



Ordinary Meeting of Council

Agenda

19 March 2026

Shire of Yilgarn NOTICE OF MEETING



Councillors:
Please be advised that the
**March 2026
Ordinary Meeting of Council**

Will be held at the Council Chambers on
Thursday, 19 March 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*



**Peter Clarke
Acting Chief Executive Officer**

13/03/2026

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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 organisation. **Government records** are those records created or received by a government organisation, or by an employee or contractor in the course of their work for that organisation.

2 Why do I need to keep records?

Records provide evidence of what an organisation has done, and why. Keeping records of business activity enables an organisation 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 <i>not</i> 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 B Close	Shire President
	Cr G Guerini	Deputy Shire President
	Cr B Bradford	
	Cr L Granich	
	Cr D Newbury	
	Cr L Rose	
Council Officers	P Clarke	Acting Chief Executive Officer
	C Watson	Executive Manager Corporate Services
	G Brigg	Executive Manager Infrastructure
	K Chrisp	Asset and Projects Manager
	T Prue	Finance Manager
	T Beaton	Executive Assistant

Apologies:

Observers:

Leave of Absence:

4. DECLARATION OF INTEREST

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the February 2026 Ordinary Meeting of Council, the following questions were posed by Kaye Crafter, a response was provided on 11th March 2025 as follows:

- 1. Where Spica/Sirius Street and Antares Street converge, there is a barricade to stop drivers from taking a shortcut through the old road. Unfortunately, many people drive around the warning sign and whizz through without looking carefully. This is dangerous and could cause an accident at the conjunction of Rigel Street, Antares Street, and the end of Spica/Sirius Street.**

The Executive Manager of Infrastructure responded it is clear the current signage is being ignored, creating a risk for drivers near Rigel Street. The EMI will conduct a site inspection to determine the best permanent fix, whether that is installing large rocks or some other type of barricade.

2. When is Labyrinth going to be revamped?

The Executive Manager of Infrastructure responded the project is currently in a 'ready to go' state regarding materials. We have secured the glow in the dark pavers (to match our Southern Cross brand) and the specific aggregate required for the finish. However, we are currently experiencing a labour shortage following the recent departure of the staff member assigned to the task. We will move forward with the installation as soon as our staffing levels stabilize and we can allocate a crew to the site.

3. Constellation Park is looking very bare where the shrubs are situated. Can there be mulch and curbs (plastic or rocks) placed around these sections. That means the bushes will be cool on their roots in the summer, warm in the winter and be more aesthetically pleasing to the eye. Even though they are natives, they still need water and moisture. Once the job is done, there will not be any reason to clean up the leaves because they are self-mulching. Win Win.

The Executive Manager of Infrastructure advised that we currently have a qualified horticulturist on staff who is reviewing our park maintenance standards. Your feedback has been noted, and we will look at incorporating mulching and edging into our upcoming maintenance schedule to ensure the shrubs are better protected and the area remains tidy.

5.1 PUBLIC QUESTION TIME

6. CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council Minutes, Thursday, 19th February 2026 - (Minutes Attached)

Recommendation

That the minutes from the Ordinary Council Meeting held on 19th February 2026 be confirmed as a true record of proceedings.

Voting Requirements: Simple Majority

6.2 CEACA Committee Meeting, Monday, 16th February 2026 - (Minutes Attached)

Recommendation

That the minutes from the CEACA Committee Meeting held on the 16th February 2026 be received.

Voting Requirements: Simple Majority

6.3 LEMC Committee Meeting, Tuesday, 24th February 2026 - (Minutes Attached)

Recommendation

That the minutes from the LEMC Committee Meeting held on the 24th February 2026 be received.

Voting Requirements: Simple Majority

6.4 Great Eastern Country Zone Minutes – Thursday, 12th February 2026, - (Minutes Attached)

Recommendation

That the minutes from the Great Eastern Country Zone Meeting held on the 12th February 2026 be received.

Voting Requirements: Simple Majority

7. PRESENTATIONS, PETITIONS, DEPUTATIONS

8. DELEGATES' REPORTS

Cr Close

- 000 Shift in Perth Call Centre - 21st February 2026
- LEMAC Meeting - 24th February 2026
- Budget Review Meeting - 10th March 2026
- Medical Students talk about SJA - 11th March 2026
- Medical Students Dinner - 12th March 2026

Cr Newbury

- Agcare Meeting - 24th February 2026
- Budget Review Meeting - 10th March 2026

9.1 Officers Report - Chief Executive Officer

9.1.1 Council Decision Status Report 2026

File Reference	2.1.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Nic Warren - Chief Executive Officer
Attachments	Council Decision Status Report 2026

Purpose of Report

Council to note the Council Decision Status Report 2026.

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)

Recommendation

That Council note the Council Decision Status Report 2026.

9.1 Officers Report - Chief Executive Officer

9.1.1 Request for Financial Support - Yilgarn Community Support Group Inc.

File Reference	1.3.11.5
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Cameron Watson - Executive Manager Corporate Service
Attachments	Nil

Purpose of Report

This report seeks Council's endorsement of a request for financial support (reimbursement of insurance costs) received from the Yilgarn Community Support Group Inc.

Background

A request for financial support has been received from the Yilgarn Community Support Group Inc. This request for support relates to the reimbursement of current year insurance costs paid by the group. The group's Secretary/Treasurer has provided the following background on the group's activities and request for support.

