



Ordinary Meeting of Council

Agenda

17 April 2025

Shire of Yilgarn NOTICE OF MEETING



Councillors:

Please be advised that the

April 2025

Ordinary Meeting of Council

Will be held in the Council Chambers on

Thursday, 17 April 2025

Commencing at **5pm**

**Council Meeting will be audio recorded as per Local Government
Administration Regulations 1996.**

COUNCILLORS PLEASE NOTE:

- *A walk through of the Sports Complex will be undertaken at 2:15pm for Councilors*
- *The Discussion Session will start at 3pm*
- *The Ordinary Meeting of Council will start at 5pm*

Nicholas Warren
Chief Executive Officer

11/04/2025

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RECORDS MANAGEMENT

Guidelines for Elected Members

Introduction

Elected members have a unique and pivotal role within the local government and the community. They represent the interests of electors, residents and ratepayers, participate in local government decision making at council and committee meetings, and facilitate communication between the community and the Council.

The State Records Commission policy regarding the records of local government elected members requires the creation and retention of records of the:

"...communications and transactions of elected members which constitute evidence affecting the accountability of the Council and the discharge of its business."

This policy applies regardless of a record's format or where it was received.

Under the *Local Government Act 1995*, the CEO of a local government is responsible for ensuring that all records of that local government are kept in accordance with relevant legislation. Accurately created and managed records provide reliable, legally verifiable evidence of decisions and actions.

Records created or received by elected members that relate to local government business must be captured as part of the local government's corporate memory in accordance with the local government's Recordkeeping Plan.

1 What is a record?

A **record** can be defined as any record of information, in any medium, including letters, files, emails, word processed documents, databases, photographs, text messages, and social media posts relevant to the business of the organization. **Government records** are those records created or received by a government organization, or by an employee or contractor in the course of their work for that organization.

2 Why do I need to keep records?

Records provide evidence of what an organization has done, and why. Keeping records of business activity enables an organization to account for its actions, meet legislative requirements, and make informed and consistent decisions.

Government records include:

- Correspondence and communications
- File notes made after verbal communications, meetings, phone calls etc.

- Video and audio recordings
- Photographs
- Email
- Social Media posts (e.g. Facebook, Twitter)
- Databases
- Websites
- Messages from Apps (e.g. WhatsApp, Messenger)
- TXT messages

When to create and capture a record:

- Information is related to council business
- An action is required
- A decision or commitment is made
- Business need: for future reference by yourself or others
- Historical: identifies Council activity over time.

3 Which records should be captured?

YES – forward to your local government administration
Communications, such as: • complaints and compliments • correspondence concerning corporate matters • submissions, petitions and lobbying • information for Council's interest relating to local government business activity and functions
Lobbying – correspondence or petitions, relating to lobbying matters
Telephone, meetings and other verbal conversations – regarding local government projects or business activities
Social Media – where the posts: • create interest from the public or media • communicate decisions or commit the local government to an action • seek feedback • address issues of safety, and/or • relate to sensitive or contentious issues
Work diaries / Appointment books – containing information that may be significant to the conduct of the elected member on behalf of the local government
Allowances, benefits and gifts records
Addresses / Speeches / Presentations – delivered as part of an elected member's official duties

NO – do not need to be forwarded to your local government
Duplicate copies – of Council meeting agenda, minutes and papers
Draft documents or working papers – which are already captured at the local government
Publications – such as newsletters, circulars and journals
Invitations – to community events where an elected member is not representing Council or the local government
Telephone, meetings and other verbal conversations which: • convey routine information only; or • do not relate to local government business or functions
Electioneering – or party-political information
Personal records – not related to an elected member's official duties

4 Confidential Documents / Records

Records held within an information management system (IMS) or on hard copy files can be restricted so that only the appropriate officers can access them. If the elected member believes that some of the documentation required for capture into the IMS is of a highly sensitive or confidential nature, the Elected Member should advise the CEO to treat the information as confidential and restrict access to those records.

5 What do I do with records once they are created?

Records of business activity should be entered into Councils official recordkeeping system by forwarding them to Councils Administrative Services Officer (ASO) for processing, confidential records should be forwarded to the CEO.

By doing this, records relating to particular work matters are kept together and are available for all relevant staff to refer to.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

3. ATTENDANCE

Members	Cr W Della Bosca	
	Cr B Close	
	Cr B Bradford	
	Cr G Guerini	
	Cr L Granich	
	Cr D Newbury	
	Cr L Rose	
Council Officers	N Warren	Chief Executive Officer
	C Watson	Executive Manager Corporate Services
	G Brigg	Executive Manager Infrastructure
	K Chrisp	Asset and Projects Manager
	N Beaton	Minute Taker
Apologies:	F Mudau	Finance Manager

Observers:

Leave of Absence:

4. DECLARATION OF INTEREST

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.1. PUBLIC QUESTION TIME

6. CONFIRMATION OF MINUTES

- 6.1 Ordinary Meeting of Council, Thursday, 20 March 2025 - (Minutes Attached)

Recommendation

That the minutes from the Ordinary Council Meeting held on the 20 March 2025 be confirmed as a true record of proceedings.

Voting Requirements: Simple Majority

- 6.2 Shire of Yilgarn Bush Fire Advisory Committee Meeting, Thursday, 3rd October 2025 - (Minutes Attached)

Recommendation

That the minutes from the Wheatbelt North East SRRG meeting held on the 18 February 2025 be received.

Voting Requirements: Simple Majority

- 6.3 WEROC Inc. Board Meeting Minutes (WEROC), Monday, 17 March 2025 - (Minutes Attached)

Recommendation

That the minutes from the Great Eastern Country Zone meeting held on the 17 March 2025 be received.

Voting Requirements: Simple Majority

7. PRESENTATIONS, PETITIONS, DEPUTATIONS

8. DELEGATES' REPORTS

9.1 Officers Report – Chief Executive Officer

9.1.1 Council Decision Status Report 2025

File Reference	2.1.2.4
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Nic Warren – Chief Executive Officer
Attachments	Council Decision Status Report 2025

Purpose of Report

Council to note the Council Decision Status Report 2025.

Background

A Council Decision Status Report details the decisions of Council and provides a status as to whether the decisions have been completed or if they are still pending, an update as to their progress or reasoning as to why there is delays.

Comment

The Council Decision Status Report does not include decisions that do not require staff and/or Council actions, including:

- Confirmation of minutes
- Financial Reports
- Accounts for Payment
- Applications for Leave of Absence
- Decisions to close meetings to the public and to reopen meetings to the public

Confidential decisions or certain details may also be excluded to maintain confidentiality.

