Council Agenda

Thursday, 17 September 2026

NOTICE OF MEETING

In accordance with the provisions of Section 5.5 of the *Local Government Act 1995,* Shire of Yilgarn Elected Members and members of the public are hereby advised the details of the September 2026 Ordinary Meeting of Council has been convened as follows:

Date:	Thursday, 17th September, 2026
Location	Mt Hampton Hall Dulyabin Rd, Mt Hampton, Shire of Yilgarn 6426
Commencing at:	5:00pm

Ben Forbes
Chief Executive Officer

11 September 2026

DISCLAIMER
No responsibility whatsoever is implied or accepted by the Shire of Yilgarn for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Yilgarn disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk. In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Yilgarn during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Yilgarn. The Shire of Yilgarn warns that anyone who has an application lodged with the Shire of Yilgarn must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Yilgarn in respect of the application

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
Communications, such as: • complaints and compliments • correspondence concerning corporate matters • submissions, petitions and lobbying • information for Council's interest relating to local government business activity and functions
Lobbying - correspondence or petitions, relating to lobbying matters
Telephone, meetings and other verbal conversations - regarding local government projects or business activities

Social media - where the posts: • create interest from the public or media • communicate decisions or commit the local government to an action • seek feedback • address issues of safety, and/or • relate to sensitive or contentious issues
Work diaries / Appointment books – containing information that may be significant to the conduct of the elected member on behalf of the local government
Allowances, benefits and gifts records
Addresses / Speeches / Presentations – delivered as part of an elected member's official duties

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

4 Confidential Documents/Records

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

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

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

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

RISK MANAGEMENT

A **risk matrix** is a visual tool used to evaluate and prioritize risks by comparing two factors:

- **Likelihood**: How likely it is that a risk will occur.
- **Impact (or Consequence)**: How severe the effects would be if a risk did occur.

Risk assessments undertaken in relation to agenda items presented to Council are done on a qualitative basis, using the best information available to the officer writing the report. They are therefore susceptible to inaccuracy and personal bias and should only be used as a point of reference for Councillors; an officer's assessment of risk is not a complete substitute for a Councillor's discretion.

Risks will be assessed and presented using an integer value from 1 to 25 to represent the officer's assessment of that particular risk, which is determined using the standard risk matrix below:

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)

Measures of Consequence							
Rating (Level)	**Health**	**Financial Impact**	**Service Interruption**	**Compliance**	**Reputational**	**Property**	**Environment**
Insignificant (1)	Negligible injuries	Less than $1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	$1,001 - $10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non-compliance	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries <5	$10,001 - $50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury >5	$50,001 - $500,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than $500,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

Measures of Likelihood			
Rating	**Description**	**Frequency**	**Probability**
Almost Certain (5)	The event is expected to occur in most circumstances	More than once per year	> 90% chance of occurring
Likely (4)	The event will probably occur in most circumstances	At least once per year	60% - 90% chance of occurring
Possible (3)	The event should occur at some time	At least once in 3 years	40% - 60% chance of occurring
Unlikely (2)	The event could occur at some time	At least once in 10 years	10% - 40% chance of occurring
Rare (1)	The event may only occur in exceptional circumstances	Less than once in 15 years	< 10% chance of occurring

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

3. ATTENDANCE

Councillors:	Cr G Guerini	Deputy Shire President
	Cr B Bradford	Councillor
	Cr L Granich	Councillor
	Cr L Rose	Councillor
	Cr D Stephen	Councillor
Staff:	B Forbes	Chief Executive Officer
	G Brigg	Executive Manager Infrastructure
	T Prue	Acting Executive Manager Corporate Services
	K Chrisp	Asset and Projects Manager
	T Beaton	Executive Assistant
Leave of Absence:	Cr B Close	Shire President
	Cr D Newbury	Councillor

Apologies:

Observers:

4. DECLARATION OF INTEREST

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.1 PUBLIC QUESTION TIME

6. CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council Minutes, Thursday, 20th August 2026 - (Minutes Attached)

Recommendation
That the minutes from the Ordinary Council Meeting held on the 20th August 2026 be confirmed as a true record of proceedings.

Voting Requirements: Simple Majority

6.2 Special Meeting of Council Meeting of Council Minutes, Monday, 27th August 2026 - (Minutes Attached)

Recommendation
That the minutes from the Special Meeting of Council Meeting held on the 27th July 2026 be confirmed as a true record of proceedings.

Voting Requirements: Simple Majority

6.3 Great Eastern Country Zone Meeting Minutes, Thursday, 13th August 2026 - (Minutes Attached)

Recommendation
That the minutes from the Great Eastern Country Zone Meeting held on the 13th August 2026 be confirmed as a true record of proceedings.

Voting Requirements: Simple Majority

6.4 Central East Accommodation & Care Alliance Inc Management Committee Meeting Minutes, Monday, 17th August 2026 - (Minutes Attached)

Recommendation
That the minutes from the Central East Accommodation & Care Alliance Inc Management Meeting held on the 17th August 2026 be confirmed as a true record of proceedings.

Voting Requirements: Simple Majority

7. PRESENTATIONS, PETITIONS, DEPUTATIONS

8. DELEGATES' REPORT

8.1 Cr Close

Date	Meeting/Event
27.08.2026	LEMAC Meeting
28.08.2026	EMCS Farewell Drinks
05.09.2026	Moorine Rock Primary School 100 Year Centenary
14-16.09.2026	WALGA Convention

8.2 Cr Guerini

Date	Meeting/Event
29.08.2026	Yilgarn Agricultural Show

8.3 Cr Bradford

Date	Meeting/Event

8.4 Cr Newbury

Date	Meeting/Event

8.5 Cr Granich

Date	Meeting/Event
07-11.09.2026	National Small Town Reinvention Convention

8.6 Cr Rose

Date	Meeting/Event
07-11.09.2026	National Small Town Reinvention Convention

8.7 Cr Stephen

Date	Meeting/Event

9. OFFICERS REPORTS

9.1	Reporting Officer - Chief Executive Officer
9.1.1	**Council Decision Status Report 2026**

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Ben Forbes - Chief Executive Officer
Attachments	Council Decision Status Report

Purpose of Report

For Council to receive the Council Decision Status Report (status report) update for September 2026.

Background

The status report details the past decisions of Council and advises whether the necessary actions to implement those decisions have been completed or if they are still pending. Where there are delays, an update as to the progress to date is provided.

Comment

The 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 said confidentiality, depending on the directive of Council on a case-by-case basis.

Statutory Implications

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

Officer Recommendation

That Council receive and note the Council Decision Status Report for September 2026.

9.1.2	Council Policies - Review and Repeal

File Reference	
Disclosure of Interest	N/A
Voting Requirements	Simple Majority
Author	Ben Forbes - Chief Executive Officer
Attachments	Council Policy - Crossovers Council Policy - Rates and Charges Recovery Council Policy - Surplus Funds Investment Council Policy - Resourcing Employee Entitlements Council Policy - Reserve Portfolio Rationale

Purpose of Report

For Council to review and endorse the reviewed and repealed policies, as attached.

Background

Council has a multitude of policies that it has adopted that set parameters and/or guidance for the administration. These policies must be reviewed at least annually, but may also be changed from time to time. With recent changes in senior management, there is a current undertaking to assess all of Council's current policies and consider if they are fit for purpose.

