

*A progressive, diverse and caring community,  
with access to modern services and infrastructure,  
in a unique part of the world*

Shire of Cuballing – Council Meeting

# MINUTES

**Held**

Wednesday 17<sup>th</sup> September 2025  
3.00 pm  
Cuballing CWA Hall

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## COUNCIL MEETING PROCEDURES

1. All Council meetings are open to the public, except for matters raised by Council under “Confidential Matters”.
2. Members of the public may ask a question at an ordinary Council meeting at “Public Question Time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the Presiding Member announces Public Question Time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the Shire.

### DISCLAIMER

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

In particular, and without derogating in any way from the broad disclaimer above, in 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 Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing. The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

## Shire of Cuballing Strategic Community Plan 2023-2033

### Our Heart, Our Home

#### VISION

**A charming rural community, in a unique part of the world, growing and prospering while protecting its natural environment.**

#### GOALS

##### Social

- ☑ A place where people of all ages, abilities and stages of life are active and connected.

##### Economic

- ☑ Business is thriving, with ample local employment, and opportunities for existing and new businesses to grow.

##### Natural Environment

- ☑ The natural environment is protected, enhanced, and managed, and enjoyed by locals, and proudly shared with visitors.

##### Built Environment

- ☑ People and goods can move easily in and around the Shire, which is well planned for community needs, respecting the past and building the future.

##### Governance

- ☑ Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.

#### STRATEGIC PRIORITIES

##### Social

- ☑ Enhancing focus on emergency management (incl. dual use of Equestrian Centre for evacuation).
- ☑ Improving Cuballing Recreation Centre.
- ☑ Increasing community gatherings and spaces.

##### Economic

- ☑ Defining and developing Town Centres.
- ☑ Establishing a Light Industrial Area (LIA).
- ☑ Increasing tourism, particularly through trail development.
- ☑ Developing and promoting the equestrian sector.

##### Natural Environment

- ☑ Restoring the river at Popanyinning.
- ☑ Establishing Popanyinning wetlands.
- ☑ Reducing pests and weeds, working with Peel Harvey Catchment.
- ☑ Increasing native planting.

##### Built Environment

- ☑ Improving footpaths, linking aged units to Cuballing Town Centre.
- ☑ Upgrading major roads (esp. Wheatbelt Secondary Freight Network).
- ☑ Improving drainage.
- ☑ Increasing heritage protection and telling our story.

##### Governance

- ☑ Enhancing community information and engagement.

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1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS:

Councillor Dowling welcomed everyone and declared the meeting open at 3.03pm.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE:

2.1.1 Attendance

**Elected Members**

Cr Eliza Dowling	President
Cr Robert Harris	Deputy President
Cr Scott Ballantyne	
Cr Dawson Bradford	
Cr Steve Sexton	
Cr Adrian Kowald	

**Staff**

Mr Chris Paget	Chief Executive Officer
Mr Bruce Brennan	Manager of Works and Services
Mr Martin Whitely	Accounting & Finance Consultant

**Visitors**

2.1.2 Apologies

Ms Narelle Rowe	Deputy Chief Executive Officer
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2.1.3 Leave of Absence

Nil

### **3. PUBLIC QUESTION TIME:**

The Shire of Cuballing maintains a policy on the Management of Public Question Time. The policy is available in full in the Shire Policy Manual which can be found on the Shire's website:

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

Some of the notable provisions are:

- 1 Persons are encouraged to provide a written copy of their question.
- 2 Public question time will be limited to two minutes per member of the public, with a limit of two questions per member of the public.
- 3 Statements are not to precede the asking of a question during public question time.
- 4 Public question time will be limited 15 minutes. It may be extended in intervals of up to ten minutes by resolution of the Council, but the total time allocated will not exceed forty-five (45) minutes in total.
- 5 Questions are to be directed to the Presiding Member and should be asked politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or Shire employee. The Presiding Member shall decide to:
  - Accept or reject any question and his/her decision is final.
  - Nominate a member of the Council and/or Shire employee to respond to the question.
  - Take a question on notice. In this case a written response will be provided as soon as possible and included in the agenda of the next Council meeting.
- 6 Where an elected member is of the opinion that a member of the public is:
  - asking a question at a Council meeting, that is not relevant to the operations of the Shire of Cuballing; or
  - making a statement during public question time.they may bring it to the attention of the meeting.
- 7 Questions and any response will be summarised and included in the minutes of the Council meeting.
- 8 Public Question Time should be used as a means to obtain information that would not be made available if it were sought from the Shire's records under *Section 5.94* of the *Local Government Act 1995* or the *Freedom of Information (FOI) Act 1992*.
- 9 Where the response to a question(s) would require a substantial commitment of the Shire's resources, the Chief Executive Officer (CEO) will determine that it is an unreasonable impost upon the Shire and refuse to provide it. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.
- 10 Responses to questions not submitted in writing are provided in good faith and as such, should not be relied upon as being either complete or comprehensive.

**3.1 Response to Previous Questions Taken on Notice**

Nil

**3.2 Written Questions Provided in Advance**

Nil

**3.3 Public Questions from The Gallery**

Nil

**4. STANDING ORDERS:**

**COUNCIL RESOLUTION 2025/69:**

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items.

Moved Cr Sexton      Seconded Cr Ballantyne

**CARRIED 6/0**

For:      Crs Dowling, Harris, Kowald, Ballantyne, Bradford and Sexton

Against: Nil

**5. APPLICATIONS FOR LEAVE OF ABSENCE:**

**6. CONFIRMATION OF MINUTES:**

**6.1.1 Ordinary Meeting of Council held on Wednesday 20<sup>th</sup> August 2025**

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION 2025/70:**

That the Minutes of the Ordinary Meeting of Council held on Wednesday 20<sup>th</sup> August 2025 be confirmed as a true record of proceedings.

Moved Cr Kowald

Seconded Cr Bradford

**CARRIED 6/0**

For:      Crs Dowling, Harris, Kowald, Ballantyne, Bradford and Sexton

Against: Nil

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:**

Nil.

**8. DISCLOSURE OF FINANCIAL INTEREST:****DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST**

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

<b>Name</b>	<b>Item No</b>	<b>Interest</b>	<b>Nature</b>
<b>NIL</b>			

**DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY**

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

<b>Name</b>	<b>Item No</b>	<b>Interest</b>	<b>Nature</b>
<b>NIL</b>			

**9. REPORTS OF OFFICERS AND COMMITTEES:****9.1 DEPUTY CHIEF EXECUTIVE OFFICER:****9.1.1 List of Payments – August 2025**

File Ref. No:	NA
Disclosure of Interest:	Nil
Date:	11 <sup>th</sup> September 2025
Author:	Careese Ranieri
Attachments:	9.1.2A List of Municipal Accounts 9.1.2B List of Credit Card Transactions 9.1.2C Petty Cash and Coles Card

**Summary****Council is to review payments made under delegation in August 2025.****Background** – Nil**Comment**

Council is provided with details of payments and credit card transactions made during the month of August 2025 as listed in the attachments.

**Strategic Implications** – Nil**Statutory Environment** – Nil**Policy Implications** – Nil**Financial Implications** – Nil**Consultation** – Nil**Options**

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

**Voting Requirements** – Simple Majority**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION 2025/71:****That Council receives:**

1. the List of Accounts paid in August 2025 under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, including payments from Council's Municipal Fund totalling \$234793.48 included at Attachment 9.1.1A.
2. a summary of transactions completed on Credit Cards by Council Staff for the period ending 31<sup>st</sup> August 2025 included at Attachment 9.1.2B.
3. a summary of transactions completed on Petty Cash for the period ending 31<sup>st</sup> August 2025.

**Moved Cr Kowald****Seconded Cr Ballantyne****CARRIED 6/0****For: Crs Dowling, Harris, Kowald, Ballantyne, Bradford and Sexton****Against: Nil**

**9.1.1A List of Payments – August 2025**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
853	01/08/2025	Police Licensing Payments	Police Licensing Payments	10.00
853	01/08/2025	Police Licensing Payments	Police Licensing Payments	-895.65
853	04/08/2025	Police Licensing Payments	Police Licensing Payments	0.20
853	04/08/2025	Police Licensing Payments	Police Licensing Payments	-431.85
853	05/08/2025	Police Licensing Payments	Police Licensing Payments	-204.25
853	08/08/2025	Police Licensing Payments	Police Licensing Payments	-120.20
853	11/08/2025	Police Licensing Payments	Police Licensing Payments	-1193.05
853	12/08/2025	Police Licensing Payments	Police Licensing Payments	-411.80
DD4918.1	13/08/2025	Australian Super	Superannuation Contributions	-2285.92
DD4907.1	13/08/2025	Telstra	Mobile, Sign Board and Landline Charges	-707.37
DD4906.9	13/08/2025	Rest	Superannuation Contributions	-228.00
DD4906.8	13/08/2025	Colonial First State	Superannuation Contributions	-367.07
DD4906.7	13/08/2025	Hostplus Super	Superannuation Contributions	-109.48
DD4906.6	13/08/2025	MLC Super Fund	Superannuation Contributions	-1380.38
DD4906.5	13/08/2025	Care Super	Superannuation Contributions	-209.74
DD4906.4	13/08/2025	Mercer Superannuation	Superannuation Contributions	-599.81
DD4906.3	13/08/2025	Matrix Superannuation	Superannuation Contributions	-281.25
DD4906.2	13/08/2025	Aware Super Pty Ltd	Superannuation Contributions	-4836.64
DD4906.1	13/08/2025	Australian Super	Payroll Deductions	-1984.06
853	13/08/2025	Police Licensing Payments	Police Licensing Payments	-2739.00
EFT9918	13/08/2025	BMR Mechanical, B & A Rowe Pty Ltd Atf The Rowe Family Trust	Replace Rear Brake Shoes and Seals UD CN026	-5730.90
EFT9919	13/08/2025	Corsign (WA) Pty Ltd	1 X Rural Road Number	-33.55
EFT9920	13/08/2025	Christopher PAGET	Reimbursement For 2025/2026 LG Professionals WA Membership	-560.00
EFT9921	13/08/2025	Dews Mini Excavations	Bobcat And Excavator Hire for Backfilling Curb at Alton St	-1485.00
EFT9922	13/08/2025	Edge Planning & Property	Town Planning Consultancy Services in June 2025	-1410.06
EFT9923	13/08/2025	Geoffrey Mark Hann	Reimbursement	-96.80
EFT9924	13/08/2025	Great Southern Fuel Supplies	Bulk Diesel Fuel Delivery	-14931.99
EFT9925	13/08/2025	Hancocks Home Hardware	X 27 Axe Splitting XXL - Torch Kit Trade Map - Torch Gas Micro Blister X 15m Tape Cloth White 50m	-381.50
EFT9926	13/08/2025	It Vision Software Pty Ltd (Trading as Readytech)	1x Altus&Rds Service (Web Services, Synergysoft And Universe) 1x Altus&Rds Service	-4989.60
EFT9927	13/08/2025	Kalexpress & Quality Transport	Monthly Freight Charges	-381.06

EFT9928	13/08/2025	Lindsay Malcolm Booth	Reimbursement	-63.50
EFT9929	13/08/2025	Local Government Professionals Australia WA	Registration For Community Development Conference 10-11 September 2025	-1055.00
EFT9931	13/08/2025	Mcdougall Weldments	Monthly Account - Various Accounts	-736.78
EFT9932	13/08/2025	Melchiorre Plumbing and Gas	Unblocking Of Sewerage Drains	-1032.99
EFT9933	13/08/2025	Narrogin Hardware And Building Supplies (Makit)	Monthly Account - Materials for Alton Street	-47.15
EFT9934	13/08/2025	Narrogin Packaging and Motorcycles & Accessories	4 X Boxes Toilet Rolls 4x Boxes Paper Towel 1 X 20lt Revive Disinfect	-617.10
EFT9935	13/08/2025	Narrogin Pumps Solar and Spraying	1 X Fuel Tank for Honda Generator	-252.94
EFT9936	13/08/2025	Narrogin Tyrepower	1 X New Loader Tyre BKT	-3574.00
EFT9937	13/08/2025	Nature Playgrounds	Design Package - Marri Popanyinning Playground/Rec Centre	-1650.00
EFT9938	13/08/2025	Octave Holdings T/A Narrogin Toyota Mazda	60,000km Service Toyota SR5 CN0	-290.00
EFT9939	13/08/2025	Peter John Denton	Art Classes 2025/2026 - July 2025	-526.99
EFT9940	13/08/2025	Parrys Narrogin	1 X Pair of Work Boots	-204.00
EFT9941	13/08/2025	Readytech User Group WA Inc	2025/2026 Membership Fees	-847.00
EFT9942	13/08/2025	Shire Of Narrogin	600 Litres of Emulsion	-965.00
EFT9943	13/08/2025	Security Man Pty Ltd	Quarterly Monitoring Costs - Office Security System	-110.00
EFT9944	13/08/2025	Suzanne Jane Hann	Reimbursement	-244.60
EFT9945	13/08/2025	Thinkproject Australia Pty Ltd	Annual Subscription of Pocket Ramm Software	-8826.95
EFT9946	13/08/2025	Twinkarri Tree Pruning Services	Tree Mulching with Excavator and Mulching Head Williams Road	-63327.00
EFT9947	13/08/2025	West Coast Shade Pty Ltd	1x New Cable for Shade Sail	-66.00
EFT9948	13/08/2025	Westrac	Check Test Artic and Calibrate	-6501.73
EFT9949	13/08/2025	Wickepin Motors	Insurance Excess Claim for CN157 Claim Number Mo0083122	-1000.00
EFT9950	13/08/2025	Winc Australia Pty Limited	Office Stationery	-129.06
20367	13/08/2025	Water Corporation	Water Accounts	-7011.15
20366	13/08/2025	Synergy	Electricity Charges - Street Lighting X 43 Street Lights	-6583.63
EFT9953	14/08/2025	Builders Registration Board Building Commission	July 2025 BSL	-174.95
EFT9954	14/08/2025	Best Office Systems	Monthly Photocopying Charges 25/26 - July	-700.22
EFT9955	14/08/2025	Cloud Collections Pty Ltd	Debt Collection Services 25/26 - Agents Service Fee, Solicitor Claim, Court Fees July 2025	-518.32

EFT9956	14/08/2025	Cuballing Roadhouse Restaurant & LPO Pty Ltd	Monthly Account	-205.68
EFT9957	14/08/2025	Eftsure Pty Ltd	Monthly Subscription Charges 25/26 - August	-676.50
EFT9958	14/08/2025	Great Southern Waste Disposal	Rubbish Removal – July 2025	-9409.96
EFT9959	14/08/2025	Narelle Gay Rowe	Utilities Subsidy For DCEO 25/26 -	-70.83
EFT9960	14/08/2025	Power Networx	Telstra Internet Fibre Network 25/26 - July	-416.90
EFT9961	14/08/2025	Shire Of Narrogin	Ranger Services - Labour and Travel 25/26 - July	-183.50
EFT9962	14/08/2025	WA Local Government Association (Walga)	Association Subscription	-20246.17
EFT9963	14/08/2025	Wheatbelt Strength & Conditioning	Exercise Classes Each Fortnight 25/26 - July	-735.00
EFT9952	14/08/2025	Bruce Brennan	Staff Reimbursement 50% Electricity - 23/05/2025 To 21/07/2025	-175.06
EFT9951	14/08/2025	BMR Mechanical, B & A Rowe Pty Ltd Atf the Rowe Family Trust	Find And Repair Fault with Gear Stick on CN026	-1161.95
20368	14/08/2025	Shire Of Cuballing	Groceries - GST	-402.60
853	14/08/2025	Police Licensing Payments	Police Licensing Payments	-122.15
853	15/08/2025	Police Licensing Payments	Police Licensing Payments	-1670.90
853	18/08/2025	Police Licensing Payments	Police Licensing Payments	-732.40
853	19/08/2025	Police Licensing Payments	Police Licensing Payments	-76.70
853	20/08/2025	Police Licensing Payments	Police Licensing Payments	-629.30
853	21/08/2025	Police Licensing Payments	Police Licensing Payments	-69.90
853	25/08/2025	Police Licensing Payments	Police Licensing Payments	-1003.50
853	26/08/2025	Police Licensing Payments	Police Licensing Payments	-1221.20
853	27/08/2025	Police Licensing Payments	Police Licensing Payments	-798.05
853	27/08/2025	Ato Clearing Account Bas	Ato Clearing Account Bas	-28127.00
DD4922.9	27/08/2025	Rest	Superannuation Contributions	-228.00
DD4922.1	27/08/2025	Australian Super	Payroll Deductions	-2626.40
DD4922.2	27/08/2025	Aware Super Pty Ltd	Superannuation Contributions	-4622.03
DD4922.3	27/08/2025	Mercer Superannuation	Superannuation Contributions	-599.81
DD4922.4	27/08/2025	Care Super	Superannuation Contributions	-198.55
DD4922.5	27/08/2025	MLC Super Fund	Superannuation Contributions	-1380.38
DD4922.6	27/08/2025	Matrix Superannuation	Superannuation Contributions	-202.50
DD4922.7	27/08/2025	Hostplus Super	Superannuation Contributions	-103.90
DD4922.8	27/08/2025	Colonial First State	Superannuation Contributions	-367.07
853	28/08/2025	Police Licensing Payments	Police Licensing Payments	-297.75
<b>Total</b>				<b>-234793.48</b>



**9.1.1B List of August 2025 Credit Card Transactions**

<b>Name</b>	<b>Description</b>	<b>Amount</b>
Shire of Cuballing	New Vehicle Registration - OCN (Trade in)	\$ 277.25
The West Australian	Quarterly Subscription 25/26	\$ 96.00
Big W	Tv Unit for Popanyinning School	\$ 239.00
Starlink	Internet for the Popanyinning School	\$ 139.00
MoreTelecom	Internet for CEO Residence - Monthly	\$ 94.00
EFTSURE	Monthly Subscription Fee - August	\$ 676.50
Canva	Annual Subscription Fee 25/26	\$ 164.99
7-Eleven Dalyellup	Fuel for CEO Vehicle	\$ 206.76
Ink Station	Ink Cartridges for Depot Printer	\$ 215.96
WALGA	WALGA Local Government Convention - Shire Councillors	\$ 5,426.30
WALGA	Accommodation for WALGA Transport and Roads Forum - Works Manager	\$ 200.00
Quest Innaloo	Accommodation Charges - Projects Officer - DOT Training	\$ 75.90
Shire of Cuballing	12 Months Renewal - CN157	\$ 431.65
Bunnings	Entry Alarm for Popanyinning School	\$ 33.00
Caltex Narrogin	Fuel for DCEO Vehicle - CN039	\$ 77.00
Shire of Cuballing	Vehicle Movement Permit - CN2292	\$ 29.45
Cuballing Tavern	Dinner for August Council Meeting	\$ 313.16
Shire of Cuballing	Change of Plates - OCN	\$ 32.00
GSM Outdoors	Monthly Charge	\$ 31.02
NAB	International Transaction Fee	\$ 0.93
Joondalup Resort	LGSA Conference - Works Manager and Works Supervisor	\$ 33.00
Joondalup Resort	LGSA Conference - Works Manager and Works Supervisor	\$ 1,050.00
Pivotel	Trak Spotting for Works Crew	\$ 93.00
<b>Total</b>		<b>\$ 9,935.87</b>

**9.1.1C      List of August 2025 Petty Cash Transactions**

	<b>Refreshments</b>	<b>Art Classes</b>	<b>Admin Other</b>	<b>Stationery</b>	
<b>Item Description</b>	<b>1041050</b>	<b>CE01</b>	<b>1042390</b>	<b>1042310</b>	<b>Total</b>
Groceries	154.30				
Misc(Cleaning supplies)					
Stationary/Postage					
Materials		\$39.45			
Licensing					
				<b>Total</b>	<b>\$193.75</b>

**9.1.2 Statement of Financial Activity – August 2025**

Applicant: N/A  
File Ref. No: ADM214  
Disclosure of Interest: Nil  
Date: 12<sup>th</sup> September 2025  
Author: Chris Paget - Chief Executive Officer  
Attachments: 9.1.2A Statement of Financial Activity August 2025

Summary

For Council to receive the Statement of Financial Activity for August 2025.