"The Yilgarn Community Support Group Inc is a not-for-profit group of volunteers that help support the most vulnerable members of our community. We do this by providing assistance through food vouchers, emergency accommodation, train tickets, fuel and hygiene packs to low-income people. We also organise and man the Driver Reviver Van several times a year during peak traffic periods.

As we receive no government funding we rely entirely on fundraising and donations to do everything that we do. The insurances are quite large sums of money out of our already stretched funds that we feel would be better used to help those in need.

If the Shire of Yilgarn would be willing to help us out with these payments, it would go a long way to allow us to continue helping others."

The Yilgarn Community Support Group Inc was first incorporated in 1987 with the group's volunteers providing the Yilgarn community with the services indicated above since this time.

To the best of this officer's knowledge, since its incorporation, the Yilgarn Community Support Group Inc has received little financial support from Council

Comment

The insurance amounts requested to be reimbursed are:

Annual Public & Products Liability - \$814.53 inc GST; and

Personal Accident - \$412.50 inc GST

Which total \$1,227.03 inc GST.

The 2025/26 budget includes account *E04119 – Support to Community Groups* which has a budget allocation of \$27,700 of which \$11,597 has been utilised.

There is a precedent for this type of support request, in that Council has an inclusion in this budget account for supporting the CWA's activities with a similar support valuation.

Statutory Environment

Nil.

Strategic Implications

Pillar 1 – Community

GOAL 1. Enhance resident participation in recreation, cultural, and leisure activities

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

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

Financial Implications

If Council was to support the request to reimburse incurred insurance costs to the Yilgarn Community Support Group Inc the amount of \$1,227.03 will be utilised from General Ledger Account E04119 – Support to Community Groups.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Part utilisation of available budget allocation leaving insufficient funds for other purposes	Low (1)	Increase budget allocation in future years
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Communities perception of inability to follow Community Strategic Plan	Moderate (9)	Comply with community strategies
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

- 1. agrees to the Yilgarn Community Support Group Inc's request for financial support to the value of \$1,227.03 inc GST for the reimbursement of insurance costs incurred; and*
- 2. Include an annual budget inclusion sufficient to reimburse the Yilgarn Community Support Group Inc's future liability and personal accident insurance costs.*

9.1 Officers Report - Chief Executive Officer

9.1.2 Request to Attend Economic Development Summit - Cr B Bradford

File Reference	2.1.1.8
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Cameron Watson - Executive Manager Corporate Service
Attachments	Summit Program

Purpose of Report

This report seeks Council's retrospective approval for Cr B Bradford attendance at an Economic Development Summit to be held in Lithgow NSW in March 2026.

Background

With the recent implementation of the Shire of Yilgarn Economic Development Working Group consisting of Cr's Granich & Bradford and advising consultant Caroline Robinson of 150Square WA, a request was made by Cr Bradford to attend the SEGRA Foundation (Sustainable Economic Growth for Regional Australia) National Regional & Economic Development Summit 2026 to be held in Lithgow NSW on the 25 – 26 March 2026 with a Summit welcome event on the 24th March (flyer attached).

Council policy 1.10 - Attendance at Events and Functions requires Council approval for Councillors to attend this type and form of event. As the March Council meeting is scheduled for Thursday 19th of March and the event commences on Tues 24th of March, if strict adherence to policy was mandated then the ability to arrange attendance, travel and accommodation in such a short timeframe would most probably have negated attendance by Cr Bradford.

With this in mind, the then Acting Chief Executive Officer requested approval from the Shire President, Cr B Close for Cr B Bradford's attendance, this approval was granted subject to this item being presented for retrospective Council approval.

Comment

The following bookings have been made to ensure Cr Bradfords attendance to the SEGRA Foundation National Regional & Economic Development Summit 2026 (all ex GST):

Accommodation	616.36
Air Fares (Return)	919.95
Car Hire	296.49
Summit Registration	<u>1,063.64</u>
	2,896.44

There will also be reimbursement of reasonable expenses incurred by Cr Bradford, such as meals and parking (if applicable) after the event and with the production of receipts.

Cr Bradford will provide a brief overview report of the summit for Council at the April Meeting of Council.

Statutory Environment

Nil.

Strategic Implications

Pillar 4 - Civic Leadership

GOAL 14 - Strong leadership and a high standard of governance

Strategy 14.1 Elected members and staff complete regular training and development opportunities

Policy Implications

Council policy 1.10 - Attendance at Events and Functions

3. Attendance at events requiring approval

- 3.1. Attendance by a Councillor or the CEO at an event which is not a pre-approved event under parts 2.1-2.4 above, must be determined by Council in the case of a Councillor's attendance, or the Shire President in the case of the CEO's attendance at the event.
- 3.2. Key factors for consideration include:
 - a) Who is providing the ticket to the event.
 - b) The location of the event in relation to the Shire.
 - c) The role of the Councillor or CEO when attending the event (participant, observer, presenter) and the value of their contribution.
 - e) The benefit to the community in the Councillor or CEO attending the event.
 - f) The benefit to the organisation in the Councillor or CEO attending event.
 - g) Alignment to the Shire's strategic objectives.
 - h) Whether the event is funded by the Shire.
 - i) The number of invitations / tickets received.
 - j) The cost to attend the event (if any) and any other expenses such as travel and accommodation.
 - l) Whether there is a personal benefit to the CEO or Councillor in attending the event, for example if food and alcohol included, or if the benefit is primarily for entertainment.
 - m) The likely community perception of the CEO or Councillor attending the event.
 - n) Whether the ticket can be paid for to avoid the acceptance of a gift and risk of influenced (or perception of influenced) decision-making.
 - o) Influenced (or perception of influenced) decision-making.

