



# *Ordinary Meeting of Council*

## *Agenda*

*18 June 2026*

# Shire of Yilgarn NOTICE OF MEETING



Councillors:

Please be advised that the

**June 2026**

## **Ordinary Meeting of Council**

Will be held at the Council Chambers on

Thursday, 18 June 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*



**Ben Forbes**  
**Chief Executive Officer**

15/06/2026

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## RECORDS MANAGEMENT

### Guidelines for Elected Members

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#### 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.

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#### 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><b>Communications</b>, such as:</p> <ul style="list-style-type: none"> <li>• complaints and compliments</li> <li>• correspondence concerning corporate matters</li> <li>• submissions, petitions and lobbying</li> <li>• information for Council’s interest relating to local government business activity and functions</li> </ul>
<p><b>Lobbying</b> – correspondence or petitions, relating to lobbying matters</p>
<p><b>Telephone, meetings and other verbal conversations</b> – regarding local government projects or business activities</p>
<p><b>Social Media</b> – where the posts:</p> <ul style="list-style-type: none"> <li>• create interest from the public or media</li> <li>• communicate decisions or commit the local government to an action</li> <li>• seek feedback</li> <li>• address issues of safety, and/or</li> <li>• relate to sensitive or contentious issues</li> </ul>
<p><b>Work diaries / Appointment books</b> – containing information that may be significant to the conduct of the elected member on behalf of the local government</p>
<p><b>Allowances, benefits and gifts records</b></p>
<p><b>Addresses / Speeches / Presentations</b> – delivered as part of an elected member’s official duties</p>

<b>NO</b> – do not need to be forwarded to your local government
<b>Duplicate copies</b> – of Council meeting agenda, minutes and papers
<b>Draft documents or working papers</b> – which are already captured at the local government
<b>Publications</b> – such as newsletters, circulars and journals
<b>Invitations</b> – to community events where an elected member is <i>not</i> representing Council or the local government
<b>Telephone, meetings and other verbal conversations</b> which: <ul style="list-style-type: none"> <li>• convey routine information only; <b>or</b></li> <li>• do not relate to local government business or functions</li> </ul>
<b>Electioneering</b> – or party-political information
<b>Personal records</b> – 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	Councillor
	Cr L Granich	Councillor
	Cr D Newbury	Councillor
	Cr L Rose	Councillor
	Cr D Stephen	Councillor
Council Officers	B Forbes	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 May 2026 Ordinary Meeting of Council, the following questions were posed by Mrs Kaye Crafter.

The Executive Manager of Infrastructure emailed Mrs Crafter with the following responses on 28<sup>th</sup> May 2026.

- 1. There are no delineators on the first bend on Cameron Road/Koolyanobbing Road near Rogers Road intersection. No guideposts to help with negotiating a triple road train, the sun emerging from horizon and other traffic on the bend. Can the Shire install more guide posts around the bend so that accident does not occur?**

*The location will be inspected by Shire officers to review the existing guideposts, delineation and road environment. If additional guideposts, delineators or other traffic management treatments are considered appropriate, these will be programmed through normal maintenance processes subject to priorities and available resources.*

- 2. I'm on a safety kick. We have tree loppers in town and I have noticed a cavalier attitude to the motorists of Southern Cross. They do not have men working signs, safety signs, stop and go personnel. The vehicle drivers reverse out onto the road without looking. I don't know who employed them, but they need to become more aware of the safety in every way. Can the Shire talk to their CEO or representative and caution the company on their slack safety protocols.**

*The Shire expects contractors operating within the district to comply with applicable safety and traffic management requirements. Officers will raise the concerns with the contractor and review whether appropriate controls, signage and vehicle movements are being managed safely.*

- 3. Why is the 110km sign on the Marvel Loch Road/Polaris Street before Pictoris Street. I was under the impression that Pictoris and Crateris Street were still in the town of Southern Cross so they should be still on a 50km speed limit.**

*The section of road referenced is managed by Main Roads WA, including responsibility for speed zoning and associated signage. The Shire will refer the concern raised regarding the location of the speed transition to Main Roads WA for review and confirmation that the current arrangement aligns with the approved speed zoning for the area.*

## 5.1 PUBLIC QUESTION TIME

## 6. CONFIRMATION OF MINUTES

- 6.1 Ordinary Meeting of Council Minutes, Thursday, 21<sup>st</sup> May 2026 - (Minutes Attached)

Recommendation

*That the minutes from the Ordinary Council Meeting held on 21<sup>st</sup> May 2026 be confirmed as a true record of proceedings.*

**Voting Requirements:** Simple Majority

- 6.2 Yilgarn History Museum Advisory Committee, Wednesday, 3<sup>rd</sup> June 2026 - (Minutes Attached)

Recommendation

*That the minutes of the Yilgarn History Museum Advisory Committee Meeting held on Wednesday 3<sup>rd</sup> June 2026 be adopted.*

**Voting Requirements:** Simple Majority

- 6.3 Local Emergency Management Committee, Thursday, 4<sup>th</sup> June 2026 - (Minutes Attached)

Recommendation

*That the minutes of the Local Emergency Management Committee Meeting held on Thursday 4<sup>th</sup> June 2026 be adopted.*

**Voting Requirements:** Simple Majority

## 7. PRESENTATIONS, PETITIONS, DEPUTATIONS

The following Mainroads representatives will be attending the meeting.

- Mohammad Siddiqui - Regional Director Wheatbelt Region
- Shane Power - Regional Director Goldfields Region

## 8. DELEGATES' REPORTS

### Cr Close

- Special Meeting of Council - 2<sup>nd</sup> June 2026
- LEMC Meeting - 4<sup>th</sup> June 2026
- YSSSA Cross Country Medals Presentation - 5<sup>th</sup> June 2026
- GECZ (via teams) - 11<sup>th</sup> June 2026
- LGA Webinar (Shelby Robinson) - 11<sup>th</sup> June 2026

### Cr Bradford

- Special Meeting of Council - 2<sup>nd</sup> June 2026
- YSSSA Cross Country - 5<sup>th</sup> June 2026

### Cr Newbury

- Special Meeting of Council - 2<sup>nd</sup> June 2026
- Yilgarn Museum Committee Meeting - 3<sup>rd</sup> June 2026
- LEMC Meeting - 4<sup>th</sup> June 2026

- Meeting with CEO (Ben Forbes) - 8<sup>th</sup> June 2026
- Yilgarn Community Support Group - 10<sup>th</sup> June 2026
- 11<sup>th</sup> GECZ Meeting (via zoom) - 11<sup>th</sup> June 2026

### **Cr Granich**

- Special Meeting of Council - 2<sup>nd</sup> June 2026
- Meeting with CEO (Ben Forbes) - 5<sup>th</sup> June 2026

## 9.1 Officers Report - Chief Executive Officer

### 9.1.1 Council Decision Status Report 2026

<b>File Reference</b>	<b>2.1.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Ben Forbes - Chief Executive Officer</b>
<b>Attachments</b>	<b>9.1.1 Council Decision Status Report 2026</b>

#### Purpose of Report

For Council to note the Council Decision Status Report update as at June 2026.

#### Background

The 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 further action, such as:

- 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, depending on the directive.

#### 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 receive and note the Council Decision Status Report for June 2026.*

## 9.1 Officers Report - Chief Executive Officer

### 9.1.2 Fair Work Commission Contractual Chain Order

#### File Reference

**Disclosure of Interest**

None

**Voting Requirements**

Absolute Majority

**Author**

Ben Forbes - Chief Executive Officer

**Attachments**

9.1.2 Delegation LGA09

#### Purpose of Report

For Council to note the Fair Work Commissions Road Transport Contractual Chain Order Fuel Cost Recovery 2026 (the Order), which commenced on 21 April 2026. The Order imposes a fuel-related rate to contractual payments between parties to a 'Road transport contractual chain' each fortnight (or twice per calendar month), with obligations ceasing when the weekly average national terminal gate diesel price falls below \$2.00 per litre.

To affect adjustments to tender and panel contracts with these suppliers Council is asked to expand its delegated authority to the CEO, allowing them to make the relevant changes to the tender agreements as required by the Order.