Background

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail.

- The annual budget estimates, including budget amendments.
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year-to-date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 31<sup>st</sup> August for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and any other required supporting notes.

Comment

Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Consultation

Martin Whitely – LG Corporate Solutions

Voting Requirements

Simple Majority

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION 2025/72:**

**That the Statement of Financial Activity, as included at Attachment 9.1.2A, for the Shire of Cuballing for period ending 31<sup>st</sup> August 2025 be received.**

**Moved Cr Ballantyne**

**Seconded Cr Harris**

**CARRIED 6/0**

**For: Crs Dowling, Harris, Kowald, Ballantyne, Bradford and Sexton**

**Against: Nil**

## **SHIRE OF CUBALLING**

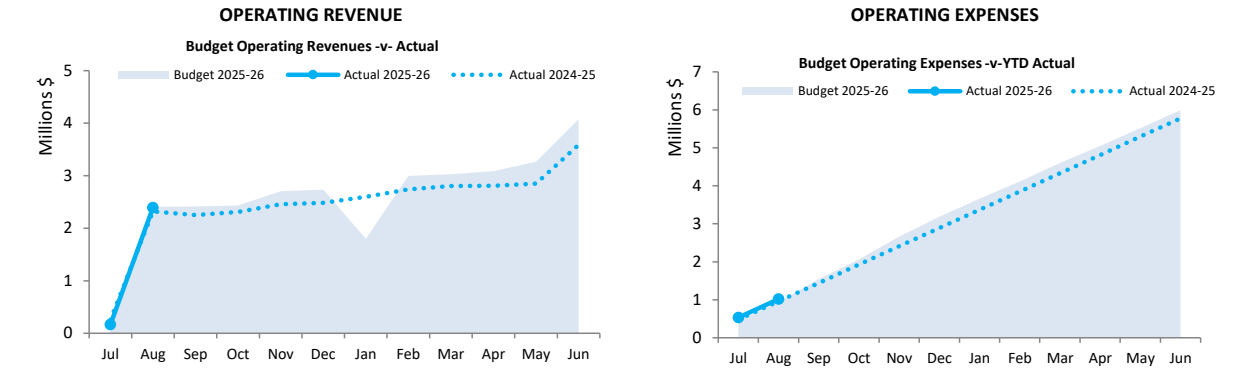
### **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 August 2025**

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

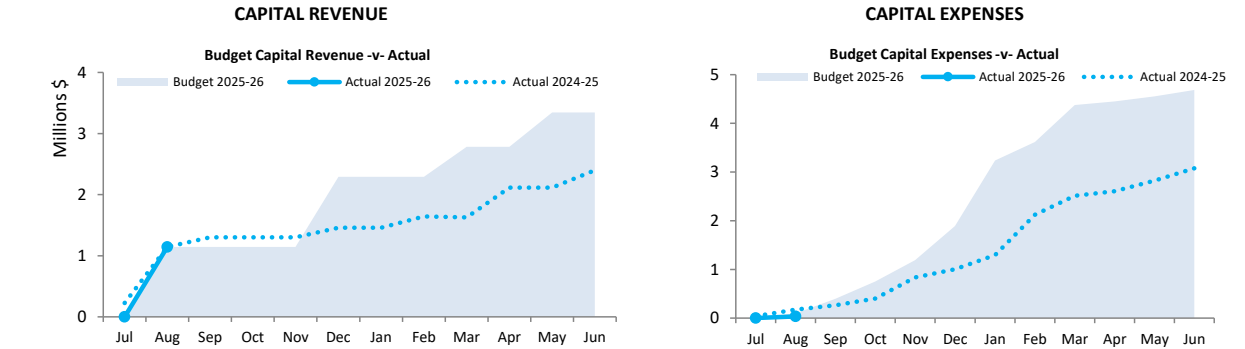
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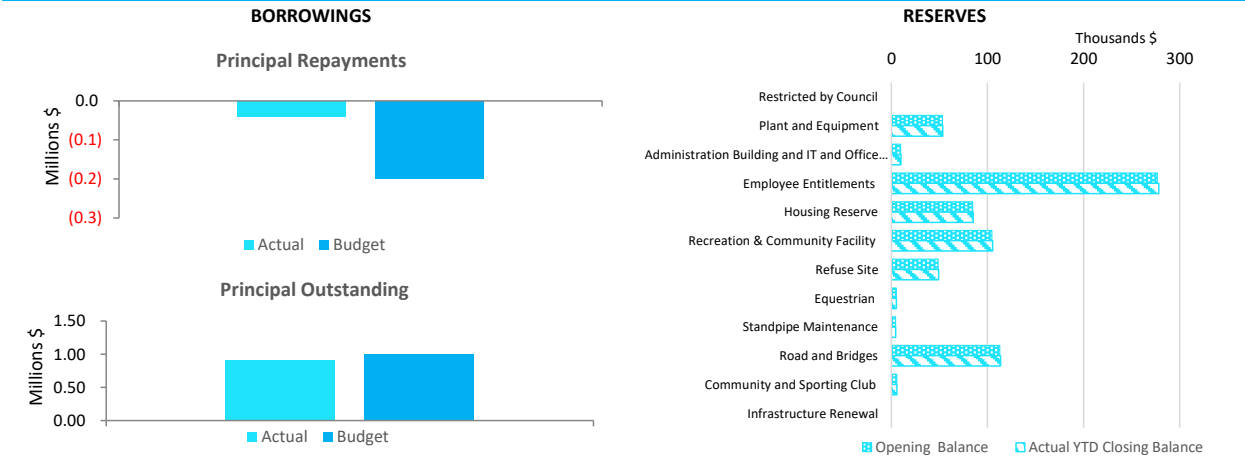
OPERATING ACTIVITIES



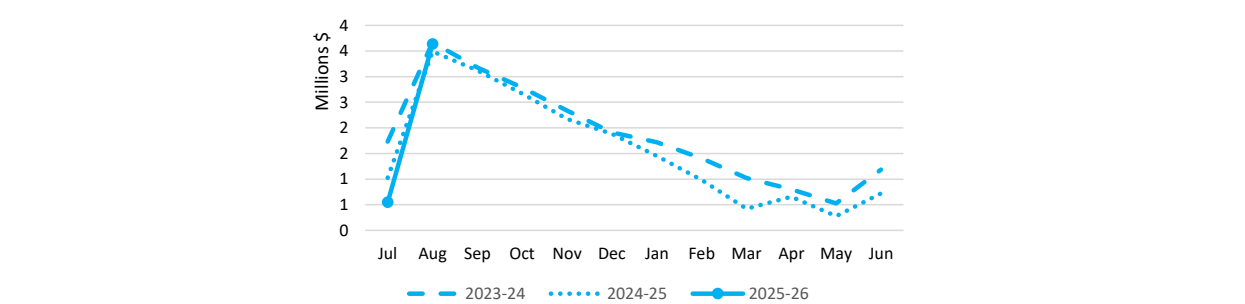
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

	Funding surplus / (deficit)			
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.53 M	\$0.53 M	\$0.71 M	\$0.18 M
Closing	\$0.00 M	\$3.48 M	\$3.63 M	\$0.15 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
		% of total			% Outstanding			% Collected
Unrestricted Cash	\$2.19 M	62.4%	Trade Payables	\$0.30 M		Rates Receivable	\$0.26 M	-5.6%
Restricted Cash	\$1.37 M	37.6%	0 to 30 Days	\$0.14 M	95.9%	Trade Receivable	\$2.18 M	% Outstanding
			Over 30 Days		4.2%	Over 30 Days	\$0.26 M	9.6%
			Over 90 Days		0%	Over 90 Days		\$ . M

Refer to Note 2 - Cash and Financial Assets

Refer to Note 5 - Payables

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities				Rates Revenue			Operating Grants and Contributions			Fees and Charges		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance
\$0.85 M	\$1.95 M	\$1.85 M	(\$0.09 M)	\$1.93 M	\$1.92 M	0.8%	\$0.30 M	\$0.30 M	0.0%	\$0.15 M	\$0.16 M	(5.4%)

Refer to Statement of Financial Activity

Refer to Statement of Financial Activity

Refer to Note 11 - Operating Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities				Proceeds on sale			Asset Acquisition			Capital Grants		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	YTD Actual	Amended Budget	%	YTD Actual	Amended Budget	% Spent	YTD Actual	Amended Budget	% Received
(\$1.24 M)		\$1.11 M	\$1.11 M	\$0.00 M	\$0.10 M	(100.0%)	\$0.03 M	\$4.69 M	(99.3%)	\$1.15 M	\$3.34 M	(65.8%)

Refer to Statement of Financial Activity

Refer to Note 6 - Disposal of Assets

Refer to Note 7 - Capital Acquisitions

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities				Borrowings			Reserves		
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Principal repayments	Interest expense	Principal due	Reserves balance	Interest earned	
(\$0.14 M)	(\$0.04 M)	(\$0.04 M)	(\$0.00 M)	\$0.04 M	(\$0.00 M)	\$0.92 M	\$0.71 M	\$0.00 M	

Refer to Statement of Financial Activity

Refer to Note 8 - Borrowings

Refer to Note 9 - Cash Reserves

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 AUGUST 2025

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

#### FEES AND CHARGES

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

#### SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

## NATURE OR TYPE DESCRIPTIONS

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

#### UTILITIES (GAS, ELECTRICITY, WATER)

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

#### INSURANCE

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

#### LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2025**

**BY NATURE OR TYPE**

	Ref Note	Amended Budget (a)	YTD Budget (b)	YTD Actual (c)	Variance \$ (c) - (b)	Variance % ((c) - (b))/(b)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	528,029	528,029	<b>712,936</b>	184,907	35.02%	▲
<b>Revenue from operating activities</b>							
Rates		1,839,478	1,919,978	<b>1,934,468</b>	14,490	0.75%	
Rates (excluding general rate)		701	0	<b>0</b>	0	0.00%	
Operating grants, subsidies and contributions	11	1,671,139	302,758	<b>302,758</b>	0	0.00%	
Fees and charges		396,374	155,937	<b>147,495</b>	(8,442)	(5.41%)	
Interest earnings		90,700	15,114	<b>5,693</b>	(9,421)	(62.33%)	▼
Other revenue		69,770	11,622	<b>3,545</b>	(8,077)	(69.50%)	▼
Profit on disposal of assets	6	8,000	0	<b>0</b>	0	0.00%	
		<b>4,076,162</b>	<b>2,405,409</b>	<b>2,393,959</b>	(11,450)	(0.48%)	
<b>Expenditure from operating activities</b>							
Employee costs		(1,304,853)	(217,388)	<b>(321,418)</b>	(104,030)	(47.85%)	▼
Materials and contracts		(1,350,489)	(219,444)	<b>(190,784)</b>	28,660	13.06%	▲
Utility charges		(174,753)	(14,990)	<b>(13,553)</b>	1,437	9.59%	
Depreciation on non-current assets		(2,808,152)	(468,000)	<b>(481,447)</b>	(13,447)	(2.87%)	
Interest expenses		(45,978)	(4,966)	<b>(4,966)</b>	0	0.00%	
Insurance expenses		(238,568)	0	<b>0</b>	0	0.00%	
Other expenditure		(59,466)	(2,216)	<b>(5,430)</b>	(3,214)	(145.04%)	
Loss on disposal of assets	6	(9,000)	0	<b>0</b>	0	0.00%	
		<b>(5,991,259)</b>	<b>(927,004)</b>	<b>(1,017,598)</b>	(90,594)	9.77%	
Non-cash amounts excluded from operating activities	1(a)	2,767,400	468,000	<b>477,819</b>	9,819	2.10%	
<b>Amount attributable to operating activities</b>		<b>852,303</b>	<b>1,946,405</b>	<b>1,854,180</b>	(92,225)	(4.74%)	
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	12	3,344,919	1,145,418	<b>1,145,418</b>	0	0.00%	
Proceeds from disposal of assets	6	96,000	0	<b>0</b>	0	0.00%	
Fair value adjustments to financial assets at fair value	8	0	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(4,685,371)	(95,559)	<b>(34,431)</b>	61,128	63.97%	▲
<b>Amount attributable to investing activities</b>		<b>(1,244,452)</b>	<b>1,049,859</b>	<b>1,110,987</b>	61,128	5.82%	
<b>Financing Activities</b>							
Proceeds from new debentures	8	250,000	0	<b>0</b>	0	0.00%	
Transfer from reserves	9	50,000	0	<b>0</b>	0	0.00%	
Repayment of debentures	8	(198,381)	(40,247)	<b>(40,247)</b>	0	0.00%	
Transfer to reserves	9	(237,499)	(3,744)	<b>(4,224)</b>	(480)	(12.82%)	
<b>Amount attributable to financing activities</b>		<b>(135,880)</b>	<b>(43,991)</b>	<b>(44,471)</b>	(480)	1.09%	
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>3,480,302</b>	<b>3,633,632</b>	153,330	(4.41%)	

**KEY INFORMATION**

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

Refer to Note 15 for an explanation of the reasons for the variance.

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



## **BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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.

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. A separate statement of those monies appears at Note 13 to these financial statements.

## **SIGNIFICANT ACCOUNTING POLICIES**

### **CRITICAL ACCOUNTING ESTIMATES**

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

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 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:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

### **GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

### **ROUNDING OFF FIGURES**

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

### **PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 12 September 2025

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

### (a) Non-cash items 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*.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(8,000)	0	0
Less: Movement in liabilities associated with restricted cash		(41,752)	0	1,682
Movement in pensioner deferred rates (non-current)		0	0	(5,310)
Add: Loss on asset disposals	6	9,000	0	0
Add: Depreciation on assets		2,808,152	468,000	481,447
<b>Total non-cash items excluded from operating activities</b>		<b>2,767,400</b>	<b>468,000</b>	<b>477,819</b>

### (b) Adjustments to net current assets in the Statement of Financial Activity

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.

		Amended Budget Opening 30 June 2025	Last Year Closing 30 June 2025	Year to Date 31 August 2025
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	9	(893,562)	(706,063)	(710,287)
Add: Borrowings	8	229,369	178,185	137,937
Add: Provisions employee related provisions	10	234,901	276,653	278,335
<b>Total adjustments to net current assets</b>		<b>(429,292)</b>	<b>(251,225)</b>	<b>(294,015)</b>

### (c) Net current assets used in the Statement of Financial Activity

#### Current assets

Cash and cash equivalents	2	1,105,754	1,403,040	2,187,384
Rates receivables	3	149,928	94,517	2,182,901
Receivables	3	0	57,594	263,459
Other current assets	4	45,284	41,703	41,703

#### Less: Current liabilities

Payables	5	(331,374)	(136,203)	(298,932)
Borrowings	8	(229,369)	(178,185)	(137,937)
Contract liabilities	10	(116,006)	(123,380)	(116,006)
Provisions	10	(194,925)	(194,925)	(194,925)

<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(429,292)</b>	<b>(251,225)</b>	<b>(294,015)</b>
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<b>Closing funding surplus / (deficit)</b>		<b>0</b>	<b>712,936</b>	<b>3,633,632</b>
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#### 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.

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

**OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Cash at Bank		1,319,398	116,006	1,435,404	0	NAB	TBA	N/A
Municipal Cash Investments (Online and at call account)		40,996	0	40,996	0	NAB	TBA	N/A
Investment Account - Restricted Funds		0	706,061	706,061	0	NAB	TBA	N/A
Investment Account - Unrestricted Funds		4,223	0	4,223	0	NAB	TBA	N/A
Petty Cash		700	0	700	0	N/A	N/A	N/A
<b>Total</b>		<b>1,365,317</b>	<b>822,067</b>	<b>2,187,384</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		1,365,317	822,067	2,187,384	0			
		<b>1,365,317</b>	<b>822,067</b>	<b>2,187,384</b>	<b>0</b>			

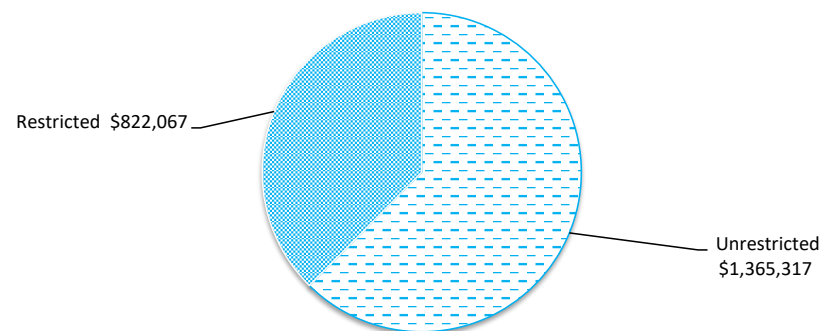
**KEY INFORMATION**

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

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

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

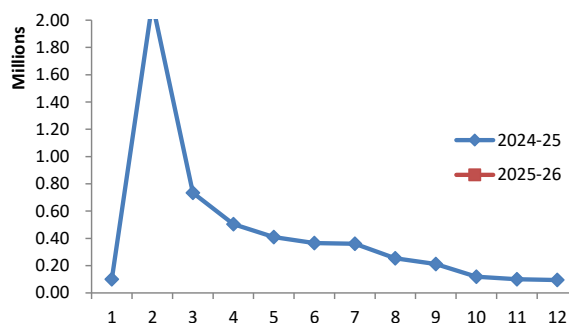
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



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

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

Rates receivable	30 Jun 2025	31 Aug 2025
	\$	\$
Opening arrears previous years	173,082	133,347
Levied this year	1,831,638	1,934,468
Less - collections to date	(1,871,373)	115,086
Gross rates collectable	<b>133,347</b>	<b>2,182,901</b>
Net rates collectable	<b>133,347</b>	<b>2,182,901</b>
% Collected	93.3%	-5.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(467)	225,238	6,251	6,831	10,787	248,640
Percentage	-0.19%	90.59%	2.51%	2.75%	4.34%	100.00%
<b>Balance per trial balance</b>						
Sundry receivable						248,640
GST receivable						14,819
<b>Total receivables general outstanding</b>						<b>263,459</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

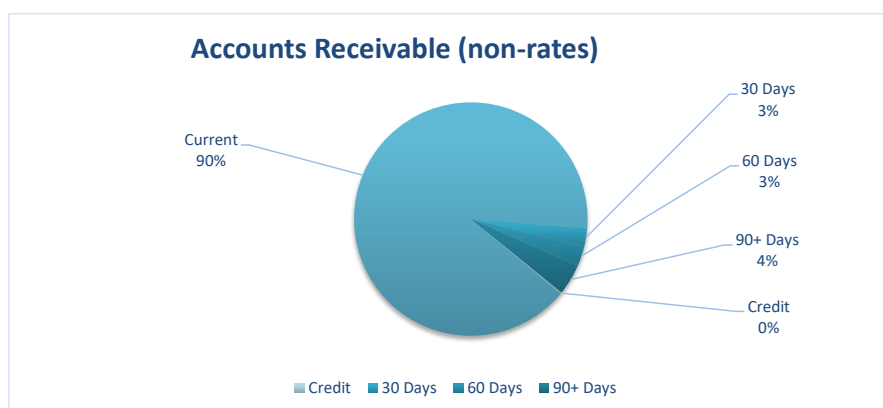
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

**Classification and subsequent measurement**

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

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



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

**OPERATING ACTIVITIES  
NOTE 4  
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 August 2025
<b>Other current assets</b>	\$	\$	\$	\$
<b>Inventory</b>				
Fuel	11,419	0	0	11,419
<b>Other Assets</b>				
Prepayments	5,469	0	0	5,469
Accrued income	24,815	0	0	24,815
<b>Total other current assets</b>	<b>41,703</b>	<b>0</b>	<b>0</b>	<b>41,703</b>
<b>Amounts shown above include GST (where applicable)</b>				

**KEY INFORMATION**

**Inventory**

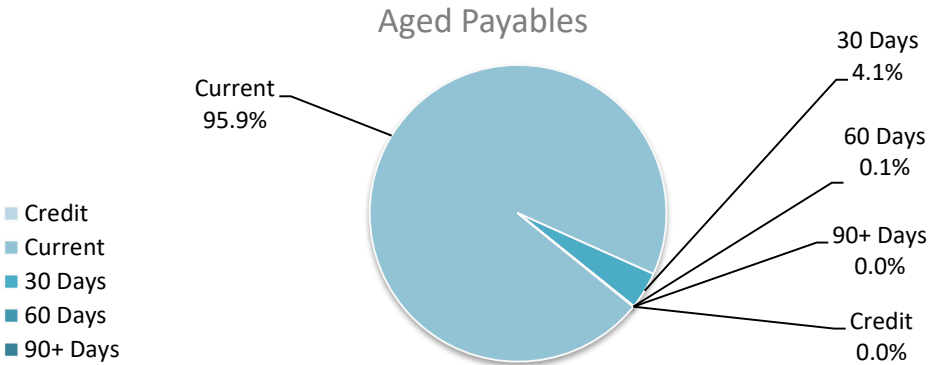
Inventories are measured at the lower of cost and net realisable value.

