated for small/regional LGs and consistent with new statutory expectations (e.g., Local Government Act changes to plan for and mitigate climate risk).

Full details can be found in the attached draft Shire of West Arthur submission.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:

Climate Change Act 2022 (Cth)
Western Australian Climate Change Bill 2023
Local Government Amendment Act 2023

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

No direct financial costs associated with this item.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Strategic Community Plan 2021-2031
Theme: Natural Environment - our natural assets are valued and meet the needs of the community
Outcome: Various outcomes

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 have our climate change concerns considered in WALGA’s advocacy position. |
| Risk Likelihood (based on history and with existing controls) | Unlikely (2) |
| Risk Consequence | Insignificant (1) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | Low (2) |
| Principal Risk Theme | Inadequate environmental management |
| Risk Action Plan (Controls or Treatment Proposed) | Endorse the draft submission as requested. |

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION OCM-2026-007

Moved: Cr Duncan South

Seconded: Cr Helen Lubcke

That Council endorse the attached Shire of West Arthur submission in respect of the draft WALGA Climate Change Advocacy Position and direct the CEO to forward it to WALGA by the due date of **COB Friday, 1 May 2026.**

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O’Neill, Helen Lubcke

Against: Nil

CARRIED 7/0



WALGA Climate Change Advocacy Position

Consultation Paper

January 2026



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1. Introduction

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

The impacts and implications of climate change and opportunities for action differ depending on a Local Government's location, size and capacity. For example, coastal Local Governments are managing erosion and inundation risks, urban Local Governments are seeking to mitigate the impact of prolonged periods of heat on the liveability and health of their communities and in regional areas, water availability, heat stress and the transition to renewable energy are key concerns.

WALGA's policy and advocacy on climate change is longstanding, with the Association's first Climate Change Policy Statement adopted in 2009. In 2018 a new [Climate Change Policy Statement](#) and advocacy position were endorsed by WALGA State Council following extensive sector consultation. The 2018 Advocacy Position states:

Local Government acknowledges:

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

Local Government is committed to addressing climate change.

Local Government is calling for:

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

July 2018 – 72.5/2018

Since the 2018 Advocacy Position was adopted there have been significant legislative, policy, technological and scientific changes, including:

- The national *Climate Change Act 2022* and the Western Australian Climate Change Bill 2023.
- The *Local Government Amendment Act 2023*, which expanded Western Australian Local Governments' general function to include planning for, and mitigating, the risks associated with climate change.



- The release of the Australian Government's [National Climate Risk Assessment](#) and [National Adaptation Plan](#) in 2025.
- Escalation of the transition to renewable energy, uptake of electric vehicles and energy efficiency standards under the National Construction Code.
- Climate science and projections ([international](#), [national](#) and [WA specific](#)) have also become clearer regarding the risks posed by climate change and the need for action to address the consequential impacts.

It is important that the WALGA climate change advocacy position is updated to reflect these changes and the consequent needs and priorities of Local Governments. An updated climate change advocacy position, which complements other WALGA advocacy positions, will provide a sound basis for WALGA's advocacy.

Following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team, WALGA has developed a revised, draft Climate Change Advocacy Position for Local Government feedback:

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

WALGA is seeking Council endorsed feedback on the draft Climate Change Advocacy Position by **COB Friday, 1 May 2026**. Feedback can be provided to environment@walga.asn.au.

This Paper provides an overview of matters which were considered in the development of the updated draft Advocacy Position including the legislation and policy (Section 2), technological changes (Section 3), climate science information (Section 4), feedback from Local Government on their needs, activities and barriers in relation to climate change (Section 5), and WALGA advocacy (Section 6). Section 7 provides detail on the rationale for the draft Advocacy Position.



2. Legislation and Policy

Since WALGA's Climate Change Policy Statement was endorsed in 2018, there have been significant Australian and Western Australian legislative and policy changes, these are outlined in Table 1.

Table 1: Government climate legislation and policy

| Document | Summary |
|--|---|
| Climate Change Legislation | |
| Climate Change Act 2022 | <p>The Australian Government <i>Climate Change Act 2022</i> establishes a national framework for reducing greenhouse gas (GHG) emissions and enhancing climate resilience in Australia. It mandates setting emission reduction targets, annual reporting to Parliament and developing policies to support the transition to a low-carbon economy.</p> <p>Australia's Nationally Determined Contribution (NDC) under Article 4 of the Paris Agreement commits to reducing greenhouse gas emissions to 43% below 2005 levels by 2030.</p> |
| Annual Climate Change Statement 2025 | <p>The Annual Climate Change Statement is a requirement under the <i>Climate Change Act 2022</i>. It provides an overview of the country's progress in reducing GHG emissions and enhancing climate resilience. The Statement includes updates on emission reduction targets, government initiatives and programs supporting the transition to a low-carbon economy. The Statement also identifies additional areas for further action.</p> |
| WA Climate Change Bil 2023 | <p>The WA Climate Change Bill was introduced to Parliament in November 2023. The Bill sought to commit to net zero GHG emissions by 2050 and an interim whole of WA Government 2030 reduction target of 80% below 2020 levels. It also focuses on adapting to climate change impacts through sectorial adaptation planning and ensuring transparent progress reporting to the community and Parliament.</p> <p>The Bill has not progressed. In May 2025 the Premier indicated that climate change legislation introduced in WA would need to be carefully considered, particularly in regard to net zero targets, as WA is captured by national net zero legislation.</p> |



| | |
|--|--|
| <p>Local Government Amendment Act 2023</p> | <p>Amendments made to the <i>Local Government Act 1995</i>, under the first tranche of changes in the <i>Local Government Amendment Act 2023</i>, expanded the requirements for Local Government in regard to their general functions to ensure good governance outcomes for their communities. Under Part 3 s3.1(1A) General Function, Local Governments are now required (change in bold):</p> <ul style="list-style-type: none"> a. <i>to promote the economic, social and environmental sustainability of the district; and</i> b. to plan for, and to plan for mitigating, risks associated with climate change; and c. <i>in making decisions, to consider potential long-term consequences and impacts on future generations.</i> <p>These legislative changes were made without any sustainable investment model, or tools, to support the new responsibility.</p> |
| <p>State Public Health Plan 2025 - 2030</p> | <p>Under Stage 5 of the <i>Public Health Act 2016</i>, which commenced in June 2024, Local Governments are required to prepare and publish local public health plans by 4 June 2026 that consider the State Public Health Plan objectives and priorities.</p> <p>The objectives for the State Public Health Plan include “Protect against public and environmental health risks, effectively manage emergencies, reduce impacts of disaster, and lessen the health impacts of climate change”.</p> |
| <p>Climate Change Mitigation</p> | |
| <p>Paris Agreement (2022 update)</p> | <p>The Paris Agreement, under the United Nations Framework Convention on Climate Change, aims to limit global warming to 1.5°C by the end of this Century, requires a 43% cut in global GHG emissions by 2030.</p> |
| <p>6th Intergovernmental Panel on Climate Change (IPCC) Report (2023)</p> | <p>The 6th IPCC Report summarises the state of knowledge of climate change, its widespread impacts and risks, and climate change mitigation and adaptation.</p> |
| <p>United Nations Climate Change Conference (COP 28) 2023</p> | <p>The COP 28 Agreement calls for a tripling of renewable energy capacity and doubling of energy efficiency improvements by 2030.</p> |



| | |
|--|--|
| <p>Net Zero Plan 2025</p> | <p>The Australian Government's Net Zero Plan guides Australia's transition to the legislated target of net zero emissions by 2050, covering all major parts of the economy and is consistent with international and domestic targets.</p> <p>The Plan sets out Government priorities, establishes policies and measures to reduce emissions and support ongoing and new investment in low emissions and renewable activities. The Plan is supported by Treasury Modelling on the impact of the transition.</p> |
| <p>Western Australian Climate Change Policy 2020</p> | <p>The Western Australian Climate Change Policy outlines the State Government's plan for a climate-resilient future. It highlights actions to be taken in collaboration with all sectors of the economy to achieve net zero emissions by 2050.</p> <p>Key programs include:</p> <ul style="list-style-type: none"> • Low carbon transition • Clean Energy Future Fund • Electric Vehicle (EV) Strategy • Building WA's climate resilient future • Sectoral Emissions Reduction Strategy (SERS). |
| <p>Climate Change Adaptation</p> | |
| <p>National Climate Resilience and Adaptation Strategy 2021-2025</p> | <p>The National Climate Resilience and Adaptation Strategy 2021-2025 outlines how the Australian Government will fulfil its 2012 COAG Roles and Responsibilities through three objectives for effective adaptation across Australia:</p> <ol style="list-style-type: none"> 1. Drive investment and action through collaboration 2. Improve climate information and services 3. Assess progress and improve over time. |
| <p>National Climate Risk Assessment (NCRA) 2025</p> | <p>The NCRA is the first comprehensive evaluation of how climate change will impact key systems and regions across Australia and provides a solid evidence base for coordinated adaptation planning. The assessment identified 63 nationally significant risks with a more detailed analysis of 10 priority hazards.</p> |
| <p>National Adaptation Plan 2025</p> | <p>The Plan builds on the National Climate Resilience and Adaptation Strategy and forms Australia's new framework for preparing for and responding to climate change impacts. The Plan represents the 'prioritise and plan' steps in the adaptation cycle, following the 'understand and assess' steps outlined in the NCRA.</p> |



| | |
|--|--|
| Council of Australian Governments (COAG) Roles and Responsibilities for Climate Change Adaptation in Australia | The Council of Australian Governments (previously COAG, now known as National Cabinet) defined roles and responsibilities for managing climate risk and adaptation across all levels of government. This highlighted that all levels of government play a significant role in climate change adaptation and risk management. Whilst this was agreed to in 2012, it is still referred to in national and state climate adaptation policy. |
| Western Australian Climate Adaptation Strategy 2023 | Sets out directions to support climate adaptation in WA: <ol style="list-style-type: none"> 1. Produce and communicate credible climate information and resources 2. Build public sector climate capability and strengthen accountability 3. Enhance sector-wide and community partnerships 4. Empower and support the climate resilience of Aboriginal people. |
| Australian Local Government Association (ALGA) Policy and Advocacy | |
| Advocacy | ALGA has positions on both Climate Adaptation and Emissions Reduction and calls for a range of funding Programs and support for Local Government. |
| Adapting Together – Local Government Leadership in a Changing Climate Report 2025 | The Report uses more than 200 examples of Local Governments showing leadership and taking action to address climate impacts, and five case studies to model the national value of Local Government climate adaptation. |

3. Technology

Technological changes most relevant to Local Government include the transition to renewable energy, uptake of electric vehicles and changes to energy efficiency standards under the National Construction Code.

In line with legislated net zero targets, the [Australian Government](#) is also targeting 82% renewable energy in the country's electricity grids by 2030. It is essential that the energy transition currently underway delivers economic opportunities, ensures reliable and affordable electricity and benefits for the local community. In 2024 WALGA developed a suite of advocacy positions (see Section 6) related to the renewable energy transition, forming the basis of WALGA's advocacy on behalf of the sector on this issue.



4. Climate Change projections and economic impact

Analysis of [historic trends](#) indicates Western Australia is already experiencing the impacts of climate change:

- Western Australia has warmed since 1910, with an average temperature increase of 1.3 °C.
- Since 1900, rainfall has increased over most of Western Australia, apart from the far west and southwest where it has declined; the decline in southwest Western Australia has been larger than anywhere else in Australia.
- The number of days with dangerous weather conditions for bushfires increased in nearly all locations.

In 2025, the Australian Climate Service released the first [National Climate Risk Assessment](#) (NCRA) in conjunction with the Bureau of Meteorology, CSIRO, the Australian Bureau of Statistics and Geoscience Australia, which provides an important evidence base on climate risks across Australia. The NCRA assembles data and analysis in a nationally consistent way to be used by Government and community to inform adaptation at a national, regional and local level. It identifies and assesses the impact of 10 priority hazards, over four time horizons, under emissions scenarios of 1.5°C, 2°C and 3°C for 11 geographic regions (including Western Australia north and south). The NCRA also considers the key risks to various systems, including communities in urban, regional and remote areas, primary industries and food, health and social support and the natural environment.

The most up to date projections of WA's climate up to 2100 are being produced by the Western Australian Department of Water and Environmental Regulation (DWER) as part of the State Government's [Climate Science Initiative \(CSI\)](#). The CSI is intended to provide a better understanding of climate change at a local level by producing climate projections at smaller scales (20 km and 4 km resolution). At these scales, regional influences like topography, land use and coastlines can be better understood, as well as extreme events like storms.

Statewide temperature and rainfall climate projections have been produced for the whole of WA at a grid resolution of 20 km up to 2099 under low and high emissions scenarios. Projections at a grid scale of 4 km are anticipated to be available for the South West in early 2026 and for the North West, covering the Pilbara and Kimberly regions, in late 2026.

There is significant [evidence](#) identifying the negative impact on the economy from increasing climate change risks and hazards ([Productivity Commission Inquiry](#)) with [infrastructure and agricultural](#) sectors likely to face some of the most significant challenges. The [Insurance Council of Australia](#), reports that the cost of extreme weather events has resulted in payments to policy holders impacted by extreme weather events rising from an average of \$2.1 billion p.a. in real terms over the last 30 years to an average



of \$4.5 billion p.a. over the last five years. [Deloitte Access Economics](#) (2022), estimate that climate change will cost the nation up to \$1 trillion by 2050 and that \$380 billion of these costs could be avoided if immediate action is taken to reduce emissions and adapt.

5. Local Government activities and barriers

Reflecting the requirements of the *Local Government Act 1995*, as of July 2025, 79 Local Government's Strategic Community Plans make specific reference to climate change, with a further 40 mentioning sustainability more broadly. Of these, 50 have targeted climate change plans or strategies.

Figure 1 identifies metrics relating to Local Governments' climate change related commitments and activities.

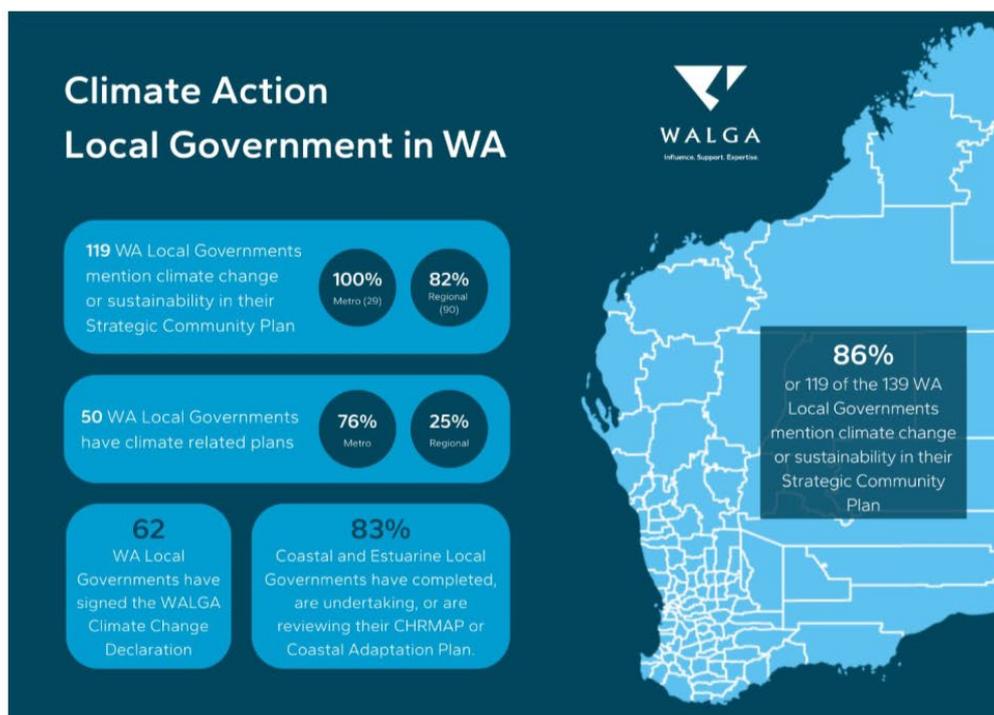


Figure 1: Local Government Climate Change commitments and activities

WALGA has undertaken a regular Climate Change Survey of Local Governments since the 2018 position was adopted, with surveys undertaken in 2020, 2022 and 2024 (see Table 2).



Table 2: Snapshot of WALGA climate change survey responses

| <i>Year</i> | <i>Metropolitan (no. and % of respondents)</i> | <i>Regional (no. and % of respondents)</i> | <i>Total Respondents</i> |
|-------------|--|--|--------------------------|
| 2020 | 29 (79.1%) | 110 (79.1%) | 139 |
| 2022 | 16 (32.6%) | 33 (67.3%) | 49 |
| 2024 | 27 (31.3%) | 59 (68.6%) | 86 |

These surveys consistently identify the main barriers to undertaking emissions reduction and adaptation actions for Local Government as **limited capacity, expertise, funding and support**. These issues are particularly significant for smaller, regional Local Governments, whose assets and communities are more vulnerable to the [impacts of climate change](#), such as extreme weather events.

Findings from the 2024 climate change survey reinforced that these issues remain the main barriers for Local Governments and are compounded by the many **competing priorities** within Local Governments. Survey respondents understood requirements for Local Government to incorporate climate change considerations into their operational planning, however reported limited knowledge or resources to undertake change. The Australian Local Government Climate Review identified that this is a critical issue for the sector in relation to emergency management. When emergency events occur, [Local Governments](#) have the most significant and immediate burden of managing the consequences compared to other levels of Government (Figure 2).

Coastal erosion is an example of the inequitable cost burden placed on Local Government. The State Government has identified 55 coastal erosion 'hotspots' (15 metropolitan, 40 regional) and flagged an additional 31 locations (8 metropolitan and 23 regional) for future consideration. 23 Local Government areas have been recognised as requiring active management over the next 25 years.

Under State Planning Policy 2.6, Local Government is responsible for planning and addressing predicted erosion and inundation hazards, through the preparation of Coastal Hazard Risk Management and Adaptation Plans (CHRMAP). Through the CoastWA Program, the State Government has delivered funding and support to Local Governments to manage current impacts of coastal erosion and inundation and to plan and prepare for increased impacts in the future. However, the level of funding provided for the CoastWA Program is inadequate and is due to expire in 2025-26. Only \$33.5 million was allocated to the Program over five years to 2025-26, despite the State Government estimating in 2019 that the cost to manage the 55 hotspots was \$110 million over the same period – with more funding required over the medium to long-term.



Figure 2: Snapshot of 2024 WALGA Local Government Climate Change Data in relation to main barriers faced by Local Government in addressing climate change.

6. WALGA Advocacy

WALGA's 2025 [State Election Priorities](#) and [2026-27 State Budget Submission](#) advocates for State Government support and investment under Climate Resilience, Low Carbon and Disaster Ready themes including funding for emergency management, waste, water availability and infrastructure, coastal erosion and inundation, urban tree canopy and EV charging infrastructure.

WALGA has a suite of [Advocacy Positions](#) that relate to these priority areas and are supported by WALGA's current Climate Change Policy Position, including:

- Water Management (4.3)
- Urban Forest (4.5)
- Street Lighting (5.5)
- Vehicle Emissions (5.14)
- Renewable Energy (6.16, 6.17, 6.18)
- Building Act and Regulations (6.6)
- Coastal Planning (6.8)
- Emergency Management (8.1, 8.2, 8.11).

In 2021-23, WALGA secured State Government funding to deliver a [Regional Climate Alliance \(RCA\) Pilot Program](#), an initiative under the [Western Australian Climate Policy](#).



Modelled on successful programs in other jurisdictions, two groupings of Local Governments, the South Coast Alliance and Goldfields Voluntary Regional Organisation of Councils (GVROC), focused on accelerating climate action at the regional scale. WALGA continues to advocate to the State Government to implement a statewide program to assist to Local Governments, particularly in regional communities, and secure State Government investment in the management of climate risks.

Local Governments own energy use provides an opportunity for renewable energy and enhanced disaster resilience, with many Local Governments upgrading their assets and facilities with solar and battery storage capabilities. In April 2022, WALGA commenced an aggregated purchase arrangement on behalf of the sector to deliver both economic savings and emission reductions to participating Local Governments. It is estimated that the first three-year term of the contract collectively delivered cost savings of approximately \$34 million and sustainability benefits through carbon offsets. The second iteration of the project, involving 50 Local Governments, commenced in early 2025 has projected savings of \$34 million to participating members in addition to substantial renewable energy and sustainability co-benefits.

The uptake of electric vehicles has also gained momentum with the Australian and State Governments investing in charging infrastructure and implementing programs to encourage the adoption of electric vehicles. Many Local Governments have also been transitioning their fleets and installing corporate and public use charging infrastructure.

In 2024, after two years of project development, WALGA successfully secured \$4.51 million (\$3.51 million funding from the Australian Renewable Energy Agency (ARENA) and \$1 million from the State Government) to fund charging infrastructure and energy upgrades to support the transition to electric vehicles across 22 Local Governments. 105 charging stations were delivered under the project and participating Local Governments co-invested \$7.68 million to roll out more than 140 Electric Vehicles to replace petrol and diesel vehicles.

In May 2025, [changes](#) to the National Construction Code came into effect. These changes included a strong focus on energy efficiency of new builds and expanding requirements for commercial buildings to facilitate electric vehicle charging infrastructure, solar and battery storage.

Local Governments play a role in the compliance and uptake of these standards both with industry and their communities. To support this, WALGA developed a discussion paper in 2022 to explore the opportunities for Local Government in supporting the Trajectory for Low Energy Buildings. The Trajectory is a national plan to achieve net zero carbon and energy residential and commercial buildings and provides recommendations to improve energy efficiency in existing buildings. WALGA's State Council endorsed its support of the Trajectory in 2021.

WALGA also provides secretariat support to the Western Australian Local Government Climate and Sustainability Alliance (WASCA), a growing sector-led officer network with over 100 officers from 45 Local Governments seeking to share knowledge and build capacity across the sector in climate related activities.



7. Draft Advocacy Position

The current climate change [Advocacy Position](#) reflects the policy and legislative environment and lower level of political consensus regarding the science of climate change at that time.

Importantly, the Australian Government has legislated Australia's emissions reductions targets of 43 per cent below 2005 by 2030 and net zero by 2050, consistent with Australia's commitments under the Paris Agreement. The Western Australian Government has indicated that it is committed to achieving net zero emissions by 2050 in line with the national legislated target, although it has not committed to progressing with legislating this target.

Local Governments' general function under the *Local Government Act 1995* has also been expanded to include planning for, and mitigating, the risks associated with climate change.

Climate analysis and projections emphasise the need for action to adapt to the escalating impacts from climate change on Australia and Western Australia, including more frequent and severe disaster events, as well as more heatwaves and rising sea levels.

Taking these factors into consideration, along with the feedback provided by the sector regarding the need for dedicated funding and support for emissions reduction and adaptation, WALGA has developed the following revised, draft Climate Change Advocacy Position:

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

WALGA is seeking Council endorsed feedback on the draft Climate Change Advocacy Position by **COB Friday, 1 May 2026**. Feedback can be provided to environment@walga.asn.au.

Submission to WALGA – Climate Change Advocacy Position Consultation Paper (Jan 2026)

1) Our overall response to the draft position

We support WALGA's proposed two-point position and the intent to update the 2018 statement. To strengthen alignment with regional Local Governments' realities (capacity, funding and risk exposure), we recommend minor but material wording additions (Section 5 below) so the final position explicitly calls for long-term, dedicated funding and practical supports, calibrated for small/regional LGs and consistent with new statutory expectations (e.g., Local Government Act changes to plan for and mitigate climate risk).

2) Context we face locally (South-West Wheatbelt)

- **Dry-2030 conditions are effectively here.** In West Arthur, observed rainfall (2000–2020) is ~13% below the 1961–90 baseline, mirroring the “dry-2030” scenario used for water planning. This has already translated into non-potable shortfalls for Darkan and reliability issues for Duranillin.
- **Compound heat, fire weather and cost pressures.** Southwest WA is a nationally significant hotspot for declining cool-season rainfall and rising bushfire danger; our small workforce and budget amplify climate-related service pressures. WALGA's paper recognises the statewide warming, SW rainfall decline, and rising disaster costs borne by communities and insurers.

3) Targeted comments on WALGA's paper (by theme)

A. Governance, roles and financing

- **Recognise the unfunded expansion of LG climate duties.** The Local Government Amendment Act 2023 broadened LGs' general function to include planning for, and mitigating, climate risks—without a matching, sustainable investment model. The final advocacy position should call for a dedicated, recurrent funding mechanism and tools that reflect this statutory shift.
- **Back a scaled-up Regional Climate Alliance program.** The WALGA-led RCA pilot (South Coast Alliance & GVROC) proved the value of regional collaboration. We support WALGA's request for a statewide program so smaller LGs can access shared expertise, templates and procurement leverage.

- **Endorse continuity and uplift for CoastWA.** With 55 erosion “hotspots” identified and CoastWA funding due to expire in 2025–26, WALGA should advocate for a long-term funding line commensurate with the 2019 cost estimates and the need for medium/long-term works and CHRMAP follow-through.

B. Adaptation (health, water, emergencies, infrastructure)

- **Heat & health (Public Health Plans due by 4 June 2026).** WALGA’s position should highlight Local Governments’ new planning obligations under the State Public Health Plan and call for ready-to-use guidance on heat-health risk management for small towns (e.g., shade/urban forest, cool refuges, communications to vulnerable residents).
- **Water security (regional).** In our Shire, Darkan’s irrigation demand (~37,010 kL/yr) exceeds average Town Dam storage under “dry-2030”; top-ups of ~18,000 kL/yr are needed from Nangip Creek in an average year (up to ~50,000 kL in a minimum-flow year). WALGA should frame fit-for-purpose, flexible non-potable portfolios (stormwater harvesting, palaeochannel groundwater, rainwater; scheme as last resort) as a mainstream adaptation pathway for Wheatbelt LGs.
- **Emergency management & critical services.** The paper notes LGs carry the “most significant and immediate burden” in emergencies. We support advocacy for: (i) non-scheme firefighting and stock-water assets (scheme is not assured during fire); (ii) standing protocols with Water Corporation to temporarily relax 49 kL/day standpipe caps in declared events; and (iii) resilience investments (backup power/solar-battery or microgrids for evacuation centres, depots, water pumps).
- **Risk information & projections.** We endorse embedding DWER’s Climate Science Initiative outputs (20-km statewide grids to 2099; 4-km South West projections due 2026) into sector guidance, with practical “how-to” on applying them to asset, financial and land-use planning.

C. Mitigation (energy, fleets, buildings, waste)

- **Energy transition, reliability and community benefit.** WALGA’s 2024 energy advocacy is timely. For regional grids, we support calls for: hosting-capacity upgrades, community-benefit frameworks for renewables, and enabling behind-the-meter solar-battery at critical LG sites. WALGA’s aggregated electricity procurement and the new ARENA-supported EV charging program demonstrate strong sector leadership that should continue.
- **Fleets & charging (regional realities).** Endorse fit-for-purpose fleet decarbonisation (EVs where duty cycles allow; interim low-carbon fuels where range/charging are constraints) and regional charging corridors to support both council and community uptake.
- **Buildings (NCC 2025).** LGs now help implement higher energy-efficiency standards and EV/solar readiness in commercial buildings. We support WALGA advocacy for resourcing and guidance to help small building survey teams interpret and enforce the changes, plus retrofit toolkits for existing stock.

- **Waste & circular economy.** Support for organics diversion and regional processing (to cut landfill methane) should sit within WALGA's low-carbon suite alongside renewable energy and transport measures.

D. Data, capability and procurement

- **Metering and monitoring as "the basics".** Sector barriers remain capacity, funding and technical knowledge. We back a WALGA ask for a micro-grant package so small LGs can install meters/staff gauges on priority assets (dams, bores, standpipes) and maintain a simple register for volumes/salinity to underpin decisions.
- **Templates and shared procurement.** Extend WALGA's proven aggregated models (electricity, EVs/charging) to solar-battery, efficient streetlighting, and climate-ready design services, easing participation for small/regional LGs.

4) Specific, locality-anchored asks WALGA could advance

1. Climate duties funding line: Advocate for a recurrent, indexed State funding program to operationalise s3.1(1A) climate functions (planning and mitigation) for LGs, with a regional weighting.
2. Regional Climate Alliance (statewide): Long-term funding and guidance to replicate the RCA pilot benefits for more regional groupings.
3. Emergency water and power resilience: State-level protocols on standpipes in declared events; grants for backup power/solar-battery at LRCs, depots, water pump sites; recognition of non-scheme assets as emergency infrastructure.
4. CoastWA continuity and scale-up: Commit to funding beyond 2025–26 at levels reflecting identified hotspot costs and long-horizon adaptation.
5. CSI uptake support: Practical guidance for applying 20-km/4-km projections in asset management, land-use planning, and long-term financial plans.

5) Suggested wording edits to the draft advocacy position

Current draft (Section 7):

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

Recommended additions (new sub-clauses; no extra technical detail):

- Add to 2(b): “with particular attention to the needs of small and regional Local Governments, whose communities and assets face disproportionate exposure to climate risks and who report constrained technical capacity and funding.”
- Insert new 2(c): “Establish sustained, fit-for-purpose funding programs (e.g., regional alliances, CoastWA continuation, emergency resilience, metering/monitoring) to enable practical, locally-appropriate action and to operationalise recent legislative changes to LG functions.”

6) Administrative details

Endorsement: This submission is Council-endorsed feedback on WALGA’s consultation paper dated January 2026.

Lodgement deadline: Friday, 1 May 2026 (environment@walga.asn.au).

7) Closing

We appreciate WALGA’s leadership in updating the sector’s advocacy. The suggested clarifications keep the statement concise, while ensuring it reflects regional WA’s realities and equips WALGA to advocate for the practical funding and supports our communities’ need to meet both mitigation and adaptation duties.

11.6 SECTOR CONSULTATION - ELECTORAL REFORM DISCUSSION PAPER

| | |
|--------------------------------|---|
| File Ref: | ADM883 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Vin Fordham Lamont, Chief Executive Officer |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 13/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. InfoPage - Sector Consultation Electoral Reform Discussion Paper 2. Draft - Discussion paper - Electoral Reform |

SUMMARY:

Council is requested to consider providing feedback to the Western Australian Local Government Association (WALGA) submission on the State Government proposals for Local Government electoral reform.

BACKGROUND:

WALGA is seeking Council-endorsed feedback from Local Governments to inform a sector-wide response to anticipated State Government proposals for Local Government electoral reform.

As outlined in the attached InfoPage and accompanying Discussion Paper, the State Government is expected to progress reforms relating to:

- the introduction of **full spill elections every four years**; and
- **compulsory voting** at Local Government elections.

The Discussion Paper summarises these emerging reform considerations and provides example questions that the Shire of West Arthur may wish to address.

COMMENT:

WALGA is undertaking sector engagement regarding Local Government electoral reforms expected to be proposed by the State Government.

In June 2025, Hon Hannah Beazley MLA, Minister for Local Government, expressed support for a four-year election cycle, citing concerns about voter fatigue and the rising costs of conducting biennial elections. These messages were repeated in Minister Beazley's address at WALGA's 2025 Local Government Convention, which also raised the possibility of compulsory voting. These comments have prompted renewed interest and discussion across the sector.

WALGA has contacted both the Department of Local Government, Industry Regulations and Safety (LGIRS) and the Minister's office seeking details of any consultation on these matters, but no further information has been provided.

By proactively progressing this consultation, WALGA is seeking to obtain sector feedback that will ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

Specifically, WALGA is asking local governments to address the following questions:

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?

3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?
5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

Proposed responses to the above questions:

1. **The Shire of West Arthur supports retaining the current Western Australian model of councillors serving four-year terms with half of Council positions contested every two years (half spill).** This position is consistent with WALGA's existing advocacy position and the strong sector support identified through WALGA's 2024 review (98% support for half spills).
2. The Shire's view is informed by the following considerations, particularly relevant to a small, rural local government with a modest elector base:
 - a. **Continuity, corporate knowledge and mentorship**

Half-spill elections support continuity of governance, knowledge retention and mentoring of incoming councillors. For smaller councils, continuity is especially important to maintain oversight of long-lived projects and complex regulatory responsibilities with a limited elected-member cohort.
 - b. **Candidate recruitment and community capacity**

The Shire has a relatively small community and elector base (WALGA directory notes 612 electors and population 773). Requiring a full council election at one time would increase the risk of:

 - uncontested positions,
 - a limited candidate field, and
 - reduced choice for electors, compared with staggered elections where fewer vacancies arise at each cycle.
 - c. **Managing the risks of wholesale turnover**

While WALGA's analysis indicates that in other jurisdictions full-spill elections generally still return a significant proportion of councillors, the discussion paper also identifies rare cases of very high turnover. For a small local government, even moderate turnover can have a disproportionate impact on governance capability and stability, particularly when combined with normal levels of elected member attrition over time.
 - d. **Administrative requirements and operational burden**

Local government elections currently occur every two years in WA, with half the councillors retiring at each ordinary election. For small administrations, election preparation, candidate management, community information, and associated governance processes create a real workload. However, this burden is partly mitigated by the smaller number of vacancies at each election under the half-spill model.
 - e. **Costs and the need for credible modelling**

The Shire acknowledges the Minister has cited rising costs and "voter fatigue" as reasons for considering a four-year cycle. However, WALGA also highlights that:

 - WAEC election costs have increased over recent cycles,
 - cost transparency is a sector concern, and
 - the WAEC uses the number of vacancies as a factor in quotations, meaning a full-spill model could increase per-election costs even if elections are less frequent.

The Shire supports WALGA's call for cost modelling and improved transparency (including SLAs and audit mechanisms) before any structural change is progressed.

