



Agenda

Ordinary Meeting of Council
Wednesday, 22 October 2025





NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Elected Members

I advise that the Ordinary Meeting of the Shire of Wongan-Ballidu will be held on Wednesday, 22nd October, 2025 commencing at 3.00pm at Council Chambers, Shire of Wongan Ballidu, Corner Quinlan Street and Elphin Crescent, Wongan Hills WA 6603

SAM DOLZADELLI
CHIEF EXECUTIVE OFFICER

Disclaimer

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wongan-Ballidu warns that any person(s) who has an application lodged with Council should rely only on written confirmation of the decision made at the Council meeting. No responsibility whatsoever is implied or accepted by the Shire of Wongan-Ballidu for any act, omission, statement or intimation taking place during a Council meeting.

This meeting is being audio recorded pursuant to Regulation 14I of the Local Government (Administration) Regulations 1996 and all audio recorded (except for when the meeting is closed to the public) will be made publicly available on the website with the minutes. When the meeting is closed to the public, those audio recordings will be kept in a secure and confidential location within the Shire's Electronic Document Records Management System.

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Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

CEO to open the meeting and will act as chair until election of Shire President is completed.

Acknowledgement of Country: -

"I'd like to begin by acknowledging the first nations people of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging."

- 1.1 ELECTION OF SHIRE PRESIDENT**
- 1.2 ELECTION OF DEPUTY SHIRE PRESIDENT**
- 1.3 DRAW FOR COUNCILLOR SEATING**

Item 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

Item 3. PUBLIC QUESTION TIME

Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS

Item 6. APPLICATION/S FOR LEAVE OF ABSENCE

Item 7. CONFIRMATION OF MINUTES

- 7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON THURSDAY, 25 SEPTEMBER 2025**

OFFICER RECOMMENDATION:

1. That the Minutes of the Ordinary Meeting of Council held on Thursday, 25 September 2025 be CONFIRMED as a true and correct record of the proceedings.

Item 8. NOTICE OF MATTERS FOR WHICH MEETING MAY BE CLOSED

One item at 11.1 for which the meeting will be closed to staff and public.

Item 9. REPORTS OF OFFICERS AND COMMITTEES

9.1 GOVERNANCE

9.1.1 APPOINTMENT OF COUNCILLORS TO COMMITTEES AND EXTERNAL GROUPS

FILE REFERENCE:	Council, Committees and Meetings
REPORT DATE:	06 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

For Council to appoint council members to various Council committees and delegates to external groups.

BACKGROUND:

Pursuant to section 5.11(1) of the *Local Government Act 1995*, following the recent local government elections, the tenure of membership on Council committees has expired. Council is required to review membership to Council committees and external groups and appoint members to each of the Council's committees. This extends to any applicable external committees or groups in which Council is able to appoint a delegate.

COMMENT:

Current section 5.8 Council Committees

➤ **Audit, Risk and Improvement Committee (ARIC)**

This committee currently comprises three (3) elected members with the Chief Executive Officer and the Deputy Chief Executive Officer attending the meetings in an advisory capacity only. Local governments are awaiting new regulations to be implemented which will mandate that the Presiding and Deputy Presiding Member must be a person independent of the local government. It is recommended in the interim that Council appoints a councillor as the Presiding and Deputy Presiding Member until such time those regulations are in-force.

➤ **Health, Building and Planning Committee (HBP)**

This committee currently comprises three (3) elected members with the Chief Executive Officer and the Manager Regulatory Services attending the meetings in an advisory capacity only. This committee discusses matters pertaining to environmental and public health, including waste

management, as well as non-statutory building matters (i.e. council's buildings), and town planning matters.

➤ **Works and Services Committee**

This committee currently comprises three (3) elected members with the Chief Executive Officer and the Manager Works and Services attending the meetings in an advisory capacity only. This committee discusses matters pertaining to roads, footpaths, drainage, water management, signage, public open space and other infrastructure.

➤ **CEO Performance and Remuneration Review Panel**

This panel currently comprises three (3) elected members, with the Shire President assigned as the mandatory Presiding Member. This panel meets to review the Chief Executive Officer's performance and determine performance criteria and KPIs for the upcoming 12 months. An independent facilitator assists the panel in conjunction with the CEO.

Committees established under other legislation with council appointed delegates

➤ **Bush Fire Advisory Committee (BFAC)**

There is currently one (1) councillor appointed to the BFAC. The remainder of this committee comprises of representatives from all four (4) of the Shire's bushfire brigades and representatives from the two (2) DFES brigades, and this includes the Chief Bushfire Control Officer, Deputy Chief Bushfire Control Officer and the Community Emergency Services Manager. The Chief Executive Officer and Deputy Chief Executive Officer attend the meetings in an advisory capacity only.

➤ **Local Emergency Management Committee (LEMC) – Joint with Shire of Victoria Plains**

There is currently one (1) councillor appointed to the LEMC. The Shire of Wongan-Ballidu and Shire of Victoria Plains have established a joint LEMC, which is permissible under the *Emergency Management Act 2005*. The Chief Executive Officer and Deputy Chief Executive Officer attend the meetings in an advisory capacity only.

Other external groups and organisations requiring council delegates

➤ **WALGA Avon-Midland Zone**

There is currently one (1) council member appointed as a delegate to the WALGA Avon-Midland Zone and one (1) proxy. The Zone meets to advocate for local governments to WALGA and the State Council which determines policies and advocacy positions on matters within the sector and drives this on behalf of local governments to the State and Commonwealth governments.

➤ **Wheatbelt North Regional Road Group (Moora Subgroup)**

There is currently one (1) council member appointed as a delegate to the Wheatbelt North RRG (Moora Subgroup) and one (1) proxy. This group meets to determine RRG funding allocations.

➤ **Rural Water Council of WA**

There is currently one (1) council member appointed as a delegate to the Rural Water Council of WA and one (1) proxy. This group meets to discuss rural water issues and discuss strategic water resource planning and opportunities.

➤ **Regional Development Assessment Panel (RDAP):**

The *Planning and Development (Development Assessment Panels) Regulations 2011* requires a local government to appoint four (4) council members to this panel. It is required that two (2) council members are appointed as delegates and that a further two (2) council members are appointed as alternative members (proxies). The council members appointed would be required to attend any RDAP meetings where there was an item applicable to the Shire of Wongan-Ballidu. The DAP's deal with development applications with a value over \$2 million or community housing where the proponent is a Community Housing Provider.

Appointment of members

Council must appoint a Presiding Member by absolute majority to all council committees, and may appoint (by absolute majority) a Deputy Presiding Member to council committees. Council may also appoint (by absolute majority) deputy members, also known as proxies, to committees. The deputy members should be appointed on a member-by-member basis (i.e. each deputy member should be specifically linked to a member of a committee so it is known who they are the deputy for). The minimum number of members to a committee is three (3).

POLICY/LEGISLATIVE REQUIREMENTS:

- *Local Government Act 1995* Part 5, Division 2, Subdivision 2 – Committees and their meetings.
- *Bush Fires Act 1954* section 67 – Advisory committees.
- *Emergency Management Act 2005* section 38 – Local emergency management committees.
- *Planning and Development (Development Assessment Panels) Regulations 2011* regulation 25 – Register of local government DAP members.

STRATEGIC IMPLICATIONS:

Failure to appoint members to Council committees and delegates to advisory committees and external groups may risk a reduction in strategic advisory capacity of the Council.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Councillors attending Committee meetings and other prescribed meetings are paid a sitting fee and travel allowance (where applicable).

VOTING REQUIREMENTS: Absolute Majority.