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.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	106,289	4,494	84	0	110,867
Percentage	0%	95.9%	4.1%	0.1%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						140,791
ATO liabilities						127,044
Bonds & Deposits						9,514
Prepaid Rates						21,583
<b>Total payables general outstanding</b>						<b>298,932</b>
<b>Amounts shown above include GST (where applicable)</b>						

KEY INFORMATION

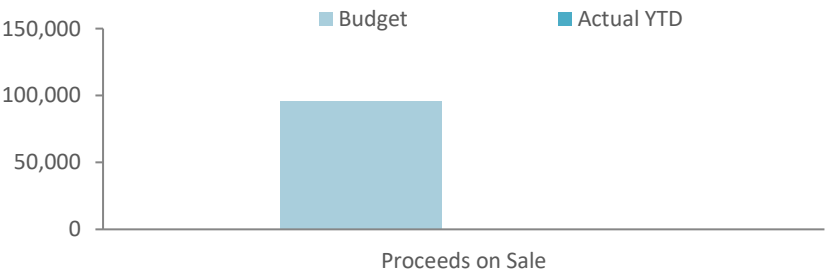
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised 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.



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

**OPERATING ACTIVITIES  
NOTE 6  
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Governance</b>								
10107	CEO Vehicle Changeover	43,000	51,000	8,000	0	0	0	0	0
	<b>Transport</b>								
10114	Works Manager Vehicle Changeover	54,000	45,000	0	(9,000)	0	0	0	0
				0	0			0	0
		<b>97,000</b>	<b>96,000</b>	<b>8,000</b>	<b>(9,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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

**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Land	250,000	0	0	0
Buildings	70,600	0	0	0
Furniture and equipment	25,600	0	0	0
Plant and equipment	465,000	0	0	0
Infrastructure - roads	3,624,171	80,559	32,931	(47,628)
Infrastructure - bridges	40,000	0	0	0
Infrastructure - parks, ovals & playgrounds	116,500	15,000	1,500	(13,500)
<b>Payments for Capital Acquisitions</b>	<b>4,685,371</b>	<b>95,559</b>	<b>34,431</b>	<b>(61,128)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	3,344,919	1,145,418	1,145,418	0
Borrowings	250,000	0	0	0
Other (disposals & C/Fwd)	96,000	0	0	0
Contribution - operations	1,044,452	(1,049,859)	(1,110,987)	(61,128)
<b>Capital funding total</b>	<b>4,685,371</b>	<b>95,559</b>	<b>34,431</b>	<b>(61,128)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

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

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

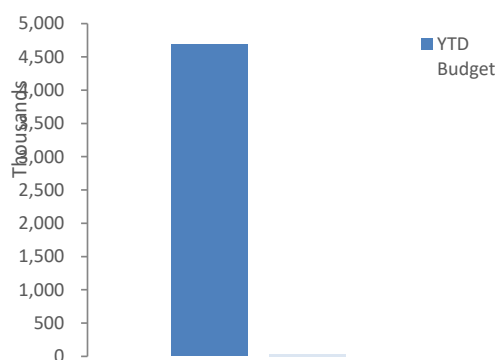
**Initial recognition and measurement for assets held at cost**

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

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

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

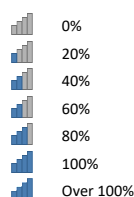
**Payments for Capital Acquisitions**





Capital expenditure total

Level of completion indicators



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

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

		Amended		YTD Actual	Variance Under/(Over)
Account Description		Budget	YTD Budget		
		\$	\$	\$	\$
<b>Land</b>					
C214	Land Purchase - Light Industrial Area	250,000	0	0	0
<b>Total Buildings</b>		<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Land &amp; Buildings</b>					
11057	CCTV Camera's	5,100	0	0	0
C215	Popanyinning School House (Lrci Funding)	10,000	0	0	0
C226	Popanyinning School House - Unisex Toilet & Ramp	10,500	0	0	0
C162	Cuballing Town Hall - Capital Works	45,000	0	0	0
<b>Total Buildings</b>		<b>70,600</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Furniture &amp; Equipment</b>					
04247	Photocopier Capital Purchase	12,000	0	0	0
C220	Administration Laptops	6,600	0	0	0
C221	Administration Office Furniture	7,000	0	0	0
<b>Total Furniture &amp; Equipment</b>		<b>25,600</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Plant &amp; Equipment</b>					
12406	Capital Purchase - Dual Cab Utility	70,000	0	0	0
12414	Capital Purchase - CEO Vehicle Prado GXL	78,000	0	0	0
12420	Capital Expenditure - Plant & Equipment - Small Plant Items	10,000	0	0	0
12425	Capital Expenditure - Plant & Equipment - Variable Message Board	32,000	0	0	0
12433	EXCAVATOR - 15 TONNE	275,000	0	0	0
<b>Total Plant &amp; Equipment</b>		<b>465,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Roads</b>					
R001H	Rrg: Stratherne Road - Widen & Reconstruct Slk 12.77 - 13.82	412,872	0	3,248	(3,248)
R010A	Rrg: Springhill Road - Widen & Reconstruct Slk'S 0.08 - 0.58 & Slk 3.85	352,128	0	772	(772)
RTR011	Rtr: Williams Road - Gravel Sheetting Slk 16.30 - 17.90	59,573	0	0	0
RTR029	Rtr: Congelin-Narrogin Road - Gravel Sheetting Slk'S 4.58 - 6.87 & Slk 8	191,067	0	0	0
RTR095	Roads To Recovery - Alton Street	0	0	1,350	(1,350)
RTR096	Roads To Recovery - Austral Street	0	0	339	(339)
RTR139A	Rtr: Darcy Street - Completion Of 24/25 Street Alignment Slk 0.00 - 0.1	86,875	0	1,375	(1,375)
WF129D	Wsfm - 2022/23 Narrogin Wandering Road-Development	0	0	5,500	(5,500)
WSF009	Wsfm: Cuballing East Road - Reconstruct 5.31K Section Slk 12.80 - 18.1	2,270,559	80,559	20,347	60,212
WSH008R	Wsfm: Cuballing East Road - 24/25 Reconstruction Works Final Seal Sll	251,097	0	0	0
<b>Total Roads</b>		<b>3,624,171</b>	<b>80,559</b>	<b>32,931</b>	<b>47,628</b>
<b>Bridges</b>					
11214	Bridge Improvements - Capital Upgrades	40,000	0	0	0
<b>Total Bridges</b>		<b>40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Parks, Ovals &amp; Playgrounds</b>					
C207	Heritage Walk Trail	15,000	0	0	0
C216	Popanyinning Recreation Grounds	85,000	15,000	1,500	13,500
C223	Yornaning Dam Playground Fencing	16,500	0	0	0
<b>Total Parks, Ovals &amp; Playgrounds</b>		<b>116,500</b>	<b>15,000</b>	<b>1,500</b>	<b>13,500</b>
<b>Other Infrastructure</b>					
C225	Remote Weather Stations	10,000	0	0	0
C201	Cuballing Railway Reserve	20,000	0	0	0
C222	Cuballing Town Centre Master Plan	20,000	0	0	0
C227	Popanyinning War Memorial	20,000	0	0	0
C228	Popanyinning Community Shed	15,000	0	0	0
C224	Cuballing Dam Retic Pump	8,500	0	0	0
<b>Total Other Infrastructure</b>		<b>93,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CAPITAL EXPENDITURE</b>		<b>4,685,371</b>	<b>95,559</b>	<b>34,431</b>	<b>61,128</b>

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

**FINANCING ACTIVITIES**

**NOTE 8**

**BORROWINGS**

**Repayments - borrowings**

Information on borrowings		1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Education and welfare</b>										
Aged Accommodation	56	633,805	0	0	0	(78,795)	633,805	555,010	0	27,945
<b>Transport</b>										
Grader	67	253,617	0	0	(40,247)	(81,283)	213,370	172,334	4,966	9,143
<b>Other property and services</b>										
Austral Land	64	68,171	0	0	0	(16,495)	68,171	51,676	0	1,390
Industrial Land	68	0	0	250,000	0	(21,808)	0	228,192	0	7,500
<b>Total</b>		955,593	0	250,000	(40,247)	(198,381)	915,346	1,007,212	4,966	53,478
Current borrowings		198,381					137,937			
Non-current borrowings		757,212					777,409			
		955,593					915,346			

All debenture repayments were financed by general purpose revenue.

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.

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

**OPERATING ACTIVITIES**

**NOTE 9**

**RESERVE ACCOUNTS**

**Reserve accounts**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Council</b>									
Plant and Equipment	53,158	2,995	253	85,000	0	0	0	141,153	53,411
Administration Building and IT and Office Equipment	9,834	30	60	0	0	0	0	9,864	9,894
Employee Entitlements	276,653	8,248	1,682	0	0	(50,000)	0	234,901	278,335
Housing Reserve	84,651	2,523	515	0	0	0	0	87,174	85,166
Recreation & Community Facility	104,684	3,571	637	0	0	0	0	108,255	105,321
Refuse Site	48,818	1,455	297	0	0	0	0	50,273	49,115
Equestrian	5,277	11	32	0	0	0	0	5,288	5,309
Standpipe Maintenance	4,400	131	27	0	0	0	0	4,531	4,427
Road and Bridges	112,874	3,365	686	0	0	0	0	116,239	113,560
Community and Sporting Club	5,714	170	35	0	0	0	0	5,884	5,749
Infrastructure Renewal	0	0	0	130,000	0	0	0	130,000	0
	<b>706,063</b>	<b>22,499</b>	<b>4,224</b>	<b>215,000</b>	<b>0</b>	<b>(50,000)</b>	<b>0</b>	<b>893,562</b>	<b>710,287</b>

		Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
Other current liabilities	Note	1 July 2025				31 August 2025
		\$		\$	\$	\$
<b>Other liabilities</b>						
- Capital grant/contribution liabilities		123,380	0	0	(7,374)	116,006
<b>Total other liabilities</b>		123,380	0	0	(7,374)	116,006
<b>Employee Related Provisions</b>						
Annual leave		108,588	0	0		108,588
Long service leave		86,337	0	0		86,337
<b>Total Employee Related Provisions</b>		194,925	0	0	0	194,925
<b>Total other current assets</b>		<b>318,305</b>	<b>0</b>	<b>0</b>	<b>(7,374)</b>	<b>310,931</b>
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

#### 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

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.

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

**NOTE 11**  
**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue
	1 July 2025		(As revenue)	31 Aug 2025	31 Aug 2025			Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>Governance</b>								
Income - Grant - Traineeship Incentives	7,374	0	(7,374)	0	0	7,374	7,374	7,374
<b>General purpose funding</b>								
Income - Grants Commission	0	0	0	0	0	646,351	87,596	87,596
<b>Law, order, public safety</b>								
Income - Fire Prevention - Grants	0	0	0	0	0	79,000	19,750	19,750
Income Fire Mitigation Grants	0	0	0	0	0	91,200	0	0
Income - DFES Aware Grant	0	0	0	0	0	20,900	0	0
<b>Recreation and culture</b>								
Income - Youth Activity Funding	0	0	0	0	0	1,000	0	0
<b>Transport</b>								
Income - Grant - MRWA Direct	0	0	0	0	0	129,940	129,940	129,940
Income - Grants Commission Local Road Grant	0	0	0	0	0	695,374	58,098	58,098
	<b>7,374</b>	<b>0</b>	<b>(7,374)</b>	<b>0</b>	<b>0</b>	<b>1,671,139</b>	<b>302,758</b>	<b>302,758</b>

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

NOTE 12

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Aug 2025	Current Liability 31 Aug 2025	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>General purpose funding</b>								
Income - LRCI Phase 4	105,949	0	0	105,949	0	145,019	0	0
<b>Community amenities</b>								
Community Development & Events - Grants	0	0	0	0	0	10,000	0	0
<b>Transport</b>								
Regional Road Grants	1,352	0	0	1,352	0	510,000	204,000	204,000
Wheatbelt Secondary Freight Network	8,704	0	0	8,704	0	2,342,385	941,418	941,418
Roads to Recovery	0	0	0	0	0	337,515	0	0
	<b>116,005</b>	<b>0</b>	<b>0</b>	<b>116,005</b>	<b>0</b>	<b>3,344,919</b>	<b>1,145,418</b>	<b>1,145,418</b>

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

**NOTE 13  
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2025	Received	Paid	31 Aug 2025
	\$	\$	\$	\$
Cuballing Cricket Club	200	0	0	200
Department of Transport - Licensing	8,374	48,237	(49,656)	6,955
	<b>8,574</b>	<b>48,237</b>	<b>(49,656)</b>	<b>7,155</b>

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

NOTE 14  
BUDGET AMENDMENTS

Proposed amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						0
	Nil						
				0	0	0	0



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

**NOTE 15  
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 \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Timing / Permanent	Explanation of positive variances
				Comments
	\$	%		
<b>Opening funding surplus / (deficit)</b>	184,907	35.02%	▲	2024/25 EOFY Adjustments still to be processed
<b>Revenue from operating activities</b>				
Rates	14,490	0.75%		Minimal discounts on rates processed in August
Operating grants, subsidies and contributions	0	0.00%		
Fees and charges	(8,442)	(5.41%)	Timing	Standpipe Charges
Interest earnings	(9,421)	(62.33%)	Timing	Interest earned on surplus funds
Other revenue	(8,077)	(69.50%)	Timing	Rates Legal Costs Recovered & Diesel Rebate
Profit on disposal of assets	0	0.00%		
<b>Expenditure from operating activities</b>				
Employee costs	(104,030)	(47.85%)	Timing	2024/25 Wages Accrual not processed
Materials and contracts	28,660	13.06%	Timing	Administration Support Services
Utility charges	1,437	9.59%	Timing	Not Material
Depreciation on non-current assets	(13,447)	(2.87%)	Permanent	Depreciation relating to additional road program capitalised at 30 June 2025 (non-cash)
Interest expenses	0	0.00%		
Insurance expenses	0	0.00%		
Other expenditure	(3,214)	(145.04%)	Timing	Not Material
Loss on disposal of assets	0	0.00%		
Non-cash amounts excluded from operating activities	9,819	2.10%	Timing	Predominately depreciation costs
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	0	0.00%		
Proceeds from disposal of assets	0	0.00%		
Payments for property, plant and equipment and infrastructure	61,128	63.97%	Timing	WSFN Program
Non-cash amounts excluded from investing activities	0	0.00%		
<b>Financing activities</b>				
Proceeds from new debentures	0	0.00%		
Transfer from reserves	0	0.00%		
Payments for principal portion of lease liabilities	0	0.00%		
Repayment of debentures	0	0.00%		
Transfer to reserves	(480)	(12.82%)	Timing	Not Material
<b>Closing funding surplus / (deficit)</b>	153,330	(4.41%)		As per explanations above

## 9.2 CHIEF EXECUTIVE OFFICER:

### 9.2.1 Application for Development Approval – Oversized Shed 58 Austral St Cuballing

Location:	Lot 56 (No. 58) Austral Street, Cuballing
Applicant:	Khatt Pty Ltd (T/A General Steel Products)
Landowner:	Tung Nguyen
File Ref. No:	2025/005 A2614
Disclosure of Interest:	Nil
Date:	12 September 2025
Author:	Chris Paget
Attachments	9.2.1A Information from applicant 9.2.1B Outbuildings Policy 9.2.1C <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> extract

#### Summary

**Development approval is recommended for an oversized shed at Lot 56 (No. 58) Austral Street, Cuballing.**

#### Background

##### 1. *The application*

The reason the Council is considering the Development Application is that the proposed shed (432m<sup>2</sup> in area), combined with the existing shed (432m<sup>2</sup>) is larger than the maximum floor area set out in Council's Outbuilding Policy.

The proposed shed has a length of 24m, a width of 18m and a wall height of 8m. The walls and roof of the shed are proposed to be constructed in zincalume. Details submitted by the applicant are set out in Attachment 9.2.1A. The applicant advises the shed will be used to store construction steel materials in a secure and weather-protected space.

The proposed shed is setback 27m from the front (Austral Street) property boundary and 19m from the northern boundary. The proposed shed will be located 6m to the north of the existing shed. The proposed shed is located on cleared land.

##### 2. *Application site*

The site is 8252m<sup>2</sup> in area and contains an existing shed (432m<sup>2</sup>) which is used for steel fabrication purposes.

##### 3. *Planning framework*

The site is zoned 'Rural Townsite' in the *Shire of Cuballing Local Planning Scheme No. 2* (LPS2).

Clause 16 of LPS2 outlines the objective of the Rural Townsite zone is 'To provide for a range of land uses that would typically be found in a small country town.'