3.3. Approval is required in respect of:

- a) Attendance at the event by a Councillor or the CEO.
- b) Whether the ticket is accepted as a gift or is paid for by the Shire.
- c) Whether the Shire pays or contributes to associated expenses such as travel or
- d) Accommodation.

Financial Implications

There is currently a budget inclusion off \$30,000 in General Ledger Account E04112 - Training and Conference Expenses of which \$16,456.05 is remaining. There will be a need for a portion of the remaining budget for the mandatory Councillor training for the new incoming Councillor.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Provide an inadequate level of skills and knowledge to staff and elected members to allow for sound decision making.	Moderate (9)	Encourage attendance at available training opportunities.
Financial Impact	Part utilisation of available budget allocation leaving insufficient funds for other purposes.	Low (1)	Increase budget allocation in future years if possible.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Communities' perception of Councils inability to follow Community Strategic Plan.	Moderate (9)	Comply with and implement community strategies.
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 endorses the Shire Presidents approval of Cr B Bradford's attendance at the SEGRA Foundation National Regional & Economic Development Summit 2026 to be held in Lithgow NSW on the 25 - 26 March 2026.

9.1 Officers Report – Chief Executive Officer

9.1.1 Proposed Residential Building – Lot 867 (No 12) Omega Street, Southern Cross

File Reference	
Author	Liz Bushby, Town Planning Innovations
Disclosure of Interest	Financial Interest as receive planning fees for advice to the Shire – Section 5.60A of <i>Local Government Act 1995</i>
Voting Requirements	Absolute Majority (for delegated authority)
Attachments	1. Management Plan

Purpose of Report

Council is to consider a development application seeking approval to utilise an existing house on Lot 867 (No 12) Omega Street, Southern Cross as a Residential Building. It is intended to use the existing house for short stay use.

Background

- Location and Existing Development**

Lot 867 has an area of approximately 1164m² and is located on the corner of Omega Street and Leo Street in the Southern Cross townsite.

A location plan is included below for convenience.



Above: Location Plan

There is an existing house and ancillary outbuildings on the property.



Above: Aerial Plan

Comment

- **Description of Application**

The Shire is in receipt of a Development Application seeking approval to rent out an existing house on Lot 867 for short stay periods.

The property will be managed by Mr Matt Powell who lives locally. A Management Plan has been lodged to outline the property manager contact details and responsibilities – refer Attachment 1.

Priority of the short stay accommodation will be given to the owners own employees, however rooms may also be rented to the general public visiting the area or attending the area for work.

The existing house has five bedrooms, and it is proposed to rent out each bedroom. The applicant and management plan confirms that a maximum number of 5 guests will be accommodated at any one time.

- Zoning and Land Use Permissibility**

Lot 867 is zoned ‘Residential’ under the Shire of Yilgarn Town Planning Scheme No 2 (the Scheme).

Part of the planning assessment involves determining which land use definition from the Scheme ‘best fits’ the proposal.

The term ‘Residential Building’ is defined in the Residential Design Codes as:

‘a building or portion of a building, together with rooms and outbuildings separate from such building but incidental thereto; such building being used or intended, adapted or designed to be used for the purpose of human habitation:

- temporarily by two or more persons; or
- permanently by seven or more persons, who do not comprise a single family, but does not include a hospital or sanatorium, a prison, a hotel, a motel or a residential school.

The renting out of rooms in the existing house is construed as a ‘Residential Building’ as it will be used for human habitation and will be occupied temporarily by two or more persons.

Under the Scheme, Table 1 lists land uses in a table format with different symbols listed under different zones.

Each symbol has a different meaning and determines whether Council has discretion to consider a land use in the corresponding zone (ie if the land use is permitted, not permitted, discretionary or requires advertising).

Table 1 lists a ‘Residential Building’ as a ‘D’ use in the Residential zone.

TABLE 1 - ZONING TABLE - (Cont'd)

		ZONES					
		Residential	Commercial	Industrial	Special Use	Townsite	Rural Mining
USE CLASSES							
27	Office	X	P	D		D	X
28	Public Assembly	X	P	X		D	X
29	Place of Worship	A	X	X		D	D
30	Residential Building	D		X		D	X
31	Restaurant/cafe	X	P	X		X	P

The 'D' symbol means that *'the use is not permitted unless the local government has exercised its discretion by granting development approval'*. In other words, it is a discretionary land use, and Council has discretion to consider approving the land use in the Residential zone.

- **Advertising**

The application is being advertised for public comment by Shire Administration for 14 days. The Shire has written to nearby and surrounding landowners inviting comments on the proposal.

Advertising closes on the 19th of February 2026. The application cannot be determined until after the close of advertising, and any valid issues raised in submissions will need to be considered.

- **Parking**

There is no specific car parking requirement for a Residential Building under the Shires Local Planning Scheme No 2, however as there will be five separate guests, it is reasonable to plan for a maximum of 5 cars.

Parking is not considered a major impediment to the application as:

- There is a concrete driveway to a carport accessed from Omega Street; and
- There is additional car parking areas available to the rear of the house, accessible from a gate via Leo Street;
- There is a third area available for parking in front of shed accessed from Leo Street.

Site photographs are included below.



Above: Photograph showing existing driveway and carport accessed from Omega Street



Above: Photograph showing existing area in front of a shed and gates to the rear yard accessed from Leo Street

- **Proposed Delegated Authority**

There has been some delay in processing recent development applications as TPI was on extended leave between mid-December 2025 and all of January 2026. In addition, TPI is ceasing consulting services for the Shire by March 2026.