OFFICER RECOMMENDATION:

That Council

1. APPOINT the following council members to the Audit, Risk and Improvement Committee, including the appointment of the Presiding Member and Deputy Presiding Member:

Presiding Member	
Deputy Presiding Member	
Member	
Deputy Member (Proxy)	Cr as deputy member for Cr

2. APPOINT the following council members to the Health, Building and Planning Committee, including the appointment of the Presiding Member and Deputy Presiding Member:

Presiding Member	
Deputy Presiding Member	
Member	
Deputy Member (Proxy)	Cr as deputy member for Cr

3. APPOINT the following council members to the Works and Services Committee, including the Presiding Member and Deputy Presiding Member:

Presiding Member	
Deputy Presiding Member	
Member	
Deputy Member (Proxy)	Cr as deputy member for Cr

4. APPOINT the following council members to the CEO Performance and Remuneration Review Panel, including the Presiding Member and Deputy Presiding Member:

Presiding Member	
Deputy Presiding Member	
Member	

5. APPOINT the following council member to the Bushfire Advisory Committee:

Member	
Deputy Member (Proxy)	

6. APPOINT the following council member to the Shire of Wongan-Ballidu and Shire of Victoria Plains joint Local Emergency Management Committee:

Member	
Deputy Member (Proxy)	

7. APPOINT the following council members as a delegate and proxy to the WALGA Avon-Midland Zone:

Member (Delegate)	
Deputy Delegate (Proxy)	

8. APPOINT the following council members as a delegate and proxy to the Wheatbelt North Regional Road Group (Moora subgroup):

Member (Delegate)	
Deputy Delegate (Proxy)	

9. APPOINT the following council members as a delegate and proxy to the Rural Water Council of WA:

Member (Delegate)	
Deputy Delegate (Proxy)	

10. APPOINT the following council members as delegates and alternative members for the council on the Regional Development Assessment Panel:

Member 1 (Delegate)	
Member 2 (Delegate)	
Member 3 (Alternative)	
Member 4 (Alternative)	

9.1.2 WAIVING OF ENTRY FEE TO SWIMMING POOL FOR ENDORSED SWIM SCHOOL OPEN DAY

FILE REFERENCE:	Community Services/Swimming Pool
REPORT DATE:	06 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To seek Council approval to waive the entry fee to Wongan Hills Swimming Pool for the Endorsed Swim School open day to be held Saturday 15th November 2025 10am – 12pm.

BACKGROUND:

The Wongan Hills Memorial Swimming Pool which is operated by the Shire of Wongan-Ballidu is an Endorsed Swim School (ESS) with Royal Life Saving Australia. As part of this membership, Royal Life Saving provide free material to sponsor an open day for everyone to have an opportunity to experience the swimming pool and encourage attendance.

COMMENT:

It is recommended that Council approve a fee waiver for the ESS Open Day on Saturday 15th November from 10am – 12pm to encourage people to visit the swimming pool and encourage attendance to the pool throughout the season. The pool managers will be running several fun activities and it is a great opportunity to promote the pool to everyone for the upcoming season.

In the adopted fees and charges for 2025-26, Council have already waived the entry fees for the Youth Pool Party and Australia Day event.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

- *Local Government Act 1995* – Section 6.12(1) – 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

STRATEGIC IMPLICATIONS:

Strategic Community Plan Theme	Strategies
Our Connections – A welcoming, supportive, and flourishing community.	Support access to opportunities to participate in community life, including a range of local cultural, recreation, sporting, and other events.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this item.
- **Economic**
There are no known economic implications associated with this item.
- **Social**
Promoting the pool to everyone regardless of their capacity to pay entry fees is very important. Royal Life Saving reported in March 2025 that there is a generational decline in swimming skills putting lives at risk. Being capable of swimming is a life skill everyone should be afforded the opportunity, and this initiative is a great way to kickstart this.

FINANCIAL IMPLICATIONS:

Council has specified entry fees listed in its annual fees and charges schedule. Any fee waiver will result in reduced income, although the amount is not quantifiable until after the event, it is estimated that it would be approximately \$250.

VOTING REQUIREMENTS: Simple Majority.

OFFICER RECOMMENDATION:

That Council:

Pursuant to section 6.12(1)(b) of the *Local Government Act 1995* **WAIVE** entry fees for the Wongan Hills Memorial Swimming Pool for the Endorsed Swim School open day to be held on Saturday 15th November 2025 from 10am to 12pm.

9.1.3 APPLICATIONS TO DEVELOPMENTWA FOR LAND DEVELOPMENT AT 11 COOMER ST AND 31 DANUBIN ST WONGAN HILLS

FILE REFERENCE:	Building and Development/Land Development
REPORT DATE:	07 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Council Forum – 25 June 2025
AUTHOR:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	9.1.3.1 – Draft application – 11 Coomer St (Residential) 9.1.3.2 – Draft application- 31 Danubin St (Industrial)

PURPOSE OF REPORT:

To seek Council approval to submit applications to DevelopmentWA via their Regional Development Assistance Program for them to consider land development at 11 Coomer St and 31 Danubin St in Wongan Hills.

BACKGROUND:

The Shire recently sold the last remaining residential and industrial blocks of land held for sale. It has been discussed with council previously the need to investigate further land development for public release, including residential and industrial zoned land. At the Council Forum held 25 June 2025, the CEO provided an overview of the options and council provided in principle support to proceed with an application to DevelopmentWA to leverage an opportunity through their Regional Development Assistance Program (RDAP). If successful, the RDAP would see DevelopmentWA take on the land development projects the Shire applies for. Through the RDAP, the Shire is not provided the funding to do the land development, instead DevelopmentWA undertake this themselves.

COMMENT:

It is recommended that Council provide approval for the submission of these applications as the Shire has no further residential or industrial land held for sale. The workforce housing investigation report, which only focused on worker's accommodation showed an immediate demand for new dwellings. If the Shire is to drive economic growth, unlocking land for private investment is paramount to achieving this. There is potential for further increase in demand with the proposed copper mine project, and having land developed sooner rather than later will be critical.

As part of the process, if the Shire's application(s) are successful, the Shire will be required to transfer the land freehold to DevelopmentWA (State Government) for nil consideration (\$1) to undertake the projects. The RDAP financing model means that DevelopmentWA would fully develop the land and also sell the land, any proceeds on the sale of land would go to DevelopmentWA. As regional land developments are very likely to make a loss, the difference between the proceeds on sale and development costs is covered by DevelopmentWA.

The relevant sites being applied for through the RDAP are:

11 Coomer St

This block is zoned residential with r-code density of R10/R40. It is a 3,059sqm block and can be subdivided to provide 8-10 new blocks at once. The highest demand for housing type is 2 bedroom, 1 bathroom dwellings, and this block lends itself to this type of development. The Shire owns this block freehold and there are no restrictions on residential development outside of the r-codes. This site is also not in a bushfire prone area, making it easier to develop and lower cost for constructing dwellings when the time comes.

31 Danubin St

This block is multi-zoned, with the northern one-third being zoned light industry and the two-thirds to the south being zoned residential. The scope of the land development application for this block at this stage is solely for the light industry blocks. There is already services running down most of Ninghan St due to the industrial land developed on the northern side of the road. There will however be service extensions/upgrades required. It is proposed for a minimum of seven (7) light industry blocks to be developed at this stage, which should meet current and mid-term future demand.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

- Nil.

STRATEGIC IMPLICATIONS:

Strategic Community Plan Theme	Strategies
Our Economy – The Shire facilitates and welcomes opportunities for different employment and business needs	• Investigate and release suitable land for housing development and future Shire population growth. • Develop and release land for commercial and industrial purposes.

SUSTAINABILITY IMPLICATIONS:

➤ Environment

There are no known environmental implications associated with this item.

➤ Economic

Failure to develop more land to be released for private investment will hinder the economic growth prospects in the Shire.



Social

There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There is nil financial implications associated with this item. If in the future council resolved to allocate funding towards these land development projects, that would be a separate report to council or done through the annual budget process.

VOTING REQUIREMENTS: Simple Majority.

OFFICER RECOMMENDATION:

That Council:

1. Approve the submission of the Regional Development Assistance Program application to DevelopmentWA for residential land development at 11 Coomer Street, Wongan Hills WA 6603.
2. Approve the submission of the Regional Development Assistance Program application to DevelopmentWA for industrial land development at 31 Danubin Street, Wongan Hills WA 6603.

RDAP Application Form

Contact name *

Sam Dolzadelli

Contact number *

96712500

Contact email *

sam.dolzadelli@wongan.wa.gov.au

Local Government *

Shire of Wongan-Ballidu

Local Government Mailing Adress *

shire@wongan.wa.gov.au

Local Government overview *

The Shire is located in the centre of the Western Australian Wheatbelt and covers an area of 3,368 square kilometres. The localities within the Shire are Ballidu, East Ballidu, West Ballidu, Burakin, Cadoux, Kondut, Lake Hinds, Lake Ninan, Mocardy and Wongan Hills.

Distance from Perth = 184km

Area = 3,368sqkm

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RDAP Application Form

Any freehold land supplied to the project from the Local Authority shall be ceded to DevelopmentWA at no cost, prior to the commencement of construction. *

☒ Yes ☐ No

The Local Authority agrees to: *

- ☒ maintain firebreaks on the future lots for the duration of the period until the lots are sold to a third party and
- ☒ manage and maintain townsite and/or strategic fire breaks external to the new lot's boundaries in compliance with any bushfire management requirements.