1. Clause 32.17(2) Development in the Rural Townsite zone states the following:

'Non-residential development within the zone shall be determined in the context of each proposal and site conditions, but shall generally accord with the following principles:

- (a) the form and scale of the development is to be compatible with surrounding land uses;
- (b) the impacts of the development are to be contained on site and/or suitably managed off-site;
- (c) impacts from commercial and industrial uses will be avoided by ensuring these are adequately separated from sensitive uses;
- (d) adequate provision is to be made for parking for staff and visitors, with separation between staff/visitor parking and service/haulage vehicles;
- (e) the impact of the development on the road network and traffic management is to be consistent with the road function and hierarchy;
- (f) visual impacts to be minimised by the use of vegetation screening, tree retention and building orientation;
- (g) use of 'on building' signage where the building addresses the street, and where 'freestanding' signage is necessary it should either be affixed to a front fence, or located adjacent to it at a height that is compatible with the setting.'

(2) Non-residential development in the Rural Townsite zone shall meet the following site requirements

Maximum Plot Ratio	Minimum Setback (m)			Minimum Landscaping % of site
	Front	Side	Rear	
0.5	15	5	7.5	10%

The application is consistent with LPS2 setbacks.

Council's *Local Planning Policy – Outbuildings* is provided in Attachment 9.2.1B. The application is inconsistent with Council policy noting that the proposed floor area of 432m<sup>2</sup> is considerably larger than the 85m<sup>2</sup> floor area for zincalume sheds on Rural Townsite zoned lots over 1,500m<sup>2</sup> in area. The Outbuildings Policy does not provide much guidance for sheds associated with commercial, industrial or related uses.

Attachment 9.2.1C sets out an extract from the *Planning and Development (Local Planning Schemes) Regulations 2015* relating to matters to be considered by the local government in determining Development Application and options in determining applications.

Like most of the Cuballing townsite, the site is classified as a Bush Fire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>.

#### Comment

This Development Application was advertised for public comment on the Shire of Cuballing website, Facebook page and in the Cuby News. No submissions or comments had been received by the closing date of Wednesday 10<sup>th</sup> September 2025.

As previously mentioned, Council's Outbuilding Policy provides limited guidance for commercial, industrial or related uses.

Following assessment against the planning framework, conditional approval is recommended given:

- The shed complements an existing steel fabrication business;

- The use of the shed is expected to have no or minimal off-site impacts given it is for storage and not for steel fabrication;
- The proposed shed matches the existing shed in size and appearance;
- Given the existing shed, the proposed storage shed is not considered to detract from the streetscape given it is well setback from Austral Street and a landscaping condition is recommended;
- The shed will not overshadow neighbouring dwellings; and
- Recommended development conditions and advice can assist to address any possible amenity considerations.

#### Strategic Implications

Nil

#### Statutory Environment

*Planning and Development Act 2005, LPS2 and Planning and Development (Local Planning Schemes) Regulations 2015.*

#### Policy Implications

##### *Local Planning Policy – Outbuildings*

Local Planning Policies are non-statutory documents which provide guidance to assist the Council in its decision making. Accordingly, the Council is not bound by the policy, but is required to have regard to the policy in determining the Development Application.

Approval of the Development Application does create a precedent noting the size of the shed and the Rural Townsite zoning.

It is recommended that *Local Planning Policy – Outbuildings* is reviewed and updated to reflect community expectations.

#### Financial Implications

All costs associated with the development will be borne by the applicant. Should the applicant be aggrieved by Council's decision, the applicant may seek a review of that decision or conditions through the State Administrative Tribunal.

#### Economic Implications

Nil

#### Environmental Considerations

There is a requirement that the operator effectively manages noise, dust and other impacts.

#### Consultation

Nil, given the shed and use complements the existing steel fabrication use on the site.

#### Options

The Council can:

1. Approve the Development Application with no conditions;
2. Approve the Development Application with conditions;
3. Refuse the Development Application (providing reasons); or
4. Defer and seek additional information or require advertising.

#### Voting Requirements

Simple majority

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION 2025/73:**

**That the Council approve the Development Application for a storage shed at Lot 56 on Deposited Plan 222342 (No. 58) Austral Street, Cuballing subject to the following conditions:**


1. The development hereby approved must be carried out in accordance with the plans and specifications submitted with the application (addressing all conditions) or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
2. The provision of details with the Building Permit application as to how stormwater will be addressed for the proposed development to the satisfaction of the local government. The stormwater facilities provided in accordance with this condition shall be implemented prior to occupation and then permanently maintained in an operative condition to the satisfaction of the local government.
3. The proposed use of the shed does not create detrimental off-site amenity impacts on neighbouring properties.
4. A landscaping strip, which is at least 3 metres wide, is planted on the Austral Street frontage prior to occupation to the satisfaction of the local government which is then suitably maintained to the satisfaction of the local government.

**ADVICE:**

- A) The proponent is advised that this development approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works.
- B) If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.
- C) The property is classified as a Bush Fire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>. A low fuel area should be maintained around the shed.
- D) If the applicant is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

**Moved Cr Bradford****Seconded Cr Kowald****CARRIED 6/0****For: Crs Dowling, Harris, Kowald, Ballantyne, Bradford and Sexton****Against: Nil**

## APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details		
Name: Khatt Pty Ltd (T/A General Steel Products)		
ABN (if applicable): 78 118 152 300		
Address: 58 Austral Street Cuballing ..... Postcode: 6311		
Phone:	Fax:	Email:
Work: .....	.....	.....
Home: .....		
Mobile: .....		
Contact person for correspondence: Tung Nguyen		
Signature: 		Date: 7/7/2025
Signature:		Date:
<i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i>		
Applicant Details (if different from owner)		
Name:		
Address: ..... ..... Postcode: .....		
Phone:	Fax:	Email:
Work: .....	.....	.....
Home: .....		
Mobile: .....		
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:

Property Details		
Lot No:	House/Street No: 58	Location No:
Diagram or Plan No:	Certificate of Title Vol. No: 1753	Folio: 78
Title encumbrances (e.g. easements, restrictive covenants): .....		
Street name: Austral	Suburb: Cuballing	
Nearest street intersection: Brundell Street		

Proposed Development	
Nature of development:	<input type="checkbox"/> Works <input type="checkbox"/> Use <input checked="" type="checkbox"/> Works and use
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use	
Description of proposed works and/or land use: The shed is intended for the storage of construction steel materials, providing a secure and weather-protected space for inventory.	
Description of exemption claimed (if relevant): ..... ..... ..... .....	
Nature of any existing buildings and/or land use: Workshop / Storage Shed	
Approximate cost of proposed development: \$ 42,000	
Estimated time of completion: 8 Months	

Acceptance Officer's initials: Local government reference No:	<b>OFFICE USE ONLY</b> Date received:
--	--




# GENERAL STEEL PRODUCTS

## STRUCTURAL ENGINEERING DETAILS



**GENERAL ENGINEERING SERVICES**

Builders Registration: BC104084

Signed:  Date: 7/7/2025



- ### Structural Certification:

AS/NZS 1170.2:2021 – Structural design actions – Part 2: Wind actions  
AS 2870:2011 (Slabs & footings)  
AS 4100:2020 Steel structures code  
AS 3600:2018 – Amendment 2:2021 – Concrete structures code  
AS 4600:2018 Cold-formed steel standards

- Materials:

Site Information:




☐ A - Stable Rock or Sand  
☐ S - Slightly Reactive Clay Soil  
☐ M - Moderately Reactive Clay Soil  
☒ H - Highly Reactive Clay Soil  
☐ E - Extremely Reactive Clay Soil

1. All concrete shall be in accordance with the S.A.A. Code for concrete in buildings. A.S.3600.
2. All concrete shall be in accordance to the following.

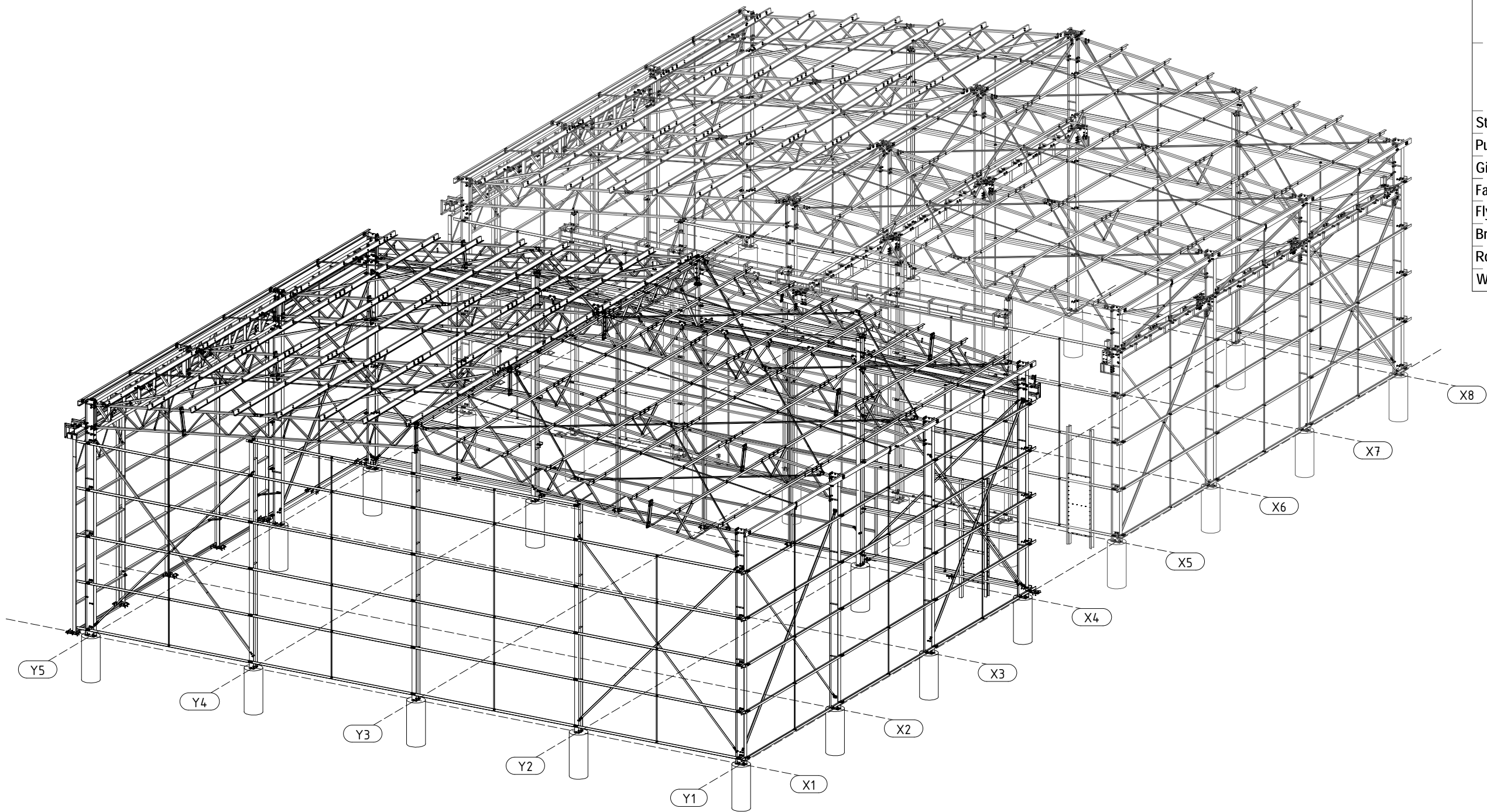
3. Reinforcement shall be in accordance with A.S. 1302 and A.S. 1304.
4. All formwork shall be rigidly constructed of approved material. Formwork and supports shall be designed to withstand all possible load combinations during construction.
5. Provide slab construction joints at 18.0m spacings maximum.
6. All slab concrete shall be cured by approved methods for at least the first seven days after placing.

1. All welding shall be carried out in accordance with AS 1554.1.
2. Minimum weld to be 6mm fillet

No.	Product Specification	Grade	Mechanical Properties (Mpa)	
			Yield Strength	Tensile Strength
1	For Main Structures	8.8/S	640	800
2	For Secondary Structures	4.6/S	240	400
3	Anchor Bolts	5.6/S	300	500

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<b>STRUCTURAL CERTIFICATION</b> The structural design has been assessed in accordance with the National Construction Code (NCC) 2022 with reference to and compliance with one or more of the following applicable Australian standards · AS/NZS 1170.2:2021-Structural design actions- Part 2: Wind actions · AS 2870:2011 (Slabs & footings) · AS 4100:2020 Steel structures code · AS 3600:2018-Amendment 2:2021-Concrete structures code · AS 4600:2018 Cold-formed steel standards   Signature                      Dinh Phan No. 1210050		<b>DRAWING NAME</b>  <b>General Notes</b>  <b>GENERAL ENGINEERING SERVICES</b>  <b>Builders Registration: BC104084</b> <b>Signed:</b>  <b>Date:</b> 7/7/2025									
		<b>PROJECT:</b>  GSP Workshop  <table border="1"><tr><td>DRAWING NO.</td><td>S-01</td><td>REV.</td><td>B</td></tr><tr><td>ISSUED DATE</td><td colspan="3">07.07.2025</td></tr></table> <b>GSP SHEDS</b> <b>PO Box 1156</b> <b>Kelmscott WA 6997</b> <b>P: +61 8 9498 3508</b> <b>E: admin@GSPaus.com.au</b> <b>W: www.GSPaus.com.au</b>		DRAWING NO.	S-01	REV.	B	ISSUED DATE	07.07.2025		
DRAWING NO.	S-01	REV.	B								
ISSUED DATE	07.07.2025										

Existing Structure



Structure-3d View  
SC: 1:100

Members Schedule	
Name	Member Size
Column	310 UB 40
	250 UB 31
Rafter	RHS 150*100*3
Truss (800 deep)	RHS 100*50*2.5 Top Chord
	RHS 60*30*2.5 Web
	RHS 100*50*2.5 Bottom Chord
Clear Span (1100 deep)	RHS 150*100*4 Top Chord
	RHS 100*50*3 Web
	RHS 150*100*4 Bottom Chord
Strut	CHS 90*2.5
Purlin	Z150*1.5 @ 1600 max
Girt	Z150*1.5 @ 1650 max
Fascia Purlin	C150*1.5
Fly Brace	50*2.3 EA
Bridging	SHS 30*1.4
Roof Bracing	50*3 EA
Wind Bracing	50*3 EA

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· AS 4100:2020 Steel structures code  
· AS 3600:2018-Amendment 2:2021-Concrete structures code  
· AS 4600:2018 Cold-formed steel standards

  
Signature      Dinh Phan  
No.1210050

DRAWING NAME  
**Structure-3D View**

**GENERAL ENGINEERING SERVICES**

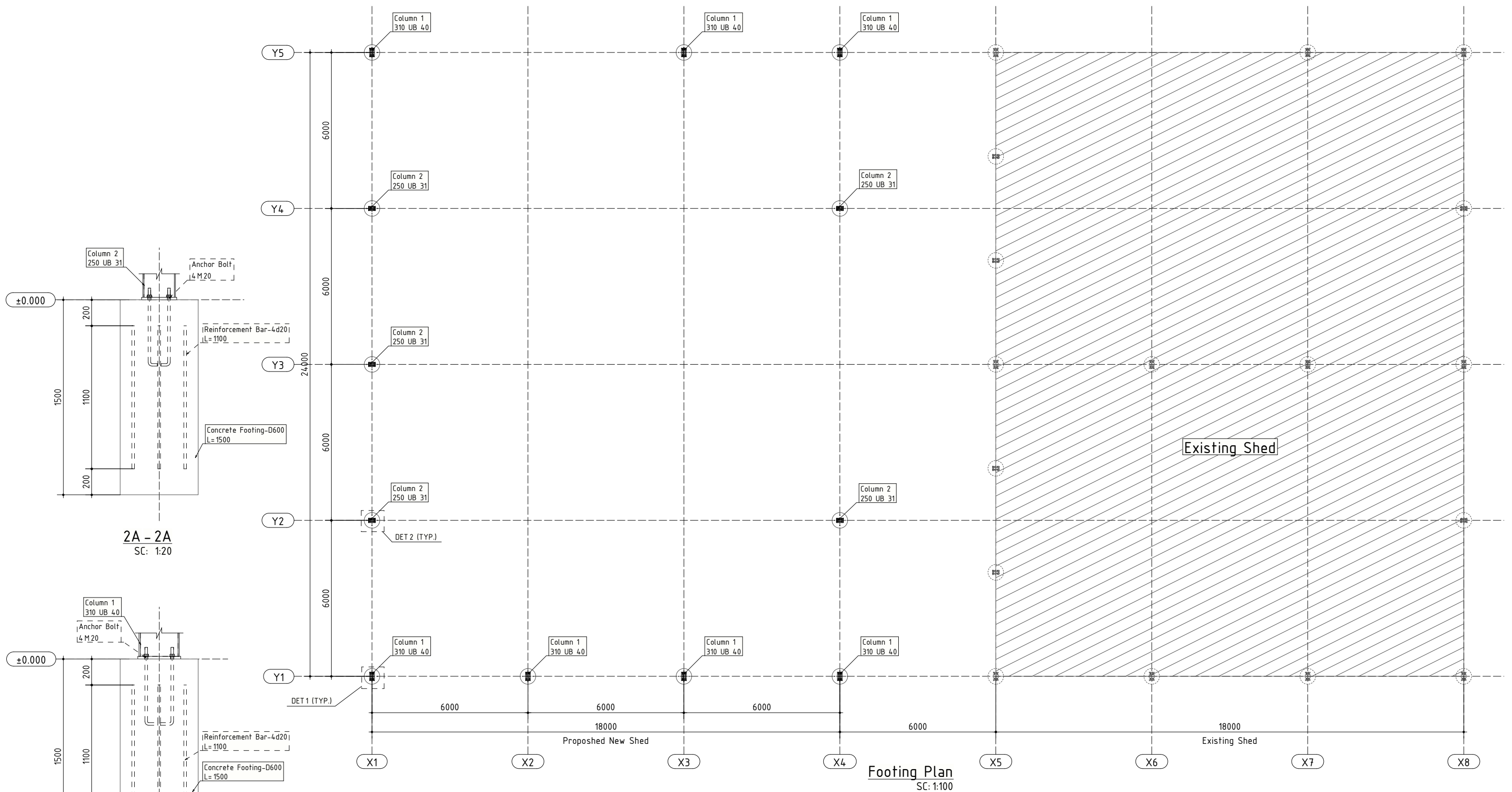
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PROJECT:  
GSP Workshop

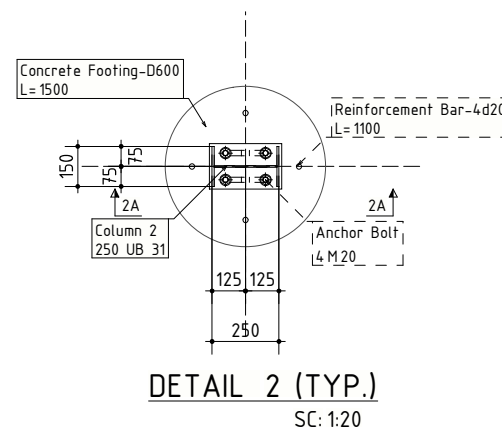
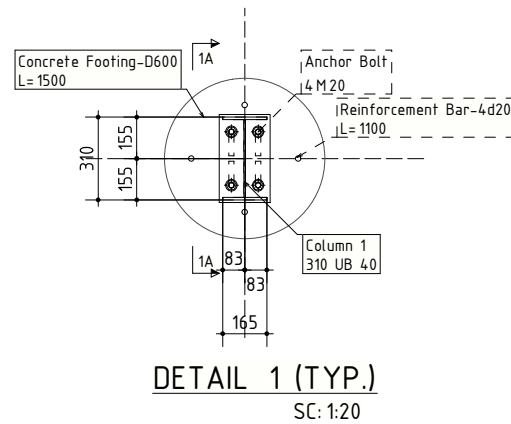
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Footing Plan  
SC: 1:100