Statutory Environment

Nil

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Recommendation

That Council note the updated Council Decision Status Report 2025.

9.1.2 Strategic Community Plan 2024-2034 - Quarterly Report January to April 2025

File Reference	1.1.12.4
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Nic Warren – Chief Executive Officer
Attachments	Strategic Community Plan 2024-2034 – Quarterly Report January to April 2025

Purpose of Report

Council to note the Strategic Community Plan 2024-2034 – Quarterly Report January to April 2025.

Background

The Strategy Community Plan, which underwent a major review in 2024, is the highest level planning document in the Integrated Planning and reporting process. This Plan is designed to be a “living” document that guides the development of the Shire of Yilgarn community for the next ten (10) years.

One of the key features of the Strategic Community Planning process is community engagement and the part it plays in influencing the Shire’s strategic direction as it seeks to achieve the community’s long term vision and aspirations.

Strategic planning is a recurring process, requiring constant refinement and review. Every second year a desktop review of this Plan is scheduled to occur which will alternate with a comprehensive review every four (4) years to ensure the Plan remains in line with the community’s vision, aspirations and objectives.

Comment

This Quarterly report aims to inform Councillors and the community as to the Shire’s progress against the outcomes listed in the Plan.

Statutory Environment

Nil

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Recommendation

That Council note the Strategic Community Plan 2024-2034 – Quarterly Report January to April 2025.

9.1.3 Review of Delegations Register 2025

File Reference	2.3.3.6
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Author	Chief Executive Officer – Nic Warren
Attachments	Draft Delegation Register

Purpose of Report

To present to Council the annual review of the Shire of Yilgarn's Delegation Register.

Background

To assist in the effective administration of the Shire, Council has granted various delegations to the Chief Executive Officer. Delegations made under the Local Government Act 1995 can only be made to the Chief Executive Officer or Council Committees.

Where appropriate, the Chief Executive Officer can on-delegate to other Officers.

Delegations under other legislation are made directly to the officer concerned.

Council last reviewed the full delegations register in April 2024.

Comment

The Executive staff have reviewed the current Delegations Register, with the only changes being:

- Update of LGA 28 with the deletion of Technical and Works Coordinator position and the insertion of the Asset and Projects Manager position with a delegated authority to issue purchase orders up to \$15,000
- Updating of the document control sections of each delegation.

Statutory Environment

5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
 - (a) *this Act other than those referred to in section 5.43; or*
 - (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*

** Absolute majority required.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*

- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

9.10. Appointment of authorised persons

- (1) *In this section —
law means any of the following —*
 - (a) *this Act;*
 - (b) *the Caravan Parks and Camping Grounds Act 1995;*
 - (c) *the Cat Act 2011;*
 - (d) *the Cemeteries Act 1986;*
 - (e) *the Control of Vehicles (Off-road Areas) Act 1978;*
 - (f) *the Dog Act 1976;*
 - (g) *subsidiary legislation made under an Act referred to in any of paragraphs (a) to (f);*
 - (h) *a written law prescribed for the purposes of this section;****specified** means specified in the instrument of appointment.*
- (2) *The CEO may, in writing, appoint persons or classes of persons to be authorised persons for the purposes of 1 or more specified laws or specified provisions of 1 or more specified laws.*
- (3) *An appointment under subsection (2) is subject to any specified conditions or limitations.*
- (4) *The CEO must give to each person appointed under subsection (2) an identity card that —*
 - (a) *on the front of the card, sets out —*
 - (i) *the name and official insignia of the local government; and*
 - (ii) *the name of the person; and*
 - (iii) *a recent photograph of the person;**and*
 - (b) *on the back of the card, specifies each law to which the person's appointment relates.*
- (5) *A person appointed under subsection (2) (the **authorised person**) must —*
 - (a) *carry their identity card at all times when performing functions under a specified law; and*
 - (b) *produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.*
- (6) *A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.*

[Section 9.10 inserted: No. 16 of 2019 s. 64.]

Strategic Implications

Nil.

Policy Implications

Where a Policy exists for an activity/function that has been delegated, the Chief Executive Officer is to adhere to that Policy.

Financial Implications

Nil.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	To ensure that Council Officers are aware of their obligations relating to delegations	Moderate (9)	An up-to-date Delegations Register approved by Council and disseminated to appropriate staff
Financial Impact	Allows Officers to be aware of their delegation responsibilities	Moderate (9)	Approved delegations ensure minimal impact
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with Section 5.42 of the Local Government Act	Moderate (6)	Annual review of Register
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Recommendation

That Council, by absolute majority, adopt the reviewed and amended 2025 Shire of Yilgarn Delegations Register as presented.

9.1.4 Yilgarn Ladies Darts Association - Waiver of Sports Complex Hire Fees

File Reference	1.3.3
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Attachments	Nil

Purpose of Report

To submit to Council a request from the Yilgarn Ladies Darts Association, for the waiving of fees associated with hire of the Southern Cross Sports Complex for the 2025 season.

Background

The Yilgarn Ladies Darts Association (the Association) have sought to utilise the Southern Cross Sports Complex due to their previously utilised venues either being no longer suitable or available. The Association have sought a waiver of fees for the 2025 season.

As a result of there being no dart boards in the venue, they have had to “*pay for the set-up costs of six freestanding stands and boards with lights*”.

The Association further stated:

“The association will be arranging a Mixed Doubles dart event and an Open Tournament inviting other associations, which should see the club in a better financial position to cover the hire fees for the 2026 season.”

Comment

Whilst the Shire does have hourly and daily rates for use of the complex, the Shire also sets annual fees for community groups that utilise the facility regularly. There is currently no annual fee for the Association.

It is proposed that in the 2025/2026 annual budget an annual fee for the Associations use of the complex will be included, however the Shire must utilise the current fees and charges to consider the request.

The proposed usage includes:

- Season commencing on the 6th May and finishing on the 27th September;
- Season consist of 5 rounds;
- With season games and additional tournaments, the complex will be used 21 times in total.
- Normal use will include the lounge area, kitchen and toilets
- During the tournament in October, the same areas along with the bar will be utilised;

The most cost-effective applicable hire rate is the “Private function half day” being \$120 per occasion. As such the applicable fees for the season at the current rate would be \$2,520.

It should be noted the annual fee applied to the netball and basketball clubs for use of complex including the courts is set at \$1,550 per annum. As such in considering this waiver, Council should note the fees being asked to be waived are inflated due to there being no annual fee for the Association at this stage.