3. If the State Government proceeds with full-spill quadrennial elections, the Shire recommends a transition that is orderly, fair to current office holders and electors, and minimises governance disruption. Key matters include:
 - a. **Transitional term arrangements**

A transition will require legislative change to the current framework (ordinary elections every two years with half retiring). The Shire recommends that transition should avoid truncating existing terms wherever possible and instead use a one-off extension (or staged alignment) so that the first full-spill election occurs when terms can be aligned with minimal disruption.
 - b. **Consequential amendments across the Local Government Act and regulations**

Legislation and associated instruments would need amendment to address, at minimum:

 - ordinary election provisions (timing, vacancies, term structures),
 - interactions with extraordinary vacancies and backfilling mechanisms, which are currently described and operationalised within the existing election cycle framework,
 - resourcing, training and guidance for returning officers and councils, noting differing approaches depending on whether elections are postal (conducted by WAEC) or in-person.
 - c. **Cost and service arrangements with WAEC**

Given WALGA's documented concerns regarding transparency of WAEC costing and service delivery, a move to a new election model should be accompanied by:

 - up-front modelling for both frequency change and vacancy change, and
 - implementation of clearer service and costing frameworks (e.g., service level agreements and audit/reporting).
4. The Shire supports WALGA's proactive consultation approach given no formal State Government consultation materials have yet been provided. Should reforms proceed, the Shire strongly encourages:
 - a. evidence-based sector consultation,
 - b. full publication of cost modelling assumptions, and
 - c. transition planning that protects governance stability in small rural local governments.
5. **The Shire of West Arthur supports retaining voluntary voting for local government elections.** The Shire acknowledges the democratic legitimacy concerns raised by low participation rates in WA local government elections (WALGA reports participation around 31.2% in 2023, similar in 2021 and 2019). However, the Shire's support for voluntary voting reflects the particular impacts compulsory voting may have in small rural communities, including:
 - a. administrative and enforcement complexity, especially where electors include non-resident owners/occupiers who must apply for enrolment and may be harder to contact and manage under an enforcement regime;
 - b. the likelihood of cost increases under compulsory voting, as WALGA notes higher participation can increase postal return and count costs;
 - c. evidence from Tasmania's introduction of compulsory local government voting, where WALGA reports a participation increase but also a reported cost increase per elector (from \$6.92 in 2018 to \$9.32 in 2022).

The Shire prefers improving turnout through engagement and accessibility measures rather than compulsion (see comments under Q7).
6. **Even if elections moved to every four years, the Shire's preference would remain voluntary voting.** That said, if compulsory voting were to be pursued by the State Government in conjunction

with a four-year cycle, the Shire considers it essential that reforms be cost-neutral to local governments, and that the State clearly sets out:

- a. who is responsible for enforcement and compliance processes,
- b. how owner/occupier electors will be managed, and
- c. how postal/in-person election choices would be affected.

7. Key considerations informing this view

a. Participation and legitimacy

The Shire recognises that compulsory voting generally correlates with higher turnout; for example, WALGA's comparative table shows jurisdictions with compulsory voting reporting participation rates commonly above 80%, while WA and SA (voluntary) are around the low-30% range. The Australian Electoral Commission also notes compulsory voting has historically maintained high participation in federal elections and discusses legitimacy arguments commonly advanced in favour of compulsion.

b. Enforcement and administrative impacts

Compulsory voting is not only a voting method change; it introduces an enforcement system (e.g., follow-up non-voters, "valid and sufficient reasons", penalties/appeals). These resource implications are highlighted in the general Australian context. At a local government level, WALGA also identifies "administrative and enforcement requirements" and practical application to owner/occupier rolls as key considerations.

c. Cost impacts and uncertainty

WALGA notes the WAEC uses expected participation rates to inform quotations, meaning higher turnout may increase postal reply-paid charges and count staffing requirements. The Shire is particularly concerned that any cost increases would be disproportionately felt by small rural councils and supports WALGA's request for modelling before decisions are taken.

d. Accessibility and practical voting methods in large rural districts

Local government elections in WA may be conducted in-person or by post, and postal elections are conducted by WAEC. In geographically dispersed rural areas, postal voting is often the most accessible method. If compulsory voting were introduced, the State would need to ensure that voting methods remain practical and accessible for rural electors.

e. Alternative measures to lift turnout without compulsion

The Shire considers there is scope to increase participation under voluntary voting by strengthening:

- voter education and reminders,
- clearer candidate information (including consistent profiles), and
- local, community-based engagement around the relevance of local government decisions.

8. If the State Government advances compulsory voting proposals, the Shire recommends any reform package should also include:

- a. **Clear funding responsibility** (State-funded enforcement and compliance, not cost-shifted to local government).
- b. **WAEC cost-modelling and transparency reforms** consistent with WALGA's adopted positions, to ensure councils understand and can plan for cost impacts.
- c. **Practical provisions for owner/occupier electors**, including communication and ballot delivery reliability to reduce inadvertent non-compliance.
- d. A commitment that voting methods remain workable for rural and remote electors (postal options retained and well-supported).

Councillors are requested to consider the proposed feedback and suggest any changes.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:

Local Government Act 1995

Local Government (Elections) Regulations 1997

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There are no direct financial implications arising from this item. The result of WALGA advocacy on this matter, however, may result in increased or decreased election costs for the Shire of West Arthur and other Western Australian local governments.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Strategic Community Plan 2021-2031

Theme: Leadership and Management – inspirational, dynamic, transparent

Outcome: Councillors represent the community and are well trained

Strategy: The Shire Council is representative of the community and collaborates with Shire staff to ensure the best outcomes for 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 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 | By not providing constructive feedback to LGIRS via WALGA, the State government may enforce changes that are not to the benefit of local government and its communities. |
| Risk Likelihood (based on history and with existing controls) | Unlikely (2) |
| Risk Consequence | Minor (2) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | Low (4) |
| Principal Risk Theme | External threat or fraud |
| Risk Action Plan (Controls or Treatment Proposed) | Support the proposed feedback as presented. |

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION OCM-2026-008

Moved: Cr Graeme Peirce

Seconded: Cr Duncan South

That Council support the proposed feedback to the Western Australian Local Government Association as presented, in order that it can better advocate to the State Government on behalf of Local Government.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED 7/0



INFOPAGE

To: All Local Governments **From:** Kirsty Martin,
Executive Manager Member Services

Date: 13 February 2026

Subject: Sector Consultation – Electoral Reform Discussion Paper

| | |
|--------------------------|---|
| Operational Area: | Governance |
| Key Issues: | Local Governments are requested to provide Council-endorsed feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically: <ul style="list-style-type: none"> • full spill elections every 4 years; and • compulsory voting at Local Government elections |
| Action Required: | Response to WALGA by 4:00pm Friday 27 March 2026 |

WALGA is undertaking sector engagement regarding Local Government electoral reforms expected to be proposed by the State Government.

In June 2025, Hon Hannah Beazley MLA, Minister for Local Government, expressed support for a four-year election cycle, citing concerns about voter fatigue and the rising costs of conducting biennial elections. These messages were repeated in Minister Beazley's address at WALGA's 2025 Local Government Convention, which also raised the possibility of compulsory voting. These comments have prompted renewed interest and discussion across the sector.

WALGA has contacted both the Department of Local Government, Industry Regulations and Safety (LGIRS) and the Minister's office seeking details of any consultation on these matters, but no further information has been provided.

By proactively progressing this consultation, WALGA is seeking to obtain sector feedback that will ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

Attached to this Infopage is a brief Discussion Paper. The Discussion Paper outlines some example considerations that Local Governments may choose to address when preparing their feedback. It is not intended to present an exhaustive or prescriptive list.

Local Governments are requested to provide Council endorsed responses to the Discussion Paper by 27 March 2026. This feedback will inform an item to be presented to State Council.

For more information, please contact Kirsty Martin on 9213 2051 or Felicity Morris on 9213 2093. Please send responses to governance@walga.asn.au



Electoral Reform Discussion Paper

1. Background

1.1. Purpose

The purpose of this discussion paper is to request Council-endorsed Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), the purpose of this discussion paper is to undertake early sector engagement to ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

1.2. WALGA existing advocacy positions

1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position [2.5.16 Elections](#).

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position [2.5.15 Participation in Local Government Elections](#) was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.



1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position [2.5.18 Local Government Elections Analysis 2015-2023](#), calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) and the Western Australian Electoral Commission, undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

WALGA has contacted other Local Government associations to ask if they have experienced changes in costs associated with compulsory four-year, all-in all-out, local government elections. As this has been the approach in most jurisdictions for some time, responses were largely unable to address changes in cost.

2. Election Frequency

Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

Re-election rates



WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing over 700 consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

Costs

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

Questions

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

3. Compulsory or Voluntary Voting

Current situation

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

Considerations

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

Participation rates

A comparison of available participation data is included as Table 3 in Appendix 1.

Costs



The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

Tasmania implemented compulsory voting in Local Government elections in 2022. Local Government Association Tasmania (LGAT) advised that this resulted in reasonably significant cost increases. The Tasmanian Electoral Commission reported a \$9.32 per elector cost for the first compulsory Local Government elections in 2022, a 35% increase from \$6.92 in 2018. An analysis of the factors contributing to this increase is not available and it may be challenging to draw direct comparisons between Tasmania and WA.

It is likely that the cost impact of compulsory voting would be moderated if elections also transition to a 4 yearly cycle.

DRAFT



Questions

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

DRAFT



Appendix 1- WALGA Elections Advocacy Positions

2.5.15 Participation in Local Government Elections

| | |
|--------------------------|--|
| Position Statement | <p>The Local Government sector supports voluntary participation in Local Government elections.</p> <p><i>Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</i></p> |
| Background | <p>Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.</p> |
| State Council Resolution | <p>December 2024 - 090.5/2024</p> <p>February 2022 – 312.1/2022</p> <p>December 2020 – 142.6/2020</p> <p>March 2019 – 06.3/2019</p> <p>December 2017 – 121.6/2017</p> <p>October 2008 – 427.5/2008</p> |
| Supporting Documents | <p>Advocacy Positions for a New Local Government Act</p> <p>WALGA submission: Local Government Reform Proposal (February 2022)</p> |

2.5.16 Elections

| | |
|--------------------|--|
| Position Statement | <p>The Local Government sector supports:</p> <ol style="list-style-type: none"> 1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election. 2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections. 3. First-Past-The-Post (FPTP) voting system for internal Council elections. |
|--------------------|--|



4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

State Council Resolution

- December 2024 - 091.5/2024
- February 2022 - 312.1/2022
- December 2020 - 142.6/2020
- March 2019 - 06.3/2019
- December 2017 - 121.6/2017
- October 2008 - 427.5/2008

2.5.18 Local Government Elections Analysis 2015-2023

Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
 - a. transparency of costing methodology,
 - b. direct engagement with Local Governments pre and post elections, and
 - c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.



3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

Background

A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA.

With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia.

Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.

State Council Resolution

September 2024 - 065.4/2024





Appendix 2 - Election Statistics

The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.

Table 1: Comparative overview

| Jurisdiction | Compulsory/optional voting | Frequency | Postal/In Person |
|--------------------|----------------------------|---------------------------|----------------------|
| Western Australia | Optional | Half spill every 2 years | Postal or in person |
| South Australia | Optional | Full spill every 4 years. | Postal. |
| Northern Territory | Compulsory | Full spill every 4 years | Postal or in person. |
| Queensland | Compulsory | Full spill every 4 years. | Postal or in person. |
| New South Wales | Compulsory | Full spill every 4 years. | In person. |
| Victoria | Compulsory | Full spill every 4 years. | Postal |
| Tasmania | Compulsory | Full spill every 4 years. | Postal |

Table 2: Average percentage of returning Council Members (at individual Council level)

States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.

| State | Most recent election year Average % of Council Members who were Council Members the previous term | Previous election year Average % of Council Members who were Council Members the previous term |
|-----------------|--|---|
| Queensland | 2024 47% | 2021 49% |
| New South Wales | 2024 54% | 2021 49% |
| Victoria | 2024 46% | 2020 47% |
| South Australia | 2022 57% | 2018 48% |
| Tasmania | 2022 53% | 2018 54% |



Table 3: Percentage of all elected candidates who were returning Council Members (at State level)

States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.

| State | Most recent election year % of returning Council Members | Previous election year % of returning Council Members |
|-----------------|---|--|
| Queensland | 2024 43.2% | 2021 46.0% |
| New South Wales | 2021 56.8% | 2016/17 (amalgamations) 60.6% |
| Victoria | 2024 43.0% | 2020 51.9% |
| South Australia | 2022 50.0% | 2018 55.3% |
| Tasmania | 2022 46.0% | 2018 48.0% |

Table 4: Election participation rates

| State | Election Year | Election Year | Election Year |
|-------|---|--|--|
| WA | 2023 31.2% | 2021 30.2% | 2019 29.1% |
| NSW | 2024 84.54% | 2021 (2020 postponed) 83.56% | 2016/2017 (amalgamations) 2017: 79.58% 2016: 79.27% |
| NT | 2025 <i>Official report not yet available.</i> | 2021 61.3% | 2017 58.5% |
| QLD | 2024 82.31% | 2020 (COVID impacted) 77.71% | 2016 83.04% |
| SA | 2022 32.9% | 2018 31.6% | 2014 31.99% |
| TAS | 2022 (First election with compulsory voting) 84.79% | 2018 58.72% | 2014 54.58% |
| VIC | 2024 81.46% | 2020 81.47% | 2016 72.15% |



Table 5: Election costs

Election costs invoiced to Local Governments.

| State | Election Year | Election Year | Election Year |
|-------|---|--|--|
| WA | 2023 <i>postal elections only</i> \$5.17 per elector 1,763,392 electors (115 districts) | 2021 <i>postal elections only</i> \$4.06 per elector 1,727,712 electors (92 districts) | 2019 <i>postal elections only</i> \$3.70 per elector 1,619,431 electors (86 districts) |
| NSW | 2024 \$55.67million 5,242,086 electors (125 councils) | 2021 \$46million (<i>budgeted</i>) 4,838,137 electors (122 councils) | 2016/2017 2017 \$19.17 million 2.73 million electors (45 councils) 2016 \$14.11 million 1.97million electors (76 councils) |
| NT | 2025 NA | 2021 \$1,864,193 142,546 electors | 2017 \$1,593,775 133,927 electors |
| SA | 2022 \$8.93million (ex GST) \$6.93 per elector (ex GST) | 2018 \$6.57million (ex GST) \$5.41 per elector (ex GST) | 2014 \$4.36million (ex GST) \$3.77 per elector (ex GST) |
| TAS | 2022 <i>voting became compulsory</i> \$9.32 per elector 410,975 electors | 2018 \$6.92 per elector 356,810 electors | 2014 <i>first all-in all-out</i> \$5.59 per elector 375,355 electors |

Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.

12 CORPORATE SERVICES

12.1 MONTHLY FINANCIAL REPORTS - DECEMBER 2025 AND JANUARY 2026

| | |
|--------------------------------|---|
| File Ref: | ADM339 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Melinda King, Manager Financial Reporting |
| Authorising Officer: | Rajinder S Sunner, Manager Corporate Services |
| Date: | 12/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. Monthly Financial Report December 2025 2. Monthly Financial Report January 2026 |

SUMMARY:

Council is requested to consider the financial reports for the periods ending 31 December 2025 and 31 January 2026.

BACKGROUND:

The financial reports for the periods ending 31 December 2025 and 31 January 2026 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:

No consultation 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 2025/26 Annual Budget.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

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

RISK IMPLICATIONS:

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

Risk Themes:

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

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

Risk Matrix:

| Consequence Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|------------------------|---|---------------|------------|------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Medium (5) | High (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Medium (8) | High (12) | High (16) | Extreme (20) |
| 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 OCM-2026-009

Moved: Cr Neil Morrell
 Seconded: Cr Russell Prowse

That Council accept the financial reports for the periods ending 31 December 2025 and 31 January 2026.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED 7/0

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

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

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Statements required by regulation

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

| | Supplementary Information | Adopted Budget Estimates (a) \$ | YTD Budget Estimates (b) \$ | YTD Actual (c) \$ | Variance* \$ (c) - (b) | Variance* % ((c) - (b))/(b) | Var. |
|--|---------------------------|------------------------------------|--------------------------------|----------------------|---------------------------|--------------------------------|------|
| OPERATING ACTIVITIES | | | | | | | |
| Revenue from operating activities | | | | | | | |
| General rates | 10 | 2,252,484 | 2,252,484 | 2,251,345 | (1,139) | (0.05%) | |
| Grants, subsidies and contributions | 13 | 1,668,654 | 908,598 | 955,461 | 46,863 | 5.16% | ▲ |
| Fees and charges | | 406,331 | 243,458 | 249,247 | 5,789 | 2.38% | |
| Interest revenue | | 122,314 | 30,154 | 30,798 | 644 | 2.14% | |
| Other revenue | | 139,059 | 51,530 | 81,782 | 30,252 | 58.71% | ▲ |
| Profit on asset disposals | 6 | 14,292 | 6,619 | 39,091 | 32,472 | 490.59% | ▲ |
| | | 4,603,134 | 3,492,843 | 3,607,724 | 114,881 | 3.29% | |
| Expenditure from operating activities | | | | | | | |
| Employee costs | | (2,273,833) | (1,330,094) | (1,291,701) | 38,393 | 2.89% | ▲ |
| Materials and contracts | | (1,668,570) | (761,559) | (779,316) | (17,757) | (2.33%) | ▼ |
| Utility charges | | (119,390) | (49,746) | (45,108) | 4,638 | 9.32% | |
| Depreciation | | (3,676,619) | (344,831) | (335,400) | 9,431 | 2.73% | |
| Finance costs | | (23,952) | (10,525) | (10,525) | 0 | 0.00% | |
| Insurance | | (157,053) | (157,053) | (158,967) | (1,914) | (1.22%) | |
| Other expenditure | | (83,800) | (26,533) | (19,108) | 7,425 | 27.98% | ▲ |
| Loss on asset disposals | 6 | (27,554) | 0 | 0 | 0 | 0.00% | |
| | | (8,030,771) | (2,680,341) | (2,640,125) | 40,216 | 1.50% | |
| Non-cash amounts excluded from operating activities | Note 2(b) | 3,689,881 | 274,752 | 231,629 | (43,123) | (15.70%) | ▼ |
| Amount attributable to operating activities | | 262,244 | 1,087,254 | 1,199,228 | 111,974 | 10.30% | |
| INVESTING ACTIVITIES | | | | | | | |
| Inflows from investing activities | | | | | | | |
| Proceeds from capital grants, subsidies and contributions | 14 | 4,428,614 | 165,500 | 164,304 | (1,196) | (0.72%) | |
| Proceeds from disposal of assets | 6 | 161,364 | 47,000 | 39,091 | (7,909) | (16.83%) | ▼ |
| Proceeds from financial assets at amortised cost - self supporting loans | | 32,059 | 15,897 | 15,897 | 0 | 0.00% | |
| | | 4,622,037 | 228,397 | 219,292 | (9,105) | (3.99%) | |
| Outflows from investing activities | | | | | | | |
| Payments for property, plant and equipment | 5 | (4,028,421) | (268,000) | (230,848) | 37,152 | 13.86% | ▲ |
| Payments for construction of infrastructure | 5 | (1,662,428) | (435,514) | (438,414) | (2,900) | (0.67%) | |
| | | (5,690,849) | (703,514) | (669,262) | 34,252 | 4.87% | |
| Amount attributable to investing activities | | (1,068,812) | (475,117) | (449,970) | 25,147 | 5.29% | |
| FINANCING ACTIVITIES | | | | | | | |
| Inflows from financing activities | | | | | | | |
| Transfer from reserves | 4 | 1,016,027 | 0 | 0 | 0 | 0.00% | |
| | | 1,016,027 | 0 | 0 | 0 | 0.00% | |
| Outflows from financing activities | | | | | | | |
| Repayment of borrowings | 11 | (91,151) | (48,070) | (48,070) | 0 | 0.00% | |
| Transfer to reserves | 4 | (956,688) | (5,548) | (6,148) | (601) | (10.82%) | ▼ |
| | | (1,047,839) | (53,618) | (54,218) | (601) | (1.12%) | |
| Amount attributable to financing activities | | (31,812) | (53,618) | (54,218) | (601) | (1.12%) | |
| MOVEMENT IN SURPLUS OR DEFICIT | | | | | | | |
| Surplus or deficit at the start of the financial year | | 838,380 | 838,380 | 860,021 | 21,641 | 2.58% | ▲ |
| Amount attributable to operating activities | | 262,244 | 1,087,254 | 1,199,228 | 111,974 | 10.30% | ▲ |
| Amount attributable to investing activities | | (1,068,812) | (475,117) | (449,970) | 25,147 | 5.29% | ▲ |
| Amount attributable to financing activities | | (31,812) | (53,618) | (54,218) | (601) | (1.12%) | |
| Surplus or deficit after imposition of general rates | | 0 | 1,396,900 | 1,555,061 | 158,162 | | ▲ |

KEY INFORMATION

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

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

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

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

| | Supplementary Information | 30 June 2025 \$ | 31 December 2025 \$ |
|---|------------------------------|--------------------|------------------------|
| CURRENT ASSETS | | | |
| Cash and cash equivalents | 3 | 2,863,502 | 5,774,355 |
| Trade and other receivables | | 554,984 | 452,607 |
| Other financial assets | | 32,059 | 16,162 |
| Inventories | 8 | 102,097 | 102,097 |
| Other assets | 8 | 0 | 1,428 |
| TOTAL CURRENT ASSETS | | 3,552,642 | 6,346,649 |
| NON-CURRENT ASSETS | | | |
| Other financial assets | | 276,008 | 276,008 |
| Property, plant and equipment Infrastructure | | 19,859,864 | 19,763,048 |
| TOTAL NON-CURRENT ASSETS | | 132,368,738 | 132,702,600 |
| TOTAL ASSETS | | 135,921,380 | 139,049,249 |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 9 | 396,377 | 153,647 |
| Other liabilities | 12 | 30,198 | 2,316,720 |
| Borrowings | 11 | 91,151 | 43,081 |
| Employee related provisions | 12 | 372,217 | 372,461 |
| TOTAL CURRENT LIABILITIES | | 889,943 | 2,885,909 |
| NON-CURRENT LIABILITIES | | | |
| Borrowings | 11 | 484,327 | 484,327 |
| Employee related provisions | | 34,035 | 34,035 |
| Other provisions | | 55,324 | 55,324 |
| TOTAL NON-CURRENT LIABILITIES | | 573,686 | 573,686 |
| TOTAL LIABILITIES | | 1,463,629 | 3,459,595 |
| NET ASSETS | | 134,457,751 | 135,589,654 |
| EQUITY | | | |
| Retained surplus | | 6,638,093 | 7,763,848 |
| Reserve accounts | 4 | 2,219,793 | 2,225,941 |
| Revaluation surplus | | 125,599,865 | 125,599,865 |
| TOTAL EQUITY | | 134,457,751 | 135,589,654 |

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 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 POLICIES

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 11 February 2026

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

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

| | Supplementary Information | Adopted Budget Opening 30 June 2025 | Last Year Closing 30 June 2025 | Year to Date 31 December 2025 |
|---|---------------------------|-------------------------------------|--------------------------------|-------------------------------|
| (a) Net current assets used in the Statement of Financial Activity | | | | |
| Current assets | | | | |
| Cash and cash equivalents | 3 | 2,863,502 | 2,863,502 | 5,774,355 |
| Trade and other receivables | | 487,562 | 554,984 | 452,607 |
| Other financial assets | | 32,059 | 32,059 | 16,162 |
| Inventories | 8 | 102,097 | 102,097 | 102,097 |
| Other assets | 8 | 3,936 | 0 | 1,428 |
| | | <u>3,489,156</u> | <u>3,552,642</u> | <u>6,346,649</u> |
| Less: current liabilities | | | | |
| Trade and other payables | 9 | (354,531) | (396,377) | (153,647) |
| Other liabilities | 12 | (30,198) | (30,198) | (2,316,720) |
| Borrowings | 11 | (91,151) | (91,151) | (43,081) |
| Employee related provisions | 12 | (366,876) | (372,217) | (372,461) |
| | | <u>(842,756)</u> | <u>(889,943)</u> | <u>(2,885,909)</u> |
| Net current assets | | 2,646,400 | 2,662,699 | 3,460,740 |
| Less: Total adjustments to net current assets | Note 2(c) | (1,808,020) | (1,802,678) | (1,905,679) |
| Closing funding surplus / (deficit) | | 838,380 | 860,021 | 1,555,061 |

(b) Non-cash amounts excluded from operating activities

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

| | Adopted Budget | YTD Budget (a) | YTD Actual (b) |
|---|----------------|------------------|----------------|
| Non-cash amounts excluded from operating activities | | | |
| | \$ | \$ | \$ |
| Adjustments to operating activities | | | |
| Less: Profit on asset disposals | 6 | (14,292) | (6,619) |
| Add: Loss on asset disposals | 6 | 27,554 | 0 |
| Add: Depreciation | | 3,676,619 | 344,831 |
| Movement in current employee provisions associated with restricted cash | | 0 | (63,460) |
| Total non-cash amounts excluded from operating activities | | 3,689,881 | 274,752 |
| | | | 231,629 |

(c) Current assets and liabilities excluded from budgeted deficiency

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

| | Adopted Budget Opening 30 June 2025 | Last Year Closing 30 June 2025 | Year to Date 31 December 2025 |
|---|-------------------------------------|--------------------------------|-------------------------------|
| Adjustments to net current assets | | | |
| Less: Reserve accounts | 4 | (2,219,793) | (2,219,793) |
| Less: Financial assets at amortised cost - self supporting loans | 8 | (32,059) | (32,059) |
| - Current financial assets at amortised cost - self supporting loans | | | 0 |
| - Land held for resale | | (79,118) | (79,118) |
| Add: Current liabilities not expected to be cleared at the end of the year: | | | |
| - Current portion of borrowings | 11 | 91,151 | 91,151 |
| - Employee Benefit Provision | | 431,799 | 437,141 |
| Total adjustments to net current assets | Note 2(a) | (1,808,020) | (1,802,678) |
| | | | (1,905,679) |

CURRENT AND NON-CURRENT CLASSIFICATION

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

**SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 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 2025-26 year is \$10,000 or 10.00% whichever is the greater.

| Description | Var. \$ | Var. % | |
|---|----------|----------|---|
| | \$ | % | |
| Revenue from operating activities | | | |
| Grants, subsidies and contributions | 46,863 | 5.16% | ▲ |
| ESL grant received for 2024/2025 ESL overexpenditure \$44,892 | | | |
| Other revenue | 30,252 | 58.71% | ▲ |
| Workers comp greater than budget \$29,000 | | | |
| Profit on asset disposals | 32,472 | 490.59% | ▲ |
| Profit on sale to be processed. No material variance expected. | | | |
| Expenditure from operating activities | | | |
| Employee costs | 38,393 | 2.89% | ▲ |
| Employee costs are below budget due to staff changeover | | | |
| Materials and contracts | (17,757) | (2.33%) | ▼ |
| Ranger services are \$11,000 greater than expected year to date. Fuel is \$15,000 greater than budget. Offset partially by other plant op costs and repairs below budget year to date. | | | |
| Non-cash amounts excluded from operating activities | (43,123) | (15.70%) | ▼ |
| Profit/Loss on sale of vehicle to be processed - no material variance expected. | | | |
| Outflows from investing activities | | | |
| Payments for property, plant and equipment | 37,152 | 13.86% | ▲ |
| Road counters below budget. Manager of Works and Services vehicle below budget. Roller and ute below budget. | | | |
| Surplus or deficit at the start of the financial year | 21,641 | 2.58% | ▲ |
| Variance is due to insurance and bushfire reimbursements relating to 2425 received post budget adoption. | | | |
| Surplus or deficit after imposition of general rates | 158,162 | 0.00% | ▲ |
| Due to variances described above | | | |

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

1 KEY INFORMATION

Funding Surplus or Deficit Components

| Funding surplus / (deficit) | | | | |
|------------------------------------|-----------------------|-----------------------|-----------------------|------------------------|
| | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| Opening | \$0.84 M | \$0.84 M | \$0.86 M | \$0.02 M |
| Closing | \$0.00 M | \$1.40 M | \$1.56 M | \$0.16 M |

Refer to Statement of Financial Activity

| Cash and cash equivalents | | |
|----------------------------------|-----------------|-------------------|
| | \$5.77 M | % of total |
| Unrestricted Cash | \$3.55 M | 61.5% |
| Restricted Cash | \$2.23 M | 38.5% |

Refer to 3 - Cash and Financial Assets

| Payables | |
|-----------------------|----------------------|
| | \$0.15 M |
| | % Outstanding |
| Trade Payables | \$0.00 M |
| 0 to 30 Days | 68.0% |
| Over 30 Days | 32.0% |
| Over 90 Days | 32.0% |

Refer to 9 - Payables

| Receivables | | |
|-------------------------|-----------------|----------------------|
| | \$0.03 M | % Collected |
| Rates Receivable | \$0.42 M | 78.1% |
| Trade Receivable | \$0.03 M | % Outstanding |
| Over 30 Days | | 70.4% |
| Over 90 Days | | 18.8% |

Refer to 7 - Receivables

Key Operating Activities

| Amount attributable to operating activities | | | |
|--|-----------------------|-----------------------|------------------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| \$0.26 M | \$1.09 M | \$1.20 M | \$0.11 M |

Refer to Statement of Financial Activity

| Rates Revenue | | |
|----------------------|-----------------|-------------------|
| YTD Actual | \$2.25 M | % Variance |
| YTD Budget | \$2.25 M | (0.1%) |

Refer to 10 - Rate Revenue

| Grants and Contributions | | |
|---------------------------------|-----------------|-------------------|
| YTD Actual | \$0.96 M | % Variance |
| YTD Budget | \$0.91 M | 5.2% |

Refer to 13 - Grants and Contributions

| Fees and Charges | | |
|-------------------------|-----------------|-------------------|
| YTD Actual | \$0.25 M | % Variance |
| YTD Budget | \$0.24 M | 2.4% |

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) |
| (\$1.07 M) | (\$0.48 M) | (\$0.45 M) | \$0.03 M |

Refer to Statement of Financial Activity

| Proceeds on sale | | |
|-------------------------|-----------------|--------------|
| YTD Actual | \$0.04 M | % |
| Adopted Budget | \$0.16 M | 24.2% |

Refer to 6 - Disposal of Assets

| Asset Acquisition | | |
|--------------------------|-----------------|----------------|
| YTD Actual | \$0.44 M | % Spent |
| Adopted Budget | \$1.66 M | 26.4% |

Refer to 5 - Capital Acquisitions

| Capital Grants | | |
|-----------------------|-----------------|-------------------|
| YTD Actual | \$0.16 M | % Received |
| Adopted Budget | \$4.43 M | 3.7% |

Refer to 5 - Capital Acquisitions

Key Financing Activities

| Amount attributable to financing activities | | | |
|--|-----------------------|-----------------------|------------------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$0.03 M) | (\$0.05 M) | (\$0.05 M) | (\$0.00 M) |

Refer to Statement of Financial Activity

| Borrowings | |
|-----------------------------|-------------------|
| Principal repayments | (\$0.05 M) |
| Interest expense | (\$0.01 M) |
| Principal due | \$0.53 M |

Refer to 11 - Borrowings

| Reserves | |
|-------------------------|-----------------|
| Reserves balance | \$2.23 M |
| Interest earned | \$0.01 M |

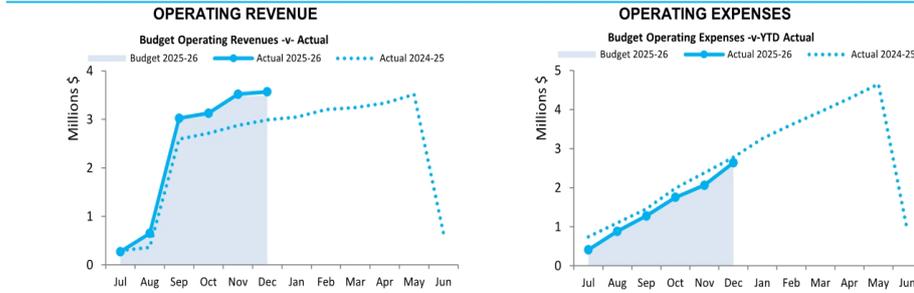
Refer to 4 - Cash Reserves

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

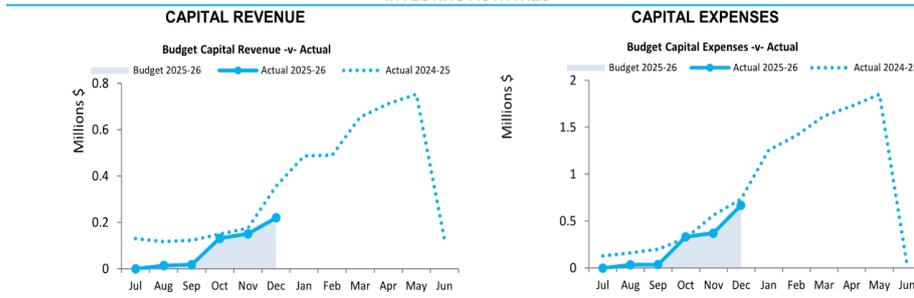
**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