To expedite processing of the application, it is recommended that Council consider delegating authority to the Chief Executive Officer (CEO) to determine the application.

If any objections are received, the CEO does not have to exercise the delegated authority, and a further report item can be referred to a future Council meeting.

Delegated Authority to the CEO provides some flexibility, however it does require an Absolute Majority of Council (as outlined in the statutory section of this report).

Statutory Environment

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015, and became effective on 19 October 2015.

The Regulations include ‘Deemed Provisions’ that automatically apply and override parts of the Shire of Yilgarn Town Planning Scheme No 3.

Clause 67 outlines ‘matters to be considered by Council’ including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, a local planning strategy, a local planning policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Clause 82(1) gives the local government the ability to delegate its powers to the Chief Executive Officer. Clause 82(2) requires any delegation to be by Absolute Majority.

Shire of Yilgarn Town Planning Scheme No 2 – explained in the body of this report.

The term ‘Residential Building’ is not defined directly in the Scheme. Under Clause 37(2) it states that:

‘A word or expression that is not defined in this Scheme —

(a) has the meaning it has in the *Planning and Development Act 2005*; or

(b) if it is not defined in that Act — has the same meaning as it has in the R-Codes.’

Short Term Rental Accommodation Act 2024 – Mandatory registration of all unhosted Short Term Rental Accommodation (STRA) is required with the State. The State STRA Register is administered by the Department of Local Government, Industry regulation and Safety (DLGIRS).

Summary of Submissions

Note the application was advertised for public comment and the consultation period ceased on the 19th of February 2026. Please see below for comments received and feedback from Havcon.

<i>Public Comment</i>	<i>Havcon Response</i>
Could Havcon please ensure that all reversing alarms are switched off in town	We will do our best to ensure reverse alarms are switched off for any vehicles parked at the house.
Concerns that shift workers housed together will become somewhat of a party house, a very quiet street at the moment, with children and the elderly. Excessive noise would be an issue	There will be no parties at the house. As per the management plan there are noise curfews as per the SXAV. Accommodation will be revoked if complaints are made regarding noise.
Requesting that drivers be courteous, as elderly people and children live on the street and children are often playing there.	Drivers need to abide by the WA Road and Traffic rules. We will ensure our employees comply with this when operating company vehicles.

Strategic Implications

Nil.

Policy Implications

There is no Council policy applicable to this report.

Financial Implications

The Shire pays consultancy fees to Town Planning Innovations.

Risk Implications

There are no known risks associated with the proposed development.

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 has no objection to the application seeking approval to utilise an existing house on Lot 867 (No 12) Omega Street, Southern Cross as a Residential Building as defined by Table 1 – Zoning, of the Shire of Yilgarn Town Planning Scheme No. 2, with the intention to use the existing house for short stay accommodation.

9.2 Reporting Officer - Executive Manager Corporate Services

9.2.1 Financial Reports - February 2026

File Reference	8.2.3.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Travis Prue - Finance Manager
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 February 2026.

- 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		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 endorse the various Financial Reports as presented for the period ending 28 February 2025.

9.2 Reporting Officer - Executive Manager Corporate Services

9.2.2 Accounts for Payment - February 2026

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 - Cheque 41366 to 41367 totalling \$433.00
- Municipal Fund - EFT 17655 to 17717 and 17780 to 17841 totalling \$885,313.52
- Municipal Fund - Cheques 2785 to 2801 totalling \$303,843.56
- Municipal Fund - Direct Debit Numbers:
 - 20311.1 to 20311.15 totalling \$28,289.49
 - 20333.1 to 20333.15 totalling \$28,513.78

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 P

olicy 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		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 Background

- *Municipal Fund - Cheque 41366 to 41367 totalling \$433.00*
- *Municipal Fund - EFT 17655 to 17717 and 17780 to 17841 totalling \$885,313.52*
- *Municipal Fund - Cheques 2785 to 2801 totalling \$303,843.56*
- *Municipal Fund - Direct Debit Numbers:*
 - *20311.1 to 20311.15 totalling \$28,289.49*
 - *20333.1 to 20333.15 totalling \$28,513.78*

The above are presented for endorsement as per the submitted list

9.2 Reporting Officer - Executive Manager Corporate Services

9.2.3 2025/2026 Budget Review

File Reference	8.2.5.3
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Cameron Watson - Exec Manager Corporate Services
Attachments	2025/2026 Budget Review

Purpose of Report

Council is requested to adopt the 2025/2026 Budget Review as presented.

Background

Financial Management Regulation 33A - Review of Budget, requires a Local Government to review its annual budget between the 1st of January and the last day of February in any given financial year. The outcome of this review is to be submitted to Council for its adoption no later than the 31st March.

Comment

The budget review document, including budget amendment recommendations, for the 2025/2026 financial year is attached for Council's consideration.

Statutory Environment

Local Government (Financial Management) Regulations 1996

33A. Review of budget

- (1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
 - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget; and
 - (d) include the following —
 - (i) the annual budget adopted by the local government;
 - (ii) an update of each of the estimates included in the annual budget;

- (iii) the actual amounts of expenditure, revenue and income as at the date of the review;
 - (iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
- *Absolute majority required.
- (4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

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 presented review includes several budget amendments.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Review of Councils Annual Budget	Moderate (6)	Ongoing monitoring
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Low (3)	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)

Audit Committee Recommendation

That Council, by absolute majority, adopts the budget review for the period 1st June 2025 to 31st January 2026 inclusive of the recommended budget amendments as indicated in Note 4 of the report.