#### Background

On 21 April 2026, the Fair Work Commission made the Order in response to fuel supply chain disruption and resulting diesel price increases. The Order applies broadly to work in the road transport industry and imposes obligations on and between the primary (principle) and secondary parties to all road transport contractual chains. Summarily, the order forces bilateral responsibility into the terms of private contracts to:

1. Adjust the compensation payable under the agreement for the increase in fuel costs
2. Ensure that the adjusted compensation paid from one principal party to another is disbursed along to all secondary suppliers to similarly compensate them for their increased fuel costs.

The Order imposes these requirements through the imposition of an additional 'rate', with the mandate of a mutually agreed method for continual adjustment for the rise and fall in fuel prices every fortnight (or twice per month) from 21 April 2026. There is no specifically prescribed mechanism for adjusting the rate, so this may be complied with through an existing rise and fall formula, cost model, cost benchmark or other agreed methodology. The obligations cease to apply if the weekly average national terminal gate diesel price (as reported weekly by the Australian Institute of Petroleum) falls below \$2.00 per litre. Importantly, the Order mandates that the rate is only to cover the increased cost of fuel and may offer no other benefit, relief, compensation or profit.

### **Comment**

The Order is time-sensitive - it is prescribed that the rate and the ongoing review mechanism apply from 21 April 2026. The Shire's affected contracts intentionally do not include a rise and fall mechanism to offer pricing surety to Council, requiring each contract to be amended.

The proposed delegation to the CEO will allow compliance with the Order to be efficient and timely. The intended contract variations that will be implemented with this delegation will:

1. require suppliers to first provide sufficient explanation of their input costs to identify the proportion of remuneration relating to fuel, and
2. where applicable, require suppliers to provide evidence that any fuel recovery component is appropriately distributed throughout their supply chain
3. incorporate a mechanism for ongoing rate adjustments based on the published weekly diesel price for the relevant fortnight by the Australian Institute of Petroleum.

Ongoing reports will be provided to Council as to the rate movements associated with this delegation and when the provisions of the order (and therefore the relevant changes to the contracts) are ended.

### **Statutory Environment**

The Fair Work Commissions Order imposes legally enforceable obligations on parties within road transport contractual chains to adjust rates within each fortnight (or twice per calendar month) to ensure recovery of the increased cost of fuel. A person must not contravene a term of a road transport contractual chain order and contraventions without risking civil remedies.

### **Strategic Implications**

The impacted supplier contracts are crucial to Council's core business functions. Maintaining relationships with these suppliers and engaging with them and the terms of the Order in good faith are an imperative concern for operations.

### **Policy Implications**

Nil.

### **Financial Implications**

The financial impact of compliance with the Order will vary depending on the fuel price movements, supplier fuel components, secondary supplier costs, and the volume of eligible works/services. An estimate cannot be reliably provided at this time. Regular reporting will be provided to Council when these costs can be more accurately quantified, with updated projections being provided when available.

**Risk Implications**

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
<b>Health/People annual budget.</b>	Nil	Nil	Nil
<b>Financial Impact</b>	Nil	Nil	Nil
<b>Service Interruption</b>	Nil	Nil	Nil
<b>Compliance</b>	Non-compliance with LG Act requirements for Local Laws	Low (4)	Compliance with requirements will ensure Local Laws are adopted without concern.
<b>Reputational</b>	Nil	Nil	Nil
<b>Property</b>	Nil	Nil	Nil
<b>Environment</b>	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, by Absolute Majority:*

1. *Amend delegation LGA09 to insert clause #4 to Extent of Delegation as follows:*
  4. *Authority to vary a tendered contract, after it has been entered into, provided the variation(s) are necessary to maintain compliance with the Fair Work Commission's "Road Transport Contractual Chain Order - Fuel Cost Recovery - 2026" (MS900102). This delegation will cease when the Fair Work Commission's Order ceases under its own mechanisms and does not extend to future variations of the Order or any subsequent Orders.*
3. *Notes that the Chief Executive Officer's exercise of the above delegation may result in retrospective adjustments to compensation payable to suppliers.*
4. *Authorise the Chief Executive Officer to make any payment associated with the exercise of the above delegation where that payment may materially affect a budgeted amount or otherwise constitute unbudgeted expenditure (as the case may be).*

## 9.1 Officers Report - Chief Executive Officer

### 9.1.3 Councillor and CEO Conference Attendance (Small Town Reinvention Conference)

<b>File Reference</b>	<b>2.1.1.8</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Ben Forbes - Chief Executive Officer</b>
<b>Attachments</b>	<b>9.1.3 NSTR Conference 2026 Information</b>

#### Purpose of Report

For Council to consider attendance at the National Small Town Reinvention Conference and its proposed delegates.

#### Background

The National Small Town Reinvention Conference is an initiative from Bank of Ideas regarding showcasing and sharing knowledge for the revitalisation and prosperity of small towns throughout Australia.

There have been two conferences held so far, both of which have reportedly had massive appeal for smaller Shires, such as Yilgarn, including content that is far more relevant and applicable to our district.

The 2026 conference is being held from Sunday 6 September 2026 to Friday 11 September 2026 in Longreach, Queensland.

#### Comment

The CEO has not attended either of the past conferences, but is aware that it has been positively received by peers in the sector. The philosophy and goals of the Bank of Ideas' small town reinvention movement are directly applicable to current and imminent strategic matters for WA regional Councils, so it is worthwhile incurring the time and cost to send delegates to the event.

The Acting CEO brought discussions before Council last month where the estimated cost was estimated to be \$4,000 per person sent to the conference, including fees, flights and accommodation.

It is the CEO's recommendation that at least two Councillors attend the conference and that Council consider the option of also having the CEO attend, for a total of three attendees. However, Council should note that the timing of the conference happens to be the week before the WALGA State Conference at the Perth Exhibition Centre (included later in the agenda) so it is not recommended that the CEO be requested to attend both conferences, as it will be too early in the CEO's tenure to be absent for two weeks.

## 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.
- 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 accommodation.
  - d) accommodation.

### Financial Implications

Based on the rounded estimates of \$4,000 per head, should Council elect to send three attendees then the cost of attending the conference would be \$12,000.

Council should note that there is every chance that costs may have risen since this initial estimate, and if accommodation has or is becoming limited due to the event's popularity, then this estimate may be understated.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
<b>Health/People</b>	Provide an inadequate level of skills and knowledge to staff and elected members to allow for sound decision making.	Moderate (6)	Constant upskilling of staff and Councillors per policy
<b>Financial Impact</b>	Part utilisation of available budget allocation leaving insufficient funds for other purposes.	Low (1)	Increase budget allocation in future years if possible.
<b>Service Interruption</b>	Nil	Nil	Nil
<b>Compliance</b>	Nil	Nil	Nil
<b>Reputational</b>	Communities' perception of Councils inability to follow Community Strategic Plan.	Moderate (9)	Comply with and implement community strategies.
<b>Property</b>	Nil	Nil	Nil
<b>Environment</b>	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 attendance of the following Councillors at the Bank of Idea's Small Town Reinvention Conference at Longreach, Queensland:*

Cr \_\_\_\_\_

Cr \_\_\_\_\_

## 9.1 Officers Report - Regulatory Services Officer

### 9.1.4 Request for Comments - Creation of a Class A Reserve Over the Various Land Parcels

#### File Reference

<b>Disclosure of Interest</b>	None
<b>Voting Requirements</b>	Simple Majority
<b>Author</b>	Kelly Watts - Regulatory Services Officer
<b>Attachments</b>	<p>9.1.4a Fw Proposed Creation of a Class A National Park Reserve Over Various UCL - Shires of Yilgarn and Menzies</p> <p>9.1.4b Aerial Map Showing Proposed Class A Reserve</p> <p>9.1.4c Tenure map showing proposed class A Reserve</p> <p>9.1.4d DP426790 DRAFT AMENDED DEC 2025</p>