This waiver will assist the Association operate in a financially sound manner after transitioning to a new home and incurring significant establishment costs in the new venue.

The hire fee value is greater than the amount permitted to be waived by the CEO under delegation, as such, the matter has been referred to Council.

Statutory Environment

Delegation Register

LGA14 Donations and Waiver of Hire Fees

Date Adopted:	17 March 2016
Date Last Reviewed:	21 April 2022
Policy Reference:	
Delegate:	CEO
Sub-Delegated:	No
Chief Executive Instruction/Procedure:	N/A
History:	Previously LGA30

Legal (Parent):

- Local Government Act 1995 (As Amended) – Section 5.42

Legal (Subsidiary):

- Local Government Act 1995, Sections 6.12

Extent of Delegation:

Council delegates its authority and power to the Chief Executive Officer to consider requests for Donations and Waiver of Hire Fees,

Subject to-

- a) The donation and /or waiver of hire fees request is:
 - a. less than \$500

- b. for a non-profit group that is located in the Shire of Yilgarn
- c. for an event that will be held within the Shire and is a general community benefit
- b) All Donations and Waiver of Hire Fees to be recorded in the Annual Report each year.

Conditions Imposed:

Nil

Legislation:

Local Government Act 1995

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money, which is owed to the local government.
- * Absolute majority required.
- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2024-2034 – 4.2 Continue to provide subsidised use of facilities to our community

Policy Implications

Nil.

Financial Implications

Waiving of Hire Fees, valued at \$2,520.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action

Health/People	Yilgarn community disadvantaged by location from many sport and cultural activities	Moderate (8)	A contribution in the form of a waiver of fees, assists with providing sporting opportunities
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Reputation damage by not seizing an opportunity to adhere to the Strategic Community Plan in relation to Social outcomes	Low (3)	Waiver enables the shire to continue it's commitment to the Strategic Community Plan.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Recommendation

That Council, by absolute majority, waives the hire fees associated with use of the Southern Cross Sports Complex for the Yilgarn Ladies Darts Association for the 2025 season.

And

Council advise the Yilgarn Ladies Darts Association that any future requests for waivers must be accompanied with a financial position statement.

And

Council are to note the hire bond will still be payable.

9.1.5 Transfer of Property - 54 Spica Street, Southern Cross

File Reference	4.1.7.1
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Author	Nic Warren – Chief Executive Officer
Attachments	Nil

Purpose of Report

For Council to consider a proposal to transfer 54 Spica Street, Southern Cross to the Shire of Yilgarn for no remuneration with an understanding the Shire will undertake the required remedial works for an uninhabitable dwelling.

Background

The property at 54 Spica Street, Southern Cross (the Property) has been the subject of ongoing complaints due to the state of the dwelling and unkept nature of the yard and outbuildings. Specifically, the dwelling is in a state of disrepair and it is assumed, given the appearance and age of the dwelling that it has Asbestos Containing Materials which may pose a health risk should the dwelling deteriorate further.

The then Shire Environmental Health Officer first undertook an inspection of the property in March 2023, upon which the derelict nature of the dwelling was established.

In consultation with the owners, it was found that the owners had sought a quote to demolish the premises but were not in a position to be able to afford the works and as such the owner suggested the transfer of land to the Shire in exchange for the Shire undertaking the works.

In relation to derelict premises, the Shire has the ability to issue a notice under the *Building Act 2011* requiring the owner to undertake such remedial works as is deemed necessary. In the event the owner defaults on the notice, the Shire then has the ability to undertake the works and then via a court of competent jurisdiction seek reimbursement of the reasonable costs incurred.

Whilst generalising, where an owner does not have the funds to undertake the works required in a notice they most likely would not have the funds to pay any costs awarded via the courts and as such the Shire may not see any recuperation of funds spent undertaking the works and obtaining legal counsel if the enforcement route was undertaken.

Whilst the Shire does incur costs of remediating the dwelling, estimated at \$35,000, in return the Shire resolves a number of community complaints relating to the premises; improves the aesthetics of the street; the Shire receives a parcel of land that can be used for the residential asset renewal program and the Shire does not incur significant legal costs seeking recuperation of funds in court.

Based on the original offer from the owner, a formal agreement was drafted of which the owner has agreed to as follows:

The Owner:

- Agrees for the transfer of freehold title of the Property to the Shire, being:
 - o 54 Spica Street, Southern Cross WA – Lot 75 on DP223122
- Agrees to the Shire retaining the overpaid rate balances on the property;
- Agrees to the transfer the property to the Shire in an unencumbered state, being that it is free of any outstanding debts.
- Agree to the Shire undertaking relevant investigations to ensure there are no debts or liabilities tied to the properties.

The Shire:

- Will not take enforcement action relating to breaches of legislation pertaining to the condition of the property and dwelling;
- Will take on ownership of the afore-mentioned Property;
- Will pay for costs incurred by both parties relating to settlement and land transfer costs;
- Will undertake required remediation works on both properties.

Comment

Council were initially briefed on the matter at the April 2023 Councillor Discussion Session, and are now asked to formally consider the proposal.

Statutory Environment

Nil

Strategic Implications

Nil.

Policy Implications

Nil.

Financial Implications

Cost to demolish dwelling estimated at \$35,000

Cost for land transfers estimated at \$2000

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action

Health/People	Property poses asbestos risk	Moderate (9)	Shire obtains property and removes dwelling
Financial Impact	Shire incurs significant legal costs undertaking a prosecution	Moderate (9)	Shire obtains property removes legal proceedings
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Ongoing compliance complaints regarding property	High (10)	Shire obtaining property and remediating resolves complaints
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Recommendation

That Council by Absolute Majority:

- 1. Agrees to the transfer of 54 Spica Street, Southern Cross WA (Lot 75 on DP223122) to the Shire of Yilgarn via unencumbered freehold title;*
- 2. Agrees to the Shire of Yilgarn retaining the overpaid rate balances on the property assessment;*
- 3. Endorses the Shire not undertaking enforcement action in the form of a prosecution for breaches of legislation pertaining to the condition of the property and dwelling;*

- 4. Agrees to a budget allocation in the 2025/2026 annual budget for the remediation of the dwelling and property;*
- 5. Endorses the Shire of Yilgarn covering costs incurred by both parties relating to settlement and land transfer costs;*

9.1.6 2025 Yilgarn Agricultural Show - Financial Contribution

File Reference	8.2.6.27
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Attachments	Nil

Purpose of Report

To present to Council for consideration, the ongoing commitment for financial assistance to the Yilgarn Agricultural Society in conducting the 2025 Yilgarn Show.