The Local Authority agrees to waive all bonds, fees and charges relating to the development / holding of the proposed lots by DevelopmentWA for the period until the lots are sold to a third party by DevelopmentWA. *

☒ Yes ☐ No

The Local Authority agrees to promote the sale of the proposed lots within the project through the Shire's website, Shire newsletters, by displaying brochures, etc, where practical. *

☒ Yes ☐ No

If requested by DevelopmentWA, the Local Authority will assist DevelopmentWA by sponsoring a funding application for the extension of services to the project. *

☒ Yes ☐ No

The Local Authority agrees to regularly inspect, maintain and replace any sales signage placed on the proposed lots by DevelopmentWA (with materials supplied by DevelopmentWA) for the period until the lots are sold to a third party by DevelopmentWA. *

☒ Yes ☐ No

The Local Authority acknowledges that, should the subdivision conditions require a 10% POS contribution and the Local Authority does not wish that contribution to be provided as land from within the project, the Local Authority will actively support a reconsideration / review of that condition as an alternative to DevelopmentWA having to provide a cash in lieu payment. *

☒ Yes ☐ No

Potential contribution by applicant to the project (land, works, in-kind support, cash contribution, etc):

Whilst no budget allocation has been made in the 2025-26 annual budget for this land development, the Shire would be open to discussing this with DevelopmentWA should the need arise.

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RDAP Application Form

Proposal overview - describe project, number of lots, intended land use and desired outcome *

The land is zoned R10/40. Given the demand for 2x1 housing for workforce accommodation, it would be ideal to achieve a minimum of eight (8) lots.

Land area *

3,059 sqm

Location plan *

Please attach

Choose File

11 Coomer landgate arial.png

Current tenure and physical description of land *

Freehold tenure by Shire of Wongan-Ballidu. Flat, cleared block.

Delivery options (Local Government Authority joint venture or partnership, DevelopmentWA project management, development of business case) *

DevelopmentWA project management. The Shire is open to discussing the project further if local government support is required.

Local Authority Council Resolution (in support of application) *

Please attach

Choose File

No file chosen

Supporting works (possible grants or LGA involvement in delivering project) *

At this stage there is no proposed supporting works. However, the Shire is open to discussing this to ensure the project is completed.

RDAP Application Form

Community development plan *

Please attach

Choose File

 SCP - land development.pdf

Local Authority’s expectations/views *

There is a housing shortage in Wongan Hills and a clear demand for housing. There is an immediate need for land development and this is only going to grow in the near future with the proposed copper mine project. The Shire would want to see this project happen as soon and quick as possible to mitigate some of the housing pressures.

Local Traditional Owners expectations/views. Please specifiy consultation undertaken and with whom. *

No consultation undertaken as of yet. There is no Aboriginal Cultural Heritage records.

Local community views *

Demand for housing is significant and land development is thus paramount.

Lobby/interest groups *

Nil.

Local market conditions (sales evidence) and likely demand (from Regional Development Commission and local real estate/marketing advice)

Shire has recently sold out of its final residential land on Shields Crescent. Predominantly all built on now, including several businesses who have built housing for workers.

Surrounding land uses and environment (built & natural) *

RDAP Application Form

Title Details/Actions to reconcile titles to create project area *

Nil.

Form of tenure/title (interest) Ownership (number of land owners, Crown lots, tenure – leased or freehold) copy of title *

Choose File

 Certificate of Title 4001-477 11 Coomer Street.pdf

Encumbrances, easements etc. (2nd schedule of C/T)

Nil.

Native Title status of project site *

Nil.

Search for other interests in & claims of rights over land *

Nil.

Mining tenements eg. Prospecting Licences/Mining Leases affecting land (Department of Mines, Industry Regulation and Safety)

Nil.

Is approval under s.16(3) of the Mining Act 1978 required? *

☐ Yes ☒ No

RDAP Application Form

Zoning (current and proposed) *

Current = Residential R10/40
Proposed = Residential R40

Environmental Protection Act 1986 (WA) assessment advice received under s.38 & s.48A of Act during scheme amendments *

Nil.

Previous/existing planning proposals and work (indicative subdivision plans, concept plans, structure plans etc.)

See attached. Note this was a draft concept not endorsed by council, and the plan is not required to have common areas.

Please upload plans

Choose File

Architect concept plan 2015.pdf

Current/likely subdivision condition requirements from servicing authorities

Nil.

Please upload any conditions

Choose File

No file chosen

Planning status for surrounding land/locality in Local Planning Strategy *

Residential. Industrial further down the main road to the south/south-east.

Buffer Zones (industry, rail, aircraft, agricultural uses/animal production, radio/ telephone towers)

Noise, light, dust, odour impact etc. of adjoining land uses *

Nil.

Bushfire requirements *

Nil.

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RDAP Application Form

Services to land & capacity (upgrading requirements)*

Services constraints: Location of services (including location of redundant services) & impact on development Flood plain/storm surge constraints

Development restrictions (moratoriums) - noise, dust, access, traffic Geotechnical/soil types

Nil restrictions. Surrounding land is serviced.

Archaeological - known Aboriginal artefacts or Aboriginal Site register (WA Museum)*

Nil

Has a Due Diligence assessment been conducted to evaluate Aboriginal Cultural Heritage?

Yes

If yes please upload supporting documents

Choose File

Search Results Report - ACH.pdf

European historical/cultural significance (Heritage Council of WA or Local Government Authority registers)*

Nil.

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RDAP Application Form

Environment Protection & Biodiversity Conservation Act 1999 (Commonwealth) – Environment Australia Flora (DEC – priority list); (Regionally significant vegetation) *

Nil.

Fauna (DEC – priority list; Endangered Species/International Treaties) *

Nil.

Groundwater priority areas (water supply protection zones) *

Nil.

Contamination (Contaminated Sites Act, hazardous materials, UXO register, prior site use) *

Nil.

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RDAP Application Form

Other comments/observations/information

Please find attached the workforce housing investigation which evidences the immediate demand for housing in the Shire.

Please upload any other information that may support your application

Choose File

DRAFT NEWROC Housing Investigation.pdf

☐

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RDAP Application Form

Contact name *

Sam Dolzadelli

Contact number *

96712500

Contact email *

sam.dolzadelli@wongan.wa.gov.au

Local Government *

Shire of Wongan-Ballidu

Local Government Mailing Adress *

shire@wongan.wa.gov.au

Local Government overview *

The Shire is located in the centre of the Western Australian Wheatbelt and covers an area of 3,368 square kilometres. The localities within the Shire are Ballidu, East Ballidu, West Ballidu, Burakin, Cadoux, Kondut, Lake Hinds, Lake Ninan, Mocardy and Wongan Hills.

Distance from Perth = 184km

Area = 3,368sqkm

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Any freehold land supplied to the project from the Local Authority shall be ceded to DevelopmentWA at no cost, prior to the commencement of construction. *

☒ Yes ☐ No

The Local Authority agrees to: *

- ☒ maintain firebreaks on the future lots for the duration of the period until the lots are sold to a third party and
- ☒ manage and maintain townsite and/or strategic fire breaks external to the new lot's boundaries in compliance with any bushfire management requirements.

The Local Authority agrees to waive all bonds, fees and charges relating to the development / holding of the proposed lots by DevelopmentWA for the period until the lots are sold to a third party by DevelopmentWA. *

☒ Yes ☐ No

The Local Authority agrees to promote the sale of the proposed lots within the project through the Shire's website, Shire newsletters, by displaying brochures, etc, where practical. *

☒ Yes ☐ No

If requested by DevelopmentWA, the Local Authority will assist DevelopmentWA by sponsoring a funding application for the extension of services to the project. *

☒ Yes ☐ No

The Local Authority agrees to regularly inspect, maintain and replace any sales signage placed on the proposed lots by DevelopmentWA (with materials supplied by DevelopmentWA) for the period until the lots are sold to a third party by DevelopmentWA. *

☒ Yes ☐ No

The Local Authority acknowledges that, should the subdivision conditions require a 10% POS contribution and the Local Authority does not wish that contribution to be provided as land from within the project, the Local Authority will actively support a reconsideration / review of that condition as an alternative to DevelopmentWA having to provide a cash in lieu payment. *

☒ Yes ☐ No

Potential contribution by applicant to the project (land, works, in-kind support, cash contribution, etc):

There is no budget allocation in the 2025-26 annual budget for this project. However, the Shire is open to discussing the project if a contribution is required to ensure it is completed in a timely manner. This could be by way of road works for example.