9.3 Reporting Officer - Executive Manager Infrastructure

9.3.1 Asset Management Policy 2026

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Attachments	Asset Management Policy

Purpose of Report

To present the revised Asset Management Policy 2026 for Council consideration and adoption.

Background

The Shire has undertaken a comprehensive review and update of its Asset Management framework, including completion and adoption of individual Asset Management Plans and development of the Combined Asset Management Plan.

The Asset Management Policy previously formed part of Council's Policy Manual (Policy 6.8) and is being reinstated to provide clear governance direction supporting Council's adopted asset management practices.

The policy establishes Council's strategic commitment to lifecycle asset management and provides governance alignment between Asset Management Plans, service delivery and long-term financial planning.

Comment

The Asset Management Policy is intentionally high-level and provides governance direction rather than operational detail.

Key outcomes of the revised policy include:

- confirmation of Council's commitment to lifecycle asset management principles;
- alignment between Asset Management Plans and the Long-Term Financial Plan;
- clear governance separation between Council policy direction and operational asset planning undertaken by administration; and
- support for ongoing monitoring of service levels, risk and asset renewal demand.

The policy provides the governance framework under which operational Asset Management Plans are prepared and maintained by the Chief Executive Officer (or delegate).

Statutory Environment

- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996

Strategic Implications

The policy supports:

- Council’s Strategic Community Plan;
- Long-Term Financial Plan;
- Combined Asset Management Plan; and
- Sustainable delivery of infrastructure services.

Policy Implications

Adoption of the Asset Management Policy 2026 will reinstate and replace the previous Asset Management Policy (Policy 6.8), providing updated governance consistent with Council’s current asset planning framework.

Financial Implications

There are no direct financial implications arising from adoption of this policy.

The policy supports long-term financial sustainability through structured asset lifecycle planning and alignment with the Long-Term Financial Plan.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil		Nil
Financial Impact	Inadequate long-term planning of assets	Moderate	Asset Management framework and policy governance
Service Interruption	Poor asset planning affecting service delivery	Moderate	Adopted Asset Management Plans
Compliance	Nil		Nil
Reputational	Asset failures impacting community expectations	Moderate	Lifecycle planning and monitoring
Property	Nil		Nil
Environment	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:

- *Adopt the Asset Management Policy 2026 as attached; and*
- *Repeal and replace the previous Asset Management Policy (Policy 6.8).*

9.3 Reporting Officer - Executive Manager Infrastructure

9.3.2 Plant Replacement Policy 2026

File Reference

Disclosure of Interest

Nil

Voting Requirements

Simple Majority

Attachments

Plant Replacement Policy

Purpose of Report

To present the revised Plant Replacement Policy for Council consideration and adoption.

Background

The Plant Replacement Policy previously formed part of Council's Policy Manual and is being reinstated to align governance with Council's current Asset Management framework.

Since the previous policy was adopted, Council has completed a comprehensive review of its asset management framework, including the development of the Plant & Fleet Asset Management Plan and updated long-term plant replacement modelling.

The revised policy has been prepared to:

- Align with Council's current Asset Management Plans;
- Reflect lifecycle planning and financial sustainability principles;
- Provide clear governance around plant replacement decisions; and
- Ensure fleet capability is maintained to deliver adopted maintenance and renewal programs.

Comment

The revised policy remains intentionally concise and provides a high-level governance framework for plant replacement decisions.

Key updates include:

- Alignment with the Plant & Fleet Asset Management Plan;
- Recognition of lifecycle cost, reliability and operational suitability in replacement planning;
- Confirmation that fleet configuration must support adopted service delivery requirements; and
- Inclusion of a governance requirement that any proposed change to fleet configuration must demonstrate that operational productivity and delivery capability are not reduced.

The policy is supported operationally by the Plant & Fleet Asset Management Plan, which contains the detailed technical, financial and productivity modelling that informs replacement decisions.

Statutory Environment

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Strategic Implications

The policy supports:

- Council's Asset Management Framework;
- Long-Term Financial Plan;
- Sustainable delivery of infrastructure renewal and maintenance programs.

Policy Implications

Adoption of the revised Plant Replacement Policy will reinstate and replace the previous Plant Replacement Policy (Policy 5.9), providing updated governance consistent with current operational and asset management practices.

Financial Implications

There are no immediate financial impacts arising from adoption of the policy.

The policy supports the planned and financially sustainable replacement of plant through Council's long-term replacement program.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil		Nil
Financial Impact	Inadequate fleet capability affecting delivery outputs	Moderate	Planned lifecycle replacement and Council oversight
Service Interruption	Reduced operational capacity due to poor replacement decisions	Moderate	Policy governance and AMP alignment
Compliance	Nil		Nil
Reputational	Failure to maintain infrastructure service levels	Moderate	Strategic asset planning framework
Property	Nil		Nil
Environment	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:

- 1. Adopt the revised Plant Replacement Policy 2026 as attached, reinstating Policy 5.9 within Council's Policy Manual; and*
- 2. Repeal and replace the previous Plant Replacement Policy adopted September 2021.*

9.3 Reporting Officer - Executive Manager Infrastructure

9.3.3 Plant Asset Management Plan 2026 to 2036

File Reference

Disclosure of Interest

Nil

Voting Requirements

Simple Majority

Attachments

Plant Asset Management Strategy

Purpose of Report

To present the Plant Asset Management Strategy 2026 to 2036 to Council for consideration and adoption, and to provide strategic context regarding the relationship between plant productivity, asset sustainability and future resource requirements.