Background

In past years Council has contributed financially to the Yilgarn Agricultural Society to assist the Society in attracting performers/rides to make the Show a more attractive event for all ages.

Comment

The Shire's current 2024/2025 budget provided an allocation of \$9,000 for contribution to the Yilgarn Agricultural Show for 2024 which was invoiced and paid in July 2024. These funds did not include the in-kind support provided by the Shire.

The Yilgarn Agricultural Society are in the planning stages for the 2025 show, and have sought a similar donation from the Shire as last year.

Council are asked to consider a future budget inclusion of \$9,000 in the 2025/2026 budget to be invoiced within the 2025/2026 financial year. A decision is sought now to provide the Association with some understanding of their available funding for the 2025 show.

Statutory Environment

Nil.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2024-2034 - Strategy 1.4: Continue to engage with and support local sporting clubs, community groups and volunteers to deliver their activities, competitions and services

Policy Implications

Nil.

Financial Implications

\$9,000 included in the 2025/2026 annual budget.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	To support the Yilgarn Agricultural Society in providing a quality Show for all residents of the district	Low (1)	Contribution to support Yilgarn Ag Society.
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Recommendation

That Council, by absolute majority, endorses an allocation of \$9,000 in the 2025/2026 annual budget for the Yilgarn Agricultural Society to support the 2025 Yilgarn Agricultural Show.

9.2 Reporting Officer – Executive Manager Corporate Services

9.2.1 Financial Reports - March 2025

File Reference	8.2.3.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Cameron Watson – Executive Manager Corporate Services
Attachments	Financial Reports

Purpose of Report

To consider the Financial Reports

Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports are attached and have been prepared as at the 28 March 2025.

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

Comment

Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Monthly snapshot of Councils financial position	Moderate (6)	Ongoing review of Councils operations
Service Interruption	Nil	Nil	Nil
Compliance	LG (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Officer Recommendation

That Council endorse the various Financial Reports as presented for the period ending 31 March 2025.

9.2.2 Accounts for Payment - March 2025

File Reference	8.2.1.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Steven Chilcott - Finance Officer
Attachments	Accounts for Payment

Purpose of Report

To consider the Accounts Paid under delegated authority.

Background

- Municipal Fund – Cheques 41320 to 41323 totalling \$10,131.65
- Municipal Fund - EFT 16290 to 16408 totalling \$1,471,552.35
- Municipal Fund – Cheques 2577 to 2594 totalling \$294,961.54
- Municipal Fund - Direct Debit Numbers:
 - 19596.1 to 19596.15 totalling \$25,660.09
 - 19633.1 to 19633.15 totalling \$25,586.75
- Trust Fund – Cheques 402701 to 402702 totalling \$640.00

The above are presented for endorsement as per the submitted list

Comment

Nil

Statutory Environment

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Local Government (Financial Management) Regulations 1996

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

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

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

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Implications

Nil

Policy Implications

Council Policy 3.11 – Timely Payment of Suppliers

Financial Implications

Drawdown of Bank funds

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Transactions require two senior managers to approve.	Moderate (8)	Transactions require two senior managers to sign cheques or approve bank transfers.
Financial Impact	Reduction in available cash.	Moderate (5)	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Non or late payment of outstanding invoices and/or commitments	Moderate (9)	Adherence to Timely Payment of Suppliers Policy
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Officer Recommendation

That Council endorse the following accounts for payments, as per the submitted lists:

- *Municipal Fund – Cheques 41320 to 41323 totalling \$10,131.65*
- *Municipal Fund - EFT 16290 to 16408 totalling \$1,471,552.35*
- *Municipal Fund – Cheques 2577 to 2594 totalling \$294,961.54*
- *Municipal Fund - Direct Debit Numbers:*
 - *19596.1 to 19596.15 totalling \$25,660.09*
 - *19633.1 to 19633.15 totalling \$25,586.75*
- *Trust Fund – Cheques 402701 to 402702 totalling \$640.00*

9.2.3 Corporate Business Plan - 2025/26 - 2029/30

File Reference	1.1.12.4
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Cameron Watson – Executive Manager Corporate Services
Attachments	2025/26 – 2029/30 Corporate Business Plan

Purpose of Report

To consider the modified Shire of Yilgarn 2025/26 – 2029/30 Corporate Business.

Background

The 2025/26 – 2029/30 Corporate Business Plan (CBP) includes a service delivery plan comprising 35 key services provided by Council. Each of these key services includes links to Councils Strategic Community Plan, a background on the service to be provided, expected service level and any anticipated issues that may impact the service being provided and any significant actions necessary to provide/maintain the expected service level or required due to statutory obligations.

The CBP also includes the projected operational income / expenditure necessary to provide the service for the coming budget year and estimates for the next four years.

Comment

The CBP is based on the current year's budget figures and a long-term historical average (adjusted for any anomalous instances) for the subsequent four years. An anticipated year on year Local Government Cost Index (LGCI) increase is then factored in. For the presented CBP the LGCI rate used is 3.3% as provided by WALGA in their December 2024 economic forecast.

Statutory Environment

Local Government Act 1995

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

19DA. Corporate business plans, requirements for (Act s. 5.56)

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

Strategic Implications

Contained within the Corporate Business Plan

Policy Implications

Nil

Financial Implications

The Corporate Business Plan is an informing document for current and future budgets.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Service delivery benefits the residents of the district.	Moderate (6)	Nil
Financial Impact	Funding deficit leads to cuts in service level provision.	Moderate (9)	Maintain adequate reserve funds for high-risk services such as sewers and waste disposal sites.
Service Interruption	Variable from minor inconvenience to significant health issue.	High (12)	For high-risk services such as sewerage and transport infrastructure, continue to maintain to a suitable standard.
Compliance	Local Government (Administration) Regulations 1996	Low (1)	Nil
Reputational	Service delivery not meeting community expectations.	Moderate (9)	Ensure services are adequately resourced.
Property	Various significant community buildings identified.	Moderate (6)	Ensure buildings are adequately maintained and resourced.
Environment	Effluent and putrescible waste treatment/disposal.	Moderate (6)	Well managed effluent treatment systems and waste management sites.

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)

Risk Matrix						
Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation

That Council adopts the 2025/26 – 2029/30 Corporate Business Plan as presented.