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Proposal overview - describe project, number of lots, intended land use and desired outcome *

The parcel of land is current mixed zoned, with the northern part of the lot being zoned as light industry. A minimum of seven (7) new light industrial lots would be the intended outcome, with some variations in sizes. A concept design is provided.

Land area *

4.5 ha

Location plan *

Please attach

Choose File

31 Danubin landgate aerial.png

Current tenure and physical description of land *

Freehold tenure by Shire of Wongan-Ballidu. Cleared, vacant land.

Delivery options (Local Government Authority joint venture or partnership, DevelopmentWA project management, development of business case) *

It is proposed that this is managed by DevelopmentWA, however the Shire is open to discussing delivery options to ensure this project can be completed as soon as possible.

Local Authority Council Resolution (in support of application) *

Please attach

Choose File

No file chosen

Supporting works (possible grants or LGA involvement in delivering project) *

Currently nil. However, the Shire is open to discussing this further.

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Community development plan *

Please attach

Choose File

 SCP - land development.pdf

Local Authority’s expectations/views *

Minimum of seven (7) new industrial blocks fully developed in a timely manner to meet the anticipated demand in the very near future.

Local Traditional Owners expectations/views. Please specifiy consultation undertaken and with whom. *

Nil.

Local community views *

Has been raised at recent community sessions the lack of available industrial land and this will be required for economic development with the proposed copper mine in the near future.

Lobby/interest groups *

Nil.

Local market conditions (sales evidence) and likely demand (from Regional Development Commission and local real estate/marketing advice)

Shire sold it's final two industrial blocks in early 2025 across the road from this block of land. \$45k each for blocks of similar size to the proposed new blocks.

Surrounding land uses and environment (built & natural) *

Page 4 cont.

Surrounding land uses and environment (built & natural)*

Over the road to the north is light industry, immediately to the east is the Wongan Hills Cemetery. As the block is mixed zoned, the southern portion of the block is zoned residential.

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Title Details/Actions to reconcile titles to create project area *

Nil.

Form of tenure/title (interest) Ownership (number of land owners, Crown lots, tenure – leased or freehold) copy of title *

Choose File

 Certificate of Title 31 Danubin Street.pdf

Encumbrances, easements etc. (2nd schedule of C/T)

Nil.

Native Title status of project site *

Nil.

Search for other interests in & claims of rights over land *

Nil.

Mining tenements eg. Prospecting Licences/Mining Leases affecting land (Department of Mines, Industry Regulation and Safety)

Nil.

Is approval under s.16(3) of the Mining Act 1978 required? *

☐ Yes ☒ No

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Zoning (current and proposed)*

Current = Mixed zoning. Northern one-third of block is zoned light industry. Southern two-thirds is zoned residential.

Proposed = As above.

Note this application is solely for the industrial portion to be developed.

Environmental Protection Act 1986 (WA) assessment advice received under s.38 & s.48A of Act during scheme amendments *

Nil.

Previous/existing planning proposals and work (indicative subdivision plans, concept plans, structure plans etc.)

See attached as indicative for reference.

Please upload plans

Choose File

Proposal overview page 3.pdf

Current/likely subdivision condition requirements from servicing authorities

Nil.

Please upload any conditions

Choose File

No file chosen

Planning status for surrounding land/locality in Local Planning Strategy *

Industrial to the north and residential to the south.

Buffer Zones (industry, rail, aircraft, agricultural uses/animal production, radio/ telephone towers)

Noise, light, dust, odour impact etc. of adjoining land uses *

Nil.

Bushfire requirements *

Eastern portion of block in bushfire prone area 2.

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Services to land & capacity (upgrading requirements)*

Services constraints: Location of services (including location of redundant services) & impact on development Flood plain/storm surge constraints

Development restrictions (moratoriums) - noise, dust, access, traffic Geotechnical/soil types

Nil restrictions. Land around is serviced.

Archaeological - known Aboriginal artefacts or Aboriginal Site register (WA Museum)*

Nil

Has a Due Diligence assessment been conducted to evaluate Aboriginal Cultural Heritage?

Yes

If yes please upload supporting documents

Choose File

Search Results Report - ACH.pdf

European historical/cultural significance (Heritage Council of WA or Local Government Authority registers)*

Nil.

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Environment Protection & Biodiversity Conservation Act 1999 (Commonwealth) – Environment Australia Flora (DEC – priority list); (Regionally significant vegetation) *

Nil.

Fauna (DEC – priority list; Endangered Species/International Treaties) *

Nil.

Groundwater priority areas (water supply protection zones) *

Nil.

Contamination (Contaminated Sites Act, hazardous materials, UXO register, prior site use) *

Nil.

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Other comments/observations/information

Nil.

Please upload any other information that may support your application

Choose File

No file chosen

☐

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9.1.4 AMENDMENT TO CEO PERFORMANCE AND REMUNERATION PANEL TERMS OF REFERENCE AND COUNCIL POLICY 5.37 CEO PERFORMANCE AND REMUNERATION REVIEW

FILE REFERENCE:	Council Policies / Council Committees
REPORT DATE:	08 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	9.1.4.1 – Amended CEO Performance and Remuneration Review Panel Terms of Reference 9.1.4.2 – Amended Council Policy 5.37

PURPOSE OF REPORT:

To seek Council approval to amend the CEO Performance and Remuneration Review Panel Terms of Reference and Council Policy 5.37 CEO Performance and Remuneration Review.

BACKGROUND:

Council Policy 5.37 CEO Performance and Remuneration Review provides the guidance to council and the protocols for the establishment of the CEO Performance and Remuneration Review Panel and the roles and responsibilities of this panel. Following from the policy is the panel's Terms of Reference.

COMMENT:

It is recommended that Council approve amendments to both the Council Policy 5.37 and the CEO Performance and Remuneration Review Panel Terms of Reference as summarised below.

Council Policy 5.37 proposed amendments:

Clause/section	Amendment	Reason
1.7	Change wording from; "The Review Panel Chair and independent facilitator will coordinate the review process". To; "The Review Panel Presiding Member, and, if applicable, the independent facilitator will coordinate the review process".	It is not a legislative requirement to engage an independent facilitator to conduct the CEO's annual performance review, and this is a cost incurred by council which if they did not want to incur could be done without an independent facilitator.

2.1	Make this clause 2.2 and insert new 2.1. New 2.1; "In the event that the Panel determines to engage an independent facilitator, the following clauses are applicable to that engagement"	As above. Allows flexibility for the Panel to decide to engage or not engage an independent facilitator.
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CEO Performance and Remuneration Panel Terms of Reference proposed amendments:

Clause/section	Amendment	Reason
1.3	Change wording from; "As this is a new Policy being implemented outside of a local government election, Council is required to establish the panel at this point in time, to govern the process of future CEO performance and remuneration reviews". To; "In the instance a membership position becomes vacant due to a council member resignation, a new member is to be appointed at the next Ordinary Council Meeting".	Current wording is now irrelevant as it is not a new policy or panel and added surety around filling ad hoc vacancies.
2	Added wording to refer to remuneration review in addition to performance.	Panel is responsible for reviewing both the performance and remuneration of the CEO.
2(a)	Changed wording from; "Working with the appointed Independent Facilitator". To; "Working with an appointed Independent Facilitator (if the panel determines to engage one)".	In line with Policy 5.37 amendments to allow for discretion to engage an independent facilitator or not.
3	Remove all references to individuals and add that the Shire President is the mandatory Presiding Member for the panel.	Best practice.
6(a)	Added reference to the Code of Conduct.	Best practice.
6(d)(i)	New clause around the minutes/report from independent facilitator.	Provides clarity.
8	Added reference to the Code of Conduct	Best practice.
9	Removed irrelevant references about responsibilities as not the purpose of this section.	Correction.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

- *Local Government Act 1995* – Section 5.38.
- *Local Government (Administration) Regulations 1996* – Regulation 18FA and Schedule 2.

STRATEGIC IMPLICATIONS:

Strategic Community Plan Theme	Strategies
Nil.	Nil.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this item.
- **Economic**
There are no known economic implications associated with this item.
- **Social**
There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS: Simple Majority.

OFFICER RECOMMENDATION:

That Council:

1. Approve the amendments to the CEO Performance and Remuneration Review Panel Terms of Reference, as presented in attachment 1 to this report.
2. Approve the amendments to Council Policy 5.37 CEO Performance and Remuneration Review, as presented in attachment 2 to this report.