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· AS 4100:2020 Steel structures code  
· AS 3600:2018-Amendment 2:2021-Concrete structures code  
· AS 4600:2018 Cold-formed steel standards

Signature Dinh Phan  
No.1210050

DRAWING NAME

Footing Deatails

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Builders Registration: BC104084  
Signed: Date: 7/7/2025

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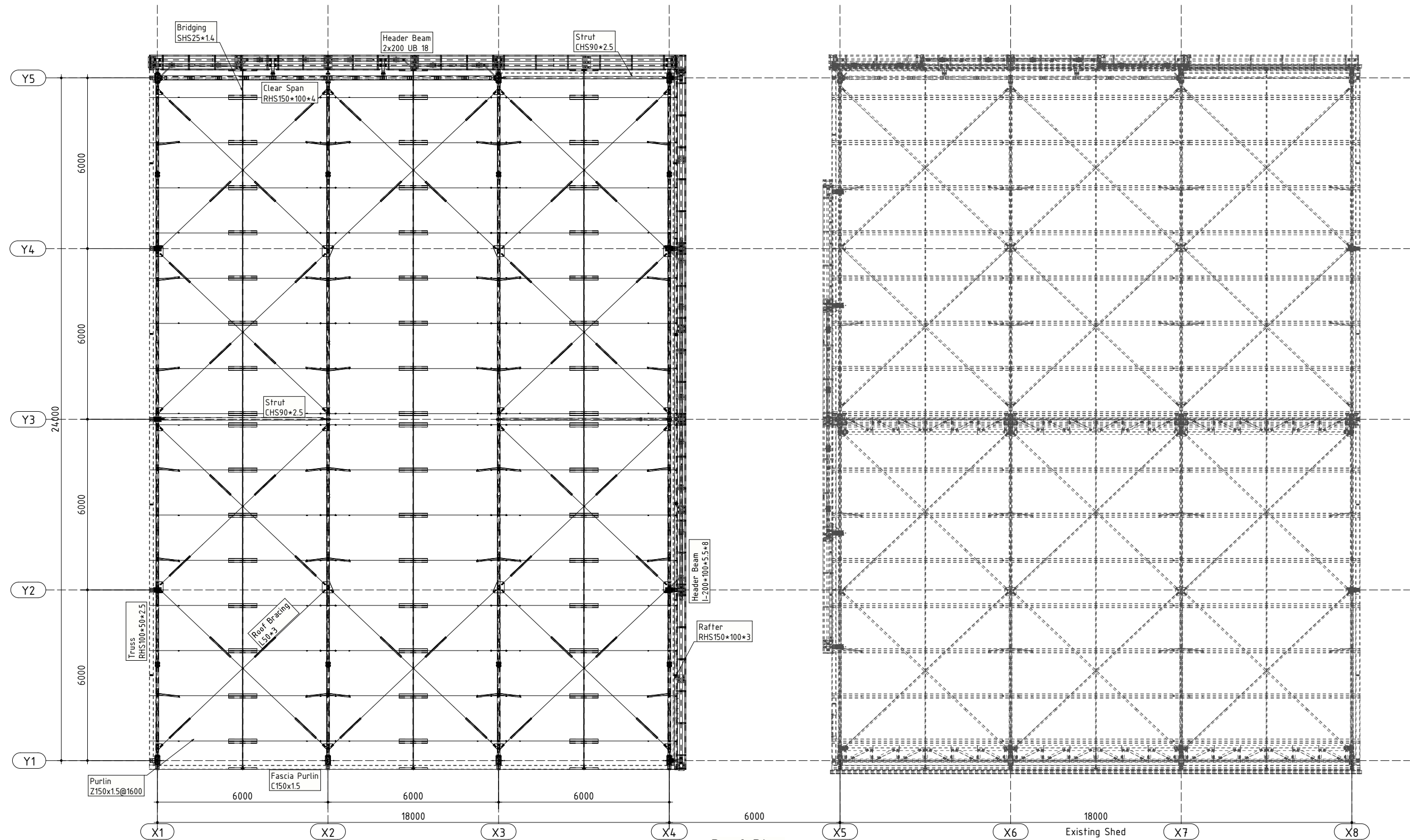
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· AS 4100:2020 Steel structures code  
· AS 3600:2018-Amendment 2:2021-Concrete structures code  
· AS 4600:2018 Cold-formed steel standards

Signature  Dinh Phan  
No.1210050

DRAWING NAME

Roof Plan

**GENERAL ENGINEERING SERVICES**

Builders Registration: BC104084

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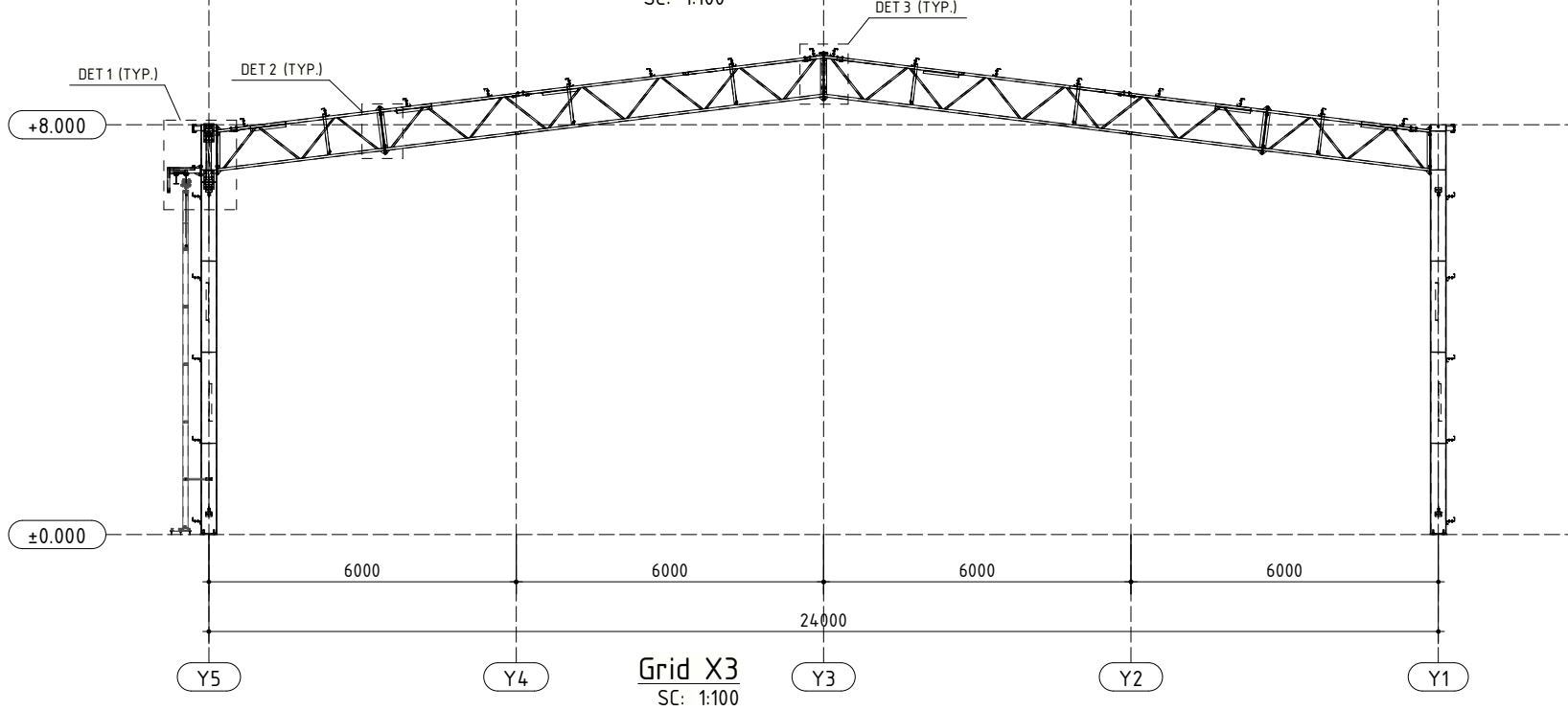
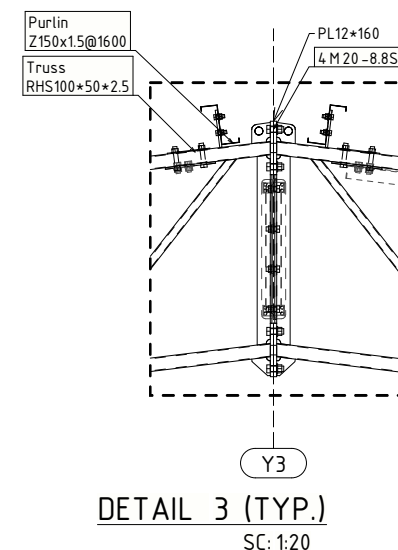
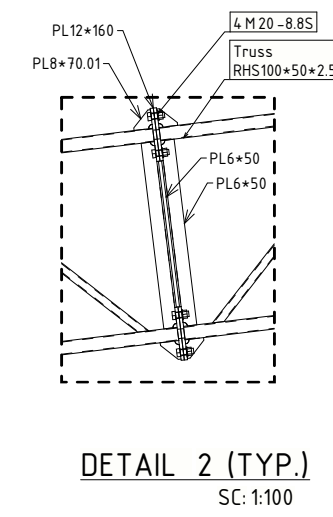
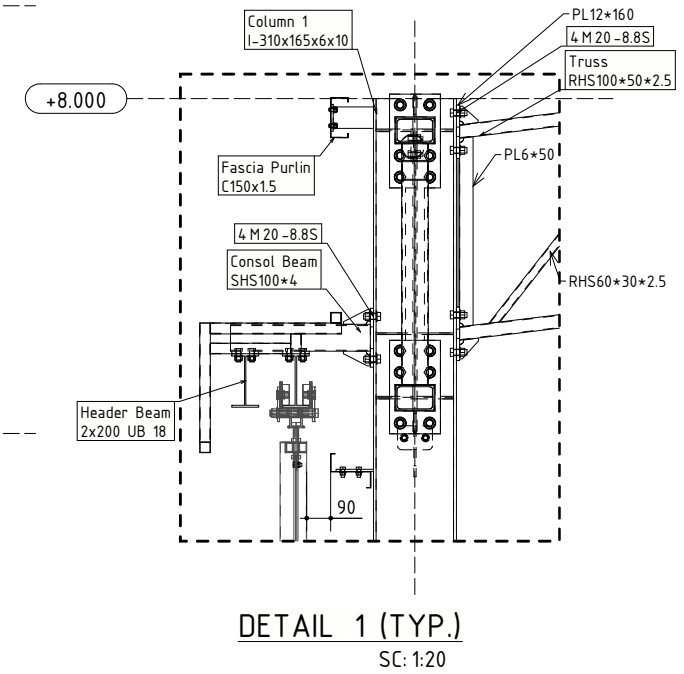
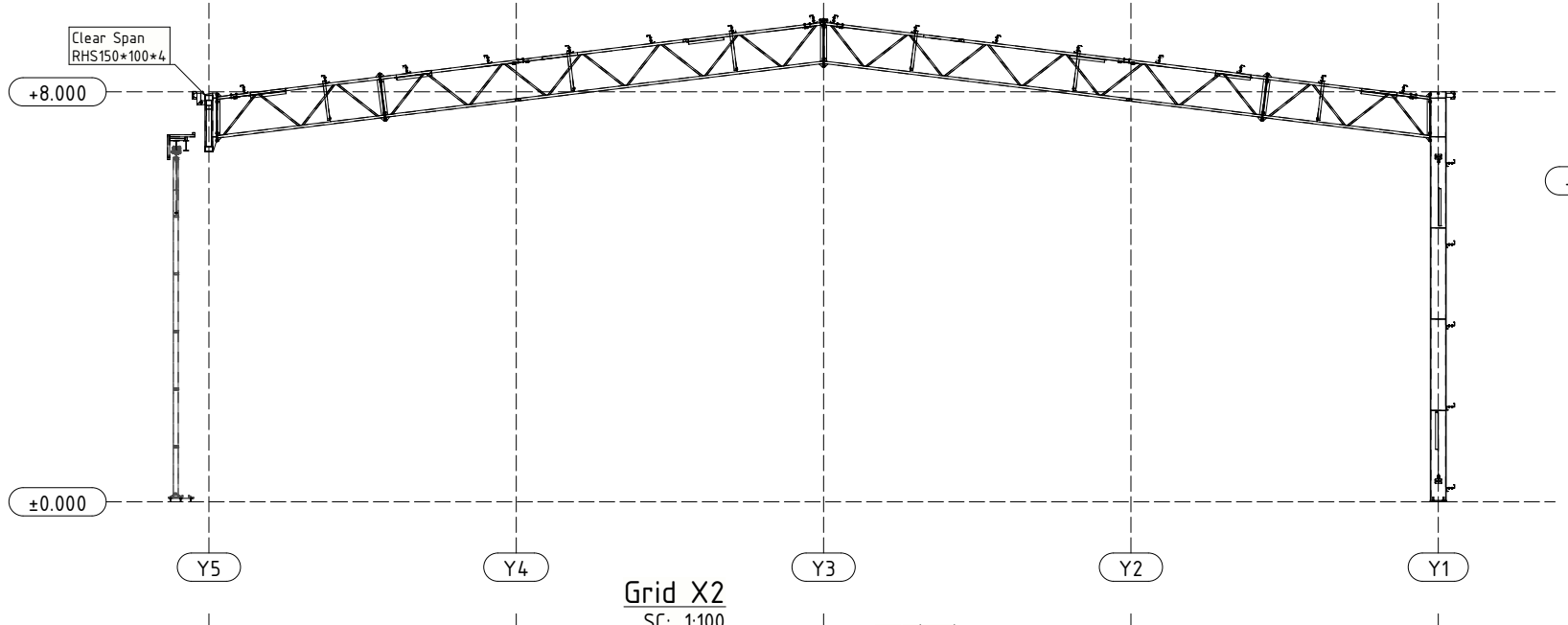
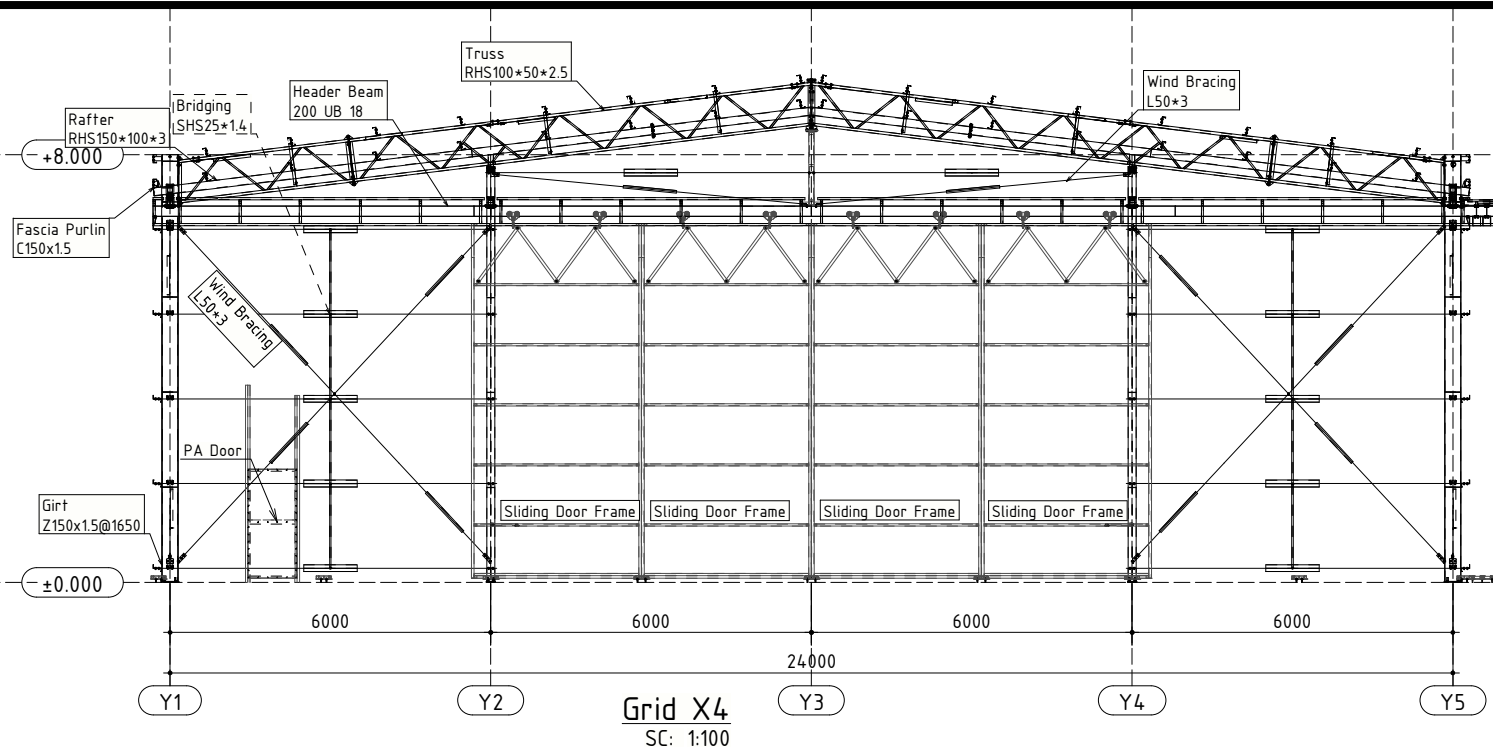
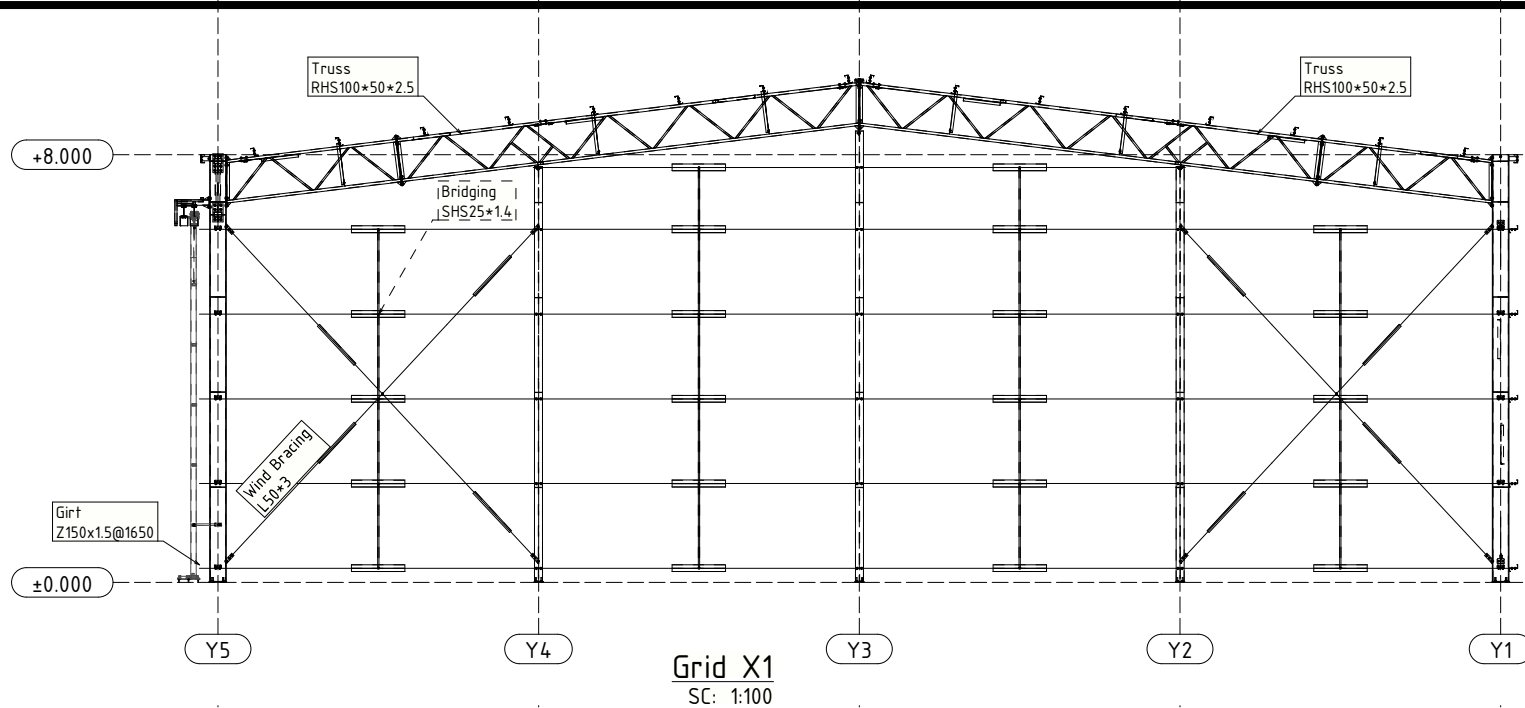
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- AS 2870:2011 (Slabs & footings)
- AS 4100:2020 Steel structures code
- AS 3600:2018-Amendment 2:2021-Concrete structures code
- AS 4600:2018 Cold-formed steel standards