2 KEY INFORMATION - GRAPHICAL

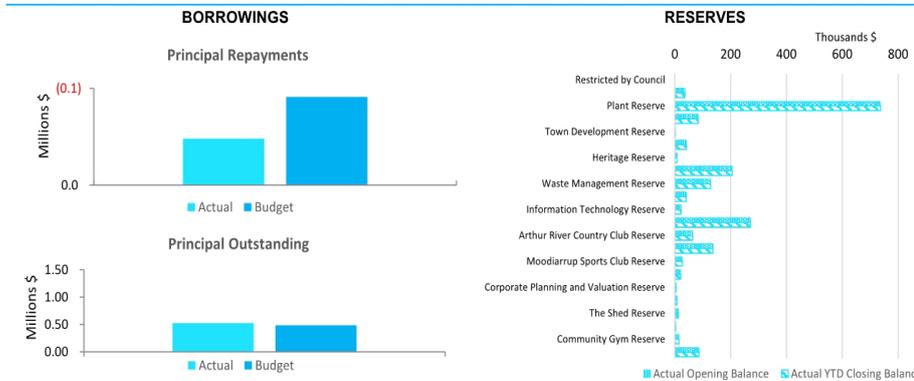
OPERATING ACTIVITIES



INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 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 | 338,649 | 0 | 338,649 | 0 | NAB | 0.01% | N/A |
| Municipal cash at bank - CM | Cash and cash equivalents | 59,665 | 0 | 59,665 | 0 | NAB | 0.50% | N/A |
| Municipal cash at bank - at call | Cash and cash equivalents | 1,150,000 | 0 | 1,150,000 | 0 | WA Treasury | 3.55% | N/A |
| Municipal term deposit | Cash and cash equivalents | 2,000,000 | 0 | 2,000,000 | 0 | NAB | 4.10% | 3/3/2026 |
| Reserve - CM | Cash and cash equivalents | 0 | 174 | 174 | 0 | NAB | 0.50% | N/A |
| Reserve | Cash and cash equivalents | 0 | 1,500,000 | 1,500,000 | 0 | NAB | 4.10% | 16/6/2026 |
| Cash on hand | Cash and cash equivalents | 100 | 0 | 100 | 0 | CASH | 0.00% | N/A |
| Reserve - BOQ | Cash and cash equivalents | 0 | 725,767 | 725,767 | 0 | BOQ | 4.05% | 3/2/2026 |
| Total | | 3,548,414 | 2,225,941 | 5,774,355 | 0 | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 3,548,414 | 2,225,941 | 5,774,355 | 0 | | | |
| | | 3,548,414 | 2,225,941 | 5,774,355 | 0 | | | |

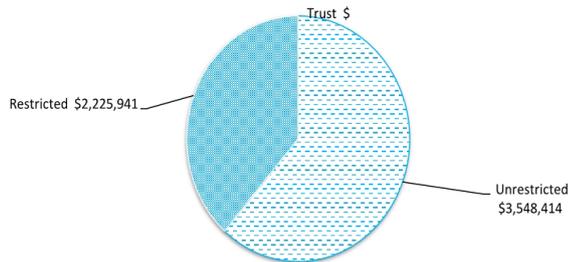
KEY INFORMATION

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

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

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

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



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

4 RESERVE ACCOUNTS

| Reserve name | Budget Opening Balance | Budget Interest Earned | Budget Transfers In (+) | Budget Transfers Out (-) | Budget Closing Balance | Actual Opening Balance | Actual Interest Earned | Actual Transfers In (+) | Actual Transfers Out (-) | Actual YTD Closing Balance |
|---|------------------------------|------------------------------|-------------------------------|--------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|--------------------------------|----------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Restricted by Council | | | | | | | | | | |
| Leave Reserve | 37,034 | 1,243 | 40,000 | 0 | 78,277 | 37,034 | 103 | 0 | 0 | 37,137 |
| Plant Reserve | 735,456 | 24,675 | 200,000 | (652,420) | 307,711 | 735,456 | 2,037 | 0 | 0 | 737,493 |
| Building Reserve | 83,703 | 2,808 | 0 | (80,000) | 6,511 | 83,703 | 232 | 0 | 0 | 83,935 |
| Town Development Reserve | 1,728 | 58 | 0 | 0 | 1,786 | 1,728 | 5 | 0 | 0 | 1,733 |
| Recreation Reserve | 41,676 | 1,398 | 0 | (16,000) | 27,074 | 41,676 | 115 | 0 | 0 | 41,791 |
| Heritage Reserve | 7,437 | 250 | 0 | 0 | 7,687 | 7,437 | 21 | 0 | 0 | 7,458 |
| Community Housing Reserve | 205,439 | 6,893 | 12,000 | 0 | 224,332 | 205,439 | 569 | 0 | 0 | 206,008 |
| Waste Management Reserve | 128,158 | 4,300 | 0 | 0 | 132,458 | 128,158 | 355 | 0 | 0 | 128,513 |
| Darkan Swimming Pool Reserve | 41,361 | 1,388 | 0 | (10,000) | 32,749 | 41,361 | 115 | 0 | 0 | 41,476 |
| Information Technology Reserve | 22,166 | 744 | 0 | 0 | 22,910 | 22,166 | 61 | 0 | 0 | 22,227 |
| Darkan Sport and Community Centre Reserve | 270,835 | 9,087 | 40,000 | 0 | 319,922 | 270,835 | 750 | 0 | 0 | 271,585 |
| Arthur River Country Club Reserve | 64,240 | 2,155 | 6,000 | 0 | 72,395 | 64,240 | 178 | 0 | 0 | 64,418 |
| Museum Reserve | 136,563 | 4,582 | 0 | (5,000) | 136,145 | 136,563 | 378 | 0 | 0 | 136,941 |
| Moodiarup Sports Club Reserve | 26,680 | 895 | 5,000 | 0 | 32,575 | 26,680 | 74 | 0 | 0 | 26,754 |
| Landcare Reserve | 21,626 | 726 | 0 | (8,000) | 14,352 | 21,626 | 60 | 0 | 0 | 21,686 |
| Corporate Planning and Valuation Reserve | 5,034 | 169 | 0 | 0 | 5,203 | 5,034 | 14 | 0 | 0 | 5,048 |
| Kids Central Reserve | 7,971 | 267 | 0 | 0 | 8,238 | 7,971 | 22 | 0 | 0 | 7,993 |
| The Shed Reserve | 13,455 | 451 | 0 | 0 | 13,906 | 13,455 | 37 | 0 | 0 | 13,492 |
| Recreation Trails Reserve | 2,827 | 95 | 0 | 0 | 2,922 | 2,827 | 8 | 0 | 0 | 2,835 |
| Community Gym Reserve | 15,098 | 507 | 0 | (10,000) | 5,605 | 15,098 | 42 | 0 | 0 | 15,140 |
| Economic Development Reserve | 86,456 | 3,303 | 0 | (50,927) | 38,832 | 86,456 | 239 | 0 | 0 | 86,695 |
| Road Reserve | 264,850 | 8,482 | 579,212 | (183,680) | 668,864 | 264,850 | 734 | 0 | 0 | 265,584 |
| | - | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2,219,793 | 74,476 | 882,212 | (1,016,027) | 2,160,454 | 2,219,793 | 6,148 | 0 | 0 | 2,225,941 |

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

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

| | Adopted | | YTD Actual | YTD Actual Variance |
|---|------------------|----------------|----------------|------------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Capital acquisitions | | | | |
| Land - freehold land | 3,164,890 | 34,000 | 33,518 | (482) |
| Buildings - non-specialised | 114,525 | 2,000 | 6,332 | 4,332 |
| Furniture and equipment | 6,000 | 0 | 0 | 0 |
| Plant and equipment | 743,006 | 232,000 | 190,998 | (41,002) |
| Acquisition of property, plant and equipment | 4,028,421 | 268,000 | 230,848 | (37,152) |
| Infrastructure - roads | 1,337,741 | 377,560 | 381,373 | 3,813 |
| Infrastructure - Other | 324,687 | 57,954 | 57,041 | (913) |
| Acquisition of infrastructure | 1,662,428 | 435,514 | 438,414 | (71,404) |
| Total capital acquisitions | 5,690,849 | 703,514 | 669,262 | (108,556) |
| Capital Acquisitions Funded By: | | | | |
| Capital grants and contributions | 4,428,614 | 165,500 | 164,304 | (1,196) |
| Other (disposals & C/Fwd) | 161,364 | 47,000 | 39,091 | (7,909) |
| Reserve accounts | | | | |
| Plant Reserve | 652,420 | 0 | 0 | 0 |
| Building Reserve | 80,000 | 0 | 0 | 0 |
| Recreation Reserve | 16,000 | 0 | 0 | 0 |
| Darkan Swimming Pool Reserve | 10,000 | 0 | 0 | 0 |
| Museum Reserve | 5,000 | 0 | 0 | 0 |
| Landcare Reserve | 8,000 | 0 | 0 | 0 |
| Community Gym Reserve | 10,000 | 0 | 0 | 0 |
| Economic Development Reserve | 50,927 | 0 | 0 | 0 |
| Contribution - operations | 268,524 | 491,014 | 465,867 | (25,147) |
| Capital funding total | 5,690,849 | 703,514 | 669,262 | (34,252) |

SIGNIFICANT ACCOUNTING POLICIES

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

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

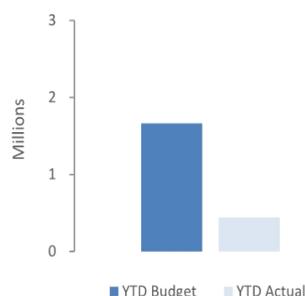
Initial recognition and measurement for assets held at cost

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

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions

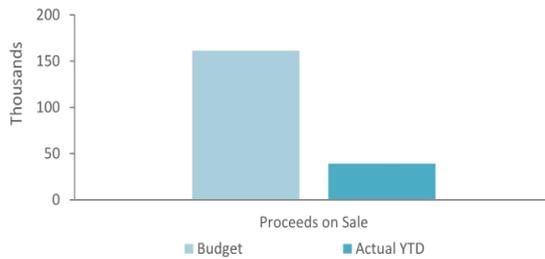


**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

| Asset Ref. | Asset description | Budget | | | | YTD Actual | | | | |
|-----------------------------|-------------------------------|----------------|----------------|---------------|-----------------|----------------|---------------|---------------|----------|----------|
| | | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) | |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
| Land - freehold land | | | | | | | | | | |
| | Industrial land Growden Place | 64,059 | 50,000 | 0 | (14,059) | 0 | 0 | 0 | 0 | 0 |
| Plant and equipment | | | | | | | | | | |
| | Holden Rodeo | 0 | 2,000 | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Toyota Hilux | 0 | 2,000 | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Toyota Hilux | 0 | 2,000 | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Works Manager Vehicle | 40,381 | 47,000 | 6,619 | 0 | 0 | 39,091 | 39,091 | 0 | 0 |
| | Cherry Picker | 327 | 2,000 | 1,673 | 0 | 0 | 0 | 0 | 0 | 0 |
| | MCS Vehicle | 50,619 | 46,364 | 0 | (4,255) | 0 | 0 | 0 | 0 | 0 |
| | Multi Roller | 19,240 | 10,000 | 0 | (9,240) | 0 | 0 | 0 | 0 | 0 |
| | | 174,626 | 161,364 | 14,292 | (27,554) | 0 | 39,091 | 39,091 | 0 | 0 |



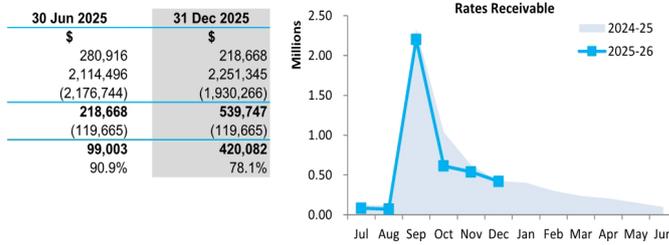
**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

| | 30 Jun 2025 | 31 Dec 2025 |
|--|----------------|----------------|
| | \$ | \$ |
| Opening arrears previous years | 280,916 | 218,668 |
| Levied this year | 2,114,496 | 2,251,345 |
| Less - collections to date | (2,176,744) | (1,930,266) |
| Gross rates collectable | 218,668 | 539,747 |
| Allowance for impairment of rates receivable | (119,665) | (119,665) |
| Net rates collectable | 99,003 | 420,082 |
| % Collected | 90.9% | 78.1% |



Receivables - general

| | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|--------|---------|---------|---------|----------|---------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - general | 0 | 9,633 | 16,282 | 491 | 6,119 | 32,525 |
| Percentage | 0.0% | 29.6% | 50.1% | 1.5% | 18.8% | |
| Balance per trial balance | | | | | | |
| Trade receivables | | | | | | 32,525 |
| Total receivables general outstanding | | | | | | 32,525 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

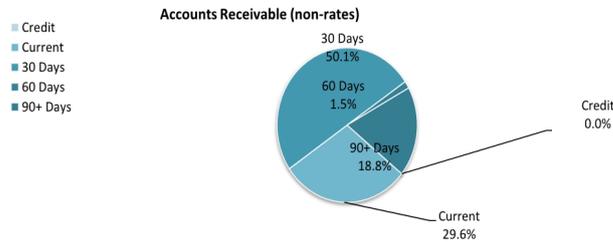
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



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

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

| | Opening Balance 1 July 2025 | Asset Increase | Asset Reduction | Closing Balance 31 December 2025 |
|--|-----------------------------------|-------------------|--------------------|--|
| | \$ | \$ | \$ | \$ |
| Other current assets | | | | |
| Other financial assets at amortised cost | | | | |
| Financial assets at amortised cost - self supporting loans | 32,059 | | (15,897) | 16,162 |
| Inventory | | | | |
| Fuel and materials | 22,979 | 0 | 0 | 22,979 |
| Land held for resale | 79,118 | | 0 | 79,118 |
| Other assets | | | | |
| Prepayments | 0 | 1,428 | 0 | 1,428 |
| Total other current assets | 134,156 | 1,428 | (15,897) | 119,687 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

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

OPERATING ACTIVITIES

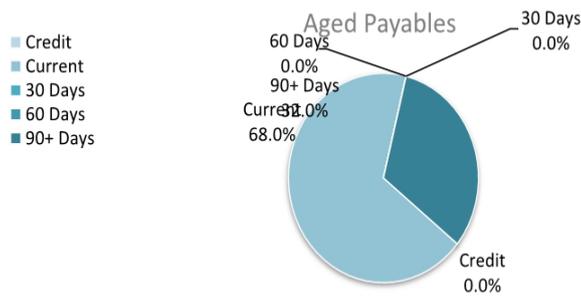
9 PAYABLES

| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|--------|---------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - general | 0 | 104,470 | 0 | 0 | 49,177 | 153,647 |
| Percentage | 0.0% | 68.0% | 0.0% | 0.0% | 32.0% | |
| Balance per trial balance | | | | | | |
| Sundry creditors | | | | | | 2,505 |
| ATO liabilities | | | | | | 22,933 |
| Other payables | | | | | | 94,347 |
| Collections | | | | | | 33,862 |
| Total payables general outstanding | | | | | | 153,647 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



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

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue

| RATE TYPE | Rate in | Number of | Rateable | Rate | Budget | Total | Rate | YTD Actual | | |
|----------------------------------|------------|------------|--------------------|------------------|----------|------------------|------------------|--------------|---------|------------------|
| | \$ (cents) | | | Properties | Value | Revenue | Interim | Revenue | Revenue | Interim |
| | | | | \$ | \$ | \$ | \$ | \$ | \$ | |
| Gross rental value | | | | | | | | | | |
| GRV Townsite | 0.076930 | 96 | 1,067,506 | 82,123 | 0 | 82,123 | 82,123 | 219 | | 82,342 |
| GRV Commercial | 0.076930 | 11 | 228,540 | 17,582 | 0 | 17,582 | 17,582 | 0 | | 17,582 |
| GRV Industrial | 0.076930 | 5 | 105,960 | 7,921 | 0 | 7,921 | 7,921 | 0 | | 7,921 |
| GRV Other Townsite | 0.076930 | 15 | 125,944 | 9,689 | 0 | 9,689 | 9,689 | 0 | | 9,689 |
| Unimproved value | | | | | | | | | | |
| UV Rural | 0.002883 | 369 | 704,777,000 | 2,031,872 | 0 | 2,031,872 | 2,031,872 | (627) | | 2,031,245 |
| Sub-Total | | 496 | 706,304,950 | 2,149,187 | 0 | 2,149,187 | 2,149,187 | (408) | | 2,148,779 |
| Minimum payment | | | | | | | | | | |
| Minimum Payment \$ | | | | | | | | | | |
| Gross rental value | | | | | | | | | | |
| GRV Townsite | 673 | 35 | 179,944 | 23,555 | 0 | 23,555 | 23,555 | 0 | | 23,555 |
| GRV Commercial | 673 | 10 | 22,440 | 6,730 | 0 | 6,730 | 6,730 | 0 | | 6,730 |
| GRV Industrial | 673 | 5 | 9,690 | 3,365 | 0 | 3,365 | 3,365 | 0 | | 3,365 |
| GRV Other Townsite | 471 | 19 | 20,820 | 8,949 | 0 | 8,949 | 8,949 | 0 | | 8,949 |
| UV Rural | 673 | 84 | 12,222,399 | 56,532 | 0 | 56,532 | 56,532 | (731) | | 55,801 |
| Sub-total | | 153 | 12,455,293 | 99,131 | 0 | 99,131 | 99,131 | (731) | | 98,400 |
| Amount from general rates | | | | | | 2,248,318 | | | | 2,247,179 |
| Ex-gratia rates | | | | | | 4,166 | 0 | 0 | | 4,166 |
| Total general rates | | | | | | 2,252,484 | | | | 2,251,345 |

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

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

| Information on borrowings | Particulars | Loan No. | New Loans | | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|---------------------------|------------------------------|----------|----------------|----------|----------|----------------------|-----------------|-----------------------|----------------|---------------------|-----------------|
| | | | 1 July 2025 | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| | | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
| | Industrial Land | 72 | 5,798 | 0 | 0 | (5,798) | (5,798) | 0 | 0 | (71) | (86) |
| | ERP | 75 | 117,196 | 0 | 0 | (13,606) | (27,499) | 103,590 | 89,697 | (2,377) | (5,216) |
| | Loader | 74 | 204,133 | 0 | 0 | (12,769) | (25,795) | 191,364 | 178,338 | (4,020) | (9,145) |
| | | | 327,127 | 0 | 0 | (32,173) | (59,092) | 294,954 | 268,035 | (6,468) | (14,447) |
| | Self supporting loans | | | | | | | | | | |
| | WA Cottage Homes | 73 | 248,351 | 0 | 0 | (15,897) | (32,059) | 232,454 | 216,292 | (4,057) | (9,505) |
| | | | 248,351 | 0 | 0 | (15,897) | (32,059) | 232,454 | 216,292 | (4,057) | (9,505) |
| | Total | | 575,478 | 0 | 0 | (48,070) | (91,151) | 527,408 | 484,327 | (10,525) | (23,952) |
| | Current borrowings | | 91,151 | | | | | 43,081 | | | |
| | Non-current borrowings | | 484,327 | | | | | 484,327 | | | |
| | | | 575,478 | | | | | 527,408 | | | |

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

KEY INFORMATION

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

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

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

| Other current liabilities | Note | Opening Balance 1 July 2025 | Liability transferred from/(to) non current | Liability Increase | Liability Reduction | Closing Balance 31 December 2025 |
|---|------|-----------------------------------|--|-----------------------|------------------------|--|
| | | \$ | \$ | \$ | \$ | \$ |
| Other liabilities | | | | | | |
| Capital grant/contributions liabilities | | 30,198 | 0 | 2,450,826 | (164,304) | 2,316,720 |
| Total other liabilities | | 30,198 | 0 | 2,450,826 | (164,304) | 2,316,720 |
| Employee Related Provisions | | | | | | |
| Provision for annual leave | | 143,723 | 0 | 0 | 0 | 143,723 |
| Provision for long service leave | | 220,807 | 0 | 0 | 0 | 220,807 |
| Other leave provisions [describe] | | 7,687 | 0 | 244 | 0 | 7,931 |
| Total Provisions | | 372,217 | 0 | 244 | 0 | 372,461 |
| Total other current liabilities | | 402,415 | 0 | 2,451,070 | (164,304) | 2,689,181 |

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

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

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider | Unspent grant, subsidies and contributions liability | | | | | Grants, subsidies and contributions revenue | | |
|--|--|-----------------------|-----------------------|---------------|-------------------|---|----------------|----------------|
| | Liability | Increase in Liability | Decrease in Liability | Liability | Current Liability | Adopted Budget | YTD Budget | YTD Revenue |
| | 1 July 2025 | | (As revenue) | 31 Dec 2025 | 31 Dec 2025 | Revenue | Budget | Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Grants and subsidies | | | | | | | | |
| Grants Commission - General (WALGGC) | 0 | 0 | 0 | 0 | 0 | 328,274 | 164,138 | 164,137 |
| Grants Commission - Roads (WALGGC) | 0 | 0 | 0 | 0 | 0 | 356,592 | 178,296 | 178,296 |
| Grants Commission - Special Project Bridges | 0 | 0 | 0 | 0 | 0 | 674,000 | 337,000 | 337,000 |
| Governance | | | | | | | | |
| National Australia Day Grant | 0 | 2,000 | 0 | 2,000 | 2,000 | 0 | 0 | 0 |
| DFES Grant - Operating | 0 | 0 | 0 | 0 | 0 | 58,000 | 29,776 | 29,775 |
| DFES Grant - Operating 2425 additional funding | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 44,892 |
| Community Amenities | | | | | | | | |
| Protection of the Environment | 0 | 0 | 0 | 0 | 0 | 7,200 | 0 | 0 |
| Lake Towerrinning | 0 | 0 | 0 | 0 | 0 | 20,000 | 0 | 0 |
| Direct Road Grant | 0 | 0 | 0 | 0 | 0 | 199,388 | 199,388 | 199,388 |
| Footpath Plan | 0 | 10,000 | 0 | 10,000 | 10,000 | 25,000 | 0 | 0 |
| | 0 | 12,000 | 0 | 12,000 | 12,000 | 1,668,454 | 908,598 | 953,488 |
| Contributions | | | | | | | | |
| Contributions Minor | 0 | 0 | 0 | 0 | 0 | 200 | 0 | 1,973 |
| | 0 | 0 | 0 | 0 | 0 | 200 | 0 | 1,973 |
| TOTALS | 0 | 12,000 | 0 | 12,000 | 12,000 | 1,668,654 | 908,598 | 955,461 |

**SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

INVESTING ACTIVITIES

| Provider | Capital grant/contribution liabilities | | | | | Capital grants, subsidies and contributions revenue | | |
|-------------------------------------|--|-----------------------|-----------------------|---------------------|---------------------|---|----------------|----------------|
| | Liability | Increase in Liability | Decrease in Liability | Liability | Current Liability | Adopted Budget | YTD | YTD Revenue |
| | 1 July 2025 | | (As revenue) | 31 Dec 2025 | 31 Dec 2025 | Revenue | Budget | Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Capital grants and subsidies | | | | | | | | |
| Law, Order, Public Safety | | | | | | | | |
| Wi - Fi Grant | 0 | 4,500 | (4,500) | 0 | 0 | 4,777 | 4,500 | 4,500 |
| Disaster Ready Grant | 0 | 0 | 0 | 0 | 0 | 73,097 | 0 | 0 |
| Transport | | | | | | | | |
| Roads to Recovery | 10,289 | 0 | 0 | 10,289 | 10,289 | 569,579 | 0 | 0 |
| Regional Road Group | 0 | 189,343 | (81,056) | 108,287 | 108,287 | 479,361 | 82,000 | 81,056 |
| WSFN | 19,909 | 0 | (15,230) | 4,679 | 4,679 | 49,121 | 15,000 | 15,230 |
| Economic Services | | | | | | | | |
| Dwer Community Water | 0 | 14,712 | 0 | 14,712 | 14,712 | 29,425 | 0 | 0 |
| DWER Community Water tanks | 0 | 13,014 | 0 | 13,014 | 13,014 | 26,026 | 0 | 0 |
| DWER Standpipe readers | | 30,000 | (30,000) | 0 | | 59,338 | 30,000 | 30,000 |
| Housing Support Program Stream 1 | 0 | 92,848 | (33,518) | 59,330 | 59,330 | 145,876 | 34,000 | 33,518 |
| Housing Support Program Stream 2 | 0 | 2,094,409 | 0 | 2,094,409 | 2,094,409 | 2,992,014 | 0 | 0 |
| | 30,198 | 2,438,826 | (164,304) | 2,304,720.00 | 2,304,720.00 | 4,428,614 | 165,500 | 164,304 |

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

15 BUDGET AMENDMENTS

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

| Description | Council Resolution | Classification | Non Cash | Increase in | Decrease in | Amended Budget Running Balance |
|--|--------------------|--------------------|------------|----------------|------------------|--------------------------------|
| | | | Adjustment | Available Cash | Available Cash | |
| | | | \$ | \$ | \$ | \$ |
| Budget adoption | | | | | | 0 |
| Loan from WATC for Western Power connection of industrial land | SCM-2025-087 | Capital revenue | | 110,000 | 0 | 110,000 |
| Western Power expenditure - connection of power | SCM-2025-087 | Capital expenses | | | (110,000) | 0 |
| Reduction in Financial Assistance Grant - addressed in budget | | | | | 0 | 0 |
| Road closure expenditure postponed | OCM-2025-136 | Operating expenses | | 24,400 | | 24,400 |
| Reduced wages parks and gardens | OCM-2025-136 | Operating expenses | | 7,500 | | 31,900 |
| Printer replacement postponed | OCM-2025-136 | Capital expenses | | 6,000 | | 37,900 |
| Lotterywest grant - Lake Towerrinning - included in budget | OCM-2025-136 | Operating revenue | | 20,000 | 0 | 57,900 |
| Landcare expenditure reduction | OCM-2025-136 | Operating expenses | | 37,000 | | 94,900 |
| Variance in surplus - included in previous year. | OCM-2025-136 | Operating revenue | | 20,630 | | 115,530 |
| Transfer to road reserve needs to increase by \$94,788. - address in budget review | | | | | | 115,530 |
| Election cost reduction | OCM-2025-136 | Operating expenses | | 7,500 | | 123,030 |
| Membership fees IPWEA | OCM-2025-136 | Operating expenses | | | (7,500) | 115,530 |
| Reduce reticulation at Admin Office | OCM-2025-136 | Operating expenses | | 8,000 | | 123,530 |
| Purchase Starlink for Fire brigades and works | OCM-2025-136 | Operating expenses | | | (1,500) | 122,030 |
| Purchase CCTV cameras | OCM-2025-136 | Operating expenses | | | (3,500) | 118,530 |
| Purchase tablet for works manager | OCM-2025-136 | Operating expenses | | | (3,000) | 115,530 |
| | | | | 241,030 | (125,500) | 115,530 |

SHIRE OF WEST ARTHUR
MONTHLY FINANCIAL REPORT
 (Containing the required statement of financial activity and statement of financial position)
For the period ended 31 January 2026

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

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Statements required by regulation

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**SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026**

| Supplementary Information | Adopted Budget | YTD Budget | YTD Actual | Variance* | Variance* | Var. |
|--|----------------|--------------------|--------------------|--------------------|-------------------|----------------|
| | Estimates (a) | Estimates (b) | Actual (c) | \$ (c) - (b) | % ((c) - (b))/(b) | |
| | \$ | \$ | \$ | \$ | % | |
| OPERATING ACTIVITIES | | | | | | |
| Revenue from operating activities | | | | | | |
| General rates | 10 | 2,252,484 | 2,252,484 | 2,251,345 | (1,139) | (0.05%) |
| Grants, subsidies and contributions | 13 | 1,668,654 | 923,486 | 974,849 | 51,363 | 5.56% ▲ |
| Fees and charges | | 406,331 | 270,604 | 278,010 | 7,406 | 2.74% |
| Interest revenue | | 122,314 | 33,255 | 36,460 | 3,205 | 9.64% |
| Other revenue | | 139,059 | 51,979 | 83,555 | 31,576 | 60.75% ▲ |
| Profit on asset disposals | 6 | 14,292 | 6,619 | 39,091 | 32,472 | 490.59% ▲ |
| | | 4,603,134 | 3,538,427 | 3,663,310 | 124,883 | 3.53% |
| Expenditure from operating activities | | | | | | |
| Employee costs | | (2,273,833) | (1,528,941) | (1,486,811) | 42,130 | 2.76% ▲ |
| Materials and contracts | | (1,668,570) | (887,325) | (909,547) | (22,222) | (2.50%) ▼ |
| Utility charges | | (119,390) | (59,695) | (52,967) | 6,728 | 11.27% ▲ |
| Depreciation | | (3,676,619) | (402,303) | (392,350) | 9,953 | 2.47% |
| Finance costs | | (23,952) | (12,512) | (12,512) | 0 | 0.00% |
| Insurance | | (157,053) | (157,053) | (158,967) | (1,914) | (1.22%) |
| Other expenditure | | (83,800) | (26,533) | (19,108) | 7,425 | 27.98% ▲ |
| Loss on asset disposals | 6 | (27,554) | 0 | 0 | 0 | 0.00% |
| | | (8,030,771) | (3,074,362) | (3,032,262) | 42,100 | 1.37% |
| Non-cash amounts excluded from operating activities | Note 2(b) | 3,689,881 | 332,224 | 289,181 | (43,043) | (12.96%) ▼ |
| Amount attributable to operating activities | | 262,244 | 796,289 | 920,229 | 123,940 | 15.56% |
| INVESTING ACTIVITIES | | | | | | |
| Inflows from investing activities | | | | | | |
| Proceeds from capital grants, subsidies and contributions | 14 | 4,428,614 | 165,500 | 164,719 | (781) | (0.47%) |
| Proceeds from disposal of assets | 6 | 161,364 | 47,000 | 39,091 | (7,909) | (16.83%) ▼ |
| Proceeds from financial assets at amortised cost - self supporting loans | | 32,059 | 15,897 | 15,897 | 0 | 0.00% |
| | | 4,622,037 | 228,397 | 219,707 | (8,690) | (3.80%) |
| Outflows from investing activities | | | | | | |
| Payments for property, plant and equipment | 5 | (4,028,421) | (617,420) | (540,609) | 76,811 | 12.44% ▲ |
| Payments for construction of infrastructure | 5 | (1,662,428) | (483,414) | (485,172) | (1,758) | (0.36%) |
| | | (5,690,849) | (1,100,834) | (1,025,781) | 75,053 | 6.82% |
| Amount attributable to investing activities | | (1,068,812) | (872,437) | (806,074) | 66,363 | 7.61% |
| FINANCING ACTIVITIES | | | | | | |
| Inflows from financing activities | | | | | | |
| Proceeds from new debentures | 11 | 0 | 110,000 | 110,000 | 0 | 0.00% |
| Transfer from reserves | 4 | 1,016,027 | 0 | 0 | 0 | 0.00% |
| | | 1,016,027 | 110,000 | 110,000 | 0 | 0.00% |
| Outflows from financing activities | | | | | | |
| Repayment of borrowings | 11 | (91,151) | (48,070) | (48,070) | 0 | 0.00% |
| Transfer to reserves | 4 | (956,688) | (5,548) | (6,150) | (602) | (10.86%) ▼ |
| | | (1,047,839) | (53,618) | (54,220) | (602) | (1.12%) |
| Amount attributable to financing activities | | (31,812) | 56,383 | 55,780 | (602) | (1.07%) |
| MOVEMENT IN SURPLUS OR DEFICIT | | | | | | |
| Surplus or deficit at the start of the financial year | | 838,380 | 838,380 | 860,021 | 21,641 | 2.58% ▲ |
| Amount attributable to operating activities | | 262,244 | 796,289 | 920,229 | 123,940 | 15.56% ▲ |
| Amount attributable to investing activities | | (1,068,812) | (872,437) | (806,074) | 66,363 | 7.61% ▲ |
| Amount attributable to financing activities | | (31,812) | 56,383 | 55,780 | (602) | (1.07%) |
| Surplus or deficit after imposition of general rates | | 0 | 818,615 | 1,029,956 | 211,342 | ▲ |

KEY INFORMATION

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

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

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

**SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2026**

| | Supplementary Information | 30 June 2026 \$ | 31 January 2026 \$ |
|--------------------------------------|------------------------------|--------------------|-----------------------|
| CURRENT ASSETS | | | |
| Cash and cash equivalents | 3 | 2,863,502 | 5,316,777 |
| Trade and other receivables | | 554,984 | 363,639 |
| Other financial assets | | 32,059 | 16,162 |
| Inventories | 8 | 102,097 | 102,097 |
| Other assets | 8 | 0 | 1,428 |
| TOTAL CURRENT ASSETS | | 3,552,642 | 5,800,103 |
| NON-CURRENT ASSETS | | | |
| Other financial assets | | 276,008 | 276,008 |
| Property, plant and equipment | | 19,859,864 | 20,418,833 |
| Infrastructure | | 112,232,866 | 112,307,328 |
| TOTAL NON-CURRENT ASSETS | | 132,368,738 | 133,002,169 |
| TOTAL ASSETS | | 135,921,380 | 138,802,272 |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 9 | 396,377 | 134,619 |
| Other liabilities | 12 | 30,198 | 2,314,305 |
| Borrowings | 11 | 91,151 | 43,081 |
| Employee related provisions | 12 | 372,217 | 373,063 |
| TOTAL CURRENT LIABILITIES | | 889,943 | 2,865,068 |
| NON-CURRENT LIABILITIES | | | |
| Borrowings | 11 | 484,327 | 594,327 |
| Employee related provisions | | 34,035 | 34,035 |
| Other provisions | | 55,324 | 55,324 |
| TOTAL NON-CURRENT LIABILITIES | | 573,686 | 683,686 |
| TOTAL LIABILITIES | | 1,463,629 | 3,548,754 |
| NET ASSETS | | 134,457,751 | 135,253,518 |
| EQUITY | | | |
| Retained surplus | | 6,638,093 | 7,427,710 |
| Reserve accounts | 4 | 2,219,793 | 2,225,943 |
| Revaluation surplus | | 125,599,865 | 125,599,865 |
| TOTAL EQUITY | | 134,457,751 | 135,253,518 |