Comment

The proposed amendments to Council's attached policies are as follows:

Policy	Change Type	Reasoning
Crossovers	Amend	The crossovers policy has been amended to provide specific guidelines for the approval and management of works for crossovers within the Shire of Yilgarn, allowing the administration to manage the process autonomously
Rates and Charges Recovery	Amend	Removed administrative requirements from Council's policy and added more prescriptive language regarding debt collection principles
Surplus Funds Investment	Amend	Aligned language to more contemporary policies of this nature and included reporting requirements.
Resourcing Employee Entitlements	Repeal	Compliance with this policy is overly onerous - employee entitlements are always changing and it is difficult to have specifically equivalent savings on hand at all times. This issue is also a standing annual audit concern, so it has existing oversight mechanisms.
Reserve Portfolio Rationale	Repeal	This policy is redundant - reserves and their purpose must be reviewed and adopted by Council in the budget and budget review. Further, the prescribed classes have no functional impact on any practices regarding maintaining or budgeting for reserves

Statutory Implications

Local Government Act 1995

Section 2.7 - Role of council

(1) The council —
  (a) governs the local government's affairs; and
  (b) is responsible for the performance of the local government's functions.
(2) Without limiting subsection (1), the council is to —
  (a) oversee the allocation of the local government's finances and resources; and
  (b) (b) determine the local government's policies.

Section 5.41 - Functions of CEO

The CEO's functions are to —

(a) advise the council in relation to the functions of a local government under this Act and other written laws; and
(b) ensure that advice and information is available to the council so that informed decisions can be made; and
(c) cause council decisions to be implemented; and
(d) manage the day-to-day operations of the local government; and
(e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
(f) speak on behalf of the local government if the mayor or president agrees; and
(g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
(h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
(i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Strategic Implications

Nil - these policies do not impact strategic priorities.

Policy Implications

Should Council resolution align with the officer's recommendation, its policies will be amended/repealed as described.

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	Weak or ineffective policies in relation to administrative operations	Low (1)	Policies are considered and applicable to actual practices. Policies are to be further supplemented with operational procedures and guidelines.
Reputational	Amended policies are ineffective	Low (3)	Sufficient internal liaison and prior consultation with Council
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Officer Recommendation

1. That Council amend the following policies as attached:

- ***Council Policy - Crossovers***
- ***Council Policy - Rates and Charges Recovery***
- ***Council Policy - Surplus Funds Investment***

2. That Council repeal the following policies:

- ***Council Policy - Resourcing Employee Entitlements***
- ***Council Policy - Reserve Portfolio Rationale.***

9.1.3	Community Strategic Plan - 2026 Minor Review

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Ben Forbes - Chief Executive Officer
Attachments	Shire of Yilgarn Community Strategic Plan, 2026 Minor Review

Purpose of Report

For Council to review and endorse the 2026 minor review of the 2024 Community Strategic Plan.

Background

All local governments are required to have a ‘strategic community plan’ which is their plan for the future of their district. This document sits atop Council’s integrated planning and reporting suite of documents, directing the local government’s strategic decisions and administrative operations in service of the specified goals/outcomes.

The strategic community plan must undergo a comprehensive review process every four years, involving extensive community consultation and a comprehensive critical analysis of the strategic position of the Shire and how it can best meet the needs of its community.

In between this major review, the strategic community plan must also undergo a minor review after two years. The purpose of the minor review is to simply assess the contents of the plan and ensure that the document is still relevant. Where the plan is *materially irrelevant* when compared to Council’s strategic priorities and the needs of the community, then prescribed community consultation must be undertaken prior to making any amendments.

Comment

Council’s strategic community plan is still directly relevant and applicable to its current strategic objectives. Immaterial amendments to the plan are proposed in attached minor review, namely the removal of the following goals:

- Goal 8.2 - “Position Yilgarn as a great place to live, work and raise a family”.
  Although firmly aligned with Council’s priorities, this goal cannot ever be definitively achieved, as it is too vague. The principles of this goal remain in the other Social and Economic goals stated in the plan.

- Goal 9.4 - “Continue to support the Southern Cross Museum experience”.
  This goal is redundant noting Goal 4.3 “Ensure we protect our history and heritage by continuing to maintain the Yilgarn Museum and support the Committee”.

Statutory Implications

Local Government Act 1995

Section 5.56 – Planning for the future

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

Local Government (Administration) Regulations 1996

Regulation 19C - Strategic community plans, requirements for (Act s.5.56)

1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
4) A local government is to review the current strategic community plan for its district at least once every 4 years.
5) In making or reviewing a strategic community plan, a local government is to have regard to –
    a) the capacity of its current resources and the anticipated capacity of its future resources; and
    b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
    c) demographic trends.
6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

    *Absolute majority required.

8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.7

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

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

   *Absolute majority required.

7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

Strategic Implications

By definition, the strategic community plan determines Council's strategic priorities and objectives.

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	Failure to meet statutory obligations by conducting minor review	Low (2)	Timely review of governance documents
Reputational	Failure to properly engage with the community and respond to their needs with strategic plans	Low (4)	Significant consultation undertaken in the formulation of the original document, and thorough internal review for continued appropriateness.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Officer Recommendation

That Council receive and endorse the Shire of Yilgarn 2024-2034 Community Strategic Plan minor review, as attached.

9.1.4	**Letter of Support to Country Net Rail Alliance**

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Ben Forbes - Chief Executive Officer
Attachments	Email from Country Net Rail Alliance

Purpose of Report

For Council to consider providing its formal endorsement of the Country Net Rail Alliance.

Background

Correspondence was received from Jane Fuchsichler of the Country Net Rail Alliance regarding their advocacy to revive and strengthen the rural rail network, which was forwarded to Councillors for consideration.

Comment

The attached email has been circulated and has received support from Cr Close, Cr Newbury, Cr Granich and Cr Guerini.

Statutory Implications

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

Officer Recommendation	

That Council endorse the objectives of the Country Net Rail Alliance and request that the CEO write to Country Net Rail Alliance to confirm Council's support.

9.1.5	Remote Airport Update Program 2026 Grant Application

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Ben Forbes - Chief Executive Officer
Attachments	Grant Guidelines Sample Approval Letter

Purpose of Report

For Council to consider providing its support for the terms and conditions of the Remote Airstrip Upgrade Program grant, per the attached guidelines.

Background

The Remote Airstrip Upgrade Program provides grants to enhance the safety and accessibility of aerodromes/airports in remote and very remote areas of Australia in order to:

- Improve the safety of aircraft, operators and passengers using remote and very remote airstrips
- Facilitate improved delivery of essential goods and services such as food supplies, health care, community mail and passenger air services
- Complement air services delivery to communities subsidised under the Australian Government's Remote Air Services Subsidy (RASS) Scheme
- Meet operational requirements of aeromedical (including the RFDS) and emergency services
- Support improved access to air services for people with disability.

Successful applications may be awarded grant funding of $5,000 to $4 million to cover up to 50% of the project costs.

Comment

Council has previously considered a staged approach to improving the Southern Cross Aerodrome, with Stage 1 intended to address the immediate causes of runway closures while establishing a sound platform for any future development of the facility.

Council has previously Budgeted $1.1 million for Stage 1, which was intended to accommodate the initial design, survey, material testing, drainage, runway levelling and pavement works. The additional requirement for a new lighting system represents a significant increase to the overall Stage 1 project cost. At this stage, the existing $1.1 million allocation should continue to be regarded as the working provision for the civil and pavement component, with the approximately $800,000 lighting requirement identified separately until detailed design and final quantities are available.

The proposed works will also leave the aerodrome in a substantially better position should demand for FIFO or other commercial aviation services emerge. A 30, metre formation provides a pathway toward accommodating larger regional aircraft, subject to future pavement strength, aircraft performance, aviation compliance, apron, taxiway and other operational requirements.

Statutory Implications

Nil.

Strategic Implications

Impact on the Councils Corporate Business Plan 2026/26-2029/30, Long Term Financial Plan and Strategic Community Plan 2024-3034.

Policy Implications

Nil.