*Dinh Phan*  
Signature      No.1210050

DRAWING NAME

Grid X1 To X4

**GENERAL ENGINEERING SERVICES**

Builders Registration: BC104084  
Signed: *[Signature]* Date: 7/7/2025

PROJECT:

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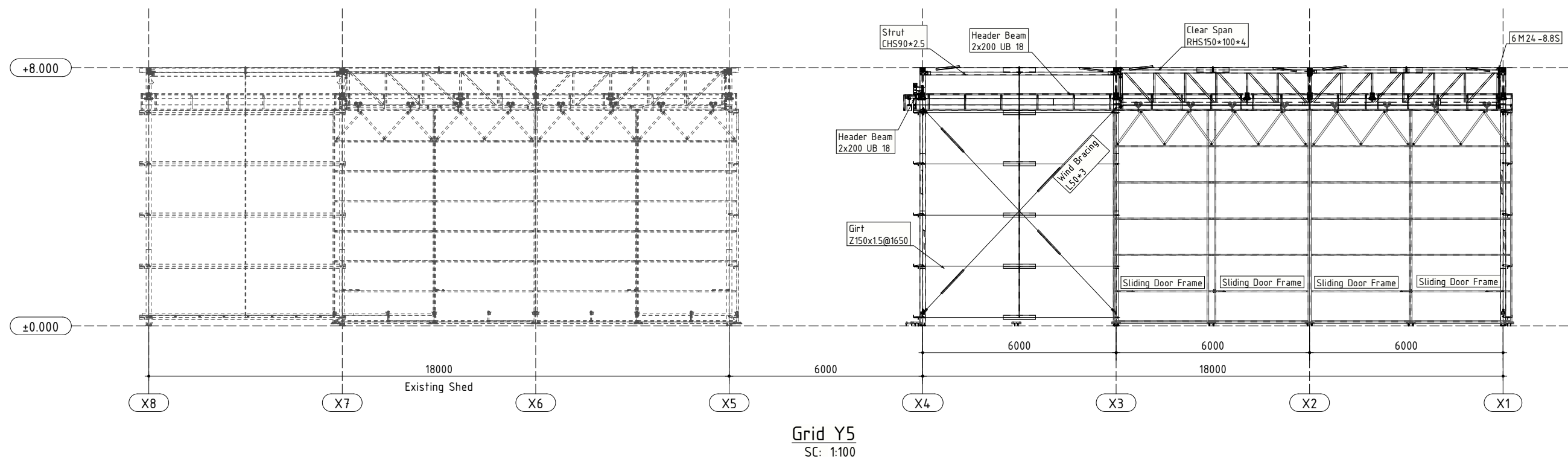
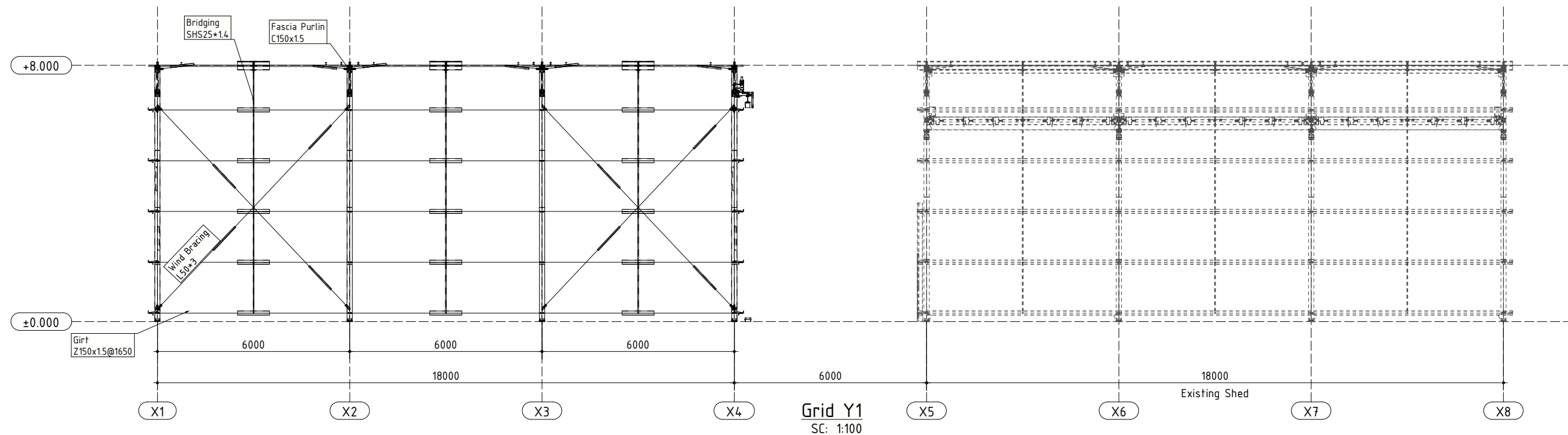
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- AS 4100:2020 Steel structures code
- AS 3600:2018-Amendment 2:2021-Concrete structures code
- AS 4600:2018 Cold-formed steel standards

Signature  Dinh Phan  
No.1210050

DRAWING NAME

Grid Y1, Grid Y5

**GENERAL ENGINEERING SERVICES**

Builders Registration: BC104084

Signed:  Date: 7/7/2025

PROJECT:

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DRAWING NO. S-07 REV. B  
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ANTON STREET

58 AUSTRAL STREET  
8254M2



AUSTRAL STREET

76.43 m

120.00 m

**SHIRE OF CUBALLING  
LOCAL PLANNING POLICY  
OUTBUILDINGS**

Within all Rural Townsite and Rural Residential zoned land and on General Agricultural zoned lots with an area of 2ha or less, planning approval may be granted to outbuildings appurtenant to any dwelling, provided all boundary setbacks and building separation requirements have been complied with, the building is of single storey construction, located behind any dwelling on site and provided the proposed development complies with the following:

- (a) In the Rural Townsite and Rural Residential zones of the Shire, where the lot size is 1500m<sup>2</sup> or less in area:
  - (i) Zincalume construction, where the total outbuilding does not exceed 55m<sup>2</sup> in floor area;
  - (ii) Colourbond construction, where the total outbuilding does not exceed 65m<sup>2</sup> in floor area;
  - (iii) Masonry construction and/or where the total outbuilding area has walls constructed of the same materials and appearance as the house and does not exceed 75m<sup>2</sup> in floor area and no parapet wall is greater than 8 metres in length.
- (b) In Rural Townsite and Rural Residential zones of the Shire where the lot size is over 1500m<sup>2</sup> or on General Agricultural zoned lots with an area of 2 ha or less;
  - (i) Zincalume construction, where the total outbuilding does not exceed 85m<sup>2</sup> in total floor area;
  - (ii) Colourbond construction, where the total outbuilding does not exceed 120m<sup>2</sup> in total floor area;
  - (iii) Masonry construction and/or where the total outbuilding has walls constructed of the same materials and appearance as the house and does not exceed 170m<sup>2</sup> in total floor area.
- (c) Wall height of any outbuildings not to exceed 3 metres. In the case of gable floor construction, the maximum height is not to exceed 4 metres.
- (d) Prior to the considering a parapet wall construction on any boundary, the applicant will present to Council with written agreement to the same by any affected adjoining landowner.
- (e) The applicant providing the Local Government with a written undertaking that the outbuilding constructed will only be used for the purpose permitted within the zone in which it is located, under the provisions of the Scheme.



- (f) Any application for planning approval which does not comply with the above shall be referred to Council for consideration.
- (g) No planning approval will be granted for any outbuildings on any Rural Townsite or Rural Residential zoned lot which does not contain a residence.
- (h) Setbacks from boundaries for Outbuildings
  - (i) If attached to the dwelling the setbacks for an outbuilding shall be a minimum of 1.0 metre from side boundaries with eaves not closer than 0.75 metres to a side boundary in the Rural Townsite Zone. Setback to the rear boundary shall be as specified in the Residential Design Codes for Rural Townsite zoned lots and/or a minimum of 10 metres for Rural Residential zoned land.
  - (ii) If detached from the dwelling, outbuildings shall be at least 1.8 metres clear of the dwelling with a minimum setback of 1.0 from the side boundary and 1.2m from the rear boundary in the Rural Townsite Zone and shall be a minimum of 10 metres rear setback in the Rural Residential Zone.

**67. Consideration of application by local government**

- (1) Development approval cannot be granted on an application for approval of —
  - (a) development that is a class X use in relation to the zone in which the development is located, unless —
    - (i) the development relates to land that is being used for a non-conforming use; and
    - (ii) the local government considers that the proposed use of the land would be less detrimental than the non-conforming use;
  - or
  - (b) development that otherwise does not comply with a requirement of this Scheme, unless —
    - (i) this Scheme gives the local government discretion to waive or vary the requirement or to grant development approval despite non-compliance with the requirement; or
    - (ii) the development is permitted under a provision of this Scheme in relation to non-conforming uses.
- (2) In considering an application for development approval (other than an application on which approval cannot be granted under subclause (1)), the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —
  - (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
  - (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving;
  - (c) any approved State planning policy;
  - (d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d);
  - (e) any policy of the Commission;
  - (f) any policy of the State;
  - (fa) any local planning strategy for this Scheme endorsed by the Commission;
  - (g) any local planning policy for the Scheme area;
  - (h) any structure plan or local development plan that relates to the development;
  - (i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*;
  - (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
  - (k) the built heritage conservation of any place that is of cultural significance;
  - (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;
  - (m) the compatibility of the development with its setting, including —
    - (i) the compatibility of the development with the desired future character of its setting; and

- (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
  - (n) the amenity of the locality including the following —
    - (i) environmental impacts of the development;
    - (ii) the character of the locality;
    - (iii) social impacts of the development;
  - (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
  - (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
  - (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
  - (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
  - (s) the adequacy of —
    - (i) the proposed means of access to and egress from the site; and
    - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;
  - (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
  - (u) the availability and adequacy for the development of the following —
    - (i) public transport services;
    - (ii) public utility services;
    - (iii) storage, management and collection of waste;
    - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
    - (v) access by older people and people with disability;
  - (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
  - (w) the history of the site where the development is to be located;
  - (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
  - (y) any submissions received on the application;
  - (za) the comments or submissions received from any authority consulted under clause 66;
  - (zb) any other planning consideration the local government considers appropriate.
- (3) Subclause (1) has effect despite the zoning table for this Scheme.

*[Clause 67 amended: SL 2020/252 r. 74.]*

**9.2.2 WALGA 2025 Annual General Meeting – Proposed Member Motions**

Applicant: N/A  
File Ref. No: ADM104  
Disclosure of Interest: Nil  
Date: 12<sup>th</sup> September 2025  
Author: Chris Paget - Chief Executive Officer  
Attachments: 9.2.2A WALGA 2025 Annual General Meeting Agenda

Summary

For Council to consider the proposed motions for the WALGA Annual General Meeting (AGM) and provide direction to the Shire of Cuballing voting delegates.

Background

The following motions are proposed in the agenda for the WALGA AGM to be held on Wednesday 23 September 2025:

7.1 Provision of Medical Services in Remote and very Remote Local Governments

Shire of Lake Grace motion that WALGA calls on the Western Australian Government and WA Grants Commission to:

- Increase the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and
- Recalculate distributions to those Local Governments in remote and very remote locations that are providing block cash payments to attract and retain general practitioners to allow affected Councils to redirect ratepayer funds to Local Government responsibilities.

7.2 Homelessness - Short-Term Accommodation Solutions

City of Kalgoorlie Boulder motion that WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in regional centres across Western Australia.

7.3 Revision of the Local Government Administration Regulations 1996 in Relation to the Holding of and Attendance at Meetings by Electronic Means

Shire of Dardanup motion that WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow elected members to attend more than 50% of meetings remotely, only if each instance more than 50% in the rolling year is justified and approved by the Shire President or Deputy Shire President.

7.4 Rating Exemption Advocacy Motion

City of Bunbury motion that WALGA, in addition to its current advocacy positions 2.1.1 and 2.1.2 relating to rating exemptions, advocate to the WA Government for the introduction of a reimbursement model, whereby the WA Government repays Local Government the greater of:

- 75% of the value of rates lost in applying the charitable purposes exemption; or
- 1% of the total rate revenue of the Local Government.

### 7.5 Rateability of Miscellaneous Licenses

Shire of Mount Magnet motion that WALGA:

- Formally oppose any move by the Local Government Minister to introduce amendments to the Local Government Act to restrict the application of rates on Miscellaneous Licenses.
- Develop an advocacy position on sector consultation prior to any amendment to the *Local Government Act*.
- Undertake a financial analysis of the cost to the Mining Industry of the rating of Miscellaneous Licenses compared to the benefit to the Local Government sector.

#### Comment

Councillors are asked to provide direction to delegates on whether to vote in support or oppose the motions. A summary of the issues raised in the proposed motions is included below and additional comments are included in the WALGA AGM Agenda.

### 7.1 Provision of Medical Services in Remote and very Remote Local Governments

Remote and very remote Local Governments are filling a critical gap in primary healthcare.

The Medical Facilities Cost Adjustor under the Financial Assistance Grants in WA is calculated and distributed by the WA Grants Commission. The Adjustor does not reflect actual costs, leaving a significant funding gap for Local Governments.

The Shire of Lake Grace is requesting block funding and a recalculation criterion to remote and very remote local governments, distributed via the Financial Assistance Grants (Medical Facilities Cost Adjustor).

Supporting the advocacy for an increase in the Financial Assistance Grants (Medical Facilities Cost Adjustor) will benefit Shires that are required to utilise ratepayer funds to provide necessary medical and allied health services in their communities.

### 7.2 Homelessness - Short-Term Accommodation Solutions

The City of Kalgoorlie-Boulder's motion aligns with Western Australia's *All Paths Lead to Home - 10-Year Strategy on Homelessness 2020–2030*. The Strategy prioritises place-based responses for Aboriginal people, including culturally appropriate short-term accommodation and wrap-around support.

The motion addresses a critical gap in current policy by focusing on temporary homelessness or street presence which is not covered in state or national strategies.

### 7.3 Revision of the Local Government Administration Regulations 1996 in Relation to the Holding of and Attendance at Meetings by Electronic Means

This motion addresses the need for greater flexibility for Councillors in the Shire of Dardanup (and potentially many other local governments) who, due to work (e.g. FIFO/DIDO), family, or personal commitments, may be away from the local area for extended periods.

The motion seeks to:

- ensure Councillors can still represent and serve the community effectively during such absences;
- reduce disruption to Council operations by expanding access to remote and electronic meeting participation;
- reflect the evolving demographic of Elected Members, including new parents, FIFO workers, shift workers, and those with disabilities or mobility issues;
- remove logistical and bureaucratic barriers that limit participation by some Councillors; and
- promote equity, inclusivity, and engagement by adapting Council practices to meet modern workforce and lifestyle realities.

The motion supports more inclusive and efficient Council operations by enabling all elected members to participate fully, regardless of personal circumstances.

### 7.3 Rateability of Miscellaneous Licenses

The Supreme Court determined on 8 July 2025 that occupied Miscellaneous Licenses are rateable under *s 6.26(1) of the Local Government Act 1995*.

The Minister for Local Government announced on 1 August 2025 that an amendment of the *Local Government Act 1995* would be swiftly introduced to Parliament to provide certainty to Local Governments and the resources sector that Miscellaneous Licenses are not rateable.

#### Statutory Environment

*Local Government Act 1995* section 6.26(1)

Local Government Administration Regulations 1996

#### Policy Implications

Policy 3.11 Councillor Attendance at Conferences, Seminars or Workshops

Policy 3.14 Elected Members, CEO and Employees Attendance at Events

#### Financial Implications

There are no direct financial implications relating to these items.

#### Strategic Implications

### **Shire of Cuballing Strategic Community Plan 2023-2033:**

#### Governance

- Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.
- Enhancing community information and engagement.

Voting Requirements

Simple majority

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION 2025/74:**

That Council:

1. Endorse delegates to support the Lake Grace motion that WALGA calls on the Western Australian Government and WA Grants Commission to:
  - Increase the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and
  - Recalculate distributions to those Local Governments in remote and very remote locations that are providing block cash payments to attract and retain general practitioners to allow affected Councils to redirect ratepayer funds to Local Government responsibilities.
2. Endorse delegates to support (*\*generally-focus on all homeless persons*) the City of Kalgoorlie Boulder motion that WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in regional centres across Western Australia.
3. Endorse delegates to not support the Shire of Dardanup motion that WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow elected members to attend more than 50% of meetings remotely, only if each instance more than 50% in the rolling year is justified and approved by the Shire President or Deputy Shire President.
4. Endorse delegates to support the City of Bunbury motion that WALGA, in addition to its current advocacy positions 2.1.1 and 2.1.2 relating to rating exemptions, advocate to the WA Government for the introduction of a reimbursement model, whereby the WA Government repays Local Government the greater of:
  - 75% of the value of rates lost in applying the charitable purposes exemption; or
  - 1% of the total rate revenue of the Local Government.
5. Endorse delegates to support the Shire of Mount Magnet motion that WALGA:
  - Formally oppose any move by the Local Government Minister to introduce amendments to the Local Government Act to restrict the application of rates on Miscellaneous Licenses.
  - Develop an advocacy position on sector consultation prior to any amendment to the Local Government Act.
  - Undertake a financial analysis of the cost to the Mining Industry of the rating of Miscellaneous Licenses compared to the benefit to the Local Government sector.

