



Ordinary Meeting of Council

Agenda

21 August 2025

Shire of Yilgarn NOTICE OF MEETING



Councillors:

Please be advised that the

August 2025

Ordinary Meeting of Council

Will be held in the Council Chambers on

Thursday, 21 August 2025

Commencing at **5pm**

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

COUNCILLORS PLEASE NOTE:

- *The Discussion Session will start at 3pm*
- *The Ordinary Meeting of Council will start at 5pm*

Nicholas Warren

Chief Executive Officer

18/08/2025

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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
<p>Communications, such as:</p> <ul style="list-style-type: none"> • complaints and compliments • correspondence concerning corporate matters • submissions, petitions and lobbying • information for Council's interest relating to local government business activity and functions
<p>Lobbying – correspondence or petitions, relating to lobbying matters</p>
<p>Telephone, meetings and other verbal conversations – regarding local government projects or business activities</p>
<p>Social Media – where the posts:</p> <ul style="list-style-type: none"> • 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
<p>Work diaries / Appointment books – containing information that may be significant to the conduct of the elected member on behalf of the local government</p>
<p>Allowances, benefits and gifts records</p>
<p>Addresses / Speeches / Presentations – delivered as part of an elected member's official duties</p>

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: <ul style="list-style-type: none"> • 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 L Rose
Cr D Newbury

Council Officers	N Warren	Chief Executive Officer
	C Watson	Executive Manager Corporate Services
	G Brigg	Executive Manager Infrastructure
	F Mudau	Finance Manager
	K Chrisp	Asset and Projects Manager
	N Beaton	Minute Taker

Apologies:

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 Minutes, Thursday, 17 July 2025 - (Minutes Attached)

Recommendation

That the minutes from the Ordinary Council Meeting held on the 17 July 2025 be confirmed as a true record of proceedings.

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		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

That Council note the Council Decision Status Report 2025.

9.1.2 Shire of Yilgarn Integrity Framework

File Reference

Disclosure of Interest

None

Voting Requirements

Simple Majority

Author

Nic Warren - Chief Executive Officer

Attachments

Draft - Shire of Yilgarn Integrity Framework

Purpose of Report

For Council to endorse the Shire of Yilgarn Integrity Framework.

Background

In October 2023, the Public Sector Commissioners issued Instruction 40 which required public sector bodies to undertake a number of requirements, including the need to have an integrity framework in place that describes:

- a. clear expectations of employees/board members in relation to integrity
- b. roles and responsibilities under the framework
- c. management of integrity based on identified risks
- d. development of integrity knowledge, skills and competencies of employees and board members
- e. reinforcement of a culture built on integrity
- f. review and updating of the framework
- g. assurance to the head of the public sector body that the framework is working as intended.

Whilst the Shire is not deemed a public sector bodies as per the *Public Sector Management Act 1994*, it provides good governance to have a framework in place.

Comment

The Shire of Yilgarn Integrity Framework has been developed to enhance and promote a culture of integrity, sound conduct and ethical behaviour among all Shire Officers and Elected members and to foster confidence in the probity of each and every one of the Shire's actions and decisions at all levels of organisation.

The Integrity Framework aligns with the WA Public Sector Commission's mandate to promote and maintain integrity, conduct and ethics in the WA government sector.

The Integrity Framework provides the foundation by which all Shire council members, employees, contractors and volunteers are expected to operate. It will enhance accountability and work towards fostering the trust of the communities the Shire serves.

It describes the instruments, structures and cultural factors that guide how the Shire practices, manages and accounts for integrity.

Statutory Environment

Public Sector Management Act 1994

Strategic Implications

Strategic Community Plan - GOAL 14. Strong leadership and a high standard of governance

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	Reputational damage due to unethical conduct	High (12)	Integrity Framework reduces the risk of unethical behaviour by setting out the requirements of staff and elected members.
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 Shire of Yilgarn Integrity Framework, as presented.

9.2 Reporting Officer - Acting Executive Manager Corporate Services

9.2.1 Financial Reports - July 2025

File Reference	8.2.3.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Fadzai Mudau - Acting 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 31 July 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 July 2025.