Background

The Shire of Yilgarn's Plant Asset Management Strategy has been prepared to provide Council with a long-term framework for managing plant and fleet assets required to deliver adopted maintenance and renewal programs across roads, drainage, buildings and other infrastructure. The Strategy confirms that plant and fleet assets are not stand, alone assets, rather, they are operational tools required to deliver the outcomes assumed within Council's Combined Asset Management Plan and Road Asset Management Plan.

The existing fleet has been structured and selected to match the operational outputs required to maintain adopted service levels and renewal programs. Replacement planning, lifecycle management and financial modelling demonstrate that the current configuration is broadly sufficient provided operational productivity aligns with the assumptions used in Council's asset planning framework.

A key planning assumption underpinning the Strategy is an operational productivity benchmark of approximately 60% utilisation across available operating time. This benchmark allows for servicing, weather delays, mechanical downtime and normal operational inefficiencies and represents the minimum level required to maintain renewal outputs and stabilise infrastructure backlog.

Comment

The Plant Asset Management Strategy highlights an important strategic consideration for Council.

The primary risk to long-term asset sustainability is not currently the size of the Shire's plant fleet, but rather the level of operational productivity achieved from that fleet.

The fleet has been selected and funded on the basis that it can meet renewal demand when utilised at the adopted benchmark level. Where productivity falls below this level, annual renewal delivery reduces, resulting in deferred works and increasing asset backlog over time.

In practical terms, sustained reductions in productivity create two possible outcomes for Council:

- Infrastructure assets continue to decline, as renewal outputs fall short of lifecycle demand; or
- Council increases resources, requiring additional plant, operators or contractor expenditure to recover productivity shortfalls.

This relationship between productivity and asset sustainability has been illustrated within the Strategy using a traffic, light framework:

- Green (60% utilisation) - renewal demand achieved and asset condition stabilised.
- Yellow (50% utilisation) - early backlog growth and emerging renewal risk.
- Red (40-45% utilisation) - renewal shortfall requiring strategic intervention, either through increased expenditure or acceptance of declining asset condition.

The Strategy therefore reinforces that increasing fleet numbers is not the primary solution to delivery challenges. Instead, focus is required on maintaining workforce stability, protecting lead production machinery availability, and improving operational efficiency to ensure Council's infrastructure investment is protected.

This represents an important governance consideration for Council, as future decisions relating to plant, staffing or service levels will directly influence long-term asset sustainability and financial outcomes.

Statutory Environment

Local Government Act 1995
Integrated Planning and Reporting Framework requirements.

Strategic Implications

The Plan supports:

- Combined Asset Management Plan objectives;
- Road Asset Management Plan renewal assumptions;
- Long-Term Financial Plan sustainability;
- Delivery capability across adopted service levels.

Policy Implications

The Strategy aligns with Council's Asset Management framework and Plant Replacement Policy.

Financial Implications

The Strategy confirms that:

- Replacement planning remains financially sustainable within long-term modelling;
- Current plant capacity is sufficient if productivity assumptions are achieved; and
- Reduced productivity may result in future capital or operational cost increases should Council wish to maintain existing service levels.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil		Nil
Financial Impact	Asset decline or increased expenditure due to reduced productivity	Medium-High	Productivity monitoring and workforce stability
Service Interruption	Reduced renewal delivery outcomes	Medium	Asset and plant performance reporting
Compliance	Nil		Nil
Reputational	Declining infrastructure condition	Medium	Ongoing AMP alignment
Property	Renewal backlog growth	High	Maintain utilisation benchmark
Environment	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:

- 1. Adopt the Plant Asset Management Strategy 2026 to 2036 as attached, and***
- 2. Note that the current plant fleet has been selected to meet required productivity outputs, and that sustained productivity below adopted benchmarks may result in infrastructure decline or require additional plant and operational resources to maintain service levels.***

9.3 Reporting Officer - Executive Manager Infrastructure

9.3.4 10 Year Plant Replacement Program 2026/2027 to 2035/2036

File Reference

Disclosure of Interest

Nil

Voting Requirements

Simple Majority

Attachments

Plant Replacement Program 2026/2027 to 2035/2036

Purpose of Report

To present the 10-Year Plant Replacement Program 2026/2027 to 2035/2036 for Council consideration and adoption, ensuring that the Shire of Yilgarn maintains a reliable, fit for purpose fleet, capable of delivering adopted maintenance and renewal programs across all asset classes.

Background

The Shire's plant and fleet assets are the operational tools required to physically deliver the outcomes assumed within the:

- Combined Asset Management Plan;
- Road Asset Management Plan; and
- Long-Term Financial Plan.

Plant is not an independent asset class operated in isolation. It exists to deliver:

- Gravel re-sheeting and road renewal;
- Maintenance grading;
- Road construction and reconstruction;
- Drainage works;
- Building and infrastructure maintenance;
- Waste and sewer operations.

The 10-Year Plant Replacement Program spreads capital investment across a forward planning horizon to:

- Avoid capital funding spikes;
- Maintain reliability of critical production plant;
- Protect renewal outputs assumed within Council's Asset Management Plans; and
- Provide predictable annual reserve funding requirements.

Lifecycle modelling confirms that approximately \$950,000 per annum is required to sustain the replacement program over a 15-year planning horizon. The presented program adopts a 10-year operational view consistent with Council's forward capital planning framework.