**Moved Cr Sexton****Seconded Cr Ballantyne****CARRIED 6/0****For: Crs Dowling, Harris, Kowald, Ballantyne, Bradford and Sexton****Against: Nil**

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# **WALGA**

# **Annual General Meeting**

## **Agenda**

**Tuesday, 23 September 2025**

**Perth Convention and Exhibition Centre**  
**21 Mounts Bay Road, Perth WA**

**Bellevue Ballroom 1 & 2**



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- 1      **OPENING**
- 2      **RECORD OF APOLOGIES**
- 3      **ANNOUNCEMENTS**
- 4      **ADOPTION OF AGM STANDING ORDERS**

The Annual General Meeting Standing Orders are contained within this Agenda ([Attachment 1](#)).

**MOTION**

**That the WALGA Annual General Meeting Standing Orders be adopted with the exception of section 12.5 to allow for the use of mobile phones during the meeting.**

- 5      **CONFIRMATION OF PREVIOUS MINUTES**

The Minutes of the 2024 WALGA Annual General Meeting are contained within this Agenda ([Attachment 2](#)), along with a report on the action taken on the 2024 AGM resolutions ([Attachment 3](#)).

**MOTION**

**That the Minutes of the 2024 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.**

- 6      **ADOPTION OF ANNUAL REPORT**

The 2024-2025 Annual Report, including the 2024-2025 Audited Financial Statements, will be distributed to Members separately.

**MOTION**

**That the 2024-2025 Annual Report, including the 2024-2025 Audited Financial Statements, be received.**

## 7 CONSIDERATION OF EXECUTIVE AND MEMBER MOTIONS

### 7.1 PROVISION OF MEDICAL SERVICES IN REMOTE AND VERY REMOTE LOCAL GOVERNMENTS

*Shire of Lake Grace to move:*

#### MOTION

**That WALGA calls on the Western Australian Government and WA Grants Commission to:**

- 1. increase the Medical Facilities Cost Adjuster component of the Financial Assistance Grants to Local Governments; and**
- 2. recalculate distributions to those Local Governments in remote and very remote locations that are providing block cash payments to attract and retain general practitioners to allow affected Councils to redirect ratepayer funds to Local Government responsibilities.**

#### IN BRIEF

- Remote and very remote Local Governments are filling a critical gap in primary healthcare.
- The Medical Facilities Cost Adjustor under the Financial Assistance Grants in WA is calculated and distributed by the WA Grants Commission.
- The Adjuster does not reflect actual costs, leaving a significant funding gap for Local Governments.
- The Shire of Lake Grace is requesting block funding and a recalculation criterion to remote and very remote local governments, distributed via the Financial Assistance Grants (Medical Facilities Cost Adjustor).

#### MEMBER COMMENT

The Shire of Lake Grace is the lead Shire in the “Local Government Rural Health Funding Alliance” which also consists of the Shires of Gnowangerup, Jerramungup, Ravensthorpe, Narembeen, Jerramungup and Kojonup.

The Shire of Lake Grace, on behalf of the Alliance successfully presented a motion at the Australian Local Government Association (ALGA) National General Assembly, calling on the Australian Government to increase Financial Assistance Grants and recalibrate their distribution to better support rural councils funding general practitioner (GP) services. The motion was carried unanimously.

Remote and very remote Local Governments are filling a critical gap in primary healthcare. Local Governments are the third sphere of government yet are delivering on behalf of the State and Commonwealth. These Local Governments are stepping into primary healthcare provision due to insufficient Commonwealth and State financial support to GPs and specific incentives for remote and very remote communities. This is not their legislated responsibility, yet these six Local Governments are contributing over \$1.475 million annually in cash, plus housing, vehicles, and surgeries to attract and retain GPs where there is geographical isolation, small populations and diverse health needs.

The Medical Facilities Cost Adjustor under the Financial Assistance Grants in WA is calculated and distributed by the WA Grants Commission. It recognizes only 82% of a 3-

year rolling average, capped at \$85,000–\$100,000. It does not reflect actual costs, which often exceed \$200,000–\$300,000 per GP per community. It then leaves a significant funding gap (e.g. Shire of Kojonup received \$0 despite spending \$250,000 as it was provided to a third party local not-for-profit to engage the GP and Practice).

The Shire of Lake Grace is requesting block funding and a recalculation criterion to remote and very remote local governments, distributed via the Financial Assistance Grants (Medical Facilities Cost Adjustor). This would reduce the unsustainable burden on ratepayer funds, ensure continuity of care and return ratepayer funds to core local government services.

These Local Governments are not creating the problem — rather they are solving it. They are collaborating regionally, implementing multi-site rural generalist models that requires economies of scale as a group, and ensuring reasonable travel distances for locals to GPs. Without their intervention, communities would face worsening health outcomes and risks to their economic viability.

This motion aligns with the top four priorities identified by band 4 WALGA member Local Governments as requiring solutions in 2025.

The comparative Government health spend between major city residents and rural and remote Australia is \$848 per person less in the regions (NRHA). People in the bush are 2.9 times more likely to be hospitalized; 2.8 times more likely to be hospitalized for reasons that are potentially preventable and 2.7 times more likely to die from potentially avoidable causes.<sup>1</sup>

Life expectancy in remote areas, compared with major cities is 13 years less for males and 7 years for females.<sup>2</sup> Telehealth is not a viable substitute for resident GPs — it risks deskilling local clinicians and eroding continuity of care.

The Alliance of Councils has prepared a position paper to raise awareness and suggest a solution to attract and retain GPs in their rural and remote communities, where current Commonwealth and State government policy settings are inadequate.

#### **Reference Document**

- [January 2025 Position Paper – Provision of Remote GP Services](#)

#### **SECRETARIAT COMMENT**

Access to primary healthcare is the responsibility of the Australian and State Governments. In some rural and remote areas, the current health system does not provide equitable service. Access to primary health is a critical issue for a large proportion of WALGA members. Local Government support of primary healthcare services creates a financial impost and diverts funding from other Local Government services and functions.

In 2023, WALGA commissioned Rural Health West (RHW) to survey WA Local Governments to ascertain the extent to which Local Governments were providing financial or in-kind support to secure primary healthcare services. The [Survey Report](#) provides a

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<sup>1</sup> Royal Flying Doctors Service, 2023

<sup>2</sup> Royal Flying Doctors Service, 2023

comprehensive dataset on the cost, nature, and geographical location of Local Government support, as well as evidence that Local Government support was predominantly focused on General Practice services.

This issue has also been identified as a priority for the sector at a number of forums, including the October 2024 Band 4 Local Governments meeting and the May 2025 Zone meetings. WALGA has also been working with the Local Government Rural Health Alliance in the development of their advocacy.

WALGA has begun a renewed advocacy campaign, with targeted asks of the Australian and State Governments to improve access to primary health services in rural and remote areas, to remove the need for Local Government intervention.

A revised [Rural and Remote Health Advocacy Position](#) aligned to the finding and recommendations of the Survey Report is tabled for the September 2025 State Council. The proposed revisions provide a stronger position on the responsibility of the Australian and State Governments for primary healthcare provision and addressing the cost impost on Local Government, compelled to intervene where the current health system is failing.

The revised position aligns with the wider healthcare reform platform to enable advocacy partnerships and to provide a level of flexibility for the advocacy campaign in response to Government announcements.

The Lake Grace motion and WALGAs ongoing advocacy align on the need for financial reimbursement for Local Government support for essential primary health care services. WALGA's approach, does not specifying how reimbursement to Local Governments should be undertaken, or which Local Governments should be eligible. This approach aims to provide flexibility to achieve the same outcome, such as utilising the upcoming renewal of the National Health Reform Agreement.

## 7.2 HOMELESSNESS – SHORT-TERM ACCOMMODATION SOLUTIONS

*City of Kalgoorlie Boulder to move:*

### MOTION

**That WALGA advocate to the State Government to provide culturally appropriate short-term accommodation options and wrap-around support services that provide sustainable homelessness solutions in regional centres across Western Australia.**

#### IN BRIEF

- The City of Kalgoorlie-Boulder's motion aligns with Western Australia's All Paths Lead to Home - 10-Year Strategy on Homelessness 2020–2030. The Strategy prioritises place-based responses for Aboriginal people, including culturally appropriate short-term accommodation and wrap-around support.
- The motion addresses a critical gap in current policy by focusing on temporary homelessness or street presence which is not covered in state or national strategies.

### MEMBER COMMENT

Shelter WA's Policy Position on Ending Homelessness in WA highlights the overrepresentation of Aboriginal people in homelessness services and calls for short-stay options and self-determination in service delivery. The motion reinforces the importance of Housing First principles and the need for coordinated responses; specifically, that all governments ensure people with lived experience of homelessness are central to the design and delivery of homelessness services.

The motion highlights a growing disconnect between the practical realities faced by Local Government in the requirement for short-term accommodation for First Nations people in their communities. WALGA's advocacy position on homelessness acknowledges that Local Governments can support responses to homelessness through planning, health, and community development functions, it does not consider them as lead agencies. Local Governments are increasingly forced to lead this space due to the lack of a coordinated state-wide response and support.

Historically, many regional centres and cities have been meeting places for different Aboriginal communities with these areas offering a place where individuals can meet to conduct cultural business, socialise with family and friends, shop, and attend medical and other appointments. While some stay with family and friends, in many cases in overcrowded conditions, others are street present. Additional risks are posed for those with a limited experience of living in larger regional cities.

Homelessness data is typically captured through the Australian Census which does not accurately capture short-term or seasonal homelessness. Discussions with other WA regional Local Governments has identified that significant numbers of remote Aboriginal community members travel to regional centres and cities especially during the summer period. These Local Governments and their stakeholders are ill-equipped to support their needs ranging from temporary culturally appropriate and safe accommodation to food provision.

Typically, when Local Governments step up in this area, state-funded systems often pull back, particularly in regional cities. This is an understandable consequence of under-resourced and failing systems but does not advance efforts to solve street presence or seasonal homelessness.

While Local Governments interact closely with people experiencing homelessness and have valuable local knowledge, they do not have the resources, funding, or specialist workforce to lead homelessness responses especially in regional areas when street present people increase during particular times of the year. In the All Paths Leads to Home, State Government acknowledges this and views Local Governments as key partners in coordinating local, place-based efforts and facilitating referrals to appropriate services.

The State Government, primarily through the Department of Communities, is responsible for leading and funding homelessness responses, including the provision of social and affordable housing and specialist services. It coordinates with other State agencies across justice, health, mental health, and education to address the systemic causes of homelessness – functions that are beyond the capacity and remit of local governments. However, homelessness is not included in this remit as, by definition, the Department provides homes in remote communities.

The State Government recognises that effective responses require partnerships. It seeks to leverage the local knowledge, planning tools, and community connections of Local Governments, while retaining responsibility for funding, policy, and service coordination which does not include short-term accommodation for visiting Aboriginal community members across regional WA.

In 2021, the Australian Local Government Association co-signed a landmark national agreement to close the gap, setting targets in education, employment, health, justice, safety, housing, land and waters, and Indigenous language preservation. The agreement includes a target to increase the proportion of Aboriginal and Torres Strait Islander people living in appropriately sized (not overcrowded) housing to 88%.

The 2021 Census showed there were 122,000 people in Australia experiencing homelessness on Census night – 48 people per 10,000. Aboriginal and Torres Strait Islander people were disproportionately homeless – 307 out of 10,000 Aboriginal and Torres Strait Islander people were experiencing homelessness.

However, neither the Closing the Gap agreement, the Closing the Gap 2024 Annual Report and Commonwealth 2025 Implementation Plan, nor the 2024 National Housing and Homeless Plan Summary Report include any consideration for addressing transitional homelessness – only overcrowding issues.

The City of Kalgoorlie-Boulder recently completed a collaborative, landmark national study on Anti-social Behaviour and Transitional Aboriginal Homelessness. The research project included engagement with local and state government agencies and key providers in over eight locations in Western Australia, the Northern Territory, and South Australia, to assess existing strategies, pinpoint gaps, and explore potential solutions that enhance local government efforts in this regard.

A Housing and Homelessness motion was raised by the City of Kalgoorlie-Boulder at the 2025 Australian Local Government Association (ALGA) National General Assembly in

Canberra in July and was approved for submission to the Federal Government for consideration.

### **SECRETARIAT COMMENT**

Aboriginal Short Stay Accommodation (Short Stays) are designed to provide safe, culturally appropriate and affordable short-term accommodation for Aboriginal people who travel to regional centres to access services, or for business, cultural or family reasons.

There are three existing Aboriginal Short Stays operating in regional Western Australia: Broome, Derby and Kalgoorlie. The State Government acknowledges that these Short Stays are in high demand. Planning is underway by the Department of Housing and Works to develop an additional three new Short Stays in Geraldton, Kununurra and Perth.

Short Stays are a response to homelessness. WALGA does not currently have an advocacy position on short-stay accommodation, but does have a [Homelessness Advocacy Position](#). WALGA is currently reviewing the Homelessness Advocacy Position as part of a regular advocacy position review process. To inform the review, WALGA is currently surveying all Local Governments to gather information on the extent of Local Government engagement with homelessness and the extent of services, including accommodation options, available within their Local Government areas.



### 7.3 REVISION OF THE LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996 IN RELATION TO THE HOLDING OF AND ATTENDANCE AT MEETINGS BY ELECTRONIC MEANS

*Shire of Dardanup to move:*

#### MOTION

**That WALGA advocates for a change to the Local Government (Administration) Regulations 1996 in relation to the holding of and attendance at meetings by electronic means to allow elected members to attend more than 50% of meetings remotely, only if each instance more than 50% in the rolling year is justified and approved by the Shire President or Deputy Shire President.**

#### IN BRIEF

- This motion addresses the need for greater flexibility for Councillors in the Shire of Dardanup (and potentially other local governments) who, due to work (e.g. FIFO), family, or personal commitments, may be away from the local area for extended periods.
- The motion seeks to:
  - ensure Councillors can still represent and serve the community effectively during such absences;
  - reduce disruption to Council operations by expanding access to remote and electronic meeting participation;
  - reflect the evolving demographic of Elected Members, including new parents, FIFO workers, shift workers, and those with disabilities or mobility issues;
  - remove logistical and bureaucratic barriers that limit participation by some Councillors; and
  - promote equity, inclusivity, and engagement by adapting Council practices to meet modern workforce and lifestyle realities.
- Ultimately, the motion supports more inclusive and efficient Council operations by enabling all elected members to participate fully, regardless of their personal circumstances.

#### MEMBER COMMENT

The Local Government Administration Regulations 1996 provides as follows:

*14C. Attendance at meetings by electronic means may be authorised (Act s. 5.25(1)(ba))*

*(3) The mayor, president or council cannot authorise a member to attend a meeting (the proposed meeting) under subregulation (2)(b) if the member's attendance at the proposed meeting under that authorisation would result in the member attending more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, under an authorisation under subregulation (2)(b)*

Additionally, the regulations also set out:

*14D. Meetings held by electronic means (Act s. 5.25(1)(ba))*

*(2A) The council cannot authorise a meeting (the proposed meeting) to be held under subregulation (2)(c) if holding the proposed meeting under that authorization would result in more than half of the meetings (including the proposed meeting) of the council or committee, in the relevant period, being held under an authorization under subregulation (2)(c).*

(Emphasis added)

Therefore, under the current regulations neither a Council nor a Councillor can hold or attend more than 50% of the meetings electronically.

This motion is proposed in response to the unique circumstances within the Shire of Dardanup, and potentially other local governments, who due to their professional commitments, such as FIFO (Fly In Fly Out), or other circumstances, may be required to work away from the local area for extended period - sometimes up to 50% of their time.

The motion seeks to address the challenges faced by Councillors when taking leave or managing personal, family or work commitments. It aims to ensure that these circumstances do not hinder their ability to effectively represent and serve the community. By supporting this motion, the Council can implement measures that provide flexibility in these situations, ultimately allowing Councillors to fulfil their duties without unnecessary disruption.

The intent of the motion is to ensure that the work of the Council continues to operate effectively and efficiently during periods when individual Councillors may be temporarily unavailable (in person) i.e. having a Councillor/s who works away from time to time or even 50% of the time. This motion will also assist with when Councillors who already work away go on leave or have other family commitments.

By implementing greater flexibility, such as expanding access to remote and electronic Council and Committee meeting participation, the Council can support ongoing engagement, reduce disruption to Council operations, and ensure inclusive representation from a broader demographic of elected members.

The demographic of elected and potential elected members to Shire Councils has changed and is evolving. If we want to encourage participation, we need to adapt to the way we engage and allow engagement.

Financial, physical, employment and locational restrictions need to be taken into account for the engagement ability of elected members to advocate for their rate payer base.

The current percentage provision of remote / electronic meeting ability available, while acceptable for the majority of elected members, is insufficient for the minority of elected members who are engaged, though restriction to contribute through logistical or bureaucratic barriers.

Key considerations should be given to workforce realities i.e. FIFO or workers with demanding employment schedules; diverse demographics, equity in participation and encouraging engagement.

This demographic change includes new mothers and parents of young children, FIFO workers, Shift workers & Disabled or Mobility impaired. All of these groups can and do provide diverse opinions and experience to the overall group of elected members.

## **SECRETARIAT COMMENT**

Regulations 14C and 14D of the *Local Government (Administration) Regulations 1996* were introduced in 2022 to provide flexibility for the sector but reflect an expectation that Local Governments should prioritise in person meetings and in person Council Member attendance. Under regulation 14C a Council or Committee Member may attend a meeting by electronic means only if authorised by the Mayor / President or Council. Electronic attendance cannot be authorised if it would exceed the 50% cap.

It is important that Council Meetings remain accessible for members of the community to attend and participate. In many cases, in person meetings may best achieve this outcome. However, the introduction of livestreaming requirements for Class 1 and 2 Local Governments, and widespread adoption by many smaller Local Governments, has changed the way the community accesses and engages with Council Meetings. In addition, Local Government experience to date indicates that Council Members are able to effectively participate in meetings when attending electronically.

Removing the 50% cap on electronic attendance could enable Councils to make a policy decision regarding the balance of electronic and in person attendance that best meets the expectations of their community and the needs of Council Members. This could support greater diversity in candidates and Council Members and may also assist Local Governments seeking independent persons as members of their Audit Risk and Improvement Committees. Council, and the Mayor or President as the decision maker, would be accountable to the community for the decision to authorise additional electronic attendance.