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026**

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 19 February 2026

**SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026**

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

| | Supplementary Information | Adopted Budget Opening 30 June 2025 | Last Year Closing 30 June 2025 | Year to Date 31 January 2026 |
|---|---------------------------|-------------------------------------|--------------------------------|------------------------------|
| (a) Net current assets used in the Statement of Financial Activity | | | | |
| Current assets | | | | |
| Cash and cash equivalents | 3 | 2,863,502 | 2,863,502 | 5,316,777 |
| Trade and other receivables | | 487,562 | 554,984 | 363,639 |
| Other financial assets | | 32,059 | 32,059 | 16,162 |
| Inventories | 8 | 102,097 | 102,097 | 102,097 |
| Other assets | 8 | 3,936 | 0 | 1,428 |
| | | <u>3,489,156</u> | <u>3,552,642</u> | <u>5,800,103</u> |
| Less: current liabilities | | | | |
| Trade and other payables | 9 | (354,531) | (396,377) | (134,619) |
| Other liabilities | 12 | (30,198) | (30,198) | (2,314,305) |
| Borrowings | 11 | (91,151) | (91,151) | (43,081) |
| Employee related provisions | 12 | (366,876) | (372,217) | (373,063) |
| | | <u>(842,756)</u> | <u>(889,943)</u> | <u>(2,865,068)</u> |
| Net current assets | | 2,646,400 | 2,662,699 | 2,935,035 |
| Less: Total adjustments to net current assets | Note 2(c) | (1,808,020) | (1,802,678) | (1,905,079) |
| Closing funding surplus / (deficit) | | 838,380 | 860,021 | 1,029,956 |

(b) Non-cash amounts excluded from operating activities

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

| | Adopted Budget | YTD Budget (a) | YTD Actual (b) |
|---|----------------|------------------|----------------|
| Non-cash amounts excluded from operating activities | | | |
| | \$ | \$ | \$ |
| Adjustments to operating activities | | | |
| Less: Profit on asset disposals | 6 | (14,292) | (6,619) |
| Add: Loss on asset disposals | 6 | 27,554 | 0 |
| Add: Depreciation | | 3,676,619 | 402,303 |
| Movement in current employee provisions associated with restricted cash | | 0 | (63,460) |
| Total non-cash amounts excluded from operating activities | | 3,689,881 | 332,224 |
| | | | 289,181 |

(c) Current assets and liabilities excluded from budgeted deficiency

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

| | Adopted Budget Opening 30 June 2025 | Last Year Closing 30 June 2025 | Year to Date 31 January 2026 |
|---|-------------------------------------|--------------------------------|------------------------------|
| Adjustments to net current assets | | | |
| Less: Reserve accounts | 4 | (2,219,793) | (2,219,793) |
| Less: Financial assets at amortised cost - self supporting loans | 8 | (32,059) | (32,059) |
| - Current financial assets at amortised cost - self supporting loans | | | 0 |
| - Land held for resale | | (79,118) | (79,118) |
| Add: Current liabilities not expected to be cleared at the end of the year: | | | |
| - Current portion of borrowings | 11 | 91,151 | 91,151 |
| - Employee Benefit Provision | | 431,799 | 437,141 |
| Total adjustments to net current assets | Note 2(a) | (1,808,020) | (1,802,678) |
| | | | (1,905,079) |

CURRENT AND NON-CURRENT CLASSIFICATION

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

**SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026**

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is \$10,000 or 10.00% whichever is the greater.

| Description | Var. \$ | Var. % | |
|---|----------|----------|---|
| | \$ | % | |
| Revenue from operating activities | | | |
| Grants, subsidies and contributions | 51,363 | 5.56% | ▲ |
| ESL grant received for 2024/2025 ESL overexpenditure \$44,892 | | | |
| Other revenue | 31,576 | 60.75% | ▲ |
| Workers compensation reimbursement received \$29,473. | | | |
| Profit on asset disposals | 32,472 | 490.59% | ▲ |
| Profit on sale to be processed. No material variance expected. | | | |
| Expenditure from operating activities | | | |
| Employee costs | 42,130 | 2.76% | ▲ |
| Employee costs are below budget due to staff changeover | | | |
| Materials and contracts | (22,222) | (2.50%) | ▼ |
| Ranger services are \$12,000 greater than expected year to date. Plant operating costs are \$12,595 greater than budget. | | | |
| Non-cash amounts excluded from operating activities | (43,043) | (12.96%) | ▼ |
| Profit/Loss on sale of vehicle to be processed - no material variance expected. | | | |
| Inflows from investing activities | | | |
| Outflows from investing activities | | | |
| Payments for property, plant and equipment | 76,811 | 12.44% | ▲ |
| Road counters below budget. Manager of Works and Services vehicle below budget. Roller and ute below budget. Truck purchase below budget. Plant purchases below budget will require lower transfer from Reserve account. | | | |
| Inflows from financing activities | | | |
| Proceeds from new debentures | 0 | 0.00% | |
| Council decision made to fund Industrial land in Growden Place Western Power connection. Loan \$110,000. | | | |
| Surplus or deficit at the start of the financial year | 21,641 | 2.58% | ▲ |
| Variance is due to insurance and bushfire reimbursements relating to 2425 received post budget adoption. | | | |
| Surplus or deficit after imposition of general rates | 211,342 | 0.00% | ▲ |
| Due to variances described above | | | |

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

1 KEY INFORMATION

Funding Surplus or Deficit Components

| Funding surplus / (deficit) | | | | |
|------------------------------------|----------------|----------------|----------------|-----------------|
| | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| Opening | \$0.84 M | \$0.84 M | \$0.86 M | \$0.02 M |
| Closing | \$0.00 M | \$0.82 M | \$1.03 M | \$0.21 M |

Refer to Statement of Financial Activity

| Cash and cash equivalents | | |
|----------------------------------|----------|------------|
| | \$ | % of total |
| Unrestricted Cash | \$3.09 M | 58.1% |
| Restricted Cash | \$2.23 M | 41.9% |

Refer to 3 - Cash and Financial Assets

| Payables | | |
|-----------------|----------|---------------|
| | \$ | % Outstanding |
| Trade Payables | \$0.00 M | |
| 0 to 30 Days | | 63.5% |
| Over 30 Days | | 36.5% |
| Over 90 Days | | 36.5% |

Refer to 9 - Payables

| Receivables | | |
|--------------------|----------|-------------|
| | \$ | % Collected |
| Rates Receivable | \$0.33 M | 81.6% |
| Trade Receivable | \$0.03 M | 72.4% |
| Over 30 Days | | |
| Over 90 Days | | 19.5% |

Refer to 7 - Receivables

Key Operating Activities

| Amount attributable to operating activities | | | |
|--|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| \$0.26 M | \$0.80 M | \$0.92 M | \$0.12 M |

Refer to Statement of Financial Activity

| Rates Revenue | | |
|----------------------|------------|------------|
| YTD Actual | YTD Budget | % Variance |
| \$2.25 M | \$2.25 M | (0.1%) |

Refer to 10 - Rate Revenue

| Grants and Contributions | | |
|---------------------------------|------------|------------|
| YTD Actual | YTD Budget | % Variance |
| \$0.97 M | \$0.92 M | 5.6% |

Refer to 13 - Grants and Contributions

| Fees and Charges | | |
|-------------------------|------------|------------|
| YTD Actual | YTD Budget | % Variance |
| \$0.28 M | \$0.27 M | 2.7% |

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) |
| (\$1.07 M) | (\$0.87 M) | (\$0.81 M) | \$0.07 M |

Refer to Statement of Financial Activity

| Proceeds on sale | | |
|-------------------------|----------------|-------|
| YTD Actual | Adopted Budget | % |
| \$0.04 M | \$0.16 M | 24.2% |

Refer to 6 - Disposal of Assets

| Asset Acquisition | | |
|--------------------------|----------------|---------|
| YTD Actual | Adopted Budget | % Spent |
| \$0.49 M | \$1.66 M | 29.2% |

Refer to 5 - Capital Acquisitions

| Capital Grants | | |
|-----------------------|----------------|------------|
| YTD Actual | Adopted Budget | % Received |
| \$0.16 M | \$4.43 M | 3.7% |

Refer to 5 - Capital Acquisitions

Key Financing Activities

| Amount attributable to financing activities | | | |
|--|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$0.03 M) | \$0.06 M | \$0.06 M | (\$0.00 M) |

Refer to Statement of Financial Activity

| Borrowings | |
|----------------------|------------|
| Principal repayments | (\$0.05 M) |
| Interest expense | (\$0.01 M) |
| Principal due | \$0.64 M |

Refer to 11 - Borrowings

| Reserves | |
|------------------|----------|
| Reserves balance | \$2.23 M |
| Interest earned | \$0.01 M |

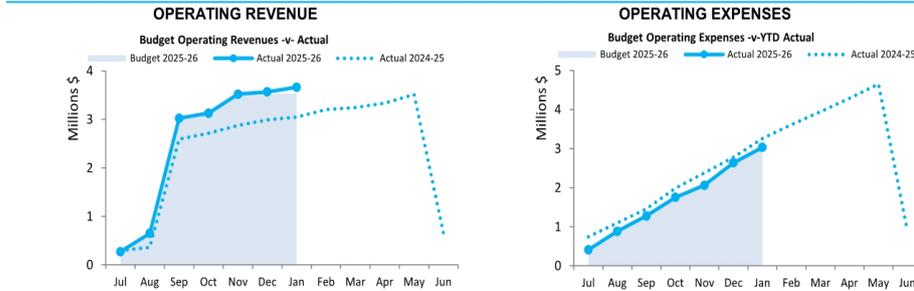
Refer to 4 - Cash Reserves

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

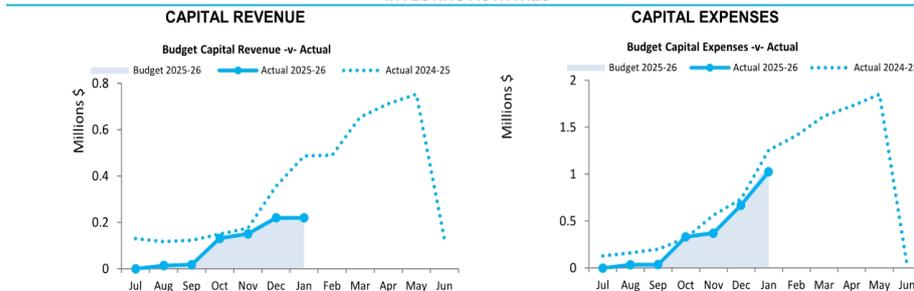
SHIRE OF WEST ARTHUR
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 JANUARY 2026

2 KEY INFORMATION - GRAPHICAL

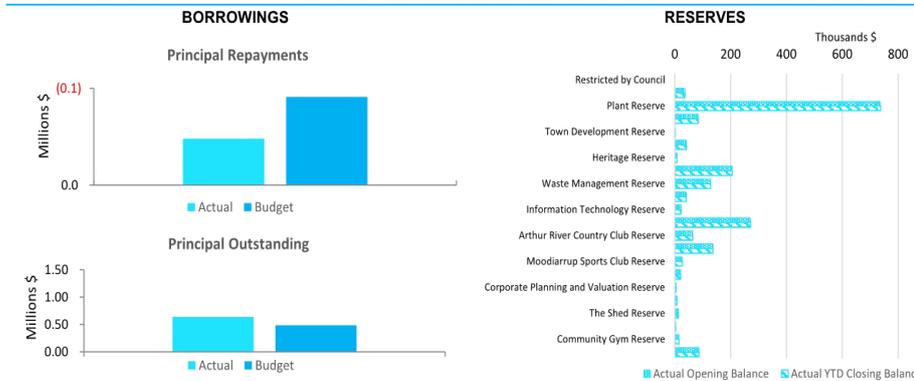
OPERATING ACTIVITIES



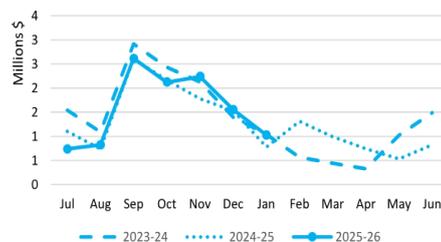
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

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 | 77,601 | 0 | 77,601 | 0 | NAB | 0.01% | N/A |
| Municipal cash at bank - CM | Cash and cash equivalents | 263,133 | 0 | 263,133 | 0 | NAB | 0.50% | N/A |
| Municipal cash at bank - at call | Cash and cash equivalents | 750,000 | 0 | 750,000 | 0 | WA Treasury | 3.55% | N/A |
| Municipal term deposit | Cash and cash equivalents | 2,000,000 | 0 | 2,000,000 | 0 | NAB | 4.10% | 3/3/2026 |
| Reserve - CM | Cash and cash equivalents | 0 | 175 | 175 | 0 | NAB | 0.50% | N/A |
| Reserve | Cash and cash equivalents | 0 | 1,500,000 | 1,500,000 | 0 | NAB | 4.10% | 16/6/2026 |
| Cash on hand | Cash and cash equivalents | 100 | 0 | 100 | 0 | CASH | 0.00% | N/A |
| Reserve - BOQ | Cash and cash equivalents | 0 | 725,768 | 725,768 | 0 | BOQ | 4.05% | 3/2/2026 |
| Total | | 3,090,834 | 2,225,943 | 5,316,777 | 0 | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 3,090,834 | 2,225,943 | 5,316,777 | 0 | | | |
| | | 3,090,834 | 2,225,943 | 5,316,777 | 0 | | | |

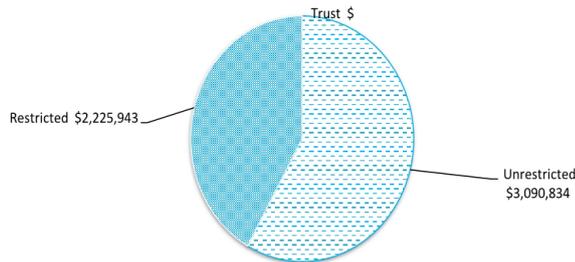
KEY INFORMATION

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

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

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

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



**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

4 RESERVE ACCOUNTS

| Reserve name | Budget Opening Balance | Budget Interest Earned | Budget Transfers In (+) | Budget Transfers Out (-) | Budget Closing Balance | Actual Opening Balance | Actual Interest Earned | Actual Transfers In (+) | Actual Transfers Out (-) | Actual YTD Closing Balance |
|---|------------------------------|------------------------------|-------------------------------|--------------------------------|------------------------------|------------------------------|------------------------------|-------------------------------|--------------------------------|----------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Restricted by Council | | | | | | | | | | |
| Leave Reserve | 37,034 | 1,243 | 40,000 | 0 | 78,277 | 37,034 | 103 | 0 | 0 | 37,137 |
| Plant Reserve | 735,456 | 24,675 | 200,000 | (652,420) | 307,711 | 735,456 | 2,038 | 0 | 0 | 737,494 |
| Building Reserve | 83,703 | 2,808 | 0 | (80,000) | 6,511 | 83,703 | 232 | 0 | 0 | 83,935 |
| Town Development Reserve | 1,728 | 58 | 0 | 0 | 1,786 | 1,728 | 5 | 0 | 0 | 1,733 |
| Recreation Reserve | 41,676 | 1,398 | 0 | (16,000) | 27,074 | 41,676 | 115 | 0 | 0 | 41,791 |
| Heritage Reserve | 7,437 | 250 | 0 | 0 | 7,687 | 7,437 | 21 | 0 | 0 | 7,458 |
| Community Housing Reserve | 205,439 | 6,893 | 12,000 | 0 | 224,332 | 205,439 | 569 | 0 | 0 | 206,008 |
| Waste Management Reserve | 128,158 | 4,300 | 0 | 0 | 132,458 | 128,158 | 355 | 0 | 0 | 128,513 |
| Darkan Swimming Pool Reserve | 41,361 | 1,388 | 0 | (10,000) | 32,749 | 41,361 | 115 | 0 | 0 | 41,476 |
| Information Technology Reserve | 22,166 | 744 | 0 | 0 | 22,910 | 22,166 | 61 | 0 | 0 | 22,227 |
| Darkan Sport and Community Centre Reserve | 270,835 | 9,087 | 40,000 | 0 | 319,922 | 270,835 | 750 | 0 | 0 | 271,585 |
| Arthur River Country Club Reserve | 64,240 | 2,155 | 6,000 | 0 | 72,395 | 64,240 | 178 | 0 | 0 | 64,418 |
| Museum Reserve | 136,563 | 4,582 | 0 | (5,000) | 136,145 | 136,563 | 378 | 0 | 0 | 136,941 |
| Moodiarrup Sports Club Reserve | 26,680 | 895 | 5,000 | 0 | 32,575 | 26,680 | 74 | 0 | 0 | 26,754 |
| Landcare Reserve | 21,626 | 726 | 0 | (8,000) | 14,352 | 21,626 | 60 | 0 | 0 | 21,686 |
| Corporate Planning and Valuation Reserve | 5,034 | 169 | 0 | 0 | 5,203 | 5,034 | 14 | 0 | 0 | 5,048 |
| Kids Central Reserve | 7,971 | 267 | 0 | 0 | 8,238 | 7,971 | 22 | 0 | 0 | 7,993 |
| The Shed Reserve | 13,455 | 451 | 0 | 0 | 13,906 | 13,455 | 37 | 0 | 0 | 13,492 |
| Recreation Trails Reserve | 2,827 | 95 | 0 | 0 | 2,922 | 2,827 | 8 | 0 | 0 | 2,835 |
| Community Gym Reserve | 15,098 | 507 | 0 | (10,000) | 5,605 | 15,098 | 42 | 0 | 0 | 15,140 |
| Economic Development Reserve | 86,456 | 3,303 | 0 | (50,927) | 38,832 | 86,456 | 240 | 0 | 0 | 86,696 |
| Road Reserve | 264,850 | 8,482 | 579,212 | (183,680) | 668,864 | 264,850 | 734 | 0 | 0 | 265,584 |
| | - | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 2,219,793 | 74,476 | 882,212 | (1,016,027) | 2,160,454 | 2,219,793 | 6,150 | 0 | 0 | 2,225,943 |

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

| | Adopted | | YTD Actual | YTD Actual Variance |
|---|------------------|------------------|------------------|------------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Capital acquisitions | | | | |
| Land - freehold land | 3,164,890 | 34,000 | 34,083 | 83 |
| Buildings - non-specialised | 114,525 | 2,000 | 6,332 | 4,332 |
| Furniture and equipment | 6,000 | 0 | 0 | 0 |
| Plant and equipment | 743,006 | 581,420 | 500,194 | (81,226) |
| Acquisition of property, plant and equipment | 4,028,421 | 617,420 | 540,609 | (76,811) |
| Infrastructure - roads | 1,337,741 | 387,460 | 389,782 | 2,322 |
| Infrastructure - Other | 324,687 | 95,954 | 95,390 | (564) |
| Acquisition of infrastructure | 1,662,428 | 483,414 | 485,172 | (151,864) |
| Total capital acquisitions | 5,690,849 | 1,100,834 | 1,025,781 | (228,675) |
| Capital Acquisitions Funded By: | | | | |
| Capital grants and contributions | 4,428,614 | 165,500 | 164,719 | (781) |
| Borrowings | 0 | 110,000 | 110,000 | 0 |
| Other (disposals & C/Fwd) | 161,364 | 47,000 | 39,091 | (7,909) |
| Reserve accounts | | | | |
| Plant Reserve | 652,420 | 0 | 0 | 0 |
| Building Reserve | 80,000 | 0 | 0 | 0 |
| Recreation Reserve | 16,000 | 0 | 0 | 0 |
| Darkan Swimming Pool Reserve | 10,000 | 0 | 0 | 0 |
| Museum Reserve | 5,000 | 0 | 0 | 0 |
| Landcare Reserve | 8,000 | 0 | 0 | 0 |
| Community Gym Reserve | 10,000 | 0 | 0 | 0 |
| Economic Development Reserve | 50,927 | 0 | 0 | 0 |
| Contribution - operations | 268,524 | 778,334 | 711,971 | (66,363) |
| Capital funding total | 5,690,849 | 1,100,834 | 1,025,781 | (75,053) |

SIGNIFICANT ACCOUNTING POLICIES

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

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

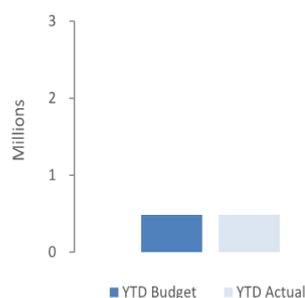
Initial recognition and measurement for assets held at cost

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

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

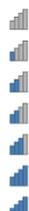
Payments for Capital Acquisitions



**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED



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

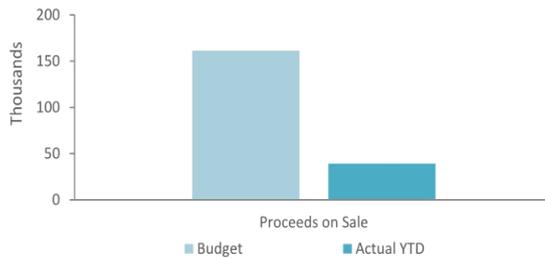
| Account Description | Adopted | | YTD Actual | Variance (Under)/Over |
|---|--------------------|--------------------|--------------------|--------------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Furniture | | | | 0 |
| Replace Printer/Copier | (6,000) | 0 | 0 | 0 |
| Land & Buildings | | | | |
| Staff house - King Street completion | (114,525) | 0 | 0 | 0 |
| Station Masters House completion of transfer | 0 | 0 | (2,652) | 2,652 |
| Housing project head works HSP 1 | (145,876) | (34,000) | (34,083) | 83 |
| Housing project head works HSP 2 | (2,992,014) | 0 | 0 | 0 |
| Industrial Land Growden Place | (27,000) | (2,000) | (3,680) | 1,680 |
| Infrastructure | | | | |
| Point to Point wireless - Darkan Hall | (9,954) | (9,954) | (10,623) | 669 |
| Darkan Town Dam tank upgrade | (42,036) | 0 | 0 | 0 |
| SOWA building water catchment | (37,438) | 0 | 0 | 0 |
| Disaster ready - Darkan Town Hall | (91,371) | 0 | 0 | 0 |
| Standpipe card readers | (86,242) | (78,000) | (77,030) | (970) |
| Niche wall - Darkan Cemetary | (20,000) | 0 | 0 | 0 |
| Darkan Gym replacement equipment | (10,000) | (8,000) | (7,737) | (263) |
| Truck Parking Bay - Survey design | (10,743) | 0 | 0 | 0 |
| Burrowes - Hillman back lane drainage | (16,903) | 0 | 0 | 0 |
| Plant & Equipment | | | | |
| 6 Wheeler 3 way Tip and dolly | (349,420) | (349,420) | (309,196) | (40,224) |
| Ute replacement | (50,000) | (50,000) | (43,026) | (6,974) |
| Works manager vehicle replacement | (65,000) | (65,000) | (53,261) | (11,739) |
| MCS vehicle replacement | (41,586) | 0 | 0 | 0 |
| Roller | (90,000) | (90,000) | (82,865) | (7,135) |
| Pip Jeter trailer | (120,000) | 0 | 0 | 0 |
| Road counters | (27,000) | (27,000) | (11,846) | (15,154) |
| Roads | | | | |
| Bowelling Duranillin Road - RRG | (348,838) | (5,000) | (5,103) | 103 |
| Boyup Brook Road (Arthur River-Dinninup Road) - RRG | (265,203) | (10,000) | (10,478) | 478 |
| Moodiarrup Changerup Road - RRG | (105,000) | (105,000) | (105,778) | 778 |
| Darkan Williams Road - WSN | (49,121) | (15,000) | (15,230) | 230 |
| Bridge works Bokal North Road - R2R | (71,248) | (58,000) | (58,576) | 576 |
| Bridge work Hughes Mill Road - R2R | (71,247) | (47,000) | (46,494) | (506) |
| Bridge work Boyup Brook Arthur River Road - R2R | (8,460) | (8,460) | (10,206) | 1,746 |
| Trigwell Bridge - R2R | (168,619) | (35,000) | (34,283) | (717) |
| Stewart Street Memorial Drive - R2R | (94,751) | (19,000) | (19,304) | 304 |
| Bokal North Road - R2R | (155,254) | (85,000) | (84,330) | (670) |
| | (5,690,849) | (1,100,834) | (1,025,781) | (75,053) |

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

| Asset Ref. | Asset description | Budget | | | | YTD Actual | | | | |
|-----------------------------|-------------------------------|----------------|----------------|---------------|-----------------|----------------|---------------|---------------|----------|----------|
| | | Net Book Value | Proceeds | Profit | (Loss) | Net Book Value | Proceeds | Profit | (Loss) | |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
| Land - freehold land | | | | | | | | | | |
| | Industrial land Growden Place | 64,059 | 50,000 | 0 | (14,059) | 0 | 0 | 0 | 0 | 0 |
| Plant and equipment | | | | | | | | | | |
| | Holden Rodeo | 0 | 2,000 | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Toyota Hilux | 0 | 2,000 | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Toyota Hilux | 0 | 2,000 | 2,000 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Works Manager Vehicle | 40,381 | 47,000 | 6,619 | 0 | 0 | 39,091 | 39,091 | 0 | 0 |
| | Cherry Picker | 327 | 2,000 | 1,673 | 0 | 0 | 0 | 0 | 0 | 0 |
| | MCS Vehicle | 50,619 | 46,364 | 0 | (4,255) | 0 | 0 | 0 | 0 | 0 |
| | Multi Roller | 19,240 | 10,000 | 0 | (9,240) | 0 | 0 | 0 | 0 | 0 |
| | | 174,626 | 161,364 | 14,292 | (27,554) | 0 | 39,091 | 39,091 | 0 | 0 |



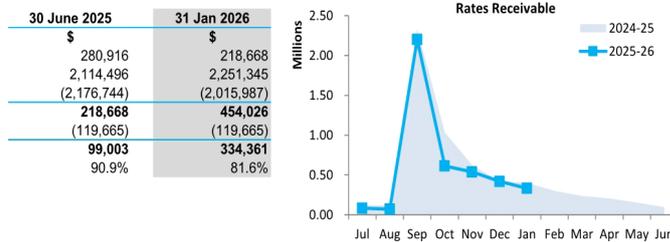
**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

| | 30 June 2025 | 31 Jan 2026 |
|--|----------------|----------------|
| | \$ | \$ |
| Opening arrears previous years | 280,916 | 218,668 |
| Levied this year | 2,114,496 | 2,251,345 |
| Less - collections to date | (2,176,744) | (2,015,987) |
| Gross rates collectable | 218,668 | 454,026 |
| Allowance for impairment of rates receivable | (119,665) | (119,665) |
| Net rates collectable | 99,003 | 334,361 |
| % Collected | 90.9% | 81.6% |



Receivables - general

| | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|--------|---------|---------|---------|----------|---------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - general | 0 | 8,089 | 5,730 | 9,738 | 5,721 | 29,278 |
| Percentage | 0.0% | 27.6% | 19.6% | 33.3% | 19.5% | |
| Balance per trial balance | | | | | | |
| Trade receivables | | | | | | 29,278 |
| Total receivables general outstanding | | | | | | 29,278 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

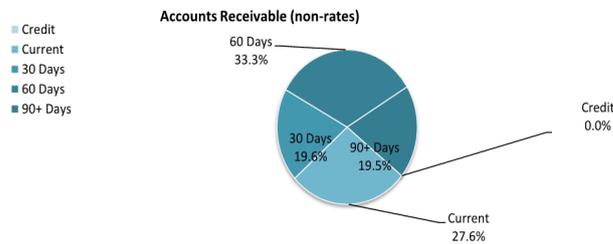
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

| | Opening Balance 1 July 2025 | Asset Increase | Asset Reduction | Closing Balance 31 January 2026 |
|--|-----------------------------------|-------------------|--------------------|---------------------------------------|
| | \$ | \$ | \$ | \$ |
| Other current assets | | | | |
| Other financial assets at amortised cost | | | | |
| Financial assets at amortised cost - self supporting loans | 32,059 | | (15,897) | 16,162 |
| Inventory | | | | |
| Fuel and materials | 22,979 | 0 | 0 | 22,979 |
| Land held for resale | 79,118 | | 0 | 79,118 |
| Other assets | | | | |
| Prepayments | 0 | 1,428 | 0 | 1,428 |
| Total other current assets | 134,156 | 1,428 | (15,897) | 119,687 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

OPERATING ACTIVITIES

9 PAYABLES

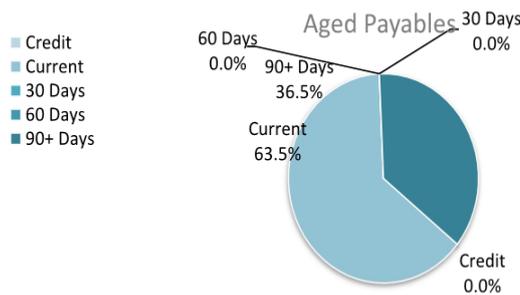
| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|--------|---------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - general | 0 | 85,442 | 0 | 0 | 49,177 | 134,619 |
| Percentage | 0.0% | 63.5% | 0.0% | 0.0% | 36.5% | |
| Balance per trial balance | | | | | | |
| Sundry creditors | | | | | | 474 |
| ATO liabilities | | | | | | 4,383 |
| Other payables | | | | | | 94,347 |
| Prepaid rates | | | | | | 1,220 |
| Collections | | | | | | 34,195 |
| Total payables general outstanding | | | | | | 134,619 |

Amounts shown above include GST (where applicable)

\$49,177 greater than 90 days is funds held on behalf of community organisations.

KEY INFORMATION

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



SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue

| RATE TYPE | Rate in | Number of | Rateable | Rate | Budget | Total | Rate | YTD Actual | |
|----------------------------------|------------|------------|--------------------|------------------|----------|------------------|------------------|--------------|------------------|
| | \$ (cents) | | | Properties | Value | Revenue | Interim | Revenue | Revenue |
| | | | | \$ | \$ | \$ | \$ | \$ | \$ |
| Gross rental value | | | | | | | | | |
| GRV Townsite | 0.076930 | 96 | 1,067,506 | 82,123 | 0 | 82,123 | 82,123 | 219 | 82,342 |
| GRV Commercial | 0.076930 | 11 | 228,540 | 17,582 | 0 | 17,582 | 17,582 | 0 | 17,582 |
| GRV Industrial | 0.076930 | 5 | 105,960 | 7,921 | 0 | 7,921 | 7,921 | 0 | 7,921 |
| GRV Other Townsite | 0.076930 | 15 | 125,944 | 9,689 | 0 | 9,689 | 9,689 | 0 | 9,689 |
| Unimproved value | | | | | | | | | |
| UV Rural | 0.002883 | 369 | 704,777,000 | 2,031,872 | 0 | 2,031,872 | 2,031,872 | (627) | 2,031,245 |
| Sub-Total | | 496 | 706,304,950 | 2,149,187 | 0 | 2,149,187 | 2,149,187 | (408) | 2,148,779 |
| Minimum payment | | | | | | | | | |
| Minimum Payment \$ | | | | | | | | | |
| Gross rental value | | | | | | | | | |
| GRV Townsite | 673 | 35 | 179,944 | 23,555 | 0 | 23,555 | 23,555 | 0 | 23,555 |
| GRV Commercial | 673 | 10 | 22,440 | 6,730 | 0 | 6,730 | 6,730 | 0 | 6,730 |
| GRV Industrial | 673 | 5 | 9,690 | 3,365 | 0 | 3,365 | 3,365 | 0 | 3,365 |
| GRV Other Townsite | 471 | 19 | 20,820 | 8,949 | 0 | 8,949 | 8,949 | 0 | 8,949 |
| UV Rural | 673 | 84 | 12,222,399 | 56,532 | 0 | 56,532 | 56,532 | (731) | 55,801 |
| Sub-total | | 153 | 12,455,293 | 99,131 | 0 | 99,131 | 99,131 | (731) | 98,400 |
| Amount from general rates | | | | | | 2,248,318 | | | 2,247,179 |
| Ex-gratia rates | | | | | | 4,166 | 0 | 0 | 4,166 |
| Total general rates | | | | | | 2,252,484 | | | 2,251,345 |

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

| Information on borrowings | Loan No. | New Loans | | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|------------------------------|----------|----------------|----------------|----------|----------------------|-----------------|-----------------------|----------------|---------------------|-----------------|
| | | 1 July 2025 | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| Particulars | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
| Industrial Land | 72 | 5,798 | 0 | 0 | (5,798) | (5,798) | 0 | 0 | (71) | (86) |
| ERP | 75 | 117,196 | 0 | 0 | (13,606) | (27,499) | 103,590 | 89,697 | (2,377) | (5,216) |
| Loader | 74 | 204,133 | 0 | 0 | (12,769) | (25,795) | 191,364 | 178,338 | (4,020) | (9,145) |
| Industrial Land Development | 76 | 0 | 110,000 | 0 | 0 | 0 | 110,000 | 0 | 0 | 0 |
| | | 327,127 | 110,000 | 0 | (32,173) | (59,092) | 404,954 | 268,035 | (6,468) | (14,447) |
| Self supporting loans | | | | | | | | | | |
| WA Cottage Homes | 73 | 248,351 | 0 | 0 | (15,897) | (32,059) | 232,454 | 216,292 | (4,057) | (9,505) |
| | | 248,351 | 0 | 0 | (15,897) | (32,059) | 232,454 | 216,292 | (4,057) | (9,505) |
| Total | | 575,478 | 110,000 | 0 | (48,070) | (91,151) | 637,408 | 484,327 | (10,525) | (23,952) |
| Current borrowings | | 91,151 | | | | | 43,081 | | | |
| Non-current borrowings | | 484,327 | | | | | 594,327 | | | |
| | | 575,478 | | | | | 637,408 | | | |

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

New borrowings 2025-26

| Particulars | Amount Borrowed | | Institution | Loan Type | Term Years | Total Interest & Charges | Interest Rate | Amount (Used) | | Balance Unspent |
|-----------------------------|-----------------|----------|-------------|-----------|------------|--------------------------|---------------|---------------|----------|-----------------|
| | Actual | Budget | | | | | | Actual | Budget | |
| | \$ | \$ | | | | \$ | % | \$ | \$ | \$ |
| Industrial Land Development | 110,000 | 0 | WATC | Fixed | 10 | 35,926 | 5.44 | 0 | 0 | 110,000 |
| | 110,000 | 0 | | | | 35,926 | | 0 | 0 | 110,000 |

Unspent borrowings

| Particulars | Date Borrowed | Unspent | Borrowed | Expended | Unspent |
|----------------------------------|---------------|----------------------|----------------|-------------|-------------------------|
| | | Balance 30 June 2025 | During Year | During Year | Balance 31 January 2026 |
| | | \$ | \$ | \$ | \$ |
| Industrial Land Power Connection | 46,044 | 0 | 110,000 | 0 | 110,000 |
| | | 0 | 110,000 | 0 | 110,000 |

The Shire has no unspent debenture funds as at 30th June 2025, nor is it expected to have unspent funds as at 30th June 2026.