#### Purpose of Report

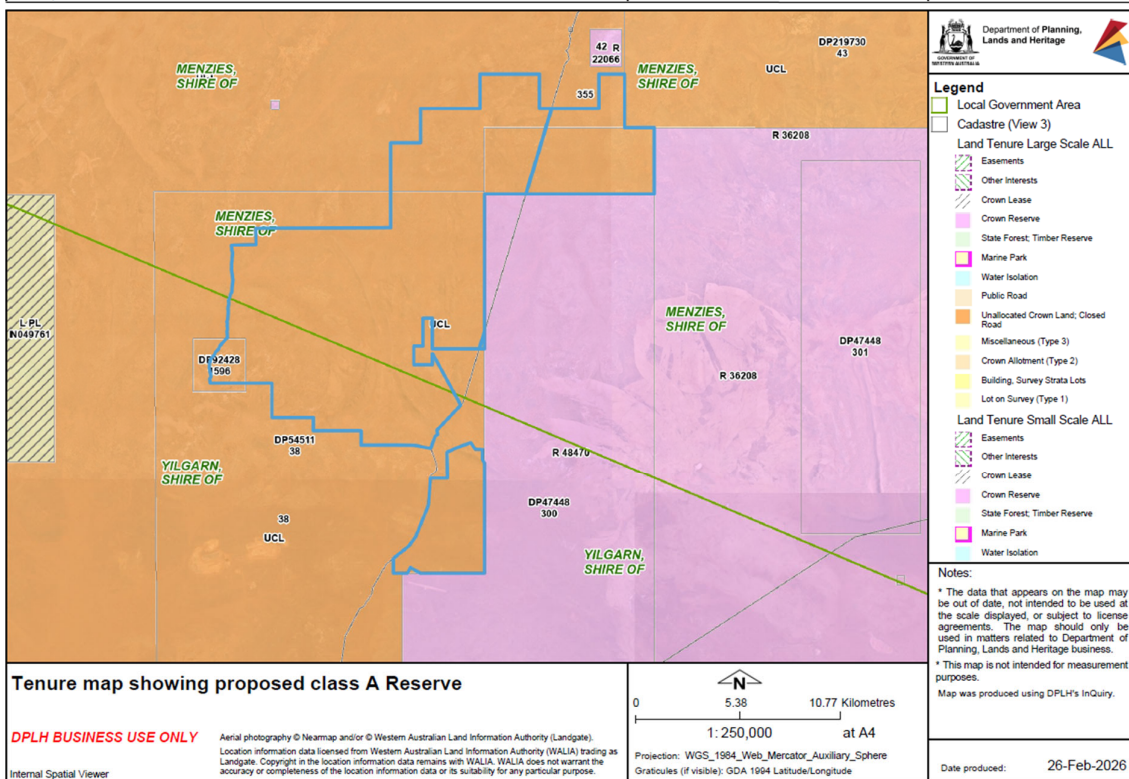
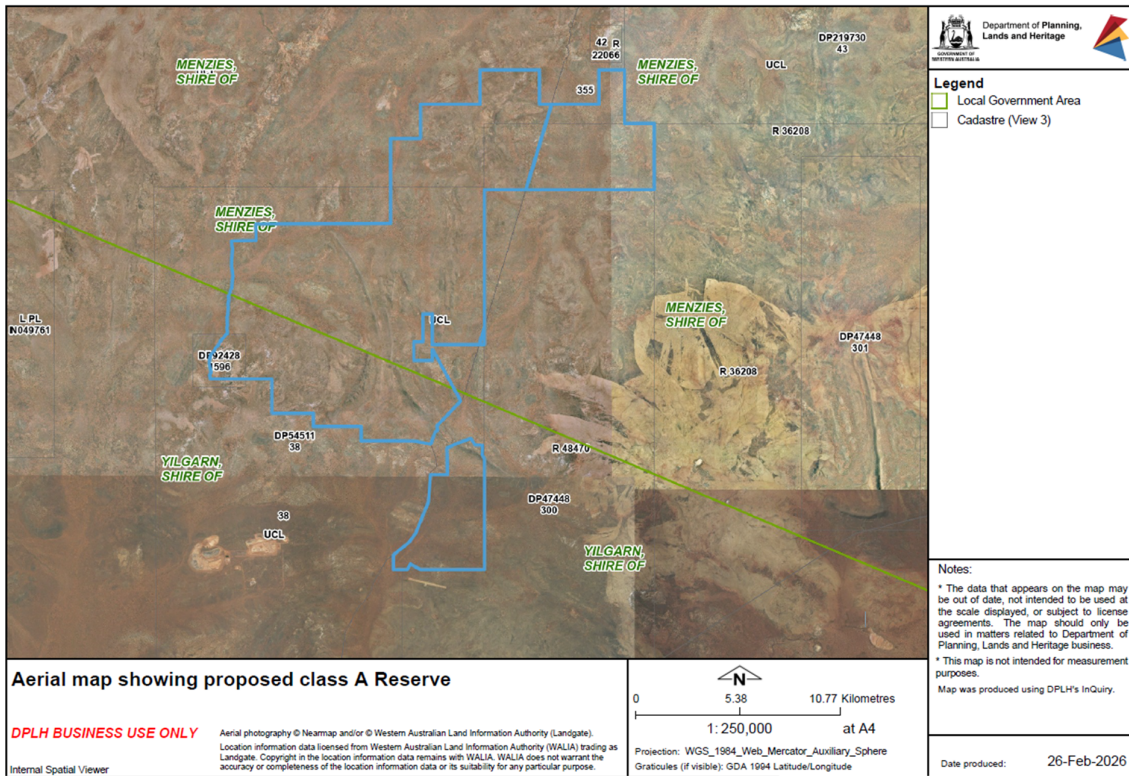
For Council to provide comment on a proposal from the Department of Biodiversity, Conservation and Attractions (DBCA) for the creation of a class A Reserve over the following land parcels:

- Portion UCL Lot 355 on DP 56287 PIN 11712526
- Portion UCL Lot 355 on DP 56287 PIN 11712527
- UCL PIN 758586
- UCL PIN 1006055
- Portion UCL Lot 38 on DP 54511 PIN 11712518
- Portion UCL Lot 38 on DP 54511 PIN 11712524

The land described as Lots 650, 651, 652, and 654 on draft DP 426790. The Reserve purpose will be “National Park”, pursuant to section 42 of the Land Administration Act 1997 with a vesting over to the Conservation and Parks Commission, pursuant to the Conservation and Land Management Act 1984 as part of Plan for Our Parks project.

#### Background

Note the below maps of the proposed national park area for reference. These maps are also provided as larger form attachments.



### Comment

Nil.

### Statutory Environment

Section 42 of Land Administration Act 1997

42. Class A reserves, creating, changing etc.
- (1) The Minister may by order classify a reserve as a class A reserve.
  - (2) A class A reserve retains a purpose specified in the relevant order made under section 41 until that purpose is changed under this section.
  - (3) Subject to subsection (5), the Minister may by order —
    - (a) add Crown land to a class A reserve; or
    - (b) amend a class A reserve for the purpose of correcting one or more unsurveyed boundaries of the class A reserve in such a manner that the area of the class A reserve, if reduced at all, is reduced by not more than 5%; or
    - (c) excise 5% or one hectare, whichever is the less, of the area of a class A reserve for the purpose of public utility services; or
    - (d) redescribe locations or lots, or adjust the areas of locations or lots, in a class A reserve if the external boundaries of the class A reserve remain unchanged; or
    - (e) amalgamate 2 or more class A reserves which have similar purposes and the same management body.
  - (4) Subject to subsection (5) and section 45, if the Minister proposes —
    - (a) to reduce the area of, or excise an area from, a class A reserve for a purpose other than a purpose referred to in subsection (3)(b) or (c); or
    - (b) to excise an area from a class A reserve for the purpose of creating a road; or
    - (c) to cancel, or change the purpose or classification of, a class A reserve,the Minister must cause that proposal to be laid before each House of Parliament and section 43(1) then applies.
  - (5) The Minister must, not less than 30 days before acting under subsection (3) or (4) in relation to a class A reserve, advertise his or her intention so to act in a newspaper circulating throughout the State.