9.2.4 2025/2026 Differential Rates – Objects & Reasons

File Reference	8.1.1.5
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Cameron Watson - Executive Manager Corporate Services
Attachments	Attachment 1 – 2025/2026 Rating Strategy Attachment 2 – 2025/2026 Rating Objects & Reasons

Purpose of Report

Council is requested to endorse the 2025/2026 Rating Strategy & Objects & Reasons.

Background

It is proposed to impose Differential Rates for the year ending 30th June 2026 under the various rating categories within the Shire of Yilgarn.

Under Section 6.33 (3) of the Local Government Act 1995, a Local Government is not, without the approval of the Minister, to impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

With the Differential General Rates being proposed in the 2025/2026 Rating Strategy and Objects & Reasons, Council falls under the umbrella of this section of the Act. Note however that it is only applicable to UV Mining. Accordingly, Ministerial approval is required and the proposal to impose this rate must be advertised for a period of not less than 21 days with any submissions received subsequently being presented to Council for consideration.

Comment

The Rates in the dollar being recommended are a result of efficiency measures being implemented and continued over the previous years. As a result of these measures, Council has significantly reduced the burden on its Ratepayers, in some categories, to the effect of as much as a 61% reduction in the rate in the dollar.

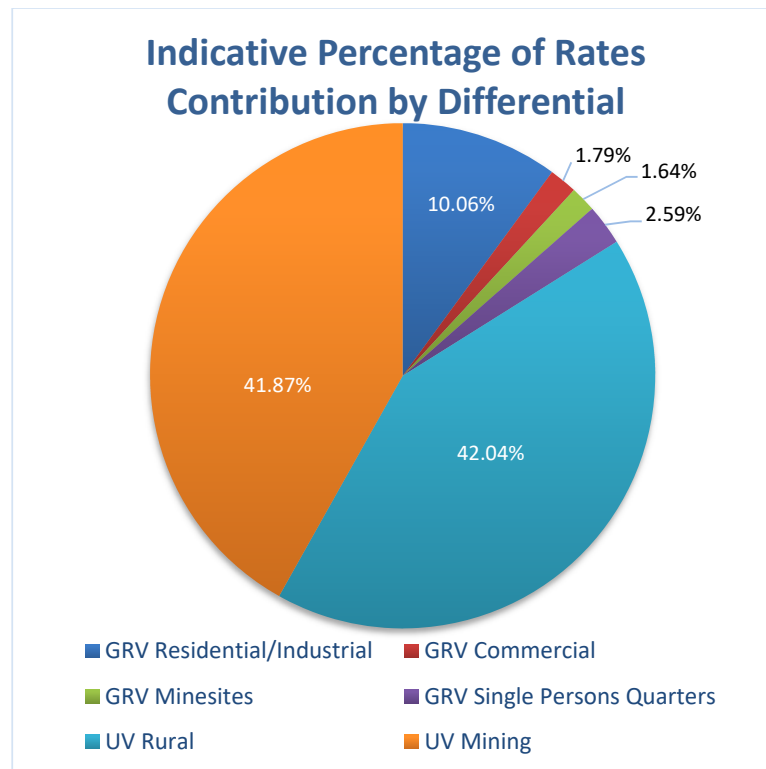
Due to the current economic uncertainties, it will be proposed to recommend that a small 2.5% increase in the Rate in the Dollar and no increase in the minimums be proposed for the 2025/26 financial year.

2025/2026 Proposed Differential Rates

The proposed Differential Rate for each rating category are as follows:

Land Category	Rate – Cents in the Dollar	Minimum Payment
GRV - Residential/Industrial	9.2691	\$600
GRV - Commercial	7.8315	\$450
GRV - Minesites	15.6075	\$450
GRV -Single Persons Quarters	15.6075	\$450
UV - Rural	1.1845	\$450
UV - Mining	16.4341	\$450

The proposed Rates in the dollar for 2025/2026 represents a 2.5% increase over those imposed in 2024/2025. It is proposed to leave the minimums the same as those imposed in 2024/2025.



The recommended Rate in the dollar increase of 2.5% is less than the WA Local Government Cost Index (WALGCI) forecast for 2025/26 of 3.3% and December 2024 Perth CPI of 2.9%. The WALGCI is similar in principle to the Consumer Price Index (CPI) but is weighted towards expenditure types more relevant to Local Governments.

The CPI is based on actual household expenditure data, which is principally derived from the Household Expenditure Survey conducted by the ABS and includes expenditure on areas such as food and non-alcoholic and alcoholic beverages, tobacco products and clothing & footwear; all of which are not expenditure areas for a Local Government.

The WALGCI is a combination of certain cost items from the CPI and others from the General Construction Index WA (GCIWA). The WALGCI offers an indication of those changes in the WA economy that relate more closely to the functions of Local Government.

Statutory Environment

Attachment 1 - 2025/2026 Rating Strategy, contains a detailed listing of the Local Government Act rating provisions with the addition of:

Local Government Act 1995

1.7. Local public notice

Where under this Act local public notice of a matter is required to be given, notice of the matter must be —

- (a) published on the official website of the local government concerned in accordance with the regulations; and*
- (b) given in at least 3 of the ways prescribed for the purposes of this section.*

[Section 1.7 inserted: No. 16 of 2019 s. 5.]

6.36. Local government to give notice of certain rates

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) A notice referred to in subsection (1) —*
 - (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and*
 - (b) is to contain —*
 - (i) details of each rate or minimum payment the local government intends to impose; and*
 - (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;*
 - and*
 - (c) is to advise electors and ratepayers that the document referred to in subsection (3A) —*
 - (i) may be inspected at a time and place specified in the notice; and*

- (ii) is published on the local government's official website.
- (3A) The local government is required to prepare a document describing the objects of, and reasons for, each proposed rate and minimum payment and to publish the document on the local government's official website.
- (4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.
- (5) Where a local government —
- (a) in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or
 - (b) proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),
- it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.
- [Section 6.36 amended: No. 16 of 2019 s. 62.]
- [Section 6.36 modified: SL 2020/57^{1M}.]