Financial Implications

Should Council be successful in its application and sign the grant agreement, Council will be committed to incurring 50% of the stage 1 works at the Southern Cross airstrip, which are estimated to be $1.0m being 50% of the proposed $2m upgrade.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Project overbudget and outside of Grant Terms and Council required to complete	Moderate (6)	Adherence to Funding Requirements and Budget and LTFP
Service Interruption	Potential Disruption to Airport Services during Upgrades	Moderate (9)	Nil
Compliance	CASA compliance	High (12)	Correct planning and approvals
Reputational	Potential downtime with local citizen for Medical of local Mining companies	Moderate (9)	Correct planning and approvals
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Officer Recommendation	

That Council provide its support for the Remote Airstrip Upgrade Programme and provide its in-principal agreement to meet the funding conditions as specified in the grant guidelines.

9.1	Reporting Officer - Regulatory Services Officer

9.1.6	Proposed Encroachment onto UCL PIN 625639 from Adjoining Freehold LOT 847, Southern Cross, Shire of Yilgarn

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Kelly Watts - Regulatory Services Officer
Attachments	1. 20260812 PDF, Tenure Map over PIN 625639 & Freehold Lot 847 2. 20260812 PDF, Aerial Map over PIN 625639 & Freehold Lot 847

Purpose of Report

For Council to consider and respond to the Department of Planning, Lands and Heritage (the Department) regarding its request to 'formalise' a road in relation to an encroachment matter for Lot 847 on Deposited Plan 211520, Southern Cross.

Background

The Department has made enquiries of Shire staff regarding an encroachment onto Unallocated Crown Land (UCL) PIN 625639 from the adjoining lot. The encroachment consists of an above-ground fuel tank, and a rest-stop area for vehicles associated with the adjoining service station.

The Department proposes to discuss the potential sale and amalgamation of a portion of the UCL to the owner of the adjoined lot to address the encroachment.

In addition, the Department sought clarify regarding the status of the road running past the lots from Great Eastern Highway to Orion Street. The Department would like to enquire whether Council has any interest in formalising this road, while the encroachment matter is being considered. The Department also seeks advice as to whether the Shire has previously granted any development approval for the installation of the above-ground fuel tank and associated use on the site.

Comment

Nil.

Statutory Implications

Nil.

Strategic Implications

Formalising the road may improve public access, road safety and connectivity within Southern Cross. However, it could also increase the Shire's ongoing maintenance and asset renewal obligations.

Policy Implications

Nil.

Financial Implications

Potential survey, upgrade and ongoing maintenance costs.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Road layout and service station traffic may create safety risks	Moderate × Possible Moderate (9)	Assess road safety, traffic movements and emergency access.
Financial Impact	Potential survey, upgrade and ongoing maintenance costs.	Minor × Possible Moderate (6)	Confirm road condition, costs and funding before acceptance
Service Interruption	Road works may temporarily affect access	Moderate × Possible Moderate (9)	Stage works and maintains access to adjoining properties
Compliance	Road tenure and dedication requirements need resolution.	Minor × Unlikely Low (4)	Confirm the required process and land arrangements with DPLH.
Reputational	Community concerns about public expenditure benefiting a private business	Minor × Unlikely Low (4)	Demonstrate public benefit and clearly document the decision
Property	Road boundaries may affect private land, the fuel tank or other infrastructure.	Minor × Possible Moderate (6)	Survey the alignment and resolve encroachments and access rights
Environment	Road works may disturb contaminated soil or affect drainage.	Moderate × Unlikely Moderate (6)	Assess contamination and drainage before undertaking works

Officer's Recommendation	

That Council:

1. ***Advises Department of Planning, Lands and Heritage that it supports, in principle, formalising the road connecting Reserve 8849 to Orion Street through the Antares Street Road reserve, Unallocated Crown Land PIN 625639 and Lot 847, noting the Shire already maintains the road and has installed traffic signs at each intersection.***

2. ***Requests Department of Planning, Lands and Heritage confirm the road alignment, land tenure, dedication requirements and any associated costs, ensuring existing public access is preserved.***

3. ***Requires any encroachments or potential contamination affecting the proposed road reserve to be assessed and resolved before formalisation.***

4. ***Requests a further report to Council for final approval once these matters and any additional financial obligations are clarified.***

9.1.7	Request for Comment Clearing Permit CPS 11708/1 Cygnet Gold Pty Ltd, Golden Pig Project

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Kelly Watts - Regulatory Services Officer
Attachments	1. NVCP, CPS 11708-1 - Application form 2. NVCP, CPS 11708-1 - Supporting documentation 3. NVCP, CPS 11708-1 - Photomap 4. NVCP, CPS 11708-1 - NATmap 5. Cygnet gold Pty Ltd - Dewatering Pipeline map

Purpose of Report

For Council to provide comments on an application from Cygnet Gold Pty Ltd to clear native vegetation under the *Environmental Protection Act 1986* for Golden Pig Mine.

The application relates to the proposed clearing of up to 3.0 Ha of native vegetation on Mining Leases 77/109, 77/535, 77/552, 77/1016, for Dewatering pipeline.

Background

Hanking Gold Pty Ltd (Hanking), the parent company of Cygnet Gold Pty Ltd (Cygnet), propose to further develop the Golden Pig deposit as part of its acquired Cygnet tenement package, located to the east of the Southern Cross townsite. The clearing of native vegetation requires submission of a Native Vegetation Clearing Permit application, and subsequent approval by the Department of Water and Environmental Regulation and the Department of Mines, Petroleum and Exploration (DMPE), in accordance with Section 51E of the *Environmental Protection Act 1986* (EP Act).

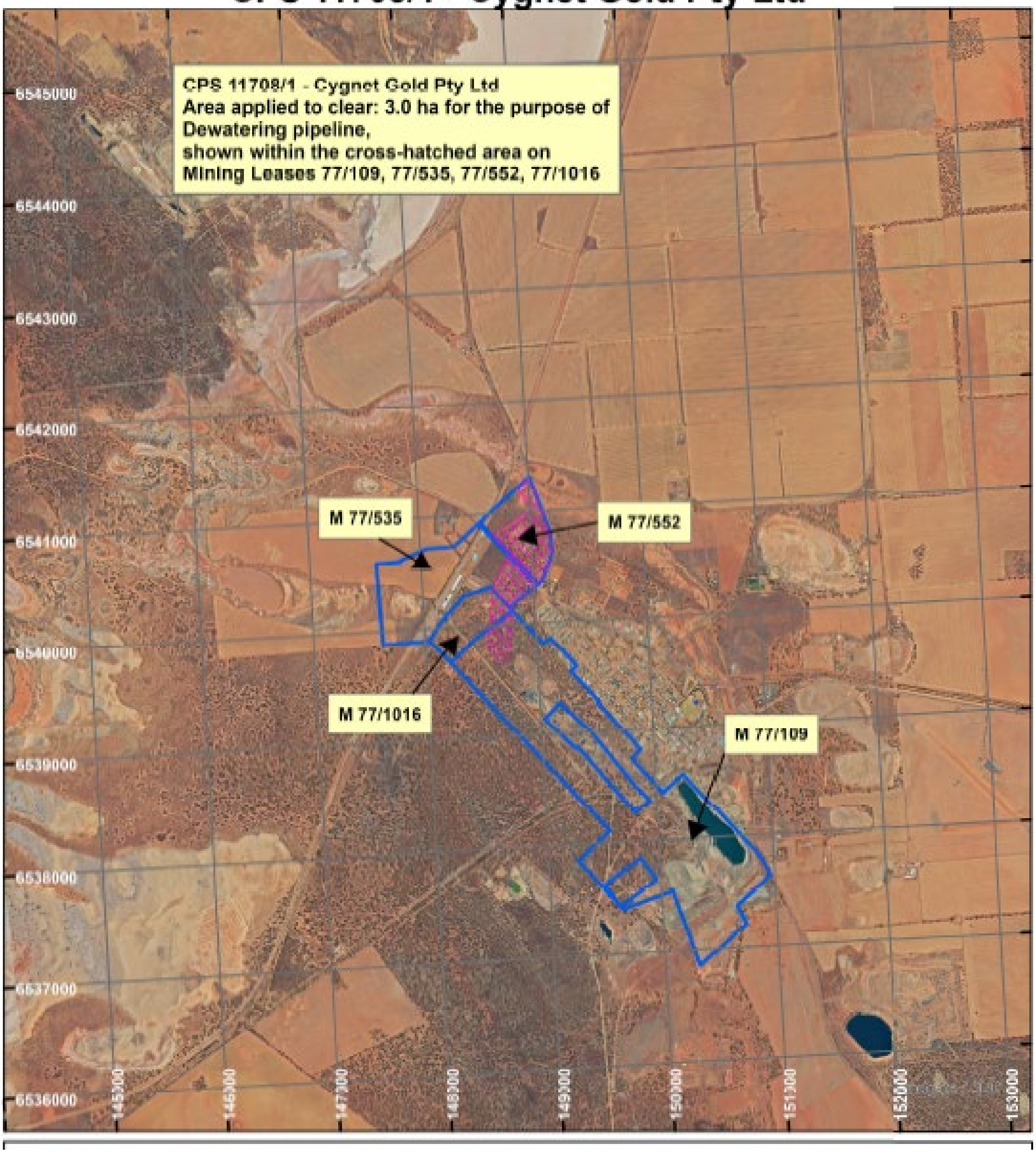
Cygnet's application seeks approval for the clearing of up to 3ha of native vegetation within the proposed clearing permit area. The application was assessed against the principles for clearing native vegetation in the EP Act Schedule 5, with the proposal demonstrating compliance with the principles.