### 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 receive the request for comment from the Department of Planning, Lands and Heritage from the Department of Biodiversity, Conservation and Attractions for the creation of a class A Reserve over the named parcels in Case #2600232 and resolve that there are no objections to the proposal.*

## 9.1 Officers Report - Regulatory Services Officer

### 9.1.5 Request for Comments - Application for a New Clearing Permit CPS 11489/1 - Everest Metal Corporation Ltd

#### File Reference

<b>Disclosure of Interest</b>	None
<b>Voting Requirements</b>	Simple Majority
<b>Author</b>	Kelly Watts - Regulatory Services Officer
<b>Attachments</b>	9.1.5A – CPS 11489/1, Photomap 9.1.5B – CPS 11489/1, Natmap

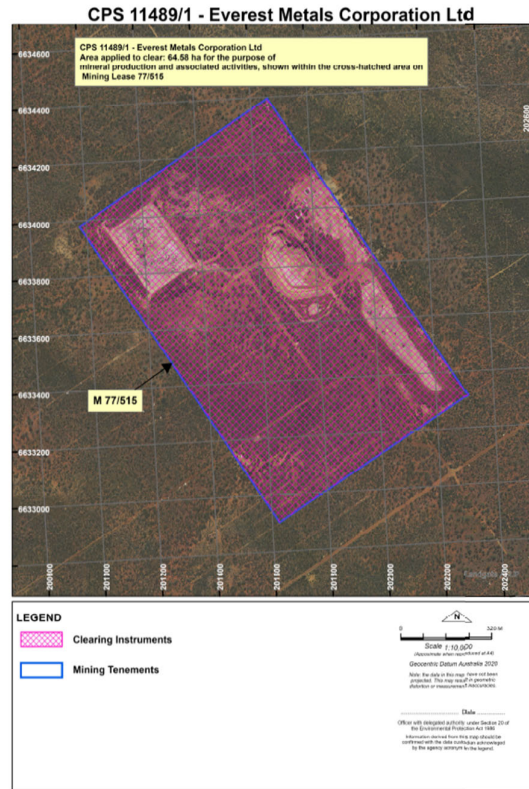
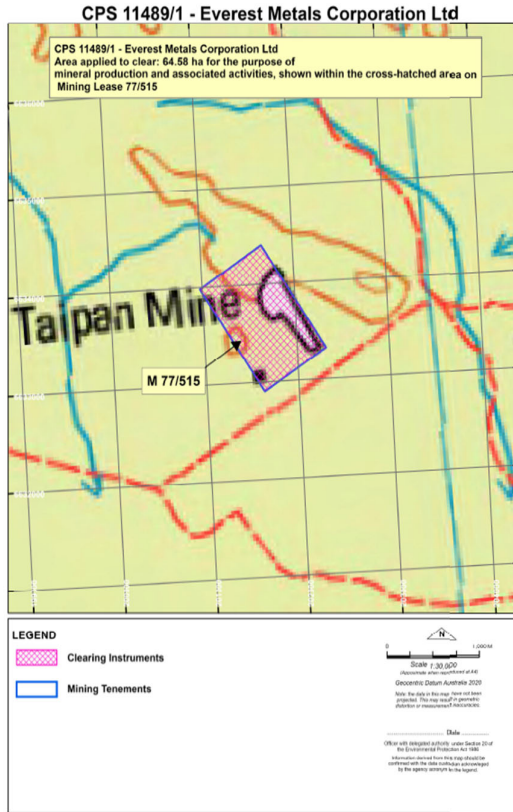
#### Purpose of Report

For Council to consider and provide commentary on an application to clear native vegetation under the Environmental Protection Act 1986 from Everest Metal Corporation Ltd at the Mt Dimer Taipan Gold Project.

#### Background

The clearing permit made to the Department of Mines, Petroleum and Exploration is for the purpose of mineral production and associated activities, with the estimated clearing area being 64.58 hectares.

Note the below maps of the proposed clearing area for reference. These maps are also provided as larger form attachments.



### Comment

Nil.

### Statutory Environment

#### 51E(4) of the Environmental Protection Act 1986

- 51E. How applications for clearing permits are made and dealt with
- (1) An application for a clearing permit must —
    - (a) be made in the form and in the manner approved by the CEO; and
    - (b) indicate whether it relates to —
      - (i) the clearing of a particular area specified in the application; or
      - (ii) the clearing of different areas from time to time for a purpose specified in the application; and
    - (c) be accompanied by the fee prescribed by or determined under the regulations; and
    - (d) contain or be accompanied by any information required as indicated in the form or in material accompanying the

- form.
- (1A) If the CEO requires further information to determine the application, the CEO may, by written notice given to the applicant, require the applicant to give the CEO further specified information within a specified time.
  - (2) An application for a clearing permit can only be made —
    - (a) if it relates to clearing referred to in subsection (1)(b)(i) —
      - (i) by the owner of the land on which the clearing is proposed to be done or a person acting on the
      - (ii) by a person who satisfies the CEO that the person is likely to become the owner of the land on which the clearing is proposed to be done;or
    - (b) if it relates to clearing referred to in subsection (1)(b)(ii), by the person by or on whose behalf the clearing is to be done.
  - (3) If an application does not comply with subsections (1) and (2), or further information is not provided in accordance with subsection (1A), the CEO must decline to deal with the application and advise the applicant accordingly.
  - (4) If, under subsection (3), the CEO declines to deal with the application, the CEO does not have to perform any function under any of subsections (4A) to (12) in relation to the application.
  - (4A) The CEO must invite comments on the application within a period specified by the CEO from any public authority or person which or who has, in the opinion of the CEO, a direct interest in the subject matter of the application.
  - (4B) The CEO must publish —
    - (a) the application; and
    - (b) the information mentioned in subsection (1)(d).
  - (4C) When publishing the application and information under subsection (4B) the CEO must —
    - (a) invite any person who wishes to comment on the application and information to do so; and
    - (b) specify the period within which comments can be made.
  - (5) The CEO must, subject to this Division —
    - (a) grant a clearing permit subject to such of the conditions referred to in section 51H as the CEO specifies in the permit; or owner's behalf; or
    - (b) refuse to grant a clearing permit.
  - (5A) In determining whether to grant a clearing permit and the conditions to which the clearing permit is to be subject, the CEO must take into account any comments made pursuant to an invitation under subsection (4A) or (4C) in respect of the application.
  - (6) The CEO must give the applicant written notice of the refusal to

- grant a clearing permit.
- (7) If a clearing permit relates to clearing referred to in subsection (1)(b)(i), it —
- (a) may be granted under subsection (5) for all or some of the clearing applied for; and
  - (b) is to describe the boundaries of the area that may be cleared; and
  - (c) is referred to for the purposes of this Division as an area permit.
- (8) If a clearing permit relates to clearing referred to in subsection (1)(b)(ii), it —
- (a) is to describe the purpose for which the clearing may be done; and
  - (b) is to describe the principles and criteria that are to be applied, and the strategies and procedures that are to be followed, in relation to the clearing; and
  - (c) is referred to for the purposes of this Division as a purpose permit.
- (9) In the case of an application made under subsection (2)(a)(ii), the CEO may, under subsection (5)(a), give the applicant a written undertaking that if the person becomes the owner of the land on which the clearing is proposed to be done, the CEO will, subject to subsection (10), grant a clearing permit to the applicant subject to such of the conditions referred to in section 51H as the CEO specifies in the undertaking
- (10) A clearing permit cannot be granted pursuant to an undertaking mentioned in subsection (9) unless —
- (a) the applicant becomes the owner of the land on or before such day as is specified in the undertaking; and
  - (b) the CEO has been notified in writing that the applicant has become the owner of the land.
- (10A) The CEO must publish notice of —
- (a) the grant of a clearing permit; or
  - (b) a refusal to grant a clearing permit.
- (11) A reference in subsection (5), (5A), (6), (7)(a) or (10A) or in section 51P(2) or 101A to granting or refusing to grant a clearing permit includes a reference to giving or refusing to give an undertaking mentioned in subsection (9).
- (12) A reference in section 101A to the specification of a condition in a clearing permit includes a reference to the specification of a condition in an undertaking mentioned in subsection (9).  
[Section 51E inserted: No. 54 of 2003 s. 110(1); amended: No. 40 of 2020 s. 45.]