Local Government (Administration) Regulations 1996

3A. Requirements for local public notice (Act s. 1.7)

- (1) For the purposes of section 1.7(a), notice of a matter must be published on the local government's official website for —
- (a) the period specified in or under the Act in relation to the notice; or
 - (b) if no period is specified in relation to the notice — a period of not less than 7 days.
- (2) For the purposes of section 1.7(b), each of the following ways of giving notice of a matter is prescribed —
- (a) publication in a newspaper circulating generally in the State;
 - (b) publication in a newspaper circulating generally in the district;
 - (c) publication in 1 or more newsletters circulating generally in the district;
 - (d) publication on the official website of the Department or another State agency, as appropriate having regard to the nature of the matter and the persons likely to be affected by it, for —
 - (i) the period specified in or under the Act in relation to the notice; or
 - (ii) if no period is specified in relation to the notice — a period of not less than 7 days;
 - (e) circulation by the local government by email, text message or similar electronic means, as appropriate having regard to the nature of the matter and the persons likely to be affected by it;

- (f) *exhibition on a notice board at the local government offices and each local government library in the district for —*
 - (i) *the period specified in or under the Act in relation to the notice; or*
 - (ii) *if no period is specified in relation to the notice — a period of not less than 7 days;*
- (g) *posting on a social media account administered by the local government for —*
 - (i) *the period specified in or under the Act in relation to the notice; or*
 - (ii) *if no period is specified in relation to the notice — a period of not less than 7 days.*

[Regulation 3A inserted: SL 2020/213 r. 15.]

Strategic Implications

There are no strategic implications as a result of this report.

Policy Implications

There are no policy implications as a result of this report.

Financial Implications

The outcome of this recommendation will ultimately inform the direction for the 2025/2026 Income Budget as it relates to the raising of Rates.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Non or late payment of Rates by Ratepayers.	High (12)	If funding not received, projects and/or services can't be provided or undertaken.
Service Interruption	Non or late payment of Rates by Ratepayers.	Moderate (8)	Effective and efficient collection action.
Compliance	Act and Ministerial Policy differential rating requirements.	Moderate (9)	Ensure all requirements undertaken.
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Recommendation

That Council:

1. *Endorse the Differential Rating – Objects and Reasons for the 2025/2026 rating years as presented;*
2. *Endorse the following proposed Differential General Rates Categories, Rates in the Dollar and Minimum amounts for the Shire of Yilgarn for the 2025/2026 financial year:*

<i>Land Category</i>	<i>Rate – Cents in the Dollar</i>	<i>Minimum Payment</i>
<i>GRV - Residential/Industrial</i>	<i>9.2691</i>	<i>\$600</i>
<i>GRV - Commercial</i>	<i>7.8315</i>	<i>\$450</i>
<i>GRV - Minesites</i>	<i>15.6075</i>	<i>\$450</i>
<i>GRV -SPQ</i>	<i>15.6075</i>	<i>\$450</i>
<i>UV - Rural</i>	<i>1.1845</i>	<i>\$450</i>
<i>UV - Mining</i>	<i>16.4341</i>	<i>\$450</i>

3. *Endorse a public notice and consultation process on the proposed Differential General Rates and General Minimum Rates as follows:*
 - *Local public notice being placed on Councils website on Thursday, 1st May 2025 with ancillary notices being published as soon as practicable after this, as per the requirements of section 6.36 of the Local Government Act 1995.*
 - *Individual ratepayer consultation for all ratepayers in General Rate Categories with less than 30 ratepayers.*

9.2.5 2025/26 - 2034/35 Long Term Financial Plan

File Reference	8.2.5.6
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Cameron Watson–Executive Manager Corporate Services
Attachments	2025/26 – 2034/35 Long Term Financial Plan

Purpose of Report

For Council to consider adopting the revised Long-Term Financial Plan 2025/26 – 2034/35.

Background

In February 2009, the Minister for Local Government announced a package of wide-ranging local government reform strategies that were aimed at achieving greater capacity for local government to better plan, manage and deliver services to their communities with a focus on social, environmental, and economic sustainability.

One of the requirements was to develop and review a long-term financial plan (LTFP) that is a ten-year rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan priorities. From these planning processes, annual budgets that are aligned with the strategic objectives can be developed.

Comment

The operating income and expenditure aspects of the LTFP are primarily developed utilising a Local Government Cost Index (LGCI) increase of 3.3% for the life of the plan, however the historic percentage increase/decrease of a given income or expense item could be utilised if appropriate. All estimates can be manually adjusted were necessary to reflect a realistic valuation for the specific income or expenditure item.

Rate income is calculated utilising a 2.5% increase for the first 5 years with the remaining 5 years being calculated on a LGCI % Increase.

The Forward Capital Works aspect of the LTFP has been developed in consultation with the senior management team and with Councils Asset & Projects Manager.

Statutory Environment

Local Government Act 1996

5.56. Planning for the future

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

[Section 5.56 inserted: No. 49 of 2004 s. 42(6).]

Local Government (Administration) Regulations 1996

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) A corporate business plan for a district is to —*
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

This report is informed by and influences the outcome of most, if not all of the strategies within the current Community Strategic Plan.

Policy Implications

There are no policy implications as a result of this report.

Financial Implications

There are no immediate financial implications because of this report however if adopted will inform in the setting of the 2025/2026 Budgeted.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with the Local Government Act and associated Regulations.	Low (2)	Ensure Long Term Financial Plan Reviewed.
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Committee Recommendation

That Council endorses the Long-Term Financial Plan 2025/26 – 2034/35 as presented.

9.3 Reporting Officer– Executive Manager Infrastructure

9.3.1 5 Year Development Plan for Regional Roads Group

File Reference

Disclosure of Interest

Nil

Voting Requirements

Absolute Majority

Attachments

RRG 5-year Strategy spreadsheet.

Council's 10-year funding plan spreadsheet

Purpose of Report

For Council to consider the revised Regional Road Group 5-year funding strategy to improve the Shire of Yilgarn's Local Government Roads of Regional Significance.

Background

The Regional Road Group was created to help coordinate the allocation of funds and ensure that regional roads are properly prioritized. The group is made up of local governments and state government representatives and its role is to ensure the most pressing road issues in regional areas are addressed.

Local governments in regional areas submit proposals for funding or request support for roadworks through their regional road groups. Projects are often prioritized based on factors like:

- **Maintenance:** Ensuring that roads in regional areas are properly maintained to handle the wear and tear of regular use, including heavy freight, agricultural vehicles, and tourist traffic.
- **Upgrades:** Improving key regional roads that are vital for local economies, such as roads serving agricultural hubs, tourism areas, and mining regions.
- **Road Sealing:** Upgrading unsealed roads to sealed roads for better durability and safety, particularly in more remote areas.
- **Traffic Volume:** High-traffic roads, especially those used for freight transport, are more likely to receive funding to ensure they remain functionally safe.