Comment

Below is the photo map of the clearing area for clearing permit #11708/1, which has also been included as an attachment.

Note that the proposed dewatering pipeline map covers only a fraction of the clearing area.

CPS 11708/1 - Cygnet Gold Pty Ltd



Below is the diagram provided by Cygnet Gold Pty Ltd showing the specific pipeline route, with the sections where the pipeline would intersect with Council's road infrastructure circled in yellow. It has been predetermined that Cygnet must bore underneath Council's roads to minimise any potential impact of the works.

Statutory Implications	

Environmental Protection Act 1986

Section 51E - How applications for clearing permits are made and dealt with

(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.

51O - Principles and instruments to be considered when making decisions as to clearing permits.

(1) In this section —
clearing matter means —
(a) an application for a clearing permit; or
(b) an amendment of a clearing permit;
decision means a decision about a clearing matter.

(2) In considering a clearing matter the CEO shall have regard to the clearing principles so far as they are relevant to the matter under consideration.

(3) The CEO may make a decision that is seriously at variance with the clearing principles if, and only if, in the CEO's opinion there is a good reason for doing so. That reason must be recorded under section 51Q.

(4) In considering a clearing matter the CEO shall have regard to any development approval, planning instrument, or other matter, that the CEO considers relevant.

51P - Relationship between clearing permits and approved policies

(1) In considering —
(a) an application for a clearing permit; or
(b) an amendment of a clearing permit,
the CEO shall ensure that the clearing permit, or its amendment, is consistent with any approved policy.

(2) The CEO shall not amend or shall refuse to grant a clearing permit if the CEO considers that the associated effect on the environment would be inconsistent with any approved policy.

(3) Despite anything in this section —

(a) If the CEO is satisfied that, as a result of environmental circumstances having changed, the environment or an environmental value of the area concerned requires a higher level of protection than would be provided by the standards required by or under any approved policy, the CEO may grant or amend a clearing permit so as to make the permit subject to conditions which specify standards that are more stringent than those required by or under the approved policy;

(b) If the CEO is satisfied that, as a result of the approval under section 31(d) of a new approved policy or as a result of an approved policy as amended being confirmed under section 37, any condition to which an existing clearing permit is subject is inconsistent with that approved policy, the CEO may amend that permit to make it consistent with that approved policy.

(4) Without limiting section 51F(5) or 51KB(3), subsection (3) does not authorise the imposition of a condition that is contrary to, or not in accordance with, a Ministerial statement.

Strategic Implications

Nil.

Policy Implications

There is no Shire policy applicable to this report

Financial Implications

There are no financial implications for the officer's recommendation.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Machinery, dust and traffic may endanger residents, cemetery visitors and railway workers.	Major × Possible High (12)	Separate work areas from the public, control dust and traffic, and coordinate with the rail operators.
Financial Impact	Damage to rail infrastructure or town assets could result in significant repair costs and delays	Major × Possible High (12)	Confirm infrastructure locations, applicant responsibility, insurance and any rail access requirements.
Service Interruption	Works may disrupt rail operations, local services or cemetery access.	Major × Possible High (12)	Coordinate with the rail operator and Shire; maintain safe access and avoid funeral times.
Compliance	Works could breach clearing conditions or applicable rail corridor, land access and heritage requirements.	Major × Possible High (12)	Confirm boundaries and obtain all relevant approvals and access permissions before works.
Reputational	Clearing near the cemetery and within town may cause community concern or disturb funerals.	Moderate × Possible Moderate (9)	Notify affected residents and cemetery management; protect cemetery amenity and respond to concerns.
Property	Potential damage to graves, cemetery fencing, roads, underground services or rail assets.	Major × Possible High (12)	Mark and protect assets, establish agreed exclusion zones and inspect nearby assets before and after works.
Environment	Vegetation loss, dust, weeds, erosion or altered drainage may affect the townsite, cemetery and lake.	Moderate × Possible Moderate (9)	Minimise clearing, retain vegetation buffers where practical, maintain drainage and rehabilitate disturbed areas.

Officer's Recommendation

That Council advises the Department of Mines, Petroleum and Exploration that it has no objection to Cygnet Gold Pty Ltd's clearing application #11708/1 for a dewatering pipeline from Golden Pig mine site to Lake Koorkoordine, subject to Cygnet Gold Pty Ltd's compliance with the following:

1. ***Clearing limits: clearing is restricted to the approved footprint of the attached pipeline route, with disturbance minimised and affected areas rehabilitated.***
2. ***Cemetery protection: all graves, fencing, public access and amenity provided by the surrounding native vegetation are to be fully protected wherever possible. Works are to be coordinated to avoid disruption to funerals, the notice of which will be provided to Cygnet Gold Pty Ltd in a timely manner wherever possible.***
3. ***Infrastructure and drainage: any damages to Council's infrastructure are to be promptly reported and repaired at Cygnet Gold Pty Ltd's expense, to the satisfaction of the Shire***
4. ***Environmental protection: Appropriate weed, erosion and spill controls are implemented, and any separate approvals required for dewatering or discharge are obtained.***

9.1.8	**Request for Comment Clearing Permit CPS 11703/1 Forrestania Resources Limited, British Hill Gold Project**

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Kelly Watts - Regulatory Services Officer
Attachments	1. NVCP, CPS 11703-1 - Application Form 2. NVCP, CPS 11703-1 - Supporting Documentation 3. NVCP, CPS 11703-1 - Photomap 4. NVCP, CPS 11703-1 - NATmap

Purpose of Report

For Council comments on an application from Forrestania Resources Limited to clear native vegetation under the *Environmental Protection Act 1986* at the British Hill Gold Project.

The application relates to the proposed clearing of up to 139 Ha of native vegetation on Mining Lease 77/1256 and Miscellaneous Licence 77/223 for mineral production, mineral exploration, and associated activities.

Background

Forrestania Resources Ltd (Forrestania) is proposing to develop the British Hill Gold Project (the Project), located approximately 73 km southeast of Southern Cross and 44 km south of Marvel Loch, in the Eastern Goldfields region of Western Australia. Within the proposed Permit Area of 381 Ha, up to 139 Ha of native vegetation is proposed to be cleared.

Stage 1 of the Project involves exploration drilling, development of an open pit mine, associated waste rock landform and supporting infrastructure, with ore to be crushed and transported off-site for processing. Mining and associated disturbance activities are proposed within the existing mining tenure associated with the Project.