### Strategic Implications

Nil.

### Policy Implication

Nil.

### Financial Implications

Nil.

### Risk Implications

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

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

### Officer Recommendation

*That Council receive the request for comment from the Department of Mines, Petroleum and Exploration regarding Everest Metal Corporation Ltd's clearing permit # CPS 11489/1 for 64.58ha of native vegetation, and resolve that there is no objection to the proposal.*

## 9.1 Officers Report - Regulatory Services Officer

### 9.1.6 Request for Comments - Application for a New Clearing Permit CPS 11519/1 – Barto Gold Mining Pty Ltd

#### File Reference

#### Disclosure of Interest

None

#### Voting Requirements

Simple Majority

#### Author

Kelly Watts - Regulatory Services Officer

#### Attachments

9.1.6A – CPS 11519/1, Photomap

9.1.6B – CPS 11519/1, Natmap

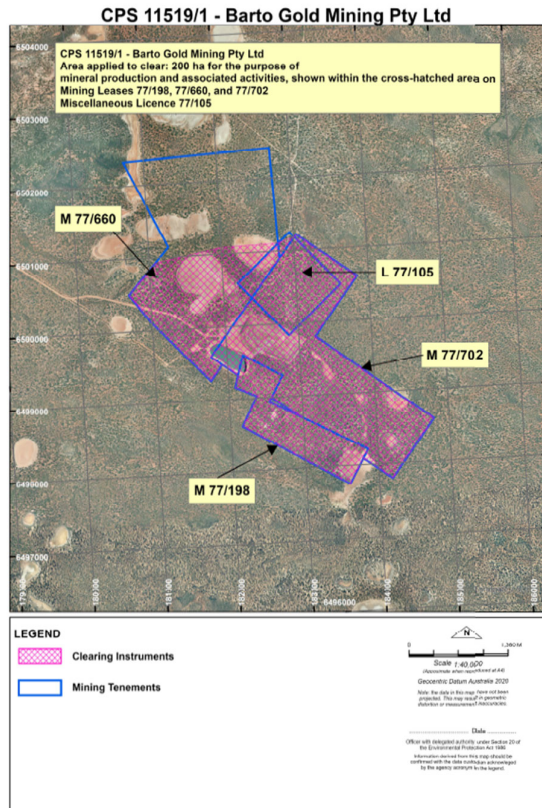
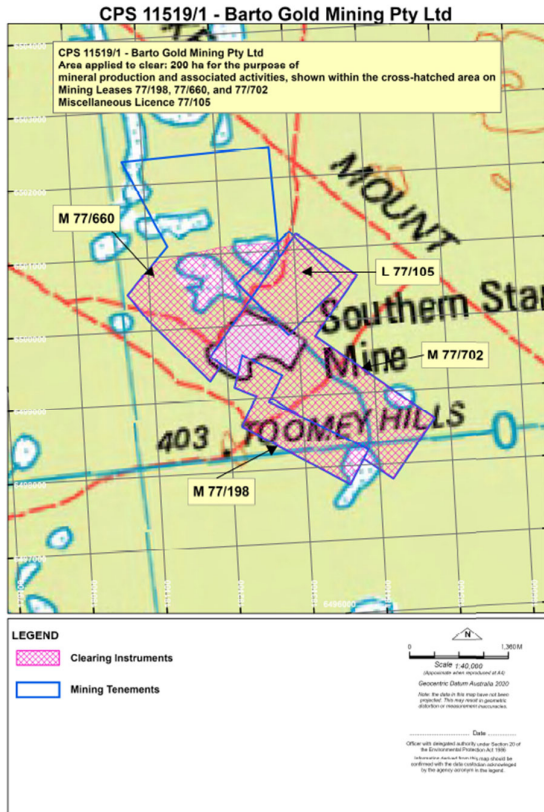
### Purpose of Report

For Council to consider and provide commentary on an application to clear native vegetation under the Environmental Protection Act 1986 from Barto Gold Mining Pty Ltd for the Southern Star Project.

### Background

The clearing permit made to the Department of Mines, Petroleum and Exploration is for the purpose of mineral production and associated activities, with the estimated clearing area being 200.00 hectares.

Note the below maps of the proposed clearing area for reference. These maps are also provided as larger form attachments.



### Comment

Nil.

### Statutory Environment

#### 51E(4) of the Environmental Protection Act 1986

- 51E. How applications for clearing permits are made and dealt with
- (1) An application for a clearing permit must —
    - (a) be made in the form and in the manner approved by the CEO; and
    - (b) indicate whether it relates to —
      - (i) the clearing of a particular area specified in the application; or
      - (ii) the clearing of different areas from time to time for a purpose specified in the application; and
    - (c) be accompanied by the fee prescribed by or determined under the regulations; and
    - (d) contain or be accompanied by any information required

- as indicated in the form or in material accompanying the form.
- (1A) If the CEO requires further information to determine the application, the CEO may, by written notice given to the applicant, require the applicant to give the CEO further specified information within a specified time.
  - (2) An application for a clearing permit can only be made —
    - (a) if it relates to clearing referred to in subsection (1)(b)(i) —
      - (i) by the owner of the land on which the clearing is proposed to be done or a person acting on the
      - (ii) by a person who satisfies the CEO that the person is likely to become the owner of the land on which the clearing is proposed to be done;or
    - (b) if it relates to clearing referred to in subsection (1)(b)(ii), by the person by or on whose behalf the clearing is to be done.
  - (3) If an application does not comply with subsections (1) and (2), or further information is not provided in accordance with subsection (1A), the CEO must decline to deal with the application and advise the applicant accordingly.
  - (4) If, under subsection (3), the CEO declines to deal with the application, the CEO does not have to perform any function under any of subsections (4A) to (12) in relation to the application.
  - (4A) The CEO must invite comments on the application within a period specified by the CEO from any public authority or person which or who has, in the opinion of the CEO, a direct interest in the subject matter of the application.
  - (4B) The CEO must publish —
    - (a) the application; and
    - (b) the information mentioned in subsection (1)(d).
  - (4C) When publishing the application and information under subsection (4B) the CEO must —
    - (a) invite any person who wishes to comment on the application and information to do so; and
    - (b) specify the period within which comments can be made.
  - (5) The CEO must, subject to this Division —
    - (a) grant a clearing permit subject to such of the conditions referred to in section 51H as the CEO specifies in the permit; or owner's behalf; or
    - (b) refuse to grant a clearing permit.
  - (5A) In determining whether to grant a clearing permit and the conditions to which the clearing permit is to be subject, the CEO must take into account any comments made pursuant to an invitation under subsection (4A) or (4C) in respect of the application.

- (6) The CEO must give the applicant written notice of the refusal to grant a clearing permit.
- (7) If a clearing permit relates to clearing referred to in subsection (1)(b)(i), it —
  - (a) may be granted under subsection (5) for all or some of the clearing applied for; and
  - (b) is to describe the boundaries of the area that may be cleared; and
  - (c) is referred to for the purposes of this Division as an area permit.
- (8) If a clearing permit relates to clearing referred to in subsection (1)(b)(ii), it —
  - (a) is to describe the purpose for which the clearing may be done; and
  - (b) is to describe the principles and criteria that are to be applied, and the strategies and procedures that are to be followed, in relation to the clearing; and
  - (c) is referred to for the purposes of this Division as a purpose permit.
- (9) In the case of an application made under subsection (2)(a)(ii), the CEO may, under subsection (5)(a), give the applicant a written undertaking that if the person becomes the owner of the land on which the clearing is proposed to be done, the CEO will, subject to subsection (10), grant a clearing permit to the applicant subject to such of the conditions referred to in section 51H as the CEO specifies in the undertaking
- (10) A clearing permit cannot be granted pursuant to an undertaking mentioned in subsection (9) unless —
  - (a) the applicant becomes the owner of the land on or before such day as is specified in the undertaking; and
  - (b) the CEO has been notified in writing that the applicant has become the owner of the land.
- (10A) The CEO must publish notice of —
  - (a) the grant of a clearing permit; or
  - (b) a refusal to grant a clearing permit.
- (11) A reference in subsection (5), (5A), (6), (7)(a) or (10A) or in section 51P(2) or 101A to granting or refusing to grant a clearing permit includes a reference to giving or refusing to give an undertaking mentioned in subsection (9).
- (12) A reference in section 101A to the specification of a condition in a clearing permit includes a reference to the specification of a condition in an undertaking mentioned in subsection (9).  
[Section 51E inserted: No. 54 of 2003 s. 110(1); amended: No. 40 of 2020 s. 45.]