TERMS OF REFERENCE

of the

CEO Performance and Remuneration Review Panel

1. ESTABLISHMENT OF COMMITTEE

Pursuant to Section 5.38(1) of the *Local Government Act 1995*, ~~which requires~~ the local government is to review the performance of the CEO if the CEO is employed for a term of more than 1 year;

1. At the Ordinary Council Meeting of 26 June 2024, Council adopted Policy 5.37 – CEO Performance and Remuneration Review.
2. The Policy states that Council is to appoint a CEO Performance and Remuneration Review Panel following every local government election, and
3. In the instance a membership position becomes vacant due to a council member resignation, a new member is to be appointed at the next Ordinary Council Meeting. As this is a new Policy being implemented outside of a local government election, Council is required to establish the panel at this point in time, to govern the process of future CEO performance and remuneration reviews.

Whilst the review is a whole of Council responsibility, the Council must appoint a panel to facilitate the process and bring recommendations back to council.

2. PURPOSE OF COMMITTEE

The purpose of the CEO Performance and Remuneration Review Panel (the "Panel") is to provide general oversight of the Performance and Remuneration Review process of the Chief Executive Officer; to make recommendations to the ~~whole of Council (Elected Members)~~ on the required Key Performance Indicators (KPIs) for the CEO, and recommend any increases to the CEO's Total Remuneration Package; The Panel is implemented to ensure there is process for review of these KPIs, and that the process is fair, robust, and carried out to relevant legislation and regulations.

They will achieve this by:

- (a) Working with ~~an~~ the appointed Independent Facilitator (if the panel determines to engage one)
- (b) Facilitating the preparation and recommendation of the position KPIs for the role of Chief

Executive Officer to whole of Council.

- (c) Agreeing on a timeline for review of position KPIs.
- (d) Reviewing position KPIs when required.
- (e) Recommending to Council any changes to KPIs, remuneration package and employment condition updates, in line with Council policies.

4.3. MEMBERSHIP

Membership of the Committee is to consist of three (3) council members, including the Shire President. The Shire President is by default appointed as the Presiding Member.~~(endorsed 24/07/2024 & updated 23/10/2024):~~

- ~~Cr Mandy Stephenson (Chairperson)~~
- ~~Cr Brian Donnellan (previously Cr Dwight Coad)~~
- **Cr Matthew Sewell**

5.4. QUORUM

The Quorum for the meeting is 100% of the number of Committee members at all times.

6.5. ~~COMMITTEE TERMS OF REFERENCE~~ — ROLES AND RESPONSIBILITIES

- (a) To provide general guidance and participate in the performance and remuneration review process for the position of Chief Executive Officer of the Shire of Wongan-Ballidu, in accordance with Policy 5.37 agreed by the Council.
- (b) To make recommendation to the Council, including but not limited to:
 - Key Performance Indicators (KPIs)
 - Remuneration Package and Employment Condition review/s
- (c) To consider the assessment of Chief Executive Officer against agreed KPIs.
- (d) A report to Council with recommendation detailing the preferred KPIs, including the timeline for achieving these KPIs
- (e) Any other matter which is not stipulated within these terms of reference, but which is within the conspectus of the powers and functions of the Panel or other matters which are specifically referred by the Council to the Panel and related to the functions surrounding the performance and/or remuneration aspects of the Chief Executive Officer role.

7.6. ~~TERMS OF REFERENCE~~ — ~~COMMITTEE PROTOCOLS~~ ~~OPERATIONAL MATTERS~~

- (a) The Panel shall always act in strict accordance with relevant legislation and regulations (being the *Local Government Act 1995* and associated Regulations) and in accordance with the Code of Conduct for council members, and these Terms of Reference in the performance of its function.
- (d) For the purposes of reporting and accountability requirements, the Panel must keep minutes of all meetings of the Panel. The reporting of the recommendations of the Panel to the Council in this manner is sufficient to satisfy the reporting and accountability requirements of the Council.

- (i) If the Panel decides to engage an Independent Facilitator then the Independent Facilitator will provide a report to Council in lieu of minutes of the meeting.

- (e) All decisions of the Panel shall be made on the basis, of a majority decision of the members present in accordance with the *Local Government Act 1995* and The Shire of Wongan-Ballidu ~~Meeting Procedures 2010~~ ~~Standings~~ Local Law.
- (f) Meetings of the Panel will be held at a location as determined by the Presiding Member of the Panel in consultation with Panel Members.
- (g) The Panel shall meet as often as the Panel considers necessary, but at a minimum once per year to undertake the review.
- (h) The Panel can utilise video and/or phone conferencing as and when considered necessary.
- ~~(h)~~ The procedure to be observed in relation to the conduct of the meeting of the Panel is generally to be in accordance with the *Local Government Act 1995*, associated regulations and the Shire of Wongan-Ballidu ~~Meeting Procedures 2010~~ ~~Standing Orders~~ Local Law and these ~~t~~Ierms of ~~R~~Reference.

11.7. INDEPENDENT FACILITATOR (CONSULTANT) – ROLE & RESPONSIBILITIES

- (a) Provides independent human resources consultant advice to the Panel that covers the following aspects of the process:
 - Shortlisting recommended KPIs to the Panel for discussion
 - As directed by the Panel, preparing detailed KPIs following Panel discussions
 - Preparation of Council report as directed by Panel for Council endorsement of the CEO's Performance Review ~~preferred candidate and employment contract.~~
- (b) The Independent Facilitator is not to be directly involved in determination of a particular outcome, their role is not one of decision-maker.
- (c) All documents managed by the Independent Facilitator must be provided to the Shire in line with the Shire recording keeping policy and procedure.

12.8. CONFIDENTIALITY

All Panel members and the Independent Facilitator understand that they are bound by confidentiality with respect to all matters relating to the topic of CEO KPIs, performance, remuneration and related items, and the Code of Conduct for council members strictly applies.

13.9. TENURE

~~The Panel which is established for the purpose of assisting the Council with;~~

- ~~1. Appointing an independent facilitator to undertake the initial CEO Performance Criteria review~~
- ~~2. Establishing and reviewing annual KPI's~~
- ~~3. Consideration of CEO remuneration review~~
- ~~4. And any other matters relating to the above points.~~

The membership and function of this Panel will be reviewed following every ordinary election.

9. APPROVAL

Council Adoption:	Date/s	10/07/2024	Resolution/s #:	030724
<u>Amended</u>		<u>23/10/2024</u>		<u>021024</u>
<u>Amended</u>		<u>22/10/2025</u>		

Councillor update: 23/10/2024 021024

5.37 CEO Performance and Remuneration Review

Policy Owner	Governance
Person Responsible	Chief Executive Officer / <u>Council</u>
Date of Adoption	<u>26 June 2024</u>TBA
Date of Last Review	<u>22 October 2025</u>TBA

OBJECTIVE

Section 5.38 of the *Local Government Act 1995* requires Council to review the performance of the Chief Executive Officer (CEO) at least once each year. Conducting this review is an important function of Council as the CEO is its only employee.

As part of this review, the Council will conduct an annual review of the CEO's remuneration package and Key Performance Indicators (KPIs).

The performance review process is to

- Be objective;
- Be conducted in a fair and reasonable manner based on agreed performance indicators;
- Support and facilitate CEO development; and
- Recognise achievement and support performance improvement.

SCOPE

Application of this Policy is to be in conjunction with all relevant legislation, including the Model Standards for CEO Recruitment, Performance and Termination and the Departmental Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination and all other relevant policies, procedures, and processes of the Shire.

The Salaries and Allowances Tribunal (SAT) determines the parameters for local government CEO Total Remuneration Packages, and all components of the CEO's remuneration need to comply with the relevant SAT requirements.

The SAT has classified the Shire of Wongan-Ballidu as a Band 4 local government.

Any changes to the CEO's performance agreement or performance plan, such as changes to the KPIs, must be discussed and agreed by both the Council and the CEO.

This policy also applies to the CEO's probation review.

POLICY

This Policy applies to the annual performance and remuneration review of the Shire of Wongan-Ballidu CEO.