Comment

The Plant Replacement Program does not increase overall fleet numbers or expand Council's delivery model, rather, it preserves operational capability required to sustain adopted renewal outputs. Where configuration changes occur, such as the updated haulage arrangement, these represent efficiency optimisation within the existing fleet structure.

1. Asset Management

A significant challenge facing all local governments is managing ageing infrastructure while maintaining community service expectations within constrained financial environments. For the Shire of Yilgarn, plant and fleet assets are the operational tools that physically deliver the renewal and maintenance outcomes assumed within Council's Asset Management Plans.

Timely plant replacement is therefore not discretionary capital expenditure; it is a risk mitigation strategy directly linked to infrastructure sustainability. Delayed replacement of critical production plant can result in:

- Increased breakdown frequency;
- Escalating workshop expenditure;
- Reduced operational utilisation;
- Deferred renewal outputs; and
- Long-term infrastructure backlog growth.

Replacement planning within the 10-Year Program is based on structured lifecycle principles, including:

- Whole of life cost modelling;
- Reliability and breakdown history;
- Production risk exposure;
- Operational suitability; and
- Alignment with long-term financial sustainability.

The program prioritises critical production plant, particularly graders and haulage units, to protect renewal outputs across the Shire's road network.

2. Key Change to Trucking Configuration

The only material configuration change within the updated program relates to haulage. Council previously resolved to acquire B-Double side tippers while retaining the Freightliner prime mover (65t GCM). Since that time, Council has approved the purchase of a Mack Superliner with a 110t rating.

As part of this configuration optimisation:

- The existing A-trailer will be disposed of; and

- It will be replaced with a full-size tri-axle trailer designed to suit the Mack Superliner and existing dog trailer combination.

The revised configuration:

- Increases legal payload capacity;
- Reduces the total number of loads required to meet annual gravel demand;
- Improves cost per kilometre of resheeting;
- Enhances operational resilience; and
- Reduces reliance on contractor haulage during breakdown or peak demand periods.

Operational modelling confirms that the tandem drive prime mover with tri-axle trailer configuration delivers improved efficiency at a lower unit cost compared with the previous arrangement.

This adjustment represents fleet optimisation rather than fleet expansion and aligns with sound lifecycle asset management principles.

3. 2026/2027 Replacement Program

The 2025/2026 Plant Replacement Program has been substantially completed, including:

- Purchase and commissioning of a used dedicated water truck;
- Replacement of the line marker unit;
- Ordering of the loader mounted road broom attachment; and
- Approval and procurement of the Mack Superliner prime mover (scheduled for delivery prior to 30 June 2026).

Those items do not form part of the 2026/2027 approvals.

The primary replacement items scheduled for 2026/2027 include:

- Replacement of an ageing grader, maintaining the five, grader operational model (one construction grader and four maintenance graders) to ensure continuity of grading, construction and renewal outputs across the network;
- Acquisition of a new dedicated 8x4 water truck, providing improved operational reliability and capacity during construction and sealing programs and reducing reliance on seasonal dry hire arrangements;
- Full commissioning and optimisation of the updated haulage configuration, including disposal of the existing A-trailer and introduction of a full-size tri-axle trailer to suit the Mack Superliner and existing dog trailer, improving gravel delivery efficiency and payload performance; and
- Standard lifecycle renewal of programmed light vehicles and operational plant, based on asset age, utilisation, reliability history and whole-of-life cost modelling.

Statutory Environment

Local Government Act 1995

- Section 3.1 - Role of Local Government
- Section 5.56 - Plan for the Future
- Section 6.2 - Annual Budget

Local Government (Financial Management) Regulations 1996 (WA)

- Regulation 19 - Annual Budget
- Regulation 11 - Tenders for contracts over the prescribed amount
- Regulation 14 - Purchasing Policy

The program aligns with Council's obligations under the Integrated Planning and Reporting Framework.

Strategic Implications

Adoption of the 10-Year Plant Replacement Program supports:

- Delivery capability under the Combined Asset Management Plan;
- Road renewal assumptions;
- Long-Term Financial Plan sustainability;
- Protection of infrastructure investment;
- Reduction in contractor dependency.

Failure to adopt structured replacement planning increases exposure to infrastructure backlog growth and long-term financial pressure.

Policy Implications

The Program aligns with:

- Asset Management Policy 2026;
- Plant Replacement Policy 2026;
- Finance Policy 3.4 - Purchasing and Tendering;
- Finance Policy 3.3 - Reserve Portfolio Rationalisation.

Any material change to fleet configuration must demonstrate that operational productivity and renewal delivery capacity are not reduced and, where service levels may be affected, must be reported to Council for consideration.

Financial Implications

Key financial considerations:

- Total 10-year capital program;
- Trade returns incorporated within modelling;
- Average annual provision required: Modelling indicates that approximately \$950,000 per annum is required to sustainably fund the long-term plant replacement program. Actual annual expenditure will vary depending on the timing of individual asset changeovers, trade returns, and procurement scheduling; however, lifecycle modelling confirms that an average allocation of \$950,000 per year is necessary to maintain financial sustainability over the planning horizon; and
- Plant Reserve and Heavy Vehicle Road User Fee Reserve available to support staged replacement.