### Strategic Implications

Nil.

### Policy Implication

Nil.

### Financial Implications

Nil.

### Risk Implications

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

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

### Officer Recommendation

*That Council receive the request for comment from the Department of Mines, Petroleum and Exploration regarding Barto Gold Mining Pty Ltd's clearing permit # CPS 11519/1 for 200.00 of native vegetation, and resolve that there is no objection to the proposal.*

## 9.1 Officers Report - Chief Executive Officer

### 9.1.7 Proposed Outbuilding - 61 Spica Street, Southern Cross

#### File Reference

#### Disclosure of Interest

None

#### Voting Requirements

Simple Majority

#### Author

Josh Arnott - JPA Planning

#### Attachments

9.1.7A Floor Plan and Elevations

9.1.7B Site Plan

### Purpose of Report

For Council to consider a planning application for an outbuilding at Lot 136 (No. 61) Spica Street, Southern Cross.

### Background

A planning application has been lodged by the owner of 61 Spica Street, Southern Cross seeking approval for an outbuilding along the south-western boundary of the property to replace the existing carport/outbuilding on-site.

The site plan is included below as Figure 1 showing the location of the proposed outbuilding:



Figure 1 - Site plan

## Comment

### Description of Application

The development application proposes to replace the existing aged carport/outbuilding at Lot 136 (No. 61) Spica Street, Southern Cross (subject site) with a new outbuilding measuring 4.9m W x 18m L x 3.6m H.

### Zoning and Scheme Requirements

The subject site is zoned 'Residential' under the Shire of Yilgarn Town Planning Scheme No. 2 (scheme or TPS2) with a prescribed density coding of 'R10'. The proposed development is for an outbuilding, which will be ancillary to the main use of the subject site, being a 'Single House'. Notwithstanding this, development controls under Part 4 of the scheme are still applicable to the proposed development.

Clause 25(4) of Part 4 of the TPS2 outlines the following with respect to the application of the Residential Design Codes:

- (4) *The R-Codes apply to an area if –*
- (a) *The area has a coding number superimposed on it in accordance with subclause (3); or*
  - (b) *A provision of this Scheme provides that the R-Codes apply to the area.*

- **Residential Design Codes Volume 1 (Part B)**

Clause 5.4.3 of the Residential Design Codes Volume 1, Part B (R-Codes) outlines the applicable deemed-to-comply provisions and design principles for outbuildings. The deemed-to-comply provisions have been listed in the table below along with the compliance of the proposed development.

5.4.3 Outbuildings – Deemed-to-comply Provisions C3 B. Large and Multiple Outbuildings	Compliance of Proposed Development (Y - Compliant, N - Non-Compliant)	
i. Individually or collectively does not exceed 60m <sup>2</sup> in area or 10 percent in aggregate of the site area, whichever is the lesser;	N	The proposed shed in conjunction with the existing shed at the rear of the property have a cumulative floor area of 136m <sup>2</sup> , which exceeds the 60m <sup>2</sup> permitted.
ii. Set back in accordance with Table 2a	N	The proposed shed includes a boundary wall (less than 1m setback) to the south-eastern boundary. Boundary walls are not permitted for properties

		coded under R20, the subject site is R10.
iii. Does not exceed a wall height of 2.4m;	N	The proposed shed has wall heights of 3.07m and 3.6m in lieu of the permitted 2.4m.
iv. Does not exceed a ridge height of 4.2m;	Y	The proposed shed has a maximum building height of 3.6m, which complies with the permitted 4.2m.
v. Not located within the primary or secondary street setback area; and	Y	The proposed shed is setback 8.5m from the primary street boundary, which complies with the required 7.5m primary setback under Table B of the R-Codes.
vi. Does not reduce the open space and outdoor living area requirements in Table B.	Y	The proposed shed does not reduce the open space (minimum 60% of total site area) or outdoor living area (not applicable for R10 density) of the site below the permitted minimums.

As the proposed development does not meet all of the deemed-to-comply provisions under 5.4.3 of the R-Codes, an assessment against the applicable design principles must be undertaken (refer table below).

<b>5.4.3 Outbuildings - Design Principles</b>	<b>Compliance of Proposed Development</b>	
Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.	Y	<p>The proposed shed is replacing an existing aged and dilapidated carport and outbuilding of similar proportions in the same location on the subject site. Accordingly, there is already an acceptance from adjoining properties and the immediate area for built form in this location.</p> <p>The variations proposed with respect to floor area, wall height and lot boundary setback are minor and considered to be imperceptible and unlikely to impact on any adjoining</p>

	<p>property or the immediate locality in any way.</p> <p>Given the above, the proposed shed is not considered to detract from the appearance of the existing dwelling onsite, the streetscape of Spica Street or the visual amenity of the surrounding residents and neighbouring properties.</p>
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The proposal is therefore considered to adequately address the applicable design principles.

### Advertising

Local public notice was given for the application on 20 May 2026, with no submissions being received.

## Statutory Environment

### Planning and Development (Local Planning Schemes) Regulations 2015

#### Schedule 2

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

- (2) In considering an application for development approval (other than an application on which approval cannot be granted under subclause (1)), the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application
- - (a) the aims and provisions of this Scheme (including any planning codes that are read, with or without modifications, into this Scheme) and any other local planning scheme operating within the Scheme area;
  - (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;
  - (c) any approved State planning policy;
  - (d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);
  - (e) any policy of the Commission; any policy of the State;
  - (f) any local planning strategy for this Scheme endorsed by the Commission;
  - (g) any local planning policy for the Scheme area;
  - (h) any structure plan or local development plan that relates to the development;

- (i) any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
- (k) the built heritage conservation of any place that is of cultural significance;
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;
- (m) the compatibility of the development with its setting, including —
  - (i) the compatibility of the development with the desired future character of its setting; and
  - (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
- (n) the amenity of the locality including the following —
  - (i) environmental impacts of the development;
  - (ii) the character of the locality;
  - (iii) social impacts of the development;
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
- (s) the adequacy of —
  - (i) the proposed means of access to and egress from the site; and
  - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- (u) the availability and adequacy for the development of the following —
  - (i) public transport services;
  - (ii) public utility services;
  - (iii) storage, management and collection of waste;
  - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
  - (v) access by older people and people with disability;
- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
- (w) the history of the site where the development is to be located;
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;

- (y) any submissions received on the application;
- (z) the comments or submissions received from any authority consulted under clause 66;
- (aa) any other planning consideration the local government considers appropriate.

Consideration of the above have been made through the assessment of the proposed development against the applicable planning framework (TPS2 and R-Codes).

### Strategic Implications

Nil.

### Policy Implications

There is no Council policy applicable to this report.