9.2.2 Accounts for Payment - July 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 41338 to 41342 totalling \$3,294.20
- Municipal Fund - EFT 16803 to 16906 totalling \$1,820,972.70
- Municipal Fund – Cheques 2656 to 2675 totalling \$316,397.50
- Municipal Fund - Direct Debit Numbers:
 - 19874.1 to 19874.14 totalling \$2,703.38
 - 19889.1 to 19889.16 totalling \$28,872.74
 - 19932.1 to 19932.16 totalling \$29,127.15

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

- *Municipal Fund – Cheques 41338 to 41342 totalling \$3,294.20*
- *Municipal Fund - EFT 16803 to 16906 totalling \$1,820,972.70*
- *Municipal Fund – Cheques 2656 to 2675 totalling \$316,397.50*
- *Municipal Fund - Direct Debit Numbers:*
 - *19874.1 to 19874.14 totalling \$2,703.38*
 - *19889.1 to 19889.16 totalling \$28,872.74*
 - *19932.1 to 19932.16 totalling \$29,127.15*

The above are presented for endorsement as per the submitted list

9.3 Reporting Officer - Executive Manager Infrastructure

9.3.1 Koolyanobbing Road Route Determination

File Reference

Disclosure of Interest

Nil

Voting Requirements

Simple Majority

Attachments

Nil

Purpose of Report

For Council to consider a proposal for Restricted Access Vehicle (RAV) 4.3 access for Koolyanobbing - Southern Cross Road, as requested by MGM Bulk Pty Ltd.

Background

Main Roads Western Australia's Heavy Vehicle Services branch has received a request from MGM Bulk to increase the approved concessional axle loading on Koolyanobbing - Southern Cross Road from Level 1 to Level 3 of the Accredited Mass Management Scheme. As the road manager, the Shire must assess whether the road is safe, structurally sound and fit for this level of heavy vehicle access. The review is required under the *Local Government Act 1995* and must follow the relevant freight and road access policies before any changes are supported.

The Executive Manager of Infrastructure carried out a technical review which included:

- Complete inspection and analysis using Austroads guidelines to evaluate road condition and loading capacity;
- Estimated wear from heavier vehicles using Equivalent Standard Axle (ESA) calculations;
- Review of construction history, materials and seal condition to assess long term durability; and
- Comparison of the road's actual condition with its assigned role (Regional Distributor), and checked compliance with AMMS and RAV policies.

The results determine whether the proposed mass upgrade is viable in its current state, whether capital upgrades are needed or if alternative access arrangements should be considered. These results support a recommendation to Council before providing a formal response to Heavy Vehicle Services and the applicant.

Comment

Recent Australian Road Research Board (ARRB) surface condition mapping (January 2023), along with staff inspections and Shire asset data, confirms poor pavement quality across key sections of Koolyanobbing Road. These sections show clear signs of distress, cracking, seal failure and surface aging, indicating that parts of the road have reached the end of their serviceable life under current freight volumes.

A review comparing traffic load estimates in Equivalent Standard Axles (ESA) and subgrade strength suggests the pavement does not meet the structural requirements to support Level 3 Concessional Loading long term without intervention. Austroads design standards further confirm that existing pavement thickness is insufficient for heavy freight operations, particularly in areas with low strength subgrade. Without upgrades, these sections are at high risk of failure.

Western Australian Local Government Association (WALGA) and National Transport Research Organisation (NTRO) guidance indicates that cost modelling is unreliable where pavement condition is poor or where extraordinary loading applies, both conditions are evident in this case. In these situations, significant capital upgrades and reasonable cost recovery measures may be necessary to ensure safety and asset sustainability.

As road manager under the *Local Government Act 1995*, the Shire holds the authority to restrict or close access to roads deemed structurally unsound, as supported by the Shire's RAV and Accredited Mass Management Scheme (AMMS) policies addressing premature failure and extraordinary freight impacts.

Statutory Environment

Local Government Act 1995

- Establishes the Shire's legal authority to manage roads within its district.
- Empowers local governments to restrict or close roads if deemed unsafe or unsuitable.
- Supports the creation of local laws and policies for infrastructure, safety, and asset management.
- Provides the framework for Council decision making on matters like RAV access, road upgrades, and freight impacts
- Main Roads WA is responsible for approving RAV routes, but must consult with local governments before adding or amending access.
- Local governments can approve, conditionally approve, or reject RAV access based on road suitability.