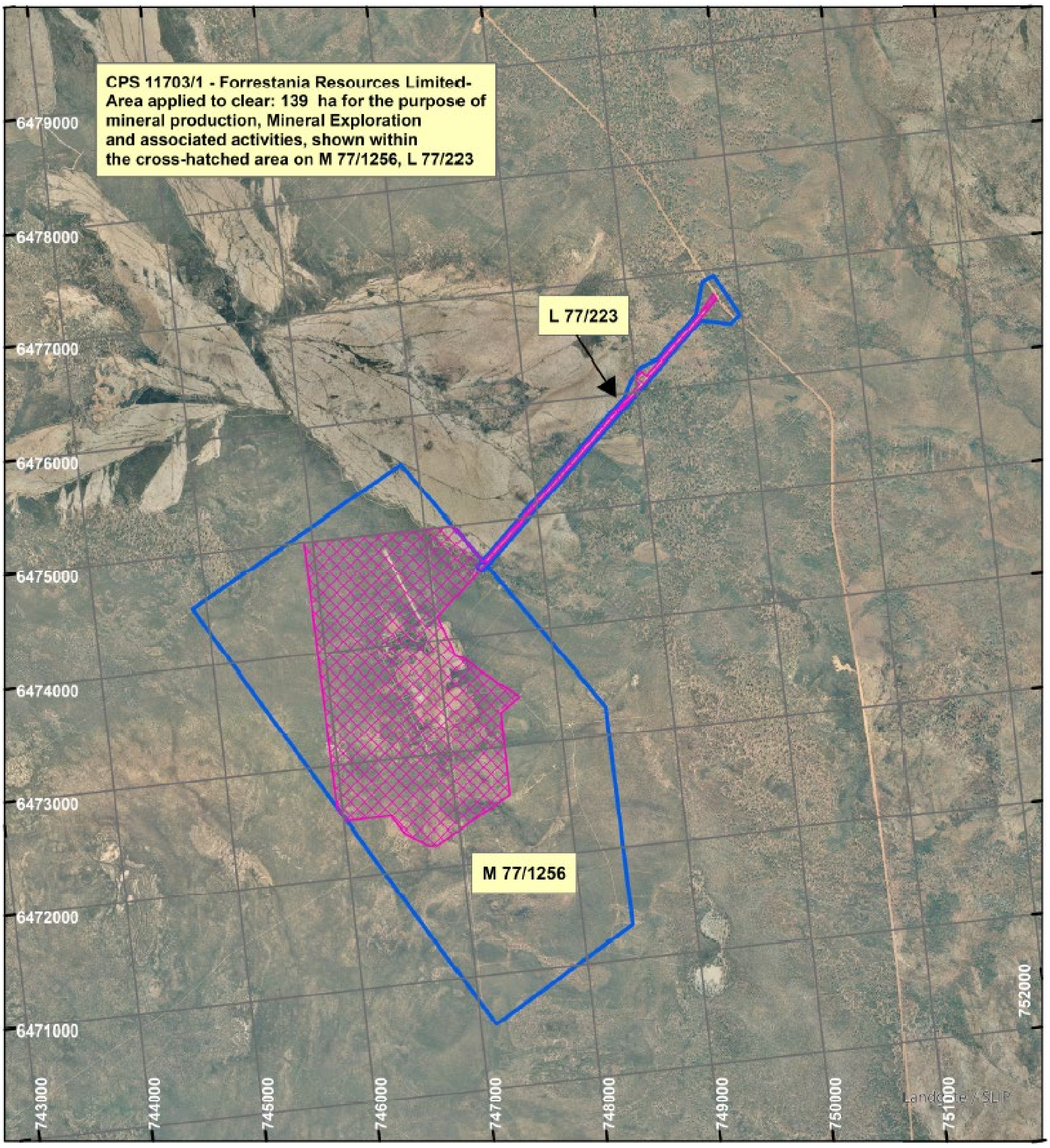
The application was assessed against the principles for clearing native vegetation in the EP Act Schedule 5, with the proposal demonstrating compliance with the principles. The indicative clearing footprint for the proposed infrastructure has been developed to avoid or minimise impacts to sensitive environmental elements.

The assessment determined that the proposed clearing of up to 139 ha for the Project will not be or is unlikely to be at variance with the ten clearing principles. Appropriate environmental management measures will be implemented to ensure potential direct and indirect impacts associated with the clearing are avoided or minimised where practicable.

Comment

Below is the photo map of the clearing area for clearing permit #11703/1, which has also been included as an attachment.

CPS 11703/1 - Forrestania Resources Limited



Statutory Implications

Environmental Protection Act 1986

Section 51E - How applications for clearing permits are made and dealt with

(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.

51O - Principles and instruments to be considered when making decisions as to clearing permits

(1) In this section —

clearing matter means —

(a) an application for a clearing permit; or

(b) an amendment of a clearing permit;

decision means a decision about a clearing matter.

(2) In considering a clearing matter the CEO shall have regard to the clearing principles so far as they are relevant to the matter under consideration.

(3) The CEO may make a decision that is seriously at variance with the clearing principles if, and only if, in the CEO's opinion there is a good reason for doing so. That reason must be recorded under section 51Q.

(4) In considering a clearing matter the CEO shall have regard to any development approval, planning instrument, or other matter, that the CEO considers relevant.

51P - Relationship between clearing permits and approved policies

(1) In considering —

(a) an application for a clearing permit; or

(b) an amendment of a clearing permit,

the CEO shall ensure that the clearing permit, or its amendment, is consistent with any approved policy.

(2) The CEO shall not amend or shall refuse to grant a clearing permit if the CEO considers that the associated effect on the environment would be inconsistent with any approved policy.

(3) Despite anything in this section —

(a) if the CEO is satisfied that, as a result of environmental circumstances having changed, the environment or an environmental value of the area concerned requires a higher level of protection than would be provided by the standards required by or under any approved policy, the CEO may grant or amend a clearing permit so as to make the permit subject to conditions which specify standards that are more stringent than those required by or under the approved policy;

(b) if the CEO is satisfied that, as a result of the approval under section 31(d) of a new approved policy or as a result of an approved policy as amended being confirmed under section 37, any condition to which an existing clearing permit is subject is inconsistent with that approved policy, the CEO may amend that permit to make it consistent with that approved policy.

(4) Without limiting section 51F(5) or 51KB(3), subsection (3) does not authorise the imposition of a condition that is contrary to, or not in accordance with, a Ministerial statement.

Strategic Implications

Nil.

Policy Implications

There is no Shire policy applicable to this report.

Financial Implications

There are no financial implications for the officer's recommendation.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Increased heavy traffic may affect public safety and demand for local emergency response.	Major × Possible High (12)	Review haulage routes and confirm emergency response arrangements.
Financial Impact	Additional costs for maintaining and repairing Shire roads	Moderate × Possible Moderate (9)	Agree road maintenance responsibilities and contributions with Forrestania
Service Interruption	Haulage and road repairs may disrupt local access and Shire operations	Moderate × Possible Moderate (9)	Coordinate traffic management and maintain essential access
Compliance	Failure to adequately assess matters within the Shire's responsibility.	Moderate × Possible Moderate (9)	Document the Shire's assessment and refer mining and clearing matters to the relevant regulator
Reputational	Community criticism if the Shire is perceived to overlook local impacts	Moderate × Possible Moderate (9)	Clearly explain the Shire's role and address community concerns.
Property	Heavy vehicle use may damage Shire roads, culverts and other assets.	Moderate × Possible Moderate (9)	Record asset condition before haulage and agree repair arrangements.
Environment	Dust, weeds or altered drainage may affect Shire roads, reserves and adjoining land	Moderate × Possible Moderate (9)	Seek controls for off-site impacts and report concerns to the responsible regulator

Officer's Recommendation

That Council advises the Department of Mines, Petroleum and Exploration it has no objection to Forrestania Resources Limited's clearing application #11703/1 for its British Hill Gold Project.