KEY INFORMATION

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

| Other current liabilities | Note | Opening Balance 1 July 2025 | Liability transferred from/(to) non current | Liability Increase | Liability Reduction | Closing Balance 31 January 2026 |
|---|------|-----------------------------------|--|-----------------------|------------------------|---------------------------------------|
| | | \$ | \$ | \$ | \$ | \$ |
| Other liabilities | | | | | | |
| Capital grant/contributions liabilities | | 30,198 | 0 | 2,448,826 | (164,719) | 2,314,305 |
| Total other liabilities | | 30,198 | 0 | 2,448,826 | (164,719) | 2,314,305 |
| Employee Related Provisions | | | | | | |
| Provision for annual leave | | 143,723 | 0 | 0 | 0 | 143,723 |
| Provision for long service leave | | 220,807 | 0 | 0 | 0 | 220,807 |
| Other leave provisions [describe] | | 7,687 | 0 | 846 | 0 | 8,533 |
| Total Provisions | | 372,217 | 0 | 846 | 0 | 373,063 |
| Total other current liabilities | | 402,415 | 0 | 2,449,672 | (164,719) | 2,687,368 |

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider | Unspent grant, subsidies and contributions liability | | | | | Grants, subsidies and contributions revenue | | |
|--|--|-----------------------|-----------------------|---------------|-------------------|---|----------------|----------------|
| | Liability | Increase in Liability | Decrease in Liability | Liability | Current Liability | Adopted Budget | YTD Budget | YTD Revenue |
| | 1 July 2025 | | (As revenue) | 31 Jan 2026 | 31 Jan 2026 | Revenue | Budget | Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Grants and subsidies | | | | | | | | |
| Grants Commission - General (WALGGC) | 0 | 0 | 0 | 0 | 0 | 328,274 | 164,138 | 164,137 |
| Grants Commission - Roads (WALGGC) | 0 | 0 | 0 | 0 | 0 | 356,592 | 178,296 | 178,296 |
| Grants Commission - Special Project Bridges | 0 | 0 | 0 | 0 | 0 | 674,000 | 337,000 | 337,000 |
| Governance | | | | | | | | |
| National Australia Day Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,000 |
| DFES Grant - Operating | 0 | 0 | 0 | 0 | 0 | 58,000 | 44,664 | 44,663 |
| DFES Grant - Operating 2425 additional funding | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 44,892 |
| Community Amenities | | | | | | | | |
| Protection of the Environment | 0 | 0 | 0 | 0 | 0 | 7,200 | 0 | 0 |
| Lake Towerrinning | 0 | 0 | 0 | 0 | 0 | 20,000 | 0 | 0 |
| Direct Road Grant | 0 | 0 | 0 | 0 | 0 | 199,388 | 199,388 | 199,388 |
| Footpath Plan | 0 | 10,000 | 0 | 10,000 | 10,000 | 25,000 | 0 | 0 |
| | 0 | 10,000 | 0 | 10,000 | 10,000 | 1,668,454 | 923,486 | 970,376 |
| Contributions | | | | | | | | |
| Contributions Minor | 0 | 0 | 0 | 0 | 0 | 200 | 0 | 4,473 |
| | 0 | 0 | 0 | 0 | 0 | 200 | 0 | 4,473 |
| TOTALS | 0 | 10,000 | 0 | 10,000 | 10,000 | 1,668,654 | 923,486 | 974,849 |

**SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

| Provider | Capital grant/contribution liabilities | | | | | Capital grants, subsidies and contributions revenue | | |
|-------------------------------------|--|--------------------------|--|--------------------------|-------------------------------------|---|----------------|--------------------------|
| | Liability 1 July 2025 | Increase in Liability | Decrease in Liability (As revenue) | Liability 31 Jan 2026 | Current Liability 31 Jan 2026 | Adopted Budget Revenue | YTD Budget | YTD Revenue Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Capital grants and subsidies | | | | | | | | |
| Law, Order, Public Safety | | | | | | | | |
| Wi - Fi Grant | 0 | 4,500 | (4,500) | 0 | 0 | 4,777 | 4,500 | 4,500 |
| Disaster Ready Grant | 0 | 0 | 0 | 0 | 0 | 73,097 | 0 | 0 |
| Transport | | | | | | | | |
| Roads to Recovery | 10,289 | 0 | 0 | 10,289 | 10,289 | 569,579 | 0 | 0 |
| Regional Road Group | 0 | 189,343 | (80,906) | 108,437 | 108,437 | 479,361 | 82,000 | 80,906 |
| WSFN | 19,909 | 0 | (15,230) | 4,679 | 4,679 | 49,121 | 15,000 | 15,230 |
| Economic Services | | | | | | | | |
| Dwer Community Water | 0 | 14,712 | 0 | 14,712 | 14,712 | 29,425 | 0 | 0 |
| DWER Community Water tanks | 0 | 13,014 | 0 | 13,014 | 13,014 | 26,026 | 0 | 0 |
| DWER Standpipe readers | 0 | 30,000 | (30,000) | 0 | 0 | 59,338 | 30,000 | 30,000 |
| Housing Support Program Stream 1 | 0 | 92,848 | (34,083) | 58,765 | 58,765 | 145,876 | 34,000 | 34,083 |
| Housing Support Program Stream 2 | 0 | 2,094,409 | 0 | 2,094,409 | 2,094,409 | 2,992,014 | 0 | 0 |
| | 30,198 | 2,438,826 | (164,719) | 2,304,305.00 | 2,304,305.00 | 4,428,614 | 165,500 | 164,719 |

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

15 BUDGET AMENDMENTS

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

| Description | Council Resolution | Classification | Non Cash | Increase in | Decrease in | Amended Budget |
|--|--------------------|--------------------|------------|----------------|------------------|-----------------|
| | | | Adjustment | Available Cash | Available Cash | Running Balance |
| | | | \$ | \$ | \$ | \$ |
| Budget adoption | | | | | | 0 |
| Loan from WATC for Western Power connection of industrial land | SCM-2025-087 | Capital revenue | | 110,000 | 0 | 110,000 |
| Western Power expenditure - connection of power | SCM-2025-087 | Capital expenses | | | (110,000) | 0 |
| Reduction in Financial Assistance Grant - addressed in budget | | | | | 0 | 0 |
| Road closure expenditure postponed | OCM-2025-136 | Operating expenses | | 24,400 | | 24,400 |
| Reduced wages parks and gardens | OCM-2025-136 | Operating expenses | | 7,500 | | 31,900 |
| Printer replacement postponed | OCM-2025-136 | Capital expenses | | 6,000 | | 37,900 |
| Lotterywest grant - Lake Towerrinning - included in budget | OCM-2025-136 | Operating revenue | | 20,000 | 0 | 57,900 |
| Landcare expenditure reduction | OCM-2025-136 | Operating expenses | | 37,000 | | 94,900 |
| Variance in surplus - included in previous year. | OCM-2025-136 | Operating revenue | | 20,630 | | 115,530 |
| Transfer to road reserve needs to increase by \$94,788. - address in budget review | | | | | | 115,530 |
| Election cost reduction | OCM-2025-136 | Operating expenses | | 7,500 | | 123,030 |
| Membership fees IPWEA | OCM-2025-136 | Operating expenses | | | (7,500) | 115,530 |
| Reduce reticulation at Admin Office | OCM-2025-136 | Operating expenses | | 8,000 | | 123,530 |
| Purchase Starlink for Fire brigades and works | OCM-2025-136 | Operating expenses | | | (1,500) | 122,030 |
| Purchase CCTV cameras | OCM-2025-136 | Operating expenses | | | (3,500) | 118,530 |
| Purchase tablet for works manager | OCM-2025-136 | Operating expenses | | | (3,000) | 115,530 |
| | | | | | | 115,530 |
| | | | | 241,030 | (125,500) | 115,530 |

12.2 ACCOUNTS FOR PAYMENT LISTING - DECEMBER 2025 AND JANUARY 2026

| | |
|--------------------------------|---|
| File Ref: | ADM338 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Kylie Whitaker, Finance Officer |
| Authorising Officer: | Rajinder S Sunner, Manager Corporate Services |
| Date: | 06/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. Accounts for Payment Listing - 1 December - 31 December 2025 2. Corporate Card Summary Statement - December 2025 3. Accounts for Payment Listing - 1 January - 31 January 2026 4. Corporate Card Summary Statement - January 2026 |

SUMMARY:

Council is requested to endorse payments of accounts for December 2025 and January 2026 as listed and note the attached credit card transactions.

BACKGROUND:

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

COMMENT:

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

CONSULTATION:

No consultation 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 1 | Minor 2 | Moderate 3 | Major 4 | Catastrophic 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 OCM-2026-010

Moved: Cr Graeme Peirce

Seconded: Cr Russell Prowse

That Council:

1. in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, note December 2025 Municipal Fund vouchers 02122025.1-02122025.34, 11122025.1-11122025.48, 23122025.1-23122025.55, Licensing, Salaries and Wages, EFT Transfers and Direct Debits totalling \$893,910.26 listed (attached) as approved for payment.
2. note the attached Corporate Credit Card facility transaction summary from 26 November 2025 to 24 December 2025.
3. in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, note January 2026 Municipal Fund vouchers 14012026.1-14012026.31, 30012026.1-30012026.32, Licensing, Salaries and Wages, EFT Transfers and Direct Debits totalling \$729,390.86 listed (attached) as approved for payment.
4. note the attached Corporate Credit Card facility transaction summary from 25 December 2025 to 23 January 2026.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED 7/0

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

| Date | Reference | Details | Amount |
|-------------|------------------|--|---------------|
| 22/12/2025 | Bpay | Australian Taxation Office | 29,630.00 |
| | | Nov 2025 BAS | |
| 24/12/2025 | Bpay | Western Power | 1,750.98 |
| | | Power Costs - Growden Place Subdivision | |
| 1/12/2025 | Direct Debit | National Australia Bank | 49.98 |
| | | Connect Fee Access & Usage | |
| 1/12/2025 | Direct Debit | Motorpass | 13.54 |
| | | Management Fees - Darkan & Arthur River Fuel Card | |
| 1/12/2025 | Direct Debit | Synergy | 96.78 |
| | | Town Dam Supply Charge & Consumption 1/10 - 6/11/25 | |
| 5/12/2025 | Direct Debit | Aware Super Clearing House | 13,720.64 |
| | | Fortnightly Superannuation Contributions | |
| 8/12/2025 | Direct Debit | Synergy | 393.53 |
| | | CRC Supply Charge & consumption 21/10 - 17/11/25 | |
| 15/12/2025 | Direct Debit | Rentfind Technologies Pty Ltd | 22.00 |
| | | MRI Inspect Subscription Dec 25 | |
| 17/12/2025 | Direct Debit | Water Corporation | 1,158.07 |
| | | 10 Gibbs, 15 & 25 Nangip, 31 Arthur, 1/10, 2/10, 1/12, 2/12, 22 & 52 Hillman, 10 & 11 King, Rail Reserve House Supply Charge & Consumption 2/10 - 28/11/25 | |
| 17/12/2025 | Direct Debit | Water Corporation | 191.21 |
| | | 18 Gibbs Supply Charge & Consumption 2/10-28/11/25 | |
| 18/12/2025 | Direct Debit | Synergy | 483.08 |
| | | Town Dam, Dura School, Dura Hall Supply Charge & Consumption 12/9 - 27/11/25 | |
| 18/12/2025 | Direct Debit | Water Corporation | 47.56 |
| | | 8 Hillman Supply Charge & Consumption 2/10 - 28/11/25 | |
| 19/12/2025 | Direct Debit | Aware Super Clearing House | 12,618.42 |
| | | Fortnightly Superannuation Contributions | |
| 22/12/2025 | Direct Debit | Water Corporation | 3,092.40 |
| | | Growden Pl Rear 2 & Rear 3, Caravan Park, Perry Park, Admin Office, Depot, Cemetery, CRC Supply Charge & Consumption 2/10 - 28/11/25 | |
| 23/12/2025 | Direct Debit | Telstra | 45.00 |
| | | Mobile, Landlines & Data for Shire facilities to 1/12/25 | |
| 24/12/2025 | Direct Debit | Aware Super Clearing House | 324.60 |
| | | Councillor quarterly superannuation contributions | |
| 24/12/2025 | Direct Debit | Aware Super Clearing House | 16,350.29 |
| | | Fortnightly Superannuation Contributions | |
| 24/12/2025 | Direct Debit | Telstra | 2,916.77 |
| | | Mobile, Landlines & Data for Shire facilities to 1/12/25 | |
| 29/12/2025 | Direct Debit | Motorpass | 13.54 |
| | | Management Fees - Darkan & Arthur River Fuel Card | |
| 29/12/2025 | Direct Debit | NAB Credit Card | 533.90 |
| | | See attached statement | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|---|---------------|
| 29/12/2025 | Direct Debit | National Australia Bank | 28.99 |
| | | Connect Fee Access & Usage | |
| 30/12/2025 | Direct Debit | WA Treasury Corporation | 7,991.69 |
| | | 2nd Qtr 2526 Loan repayments | |
| 31/12/2025 | Direct Debit | WA Treasury Corporation | 21,305.64 |
| | | 2nd Qtr 2526 Loan repayments | |
| 31/12/2025 | Direct Debit | Water Corporation | 228.91 |
| | | Horwood Standpipe Supply Charge & Consumption 2/10 - 28/11/25 | |
| 31/12/2025 | Direct Debit | National Australia Bank | 236.89 |
| | | Merchant Fee | |
| 31/12/2025 | Direct Debit | National Australia Bank | 46.00 |
| | | Account Fees 086724 508314385 | |
| 31/12/2025 | Direct Debit | National Australia Bank | 10.00 |
| | | Account Fees 50-831-4406 | |
| 4/12/2025 | EFT | Salaries and Wages | 66,801.34 |
| | | Payroll | |
| 18/12/2025 | EFT | Salaries and Wages | 60,953.28 |
| | | Payroll | |
| 31/12/2025 | EFT | Salaries and Wages | 62,029.72 |
| | | Payroll | |
| 2/12/2025 | 02122025.1 | ABCO Products | 912.60 |
| | | Toilet roll dispensers & freight | |
| 2/12/2025 | 02122025.2 | AMPAC Debt Recovery (WA) | 603.00 |
| | | Rate Recovery costs A718 | |
| 2/12/2025 | 02122025.3 | Blueforce | 1,031.80 |
| | | CCTV - Video Software Licence - December 25 | |
| 2/12/2025 | 02122025.4 | Bookeasy Australia Pty Ltd | 220.00 |
| | | Caravan Park Booking System - November 25 | |
| 2/12/2025 | 02122025.5 | Bruins Abbey | 464.26 |
| | | Reimbursement for costs incurred during DoT training | |
| 2/12/2025 | 02122025.6 | Bunnings Warehouse | 336.63 |
| | | Concrete epoxy repair, long handle shovel, fire extinguishers | |
| 2/12/2025 | 02122025.7 | CGS Tyres | 3,690.00 |
| | | Grader tyres | |
| 2/12/2025 | 02122025.8 | Contract Aquatic | 22,110.00 |
| | | Pool Management Fee - December 25 - January 26 | |
| 2/12/2025 | 02122025.9 | Darkan Agri Services | 4,858.63 |
| | | Various items for maint./cleaning of shire buildings | |
| 2/12/2025 | 02122025.10 | Darkan Earthmoving | 40,320.50 |
| | | Gibbs rd pit, Sandalwood Rd & Trigwell Bridge Road | |
| 2/12/2025 | 02122025.11 | Darkan Primary School P&C | 400.00 |
| | | Christmas Tree support | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|--|---------------|
| 2/12/2025 | 02122025.12 | DKM Workplace Solutions | 213.40 |
| | | Dec 25 Workplace Employment Support Services Subscription | |
| 2/12/2025 | 02122025.13 | Exurban Rural and Regional Planning | 9,245.81 |
| | | Town Planning Consultancy Services November 25 | |
| 2/12/2025 | 02122025.14 | Fuel Distributors of WA | 23,950.31 |
| | | Diesel & fuel for management vehicles | |
| 2/12/2025 | 02122025.15 | Harrington Pres. Karen | 100.00 |
| | | Return of councillor nomination deposit | |
| 2/12/2025 | 02122025.16 | Lubcke Cr Helen | 100.00 |
| | | Return of councillor nomination deposit | |
| 2/12/2025 | 02122025.17 | Meals on Wheels WA Inc. | 100.00 |
| | | Seniors Meals - MOW Annual Membership | |
| 2/12/2025 | 02122025.18 | Metal Artwork Badges | 313.28 |
| | | 5 x Council Desk Plaques | |
| 2/12/2025 | 02122025.19 | Mitsui & Co. Wood Resources Oceania Pty Ltd | 562.03 |
| | | Overpayment of rates | |
| 2/12/2025 | 02122025.20 | Quest Innaloo | 1,055.64 |
| | | Abbey Bruins DOT training | |
| 2/12/2025 | 02122025.21 | Ros's Car Detailing - Roslyn King | 8,916.67 |
| | | Caravan Park cleaning & caretaking, cleaning of halls, public conveniences, CRC & admin office - November 25 | |
| 2/12/2025 | 02122025.22 | SD and A DeGaris | 3,474.90 |
| | | To supply fitted 25m x 3" layflat hose | |
| 2/12/2025 | 02122025.23 | Shelle's Fancy Face Painting | 55.00 |
| | | Deposit for CRC/Shire event | |
| 2/12/2025 | 02122025.24 | Signs Plus | 130.00 |
| | | 5 x Deluxe Domed Magnetic Clip Badges | |
| 2/12/2025 | 02122025.25 | Source Machinery Pty Ltd | 262.89 |
| | | Seat belt assy & freight | |
| 2/12/2025 | 02122025.26 | South Cr Duncan | 100.00 |
| | | Return of councillor nomination deposit | |
| 2/12/2025 | 02122025.27 | South Lomond Valerie | 100.00 |
| | | Return of councillor nomination deposit | |
| 2/12/2025 | 02122025.28 | Sprys Meat Market | 138.31 |
| | | Seniors Meals - meat | |
| 2/12/2025 | 02122025.29 | St Luke's Family Practice | 3,080.00 |
| | | Darkan Clinic Doctor Service & Travel Fees - Nov & Dec 25 | |
| 2/12/2025 | 02122025.30 | Team Global Express | 453.80 |
| | | SW Isuzu, Source Machinery, Jas Oceania, Filters Plus, Chemcentre Freight Costs | |
| 2/12/2025 | 02122025.31 | Thomsons Auto Parts | 385.00 |
| | | Mirror R/H Mitsubishi Triton | |
| 2/12/2025 | 02122025.32 | Warriv Pty Limited | 3,773.57 |
| | | Overpayment of rates | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|--|---------------|
| 2/12/2025 | 02122025.33 | West Arthur Community Resource Centre | 5,352.45 |
| | | Library & Medical Funding 1/10-31/12/25 & laminating | |
| 2/12/2025 | 02122025.34 | Zone 50 Engineering Surveys Pty Limited | 16,753.00 |
| | | Darkan Williams Road WSFN | |
| 11/12/2025 | 11122025.1 | Advanced Autologic Pty Ltd | 3,193.00 |
| | | Solvent, Solvent degreaser, Fleet Clean, Grease, Window Cleaner | |
| 11/12/2025 | 11122025.2 | Air Liquide | 57.28 |
| | | Cylinder Fees November 25 | |
| 11/12/2025 | 11122025.3 | Albany Records Management | 303.05 |
| | | Collection of Record bins | |
| 11/12/2025 | 11122025.4 | Allied Forklifts Pty Limited | 1,292.50 |
| | | Fork extension slippers & freight | |
| 11/12/2025 | 11122025.5 | AMPAC Debt Recovery (WA) | 335.50 |
| | | Rate Recovery Costs A727 | |
| 11/12/2025 | 11122025.6 | Australia Post | 192.43 |
| | | 2526 Rates second instalment notices and monthly postage expenses | |
| 11/12/2025 | 11122025.7 | Bell Sharon | 809.61 |
| | | Reimbursement for seniors meals, staff christmas party groceries | |
| 11/12/2025 | 11122025.8 | Broons Group P/L aft Bowes & Co Machinery Uni | 91,151.50 |
| | | Graderoll Mono, freight, tyre scraper, solid filled tyres, recovery hitch, manual control system, LED brake & indicator lights | |
| 11/12/2025 | 11122025.9 | Bunbury Kia, Bunbury GWM & The Jones Boys Mot | 47,299.05 |
| | | 2025 GWM Cannon Tray Back | |
| 11/12/2025 | 11122025.10 | Central Garage | 884.40 |
| | | Starter motor, remove & replace starter motor | |
| 11/12/2025 | 11122025.11 | City of Kalamunda | 816.66 |
| | | Building Services - 31/7-19/11/25 | |
| 11/12/2025 | 11122025.12 | Coastal Freightlines Pty Ltd | 166.32 |
| | | Pathwest & water samples freight | |
| 11/12/2025 | 11122025.13 | Coates Hire Operations Pty Ltd | 300.43 |
| | | 340kg Plate Compactor, enviro charge & waiver charge | |
| 11/12/2025 | 11122025.14 | Collie Mowers & More | 303.00 |
| | | Whipper snip heads, chain picco micro, file holder 2in | |
| 11/12/2025 | 11122025.15 | CTEC Mechanical | 110.00 |
| | | Wheel alignment | |
| 11/12/2025 | 11122025.16 | Darkan Self-Contained Accommodation | 436.00 |
| | | 2 nights accommodation for intern | |
| 11/12/2025 | 11122025.17 | Filters Plus WA | 693.01 |
| | | Radial seal air filter, fuel filter, oil filter, radial seal inner air filter, filter service kit hilux | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|---|---------------|
| 11/12/2025 | 11122025.18 | Firecore Solutions | 1,830.40 |
| | | Inspect Admin Office, Darkan Hall, CRC, Pool, Caravan Park, The Shed, Darkan, Duranillin & Arthur River Fire Brigade Shed, Depot, Arthur River Hall, Moodiarup Hall, Duranillin Hall | |
| 11/12/2025 | 11122025.19 | Fleays Store | 50.80 |
| | | Office refreshments Nov 25 | |
| 11/12/2025 | 11122025.20 | Fuel Distributors of WA | 263.50 |
| | | Fuel for management vehicles | |
| 11/12/2025 | 11122025.21 | Henderson Hardware | 36.00 |
| | | Keys Cut - parks chain locks | |
| 11/12/2025 | 11122025.22 | Hersey's Safety Pty Ltd | 1,288.00 |
| | | Fly Nets, Bag of rags, earplugs, latex gloves, stinga gloves, danger tape, can contact cleaner, Pest repellent, safety glasses, sunscreen, spray & mark, breakdown triangles, freight | |
| 11/12/2025 | 11122025.23 | Horticulture Trade Corporation International | 3,414.05 |
| | | Go Natural Traps | |
| 11/12/2025 | 11122025.24 | Landgate | 96.96 |
| | | Rural UV Interim Valuation Shared | |
| 11/12/2025 | 11122025.25 | Magiq Software Limited | 522.50 |
| | | Recording Plant op cost via timesheet | |
| 11/12/2025 | 11122025.26 | Mcleods Lawyers Pty Ltd | 63.80 |
| | | Advice: Property Sale Growden Place | |
| 11/12/2025 | 11122025.27 | O'Neill Cr Natalie Patricia | 100.00 |
| | | Return of councillor nomination deposit | |
| 11/12/2025 | 11122025.28 | Parker Black and Forrest Pty. Ltd. | 204.60 |
| | | Twin cylinder 570 & freight | |
| 11/12/2025 | 11122025.29 | Pederick Engineering | 147.40 |
| | | Supply hydraulic hose as per sample | |
| 11/12/2025 | 11122025.30 | Putland Motors | 1,462.25 |
| | | Parts & Repairs | |
| 11/12/2025 | 11122025.31 | QHSE Integrated Solutions Pty Ltd T/As Skytru | 218.90 |
| | | Skytrust intelligence System | |
| 11/12/2025 | 11122025.32 | Schinzig Renee | 73.34 |
| | | Reimburse Catering Items - Council Meeting Oct 25 | |
| 11/12/2025 | 11122025.33 | Shelle's Fancy Face Painting | 495.00 |
| | | Final payment for face painting for Shire/CRC event | |
| 11/12/2025 | 11122025.34 | SOS Office Equipment | 230.94 |
| | | Photocopier Billing Job November 25 | |
| 11/12/2025 | 11122025.35 | Source Machinery Pty Ltd | 769.21 |
| | | Blade (54 H30T 22mm hole), Blade (H30T), Spring (tension) & freight | |
| 11/12/2025 | 11122025.36 | Sprys Meat Market | 362.48 |
| | | Seniors Meals - meat | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|---|---------------|
| 11/12/2025 | 11122025.37 | The Great Awakening Cafe | 357.50 |
| | | Catering November Council Meeting | |
| 11/12/2025 | 11122025.38 | Thomsons Auto Parts | 124.95 |
| | | Fuel Gauge | |
| 11/12/2025 | 11122025.39 | Tuffa Products Pty Ltd | 1,512.50 |
| | | Custom Prestart Books | |
| 11/12/2025 | 11122025.40 | Turvey Donna | 200.00 |
| | | Return of bond on Hall Hire | |
| 11/12/2025 | 11122025.41 | WA Contract Ranger Services Pty Limited | 4,677.75 |
| | | Ranger Services November 25 | |
| 11/12/2025 | 11122025.42 | WALGA | 7,098.70 |
| | | E-Learning Subscription - Council Member Essential Nov 25 - Oct 26 & Cert III in Local Govt | |
| 11/12/2025 | 11122025.43 | Wamerinoco Pty Ltd | 720.50 |
| | | 6 x Shire Staff Polo Shirts - Space Navy, 2 x Shire Council Polo Shirts & freight | |
| 11/12/2025 | 11122025.44 | Warren Blackwood Waste | 3,159.60 |
| | | Commercial, Domestic & Recycling Waste Services November 25 | |
| 11/12/2025 | 11122025.45 | West Arthur Community Resource Centre | 510.00 |
| | | Drs hours November 25 | |
| 11/12/2025 | 11122025.46 | Westrac Bunbury | 878.27 |
| | | Glass rear 233-3235 | |
| 11/12/2025 | 11122025.47 | Whitaker Geoffrey & Kylie | 197.50 |
| | | Reimbursement for accommodation for Payroll training | |
| 11/12/2025 | 11122025.48 | Young Jeff | 170.00 |
| | | Reimbursement of Work Boots | |
| 23/12/2025 | 23122025.1 | A C Chapman and Sons | 8,800.00 |
| | | Supply Gravel | |
| 23/12/2025 | 23122025.2 | ABCO Products | 673.31 |
| | | 1 ply interleaved toilet tissue paper & freight | |
| 23/12/2025 | 23122025.3 | Advanced Autologic Pty Ltd | 1,056.00 |
| | | Grease, Citra Care Plus | |
| 23/12/2025 | 23122025.4 | Air Response | 543.59 |
| | | Servicing air conditioner at 15 Nangip | |
| 23/12/2025 | 23122025.5 | AMD Audit and Assurance Pty Limited | 2,178.00 |
| | | Roads to Recovery Audit | |
| 23/12/2025 | 23122025.6 | AMPAC Debt Recovery (WA) | 35.80 |
| | | Rate Recovery Costs A718 | |
| 23/12/2025 | 23122025.7 | Ausrecord Pty Limited | 101.20 |
| | | Rolls of full size alphabet labels | |
| 23/12/2025 | 23122025.8 | Bell Sharon | 670.67 |
| | | Reimbursement for staff christmas grocery items & seniors meals grocery items | |
| 23/12/2025 | 23122025.9 | Bruins Abbey | 311.76 |
| | | Reimbursement for meals while on DoT training | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|--|---------------|
| 23/12/2025 | 23122025.10 | Bunbury Machinery | 297.32 |
| | | Wacker Packer Throttle Cable, Rubber Mounts, switch stop & freight | |
| 23/12/2025 | 23122025.11 | Bunnings Warehouse | 586.64 |
| | | BBQ Flat Jumbuck 6 bnr, bug spray, key ring tags, ant killer, rangehood, batten fix white, mushroom cowl vent, potting mix | |
| 23/12/2025 | 23122025.12 | Burgess Rawson | 443.97 |
| | | Water Use 02/10/25 - 28/11/25 | |
| 23/12/2025 | 23122025.13 | Chem Centre | 220.00 |
| | | One sample of water received on 21/11/25. Sample Reference: Lake Towerrining | |
| 23/12/2025 | 23122025.14 | Contract Aquatic | 22,110.00 |
| | | Pool Management Fee - January - February 26 | |
| 23/12/2025 | 23122025.15 | Darkan Agri Services | 6,521.19 |
| | | Various items for maint./cleaning of shire buildings | |
| 23/12/2025 | 23122025.16 | Darkan Self-Contained Accommodation | 2,484.00 |
| | | IABD 90% funding | |
| 23/12/2025 | 23122025.17 | Dept of Fire and Emergency Services | 21,602.40 |
| | | 25/26 ESLB 2nd Qtr Contribution | |
| 23/12/2025 | 23122025.18 | DKM Workplace Solutions | 213.40 |
| | | Jan 26 Workplace Employment Support Services Subscription | |
| 23/12/2025 | 23122025.19 | Duff Electrical Contracting | 6,092.19 |
| | | Install 2kW split system A/C & install 20amp 3 phase supply in kiosk | |
| 23/12/2025 | 23122025.20 | Ergolink Ergonomics | 1,907.79 |
| | | Brent mesh back moulded foam chair x 3 | |
| 23/12/2025 | 23122025.21 | Filters Plus WA | 313.50 |
| | | Radial seal air filter & radial seal inner air filter | |
| 23/12/2025 | 23122025.22 | Fordham Lamont Vin | 59.00 |
| | | Reimbursement for Optus Monthly Broadband - CEO Home Internet | |
| 23/12/2025 | 23122025.23 | Fraser & Jenkins Pty Ltd T/as Print Media Gro | 285.76 |
| | | Stationery items for fire incident controller | |
| 23/12/2025 | 23122025.24 | Fuel Distributors of WA | 91.62 |
| | | Fuel for Ford Everest AW01 16/12/25 | |
| 23/12/2025 | 23122025.25 | Harrington Pres. Karen | 3,016.23 |
| | | Councillor Claim 2nd Qtr 2526 | |
| 23/12/2025 | 23122025.26 | Henderson Hardware | 120.00 |
| | | 30m of 50mm blueline polypipe | |
| 23/12/2025 | 23122025.27 | Industrial Automation Group Pty Ltd | 40,534.45 |
| | | Tank Controller - Growden Place | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|---|---------------|
| 23/12/2025 | 23122025.28 | Infinitum Technologies Pty Ltd | 21,941.11 |
| | | Server migration - Issues & Tickets, Managed Service Agreement Dec 25, Samsung Galaxy Tablet & cover, Hall wifi labour | |
| 23/12/2025 | 23122025.29 | JAS Oceania Pty Ltd | 96.86 |
| | | LED Rotator Beacon | |
| 23/12/2025 | 23122025.30 | Lotex Filter Cleaning Service | 1,029.82 |
| | | Air filters & air con panel | |
| 23/12/2025 | 23122025.31 | Lubcke Cr Helen | 1,020.35 |
| | | Councillor Claim 2nd Qtr 2526 | |
| 23/12/2025 | 23122025.32 | Morrell Cr Neil | 1,052.91 |
| | | Councillor Claim 2nd Qtr 2526 | |
| 23/12/2025 | 23122025.33 | O'Neill Cr Natalie Patricia | 888.75 |
| | | Councillor Claim 2nd Qtr 2526 | |
| 23/12/2025 | 23122025.34 | Office of the Auditor General | 53,428.10 |
| | | Fee for the attest audit for year end | |
| 23/12/2025 | 23122025.35 | Officeworks | 591.81 |
| | | Office stationery | |
| 23/12/2025 | 23122025.36 | Pederick Engineering | 202.07 |
| | | Blow pipe handle Platinum series | |
| 23/12/2025 | 23122025.37 | Peirce Cr Graeme | 793.63 |
| | | Councillor Claim 2nd Qtr 2526 | |
| 23/12/2025 | 23122025.38 | Phoenix Glass | 455.00 |
| | | Louvres 7 Hillman, flyscreen repair Chalet 2, flyscreen repair 1/10 Hillman, glass sliding door handle for 18 Gibbs | |
| 23/12/2025 | 23122025.39 | Putland Motors | 1,623.00 |
| | | Parts & Repairs | |
| 23/12/2025 | 23122025.40 | Cr Russell W Prowse | 596.15 |
| | | Councillor Claim 2nd Qtr 2526 | |
| 23/12/2025 | 23122025.41 | Scavenger Fire & Safety | 3,630.00 |
| | | Fire Retardant Foam | |
| 23/12/2025 | 23122025.42 | Shire of Dumbleyung | 1,666.50 |
| | | Regional Housing Support Fund Grant Application | |
| 23/12/2025 | 23122025.43 | South Cr Duncan | 1,363.95 |
| | | Councillor Claim 2nd Qtr 2526 | |
| 23/12/2025 | 23122025.44 | South West Isuzu | 171.61 |
| | | Gasket switch | |
| 23/12/2025 | 23122025.45 | Sprys Meat Market | 997.32 |
| | | Meat for christmas staff & councillors party & seniors meals | |
| 23/12/2025 | 23122025.46 | St John Ambulance WA Ltd | 382.50 |
| | | Snake Bite Kits | |
| 23/12/2025 | 23122025.47 | St Luke's Family Practice | 2,310.00 |
| | | Darkan Clinic Doctor Service & travel Fees - December 25 | |