Shire of Yilgarn RAV and AMMS Policy

The Shire of Yilgarn's RAV and AMMS Policy provides a framework for managing road wear from heavy freight and protecting local infrastructure.

- Defines Extraordinary Loads as those causing significant Annual Design Equivalent Standard Axles increases and early pavement failure.
- Allows the Shire to apply engineering judgement when actual road condition differs from functional classification.
- Helps the Shire recover costs when freight activity exceeds what the road was originally designed to handle.
- Reinforces the Shire's right to adjust hierarchy and restrict access under local policy and engineering advice.

Heavy Vehicle Road User Fee Policy

- Enables the Shire to apply fees or contributions for heavy vehicle use where roads are not built to standard freight specifications.
- Recognizes that classification alone does not determine cost, actual condition and structural capacity matter.
- Aligns with WALGA and NTRO guidance on incremental cost impact, especially for concessional loading and long, term freight tasks

Strategic Implications

Considerations carry broader strategic implications for Council's approach to infrastructure management and freight access:

- Supports long term road safety, protects pavement assets from premature failure under concessional loading.
- Aligns with the Shire's broader infrastructure renewal strategy by targeting high risk segments for intervention.
- Supports open, evidence, based decisions about heavy vehicle access. Aim to balance freight needs with community welfare and long-term financial responsibility.

Policy Implications

Main Roads WA RAV Access Policy

Main Roads WA's RAV Access Policy requires the Shire to be consulted before any heavy vehicle route is approved. The Shire has full authority to approve, set conditions, or reject access based on road condition, safety, and future planning. The policy also encourages using conditions and maintenance agreements to help protect local roads from damage.

WALGA Incremental Cost Impact Guidance (2025)

The WALGA Incremental Cost Impact Guidance (2025) makes it clear that basic cost modelling isn't reliable when roads don't match typical designs, are in poor shape, or carry unusually heavy freight. In these situations, like on Koolyanobbing Road, it backs the Shire's position that upgrades or shared funding may be needed before allowing heavy vehicle access.

Shire of Yilgarn RAV and AMMS Policy

Extraordinary loads are heavy vehicle movements that cause early damage to roads. If the actual road condition doesn't match its expected status, the Shire can reassess whether it's suitable. This may include changing its classification or applying user fees to help cover costs and protect local infrastructure.

Heavy Vehicle Road User Fee Policy

The Heavy Vehicle Road User Fee Policy allows the Shire to request contributions from freight operators when roads are used more intensively than they were designed for. It reinforces that decisions should be based on the actual state and strength of the road, not just its classification. The policy also supports WALGA's approach to fair cost recovery where concessional loading causes extra wear and tear.

Financial Implications

Future Upgrade Costs: If RAV 4.3 access is approved without upgrades, Koolyanobbing - Southern Cross Road could deteriorate quickly due to sustained heavy loads. Based on current road condition and traffic modelling, some sections may need major upgrades, like full reconstruction, road construction material treatment, wider shoulders, to meet safety standards. These works could be costly and likely exceed normal Shire renewal budgets, meaning external funding or staged delivery would be needed.

Impact on Maintenance: Allowing access may increase wear and tear, leading to more patching, seal failures, and shorter asset life. This would stretch the Shire's maintenance budget and potentially reduce service levels elsewhere in the network.

Cost Sharing: If Council supports conditional approval, the Shire can negotiate with WA Salt to help cover road costs under its freight fee policy. This may include shared funding for maintenance or upgrades. It ensures that freight access is fair and doesn't place extra cost on the community, in line with WALGA's guidance on managing heavy loads.