10. OFFICERS REPORTS

10.2	**Reporting Officer – Acting Executive Manager Corporate Services**
10.2.1	**Financial Reports - August 2026**

File Reference	8.2.3.2
Disclosure of Interest	N/A
Voting Requirements	Simple Majority
Author	Travis Prue - Acting Executive Manager Corporate Services
Attachments	Financial Reports

Purpose of Report

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

Background

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

Comment

Council's closing funding surplus for the month ended 31 August 2026 was $11,736,354 with cash on hand of $21,426,557 including $15,261,952 of restricted reserves.

Statutory Implications

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

Officer Recommendation

That Council endorse the financial statements for the month ended 31 August 2026.

10.2	Reporting Officer - Acting Executive Manager Corporate Services
10.2.2	**Accounts for Payment - August 2026**

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

Purpose of Report

To consider the Accounts Paid under delegated authority.

Background

- Municipal Fund - EFT 18446 to 18557 totalling $670,683.44
- Municipal Fund - Cheques 2890 to 2907 totalling $307,798.94
- Municipal Fund - Cheque 41380 totalling $36,666.80
- Municipal Fund - Direct Debit Numbers:
    - 20670 totalling $35,296.22
    - 20693 totalling $35,739.42

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

Comment

Nil.

Statutory Implications

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 sub regulation (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

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Transactions require two senior managers to approve.	Nil	Nil
Financial Impact	Reduction in available cash.	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Nil	Nil
Reputational	Non or late payment of outstanding invoices and/or commitments	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Officer Recommendation

- ***Municipal Fund - Cheque 41377 to 41388 totalling $4,500.00***
- ***Municipal Fund - EFT 18327 to 18445 totalling $954,254.42***
- ***Municipal Fund - Cheques 2872 to 2889 totalling $320,311.35***
- ***Municipal Fund - Direct Debit Numbers:***
    - ***20613.1 to 20613.15 totalling $36,268.11***
    - ***20613.1 to 20623.15 totalling $36,288.21***
- ***Trust Fund - Cheque 41389 totalling $500.00***

The above are presented for endorsement as per the submitted list

10.2.3	Amendment to 2026/27 Schedule of Fees and Charges

File Reference	8.2.5.5
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Travis Prue - Acting Executive Manager Corporate Services
Attachments	Proposed Amendment 2026/2027 Schedule of Fees and Charges

Purpose of Report

To consider an Amendment to adopted 2026/27 fees & charges approved by Council in May 2026, that were included with the Annual Budget.

Background

The Local Government Act 1995 allows for fees and charges that were adopted with the Annual Budget.

Following a review of the current charges, it was noted that the Hire Bond for the Community Bus was set up $300, however, the Insurance excess for this vehicle is $500. As such, an increase to the level of bond is sought.

Comment

It is intended that the proposed amendment to fees and charges per below

- Page 11 - increase the Hire Bond for Community Bus be increased from $300 to $500 to match the Insurance Excess to match the level of the bond.

Statutory Implications

Local Government Act 1995 –

6.16. Imposition of fees and charges

(1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

** Absolute majority required.*

(2) A fee or charge may be imposed for the following —

(a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;

(b) supplying a service or carrying out work at the request of a person;

(c) subject to section 5.94, providing information from local government records;

(d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;

(e) supplying goods;

(f) such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

(a) imposed* during a financial year; and

(b) amended* from time to time during a financial year.

** Absolute majority required.*

6.17. Setting level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

(a) the cost to the local government of providing the service or goods; and

(b) the importance of the service or goods to the community; and

(c) the price at which the service or goods could be provided by an alternative provider.

(2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.

(3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —

(a) under section 5.96; or

(b) under section 6.16(2)(d); or

(c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.

(4) Regulations may —

(a) prohibit the imposition of a fee or charge in prescribed circumstances; or

(b) limit the amount of a fee or charge in prescribed circumstances.

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

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

Financial Implications

Council amending the fees and charges for the bus bond will stop further losses for insurable repairs in the future.

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

Officer Recommendation

That Council, by absolute majority and subject to not receiving any materially negative feedback, endorse amending the bus bond charge as per the attached 2026/2027 Schedule of Fees and Charges, effective from 18 September 2026.

10.2.4	**2025 Compliance Audit Return - Audit Risk and Improvement Committee**

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Travis Prue - Acting Executive Manager Corporate Services
Attachments	2025 Compliance Audit Return

Purpose of Report

For Council to receive the 2025 Annual Compliance Audit Return (CAR) for review and ratification, as approved by the Audit, Risk and Improvement Committee (ARIC) on 1 September 2026, which recommend Council approve for signing by the President and CEO for lodgement with the Department.

Background

All local governments are required by legislation to undertake and endorse a CAR each calendar year.

The CAR is a self-auditing exercise, using the template each year that was previously issued by the Department of Local Government, Industry Regulation and Safety (the Department) and which is now issued by the new Local Government Inspector's Office.

The CAR covers the following business areas:

- Commercial Enterprises by Local Government
- Delegation of Power / Duty
- Disclosure of Interest
- Disposal of Property
- Elections
- Finance
- Integrated Planning and Reporting
- Local Government Employees
- Official Conduct
- Tendering for Goods and Services

The completed CAR must be submitted to the Department by 31 March of the reporting year (extended to 30 September 2026 this year, following the introduction of the Inspector), having first been endorsed by the ARIC and Council and then signed by the Shire President and Chief Executive Officer.

Comment

The 2025 CAR is attached for Council's review.

The CAR was tabled at the Shire of Yilgarn's ARIC Committee meeting on 1 September 2026.

Statutory Implications

Local Government (Audit) Regulations 1996

14. Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be -

(a) presented to the council at a meeting of the council; and

(b) adopted by the council; and

(c) recorded in the minutes of the meeting at which it is adopted.

15. Certified copy of compliance audit return and other documents to be given to Departmental CEO

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —

(a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and

(b) any additional information explaining or qualifying the compliance audit, is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

(2) In this regulation — certified in relation to a compliance audit return means signed by — (a) the mayor or president; and (b) the CEO.

Strategic Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Risk Implications	

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Internal review by senior management to Audit Committee and Council on an annual basis	Moderate (6)	Internal CAR review ensures Council and staff are meeting statutory requirements
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Failure to meet statutory obligations under *Local Government (Audit) Regulations 1996*	Moderate (6)	Annual Compliance Audit Return and oversight processes of the committee and Council
Reputational	Failure to meet statutory obligations could cause adverse response from the Department, and concern amongst the community	High (15)	Annual review and Reporting Process
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Committee Recommendation	

That Council adopts the 2024 Local Government Compliance Audit Return for the Shire of Yilgarn for the period 1 January 2025 to 31 December 2025 as approved Audit, Risk and Improvement Committee.

and

That Council in accepting the recommendation of the Audit, Risk and Improvement Committee Compliance Audit Return, authorises the Shire President and Chief Executive Officer to sign and submit the same as required.

11. OFFICERS REPORTS

11.3	Reporting Officer - Executive Manager Infrastructure
11.3.1	**Supply and Disposal of Motor Grader RFT 2026/27-01 and RFT 2026/27-02**

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Glen Brigg - Executive Manager Infrastructure
Attachments	Nil

Purpose of Report

For Council to consider tenders received through the WALGA Preferred Supplier Program for the supply of one new motor grader, consider the outcome of the separate disposal tender for the existing Caterpillar 12M motor grader, and determine the preferred replacement and disposal arrangement.

Background

The Shire's Plant Replacement Program provides for the planned replacement of critical plant to maintain operational reliability, manage whole of life costs and preserve reasonable residual value over the asset lifecycle.