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

| Date | Reference | Details | Amount |
|-------------|------------------|--|---------------|
| 23/12/2025 | 23122025.48 | Strategic Leadership Consulting | 6,568.56 |
| | | CEO Performance Review 25/26 | |
| 23/12/2025 | 23122025.49 | Team Global Express | 1,175.78 |
| | | Horticulture Trade, ABCO, SW Isuzu, Pathwest, Filters Plus, Source Machinery, Herseys Safety, Bunbury Machinery Freight | |
| 23/12/2025 | 23122025.51 | The Great Awakening Cafe | 2,916.00 |
| | | IABD 90% funding | |
| 23/12/2025 | 23122025.52 | Thomsons Auto Parts | 14.00 |
| | | Twin Mini Blade Fuse Holder | |
| 23/12/2025 | 23122025.53 | Timber Insight Pty Ltd (Asset Worx) | 21,817.27 |
| | | Level 1 inspections & reporting Bridge 735A, 736A, 737, 738, 739, 4014, 4016A, 4017, 4018A, 4020, 4021, 4022, 4074, 4075, 4828 Expansion joint maintenance Bridge 4018A, Expansion joint seals on Bridge 4017 | |
| 23/12/2025 | 23122025.54 | Whitaker Geoffrey & Kylie | 88.00 |
| | | Reimbursement for SMS Global credit | |
| 23/12/2025 | 23122025.55 | White Amy | 84.00 |
| | | Reimbursement for Micro SD Cards for Dash Cams & Drone | |
| | | VOUCHERS | |
| | | MUNICIPAL FUND | |
| | | BPAY | 31,380.98 |
| | | DIRECT DEBIT | 81,919.43 |
| | | EFT | 189,784.34 |
| | | 0212025.1-02122025.34 | 153,563.48 |
| | | 11122025.1-11122025.48 | 179,581.14 |
| | | 23122025.1-23122025.55 | 248,174.84 |
| | | LICENSING DECEMBER 2025 TRANSFERS | 9,506.05 |
| | | TOTAL | 893,910.26 |

SHIRE OF WEST ARTHUR
 PAYMENTS OF ACCOUNTS BY NAB VISA CARD
 FOR THE STATEMENT PERIOD: 26 November to 24 December 2025



| DATE | PAYEE | PO NUMBER | DESCRIPTION | 1. CARD NUMBER | SOWA EXPENSE CODE | EXPENSE DESCRIPTION | TOTAL |
|---|---|-----------|--|----------------|---|---|-----------------|
| 08-Dec-25 | Stratlink Australia | 102413 | Depot wifi | E14200 | | OTHER PROPERTY & SERVICES-Administration Overheads-Computer Maintenance | \$139.00 |
| 22-Dec-25 | Callcast | 103394 | SMS Messaging Service | E051020 | | LAW ORDER & PUBLIC SAFETY-Fire Prevention-Control Other | \$170.50 |
| CARD 1 PAYMENTS | | | | | | | |
| | RAINIER SUNNER Cardholder Name | | | | VINCENT FORDHAM LAMONT Reviewed by CEO | | \$309.50 |
| CARD 2 PAYMENTS | | | | | | | |
| 08-Dec-25 | Anasonda Pty Ltd | 103284 | Gators - Snake | E143005 | | OTHER PROPERTY & SERVICES-Works Overheads-Occupational Health & Safety | \$128.99 |
| 12-Dec-25 | LEBS Cannington | 103416 | Forklift Licence | E143020 | | OTHER PROPERTY & SERVICES-Works Overheads-Training & Development | \$223.99 |
| CARD 3 PAYMENTS | | | | | | | |
| | GARY BASMUSSEN Cardholder Name | | | | VINCENT FORDHAM LAMONT Reviewed by CEO | | \$352.98 |
| CARD 3 PAYMENTS | | | | | | | |
| 03-Dec-25 | Fireflies International | 103413 | Fireplans plan and international transaction fee | E142070 | | OTHER PROPERTY & SERVICES-Administration Overheads-Other Admin Expenses | \$59.63 |
| | VINCENT FORDHAM LAMONT Cardholder Name | | | | KAREN HARRINGTON Reviewed by Shire President | | \$59.63 |
| TOTAL NAB VISA CARD PAYMENTS 4336-XXXX-XXXX-7507 | | | | | | | \$991.12 |

I, Kyle 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.

Kyle Whitaker

DATE: 31/12/25



**Shire of West Arthur
Creditor Payments
January 2026**

| Date | Reference | | Amount |
|-------------|------------------|---|---------------|
| 30/01/2026 | Bpay | Australian Taxation Office | 6,279.00 |
| | | December 25 BAS | |
| 5/01/2026 | Direct Debit | Synergy | 1,617.48 |
| | | Streetlights 25 Oct - 24 Nov 25 | |
| 8/01/2026 | Direct Debit | Synergy | 403.01 |
| | | CRC Supply Charge & consumption 18 Nov - 15 Dec 25 | |
| 15/01/2026 | Direct Debit | Rentfind Technologies Pty Ltd | 22.00 |
| | | Rent Find Monthly Fee | |
| 16/01/2026 | Direct Debit | Aware Super Clearing House | 12,601.00 |
| | | Fortnightly Superannuation Contributions | |
| 16/01/2026 | Direct Debit | Synergy | 71.30 |
| | | 52 Hillman Supply Charge & Consumption 1 Sep - 2 Sep 25 establishment fee | |
| 21/01/2026 | Direct Debit | Telstra | 45.00 |
| | | Mobile, Landlines & Data for Shire facilities to 1/1/26 | |
| 22/01/2026 | Direct Debit | Synergy | 3,861.04 |
| | | Depot, 6, 8 & 22 Hillman, 162 Moodiarrup Road, Admin, Darkan Hall, 10 King, The Shed, Arthur River Hall, Hull Park, 10 Gibbs Supply Charge & Consumption 31 Oct - 31 Dec 25 | |
| 23/01/2026 | Direct Debit | Synergy | 1,565.31 |
| | | Streetlights 25 Nov - 24 Dec 25 | |
| 23/01/2026 | Direct Debit | WA Treasury Corporation | 1,986.63 |
| | | Guarantee Fee to 31/12/25 | |
| 27/01/2026 | Direct Debit | NAB Credit Card | 3,163.25 |
| | | See attached statement | |
| 27/01/2026 | Direct Debit | Telstra | 2,906.61 |
| | | Mobile, Landlines & Data for Shire facilities to 1/1/26 | |
| 28/01/2026 | Direct Debit | Synergy | 2,759.27 |
| | | Caravan Park, Rail Reserve, Lake, Moodi Hall, Info Bay Supply Charge & Consumption 5 Nov 25 - 6 Jan 26 | |
| 29/01/2026 | Direct Debit | Motorpass | 323.09 |
| | | Management Fees - Darkan & Arthur River Fuel Card & Arthur River Fuel | |
| 29/01/2026 | Direct Debit | Synergy | 73.12 |
| | | Dura Water Supply Charge & Consumption 5 Nov 25 - 6 Jan 26 | |
| 29/01/2026 | Direct Debit | National Australia Bank | 61.23 |
| | | Connect Fee Access & Usage | |
| 30/01/2026 | Direct Debit | National Australia Bank | 274.52 |
| | | Merchant Fee | |
| 30/01/2026 | Direct Debit | National Australia Bank | 22.00 |
| | | Account Fee | |
| 30/01/2026 | Direct Debit | National Australia Bank | 10.00 |
| | | Account Fee | |

**Shire of West Arthur
Creditor Payments
January 2026**

| Date | Reference | | Amount |
|-------------|------------------|---|---------------|
| 30/01/2026 | Direct Debit | Aware Super Clearing House | 12,556.01 |
| | | Fortnightly Superannuation Contributions | |
| 15/01/2026 | Eft | Salaries and Wages | 62,742.85 |
| | | Payroll | |
| 29/01/2026 | Eft | Salaries and Wages | 63,227.85 |
| | | Payroll | |
| 14/01/2026 | 14012026.1 | Air Liquide | 57.28 |
| | | Cylinder Fees | |
| 14/01/2026 | 14012026.2 | AMPAC Debt Recovery (WA) | 924.00 |
| | | Rate Recovery Costs A985, A986 & A727 | |
| 14/01/2026 | 14012026.3 | Australia Post | 170.00 |
| | | x1 box of stamps | |
| 14/01/2026 | 14012026.4 | Bell Sharon | 36.00 |
| | | Reimbursement for certificate frames for Australia Day | |
| 14/01/2026 | 14012026.5 | Blueforce | 1,031.80 |
| | | CCTV - Video Software Licence - January 26 | |
| 14/01/2026 | 14012026.6 | Bookeasy Australia Pty Ltd | 220.00 |
| | | Caravan Park Booking System - December 25 | |
| 14/01/2026 | 14012026.7 | Bunnings Warehouse | 1,816.04 |
| | | 52 Hillman St repairs | |
| 14/01/2026 | 14012026.8 | Central Garage | 1,105.50 |
| | | Check air con pressure - Issues & travel on various plant | |
| 14/01/2026 | 14012026.9 | Coalfields Darkan Pty Limited | 3,730.00 |
| | | Darkan Hotel IABD 90% funding & Seniors week event | |
| 14/01/2026 | 14012026.10 | Coates Hire Operations Pty Ltd | 200.29 |
| | | Compactor 80kg | |
| 14/01/2026 | 14012026.11 | DKM Workplace Solutions | 968.00 |
| | | CEO performance review 25, PD review/update | |
| 14/01/2026 | 14012026.12 | Exurban Rural and Regional Planning | 4,540.01 |
| | | Town Planning Consultancy Services December 25 | |
| 14/01/2026 | 14012026.13 | Filters Plus WA | 103.95 |
| | | Cabin air filter on 2014 Cat 12m Grader | |
| 14/01/2026 | 14012026.14 | Fleays Store | 464.80 |
| | | Celebrate Local Event Catering & refreshments for office & council meetings | |
| 14/01/2026 | 14012026.15 | Fordham Lamont Vin | 59.00 |
| | | Reimbursement for Optus monthly broadband - CEO Home Internet | |
| 14/01/2026 | 14012026.16 | Fuel Distributors of WA | 22,888.78 |
| | | Diesel depot 15000L & fuel for MCS vehicle | |
| 14/01/2026 | 14012026.17 | Great Southern Fuel Supplies | 1,969.85 |
| | | 1000L Diesel | |
| 14/01/2026 | 14012026.18 | Hidderley Mike | 293.84 |
| | | Reimbursement for 52 Hillman St Repairs | |

**Shire of West Arthur
Creditor Payments
January 2026**

| Date | Reference | | Amount |
|-------------|------------------|--|---------------|
| 14/01/2026 | 14012026.19 | JLT Risk Solutions | 4,235.00 |
| | | Half yearly in arrears contributions for the Shire participation in the LGIS Regional Risk Coordinator program | |
| 14/01/2026 | 14012026.20 | Market Creations | 5,500.00 |
| | | Register modules for website | |
| 14/01/2026 | 14012026.21 | Marketforce | 622.53 |
| | | Major Land Transaction West Aus Advertisement | |
| 14/01/2026 | 14012026.22 | QHSE Integrated Solutions Pty Ltd T/As Skytru | 218.90 |
| | | Skytrust intelligence System | |
| 14/01/2026 | 14012026.23 | Regional Communications Solutions | 1,450.90 |
| | | Waterproof Easy 12 Volt Starlink Mini Booster, Magnetic Roof Mount - Starlink | |
| 14/01/2026 | 14012026.24 | Ros's Car Detailing - Roslyn King | 9,290.67 |
| | | Caravan Park cleaning & caretaking, cleaning of halls, public conveniences, CRC & admin office - December 25 | |
| 14/01/2026 | 14012026.25 | Royal Life Saving WA | 440.00 |
| | | Watch Around Water membership | |
| 14/01/2026 | 14012026.26 | SD and A DeGaris | 166.66 |
| | | Reimbursement for fuel Arthur River truck | |
| 14/01/2026 | 14012026.27 | SOS Office Equipment | 228.04 |
| | | Photocopier Billing Job December 25 | |
| 14/01/2026 | 14012026.28 | Team Global Express | 471.35 |
| | | Freight - Fire suppression foam | |
| 14/01/2026 | 14012026.29 | WA Contract Ranger Services Pty Limited | 2,887.50 |
| | | Ranger Services December 25 | |
| 14/01/2026 | 14012026.30 | Warren Blackwood Waste | 3,597.38 |
| | | Waste & recycling services December 25 | |
| 14/01/2026 | 14012026.31 | West Arthur Community Resource Centre | 649.53 |
| | | Celebrate local event refreshments, laminating | |
| 30/01/2026 | 30012026.1 | Afgri Equipment Australia Pty Limited | 66.00 |
| | | Latch & freight for 2017 John Deere | |
| 30/01/2026 | 30012026.2 | AMPAC Debt Recovery (WA) | 70.14 |
| | | Rate Recovery Costs A727 | |
| 30/01/2026 | 30012026.3 | Bell Sharon | 368.72 |
| | | Reimbursement for Australia Day - groceries | |
| 30/01/2026 | 30012026.4 | Bunbury Machinery | 66.00 |
| | | Bearing & freight | |
| 30/01/2026 | 30012026.5 | Bunnings Warehouse | 15.18 |
| | | Cable management dline 2m white | |
| 30/01/2026 | 30012026.6 | Coates Hire Operations Pty Ltd | 240.35 |
| | | 80kg compactor 1 week hire | |
| 30/01/2026 | 30012026.7 | Contract Aquatic | 22,110.00 |
| | | Pool Management Fee - February - March 26 | |

**Shire of West Arthur
Creditor Payments
January 2026**

| Date | Reference | | Amount |
|-------------|------------------|---|---------------|
| 30/01/2026 | 30012026.8 | Country Road Contracting Limited | 1,452.00 |
| | | Contract Machinery - Loader - Cordering Fire 20251215 | |
| 30/01/2026 | 30012026.9 | Darkan Earthmoving | 5,546.75 |
| | | Hire of bulldozer & operator | |
| 30/01/2026 | 30012026.10 | DKM Workplace Solutions | 132.00 |
| | | Draft Secondary Appointment letter | |
| 30/01/2026 | 30012026.11 | Down to Earth Training & Assessing | 9,538.00 |
| | | Traffic management + Traffic control 5 x full course 3 days, TMP + TC 2 x refresher course, travel, accommodation | |
| 30/01/2026 | 30012026.12 | Fuel Distributors of WA | 948.30 |
| | | Fuel for executive vehicles | |
| 30/01/2026 | 30012026.13 | G & M Detergents | 460.65 |
| | | Foam soap, bin liners, toilet brushes & stands, raytex cloths, mops & fly spray | |
| 30/01/2026 | 30012026.14 | GCM Agencies Pty Ltd | 164.45 |
| | | Left Hand Mirror & freight | |
| 30/01/2026 | 30012026.15 | Industrial Automation Group Pty Ltd | 42,184.45 |
| | | Tank Controller - Growden Place & Horwood St | |
| 30/01/2026 | 30012026.16 | Infinitum Technologies Pty Ltd | 1,402.50 |
| | | Replacement UPS, 5 year License smartconnect advance & shipping | |
| 30/01/2026 | 30012026.17 | Landgate | 96.96 |
| | | Rural UV Interim Valuation Shared | |
| 30/01/2026 | 30012026.18 | Lawson Brett | 27.00 |
| | | Caravan Park Refund | |
| 30/01/2026 | 30012026.19 | Narrogin Auto Electrics | 185.17 |
| | | Electrical Issue - wiring harness for water cart | |
| 30/01/2026 | 30012026.20 | Narrogin Mitsubishi | 621.17 |
| | | Vehicle service for AW 0 | |
| 30/01/2026 | 30012026.21 | Nuccini Chimney Sweeping | 2,150.00 |
| | | Annual chimney sweeping & travel for shire housing | |
| 30/01/2026 | 30012026.22 | Petroltec Pty Ltd | 2,434.08 |
| | | Urgent Re-calibration on FMT Fuel System | |
| 30/01/2026 | 30012026.23 | PFD Food Services Pty Ltd | 275.25 |
| | | Sauce tubs, uht milk portions, salad dressing portions, foil, gravy mix & cling wrap | |
| 30/01/2026 | 30012026.24 | Putland Motors | 3,636.88 |
| | | Parts & repairs | |
| 30/01/2026 | 30012026.25 | Ros's Car Detailing - Roslyn King | 8,916.67 |
| | | Caravan Park cleaning & caretaking, cleaning of halls, public conveniences, CRC & admin office - January 26 | |
| 30/01/2026 | 30012026.26 | Shire of Narrogin | 7,050.68 |
| | | CESM Claim - Oct 25 - Dec 25 | |

**Shire of West Arthur
Creditor Payments
January 2026**

| Date | Reference | | Amount |
|-----------------------|------------------|--|---------------|
| 30/01/2026 | 30012026.27 | Sprys Meat Market | 484.92 |
| | | Catering - Australia Day Breakfast | |
| 30/01/2026 | 30012026.28 | Team Global Express | 44.19 |
| | | FP Filters freight | |
| 30/01/2026 | 30012026.29 | Total Tools Bunbury | 9,729.00 |
| | | Toolkit 10 1045PC | |
| 30/01/2026 | 30012026.30 | WA Hino Sales & Service | 340,062.65 |
| | | Hino 700S FS 2848 13.0L Turbo Deisel AMT | |
| 30/01/2026 | 30012026.31 | West Arthur Community Resource Centre | 931.75 |
| | | Laminating FCO Handouts, community vouchers & drs hours December 25 (5, 12 and 19/12) | |
| 30/01/2026 | 30012026.32 | Westrac Bunbury | 6,648.33 |
| | | Coolant 200L, Perform Maintenance on Air Conditioner, 500hr service & labour | |
| MUNICIPAL FUND | | VOUCHERS | |
| | | BPAY | \$ 6,279.00 |
| | | DIRECT DEBIT | \$ 44,321.87 |
| | | EFT | \$ 125,970.70 |
| | | 14012026.1-14012026.31 | \$ 70,337.60 |
| | | 30012026.1-30012026.32 | \$ 468,060.19 |
| | | LICENSING JANUARY 2026 TRANSFERS | \$ 14,421.50 |
| | | TOTAL | \$ 729,390.86 |



**SHIRE OF WEST ARTHUR
PAYMENTS OF ACCOUNTS BY NAB VISA CARD
FOR THE STATEMENT PERIOD: 25 December to 23 January 2026**

| DATE | PAVEE | PO NUMBER | DESCRIPTION | 1. CARD NUMBER (3366-XXXX-XXXX-8951) | SOMA EXPENSE CODE | EXPENSE DESCRIPTION | TOTAL |
|--|-------------------------------|-----------|--|---|---|---------------------|-------------------|
| 29-Dec-26 | Transport WA Perth | 103947 | Special plate series | E141025 | OTHER PROPERTY & SERVICES:Private Works:Online Licensing | \$1,350.00 | |
| 06-Jan-26 | Stanlink Internet | 102413 | Dupont wifi | E142030 | OTHER PROPERTY & SERVICES:Administration Overheads:Computer Maintenance | \$139.00 | |
| 14-Jan-26 | SP Turbopost Oz | 103481 | Blower Turbopost | E144001 | OTHER PROPERTY & SERVICES:Plant Cost Overheads:Expendable Tools | \$204.98 | |
| 14-Jan-26 | SP Turbopost Oz | 103481 | Blower Turbopost | E144001 | OTHER PROPERTY & SERVICES:Plant Cost Overheads:Expendable Tools | \$170.00 | |
| 19-Jan-26 | Grammarly | 103533 | Grammarly subscription and International transaction fee | E145003 | OTHER PROPERTY & SERVICES:Administration Overheads:Computer Maintenance | \$834.01 | |
| 19-Jan-26 | Callcast | 103549 | SMS Credit top up for harvest ban messages | E145010 | LAW ORDER & PUBLIC SAFETY:Fire Prevention:Bush Fire Advisory Brigades | \$300.08 | |
| 22-Jan-26 | Post Darkan LPO | 103505 | Wall calendar | E142070 | OTHER PROPERTY & SERVICES:Administration Overheads:Other Admin Expenses | \$14.99 | |
| CARD 1 PAYMENTS | | | | | | | \$3,013.06 |
| RAJINDER SUMNER Cardholder Name | | | | VINCENT FORDHAM LAMONT Reviewed by CEO | | Reviewed By | |
| 22-Jan-26 | Total Tools | 103543 | Strap Ratcheting 35mm Bkg | E144006 | OTHER PROPERTY & SERVICES:Plant Cost Overheads:Parts & Repairs | \$15.00 | |
| CARD 2 PAYMENTS | | | | | | | \$15.00 |
| GARY RASMUSSEN Cardholder Name | | | | VINCENT FORDHAM LAMONT Reviewed by CEO | | Reviewed By | |
| 19-Jan-26 | Construction Training Belmont | 103491 | CTF Levy for 10 King St Retaining walls | E143015 | OTHER PROPERTY & SERVICES:Works Overheads:Housing | \$135.19 | |
| CARD 3 PAYMENTS | | | | | | | \$135.19 |
| VINCENT FORDHAM LAMONT Cardholder Name | | | | KAREN HARRINGTON Reviewed by Shire President | | Authorised by | |
| TOTAL NAB VISA CARD PAYMENTS: 4336-XXXX-XXXX-7507 | | | | | | | \$3,163.25 |
| Direct Debit Date | | | | | | | 27-Jan-26 |

I, Kylie Whitaker, Finance Officer have reviewed the NAB visa card payments and confirm that from the descriptions on the documentation provided that:
 1. all transactions are expenses incurred by the Shire of West Arthur;
 2. all purchases have been made in accordance with the Shire of West Arthur policies and procedures;
 3. all purchases are in accordance with the Local Government Act 1995 and associated regulations;
 4. no misuse of the corporate card is evident.

DATE: 31/1/26

Kylie Whitaker



12.3 2026 MEETING DATES - AUDIT RISK AND IMPROVEMENT COMMITTEE

| | |
|--------------------------------|--|
| File Ref: | ADM422 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Rajinder S Sunner, Manager Corporate Services |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 06/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | Nil |

SUMMARY:

Council is requested to approve the dates and start times for the 2026 Audit, Risk & Improvement Committee meetings, to enable timely publication of meeting details, in-line with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*.

BACKGROUND:

As of 1 January 2026, pursuant to s7.1A(1) of the *Local Government Act 1995*, all local governments must establish an Audit, Risk & Improvement Committee. The CEO, pursuant to Admin Reg. 14(1) must convene meetings with the required notice and agenda.

Pursuant to Admin Reg. 12(2), the CEO is required to publish meeting details (date, time, place) on the Shire's website before the beginning of the year in which the meetings are to be held. Early setting of the schedule facilitates this publication requirement. With this being a new legislative requirement, Officers have not been able to comply with the legislation this year.

COMMENT:

It is proposed that the 2026 Audit, Risk & Improvement Committee Meetings be held in the Council Chambers, 31 Burrowes Street, Darkan, at 5.00pm on the dates listed below. The proposed dates provide transparency and review of audit and financial compliance in a timely manner.

- Monday, 16 March 2026.
- Monday, 15 June 2026.
- Monday, 14 September 2026.
- Monday, 07 December 2026.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:**Local Government Act 1995:**

S5.25 – Regulations about council and committee meetings –

(1) Without limiting the generality of section 9.59, regulations may make provision in relation to –

- (g) the giving of public notice of the date and agenda for council or committee meetings; and
- (j) the circumstances and time in which notice papers and agenda relating to any council or committee meeting and reports and other documents which are to be made available for inspection by members of the public.

Local Government (Administration) Regulations 1996:

Reg 12 – Publication of meeting details (Act s.5.25 (1)(g))

Reg 14 – Notice papers, agendas etc., public inspection of (Act s.5.25 (1)(j))

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Provision for meeting preparation and member attendance fees is included in the annual budget; no additional allocation is required for adopting the dates.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Strategic Community Plan 2021-2031

Theme: Leadership and Management

Outcome: Councillors represent the community and are well trained

Strategy: Council process is open and transparent to the general 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 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 correctly advertise Audit, Risk and Improvement Committee Meeting dates |
| 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) | Advertise Meeting dates as per legislative requirements |

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION OCM-2026-011

Moved: Cr Helen Lubcke

Seconded: Cr Duncan South

That Council set the following Audit, Risk and Improvement Committee Meeting dates for 2026, to be held in the Council Chambers, 31 Burrowes Street, Darkan, and authorise the CEO to publish the meeting details on the Shire’s website in accordance with r.12 (2) of the *Local Government (Administration) Regulations 1996*:

- Monday, 16 March 2026.
- Monday, 15 June 2026.
- Monday, 14 September 2026.
- Monday, 07 December 2026.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O’Neill, Helen Lubcke

Against: Nil

CARRIED 7/0

12.4 AMENDMENT - F29 PURCHASING POLICY

| | |
|--------------------------------|--|
| File Ref: | ADM015 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Rajinder S Sunner, Manager Corporate Services |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 06/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. F29 - Purchasing Policy |

SUMMARY:

Council is requested to update the existing F29 Purchasing Policy to give the Shire's new Community Emergency Services Manager (CESM) authority to incur debts of up to \$1,000 in emergencies.

BACKGROUND:

The purpose of this Policy is to guide the purchase of goods, services and/or works and, in terms of the proposed amendment, to authorise the CESM to procure goods and services in emergencies.

The objective of this Policy is to:

1. Deliver best value for money outcomes;
2. Ensure sustainable benefits;
3. Ensure the use of equitable competitive processes; and
4. Ensure that risks are identified and managed as per the Shire's Risk Management Policy and related documents.

COMMENT:

This Policy applies to the purchasing of goods, services and/or works by the Shire of West Arthur.

On 18 December 2025, the revised policy was introduced at the regular council meeting and was adopted by the council.

RESOLUTION OCM-2025-150

Moved: Cr Neil Morrell

Seconded: Cr Russell Prowse

That Council adopt updated F29 – Purchasing Policy as presented and approve its inclusion in the Policy Manual.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED 7/0

When we approached our banking institution to request a new credit card for the CESM, we were advised that the minimum limit available for issue is \$1,000. Importantly, the overall limit for the Shire's credit cards remains unchanged at \$15,000. To accommodate the new card for the CESM within this overall limit, we have reduced the limit of an existing cardholder to \$4,000, ensuring we remain within our approved credit facility and continue to meet operational needs efficiently.

CONSULTATION:

Chief Executive Officer

STATUTORY ENVIRONMENT:

Local Government Act 1995

2.7 Role of Council

- 1) The council governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.
- 2) The council's governing role includes the following –
 - (a) overseeing the allocation of the local government's finances and resources;
 - (b) determining the local government's policies;
 - (c) planning strategically for the future of the district;
 - (d) determining the services and facilities to be provided by the local government in the district;
 - (e) selecting the CEO and reviewing the CEO's performance;
 - (f) providing strategic direction to the CEO.

POLICY IMPLICATIONS:

Annual Review of Policy – F29 Purchasing Policy

FINANCIAL IMPLICATIONS:

Nil

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 | Lack of transparency and accountability in decision making process |
| Risk Likelihood (based on history and with existing controls) | Likely (4) |
| Risk Consequence | Major (4) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | High (16) |
| Principal Risk Theme | Business disruption |
| Risk Action Plan (Controls or Treatment Proposed) | Adopt updated F29 – Purchasing Policy |

VOTING REQUIREMENTS:

Simple Majority

RESOLUTION OCM-2026-012

Moved: Cr Graeme Peirce

Seconded: Cr Russell Prowse

That Council adopt the updated F29 – Purchasing Policy as presented and approve its inclusion in the Policy Manual.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED 7/0

| | |
|----------------------------|-----------------------------------|
| Policy Title | F29 – Purchasing Policy |
| Policy Type | Corporate Services |
| Responsible Officer | Manager Corporate Services |



Purpose

The Shire of West Arthur (the “Shire”) is committed to purchasing Goods and/or Services, and/or Works in compliance with this Policy.

Scope

In carrying out its purchasing activities, the Shire will:

- i. ensure compliance with the [Local Government Act 1995](#) (the “Act”);
- ii. deliver best Value for Money outcomes;
- iii. ensure sustainable benefits, such as environmental, social and local economic factors (including maximising participation of local businesses) are considered in the overall Value for Money assessment;
- iv. ensure the use of equitable competitive processes and the engagement of potential suppliers impartially, honestly and consistently;
- v. ensure probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest;
- vi. ensure that risks are identified and managed as outlined in the Shire’s Risk Management Policy and related documents;
- vii. ensure that records are created and maintained to evidence purchasing activities in accordance with the State Records Act and the Shire’s internal Record Keeping Policy; and
- viii. ensure that confidentiality protocols are established and adhered to so as to protect commercial-in-confidence information with the release of information where appropriately approved.

Definitions

Nil

Policy Statement

The Shire is committed to establishing efficient, effective, economical, and sustainable procedures in all purchasing activities. This Policy must be read/adopted in accordance with the requirements of the Procurement Procedures Manual, which will cover further and comprehensive details, practices, and the operational requirements for the relevant Policy item.

Ethics and Integrity

The Shire’s Code of Conduct applies when undertaking purchasing activities and decision making.

Purchasing Policy Non-Compliance

The Purchasing Policy is mandated under the Act & Regulations and non-compliance therefore represents a breach of the Act & Regulations.

Threshold Levels and Requirements

The adoption of these threshold levels shall be carried out in conjunction with the supply order of priority requirements outlined in the Procurement Procedures Manual.

Where the value of procurement (excluding GST) for the Contract over the full contract period* (including options to extend) is, or is expected to be:

| Threshold Level (ex GST) | Requirements |
|--|--|
| <p>Up to \$5,000 (Works/Corporate Services Manager, Manager Financial Reporting, Community Development Officer, Project Officer, or CEO approval) <i>Coordinator Town and Public Facilities – up to \$500</i> <i>Community Emergency Services Manager – to \$1,000</i></p> | <p>Goods and services of a low risk, consumable item and occasional nature may be purchased without the need for a quotation. These goods or services must be ad hoc and not of a repetitive nature.</p> |
| <p>\$5,001 to \$10,000 (Works/Corporate Services Manager or CEO approval)</p> | <p>Seek at least one verbal or written quotations from a suitable supplier.</p> |
| <p>\$10,001 to \$50,000 (Works/Corporate Services Manager or CEO approval)</p> | <p>Seek at least two written quotations from a suitable supplier.</p> |
| <p>\$50,001 to \$249,999 (CEO approval)</p> | <p>Seek at least three written quotations from suitable suppliers.</p> |
| <p>\$250,000 and Above (CEO approval)</p> | <p>Conduct a public tender or other public procurement process. or Seek at least three (3)</p> |

| | |
|--|--|
| | <p>quotations from an appropriate exempt arrangement. (When procuring through a WALGA preferred panel, and the CEO and Shire President determine that it is in the Shire’s best interest to do so, only one (1) acceptable quotation is required.)</p> |
|--|--|

* The “contract period” can mean “a one-off purchase” or “a pre-defined period”.

A similar process must be followed for other public procurement processes such as Expressions of Interests or Request for Proposal.

Exempt Provisions

The most common exempt provision from a public procurement process are:

1. WALGA Preferred Supply Arrangements;
2. Goods and services or works obtained through State, Commonwealth or other Local Government arrangement;
3. Goods and services or works as a result of an emergency provision;
4. Where there is a genuine sole source of supply;
5. Where the goods to be supplied are petrol or oil (lubricant); or any other liquid, or gas, used for internal combustion engines;
6. Goods, services or works supplied through an Australian Disability Enterprise;
7. The contract is for a renewal or extension of an existing contract; or
8. For LGIS services.

6.2 Sole Source Supply

The procurement of Goods and/or Services, and/or works available from only one private sector source of supply, (i.e. manufacturer, supplier or agency) is permitted without the need to call competitive quotations provided that there must genuinely be only one source of supply.

Emergency Provision

An emergency purchase is defined as an unanticipated purchase which is required in response to an emergency situation as provided for in the Act. In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken.

Time constraints are not a justification for an emergency purchase. Every effort must be made to anticipate purchases in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

6.4 Obtaining Quotations

Written quotations will be obtained in accordance with the steps outlined in the Procurement Procedures Manual.

6.5 Selection Criteria and Weightings

Sustainability (as defined in Section 9.0 of this policy) will be included as a qualitative assessment element for all purchases above \$25,000 (ex GST).

Price consideration will not be weighed as part of the evaluation process. Price will be considered separate to non-price selection criteria and a Value for Money assessment will take a balanced view between price and non-price considerations.