Risk Implications

Risk Category	Description	Rating	Mitigation Action
Health/People	Increased risk of accidents or vehicle damage due to substandard pavement condition under heavy load stress	Moderate-High	Conduct ESA-based structural assessment prior to access; restrict access if required
Financial Impact	Unbudgeted maintenance and reconstruction costs resulting from accelerated pavement deterioration	High	Require road user contributions; defer access until capital upgrades are considered
Service Interruption	Nil	Low	No expected impact on general road availability
Compliance	Nil	Low	Maintain statutory compliance via engineering documentation and condition based decision making

Reputational	Nil	Low	Transparent communication with stakeholders reduces reputational risk
Property	Nil	Low	N/A

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

1. *That, by Simple Majority pursuant to the Local Government Act 1995 and following review under the Shire's RAV and AMMS Policies, Council does not support RAV Network 4.3 (Level 3 of the Accredited Mass Management Scheme) on the Koolyanobbing - Southern Cross Road.*
2. *Subject to freight need and road suitability, Council may support RAV Network 4.3 (Level 3 of the Accredited Mass Management Scheme) if the applicant agrees to fund and carry out any required road upgrades, structural improvements, or vegetation clearing necessary to bring the route to standard and further agrees to contribute under the Shire's Heavy Vehicle Road User Fee Policy*

9.3.2 5-Year Development Plan for Regional Roads Group

File Reference

Disclosure of Interest

Nil

Voting Requirements

Simple Majority

Attachments

RRG 5-year Strategy spreadsheet.

Council's 10-year funding plan spreadsheet

Purpose of Report

For Council to endorse the proposed update to the Regional Road Group 5-Year Strategy for 2026–2031, ensuring alignment with evolving traffic patterns, freight priorities, and funding eligibility criteria.

Background

The Regional Road Group (RRG) strategy assists the Shire to secure funding by showing that Shire roads are important, well-used, and ready for improvement. The strategy is built around three main actions:

- Staff, record how many vehicles use each road daily. Roads with high traffic, especially trucks and freight, get priority because they wear out faster and serve key transport needs.
- Staff measure vehicle volumes (Annual Daily Traffic (ADT)) to prove which roads need attention. Roads with higher daily traffic get priority, especially heavy freight routes.
- Prioritise upgrades to roads that play a vital role in farming, freight, and rural connectivity, particularly those linking our communities to key supply chains, ports, and industrial hubs. These routes help local producers move goods efficiently and safely, supporting jobs and regional growth.

All proposed road upgrades are scoped in advance, meeting RRG requirements. This means once funding is confirmed, works can begin without delays.

Comment

The Regional Roads Group (RRG) uses updated guidelines to allocate funding based on safety, transport need and merit. A key factor is Average Daily Traffic (ADT), which shows how frequently a road is used. Routes with high ADT, especially freight corridors, are prioritised due to heavier wear and greater safety risks.

The adopted 5-Year RRG funding plan from 2026 to 2031 reflects this strategic shift, with projected contributions of over \$11.3 million from RRG and \$3.77 million from Councils, supporting targeted upgrades across key roads.

Originally, the Shire sought funding for Dulyalbin Road, however the Technical Working Group (TWG) reviewed the Dulyalbin Road proposal and found it didn't meet the minimum

ADT threshold. Council therefore indicated a preference to redirect funding toward completing Cramphorne Road, which better aligns with RRG priorities and community needs.

Southern Cross South Road has been identified as the next priority based on strong traffic volumes and strategic importance. This ensures investment continues to target the most used routes in our network.

The attached plan provides the updated proposal, removing Dulyalbin Road and prioritising Cramphorne Road.

Statutory Environment

The State Road Funds to Local Government Agreement is how road and bridge funding is shared across WA. The amount funded each year depends on a set percentage of motor vehicle licence fees collected by the State Government. This ensures that funding is spread fairly, focusing on projects that offer the greatest safety, transport and regional benefits.

Strategic Implications

To ensure road funding is used effectively, councils may consider downgrading roads that no longer carry enough traffic to meet regional significance criteria. Reclassifying these roads as local distributor routes helps shift focus and resources toward higher use roads that meet current demand and contribute more strongly to community and freight movement.

The Wheatbelt North Regional Road Group supports road network upgrades that connect regional areas with key infrastructure like ports, airstrips, and regional centres. These improvements play a vital role in strengthening local economies by making it easier to move goods, services, and people across the region.

This approach aligns with Council's Strategic Community Plan objectives:

Goal 6 - Strategic Community Plan: A safe and efficient transport network.

Policy Implications

Engineering Policy 5.2. The policy supports focusing investment on roads that meet traffic demand, safety needs, and strategic value.

Financial Implications

All roadworks delivered through the Regional Road Group (RRG) are funded under a rolling 5-Year State Road Funds Agreement. Each year, funding is allocated to approved projects based on this agreement. The standard funding model is two-thirds from Main Roads WA and one-third from Local Government.