Comment

The Regional Roads Group (RRG) in Western Australia periodically updates its guidelines for funding allocation, project prioritization, and the implementation of roadworks to ensure that regional roads are maintained, upgraded and developed effectively. These guidelines are revised to reflect changing priorities, funding availability and safety standards.

ADT is a common parameter used by shires to prioritize road projects. It represents the average number of vehicles passing through a particular segment of road per day. Roads with higher ADT are often prioritized because they typically experience greater wear and tear and higher safety risks. If a project does not meet the required ADT threshold, it may not be considered for funding.

The Technical Working Group is often responsible for reviewing project proposals or funding applications to ensure they meet the necessary technical, safety, and environmental standards. This involves assessing the technical merit of a project based on criteria such as road conditions, traffic patterns, environmental impacts, and feasibility.

Dulyalbin Road funding submission was not supported by the Technical Working Group, as it didn't meet minimum Average Daily Traffic guidelines. Council's preference was to shift its focus from developing Dulyalbin Road to finish sealing Cramphorne Road. The revised 5-year funding plan reflects Council's decision. Attached is the submitted RRG 5-Year plan and Council's extended 10-year funding plan.

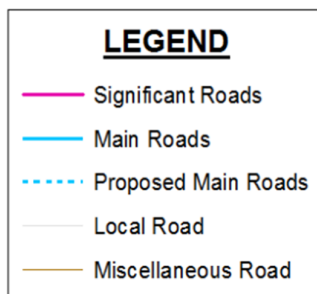
Statutory Environment

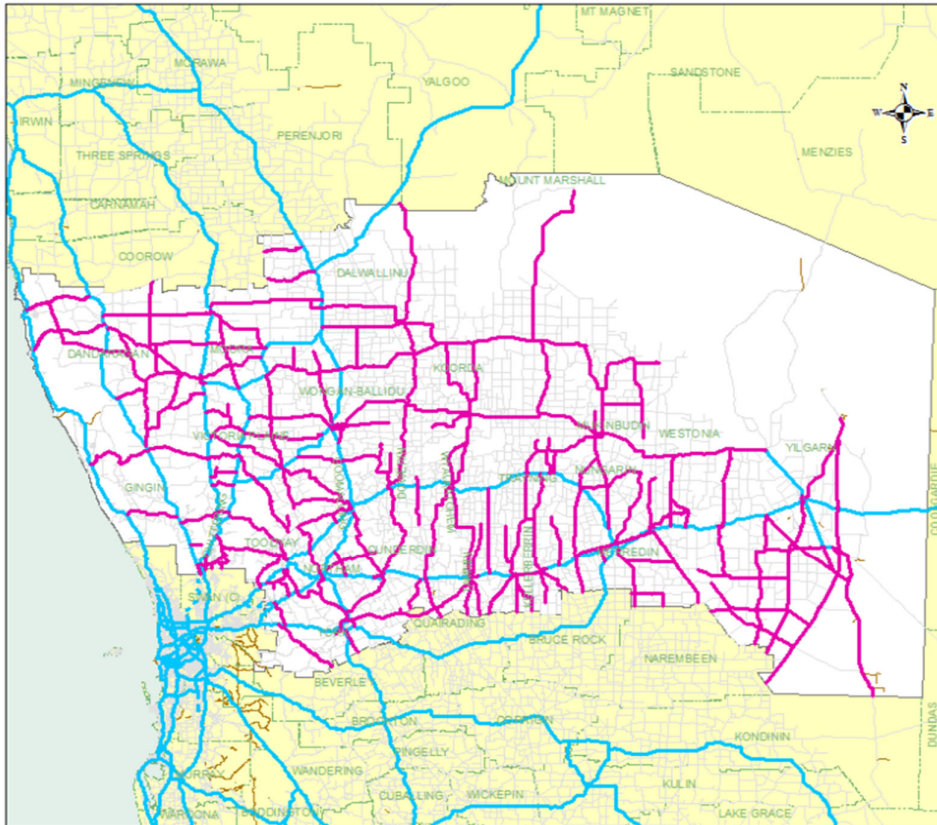
The State Road Funds to Local Agreement provides an allocation of funds to Local Governments in Western Australia for the improvement and maintenance of roads and bridges. The quantum of funding in the Agreement is based on a percentage of motor vehicle licence fee collections by the State Government. The Agreement is intended to ensure that the available funds are allocated across the State of Western Australia, focusing on areas of strategic importance and areas that will provide maximum benefit.

Strategic Implications

If some roads with low traffic are classified as regionally significant, consider downgrading them to local distributor roads, if they no longer serve the traffic needs required for the higher classifications. This may allow councils to shift their focus to roads that need improvement which meet the traffic demand.

Wheatbelt North Region Significant Local Government Roads





The Regional Road Group is involved in improving road networks that connect rural or regional areas to urban centres, ports, and other key infrastructure. Improved connectivity can directly contribute to regional economic growth by facilitating the movement of goods, services, and people.

Strategic Community Plan

Outcome 2.5 Safety and quality of transport networks are maintained and improved

- 2.5.1 Continue to maintain and upgrade our road network
- 2.5.2 Continue to maintain the Southern Cross Airstrip and facilities

Policy Implications

Engineering Policy 5.2

Financial Implications

Regional Road Group works off yearly allocations from a 5-year State Road Agreement. All project totals include, 2/3 Main Roads and 1/3 Local Government funding. Council will continue to allocate funding through the Annual Budget each financial year.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Council will continue make provisions for Regional Roads Group Funding each year on a 2/3 RRG and 1/3 LG funding basis	Low (2)	Any reduction in funding will require a reduction in the scope of works.
Service Interruption	Unsealed roads will continue to impact access during wet periods.	Low (2)	Sealing gravel roads will provide all weather access.
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Officer Recommendation

That Council, by absolute majority, endorses the revised 5-year plan for Local Roads of Regional Significance as part of the Regional Road Group program as presented.

9.3.2 10-Year Plant replacement Program 2025/2026 to 2034/2035

File Reference

Disclosure of Interest

Nil

Voting Requirements

Simple Majority

Attachments

2025/2026 to 2034/2035 Plant Replacement Spreadsheet

Purpose of Report

For Council to consider the 10-year 2025/2026 to 2034/2035 Plant Replacement Program to ensure that the Shire of Yilgarn's fleet of machinery, vehicles and equipment remains effective, safe and cost-efficient.

Background

The new plant replacement program requires significant capital investment. A detailed financial plan allocates resources, manages cash flow and ensures investment in plant and equipment which leads to future sustainable asset renewal and maintenance.