1 Performance Review Process

1. CEO Performance and Remuneration Review Panel

- 1.1 Council is to appoint a CEO Performance and Remuneration Review Panel (the Review Panel) following every local government election.
- 1.2 The Chair of the Review Panel will be the Shire President. The Review Panel will include between three and five elected members (inclusive of the President).
- 1.3 The Council authorises the appointed Review Panel to undertake the CEO Performance and Remuneration Review and report findings and recommendations to the Council.
- 1.4 The primary functions of the Chief Executive Officer Review Panel are to:
 - Support the engagement by the Shire, of an appropriately experienced independent consultant for the purposes facilitating the performance and remuneration review process, in consultation with the CEO.
 - Oversee and conducting the performance and remuneration review process in accordance with this Policy.
 - Endorse the independent consultant's performance appraisal report and a remuneration review recommendation for consideration by Council.
 - Develop the performance agreement and KPIs with the CEO for approval by Council.
 - Meet regularly to discuss and provide feedback if performance issues are identified.
- 1.5 Membership principles and responsibilities of panel members:
 - Be fair, impartial and undertake the process with integrity.
 - Assessment is made free from bias and based on evidence of the CEO's achievements against the agreed performance criteria.
 - Findings and recommendations are impartial and transparent.
 - Any information received or produced by the Review Panel will be kept confidential.
 - The report for the performance and remuneration review to Council will be presented in confidence in accordance with section 5.23 of the Act.
 - Accurate and comprehensive records of the performance management process will be created and registered within the Shire's Electronic Data Record Management System; and
 - Manage all records in accordance with the Shire's Record Keeping Plan.
- 1.6 The performance and remuneration review process should commence at least 3 months prior to the required completion date.

- 1.7 The Review Panel Presiding Member~~Chair~~ and, if applicable, the independent facilitator will coordinate the review process.
- 1.8 Performance and Remuneration Review Panel Training
- a. All Council members appointed to the CEO Review Panel must undertake relevant CEO Performance Review training course provided by the Western Australian Local Government Association (WALGA), or similar industry recognised training provider, within six months of appointment to the Review Panel.
 - b. Where external training cannot be sourced within the time frame noted in 1.8(a) above, the Shire will provide in house training to address the processes and skills required for Council members to contribute effectively to the annual appraisal of the CEO.
 - c. The training is valid for five years therefore a re-elected Panel member is only required to undertake the training at every second election.

2. Independent facilitator

- 2.1 In the event that the Panel determines to engage an independent facilitator, the following clauses are applicable to that engagement.

2.2 The Shire will engage the Panel supported independent consultant (facilitator) to assist with the process of the CEO performance and remuneration review and the development of a performance agreement (inclusive of KPIs).

2.32 The independent consultant will have extensive experience in performance and remuneration reviews of senior executives and local government experience.

2.43 The independent consultant should not have any personal interest in, conflict of interest or relationship (other than professional or contractual) with, the Council, the Shire or the CEO. In this policy and for clarity, interest:

- means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- includes an interest arising from kinship, friendship, relationship or membership.

2.54 The facilitator may be required to:

- Collect 360-degree performance evidence (including from all Councillors and direct organisational reports)
- Write the performance appraisal report
- Facilitate meetings for the Panel.
- Assist with the provision of feedback to the CEO
- Formulate plans to support improvement (if necessary)
- Provide industry/sector remuneration related information to the Panel if requested; and

- Provide an objective view regarding any performance management-related matters between the concerned parties.

2.65 The independent facilitator services must be secured in accordance with the Shire's Purchasing Policy.

2.76 Council employees will not be involved in the CEO's performance review, except as part of the 360-degree assessment process or if requested by the Panel or the Council to prepare agendas and take minutes, or to assist the independent facilitator in any relevant administrative matter. Any request will be made through the Chief Executive Officer.

3. Performance criteria

3.1 Ongoing permanent performance criteria for the purpose of reviewing the CEO's performance must be as included in the CEO's employment contract [the Act s.5.39(3)].

3.2 The Council may agree with the CEO additional performance criteria.

3.3 Additional criteria may include performance indicators relating to specific projects, Council priorities and service delivery targets from the Strategic Community Plan and Corporate Business Plan. It is important that these performance indicators relate to the selection criteria used in selecting the CEO (e.g. if the CEO is selected to improve the local government finances, then indicators regarding improved revenue may be appropriate).

3.4 The agreement on additional criteria provides flexibility for both the Council and CEO in response to changing circumstances and priorities.

3.5 Together the contractual performance criteria and any additional agreed criteria form the Key Performance Indicators (KPI's).

3.6 It is important that the agreed KPI's are specific, measurable, achievable, relevant and time based.

3.7 The KPI's, how they will be assessed, and any professional development goals of the CEO will form the annual performance agreement between the Council and CEO.

3.8 The annual performance agreement must be negotiated, documented and agreed upon by the CEO and the Council. Adjustments may be initiated by either the CEO or the Council throughout the performance review period.

4. Assessment of CEO performance

4.1 The CEO's performance is to be measured in an objective manner against the KPI's alone. Reviews must be impartial and not skewed by personal relationships between the Review Panel and the CEO.

4.2 Evidence of CEO performance may include:

- Achievement of key business outcomes
- Interactions with the Council and progress that has been made towards implementing the Council's strategic vision
- Audit Committee reports
- Workforce metrics (e.g. the average time to fill vacancies, retention rate, information about why people leave the organisation and staff absence rate)
- Incident reports (e.g. results of occupational health and safety assessments, the number and nature of occupational health and safety incident reports, and the number and nature of staff grievances)
- Organisational survey results
- Relationships (e.g. with relevant organisations, stakeholder groups, and professional networks); or
- Insights from key stakeholders (by way of survey etc.).

4.3 In addition to achievement of the KPI's, as part of the assessment, consideration should also be given to:

- How the CEO has achieved the outcomes. Whether or not their methods are acceptable and sustainable
- The extent to which current performance is contingent upon current circumstances
- What the CEO has done to ensure the wellbeing of staff and to maintain trust in the local government.
- What attention has the CEO given to ensuring:
 - o Equal employment opportunity.
 - o Workplace health and safety.
 - o Privacy.
 - o Managing potential conflicts of interest, and
 - o Complying with procurement process requirements.

4.4 It is important that contextual factors, external or otherwise are given appropriate weight. Failure to meet KPI's does not necessarily mean the CEO has performed poorly and, for this reason, performance and outcomes should be considered separately.

4.5 Once the CEO's performance has been completed, the review must be endorsed by resolution of an absolute majority of Council and the CEO must be informed in writing of the results of the review.

5. Addressing Performance Issues

5.1 Any performance areas that require attention or improvement must be:

- Identified
- Discussed with the CEO; and
- A constructive plan agreed and put in place to address the issues.

5.2 The plan should outline the actions to be taken, who is responsible for the actions and an agreed timeframe.

- 5.3 Appropriate courses of action in addressing the performance issues may include:
- Professional development courses
 - Training
 - Counselling
 - Mediation
 - Mentoring; or
 - Developing new work routines to ensure specific areas are not neglected.
- 5.4 Regular discussion and ongoing feedback on the identified performance issues should be scheduled to ensure improvements are being made.

6. Misconduct

- 6.1 In the event of any potential wrongdoing (misconduct) or suspected serious misconduct as defined in section 4 of the Corruption Crime and Misconduct Act 2003 are identified, the matter must be referred to the Public Sector Commission or the Corruption and Crime Commission (CCC). This provides an independent process to follow and ensures probity, natural justice and oversight of allegations.

7. Remuneration Review

- 7.1 The Council shall periodically (not less than annually) review the salary for the CEO to assess whether and what increase in salary and allowances are to be made.
- 7.2 The CEO remuneration range is determined by the Salaries and Allowances Tribunal and the remuneration package may not fall outside the band applicable to the Shire of Wongan-Ballidu.
- 7.3 The outcome of the CEO performance review may form part of the considerations for the CEO remuneration review.
- 7.4 The Panel may request the independent facilitator to gather and provide remuneration comparison information to assist in this review process.

8. Further Guidelines

- 8.1 The Council shall refer to relevant publications to guide the review and remuneration process such as the Department of Local Government Sport and Cultural Industries (DLGSC) Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination (March 2021).
- 8.2 The Council must also consider legal requirements provided by the Fair Work Commission and the Fair Work Ombudsman.

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 LIST OF PAYMENTS FOR SEPTEMBER 2025

FILE REFERENCE:	F1.4
REPORT DATE:	10 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Rachael Waters – Finance Officer - Accounts
REVIEWER:	Melinda Lymon - Deputy Chief Executive Officer
ATTACHMENTS:	9.2.1.1 List of Payments for September 2025

PURPOSE OF REPORT:

For Council to receive the accounts paid for 1 September 2025 to 30 September 2025, as submitted.