Council remains committed to delivering its share of funding through the Annual Budget process each financial year, ensuring planned upgrades and maintenance continue in line with strategic priorities.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil		Nil
Financial Impact	Annual contributions from Council based on the 2/3 RRG, 1/3 LG funding model.	Moderate	Any reduction in external funding will result in scaled-back scope.
Service Interruption	Unsealed roads may become impassable during wet conditions.	Moderate	Continue sealing priority roads to ensure all-weather access.
Compliance	Nil		Nil
Reputational	Nil		Nil
Property	Nil		Nil
Environment	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 Simple Majority, endorses the revised Five-Year Plan for Local Roads of Regional Significance for inclusion in the Regional Roads Group funding program 2026–2031.

9.3.3 Auction 2017 Freightliner Prime Mover

File Reference

Disclosure of Interest

Nil

Voting Requirements

Absolute Majority

Attachments

Nil

Purpose of Report

To seek Council's approval to dispose of the 2017 Freightliner Prime Mover via public auction, under Section 3.58 of the *Local Government Act 1995*.

Background

At the May Ordinary Council meeting, Councillors endorsed the 10 Year Plant Replacement Program 2025/2026 to 2034/2025.

As per the approved program, the 2017 Freightliner Prime Mover no longer suits current operational requirements and as such, is due for replacement in 2025/2026.

Comment

Disposal through public auction ensures transparency and supports responsible asset management under Section 3.58 of the *Local Government Act 1995*.

The 2025/26 budget makes provision to replace the unit with a suitable 6x4 prime mover, identified through service demand reviews and lifecycle costing. This aligns with the Shire's broader asset renewal strategy prioritising service reliability, and value for money across the fleet.

The approach reflects good asset management practice, disposing of assets at the right time, reinvesting in capable replacements, and maintaining service continuity while controlling costs.

Council are asked to endorse disposal via auction of the 2017 Freightliner Prime Mover in accordance with the 10 Year Plant Replacement Program and the Local Government Act 1995.

Statutory Environment

Local Government Act 1995, Section 3.58 Disposal of Property

This section outlines the requirements for local governments to dispose of property (excluding land) with a market value of \$20,000 or more. Disposal options include,

- Public Auction: Council may dispose of property via open auction without requiring prior public notice.
- Tender Process: A public tender may be initiated, also exempt from notice provisions.

- Private Sale (with notice): If not disposed via auction or tender, Council must give public notice for at least 14 days, describing the property, buyer, and value.

In this case, public auction is proposed, satisfying the exemption under Section 3.58(2)(b) and ensuring compliance with statutory disposal requirements.

Strategic Implications

The decision to dispose of the 2017 Freightliner Prime Mover and purchase a replacement 6x4 unit aligns with the Shire's ongoing fleet renewal program and asset management planning.

This action will:

- Ensure vehicles and equipment are suitable for current service demands and work conditions.
- Reduce future maintenance costs and improve long term value for money.
- Reflect the 2025/26 budget allocation for planned fleet turnover.
- Support responsible asset decisions based on condition, usage, and operating costs.
- Improve reliability across road construction, haulage, and transport services.

Overall, this keeps the Shire's fleet fit for purpose and aligned with the needs of local infrastructure delivery.

Policy Implications

The proposed disposal action aligns with the Shire's adopted policies relating to:

- Supports 10-year plant replacement program, cost-effective asset usage, and suitability of vehicles for operational needs.
- Ensures transparent, compliant disposal via public auction in accordance with legislative and procedural requirements.
- Complies with procurement principles through fair market mechanisms and alignment with budgeted replacement strategy.

The disposal and replacement of the prime mover are consistent with endorsed asset lifecycle management practices and strategic infrastructure delivery.

Financial Implications

Council's adopted 2025/26 budget includes provision for the disposal of the 2017 Freightliner Prime Mover and its replacement with a fit for purpose 6x4 prime mover. Proceeds from public auction will contribute to the normal budgeted changeover process and offset purchase costs.

The replacement is expected to improve operational efficiency and reduce the long, term maintenance burden, consistent with the Shire's fleet renewal strategy and sound asset management practices.