6.6 Anti-Avoidance

The Shire will not conduct multiple purchasing activities with the intent (inadvertent or otherwise) of "splitting" the purchase value or the contract value, avoiding a particular purchasing threshold or the need to call a public tender.

6.7 Probity Experts

Probity experts ensure a transparent and fair procurement process and to achieve the best Value for Money. An independent person may be appointed to act as a probity expert as outlined in the Procurement Procedures Manual.

The decision to appoint a probity expert will be at the complete discretion of the Chief Executive Officer.

6.8 Contract Management

All Shire Contracts will be managed during their lifecycle by the responsible officer in accordance with good contract management practices and consistent with the procedures outlined in the Procurement Procedures Manual.

6.9 Notification of Outcome

Each tenderer or respondent to a public procurement process shall be notified in accordance with the procedures outlined in the Procurement Procedures Manual.

Each unsuccessful respondent shall be offered a debrief on their response to the procurement process.

Engaging Contracted Suppliers

A properly completed "Purchase Order" must be issued to the contracted supplier as part of the engagement process.

Sponsorship and Trials

Sponsorship for events and trials by current and prospective suppliers must undergo a similar process to that required for sourcing of goods and services, and/or works. Threshold levels as outlined in Section 6.0 would apply as would other elements of this Policy.

7.0 Other Procurement Processes

Other procurement processes include Expressions of Interest and Request for Proposal. In both cases, similar rules to a Request for Tender and quotation apply, and they should be conducted in accordance with the requirements outlined in the Procurement Procedures Manual.

8.0 Value for Money Consideration

The Shire will apply Value for Money principles when assessing purchasing decisions and acknowledges that the lowest price may not always be the most advantageous. The Value for Money consideration will be applied to all threshold levels of purchase.

Sustainable Procurement

Sustainable procurement is defined as the procurement of goods and services, and/or works that has the most positive environmental, social, and local economic impacts possible over the entire life cycle of a product or services.

The Shire is committed to implementing sustainable procurement where appropriate, by providing a preference to suppliers that demonstrate sustainable business practices (social advancement, environmental protection, local economic benefits, and good governance).

Regional Price Preference

The Shire encourages the development of competitive local businesses within its boundary first and second within its broader region i.e. adjoining Shires.

The Shire has adopted the following Regional Price Preference Policy, which will be applied when undertaking all purchasing activities.

A price preference will apply to suppliers who are based in, operate from or source goods or services from within the Shire/region.

A supplier of goods or services who submits a quotation/tender is regarded as being a local tenderer if:

- i. The supplier has a physical business premises (in the form of an office, depot, shop, outlet, headquarters or other premises where goods or services are being supplied from), located within the Shire. This does not exclude suppliers whose registered business is located outside the Shire but undertake the business from premises located in the Shire / region;
- ii. A business having permanent staff that are based at the business premises located within the Shire / region;
- iii. Management or delivery of the majority of the outcomes will be carried out from the business premises located in the shire / region; and

In order for the policy to apply, the supplier is required to provide to the Shire sufficient evidence which demonstrates compliance with the above criteria.

Regional Price Preference Value – Local Supplier – West Arthur Shire

The following levels of preference will be applied under this policy:

- a) 10% - where the contract is for goods or services, up to a maximum price reduction of \$50,000 excluding GST;
- b) 5% - where the contract is for construction (building) services, up to a maximum price reduction of \$50,000 excluding GST; or
- c) 10% - where the contract is for goods or services (including construction (building) services), up to a maximum price reduction of \$500,000 excluding GST, if the local government is seeking tenders/Quotes for the provision of those goods and services for the first time, due to those goods or services having been, until then, undertaken by the local government.

Regional Price Preference Value – Local Supplier – Region

- a) 5% - where the contract is for goods or services, up to a maximum price reduction of \$50,000 excluding GST;
- b) 2.5% - where the contract is for construction (building) services, up to a maximum price reduction of \$50,000 excluding GST; or
- c) 5% - where the contract is for goods or services (including construction (building) services), up to a maximum price reduction of \$500,000 excluding GST, if the local government is seeking tenders/Quotes for the provision of those goods and services for the first time, due to those goods or services having been, until then, undertaken by the local government.

For the purpose of this policy the Region is specified as the entire geographical area of a shire which shares a boundary with the Shire of West Arthur.

Only those goods and services identified in the tender as being supplied locally will be included in the discounted calculation that forms a part of the assessment of a tender/Quote.

A regional price preference applies whenever tenders/Quotes are called, unless the local government, or the Chief Executive Officer by delegated authority, resolves otherwise in reference to a particular tender/Quote.

It should be noted that price is only one criteria when considering tenders/Quotes. Value for money principals will be used to achieve the best possible outcome for the tender/Quote.

Purchasing from Aboriginal Businesses

The Shire will support the purchasing of requirements from Aboriginal businesses. This will be in accordance with the requirements outlined in the Procurement Procedures Manual.

Purchasing from Australian Disability Enterprises

The Shire will support the purchasing of requirements from Australian Disability Enterprises. This will be in accordance with the requirements outlined in the Procurement Procedures Manual.

Environmental Sustainability

The Shire will adopt an approach to procurement that supports sound environmental considerations in its purchasing activities.

10.0 Panels of Pre-Qualified Suppliers

The Shire will consider creating a Panel of Pre-qualified Suppliers ("Panel") when a range of similar goods and services are required to be purchased on a continuing and regular basis.

The Panel will be established in accordance with the Regulations and requirements outlined in the Procurement Procedures Manual.

11.0 Records Management

All purchasing activity including for competitive procurement and direct purchase processes, communications and transactions must be evidenced and retained as Shire records in accordance with the State Records Act 2000 and the Shire's internal Records Management Policy.

12.0 Review

This policy is to be reviewed every year, next review date December 2027.

| | |
|------------------------------|--|
| History | 23 November 2023 F20 – Purchasing and Tenders OCM 25 May 2023 18 December 2025 Amended to add CESM as purchaser 26 February 2026 Amended Limit for CESM |
| Delegation | 2.2 Defer, Grant Discounts, Waive or Write off Debts. 2.13 Property & Rates - Recovery of Rates or Service Charges |
| Relevant Legislation | Local Government Act 1995 s6.56 Bush Fire Act 1954 |
| Related Documentation | Nil |

| |
|---|
| 12.5 STANDPIPE SWIPECARD FEES AND UPDATE OF 2025-2026 SCHEDULE OF FEES AND CHARGES |
|---|

| | |
|--------------------------------|--|
| File Ref: | ADM130 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Rajinder S Sunner, Manager Corporate Services |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 05/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | 1. SoWA Fees and Charges 2025-2026 Feb 2026 |

SUMMARY:

The Council is asked to approve a new Standpipe Swipe card fee for 2025-2026, effective immediately. The fees are for issuance of new swipe card and deposit.

BACKGROUND:

The Shire installed a new smart controller at two standpipes in town with the funding from state government in January 2026. Previously, an honesty system was used where users would manually record the amount of water they took. However, there were instances where people forgot to record the correct water usage, leading to inaccuracies. The introduction of the smart controller will provide the Shire with significantly better control and monitoring of the town's precious water resources.

COMMENT:

The Fees and Charges are reviewed annually during the budget process or amended as needed.

Following the installation of smart controllers at two standpipes—Growden Place and Horwood Street—it became necessary to introduce a new fee to recover the cost of the new system.

| | |
|---|-----------------------|
| Swipe card bond (Refundable) – Non-Residents | \$25.00 |
| New Swipe Card and replacement Swipe card including Admin fee | \$66.00 GST Inclusive |

CONSULTATION:

Chief Executive Officer
Shire Staff

STATUTORY ENVIRONMENT:

Local Government Act 1995

s6.16 A local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide.

s6.19 Adopted fees are to be advertised.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Adopting fees enables the Council to charge appropriate fees each financial year.

Revenue raised from fees set by the Council will contribute to its ability to provide services and facilities for the 2025-2026 financial year and beyond.

STRATEGIC IMPLICATIONS:

There is no reference to this report in the Council’s Strategic Community Plan.

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 (20) |
| 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 | Inability to charge fees before the adoption of the new fees. |
| Risk Likelihood (based on history and with existing controls) | Rare (1) |
| Risk Consequence | Insignificant (1) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | Low (1) |
| Principal Risk Theme | Business Disruption |
| Risk Action Plan (Controls or Treatment Proposed) | Implement the new fees in alignment with the revised 2025-2026 schedule as outlined. |

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION OCM-2026-013

Moved: Cr Russell Prowse

Seconded: Cr Neil Morrell

That Council

1. Adopt the new fees for Standpipe Swipe card, effective immediately:

- Swipe card bond (Refundable) – Non-Residents \$25.00
- New Swipe Card and replacement Swipe card including Admin fee \$66.00 GST inclusive

2. Instruct the CEO under section 6.19 of the Local Government Act 1995 to publish the updated 2025-2026 Fees and Charges Schedule on the Shire website.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0

Schedule of Fees and Charges 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



| Effective: 1 July 2025 | | Amended: 24-July-2025 | Adopted OCM: 26 June 2025 | | | |
|---|--|---------------------------|---------------------------|---------|---------|----------|
| | | Amended: 27-November-2025 | | | | |
| | | Amended: 26-February-2026 | | | | |
| COA/T# | ITEM | Statutory Fees | Details | 2024/25 | 2025/26 | Incl GST |
| Statutory fees and charges cannot be modified by Council but may be subject to change | | | | | | |
| GENERAL PURPOSE FUNDING | | | | | | |
| | Rates | | | | | |
| I031714 | Administration Fee - Rates Instalments per instalment (Per Notice, Excluding first Notice) | LG Act 1995 S6.45 | Per Instalment | 7.00 | 7.25 | N |
| I031732 | Rate Enquiry/Order and Requisition Fee Per Request | LG Act 1995 S6.16 | Per Request | 0.00 | | Y |
| I031732 | Combined Statement/Confirmation | LG Act 1995 S6.16 | Per Request | 135.00 | 135.00 | Y |
| I033020 | Credit Card Surcharge for Payment of Rates, ESL or Rubbish charge | | | 0.75% | 0.75% | Y |
| | Penalty Interest | | | 7% | 7% | N |
| | Instalment Interest | | | 3% | 3% | N |
| GOVERNANCE | | | | | | |
| | Photocopying | | | | | |
| I043003 | Photocopy (Black and White) A4 | LG Act 1995 S6.16 | Per Copy | 0.75 | 0.80 | Y |
| | Photocopy (Colour) A4 | | Per Copy | 1.20 | 1.25 | Y |
| | Photocopy (Black and White) A3 | | Per Copy | 1.20 | 1.25 | Y |
| | Photocopy (Colour) A3 | | Per Copy | 2.00 | 2.10 | Y |
| | <i>(Copy of Shire documents only. General Photocopying Service Available at CRC)</i> | | | | | |
| | Postage | | | | | |
| | Printing, Binding, Postage of Council Reports as per request (Agenda, Minutes, Annual Report, Strategic Documents) | | Per Document | 27.50 | 30.00 | Y |
| | Freedom of Information | | | | | |
| | <i>Fees are Prescribed in the Freedom of Information Act Regulations 1993</i> | | | | | |
| | Application Fees Non Personal - Per enquiry | | Per Enquiry | 30.00 | 30.00 | N |
| | Application Fees Personal - Per enquiry | | | | | |
| | Charge for Time Dealing with the Application | | Per Hour | 30.00 | 30.00 | N |
| | Access Time Supervised by Staff | | Per Hour | 30.00 | 30.00 | N |
| | Photocopying Staff Time | | Per Hour | 30.00 | 30.00 | N |
| | Per Photocopy - A4 | | Per Copy | 0.20 | 0.25 | N |
| | Transcribing from Tape, Film or Computer | | Per Hour | 30.00 | 31.00 | N |
| | Duplicating a Tape, Film or Computer Information | | Actual Cost | At Cost | At Cost | |
| | Delivery, Packaging and Postage | | Actual Cost | At Cost | At Cost | |
| LAW, ORDER AND PUBLIC SAFETY | | | | | | |
| I051115 | Fire Maps | LG Act 1995 S6.16 | Per Map | 25.00 | 25.00 | Y |
| | Dog Registration - Per Dog | | 1 Nov - 31 Oct | | | |
| | <i>** Registration fees are Prescribed in the Dog Act Regulations 1976</i> | | | | | |
| | <i>^^ Registrations after 31 May are only 50% of the fees below</i> | | | | | |
| | <i>** Concession of 50% available to eligible PENSIONERS</i> | | | | | |
| | <i>** Concession of 75% available for WORKING DOGS</i> | | | | | |



Schedule of Fees and Charges 2025-2026

Shire of West Arthur
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| Effective: 1 July 2025 | | Amended: 24-July-2025 | | Adopted OCM: 26 June 2025 | | |
|--|--|---------------------------|---|---------------------------|---------|----------|
| | | Amended: 27-November-2025 | | | | |
| | | Amended: 26-February-2026 | | | | |
| COA/T# | ITEM | Statutory Fees | Details | 2024/25 | 2025/26 | Incl GST |
| Statutory fees and charges cannot be modified by Council but may be subject to change | | | | | | |
| I052120 | Sterilised dog for 1 year | Dog Regs 2013 R17 | Per Dog | 20.00 | 20.00 | N |
| | Sterilised dog for 3 years | | Per Dog | 42.50 | 42.50 | N |
| | Sterilised dog for Lifetime | | Per Dog | 100.00 | 100.00 | N |
| | Unsterilised dog for 1 year | | Per Dog | 50.00 | 50.00 | N |
| | Unsterilised dog for 3 years | | Per Dog | 120.00 | 120.00 | N |
| | Unsterilised dog for Lifetime | | Per Dog | 250.00 | 250.00 | N |
| | Cat Registration - Per Cat | | | | | |
| | **Registration fees are prescribed in the Cat Act Regulations 2012 | | | | | |
| | ^^ Registrations after 31 May are only 50% of the fees below | | | | | |
| | ** Concession of 50% available to eligible PENSIONERS | | | | | |
| I052130 | Sterilised cat for 1 year | Cat Regs 2012 Sch 3 | Per Cat | 20.00 | 20.00 | N |
| | Sterilised cat for 3 years | | Per Cat | 42.50 | 42.50 | N |
| | Sterilised cat for Lifetime | | Per Cat | 100.00 | 100.00 | N |
| | Approval to Breed cats - 1 year | | Per Breeding | 100.00 | 100.00 | N |
| | Fines and Penalties - Per animal | | | | | |
| | ** Fines are as Prescribed in Dog Act 1976, and Cat Act 2011 | | | | | |
| I052110 | Seizure and Impounding of a Dog/Cat | | Per Animal | 75.00 | 75.00 | N |
| | Daily Sustainance | | Per Animal/Per day | 30.00 | 30.00 | Y |
| | Destruction of Dog/Cat | | Per Animal | 100.00 | 100.00 | N |
| | Miscellaneous | | | | | |
| | Kennel License | Dog Regs 2013 R17 | Per annum | 200.00 | 200.00 | N |
| | Kennel Inspection Fees | | Per annum | 100.00 | 100.00 | Y |
| | Microchipping - Dog/Animal | | Per Animal | 65.00 | 65.00 | Y |
| | Microchipping - Cat/Animal | | Per Animal | 65.00 | 65.00 | Y |
| | Bond - Animal Trap | | | 65.00 | 65.00 | N |
| | Trap Hire Fee | | First 7 days free then daily rate apply | 1.35 | 1.35 | Y |
| | Replacement Tags | | | 5.00 | 5.00 | Y |
| | Fines Enforcement (Applicable to all infringement) - Fines, Penalties and Infringement Notices Enforcement Regulations 1994 | | | | | |
| I051125 | Issuing Final Demand | Fine Regs Schd 2 | | 26.90 | 27.60 | N |
| | Preparing Enforcement Certificate | | | 22.90 | 23.50 | N |
| | Registration of Infringement Notice | | | 86.00 | 88.50 | N |
| | Fire Control | | | | | |
| I051125 | Firebreaks - Cost Recovery | BFA 1954 s33(5) | | at cost | at cost | N |
| | Infringements | | | at cost | at cost | N |



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| | Impounding Vehicles | | | | | |
| I051125 | Impound Fees | | | 135.00 | 140.00 | N |
| | Impound Fee Per Day | | | 20.00 | 21.00 | N |
| | Towing Expense as Per Service | | | at cost | at cost | N |
| EDUCATION AND WELFARE | | | | | | |
| | Kids Central Membership | | | | | |
| I064010 | Kids Central Yearly Family Membership (Pro-rata below 6 months) | LG ACT 1995 S6.16 | Per Membership | 40.00 | 40.00 | Y |
| | Electric Swipe Key (Authorised for Kids Central) | | Per Key | 22.00 | 22.00 | Y |
| | Meal Services | | | | | |
| I061011 | Main Meal | LG ACT 1995 S6.16 | Per Meal | 8.00 | 8.50 | N |
| | Dessert | | Per Dessert | 3.50 | 4.00 | N |
| HEALTH | | | | | | |
| | Wastewater Treatment System | | | | | |
| I071115 | Apparatus for the Treatment of Sewage (e.g. septic tank) Application | R4 TS | | 118.00 | 118.00 | N |
| | Permit to use Apparatus for the Treatment of Sewage (e.g. septic tank) | R4 TS | | 118.00 | 118.00 | N |
| | Health Department of WA application fee to Construct or Install Apparatus for the Treatment of Sewage, Chief Health Officer approval is required (With Local government report - not a LG Fee) | R4A | | 93.00 | 93.00 | N |
| | Food Business | <i>Refer to Health Department Scale of Fees</i> | | | | |
| | New Food Business Notification - Charitable | | | Nil | | N |
| | New Food Business Notification/Registration Form | | | 110.00 | 115.00 | N |
| | Food Business Surveillance/Inspection Fee | | | | | |
| | Very Low risk or Charitable | | | Nil | | |
| | Low risk - At least 1 Inspection Annually | | | 110.00 | 115.00 | N |
| | Medium risk - At least 2 Inspection Annually | | | 195.00 | 200.00 | N |
| | High risk - At least 3 Inspection Annually | | | 295.00 | 300.00 | N |
| | Low Risk - Inspection Fee | | | 29.00 | 30.00 | N |
| | Medium Risk - Inspection Fee | | | 78.00 | 80.00 | N |
| | High Risk - Inspection Fee | | | 142.00 | 145.00 | N |
| | Temporary Food Stall/Vendor Permits | | | | | |
| | Annual Temporary Food Vendor/Stallholder | | | Nil | Nil | N |
| | Temporary Food Vendor/Stallholder per day | | | Nil | Nil | N |
| | Temporary Food Vendor/Stallholder Charitable | | | Nil | Nil | N |



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| | Public Building | | | | | |
| | Public Building Fee - Licence premises (Commercial) Annually | s6.16 LGA | 2 Inspections Per Year | 140.00 | 140.00 | N |
| | Public Building Fee - Non Licence premises (Commercial) Annually | s6.16 LGA | 1 Inspections Per Year | 70.00 | 70.00 | N |
| | Public Building Fee - (Not for profit) | s6.16 LGA | | Nil | | |
| | | | | | | |
| | HOUSING | | | | | |
| | Community Housing | LG Act 1995 S6.16 | | | | |
| I091110 | Unit 1/10 Hillman Street | | Per Week | 130.00 | 135.00 | N |
| | Unit 3/12 Hillman Street | | Per Week | 145.00 | 150.00 | N |
| | Unit 4/12 Hillman Street | | Per Week | 130.00 | 135.00 | N |
| | 25 Nangip Crescent | | Per Week | 150.00 | 155.00 | N |
| | 18 Gibbs Street | | Per Week | 150.00 | 155.00 | N |
| | Shire Houses by Non-Staff | LG Act 1995 S6.16 | | | | |
| I091111 | 52 Hillman Street - Used by Shire Staff | | Per Week | 200.00 | 0.00 | N |
| | 10 Gibbs Street - Staff House Under Renovation | | Per Week | 200.00 | 0.00 | N |
| | 31 Arthur Street - Used by Shire Staff | | Per Week | 163.00 | 0.00 | N |
| | 7 Hillman Street - Pool Manager (Available for use by the Pool Contractor for the term of the Agreement) | | Per Week | 137.00 | 0.00 | N |
| | 8 Hillman Street - Used by Shire Staff | | Per Week | 175.00 | 0.00 | N |
| | GROH Housing | LG Act 1995 S6.16 | | | | |
| | 11 King Street - | GROH Lease | Per Week | 590.00 | 590.00 | N |
| | Unit 2/10 Hillman Street | GROH Lease | Per Week | 320.00 | 320.00 | N |
| | | | | | | |
| | COMMUNITY AMENITIES | | | | | |
| I102160 | Asbestos Disposal - (Include Cost of Staff Time and Equipment per Hour) | LG Act 1995 S6.16 | Per Cubic Meter | 100.00 | 105.00 | Y |
| | <i>Free access for rate payers and residents who deliver capacities less than 1m3 to the refuse site, subject to proof of ratepayer or residential status in the Shire of West Arthur with proof being demonstrated via an acceptable process such as, Shire of West Arthur registration plates, rate notice or driver's licence.</i> | | | | | |
| | <i>* NOTE: Quantities are per cubic metre or part thereof</i> | | | | | |
| | Commercial Waste per cubic metre (Greater than 1m3) | LG Act 1995 S6.16 | Per Cubic Meter | 16.50 | 17.50 | Y |
| | Replacement or a new key or FOB for rubbish Tips | LG Act 1995 S6.16 | Per key or FOB | 35.00 | 35.00 | Y |
| | Rubbish Bins | LG Act 1995 S6.16 | | | | |
| I101110 | Rubbish Collection | | Per Service - Refuse and Recycle | 305.00 | 355.00 | N |
| | NEW Replacement Bins - Recycle | | 240L | 120.00 | 125.00 | Y |
| | NEW Replacement Bins - Waste | | 240L | 120.00 | 125.00 | Y |
| | Bin Parts - New Wheels | | Each | 50.00 | 55.00 | Y |
| | Bin Parts - New Lid | | Each | 50.00 | 55.00 | Y |



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| | Cemetery Fees | LG Act 1995 S6.16 | | | | |
| I107140 | Interment (up to 1.8m deep) - Weekdays | | | 610.00 | | Y |
| | Interment (up to 1.8m deep) - Weekend/Public Holidays | | | 765.00 | | Y |
| | Interment (up to 2.4m deep) - Weekdays | | | 1,220.00 | | Y |
| | Interment (up to 2.4m deep) - Weekend/Public Holidays | | | 1,530.00 | | Y |
| | Reopening of Existing Grave (Companion Plot) | | | 610.00 | 1,256.00 | Y |
| | Grave Exhumation - Fees plus Contractors used at Cost | | | 610.00 | 1,256.00 | Y |
| | Interment (up to 2.1m deep) - Machine | | | | 1,000.00 | Y |
| | Interment (up to 2.1m deep) - By Hand | | | | 1,500.00 | Y |
| | Additional depth 0.3M | | | | 360.00 | Y |
| | Reservations (Gravesite and Niche Wall) | | | | | |
| | Grant of Right - 25 Years | | per person | 80.00 | 85.00 | N |
| | Grant of Right - Renewals | | per person | 46.00 | 48.00 | N |
| | Grant of Right - Transfer | | per person | 46.00 | 48.00 | N |
| | Monumental Work | | | | | |
| | Permission to Erect a Headstone - Monument or Name Plate | | | 60.00 | 62.00 | N |
| | Removal and Replacement of Headstones, Kerbing or Monuments | | | at cost | at cost | Y |
| | Niche Wall | | | | | |
| | Interment of Ashes in Niche Wall - Single | | | 68.00 | 70.00 | Y |
| | Interment of Ashes in Niche Wall - Double | | | 135.00 | 140.00 | Y |
| | Niche Wall - Re-Open | | | 68.00 | 70.00 | Y |
| | Administration Fee - Niche Wall Plaque | | | 75.00 | 78.00 | Y |
| | Niche Wall Plaque - At Cost from Supplier | | | at cost | at cost | Y |
| | License | | | | | |
| | Funeral Directors - Annual License Fee | | | | 220.00 | Y |
| | Single Funeral permit | | | | 110.00 | Y |
| | Monumental Mason - Annual License | | | | 220.00 | Y |
| | Single Monumental mason Permit | | | | 90.00 | Y |
| | Miscellaneous | | | | | |
| | Internment of Ashes in a Grave | | | | 250.00 | Y |
| | Town Planning | | | | | |
| | ** Fees are Prescribed in the Planning and Development Act Regulations 2009 | | | | | |
| I106390 | Town Planning Scheme | | | | | |
| | Application for Town Planning Scheme Amendments, Local Structure Plans and Development Plans | | | At Cost - estimate to be provided. | At Cost - estimate to be provided. | N |



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| | Development Applications | | | | | |
| | a) No more than \$50,000 | | | 147.00 | 147.00 | N |
| | b) More than \$50,000 but no more than \$500,000 | | 0.32% of estimated development cost | as per schedule | as per schedule | N |
| | c) More than \$500,000 but no more than \$2.5m | | \$1,700 PLUS 0.257% for every \$1 in excess of \$500,000 | as per schedule | as per schedule | N |
| | d) More than \$2.5m but no more than \$5.0m | | \$7,161 PLUS 0.206 % for every \$1 in excess of \$2.5m | as per schedule | as per schedule | N |
| | e) More than \$5.0m but no more than \$21.5m | | \$12,633 PLUS 0.123 % for every \$1 in excess of \$5.0m | as per schedule | as per schedule | N |
| | f) More than \$21.5m | | | 34,196.00 | 34,196.00 | N |
| | ** If the development has commenced or been carried out, an additional amount, by way of penalty, that is twice the amount of the maximum fee payable for determination of the application under items (a) (b) (c) (d) (e) or (f) above is payable. ** | | | | | |
| | Determining an application to amend or cancel development approval. | | | 295.00 | 295.00 | N |
| | Providing a subdivision clearance for not more than 5 lots. | | | 73.00 per Lot | 73.00 per Lot | N |
| | Providing a subdivision clearance for more than 5 lots but not more than 195 lots. | | | 73.00 per lot for the first 5 lots and then \$35 per lot. | 73.00 per lot for the first 5 lots and then \$35 per lot. | N |
| | Providing a subdivision clearance for not more than 195 lots. | | | 73.00 per lot for the first 5 lots and then \$35 per lot. | 73.00 per lot for the first 5 lots and then \$35 per lot. | N |
| | Providing a subdivision clearance for not more than 195 lots. | | | 7,393.00 | 7,393.00 | N |
| | Public advertising of development applications, scheme amendments, Structure Plans, Activity Centre Plans or Development Plans. | | | At cost | At cost | N |
| | Extractive Industry - Development Applications | | | | | |
| | # Not Commenced - Determining a development application for an extractive industry where the development has not commenced or been carried out. | | as per regs | 739.00 | 739.00 | N |
| | # Commenced - Determining a development application for an extractive industry where the development has not commenced or been carried out. | | as per regs | 2,217.00 | 2,217.00 | N |
| | Extractive Industry License | | | | | |
| | Initial Application | | per year | 550.00 | 550.00 | N |
| | Renewal Application - less than 5 Hectares | | per year | 550.00 | 550.00 | N |
| | Renewal Application - More than 5 Hectares | | per year | 750.00 | 750.00 | N |
| | **This refers to the area under the extractive industry licence and not the planning consent, which may cover a greater area. ** | | | | | |
| | Bond (Sand) | | Per hectare | TBA | TBA | N |
| | Bond (Stone or Gravel) | | Per hectare | TBA | TBA | N |
| | Road Contribution | | | TBA | TBA | N |
| | Transfer of license fee - per application | | | 300.00 | 300.00 | N |



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| L01280 | DAP - Fees of Applications | | | | | |
| | ** Planning and Development (Development Assessment Panels) Regulations 2011 (Paid direct to DAP) | | | | | |
| | 1. A DAP application where the estimated cost of the development is (FORM 1: New Application): | | | | | |
| | (a) less than \$2 million | Sch 1 r.10,17 PDR | Each | 5,341 | 5,475 | N |
| | (b) not less than \$2 million and less than \$7 million | Sch 1 r.10,17 PDR | Each | 6,168 | 6,322 | N |
| | (c) not less than \$7 million and less than \$10 million | Sch 1 r.10,17 PDR | Each | 9,522 | 9,760 | N |
| | (d) not less than \$10 million and less than \$12.5 million | Sch 1 r.10,17 PDR | Each | 10,361 | 10,620 | N |
| | (d) not less than \$12.5 million and less than \$15 million | Sch 1 r.10,17 PDR | Each | 10,656 | 10,922 | N |
| | (f) not less than \$15 million and less than \$17.5 million | Sch 1 r.10,17 PDR | Each | 10,952 | 11,226 | N |
| | (g) not less than \$17.5 million and less than \$20 million | Sch 1 r.10,17 PDR | Each | 11,249 | 11,530 | N |
| | (h) not less than \$20 million and less than \$50 million | Sch 1 r.10,17 PDR | Each | 11,544 | 11,833 | N |
| | (i) not less than \$50 million or more | Sch 1 r.10,17 PDR | Each | 16,680 | 17,097 | N |
| | 2. An Application under regulation 17 (Form 2: Amendment) | | | 264 | 271 | N |
| | <i>Note: The estimated cost of development is calculated exclusive of GST.</i> | | | | | |
| | <i>Example: If an application is received with a cost of development, exclusive of GST, valued at \$10 million, the associated fee is item 1(c). The application does not fall into lower threshold of item 1(b) as the estimated cost is not 'less than \$10 million'.</i> | | | | | |
| | Application for Home Occupation | | | | | |
| | Home Occupation License - Initial Applications | | | 222.00 | 222.00 | N |
| | ** If home occupation has commenced an additional amount of twice the fee by way of penalty is payable. ** | | | | | |
| | Home Occupation License - Renewal Fee | | | 73.00 | 73.00 | N |
| | ** If application for renewal of home occupation license is made after the approval has expired, an additional amount of twice the renewal fee by way of penalty is payable. ** | | | | | |
| | Application for change of use or for an alteration or extension or change of a non-conforming use to which a development application does not apply:- | | | | | |
| | Application Fee | | | 295.00 | 295.00 | N |
| | ** If alteration, extension or change has commenced an additional amount of twice the fee by way of penalty is payable. ** | | | | | |
| | Issue of Zoning Certificate | | | 73.00 | 73.00 | N |
| | Reply to a Property Settlement questionnaire | | | 73.00 | 73.00 | N |
| | Issue of Written Planning Advice | | | 73.00 | 73.00 | N |
| | ** Development Application Fees do not Apply for Not for Profit Community Groups. ** | | | | | |
| | ** All other Planning Fees - Maximum fees allowed by Department of Planning. ** | | | | | |



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| RECREATION AND CULTURE | | | | | | |
| I111110 | Darkan Town Hall | LG Act 1995 S6.16 | | | | |
| | Hire of Main Hall and Kitchen | | Full Day Hire | 130.00 | 135.00 | Y |
| | Hire of Main Hall and Kitchen | | Half Day Hire | 85.00 | 90.00 | Y |
| | Hire of Kitchen Only | | Full Day Hire | 90.00 | 95.00 | Y |
| | Hire of Kitchen Only | | Half Day Hire | 60.00 | 65.00 | Y |
| | Hire of Main Hall Only | | Full Day Hire | 60.00 | 65.00 | Y |
| | Hire of Main Hall Only | | Half Day Hire | 30.00 | 35.00 | Y |
| | Hire of Pioneer Hall and Kitchen | | Full Day Hire | 100.00 | 105.00 | Y |
| | Hire of Pioneer Hall and Kitchen | | Half Day Hire | 50.00 | 55.00 | Y |
| | Hire of Pioneer Hall Only | | Full Day Hire | 40.00 | 45.00 | Y |
| | Hire of Pioneer Hall Only | | Half Day Hire | 20.00 | 25.00 | Y |
| | Community Activities | | Per Hire | 30.00 | 35.00 | Y |
| | Bond for Main Hall and Kitchen | | Per Hire | 200.00 | 200.00 | N |
| | Bond for Main Hall ONLY | | Per Hire | 100.00 | 100.00 | N |
| | Bond for Kitchen ONLY | | Per Hire | 100.00 | 100.00 | N |
| | ** Local Community Groups and Not for Profit Groups have free use of Darkan Town Hall, but pay a bond of \$100.00. | | | | | |
| | ** Hire of Chairs (only the old orange style hall chairs).** | | | | | |
| | Hire of Tables - Darkan Town Hall | | Per Item | 0.45 | 0.50 | Y |
| | Hire of Chairs - Darkan Town Hall | | Per Item | 10.00 | 11.00 | Y |
| | Hire of Chairs - Darkan Town Hall | | Per Item | 2.00 | 2.20 | Y |
| | Set up fees | | Per Hour | 55.00 | 60.00 | Y |
| | Cleaning Fees (Failure to Clean and Tidy Venue and Equipment) | | Per Hour | 55.00 | 60.00 | Y |
| I111110 | Arthur River Hall | LG Act 1995 S6.16 | | | | |
| | Hire of Hall | | Per Hire | 125.00 | 130.00 | Y |
| | ** Local Community Groups and Not for Profit Groups have free use of Arthur River Hall, but pay a bond of \$100.00. | | | | | |
| I112110 | Darkan Swimming Pool | | | | | |
| | Single Membership | | Per Season | 90.00 | 120.00 | Y |
| | Family Membership (2 Adults plus 2 Children, or 1 Adult + 3 Children) | | Per Season | 140.00 | 200.00 | Y |
| | Children (4-16 years)/Pensioner/Concession | | Per Season | 30.00 | 50.00 | Y |
| | Individual Adult | | Per Visit | 4.50 | 5.00 | Y |
| | Spectators Adult | | Per Visit | | 1.00 | Y |
| | Children (4-16 years)/Pensioner/Concession | | Per Visit | 3.50 | 4.00 | Y |
| | Group Course fees | | Per Person | 20.00 | | N |
| | Individual Course fees | | Per Person | 55.00 | | N |
| | Baby Swim Classes - Pool Member | | Per Lesson | 10.00 | | N |
| | Baby Swim Classes - Non-Pool Member | | per Lesson | 13.00 | | N |
| | Swipe Key (Authorised for Darkan Swimming Pool) | | Per Key | 35.00 | | Y |
| | Swim Coaching | | Per Lesson | at cost | | N |
| | Swim Club - Pool Member | | Per Lesson | 8.00 | | Y |
| | Swim Club - Non-Pool Member | | Per Lesson | 10.00 | | Y |