Estimated Reserve Balances at 30 June 2026:

- Heavy Vehicle Road User Fee Reserve: \$2,463,891
- Plant Reserve: \$1,386,431

Should general revenue not fully support annual replacement requirements, Council may allocate funding from reserves consistent with adopted financial policy.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil		Nil
Financial Impact	Major component failure and escalating repair costs	Moderate	Planned lifecycle replacement
Service Interruption	Extended downtime reducing renewal outputs	Moderate	Replacement of critical production plant
Compliance	Nil		Nil
Reputational	Infrastructure decline, due to renewal shortfall	Moderate	Alignment with AMP delivery assumptions
Property	Nil		Nil
Environment	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:

1. *Adopt the 10-Year Plant Replacement Program 2026/2027 to 2035/2036 as attached;*
2. *Acknowledge that long-term lifecycle modelling identifies an average funding requirement of approximately \$950,000 per annum to maintain sustainable plant renewal;*
3. *Endorse the updated haulage configuration incorporating the Mack Superliner and tri-axle trailer optimisation; and*
4. *Confirm that annual funding allocations will be considered through the Annual Budget and Long-Term Financial Plan process.*

9.3 Reporting Officer - Executive Manager Infrastructure

9.3.5 Building Asset Management Plan 2026-2036

File Reference

Disclosure of Interest

Nil

Voting Requirements

Simple Majority

Attachments

Combined Asset Management Plan 2026-2036

Purpose of Report

To present the Combined Asset Management Plan (CAMP) 2026 to 2036 for Council adoption and to seek Council endorsement of key strategic asset directions arising from the Plan, including asset disposal planning, consolidation of community facilities, and future service delivery needs.

Background

The Shire of Yilgarn manages a diverse portfolio of infrastructure and community assets, many of which are ageing and carry ongoing maintenance and renewal obligations. Council has previously provided direction regarding the future disposal of selected high maintenance building assets and has identified the need to better align asset investment with service demand, affordability and long-term sustainability.

The Combined Asset Management Plan consolidates Council's asset management approach across all major asset classes into a single strategic document. It aligns asset condition, renewal priorities and service levels with Council's adopted Long-Term Financial Plan and annual budget and provides a clear framework to guide future investment and rationalisation decisions.

The Combined Asset Management Plan does not replace or override individual Asset Management Plans previously adopted by Council. Rather, it brings together the agreed asset management strategies for each asset class into a single, consolidated framework to provide whole, of Council visibility, consistency and alignment with Council's Long-Term Financial Plan.

The Combined Asset Management Plan enables Council to assess the long-term sustainability of the Shire's asset base by aligning service levels, renewal priorities and risk with Council's financial capacity.

Comment

The Combined Asset Management Plan 2026 to 2036 confirms that Council's current funding position is sufficient to operate, maintain and renew the majority of assets at their existing levels of service, while managing renewal pressures in a planned and affordable manner.

Consistent with prior Council direction, the Plan does not include any planned maintenance, renewal or capital investment for Bodallin Hall or Marvel Loch Hall, as these assets have been

identified for disposal. Their exclusion reflects Council's strategic decision to cease lifecycle investment in high maintenance, low utilisation facilities.

The Plan also highlights the need for Council to progress broader strategic asset decisions over the next planning period, including:

- Planning for the orderly disposal of high maintenance assets, in accordance with the Local Government Act 1995 and Council's asset disposal policies;
- Investigating the future role of the Southern Cross Community Centre as a multipurpose facility, including the potential integration of administrative functions to improve service delivery efficiency and reduce long-term building duplication;
- Commencing strategic planning for the replacement of childcare facilities, recognising service demand, regulatory requirements, asset condition and long-term affordability.

These matters are not resolved by the adoption of the Combined Asset Management Plan itself but are clearly identified as priority areas requiring Council direction, staged investigation and future reporting.

A one, page Asset Management Snapshot is provided as an attachment to support Council's understanding of the Plan's key messages and strategic implications.

Statutory Environment

The Combined Asset Management Plan supports Council's obligations under the Local Government Act 1995 and associated regulations, including requirements relating to asset management, financial sustainability and the disposal of local government property.

Strategic Implications

Adoption of the Combined Asset Management Plan establishes Council's overarching asset management framework. Any future disposal of assets or consolidation of facilities will be progressed in accordance with Council policies and statutory requirements and will be subject to separate Council decisions.

Policy Implications

Adoption of the Combined Asset Management Plan establishes Council's overarching asset management framework. Any future disposal of assets or consolidation of facilities will be progressed in accordance with Council policies and statutory requirements and will be subject to separate Council decisions.

Financial Implications

Adoption of the Combined Asset Management Plan does not in itself create new financial commitments. Future decisions regarding asset disposal, facility consolidation or replacement infrastructure will be subject to separate financial analysis, business cases and budget consideration

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People			
Financial Impact	Deferred strategic decisions may prolong exposure to high maintenance costs	Medium	Planned investigations and staged Council reporting
Service Interruption	Ageing facilities may impact service continuity	Medium	Early planning and prioritisation
Compliance	Nil		Nil
Reputational	Community concern regarding asset disposal	Medium	Transparent engagement and Council led decision making
Property	Nil		Nil
Environment	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:

1. *Adopt the Combined Asset Management Plan 2026 to 2036, as presented*
2. *Note that, consistent with prior Council direction, the Plan excludes Bodallin Hall and Marvel Loch Hall from planned maintenance, renewal and capital investment as these assets are identified for disposal;*
3. *Endorse the commencement of strategic planning and investigation into:*
 - *the orderly disposal of high maintenance building assets;*
 - *the future development of the Southern Cross Community Centre as a multi, purpose facility, including consideration of administrative accommodation; and*
 - *options for the replacement of childcare facilities; and*
 - *Request further reports be brought to Council on these matters as investigations and business cases are developed.*
4. *Request further reports be brought to Council on these matters as investigations and business cases are developed.*

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