Risk Implications

Risk Category	Description	Rating (Consequence × Likelihood)	Mitigation Action
Health / People	Nil	Nil	Nil
Financial Impact	Budgeted changeover; disposal proceeds offset replacement costs.	Low	Aligns with adopted 2025/26 budget provisions.
Service Interruption	Vehicle not required for future operations; no disruption expected.	Nil	Replacement scheduled to maintain fleet continuity.
Compliance	Disposal complies with Local Government Act 1995 (S3.58).	Nil	Public auction ensures transparency and compliance.
Reputational	Nil		Nil
Property	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

In accordance with Section 3.58 of the Local Government Act 1995 (Disposal of Property), Council endorses the disposal of the 2017 Freightliner Prime Mover via public auction.

Council notes that staff will appoint a reputable auction house to manage the disposal process in line with transparency and market value requirements.

9.3.4 Plant Replacement 2017 Freightliner Prime Mover

File Reference

Disclosure of Interest

Nil

Voting Requirements

Absolute Majority

Attachments

Nil

Purpose of Report

For Council to consider the purchase of a new 6x4 prime mover as part of the Shire's 2025/2026 plant replacement program, ensuring continued delivery of efficient road maintenance services.

Background

As part of the Shire's 2025/2026 plant replacement program, quotations were invited via the WALGA Preferred Supplier panel for the supply and delivery of one new 6x4 prime mover, rated at 110 tonnes for road train operations. This procurement is intended to replace the Shire's ageing 2017 Freightliner, which has reached the end of its useful primary production life and is no longer delivering reliable or cost-effective performance.

The prime mover is a critical asset in the Shire's heavy haulage fleet, supporting road construction, gravel re-sheeting and transport of materials and equipment across the Shire. Its replacement is necessary to maintain operational efficiency, reduce downtime and ensure the Shire can continue to deliver road infrastructure services without interruption.

The unit needs to meet operational needs, procurement criteria, including value for money, warranty provisions and delivery timelines. Its acquisition aligns with the Shire's Strategic Community Plan and Asset Management Plan, supporting the renewal of fleet assets in a financially responsible and service focused manner.

This purchase aligns with operational goals around fleet renewal and improved utilisation of plant. The new unit will improve productivity, reduce maintenance overheads, and provide greater reliability for road train operations across the Shire's road network.

Quotations were invited via WALGA's Preferred Supplier Panel under VP Reference VP469298. Six suppliers were notified of the request:

- CJD Equipment Pty Ltd
- Volvo Group Australia Pty Ltd
- WA HINO Sales & Service
- Major Motors Isuzu
- A.V. Truck Services Pty Ltd
- Daimler Trucks Perth

Comment

Three suppliers submitted responses (CJD Equipment, Volvo Group Australia, and Daimler Trucks Perth), while the remaining suppliers declined to respond. All submissions were received within the specified timeframe and assessed in accordance with the Shire's procurement policy.

Volvo Group Australia submitted two quotations:

- The Mack Superliner, which fully complies with all tender specifications including engine output (600hp vs 550hp minimum) and 110 Tonne Gross Combination Mass rating.
- The Mack Anthem, which offers a lower engine output (535hp) and 90 Tonne Gross Combined Mass rating and is therefore non-compliant. The Anthem was considered due to its faster delivery timeframe (3 months vs. 8 months for the Superliner) which may offer operational advantages. Council may choose to accept the non-conforming tender if satisfied that the unit remains fit for purpose and delivers best overall value.

Under Regulation 20 of the *Local Government (Functions and General) Regulations 1996* local governments may negotiate minor variations with the preferred tenderer after selection, but this does not apply to major non-compliance or to justify assessing a non-compliant tender.

However, the Shire did not preclude non-compliant tenders from the submission process, allowing Council to accept the non-complying tender if they choose, being the Mack Anthem.