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| Effective: 1 July 2025 | | Amended: 24-July-2025 | Adopted OCM: 26 June 2025 | | | |
|--|---|---------------------------|---------------------------|---------|---------|----------|
| | | Amended: 27-November-2025 | | | | |
| | | Amended: 26-February-2026 | | | | |
| COA/T# | ITEM | Statutory Fees | Details | 2024/25 | 2025/26 | Incl GST |
| Statutory fees and charges cannot be modified by Council but may be subject to change | | | | | | |
| I113140 | Community Gym Membership | | | | | |
| | Casual Daily Pass | | Per Person | | 10.00 | Y |
| | Gym Fees - 1 Months Adult | | Per Person | | 25.00 | Y |
| | Gym Fees - 12 Months Adult | | Per Person | 90.00 | 120.00 | Y |
| | Gym Fees - 6 Months Adult | | Per Person | 50.00 | 75.00 | Y |
| | Gym Fees - 12 Months Student/Concession | | Per Person | 45.00 | 75.00 | Y |
| | Gym Fees - 6 Months Student/Concession | | Per Person | 25.00 | 40.00 | Y |
| | Family - (1 Adult plus 1 kid over 18 years OR 2 Adults) 12 Months | | 2 Persons | 150.00 | 200.00 | Y |
| | Family - (1 Adult plus 1 kid over 18 years OR 2 Adults) 6 Months | | 2 Persons | 80.00 | 100.00 | Y |
| | FOB Key for Gym | LG Act 1995 S6.16 | Per FOB | 35.00 | 35.00 | Y |
| | ** No children under the age of 18 years are permitted to use Gym Equipment.** | | | | | |
| | **All NEW gym members are required to undertake a gym induction prior to first use of Gym.** | | | | | |
| I116110 | History Books | | | | | |
| | Hard Cover | | | 30.00 | 30.00 | Y |
| | Paper Back | | | 22.00 | 22.00 | Y |
| | Postage | | | at cost | at cost | |
| I147120 | The Shed | | | | | |
| | Membership - Yearly (Pro-rata below 6 months) | | Per Person | 60.00 | 62.00 | Y |
| | Membership - Pensioner/Seniors Concession | | Per Person | 40.00 | 42.00 | Y |
| | Locker Hire | | | 10.00 | 11.00 | Y |
| | Hourly Rate | | Per Hour | 30.00 | 35.00 | Y |
| | Social Membership | | Per Person | 5.00 | 5.00 | Y |
| ECONOMIC SERVICES | | | | | | |
| | Scheme Standpipe Water | | | | | |
| I134130 | Community Standpipe Water | LG Act S6.16 | Per Kilolitre | 3.50 | 3.50 | N |
| | Commercial Standpipe Water | LG Act S6.16 | Per Kilolitre | 12.50 | 12.50 | N |
| | Minimum Fees | | Per Month | | 10.00 | N |
| | Deposit Growden Place Standpipe Key (Held in Shire Account) | | | 25.00 | 25.00 | N |
| | Standpipe Smart Controller: | | | | | |
| | Swipe Card Bond (Refundable) - Non residents | | | 25.00 | 25.00 | N |
| | New Swipe Card and Replacement Swipe Card including Admin fees | | | 60.00 | 66.00 | Y |
| | Duranilin Water Supply (Not available after October 2024) | | | | | |
| I136110 | Annual Service Charge | | Per Annum | 120.00 | | N |
| | Water Usage (First 100kl) | | Per Kilolitre | 3.50 | | N |
| | Water Usage (Next 300kl) | | Per Kilolitre | 5.00 | | N |
| | Water Usage (Above 400kl) | | Per Kilolitre | 8.00 | | N |
| | Building Control | | | | | |
| | ** Fees are prescribed in the Building Act regulations 2012 - Schedule 2. ** | | | | | |



Schedule of Fees and Charges 2025-2026

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|---|---|---|---------------------------|-----------------|-----------------|----------|
| | | Amended: 27-November-2025 | | | | |
| | | Amended: 26-February-2026 | | | | |
| COA/T# | ITEM | Statutory Fees | Details | 2024/25 | 2025/26 | Incl GST |
| Statutory fees and charges cannot be modified by Council but may be subject to change | | | | | | |
| I133110 | Application for Building Permits and Demolition Permits | | | | | |
| | <i>Certified Application for a building permit (Section 16(1)).</i> | | | | | |
| | a) For Building work for a Class 1 or Class 10 Building or Incidental structure | 0.19% of the estimated value of the building work Minimum Fee \$110.00 | | as per schedule | as per schedule | N |
| | b) For Building work for a Class 2 to Class 9 Building or Incidental structure | 0.09% of the estimated value of the building work Minimum Fee \$110.00 | | as per schedule | as per schedule | N |
| | Uncertified Application for a Building Permit for a Class 1A Only or Class 10 Building or Incidental structure | 0.32% of the estimated value of the building work Minimum Fee \$110.00 | | as per schedule | as per schedule | N |
| | <i>Application for a Demolition Permit</i> | | | | | |
| | a) For Building work for a Class 1 or Class 10 Building or Incidental structure | | | 110.00 | 110.00 | N |
| | b) For Building work for a Class 2 to Class 9 Building or Incidental structure | Per Storey of the Building | | 110.00 | 110.00 | N |
| | Application to extend the time during which a Building or Demolition Permit has effect (section 32 (3) (f)) | | | 110.00 | 110.00 | N |
| | Application for an Occupancy Permit for a Completed Building (section 46) | | | 110.00 | 110.00 | N |
| | Application for a Temporary Occupancy Permit for an Incompleted Building (section 47) | | | 110.00 | 110.00 | N |
| | Application for Modification of an Occupancy Permit for additional use of a Building on a Temporary basis (section 48) | | | 110.00 | 110.00 | N |
| | Application for Replacement Occupancy Permit for Permanent change of the Building use or Classification (section 49) | | | 110.00 | 110.00 | N |
| | Application for an Occupancy Permit for a Building in respect of which Unauthorised work has been done (section 51 (2)) | 0.18% of the estimated value of the building work, but not less than \$110.00 | | as per schedule | as per schedule | N |
| | Application for a Building Approval Certificate for a Building in respect of which Unauthorised work has been done (section 51 (3)) | 0.38% of the estimated value of the building work, but not less than \$110.00 | | as per schedule | as per schedule | N |
| | Application to Replace Occupancy Permit for existing Building (section 52 (1)) | | | 110.00 | 110.00 | N |
| | Application for a Building Approval Certificate for an existing Building where Unauthorised work has not been done (section 52 (2)) | | | 110.00 | 110.00 | N |
| | Application to Extend the time during which an Occupancy Permit or Building Approval Certificate has effect (section 65 (3) (a)) | | | 110.00 | 110.00 | N |
| | Application as Defined in Regulation 31 (For each building standard in respect of which a declaration is sought) | | | 2160.15 | 2160.15 | N |
| | Application for approval of Battery powered smoke alarm as per Building Regulation 2012 - Reg 61 | | | 179.40 | 179.40 | N |

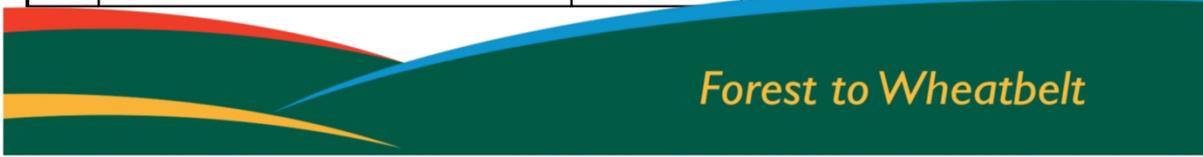


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| Construction Training Fund Levy | | | | | | |
| L01262 | CTF Levy | | 0.2% of the estimated value of Construction if over \$20,000 (Includes \$8.25 commission to be retained by SOWA) | as per schedule | as per schedule | N |
| I133130 | CTF Commission | | | 8.25 | 8.25 | Y |
| Building Service Levy | | | | | | |
| L01265 | BSL - Levy on Building or Demolition Permit | | 0.137% of the value of the Construction with minimum fee of \$61.65 (Includes \$5.00 commission to be retained by SOWA) | as per schedule | as per schedule | N |
| I133120 | BSL - Commission | | | 5.00 | 5.00 | N |
| L01265 | Occupancy Permit or Building Approval Certificate for Approved Building work under sections 47, 49, 50 or 52 of the Building Act | | | 61.65 | 61.65 | N |
| L01265 | Occupancy Permit or Building Approval Certificate for Unauthorised Building work under section 51 of the Building Act | | 0.274% of the value of the Construction with minimum fee of \$123.00 (Includes \$5.00 commission to be retained by SOWA) | as per schedule | as per schedule | N |
| Other Licenses and Fees | | | | | | |
| I13314015 | Swimming Pool Inspection fees (Regs 53) - Effective 1 October 2024 | Building Regulations 2012, r53 | | 58.45 | 58.45 | N |
| I13315015 | Application for Grant or renewal (Caravan Park or Camping Ground) of License (Regs 45) - Effective 1 October 2024 | Caravan Park and Camping Grounds Regulations 1997 | Per Site | 200.00 | 200.00 | Y |
| Darkan Caravan Park | | | | | | |
| I132040 | Powered Site (2 persons) | | Per Night | 25.00 | 27.00 | Y |
| | Powered Site Extra Person | | Per Night | 7.00 | 7.50 | Y |
| | Un-Powered Site (2 persons) | | Per Night | 20.00 | 22.00 | Y |
| | Un-Powered Site Extra Person | | Per Night | 5.00 | 5.50 | Y |
| | Casual Shower - Daily per person | | Per Day | 7.00 | 7.50 | Y |
| | Powered Site (2 persons) - Weekly | | Per Week | 150.00 | 162.00 | Y |
| | Powered Site Extra Person - Weekly | | Per Week | 42.00 | 45.00 | Y |
| | Un-Powered Site (2 persons) - Weekly | | Per Week | 120.00 | 132.00 | Y |
| | Un-Powered Site Extra Person - Weekly | | Per Week | 30.00 | 33.00 | Y |
| | Chalet (2 Persons) Staying one Night Only | | Per Night | 170.00 | 175.00 | Y |
| | Chalet (2 Persons) two or more nights | | Per Night | 140.00 | 145.00 | Y |
| | Chalet (2 Persons) - Weekly | | Per Week | 840.00 | 870.00 | Y |
| | Chalet Extra person per night | | Per Night | 20.00 | 22.00 | Y |
| | Chalet Extra person - Weekly | | Per Week | 120.00 | 132.00 | Y |
| | Washing Machine | | Per Cycle | 4.00 | 5.00 | Y |
| | Dryer | | Per Cycle | 2.00 | 3.00 | Y |
| | Nissen Hut | | Per Night | 70.00 | 75.00 | Y |
| | Nissen Hut - Weekly | | Per Week | 0.00 | 450.00 | Y |
| Cancellation Fees (Refund Required) - Refund will be net of merchant fees. | | | | | | |
| 7 days Notice | | | | | | |
| | Administration Fee | | | 27.50 | 27.50 | Y |
| Less than 48 Hours Prior to check in | | | | | | |
| | Administration Fee | | | 27.50 | 27.50 | Y |
| | Plus: One Night Booking fee | | | at cost | at cost | Y |



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| Statutory fees and charges cannot be modified by Council but may be subject to change | | | | | | |
| OTHER PROPERTY AND SERVICES | | | | | | |
| Private Works | | | | | | |
| <i>** Deposit of 50% to be paid prior to commencement of works. Hire time commences from mobilisation of plant item. Penalty rates will apply for Weekends and Public Holidays. **</i> | | | | | | |
| I141110 | Graders | | Per Hour | 250.00 | 260.00 | Y |
| | Prime Mover only or Six Wheeler | | Per Hour | 185.00 | 190.00 | Y |
| | Prime Mover with One Trailer | | Per Hour | 250.00 | 260.00 | Y |
| | Truck - 5 Tonne | | Per Hour | 165.00 | 170.00 | Y |
| | Truck - 10 Tonne | | Per Hour | 185.00 | 190.00 | Y |
| | JCB Backhoe | | Per Hour | 190.00 | 200.00 | Y |
| | Dozer | | Per Hour | 275.00 | 285.00 | Y |
| | Loader | | Per Hour | 250.00 | 260.00 | Y |
| | Rollers | | Per Hour | 190.00 | 195.00 | Y |
| | Tractor | | Per Hour | 109.00 | 115.00 | Y |
| | Tractor with Implement | | Per Hour | 140.00 | 145.00 | Y |
| | Bobcat | | Per Hour | 140.00 | 145.00 | Y |
| | Squirrel (One operator included) | | Per Hour | 109.00 | 115.00 | Y |
| | Road Broom (Ute and one operator included) | | Per Hour | 145.00 | 150.00 | Y |
| | Tree Saw (Includes loader and one operator) | | Per Hour | 290.00 | 300.00 | Y |
| | <i>** All plant items above include operator. **</i> | | | | | |
| | Labour (Labourer/operator) | | Per Hour | 75.00 | 80.00 | Y |
| | Works Manager | | Per Hour | 135.00 | 140.00 | Y |
| | Labour (time & 1/2) | | Per Hour | 112.50 | 120.00 | Y |
| | Labour (Double time) | | Per Hour | 150.00 | 155.00 | Y |
| | Ute | | Per km | 1.25 | 1.50 | Y |
| | Compactor | | Per Day | 75.00 | 80.00 | Y |
| | <i>** Gravel or sand supplied to ratepayers will be at cost plus plant and labour. Cartage to be charged at private works cost. **</i> | | | at cost plus | | |
| | Second Hand Grader Blades (or sold with scrap metal) | | | 5.50 | 6.00 | Y |
| | Staff Housing | <i>charge)</i> | | | | |
| | 15 Nangip Crescent | | Per Week | as per Contract | | N |
| | 52 Hillman Street | | Per Week | 93.50 | 104.00 | N |
| | 10 Gibbs Street - Under Renovation | | Per Week | 93.50 | 104.00 | N |
| | 22 Hillman Street | | Per Week | as per Contract | as per Contract | N |
| | 31 Arthur Street | | Per Week | 76.50 | 85.00 | N |
| | 6 Hillman Street | | Per Week | as per Contract | as per Contract | N |
| | 10 King Street | | Per Week | as per Contract | as per Contract | |
| | 7 Hillman Street | | Per Week | 64.00 | 71.00 | N |
| | 8 Hillman Street | | Per Week | 81.50 | 90.00 | N |
| I141035 | Special Series - AW Number Plates | | | | | |
| | DPI Fee | | | at cost | at cost | N |
| | Shire additional fee | | | 50.00 | 50.00 | Y |



Cr Graeme Peirce left the meeting at 8.14pm, with a declared financial interest.

12.6 CHANGE OF THE BASIS OF RATES FROM UV TO GRV

| | |
|--------------------------------|---|
| File Ref: | A2633-A2634-A2512-A2562-A2511-A2633-A508 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Rajinder S Sunner, Manager Corporate Services |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 16/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | <ol style="list-style-type: none">1. Lot 69 Coalfields Road, Arthur River2. Lot 27 Growden Place, Darkan3. Lot 30 Growden Place, Darkan4. 204 Agg Road, Duranillin (second parcel of land)5. 204 Agg Road, Duranillin6. Lot 181 Growden Place, Darkan7. Lot 183 Growden Place, Darkan8. Lot 182 Growden Place, Darkan9. Lot 29 Growden Place, Darkan10. Lot 28 Growden Place, Darkan |

SUMMARY:

Officers seek Council endorsement to apply to the Minister for Local Government for a determination under Section 6.28(1) of the *Local Government Act 1995*, to alter the rating methodology from Unimproved Valuation (UV) to Gross Rental Valuation (GRV).

BACKGROUND:

Officers are requesting Council's formal endorsement to apply to the Minister for Local Government. This application is made in accordance with Section 6.28(1) of the *Local Government Act 1995*. The purpose of the request is to seek approval for a change in the rating methodology from the current Unimproved Valuation (UV) system to the Gross Rental Valuation (GRV) system for the following properties:

| | Assess No | Lot No | Property Address | Zoning | Subdivision | Deposit Plan # |
|----|-----------|--------|--------------------|--|--------------|-------------------------------------|
| 1. | A2633 | 28 | 28 Growden Place | UV Industrial | Darkan | 28DP409160 |
| 2. | A2634 | 29 | 29 Growden Place | UV Industrial | Darkan | 29DP409160 |
| 3. | A2512 | 182 | 85 Growden Place | UV Industrial | Darkan | 182DP27669 |
| 4. | A2560 | 183 | 183 Growden Place | UV Industrial | Darkan | 182P27669 |
| 5. | A2511 | 181 | 42 Growden Place | UV Industrial | Darkan | 181P27669 |
| 6. | A2633 | 69 | 69 Coalfields Road | UV Rural | Arthur River | 69P410925 |
| 7. | A508 | | 204 Agg Road | UV Rural | Duranillin | 2344DP128722 and 2353DP128721 |
| 8. | | 30 | 30 Growden Place | Still to settle and have requested valuation | Darkan | 30DP409160 |
| 9. | | 27 | 27 Growden Place | Settled and have requested valuation | Darkan | 27DP409160 |

Aerial photos of each of the above properties are attached for information purposes.

Council has used GRVs for land with mainly non-rural purposes to keep rating methods consistent for such properties.

To switch from UV to GRV, Council must notify affected property owners and get Ministerial approval before making changes.

Council’s usual process is to apply for these changes and implement them from the date of Ministerial approval.

COMMENT:

Impacts of Changing the Basis of Rates from UV to GRV

The proposed shift from Unimproved Value (UV) to Gross Rental Value (GRV) as the basis for property rates will alter how rates are allocated within the community. This change is expected to bring both benefits and challenges for property owners and ratepayers.

Positive Impacts

- **Enhanced Equity:** By connecting rates more directly to the level of property development and usage, the new system aims to distribute the rating burden more fairly among property owners.
- **Alignment with Council Services:** Contributions toward Council services and infrastructure will better reflect the demand generated by property improvements and activities.
- **Revenue Stability:** The transition to GRV provides a more stable revenue base, supporting Council’s capacity for long-term financial planning.

- Reduced Exposure to Land Value Fluctuations: Reliance on GRV lessens the impact of changing land values on rate calculations, making Council finances less volatile.

Negative Impacts

- Potential Rate Increases: Owners of properties that are improved, rented, or commercially utilised may experience higher rates under the GRV system.
- Financial Pressure on Vulnerable Groups: Small businesses and households on fixed incomes could face increased financial strain because of higher rates.
- Pass-Through Costs to Tenants: Property owners may respond to increased rates by raising rents, which would affect tenants.
- Perceived Fairness During Transition: Some ratepayers may view the change as unfair, particularly during the initial period of adjustment.

While the change to GRV has the potential to improve fairness and support Council's financial sustainability, it is important that implementation is managed carefully. Ongoing monitoring will be needed to address impacts on vulnerable residents and local businesses and ensure the transition is as smooth as possible.

Management will notify the property owners who are affected by the proposed change in the rating method. This notification will outline the intention to alter the Basis of Rates from Unimproved Value (UV) to Gross Rental Value (GRV) for the properties listed above.

Following the notification process, Management will apply to the Minister seeking approval for this change. The transition from UV to GRV will take effect from the date on which the Minister grants approval for the application.

CONSULTATION:

Chief Executive Officer
Manager Financial Reporting
Finance Officer

STATUTORY ENVIRONMENT:

Section 6.28 of the *Local Government Act 1995*

6.28. Basis of rates

- (1) *The Minister is to –*
 - (a) *determine the method of valuation of land to be used by a local government as the basis for a rate; and*
 - (b) *publish a notice of the determination in the Government Gazette.*
- (2) *In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be –*
 - (a) *where the land is used predominantly for rural purposes, the unimproved value of the land; and*
 - (b) *where the land is used predominantly for non-rural purposes, the gross rental value of the land.*
- (3) *The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.*

- (4) *Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the Valuation of Land Act 1978 as at 1 July in each financial year.*
- (5) *Where during a financial year –*
- (a) *an interim valuation is made under the Valuation of Land Act 1978;*
 - (b) *a valuation comes into force under the Valuation of Land Act 1978 as a result of the amendment of a valuation under that Act; or*
 - (c) *a new valuation is made under the Valuation of Land Act 1978 in the course of completing a general valuation that has previously come into force,*
- the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.*

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

If Council adopts the recommendation contained in this Agenda Item, the individual Lots will cease to be rated under the UV basis and will be rated under the GRV basis from the date of Ministerial approval. At this time, Officers are unable to determine whether these changes will result in any increase/decrease in rate revenue.

STRATEGIC IMPLICATIONS:

Strategic Plan – West Arthur Towards 2031

Theme: 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 supports the Council's goal of exercising sound financial management and optimising the utilisation 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 | | 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 | Lower rate payable per property than is fair and reasonable. |
| Risk Likelihood (based on history and with existing controls) | Likely (4) |
| Risk Consequence | Major (4) |
| Risk Rating (Prior to Treatment or Control): Likelihood x Consequence | High (16) |
| Principal Risk Theme | Loss of Revenue. |
| Risk Action Plan (Controls or Treatment Proposed) | Approve the officer recommendations as presented. |

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council direct the Chief Executive Officer to correspond with the affected landowners advising them of the proposed change and forward an application to the Department of Local Government, Industry Regulation and Safety seeking the Minister’s approval to change the Basis of Rates from Unimproved Valuation (UV) to Gross Rental Valuation (GRV) for the following properties:

| | Assess No | Lot No | Property Address | Zoning | Subdivision | Deposit Plan # |
|----|------------------|---------------|-------------------------|--|--------------------|-------------------------------------|
| 1. | A2633 | 28 | 28 Growden Place | UV Industrial | Darkan | 28DP409160 |
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| 5. | A2511 | 181 | 42 Growden Place | UV Industrial | Darkan | 181P27669 |
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| 7. | A508 | | 204 Agg Road | UV Rural | Duranillin | 2344DP128722 and 2353DP128721 |
| 8. | | 30 | 30 Growden Place | Still to settle and have requested valuation | Darkan | 30DP409160 |
| 9. | | 27 | 27 Growden Place | Settled and have requested valuation | Darkan | 27DP409160 |

Cr Prowse moved the following motion.

RESOLUTION OCM-2026-015

Moved: Cr Russell Prowse

Seconded: Cr Duncan South

That Council defers consideration of Item 12.6 – Change of the Basis of Rates from UV to GRV to the Ordinary Meeting of Council to be held on 26th March 2026, to allow further investigation of the matter by officers and affected property owners, and for the outcomes of that investigation to be reported back to Council.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Russell Prowse, Natalie O'Neill, Helen Lubcke

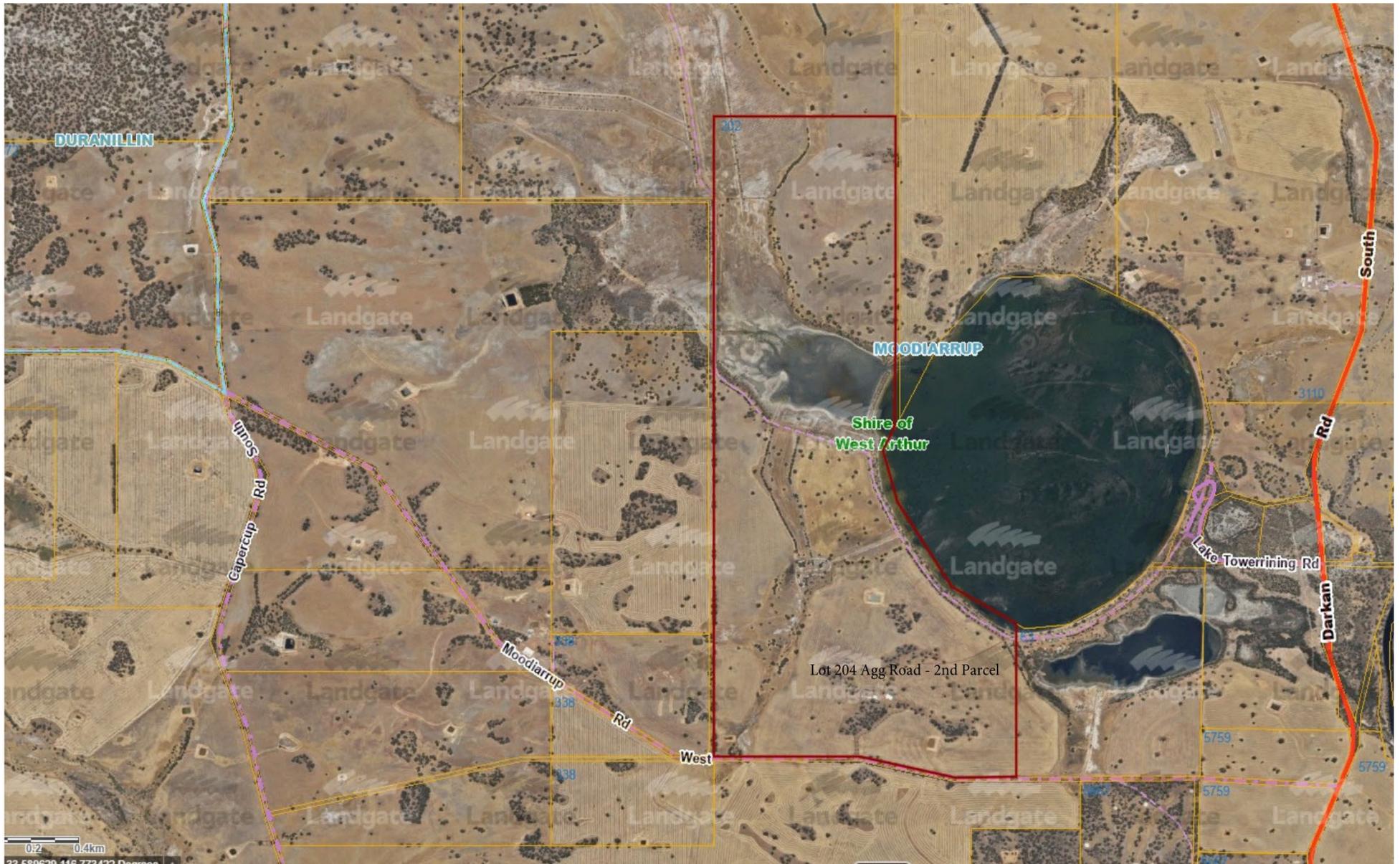
Against: Nil

CARRIED BY ABSOLUTE MAJORITY 6/0







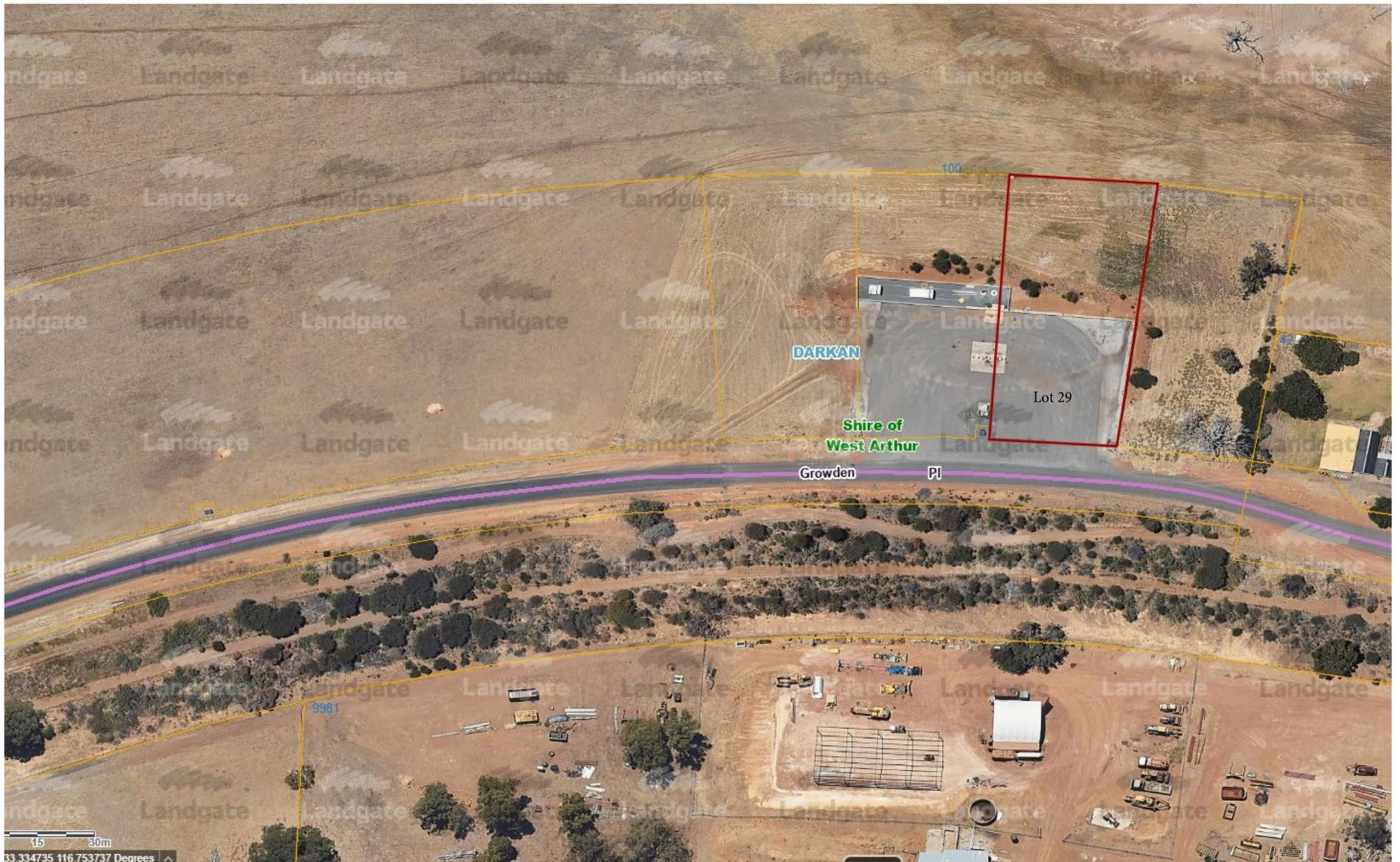














Cr Graeme Peirce returned to the Chambers at 8.18pm.

13 WORKS AND SERVICES

Nil

14 REGULATORY SERVICES

Nil

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

16 NEW OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

Nil

17 MATTERS BEHIND CLOSED DOORS**RESOLUTION OCM-2026-016**

Moved: Cr Graeme Peirce

Seconded: Cr Neil Morrell

That Council accepts the Late Item 17.1 - Sale of Land - 17 Nangip Crescent Darkan and considers the report as confidential in a meeting closed to the public in accordance with Section 5.23(2)(c) of the Local Government Act 1995 and Regulation 4A(a) of the Local Government (Administration) Regulations 1996.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, and Helen Lubcke

Against: Nil

CARRIED 7/0

17.1 SALE OF LAND - 17 NANGIP CRESCENT DARKAN

| | |
|--------------------------------|---|
| File Ref: | ADM937 |
| Location: | N/A |
| Applicant: | N/A |
| Author: | Rajinder S Sunner, Manager Corporate Services |
| Authorising Officer: | Vin Fordham Lamont, Chief Executive Officer |
| Date: | 16/02/2026 |
| Disclosure of Interest: | Nil |
| Attachments: | <ol style="list-style-type: none"> 1. 2026 01 22 Shire of West Arthur Appraisal - Elders - CONFIDENTIAL 2. 17 Nangip Crescent Darkan Raine and Horne - CONFIDENTIAL 3. Reserve Price - CONFIDENTIAL |

This matter is considered to be confidential under Section 5.23(2)(c) of the Local Government Act 1995 and Regulation 4A(a) of the Local Government (Administration) Regulations 1996, and Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to public interest as it deals with the price, or potential price, for the sale or purchase of property by the local government and any information relating to the price or potential price.

VOTING REQUIREMENTS:

Absolute Majority

RESOLUTION OCM-2026-017

Moved: Cr Graeme Peirce

Seconded: Cr Russell Prowse

The Council:

1. Set the reserve price for the sale of 17 Nangip Crescent, Darkan as per the figure recommended in Attachment 3.
2. Grant authority to the Shire President and Chief Executive Officer to execute, and if required, affix the common Seal of the Shire to all documentation necessary for completing the property sale referenced in part 1 of the Officer Recommendation.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, Helen Lubcke

Against: Nil

CARRIED BY ABSOLUTE MAJORITY 7/0**RESOLUTION OCM-2026-018**

Moved: Cr Duncan South

Seconded: Cr Graeme Peirce

That Council moves out of Closed Council into Open Council.

In Favour: Crs Karen Harrington, Duncan South, Neil Morrell, Graeme Peirce, Russell Prowse, Natalie O'Neill, and Helen Lubcke

Against: Nil

CARRIED 7/0**18 CLOSURE OF MEETING**

The Presiding Member declared the meeting closed at 8.25pm.