The existing Caterpillar 12M motor grader, registration YL4201, has approximately 9,500 operating hours and has reached its programmed replacement point.

The Shire sought tenders through the WALGA Preferred Supplier Program Fleet (PSP006) for the supply and delivery of one new motor grader under RFT 2026/27-01 / VendorPanel VP519817.

The request opened on 5 August 2026 and closed at 3.00 pm on 19 August 2026.

The following six preferred suppliers were notified:

- Hitachi Construction Machinery (Australia) Pty Ltd
- Tutt Bryant Equipment
- AFGRI Equipment Australia Pty Ltd
- Komatsu Australia Pty Ltd
- WesTrac Pty Ltd
- CJD Equipment Pty Ltd

Hitachi responded advising that it was unable to supply the required type of plant. Substantive tenders were received from AFGRI Equipment Australia Pty Ltd and WesTrac Pty Ltd.

The tender specification also allowed suppliers to offer a trade in value for the existing 2018 Caterpillar 12M, serial number CAT0012MCB9200903, registration YL4201.

To independently test the market value of the outgoing grader, the Shire subsequently advertised RFT 2026/27-02 Disposal of One Used Caterpillar 12M Motor Grader. No submissions were received.

Comment

Both tendered machines are considered suitable for the Shire's rural road construction and maintenance requirements.

The tendered purchase and trade in positions are summarised below:

Tenderer	Machine Offered	Purchase Price ex GST	Trade In CAT 12M ex GST	Net Cost ex GST
AFGRI Equipment Australia Pty Ltd	John Deere 670P-Tier	$547,500	$145,000	$402,500
WesTrac Pty Ltd	Caterpillar 140-16A	$511,175.63	$134,750	$376,425.63

The Shire's current grader fleet is predominantly Caterpillar. Continuing with the Caterpillar platform provides operational benefits through fleet standardisation, operator familiarity, common servicing arrangements, parts availability and established dealer support. These same factors were recognised in the previous grader procurement when Council considered whole of life cost, service reliability and fleet compatibility rather than purchase price alone.

The separate public tender process for disposal of the existing Caterpillar 12M did not attract any submissions. This provides an independent market test of the outgoing grader and supports reconsideration of the dealer trade in option.

Repeating the disposal process would delay completion of the replacement and expose the outgoing grader to further depreciation and holding costs, without certainty that a higher disposal value would be achieved.

Having regard to purchase price, trade in value, dealer support, fleet compatibility and whole of life considerations, officers consider the WesTrac Caterpillar 140-16A and associated trade in of the existing Caterpillar 12M to provide the preferred overall outcome for the Shire.

Statutory Implications

The procurement has been undertaken through the WALGA Preferred Supplier Program (VendorPanel) in accordance with the Shire's purchasing requirements.

The existing Caterpillar 12M was separately offered for disposal through a public tender process under RFT 2026/27-02, with no submissions received.

The subsequent disposal of the grader by trade is to be completed in accordance with the applicable requirements of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

The proposed replacement supports the objectives of the Shire's Strategic Community Plan, in particular:

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

2.5.1 Continue to maintain and upgrade the road network.

Reliable and fit for purpose plant is essential to the Shire's ability to deliver its road construction and maintenance programs.

Policy Implications

The procurement and proposed disposal are consistent with the Shire's:

- Finance Policy: Purchasing and Tendering
- Plant Replacement Program
- Asset Management Framework and Asset Management Plans

Financial Implications

Council's adopted 2026/27 Budget provides $500,000 excluding GST for the purchase of the replacement motor grader, with an anticipated net changeover cost of $360,000.

The preferred WesTrac proposal results in a net replacement cost of $376,425.63 excluding GST, being $16,425.63 above the adopted budget provision.

Financial Item	**Amount ex GST**
Caterpillar 140-16A purchase price	$490,300.00
Optional autolube system	$20,875.63
Total purchase price	$511,175.63
Less: Trade in value Caterpillar 12M	($134,750.00)
Net replacement cost	$376,425.63
Adopted net changeover provision	$360,000.00
Budget variance	**$16,425.63**

The $16,425.63 budget variance will be addressed as part of the mid, year budget review, with any additional funding requirement to be met from available savings within the Plant Replacement Program or other appropriate plant funding identified at that time.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Ageing plant increases the risk of mechanical failure and operator safety issues.	Moderate	Replace with new plant incorporating current safety systems and warranty.
Financial Impact	Delayed replacement may increase maintenance costs and reduce residual value.	Moderate	Complete the programmed replacement and trade-in.
Service Interruption	Mechanical failure may disrupt road maintenance and construction activities.	Moderate	Replacement improves reliability and reduces downtime.
Compliance	Procurement and disposal must meet statutory and policy requirements.	Low	Use the WALGA Preferred Supplier process and complete required disposal documentation.
Reputational	Plant downtime may affect delivery of programmed road works.	Low	Maintain reliable plant through planned replacement.
Property	Continued retention may reduce the outgoing grader's residual value.	Moderate	Complete disposal promptly through trade in.
Environment	Ageing plant may have increased risk of fuel or hydraulic leaks.	Low	Replace with current model plant and maintain through routine servicing and pre-start inspections.

Officer Recommendation

That Council:

1. ***Notes the tenders received under RFT 2026/27-01 / VendorPanel VP519817 for the supply and delivery of one new motor grader***

2. ***Notes that no submissions were received for RFT 2026/27-01 Disposal of One Used Caterpillar 12M Motor Grader***

3. ***Accepts the tender submitted by WesTrac Pty Ltd for the supply and delivery of one new Caterpillar 140-16A motor grader at a purchase price of $511,175.63 excluding GST***

4. ***Approves the trade in of the Shire's existing 2018 Caterpillar 12M motor grader, registration YL4201, serial number CAT0012MCB9200903, to WesTrac Pty Ltd for $134,750 excluding GST***

11.3.2	Replacement Water Truck

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Glen Brigg - Executive Manager of Infrastructure
Attachments	Nil

Purpose of Report

For Council to consider submissions received through the WALGA Preferred Supplier Program for the supply and delivery of one new 10x4 dedicated water truck and determine the preferred supplier.

Background

Water trucks are a critical component of the Shire's road construction program, providing water for pavement conditioning, compaction, dust suppression and general civil works.

The proposed vehicle will become the Shire's primary construction water truck. The move to a dedicated 10x4 configuration provides increased axle capacity and improved load distribution compared with a conventional 8x4 configuration, providing greater flexibility and productivity during construction operations.

The Shire's existing Isuzu 8x4 water truck will remain in service as a secondary water truck, providing additional capacity when required, particularly during the summer construction and maintenance period. This will allow the Shire to support multiple work fronts and periods of higher water demand.

The Shire currently also operates a 2018 Mack Granite fitted with an end tipping body and removable slide in water tank. The new truck represents a move to a purpose, built dedicated construction water cart rather than continuing to rely on a multi, purpose truck arrangement.

Quotations were sought through the WALGA Preferred Supplier Program Fleet (PSP006) under RFQ 2026/27-03 / VendorPanel VP519829 for the supply and delivery of one new 10x4 dedicated water truck. The request opened on 5 August 2026 and closed on 26 August 2026.

The specification required a purpose built 10x4 vehicle suitable for road construction, road maintenance, dust suppression and civil works throughout the Shire.

The following suppliers were invited:

- CJD Equipment Pty Ltd
- Volvo Group Australia Pty Ltd
- WA Hino Sales & Service
- Major Motors Isuzu
- Perth IVECO
- Daimler Trucks Perth

Two submissions were received:

- CJD Equipment Pty Ltd: Kenworth T320 10x4; and
- Volvo Group Australia Pty Ltd: Mack Anthem 10x4

Comment

Both submissions provide a purpose built 10x4 water truck suitable for the Shire's construction and maintenance operations.