### Financial Implications

There are no financial implications associated with the officer's recommendation.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
<b>Health/People</b>	Nil	Nil	Nil
<b>Financial Impact</b>	Nil	Nil	Nil
<b>Service Interruption</b>	Nil	Nil	Nil
<b>Compliance</b>	That the development is not built in accordance with the approved plans	Moderate (6)	Requirement for building permit application to be lodged and approved prior to construction commencing onsite.
<b>Reputational</b>	Nil	Nil	Nil
<b>Property</b>	Nil	Nil	Nil
<b>Environment</b>	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 approve the application for the proposed outbuilding at Lot 136 (No. 61) Spica Street, Southern Cross, subject to the following conditions:*

- 1. The development, once commenced, is to be carried out in accordance with the approved plans, unless otherwise authorised.*
- 2. If development has not substantially commenced within 24 months from the date of approval, the approval will lapse. The term “substantially commenced” has the meaning given to it in the Planning and Development (Local Planning Schemes) Regulations 2015 as amended from time to time.*
- 3. Complete details of the proposed external colours, finishes and materials to be used in the construction of the outbuilding are to be provided, to the satisfaction of the Shire, prior to submission of an application for building permit. The development shall be constructed in accordance with the approved details and shall be thereafter maintained.*
- 4. Stormwater must be contained and disposed of on-site at all times, to the satisfaction of the Shire.*
- 5. All building works to be carried out under this development approval are required to be contained within the boundaries of Lot 136 (No. 61) Spica Street, Southern Cross.*

## 9.1 Officers Report - Chief Executive Officer

### 9.1.8 Councillor and CEO Conference Attendance (WALGA Annual Convention and 2026 AGM)

#### File Reference

**Disclosure of Interest** None

**Voting Requirements** Simple Majority

**Author** Ben Forbes – Chief Executive Officer

**Attachments** 9.1.8A – WALGA 2026 AGM, Notice of meeting  
9.1.8B – WALGA Guidelines for the Submission of  
Member Motions

#### Purpose of Report

To advise Council of the received notice of the Western Australia Local Government Association's (WALGA) 2026 Annual General Meeting and for Council to endorse voting delegates.

#### Background

WALGA have recently issued notifications of the dates and venue for the 2026 WALGA Local Government Convention. The convention will run from Wednesday 16 September 2026 to Friday 18 September 2026 and will be held at the Perth Convention Centre.

Further, WALGA's annual general meeting (AGM) will be held at the Perth Convention and Exhibition Centre at 2:30pm at the Perth Convention and Exhibition Centre.

Attendance at the AGM is free for all Councillors and officers from member local governments, with up to two voting delegates allowed per member, noting that voting delegates and proxies must be registered prior to attendance.

Member motions for the AGM must be endorsed by Council and submitted to WALGA by 30 July 2026.

#### Comment

WALGA member local governments are entitled to be represented by two voting delegates at the AGM, with each delegate entitled to one vote and proxies being entitled to vote in the absence of any nominated delegates. Voting delegates and proxies may be elected members or local government officers.

Attendance at the event by at least two delegates is recommended to ensure that the Shire of Yilgarn has a voice to raise to WALGA and to participate in voting. However, there are two logistical concerns with the timing of the WALGA conference:

1. The Bank of Small Town Idea's conference in Queensland is the week prior
2. The conference overlaps with the scheduled September 2026 ordinary meeting of Council at Mount Hampton.

Accordingly, due consideration should be given to the desired attendance of the Shire President, Deputy President and/or the CEO at either or both of these events.

As noted in the previous agenda item for the Bank of Small Idea's conference in Queensland, it is not recommended that Council request the CEO's attendance at both events, as it will be too early in the CEO's tenure to be absent for two weeks.

### 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:
  - p) Who is providing the ticket to the event.
  - q) The location of the event in relation to the Shire.
  - r) The role of the Councillor or CEO when attending the event (participant, observer, presenter) and the value of their contribution.
  - t) The benefit to the community in the Councillor or CEO attending the event.
  - u) The benefit to the organisation in the Councillor or CEO attending event.
  - v) Alignment to the Shire's strategic objectives.
  - w) Whether the event is funded by the Shire.
  - x) The number of invitations / tickets received.
  - y) The cost to attend the event (if any) and any other expenses such as travel and accommodation.
  - z)

- aa) 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.
  - bb) The likely community perception of the CEO or Councillor attending the event.
  - cc) Whether the ticket can be paid for to avoid the acceptance of a gift and risk of
  - dd) influenced (or perception of influenced) decision-making.
- 3.3 Approval is required in respect of:
- e) Attendance at the event by a Councillor or the CEO.
  - f) Whether the ticket is accepted as a gift or is paid for by the Shire.
  - g) Whether the Shire pays or contributes to associated expenses such as travel or
  - h) accommodation.

### Financial Implications

Costs per attendee are estimated to be at least \$3,000 per head, depending on attendance at conference functions and other networking events.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
<b>Health/People</b>	Provide an inadequate level of skills and knowledge to staff and elected members to allow for sound decision making.	Moderate (6)	Constant upskilling of staff and Councillors per policy
<b>Financial Impact</b>	Part utilisation of available budget allocation leaving insufficient funds for other purposes.	Low (1)	Increase budget allocation in future years if possible.
<b>Service Interruption</b>	Nil	Nil	Nil
<b>Compliance</b>	Nil	Nil	Nil
<b>Reputational</b>	Communities' perception of Councils inability to follow Community Strategic Plan.	Moderate (9)	Comply with and implement community strategies.
<b>Property</b>	Nil	Nil	Nil
<b>Environment</b>	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. Nominates Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as the Shire of Yilgarn's Voting Delegates at the 2026 WALGA Annual General Meeting.
2. Nominates Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as the Shire of Yilgarn's Proxy Voting Delegates at the 2026 WALGA Annual General Meeting, in the event voting delegates are absent.

## 9.1 Officers Report - Chief Executive Officer

### 9.1.9 Disaster Ready Fund Co-Contribution

#### File Reference

#### Disclosure of Interest

None

#### Voting Requirements

Simple Majority

#### Author

Ben Forbes – Chief Executive Officer

#### Attachments

9.1.9 - Disaster Ready Fund, Round 4 grant guidelines

### Purpose of Report

For Council to provide its in-principle support for the co-contribution required for a successful grant funding application for round 4 of the Disaster Ready Fund.

### Background

The Wheatbelt East Regional Organisation of Councils (WEROC) has been investigating options to make a combined application to the National Emergency Agency's Disaster Ready Fund (DRF) to improve emergency preparedness. The plan is that each Shire will acquire a sufficiently capable trailer-mounted generator to improve the emergency preparedness of both themselves and the region, with the generators able to be shared in the event of member local governments experiencing isolated emergencies.

Applications by multiple local governments acting in concert that seek to improve regional emergency preparedness and resilience have seen materially improved outcomes, so the WEROC member Councils will seek to make a single application via one of the member Shires.

The Shire of Yilgarn's project will be to acquire a trailer-mounted generator that would be sufficient to power the recreation centre during the peak of summer for an extended period, as the Shire's main evacuation centre. Shire staff estimate this as requiring upwards of an 80KVa generator, based on past testing conducted by staff.

### Comment

Power resilience and emergency preparedness are crucial elements of the Shire's overall emergency management framework. Southern Cross is relatively prone to power outages, and has an increased risk of a potential need to house displaced residents due to the broad geographic spread of people within the district, owing to our various satellite towns.

Strengthening this capacity whilst also collaborating with neighbouring districts to improve the preparedness of the broader region is an excellent initiative.

The minimum prescribed co-contribution for 'very remote' local government is 10%, however a local government being willing to contribute more may better their odds of success. No

discussions have been had around these specifics that the CEO can cite, but expectations are of co-contributions between 10% and 30%

### 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

Nil

### Financial Implications

Firm quotes for the cost of the proposed trailer-mounted generator have not yet been obtained, but staff *estimates* place the project cost at \$50,000-60,000.