Four tenders were assessed against compliance, price, warranty, and delivery timeframes. A summary is provided below:

Tenderer / Model	Price (ex GST)	Price (incl GST)	Lead Time	Extended Warranty	Compliance Notes
CJD Equipment (Kenworth T620SAR)	\$527,090	\$579,799	Not stated	Not specified	Fully Compliant
Daimler Trucks Perth (Cascadia 126 Day Cab)	\$369,981	\$406,980	Not stated	Not specified	Fully compliant
Volvo Group Australia (Mack Superliner)	\$389,450	\$428,395	8 months	5-year engine warranty	Fully Compliant
Volvo Group Australia (Mack Anthem)	\$359,500	\$395,450	3 months	5-year engine warranty	Non-Compliant Slightly under tender spec (535 hp vs. 550 hp required) rated 90 tonne GCM

Comparison between the Mack Superliner and Mack Anthem

Feature	Mack Anthem 535	Mack Super-Liner 600
Engine	MP8 535hp, 2600Nm	MP11 600hp, 3800Nm
Transmission	M DRIVE 13-speed	M DRIVE Overdrive 13-speed
GCM Rating (General)	70 tonnes	70 tonnes
Plated GCM (Road train)	90,000kg	110,000kg

Statutory Environment

This procurement process complies with the legislation:

- *Local Government Act 1995*: Section 3.57 Requires local governments to invite tenders before entering into contracts for the supply of goods or services where the value exceeds the prescribed amount.
- *Local Government (Functions and General) Regulations 1996*: Regulation 11 Sets out the requirements for publicly inviting tenders, including thresholds, advertising, and evaluation procedures. The Shire utilised the WALGA Preferred Supplier Program, which is an approved exemption under Regulation 11(2)(b) as a pre-qualified panel.

Strategic Implications

This procurement supports the Shire's commitment to responsible asset management and aligns with key objectives in the Strategic Community Plan.

- Replacing ageing plant is part of good lifecycle planning. It ensures fleet assets remain reliable, cost-effective, and fit for purpose. Investing in modern equipment helps reduce maintenance costs, improves operational efficiency, and supports the long-term sustainability of the Shire's transport infrastructure.
- Goal 6 - Strategic Community Plan: A safe and efficient transport networks.

Policy Implications

This procurement is consistent with the following policies and regulations:

Finance Policy 3.5 Purchasing and Tendering: The Shire's internal purchasing policy outlines procedures for obtaining quotations and tenders, ensuring transparency, value for money, and compliance with statutory requirements. The use of the WALGA Preferred Supplier Program aligns with approved procurement pathways under this policy.

Local Government (Functions and General) Regulations 1996: Regulation 11 provides the framework for tendering requirements, including exemptions for purchases made through pre-qualified panels such as WALGA. This process complies with the regulatory provisions for purchasing goods and services above the prescribed threshold.

Financial Implications

The 2025/2026 budget makes provision of \$360,000 (ex GST) for the purchase of one new 6x4 prime mover. A trade-in allowance of \$30,000 (ex GST) has been estimated for the disposal of the existing 2017 Freightliner, resulting in a target changeover budget of \$330,000 (ex GST). At this stage, the trade value is indicative only, as the outgoing unit has not yet been sent to auction. Final changeover cost will be confirmed once the auction outcome is known.

Both the Mack (Superliner), Cascadia and Kenworth options exceed the current changeover budget, but may be considered based on operational need, warranty value and long-term fleet reliability. Should Council wish to proceed with either option, the shortfall would be funded through a budget amendment or by utilising the Plant Reserve, subject to Council approval.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health / People	Nil		Nil
Financial Impact	Risk of unplanned breakdown costs from ageing fleet asset	Moderate	Mitigated by replacement and extended warranty coverage
Service Interruption	Downtime risk due to unreliable performance of existing prime mover	Moderate	New unit improves reliability and operational continuity
Compliance	Nil		Nil
Reputational	Nil		Nil
Property	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, in accordance with Section 3.57 of the Local Government Act 1995 and Regulation 11 of the Local Government (Functions and General) Regulations 1996:

- 1) Accept the quotation from Volvo Group Australia (Mack Superliner 600) for \$428,395 (incl GST) as the preferred value for money option, noting its higher engine output (600 hp vs. 550 hp specification), increased GCM rating (110,000kg), and enhanced suitability for multi trailer operations;*
- 2) Note that the current changeover budget of \$330,000 (ex GST) may require adjustment and that any shortfall may be addressed through the annual budget review process;*
- 3) Approve that, if the increased budget requirement cannot be met through the normal budget review process, the shortfall be funded from the Plant Replacement Reserve, ensuring continued alignment with Council's long-term asset renewal strategy.*

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