Whole of Life Cost Asset Management is an approach that looks beyond the initial acquisition price and considers the total cost of ownership over the asset's life. By using an overall approach this can ultimately lead to greater efficiency, improved financial outcomes and better utilisation.

Using own plant and equipment to maintain assets can be a highly effective approach to reducing operational costs, improve asset longevity and enhance overall operational efficiency.

It requires careful planning and management to ensure that the assets are maintained properly. Reducing the need to outsource maintenance work can save costs over time. The Shire can schedule maintenance based on needs, rather than relying on external providers.

Comment

A significant issue facing all local governments is managing ageing assets which need renewal while balancing the maintenance standards expected by the community.

Fit for purpose plant and equipment is ensuring that the fleet is suitable for the current and future operational needs of the Shire. The program focuses on replacing existing plant and equipment with assets that are better aligned with the specific requirements of the Shire. It is about choosing equipment that provides the right functionality, performance and reliability to meet Shire's asset renewal and maintenance needs.

When purchasing new assets, staff will recommend equipment that is cost-effective throughout the whole of lifecycle, not just the initial acquisition.

Asset renewal involves replacing, upgrading or maintaining a variety of machinery, vehicles and equipment to ensure that services continue to run smoothly, cost-effectively and in alignment with both community expectations and operational efficiency.

Included in the 2025/2026 plant replacement program.

- **Replacement of the 2017, 12M grader.** There are 5 graders within the fleet. One grader is used for construction and the other four are used for maintenance grading.
- **Replacement of the Freightliner Prime Mover.** As discussed with council, this truck has been problematic over the last 2 years. Records show that breakdown repairs in 2023/24 totalled over \$50,000. Repairs in 2024/2025 will exceed \$70,000. The downtime exceeds 5 months this financial year. Staff have been engaging contractors while this unit has been out of action.
- **Purchase of a used dedicated water truck.** The shire previously operated two 8x4 Mack tippers with slip in water tanks. One of these 8x4 Mack trucks has been reconfigured as side tipping truck towing a side tipping dog. This was to improve our gravel hauling capabilities. That only leaves one 8x4 Mack as a water truck. Water trucks are seasonal where two trucks are needed during construction in the warmer months. There is far less requirement for a second truck during the wet season. This plant replacement includes the purchase of a used water truck. The Shire is currently paying \$2,500 per week to dry hire a 6x4 water truck.



Replacement line marker. This unit is expensive with low utilisation. It is mainly used for marking the oval for different sporting clubs.

Loader mounted road broom. This is an attachment for the backhoe. It will be utilised for sweeping pavements before sealing, sweeping bitumen before resealing and sweeping loose aggregate after resealing.

Light vehicle replacements. This plant replacement introduces a new vehicle for the Administration Office. There are no spare vehicles for staff to travel for general use or for staff to use when training outside the Shire. The plant replacement allows for the initial purchase of an Administration vehicle and programmed to be replaced every 4 years. Ford are just releasing details for their new Ranger Super Duty. It is due for production in 2026. This may delay the Landcruiser replacements if they are more suited for the grader maintenance crews.

Statutory Environment

Local Government Act 1995 (WA)

Section 6.2 (Budgeting and Financial Management): Local governments must develop a budget that includes provisions for asset replacement, including plant and equipment. This is essential for ensuring that the financial capacity for plant replacement is considered in advance.

Section 3.1 (Role of Local Government): Local governments have a responsibility to provide services and facilities to the community in an efficient and effective manner, which includes the timely replacement of plant to maintain operational efficiency.

Section 5.56 (Plan for the Future): Local governments must develop long-term strategic plans (Integrated Planning and Reporting Framework), which include asset management plans and strategies for the replacement of plant, machinery, and other infrastructure.

Local Government (Financial Management) Regulations 1996 (WA)

Regulation 19 (Annual Budget): This regulation requires local governments to provide a detailed budget, which should account for the replacement of plant and machinery, either through direct purchase or leasing arrangements.

Asset Management: Local governments are required to maintain a register of assets, which includes plant, machinery, and equipment. This register forms the basis for planning replacements and managing the lifecycle of the assets.

Strategic Implications

Plant and equipment replacement for local governments is crucial for maintaining operational efficiency, reducing costs, and ensuring that services provided to the community are of high quality.

Policy Implications

Finance Policy 3.4 Purchasing and Tendering
Finance Policy 3.3 Reserve Portfolio Rational
Local Government (Functions and General) Regulations 1996

Financial Implications

Procurement and Tendering Requirements

Overview: Western Australian local governments are bound by specific rules and regulations related to procurement, including the Local Government (Functions and General) Regulations 1996 (WA).

Relevance to Plant Replacement:

- When replacing plant, local governments must follow procurement processes that ensure transparency, fairness, and value for money. This could involve tendering for the supply of new plant, with a focus on competitive bidding and compliance with procurement regulations.
- Regulation 11 (Tendering Requirements): This regulation specifies when a local government is required to publicly advertise for tenders, particularly for significant purchases such as plant replacements.

The 2025/2026 Plant Replacement Program continues to improve the Shires service capabilities. If the overall plant replacement can't be funded from general revenue, council has the option to partly fund it from the Heavy Vehicle Road User Fee or Plant Reserve.

Estimated balance of Reserves at the 30th of June 2025

Heavy Vehicle Road User Fee Reserve: \$2,909,762

Plant Reserve: \$1,032,753

Risk Implications			
Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People		Nil	
Financial Impact	Older equipment often requires more frequent repairs, and risks major component failure which can be expensive. As plant and equipment ages, the cost of maintaining them typically increases.	Low (2)	Replacing old plant and equipment with new models ensures higher reliability, reducing the likelihood of unexpected breakdowns that can lead to costly production downtimes.
Service Interruption	Plant and equipment can fail due to wear and tear, design flaws, or aging components.	Low (2)	Replacing plant and equipment is one of the most effective strategies for reducing service interruptions.
Compliance	Nil	Nil	Nil
Reputational	Frequent service interruptions, poor product quality, or delays due to outdated equipment can lead to	Low (2)	Newer equipment often comes with better performance capabilities, enabling quicker responses to community needs.

	a loss of community trust		
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

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

Officer Recommendation

By Simple Majority council accepts the 2025/2026 to 2034/2035 Plant Replacement program as presented.

10 APPLICATIONS FOR LEAVE OF ABSENCE

11 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

**12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION
OF THE MEETING**

13 MEETING CLOSED TO THE PUBLIC - CONFIDENTIAL ITEMS

14 CLOSURE