Depending on the co-contribution amount (note previous comments of a possible range of 10-30%) the cost to Council of a successful application may range from \$5,000-\$18,000.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
<b>Health/People</b>	Inability to adequately care and support residents in an emergency	Moderate (5)	Continued improvements in emergency preparedness.
<b>Financial Impact</b>	Nil	Nil	Nil
<b>Service Interruption</b>	Utilisation of other generators (that are not fit-for-purpose) would detract from other operations.	Low (3)	Securing additional resources with initiatives such as this DRF application
<b>Compliance</b>	Nil	Nil	Nil
<b>Reputational</b>	Reputational damage to community and beyond for being unprepared in a serious emergency	Moderate (5)	Continual review and improvements of emergency management strategies and infrastructure.
<b>Property</b>	Nil	Nil	Nil
<b>Environment</b>	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 provides in-principle support for the submission of a Disaster Ready Fund application and, subject to a successful funding outcome, commits to meeting the required co-contribution in accordance with the grant funding guidelines.*

## 10.2 Reporting Officer - Executive Manager Corporate Services

### 10.2.1 Financial Reports - May 2026

<b>File Reference</b>	<b>8.2.3.2</b>
<b>Disclosure of Interest</b>	<b>Nil</b>
<b>Voting Requirements</b>	<b>Simple Majority</b>
<b>Author</b>	<b>Travis Prue - Finance Manager</b>
<b>Attachments</b>	<b>Financial Reports</b>

#### Purpose of Report

For Council to receive and endorse the financial statements for the month ended 31 May 2026.

#### Background

Enclosed for Council's information are the monthly financial statements and associated reports that detail Council's financial position as at 31 May 2026.

#### Comment

Council's closing funding surplus for the month ended 31 May 2026 was \$3,856,124 with cash on hand of \$17,595,469 including \$14,185,987 of restricted reserves.

#### 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 sub regulation (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 sub regulation (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	Risk of misstatement of Council's financial position	Moderate (4)	Multiple redundant oversight mechanisms for financial statements and associated 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 financial statements for the month ended 31 May 2026.*

## 10.2 Reporting Officer - Executive Manager Corporate Services

### 10.2.2 Accounts for Payment - May 2026

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

#### Purpose of Report

To consider the Accounts Paid under delegated authority.

#### Background

- Municipal Fund - Cheque 41371 totaling \$20.50
- Municipal Fund - EFT 18043 to 18214 totaling \$2,193,908.54
- Municipal Fund - Cheques 2836 to 2852 totaling \$290,295.37
- Municipal Fund - Direct Debit Numbers:
  - 20465.1 to 20465.14 totaling \$33,664.89
  - 20431.1 to 20431.14 totaling \$33,154.27
- Trust Fund - Cheque 402703 to 402704 totaling \$3,140.00.

The above are presented for endorsement as per the submitted list

#### Comment

Nil.

#### Statutory Environment

##### Local Government Act 1995

#### 5.42. Delegation of some powers and duties to CEO

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

\* Absolute majority required.

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

Local Government (Financial Management) Regulations 1996

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

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

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

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

**Strategic Implications**

Nil.

**Policy Implications**

Council Policy 3.11 - Timely Payment of Suppliers.

### Financial Implications

Drawdown of Bank funds.

### Risk Implications

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

- *Municipal Fund - Cheque 41371 totaling \$20.50*
- *Municipal Fund - EFT 18043 to 18214 totaling \$2,193,908.54*
- *Municipal Fund - Cheques 2836 to 2852 totaling \$290,295.37*
- *Municipal Fund - Direct Debit Numbers:*
  - *20465.1 to 20465.14 totaling \$33,664.89*
  - *20431.1 to 20431.14 totaling \$33,154.27*
- *Trust Fund - Cheque 402703 to 402704 totaling \$3,140.00*

*The above are presented for endorsement as per the submitted list.*

## 10.2 Reporting Officer - Finance Manager

### 10.2.3 Write Off of Uncollectable Rate Debt

<b>File Reference</b>	
<b>Disclosure of Interest</b>	Nil
<b>Voting Requirements</b>	Absolute Majority
<b>Author</b>	Travis Prue - Finance Manager
<b>Attachments</b>	A101157

#### Purpose of Report

This report seeks Councils approval for the write off of an outstanding but uncollectable rates debt.

#### Background

Tenement P77/04409 was first granted effective 16<sup>st</sup> August 2017 to Paul Finis.

Full payment for the rates and accrued interest from August 2017 to August 2024 was received on the 9<sup>th</sup> September 2024. No payment has been received since.

Tenement death was notified in Landgate's Mining Schedule M2026/08 with an effective date of 28<sup>th</sup> July 2025.

#### Comment

The following amounts are outstanding for Assessment A101157, as at 8<sup>th</sup> June 2026:

Levies	Receipts	Balance	C/A	Description
33.29	20.25	10.79	C	Rates
29.25	29.25	0.00	C	Interest
				=====
62.54	51.57	10.79		*** TOTALS ***

As the amount outstanding is minimal, debt collection on this assessment has not been initiated as the costs associated would be larger than the amount outstanding with little prospect of collecting.

#### Statutory Environment

##### Local Government Act 1995

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

- (1) Subject to subsection (2) and any other written law, a local government may —
  - (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
  - (b) waive or grant concessions in relation to any amount of money; or

(c) write off any amount of money,  
which is owed to the local government.

\* *Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

The recommendation that follows is consistent with the legislative requirements.

### Strategic Implications

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

### Policy Implications

#### Council Policy

#### 3.8 - Rates and Charges Recovery Policy (Including Financial Hardship Provisions)

### Financial Implications

Write-off of \$10.79 in uncollectable Rates revenue and \$0.00 in uncollectable interest.

The 2025/2026 budget has an inclusion of \$45,000 in Account E03118 - Debtors Written Off of which \$4,242.74 has been utilised.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Fee or Charge level excessive or inadequate.	Moderate (9)	Regular review.
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with the Local Government Act and associated Regulations.	Low (2)	Regular review.
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, pursuant to Section 6.12 (1) (c) of the Local Government Act 1995, approve the write off of the amount of \$10.79 in outstanding Rates and Interest for Assessment A101157.*

## 10.2 Reporting Officer - Finance Manager

### 10.2.4 Write Off of Uncollectable Rate Debt

<b>File Reference</b>	
<b>Disclosure of Interest</b>	Nil
<b>Voting Requirements</b>	Absolute Majority
<b>Author</b>	Travis Prue - Finance Manager
<b>Attachments</b>	A101158

#### Purpose of Report

This report seeks Councils approval for the write off of an outstanding but uncollectable rates debt.

#### Background

Tenement P77/04410 was first granted effective 16<sup>st</sup> August 2017 to Paul Finis.

Full payment for the rates and accrued interest from August 2017 to August 2024 was received on the 9<sup>th</sup> September 2024. No payment has been received since.

Tenement death was notified in Landgate's Mining Schedule M2026/08 with an effective date of 28<sup>th</sup> July 2025.

#### Comment

The following amounts are outstanding for Assessment A101158, as at 8<sup>th</sup> June 2026:

Levies	Receipts	Balance	C/A	Description
47.28	30.43	16.85	C	Rates
41.65	41.65	0.00	C	Interest
				=====
88.93	72.08	16.85		*** TOTALS ***

As the amount outstanding is minimal, debt collection on this assessment has not been initiated as the costs associated would be larger than the amount outstanding with little prospect of collecting.

#### Statutory Environment

##### Local Government Act 1995

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

- (1) Subject to subsection (2) and any other written law, a local government may —
  - (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or

- (b) waive or grant concessions in relation to any amount of money; or
  - (c) write off any amount of money,
- which is owed to the local government.

\* *Absolute majority required.*

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

The recommendation that follows is consistent with the legislative requirements.

### Strategic Implications

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

### Policy Implications

#### Council Policy

3.8 - Rates and Charges Recovery Policy (Including Financial Hardship Provisions).

### Financial Implications

Write-off of \$16.85 in uncollectable Rates revenue and \$0.00 in uncollectable interest.

The 2025/2026 budget has an inclusion of \$45,000 in Account E03118 - Debtors Written Off of which \$4,242.74 has been utilised.

### Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Compliance with the Local Government Act, associated Regulations and current SAT determination.	Moderate (6)	Ensure compliance with Act, Regs and SAT determination.
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, pursuant to Section 6.12 (1) (c) of the Local Government Act 1995, approve the write off of the amount of \$16.85 in outstanding Rates and Interest for Assessment A101158.*

#### 12. APPLICATIONS FOR LEAVE OF ABSENCE

#### 13. MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

#### 14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

#### 15. MEETING CLOSED TO THE PUBLIC - CONFIDENTIAL ITEMS

#### 16. CLOSURE