BACKGROUND:

This information is provided to the Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

COMMENT:

The *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid by the CEO and a list of payments made by employees via purchasing cards to be presented to Council and recorded in the minutes.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Regulations 13 and 13A of the *Local Government (Financial Management) Regulations 1996* are applicable to this agenda item and attached reports.

Regulation 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.

Regulation 13A – Payments by employees via purchasing cards

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
- (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment;
 - (d) sufficient information to identify the payment.
- (2) A list prepared under sub regulation (1) must 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:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

➤ Environment

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

All payments are made within the confines of Councils adopted budget.

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION:

That Council, in accordance with Regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments for the month ended 30 September 2025 totalling \$781,731.89 (Refer to Attachment 9.2.1.1). This includes payments made under delegated authority and payments made using purchasing cards by authorised employees.

Payment / Invoice	Date	Description	Amount
EFT Payment - EFT00124			
1074 - STATE LIBRARY OF WA			
RI041231	04/09/25	Better Beginnings 2025-26	88.00
Total 1074			88.00
1231 - WONGAN HILLS HOTEL			
249801	04/09/25	Council Refreshments for August Meeting	117.49
249802	04/09/25	Council Dinner for August Meeting	188.00
Total 1231			305.49
131 - IXOM OPERATIONS PTY LTD			
85006708	04/09/25	WH OVAL: Service Fee for 3 x Chlorine Cyclinders	126.85
Total 131			126.85
1667 - BLACKWELL PLUMBING & GAS PTY LTD			
33215	04/09/25	CRC - supply & install 40mm SS Valvcheq RPZ (meter no. EK1450016)	3,234.00
Total 1667			3,234.00
183 - T A MATTHEWS ELECTRICAL SERVICES			
10792	04/09/25	Ballidu Bowling Club - replace u/s exit light	561.00
10793	04/09/25	11 Wandoo Cres - change out HWS as required	627.00
Total 183			1,188.00
2016 - FELTON INTERNATIONAL GROUP P/L			
42407	04/09/25	STREET FURNITURE: Aluminium Plank Seat 2.1m, Delivery Incl	2,240.04
Total 2016			2,240.04
2040 - AC HEALTHCARE PTY LTD			
133278	04/09/25	Pre Employment Medical - Admin Staff	265.00
Total 2040			265.00
2183 - BALLIDU HERITAGE CENTRE			
38	04/09/25	Cleaning of Alpha & Bunyip Park Toilets for August 2025	325.00
Total 2183			325.00
2219 - MARTY GRANT BULLDOZING			
915	04/09/25	2 Weeks Side Tipper & Dolly Hire	4,502.10
Total 2219			4,502.10
2226 - COUNCIL FIRST			
SI009238	04/09/25	Professional Services for July 2025	4,653.00
Total 2226			4,653.00
2343 - RING CENTRAL AUSTRALIA			
CD_001201925	04/09/25	Medical Centre Phone Account Billing Period 26/8/25 to 25/9/25 (Recoverable)	390.37
CD_001203186	04/09/25	Administration & CRC Phone Account 27/8/25 to 26/9/25	1,013.16
Total 2343			1,403.53
2406 - HYDRA STORM			
SI-00010227	04/09/25	375/450/600: SN8 Hydra Storm rHDPE Corrugated RRJ 6.136m	14,182.30
Total 2406			14,182.30
26 - BOEKEMAN MACHINERY (WA) PTY LTD			
425619	04/09/25	BACKHOE: 1 x Element - CCV Filter	143.74
Total 26			143.74
2618 - TRADE MUTT			
TMUT193061	04/09/25	WORKS: Mental Health Shirts	1,855.00
Total 2618			1,855.00

LIST OF PAYMENTS TO COUNCIL 1 SEPTEMBER 2025 TO 30 SEPTEMBER 2025

Payment / Invoice	Date	Description	Amount
2440/99804404	04/09/25	BMO - Grinding Discs, Release Bit Holder, Caution & Safety Tape	175.98
2157/01584852	04/09/25	BMO various tools ordered	440.20
Total 300			616.18
4 - AUSTRALIAN SERVICES UNION			
PJ0080	02/09/25	FORTNIGHT 2026- 5 - From Payroll	159.00
Total 4			159.00
5 - IOU SOCIAL CLUB			
PJ0080	02/09/25	FORTNIGHT 2026- 5 - From Payroll	240.00
Total 5			240.00
61 - MCINTOSH & SON			
P03-3928	04/09/25	BACKHOE TRAILER: Bearing Set	241.96
Total 61			241.96
64 - OFFICEWORKS BUSINESS DIRECT			
623541829	04/09/25	Reg Services & Admin Order	46.37
Total 64			46.37
641 - TEAM GLOBAL EXPRESS PTY LTD			
0598-S358840	04/09/25	Freight ex RBC Rural (Toners for Admin Building)	42.86
0598-S358840	04/09/25	S/POOL: Freight ex Draeger & Sigma Chemicals	106.90
0598-S358840	04/09/25	Freight Ex Medelect	44.97
0597-S358840	04/09/25	Freight Ex Draeger & Westrac	107.92
Total 641			302.65
644 - LOCK STOCK & FARRELL			
35579-2	04/09/25	Ballidu Rec Centre - deadbolt wrap SSS WAP7DB/35/60	325.00
Total 644			325.00
8 - SHIRE OF WONGAN-BALLIDU - PAYROLL			
PJ0080	02/09/25	FORTNIGHT 2026- 5 - From Payroll	1,825.00
Total 8			1,825.00
885 - AAA ASPHALT SURFACES			
0016	04/09/25	Supply Cold Mix	10,340.00
Total 885			10,340.00
926 - MCLEODS LAWYERS PTY LTD			
147112	04/09/25	Legal Fees	321.20
Total 926			321.20
Total EFT00124			48,929.41
EFT Payment			
EFT Payment - EFT00125			
1061 - PUBLIC TRANSPORT AUTHORITY OF WA			
648180 31/08/25	11/09/25	TRANSWA Ticketing Sales for August 2025	78.82
Total 1061			78.82
1249 - DUN DIRECT PTY LTD			
Aug-25	11/09/25	Fuel Supply for August 2025	37,963.28
Total 1249			37,963.29
2040 - AC HEALTHCARE PTY LTD			
Sep-25	11/09/25	September Subsidy Payment	21,083.33
Total 2040			21,083.33
2064 - TRACTUS AUSTRALIA			
2014282	11/09/25	WB036, Mack Prime Mover, Replace 1 x Tyre	726.00
2014259	11/09/25	WB011, Hilux, Supply Battery	173.00
2014284	11/09/25	WB031, Bobcat, Supply & Fit Tyre Tube	74.00
2014281	11/09/25	WB00, Community Bus, Supply & Fit 1 x Tyre	52.00
2014283	11/09/25	SUNDRY PLANT, Supply & Fit 1 x Passenger Tyre	150.00
Total 2064			1,175.00
2125 - HAYCOM TECHNOLOGY PTY LTD			