## 7.4 RATING EXEMPTION ADVOCACY MOTION

*City of Bunbury to move:*

### MOTION

**That WALGA, in addition to its current advocacy positions 2.1.1 and 2.1.2 relating to rating exemptions, advocate to the WA Government for the introduction of a reimbursement model, whereby the WA Government repays Local Government the greater of:**

- 1. 75% of the value of rates lost in applying the charitable purposes exemption; or**
- 2. 1% of the total rate revenue of the Local Government.**

#### IN BRIEF

- City of Bunbury Impact:
  - 443 properties (85 organizations) receive rate exemptions
  - \$1.67M annual revenue loss (3.4% of rates)
  - Significantly affects City's ability to fund community services
- Scale of Charitable Exemptions:
  - 407 properties (\$1.23M) are specifically for charitable purposes
  - Represents majority of exempted properties under Section 6.26(2)
- Current System Issues:
  - Exemptions extended beyond original intention
  - Includes non-charitable purposes
  - Creates unfair burden on other ratepayers
- Proposed Solution:
  - Better definition of 'charitable purposes' needed
  - Recommend WA Government establish reimbursement system
  - Suggest threshold based on local government band levels

#### MEMBER COMMENT

The City of Bunbury faces significant financial impacts from rate exemptions granted under Section 6.26(2) of the *Local Government Act*, with 443 properties currently exempt due to charitable or religious purposes. This represents a substantial annual revenue loss of \$1.67 million (3.4% of total rates), affecting the City's capacity to deliver community services and facilities.

WALGA has established advocacy positions calling for reform, particularly focusing on the need to review rating exemption categories and address the expanding scope of charitable purpose definitions. Of particular concern is that exemptions have extended beyond their original intention, now encompassing non-charitable commercial activities of charitable organizations.

This matter requires urgent attention as the current system creates an inequitable burden on other ratepayers and impacts the financial sustainability of Local Governments in delivering essential community services.

The City of Bunbury currently has 443 properties with 85 organisations that have a rate exemption under Section 6.26(2) of the *Local Government Act* due to properties being used for charitable or religious purposes. This equates to a loss of rate revenue of \$1,667,522 in

2024/25, or 3.4% of rates which has a significant impact on the City to fund services and facilities for the Bunbury community. Of these properties, 407 (\$1,227,021) are used for charitable purposes.

The following is a comparison with other known Local Governments (as at October 2024).

Council	Number of Rate Exempt Properties	Total Number of Properties	Percentage of Rate Exempt Properties	Loss of Revenue from Rate Exemptions	Total Rate Revenue	Percentage of Loss Revenue
City of Bunbury	443	17,194	2.6%	\$1,667,522	\$49,690,996	3.4%
City of Busselton	171	25,327	0.7%	\$1,296,212	\$64,960,318	2.0%
City of Geraldton	158	19,487	0.8%	\$1,700,000	\$54,080,426	3.1%
Shire of Harvey	44	13,245	0.3%	\$99,000	\$29,482,269	0.3%
City of Wanneroo	374	88,589	0.4%	Not Provided		

WALGA already has four documented Advocacy Positions relating to this matter, the two most applicable being:

#### 2.1.1 Rating Exemptions Review

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

#### 2.1.2 Rating Exemptions Charitable Purposes

1. *Amend the Local Government Act 1995 to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997;*
2. *Either:*
  - a. *amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or*
  - b. *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*
3. *Request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act 1995.*

Exemptions under this section of the Act have extended beyond the original intention and now provide rating exemptions for non-charitable purposes, which increase the rate burden to other ratepayers. It is considered that in the absence of amendments to better define 'charitable purposes', that the WA Government considers reimbursement to local governments once exemptions exceed a defined threshold, which could be set based on Local Government band levels.

## **SECRETARIAT COMMENT**

In addition to the WALGA Advocacy Positions 2.1.1 and 2.1.2 as mentioned in the Member comment for this item, WALGA also has the following relevant positions on rating exemptions:

### **2.1.3 Rating Exemptions – Department of Housing: Leasing to Charitable Organisations**

Position Statement	That WALGA advocate to the Minister for Housing to include in the lease agreements with charitable institutions that they must pay Local Government rates on behalf of the Department of Housing recognising the services Local Government provides to its tenants.
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### **2.1.4 Rating Exemptions – Rate Equivalency Payments**

Position Statement	Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.
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### **2.1.5 Rating Restrictions – State Agreement Acts**

Position Statement	Resource projects covered by State Agreement Acts should be liable for Local Government rates.
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## 7.5 RATEABILITY OF MISCELLANEOUS LICENSES

*Shire of Mount Magnet to move:*

### MOTION

That WALGA:

1. **Formally oppose any move by the Local Government Minister to introduce amendments to the *Local Government Act* to restrict the application of rates on Miscellaneous Licenses.**
2. **Develop an advocacy position on sector consultation prior to any amendment to the *Local Government Act*.**
3. **Undertake a financial analysis of the cost to the Mining Industry of the rating of Miscellaneous Licenses compared to the benefit to the Local Government sector.**

#### IN BRIEF

- The Supreme Court determined on 8 July 2025 that occupied Miscellaneous Licenses are rateable under s 6.26(1) of the *Local Government Act*.
- The Minister for Local Government announced on 1 August 2025 that an amendment of the *Local Government Act* would be swiftly introduced to Parliament to provide certainty to Local Governments and the resources sector that Miscellaneous Licenses are not rateable.

### MEMBER COMMENT

The *Local Government Act 1995* s 6.26 (1) sets out the intent that all occupied land utilized for purposes other than charitable, benevolent, or other purposes of the Crown is rateable.

Subsequent to the enactment of the *Local Government Act 1995*, significant amendments were made to the terms of a Miscellaneous License in the *Mining Act 1978* through the *Mining Amendment Act 1998*.

Miscellaneous Licenses are one of a number of tenement types granted in respect to mineral resource recovery by the Department of Local Government, Industry Regulation and Safety (LGIRS). The defined purposes for the grant of a Miscellaneous License is set out in the Mining Regulations 1981 r 42B, of which constitute significant infrastructure and construction necessary for the operations necessary to a mining enterprise.

The *Mining Amendment Act 1998* amended the term of the Miscellaneous license from a 5-year term with further two 5-year possible extensions; to a 21-year term with two possible further 21-year term extensions.

This amendment was made to explicitly facilitate the construction of permanent infrastructure – an evolution that clearly signals a shift in their functional and economic significance.

The introduction of the Fringe Benefits Tax in 1986 had a devastating impact on regional communities across Australia as Fly in Fly out work took hold, and unrated remote work camps replaced local workers, while often increasing traffic on Local Government owned assets such as airports and short stay accommodation intended for tourists, but used to house overflow crews.

Justice Solomon stated in his deliberations that:

*"It is also noteworthy that the local government has a substantive role to play in the grant of a miscellaneous licence over any land (including Crown land). Given that a miscellaneous licence is often used for the development of significant infrastructure, the need for the involvement of local government is self-evident. Even a cursory perusal of the items listed in reg 42B indicates that it refers to facilities and infrastructure that would ordinarily be of direct concern to a local government.*

*It is noteworthy that the role of local government in the granting of other mining tenements is more limited. That feature of the Mining Act 1978 suggests that local government is likely to be more concerned or directly engaged with the activity on a miscellaneous licence than on other mining tenements."*

### Road Agreements

The Local Government in which a Miscellaneous License is held for the purpose of road construction, will often enter an agreement for maintenance of that road. The agreement is voluntary in basis, however, the cost of drafting and regulating compliance with the agreement is reported by many Local Governments to be both financially and resource hungry.

There have been reports made by Local Governments of agreements taking years to be completed, of costs to take legal action to enforce compliance, and the regular inspections to ensure undertaking are met.

These costs are outside the scope of road agreements and borne by the Local Government.

Much of the resource fields of Western Australia are located in Band 4 Local Governments, in very remote areas. While the Mining Company has access to legal and corporate resources, Local Governments are under-resourced and unequal in the negotiations.

### Mining Camps

Significant environmental health services are provided to remote Mining Camps by Local Government, including commercial kitchen licensing, inspection and regulation; sewerage/wastewater treatment systems and monitoring, inspection and compliance; swimming pool inspections including water monitoring; all other services offered to a town-based business, with the cost of distance to travel and the complication of many more residents.

During an epidemic or outbreak of communicable disease, the Local Government in remote areas holds the statutory responsibility for incident control.

This service is increasingly difficult to resource with qualified officers choosing not to live and work remotely.

Mining Camps situated on a Miscellaneous License or Mining Lease have on occasion been approved by the Minister as rateable under the GRV methodology, upon application by the Local Government. This area of land is excised from the tenement for the purpose of the valuation.



The process for this to occur is protracted, requires the Mining Camp to have been operational for 12 months already and is at the discretion of the Minister. The Mining Company is required to provide input to the decision in the interest of fairness.

These already GRV-rated camps would be exempt from any rating of miscellaneous licenses as they have already been excised from the tenement.

Pipelines, powerlines, conveyor systems, tunnel, bridge, aerodrome, communications facilities, power generation and transmission facilities, storage or transportation facility for minerals or mineral concentrates, and pump stations

Each of the above purposes conveys a restricted access to the land on which they are constructed by tourists, small prospectors and local Traditional Owners. In many cases they are constructed on an underlying pastoral property which also pays rates on the same parcel.

Borefield, bore

These purposes require less restriction of access, but are also valued at a lower rate under the *Valuation of Land Act* than other purposes.

On this one piece of land, for each of the purposes above, the pastoral activity is curtailed despite the cost of the pastoral lease remitted to the State Treasury, and the rates to the Local Government.

The rateable value of a Miscellaneous License under the *Valuation of Land Act* is five times the rent on the tenement which is set out in the Mining Regulations 1981. Currently the rent on a Miscellaneous License is \$27 per ha, with the exception of a license granted for the search of ground water which is valued at \$112 per ha.

Rent payable on an underlying exploration license is \$1.55 per ha.

Tenement holder remits to -

- **Treasury** – rent on the exploration license, for the Miscellaneous License, (in addition to royalty applicable on the principle Mining Tenement activity).
- **Local Government** – rates on the exploration license only.

The Pastoralist remits to –

- **Treasury** – rent on the pastoral lease
- **Local Government** – rates on the pastoral lease.

On occasion the Mining Company will provide extra funds through a Community Benefit scheme to a community through philanthropic gifting which is spent in accordance with the ideological values of the board, land access purposes, and often to charities or causes that are outside of the regions in which the minerals are extracted through ESG programs. These donations do not correlate to rigorous statutory Integrated Planning and Reporting process undertaken by the Local Government.

The Local Government is increasingly constrained financially and further burdened by compliance with regulations – particularly in the regions where the minerals are extracted. Service provision that falls within the statutory scope of the State Government is being devolved to Local Government, including housing for State employees, medical services, security to community, provision of agency services such as Transport, Health, Human Services. These are by and large unfunded and under resourced by the State Government.

Planning options are significantly constrained through land banking of Mining Companies with tenements in townsites and on town commons.

Conversely, the GDP provided by the Mining Industry in Australia for quarter 1 of 2025 alone reached \$84.1B.

This inequity of wealth distribution has been evidenced through recent actions taken by Councils to increase rates to adequately fund the deficiency in their budget in accordance with the *Local Government Act* requirements. At that time, the Minister for Local Government publicly stated that the proposal "did not meet the values of consistency, equity and fairness".

In handing down his decision, Justice Solomon concluded with

*"It is plain from the terms of the provisions referred to above [s6.26] that the object of imposing rates is to raise revenue for local government to undertake its activities. Specifically, the imposition of rates allows a local government to make up any budget deficiency. The Act thus reflects a direct link between the imposition of rates and the local government's ability to undertake its activities. As noted above, the local government plays a direct role and function in the grant of a miscellaneous licence. Plainly, the more significant the infrastructure proposed to occupy the miscellaneous licence, the greater will be the role played and the activity undertaken by the local government. In my view, a construction that exempts land from rates which is the subject of a miscellaneous licence and is occupied by significant infrastructure, sits most uncomfortably with the plain object of the statutory provisions concerning the local government's power to impose rates.*

*The second factor stems from the wording of s 6.26(2) itself. The exemptions in s 6.26(2)(a) - (k) relate overwhelmingly to charitable, benevolent, religious and public or civic purposes. That sits harmoniously with the theme of s 6.26(2)(a)(i). A construction that would exempt from rating, land that may be occupied by critical infrastructure facilitating the creation of profits for private interests, runs counter to the charitable and civic theme of s 6.26(2).*

*In my view, the Shire's construction provides greater harmony with the relevant object of the rating provisions of the LGA. "*

The judiciary—our independent and impartial arbiter of legislative intent—has clearly affirmed the rateability of Miscellaneous Licenses, not only through statutory interpretation but also through a reasoned understanding of their practical implications.

To disregard this position through swift legislative action, without sector wide consultation is to undermine the very principles of legal clarity and administrative fairness upon which our governance is built.

The AGM is requested to support the actions taken by the Shire of Mount Magnet to rate Miscellaneous Licenses in accordance with the judgement recently handed down by the Supreme Court, and further request WALGA to undertake a full financial analysis of the cost to the mining industry of this action, and the financial benefit to Local Government in Western Australia.

## SECRETARIAT COMMENT

At the time of the distribution of this Agenda, State Council has not considered an item relating to Miscellaneous Licences.

However, item 8.2 in the September 2025 State Council Agenda relates to rating of Miscellaneous Licences. The recommendation in that report is that WALGA:

1. Advocate for Local Governments to continue to have the ability to rate miscellaneous licences under the *Mining Act 1978*, and
2. Oppose legislative amendments that seek to exempt occupied miscellaneous licence land from rating.
3. Continue to advocate for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the *Local Government Act 1995*.

This item will be considered by State Council at the meeting on 5 September.

In relation to point 2 of the motion –

As a matter of course WALGA always advocates for consultation on legislative and regulatory amendments, however formalising this position has merit.

In relation to point 3 of the motion –

WALGA would need to determine the scope and cost of this analysis before considering in the context of WALGA's existing budget.

**9.2.3 Review - Code of Conduct for Council Members, Committee Members and Candidates**

Applicant: N/A  
File Ref. No: ADM58  
Disclosure of Interest: Nil  
Date: 12<sup>th</sup> September 2025  
Author: Chris Paget - Chief Executive Officer  
Attachments: Shire of Cuballing Code of Conduct for Council Members,  
Committee Members and Candidates

Summary

For Council to review the Code of Conduct for Council Members, Committee Members and Candidates.

Background

The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council on 17<sup>th</sup> February 2021 after a new model template was provided by the Department of Local Government following the gazettal of *The Local Government (Model Code of Conduct) Regulations 2021*, *Local Government (Administration) Amendment Regulations 2021* and *Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021* (collectively the New Regulations) on Tuesday 2 February 2021.

Comment

The Shire of Cuballing Code of Conduct for Council Members, Committee Members and Candidates remains compliant with the *Local Government (Model Code of Conduct) Regulations 2021* and management suggest no changes are required to be made. Review of the Code serves as best practice and acts as a reminder to all of the appropriate standards of conduct necessary as a representative of the Shire.

Statutory Environment

*Local Government Act 1995*

*Local Government (Model Code of Conduct) Regulations 2021* *Local Government (Administration) Amendment Regulations 2021*

Financial Implications

N/A

Strategic Implications**Shire of Cuballing Strategic Community Plan 2023-2033:**

## Governance

- Forward thinking leadership, which listens and responds to community needs, with transparent and accountable decision-making.
- Enhancing community information and engagement.

Policy Implications

Not applicable

Risk Implications

The Council of the Shire of Cuballing has a long history of successful and effective operation and conduct. Review of this Code of Conduct mitigates risk around inappropriate behaviour and reminds elected members of their conduct obligations.

Voting Requirements

Simple majority

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION 2025/75:**

**That Council reviews and adopts the Code of Conduct for Council Members, Committee Members and Candidates.**

**Moved Cr Kowald**

**Seconded Cr Harris**

**CARRIED 6/0**

**For: Crs Dowling, Harris, Kowald, Ballantyne, Bradford and Sexton**

**Against: Nil**



**CODE OF CONDUCT  
FOR COUNCIL MEMBERS,  
COMMITTEE MEMBERS AND  
CANDIDATES**

Adopted: 17<sup>th</sup> February 2021

## Division 1 — Preliminary provisions

### 1. Citation

This is the Shire of Cuballing Code of Conduct for Council Members, Committee Members and Candidates.

### 2. Terms used

(1) In this code —

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

**candidate** means a candidate for election as a council member;

**complaint** means a complaint made under clause 11(1);

**publish** includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act unless the contrary intention appears.

## Division 2 — General principles

### 3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

### 4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

### 5. Relationship with others

(1) A council member, committee member or candidate should —

- (a) treat others with respect, courtesy and fairness; and
- (b) respect and value diversity in the community.

(2) A council member or committee member should maintain and contribute to a harmonious, safe and productive working environment.

## **6. Accountability**

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

## **Division 3 — Behaviour**

## **7. Overview of Division**

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

## **8. Personal integrity**

- (1) A council member, committee member or candidate —
  - (a) must ensure that their use of social media and other forms of communication complies with this code; and
  - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
  - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
  - (b) must comply with all policies, procedures and resolutions of the local government.

## **9. Relationship with others**

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

## **10. Council or committee meetings**

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and



- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

## **11. Complaint about alleged breach**

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
  - (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

## **12. Dealing with complaint**

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
  - (a) take no further action; or
  - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
  - (a) engage in mediation;
  - (b) undertake counselling;
  - (c) undertake training;
  - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
  - (a) its finding and the reasons for its finding; and
  - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

### **13. Dismissal of complaint**

- (1) The local government must dismiss a complaint if it is satisfied that —
  - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
  - (b) either —
    - (i) the behaviour was dealt with by the person presiding at the meeting; or
    - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

### **14. Withdrawal of complaint**

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
  - (a) in writing; and
  - (b) given to a person authorised under clause 11(3).

### **15. Other provisions about complaints**

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

## **Division 4 — Rules of conduct**

Notes for this Division:

1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

### **16. Overview of Division**

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

### **17. Misuse of local government resources**

- (1) In this clause —

***electoral purpose*** means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918;

**resources** of a local government includes —

- (a) local government property; and
- (b) services provided, or paid for, by a local government.

- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

## **18. Securing personal advantage or disadvantaging others**

- (1) A council member must not make improper use of their office —
  - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
  - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.

## **19. Prohibition against involvement in administration**

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

## **20. Relationship with local government employees**

- (1) In this clause —

**local government employee** means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

- (2) A council member or candidate must not —
  - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
  - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
  - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
  - (a) make a statement that a local government employee is incompetent or dishonest; or
  - (b) use an offensive or objectionable expression when referring to a local government employee.

- (5) Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code Chapter XXXV.

## **21. Disclosure of information**

- (1) In this clause —

**closed meeting** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

**confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

**document** includes a part of a document;

**non confidential document** means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
  - (b) acquired at a closed meeting other than information derived from a non confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

## **22. Disclosure of interests**

- (1) In this clause —

**interest** —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
  - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
  - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or

- (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
  - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
  - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
  - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
  - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

### **23. Compliance with plan requirement**

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

**9.3      MANAGER OF WORKS AND SERVICES:**

Nil

**10.      COMMITTEE REPORTS**

Nil

**11.      ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12.      URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING**

Nil

**13.      CONFIDENTIAL MATTERS**

Nil

**14.      NEXT MEETING**

Ordinary Council Meeting, 3.00pm. Wednesday 22<sup>nd</sup> October 2025 at the Shire of Cuballing CWA Hall, Campbell Street, Cuballing.

**15.      CLOSURE OF MEETING**

There being no further business, Councillor Dowling closed the meeting at 3.40pm.