The submissions are closely priced:

Tenderer	Vehicle	Water Body	Current Tank Capacity	Tender Price ex GST
CJD Equipment Pty Ltd	Kenworth T320 10x4	Blackman Fabrications	24,000 L	$494,545.45
Volvo Group Australia Pty Ltd	Mack Anthem 10x4	ORH	20,000 L	$494,385.00

CJD submitted an estimated price of $494,545.45 excluding GST for the Kenworth T320 10x4 with the water tank supplied and installed by Blackman Fabrications.

Volvo Group Australia submitted a fixed price of $494,385 excluding GST for the Mack Anthem 10x4 fitted with an ORH 20,000lts water cart body.

The price difference between the two submissions is only $160.45, and price is therefore not considered a material differentiator.

Following review of the proposed configurations, officers consider a 20,000lts tank to be appropriate for the Shire's operational requirements. This provides sufficient capacity for construction operations while reducing unnecessary tank weight and providing greater flexibility in managing axle loads.

When travelling on public roads, the vehicle will be loaded within the applicable registered gross and axle mass limits. The additional tank capacity will provide operational flexibility within construction work areas where loading is legally permissible.

The Mack submission already incorporates a 20,000lts ORH water body. The CJD submission currently incorporates a 24,000lts Blackman body. Officers propose to negotiate with Blackman Fabrications to reduce the proposed body to 20,000 litres, which is expected to provide a modest reduction in the final CJD purchase price.

For comparison purposes, the preferred configurations are therefore:

Tenderer	Vehicle	Proposed Tank	Price Position
CJD Equipment Pty Ltd	Kenworth T320 10x4	20,000 L Blackman	To be negotiated below current $494,545.45 tender price
Volvo Group Australia Pty Ltd	Mack Anthem 10x4	20,000 L ORH	$494,385 fixed

Blackman Fabrications is locally based in Southern Cross and the Shire has previous experience with its fabrication work. The original Shire specification specifically identified positive previous experience with Blackman Fabrications while allowing equivalent body builders to be considered.

The Blackman body also incorporates the construction specific equipment required by the Shire, including independent spray controls, water cannon, dribble bar, hydraulic pump, external filling points and firefighting connection.

Given the negligible difference in tendered price, officers consider the Kenworth T320 10x4 with a 20,000lts Blackman Fabrications water body to provide the preferred overall outcome, taking into account local body builder support, construction suitability, operational flexibility and value for money.

Statutory Implications

The procurement has been undertaken through the WALGA Preferred Supplier Program Fleet (PSP006) in accordance with the Shire's purchasing requirements and the applicable provisions of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

The proposed purchase supports the objectives of the Shire's Strategic Community Plan, particularly the continued maintenance and improvement of the Shire's road network.

The provision of reliable, fit for purpose construction plant supports efficient delivery of road construction and maintenance programs across the Shire.

Policy Implications

The procurement is consistent with the Shire's:

- Finance Policy - Purchasing and Tendering
- Plant Replacement Program
- Asset Management Framework and Asset Management Plans.

Financial Implications

Council's adopted 2026/27 Budget provides $500,000 excluding GST for the purchase of the new dedicated water truck.

The current CJD tender price is $494,545.45 excluding GST, which is within the approved budget allocation.

Financial Item	Amount ex GST
Adopted budget	$500,000.00
Current CJD tender price	$494,545.45
Current amount under budget	$5,454.55

The final purchase price is expected to reduce slightly following negotiation of the Blackman water body from 24,000 litres to 20,000 litres. The final price will not exceed the current tendered amount of $494,545.45 excluding GST.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Construction water-cart operations involve heavy plant and moving vehicles.	Moderate	Purpose built vehicle incorporating current safety systems and operator controls.
Financial Impact	Plant downtime or unsuitable equipment may increase construction costs.	Moderate	Purchase fit-for-purpose plant within the adopted budget.
Service Interruption	Water truck failure may delay road construction activities.	Moderate	New primary truck supported by existing Isuzu 8x4 as secondary capacity.
Compliance	Vehicle must comply with registration and axle mass requirements.	Low	Operate within applicable registered mass limits when travelling on public roads.
Reputational	Delays to construction works may affect community confidence.	Low	Maintain reliable primary and secondary water-truck capacity.
Property	Poorly matched plant may result in premature wear or reduced asset life.	Low	Select purpose-built 10x4 construction vehicle and water body.
Environment	Fuel, hydraulic or water system failures may result in spills.	Low	Routine servicing, pre-start inspections and preventative maintenance.

Officer Recommendation	

That Council:

1. ***Accepts the submission from CJD Equipment Pty Ltd for the supply and delivery of one new Kenworth T320 10x4 dedicated water truck, subject to finalisation of a 20,000 litre Blackman Fabrications water body.***

2. ***Authorises the Chief Executive Officer to negotiate the revised 20,000lts water body specification and final purchase price, provided the total purchase price does not exceed $494,545.45 excluding GST.***

3. ***Authorises staff to commence the tender process for disposal of the existing Mack 8x4 tipping truck once the delivery timeframe for the new water truck has been confirmed, to maintain continuity of water truck operations and avoid unnecessary downtime between replacement vehicles.***

4. ***Authorises the Chief Executive Officer to execute all documentation and take all actions necessary to give effect to Council's decision.***

12. APPLICATIONS FOR LEAVE OF ABSENCE

13. MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

15. MEETING CLOSED TO THE PUBLIC - CONFIDENTIAL ITEMS

Statutory Implications	

Local Government Act 1995 – Section 5.23

(2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis —

(b) a matter relating to the recruitment or employment of the CEO or a senior employee, including the following —

(i) the termination of employment;

(ii) a review of performance under section 5.38;

(4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis –

(a) legal advice, or other information, over which the local government holds legal professional privilege;

Officer Recommendation	

That Council close the meeting to public, under Sections 5.23(2)(b) and 5.23(4)(a) of the Local Government Act 1995, so that is can discuss the terms of the CEO's employment and make a resolution about legally privileged information.

15.1	Chief Executive Officer Probation Review

File Reference	
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Ben Forbes - Chief Executive Officer
Attachments	Chief Executive Officer = Probation Period Report

Purpose of Report

For Council to consider endorsing the Chief Executive Officer's (CEO) probation period report

Officer Recommendation

That Council, by absolute majority, receive the attached report regarding the Chief Executive Officer's performance during their probationary period and resolve that the Chief Executive Officer <u>has/has not</u> performed satisfactorily during their probationary period, and that Council shall provide such detailed feedback to the CEO regarding Council's assessment of their performance in accordance with:

1. ***Clauses 4.1 and 4.2 of the Chief Executive Officer's Employment Contract***
2. ***Clauses 16, 17, 18 and 19 of the Shire of Yilgarn Standards for CEO Recruitment and Selection, Review and Termination***

16. MEETING OPEN TO THE PUBLIC

Statutory Environment	

Local Government Act 1995 - Section 5.23

(8) If a decision is made to close a meeting to members of the public under subsection (2), (3) or (4), the following must be recorded in the minutes of the meeting —

(a) the decision
(b) the subsection under which the decision is made and, if that subsection is subsection (2) or (4), the paragraph of that subsection under which the decision is made;
(c) if the provision recorded under paragraph (b) is subsection (2)(c) or (4)(g) — the applicable regulation (including any applicable sub regulation or paragraph)
(d) if the provision recorded under paragraph (b) is subsection (2)(d) or (4)(h) — a statement that a direction was given under section 5.23AA (1) or (2) (as the case requires)
(e) an explanation of how the matter or information to which the decision relates falls within the scope of the provision recorded under paragraph (b);
(f) a summary of the steps taken to ensure that the closure to members of the public is for no longer than required or authorised under the provision recorded under paragraph (b);
(g) any prescribed information.

Officer Recommendation	

That the Ordinary Meeting of Council be re-opened to the public.

17. CLOSURE