LIST OF PAYMENTS TO COUNCIL 1 SEPTEMBER 2025 TO 30 SEPTEMBER 2025

Payment / Invoice	Date	Description	Amount
69122	11/09/25	MEDICAL CENTRE: IT Services for August 2025	1,645.60
Total 2125			1,645.60
2356 - LG BEST PRACTICES PTY LTD			
22995	11/09/25	Rates 101 Training - 1 x Admin Staff	1,980.00
Total 2356			1,980.00
2385 - CHANTELE MARIE MAY WOOD			
Bond	11/09/25	Refund for CRC Key Bond - Event 27/8/25	50.00
Total 2385			50.00
2458 - RURAL RANGER SERVICES			
146	11/09/25	Ranger Services from 05/9/25 to 10/9/25	1,857.63
Total 2458			1,857.63
2515 - TREVOR CAPORN			
Relocation	12/09/25	Refund Pool Manager for Removalist Charge	1,250.00
Total 2515			1,250.00
26 - BOEKEMAN MACHINERY (WA) PTY LTD			
426804	11/09/25	WB7194, Backhoe Trailer, 2 x Heavy Duty Grease	88.86
Total 26			88.86
2604 - KINTAMANI FARMS			
200913	11/09/25	Gravel Reimbursement August 2025	4,009.50
Total 2604			4,009.50
2620 - AMA MEDICAL PRODUCTS			
SQ0000006535	12/09/25	S/POOL: Additional Freight & Handling Charge	90.00
Total 2620			90.00
472 - WONGAN HILLS & DISTRICTS MUSEUM & HISTORICAL SOCIETY			
WM2024	11/09/25	Gardening Maint Contract for 2024-25	2,900.00
Total 472			2,900.00
691 - SIGMA TELFORD GROUP			
564726	11/09/25		
Total 691			1,426.37
827 - WREN OIL			
204967	11/09/25	DEPOT/GRADERS: Pump Out Waste Oil	154.00
Total 827			154.00
Total EFT00125			75,752.40
EFT Payment - EFT00126			
144 - THE POINT DOCTOR			
2817	18/09/25	DEPOT YARD: Flux Cored Gasless Wire 0.9mm	65.00
Total 144			65.00
148 - BALLIDU TRADING POST			
Postage	18/09/25	Postage Charges for 2025-26 Rates Notices	157.96
190775	18/09/25	Top Gun 200 4in1 Welder (TGWMI2004IN1) & Welding Helmet	2,529.00
Total 148			2,686.96
1805 - CPS & STATEWIDE FIBREGLASS PTY LTD			
160925 - PO0796	18/09/25	WONGAN HILLS SWIMMING POOL - Final Payment, Replace Children's Pool Filter	1,573.00
160925 - PO0797	18/09/25	WONGAN HILLS SWIMMING POOL: Final Payment, Main Pool, Seal Filter Tank	7,370.00
160925 - PO0798	18/09/25	WONGAN HILLS SWIMMING POOL: Final Payment, Main Pool, Filter Sand Change	11,451.00
Total 1805			20,394.00
1850 - RICOH AUSTRALIA PTY LTD			
190423-L0H9X0	18/09/25	Photocopier Lease for Admin & CRC 23/10/25 to 23/11/25	649.17
Total 1850			649.17

LIST OF PAYMENTS TO COUNCIL 1 SEPTEMBER 2025 TO 30 SEPTEMBER 2025

Payment / Invoice	Date	Description	Amount
21592	18/09/25	ART SOCIETY CENTRE - aircon repairs	907.29
Total 2022			907.29
2044 - DRAEGER AUSTRALIA PTY LTD			
3904308851	18/09/25	S/POOL: Service BA	646.25
Total 2044			646.25
2115 - AUTOPRO NORTHAM			
1243124	18/09/25	MACK TRUCK & PSP3: Load Resistor, Fuel Filter & Freight Charge (Buy In goods)	48.82
1242875	18/09/25	Various parts for plant vehicles	269.84
Total 2115			318.66
2195 - HERSEY'S SAFETY PTY LTD			
4432	18/09/25	CIVIC CENTRE: Man Hole Pit Yard Barrier 1430mm x 1400mm	1,071.40
Total 2195			1,071.40
22 - AVON WASTE			
Aug-25	18/09/25	Skip Bin Service for August 2025	319.44
71659	18/09/25	Wongan Hills & Ballidu Waste Collection for August 2025	12,958.12
Total 22			13,277.56
2221 - WALKERS DIESEL SERVICES			
3905	18/09/25	SUNDRY PLANT: Badboy Mower Belts	344.08
Total 2221			344.08
2226 - COUNCIL FIRST			
SI009251	18/09/25	Subscription from October to December 2025	23,971.93
SI009263	18/09/25	STP Transactions for July 2025	58.30
Total 2226			24,030.23
2304 - KIM WALSH			
Reimbursement	18/09/25	Uniform Allowance	60.19
Total 2304			60.19
2344 - REBEL LODGE SERVICES			
41	18/09/25	Pool Maintenance, Includes Travel	1,305.00
Total 2344			1,305.00
2406 - HYDRA STORM			
SI-00010227/1	18/09/25	DOWERIN-KALANNIE RD: Supply & Deliver Headwalls	7,315.00
Total 2406			7,315.00
242 - SYNERGY			
2082487148	18/09/25	Street Lighting Billing Period 25/7/25 to 24/8/25	5,009.62
2066507850	18/09/25	Consumption & Supply charge for Swimming Pool	190.12
2066507851	18/09/25	Consumption & Supply charge for Wongan Hills Sports Complex	2,197.61
2066507852	18/09/25	Consumption & Supply charge for CRC Building	830.87
2026535325	18/09/25	Consumption & Supply charge for Medical Centre	359.28
Total 242			8,587.50
2518 - NK STUDIO DESIGN			
246402	18/09/25	Design Updates – WH Fire Colocation Facility - Revision 3	1,815.00
Total 2518			1,815.00
2526 - SULLIVAN LOGISTICS PTY LTD			
156340	18/09/25	Freight Ex AAA Asphalt & MaxiParts	1,315.48
Total 2526			1,315.48
2531 - HERITAGE INTELLIGENCE (WA)			
034/25	18/09/25	Conservation Management Strategies for Wongan Hills Museum	8,930.00

LIST OF PAYMENTS TO COUNCIL 1 SEPTEMBER 2025 TO 30 SEPTEMBER 2025

Payment / Invoice	Date	Description	Amount
Total 2531			8,930.00
26 - BOEKEMAN MACHINERY (WA) PTY LTD			
427970	18/09/25	CASE TRACTOR: Supply Battery	410.85
Total 26			410.85
2613 - NEXT TELECOM PTY LTD			
323145	18/09/25	NBN Charges for Shire & CRC Administration Office - September 2025	2,417.80
Total 2613			2,417.80
2623 - SOLAHART MIDLAND & AVON VALLEY			
2525	18/09/25	16 MOORE ST: Replacement Solar Hot Water System	7,900.00
2526	18/09/25	8 ELLIS ST: Replacement Solar Hot Water System	7,900.00
Total 2623			15,800.00
2625 - SHIRE OF TOODYAY			
200088311	18/09/25	WALGA Recovery Coordinator Training in Toodyay	1,636.24
Total 2625			1,636.24
2626 - DAVID NICKELS			
91523	18/09/25	Reimbursement for Pre-Employment Medical	100.00
Total 2626			100.00
2628 - LEISURE INN ROCKINGHAM			
1078587	19/09/25	Accommodation for 1 x Works Staff to attend C2 Crane Course	1,018.00
1078589	19/09/25	Accommodation for 1 x Works Staff to attend C2 Crane Course	1,018.00
1078591	19/09/25	Accommodation for 1 x Works Staff to attend C2 Crane Course	1,018.00
Total 2628			3,054.00
275 - SHIRE OF MOORA			
39019	18/09/25	Septic Cleanout - Ballidu Sports Council	1,732.50
Total 275			1,732.50
39 - WONGAN HILLS IGA PLUS LIQUOR			
Aug-25	18/09/25	Administration Refreshments for August 2025	160.33
Aug-25	18/09/25	Council OCM & Training Supplies for August	853.79
Aug-25	18/09/25	CRC Administration and Events	892.05
Aug-25	18/09/25	Works	184.45
Total 39			2,090.62
4 - AUSTRALIAN SERVICES UNION			
PJ0082	16/09/25	FORTNIGHT 2026- 6 - From Payroll	159.00
Total 4			159.00
429 - RBC RURAL			
34309	18/09/25	CRC Photocopier Metreplan Reading for September 2025	2,963.59
Total 429			2,963.59
460 - WONGAN HILLS HARDWARE			
Aug-25	18/09/25	Building Account for August 2025	2,077.75
Aug-25	18/09/25	Works Account for August 2025	541.25
Total 460			2,619.00
5 - IOU SOCIAL CLUB			
PJ0082	16/09/25	FORTNIGHT 2026- 6 - From Payroll	250.00
Total 5			250.00
64 - OFFICEWORKS BUSINESS DIRECT			
623705710	18/09/25	Works Order - 4 x Storage Clipboards	189.92
623550712	18/09/25	CRC Stationery Order	527.80
Total 64			717.72
641 - TEAM GLOBAL EXPRESS PTY LTD			
0599-S358840	18/09/25	Freight Ex WH to Draeger	54.91
0600-S358840	18/09/25	S/POOL: Freight ex Medelect	60.26

Payment / Invoice	Date	Description	Amount
Total 641			115.17
8 - SHIRE OF WONGAN-BALLIDU - PAYROLL			
PJ0082	16/09/25	FORTNIGHT 2026- 6 - From Payroll	1,825.00
Total 8			1,825.00
810 - LIWA AQUATICS (INC)			
4743	18/09/25	T CAPORN: LIWA Seminar & Membership	370.00
4744	18/09/25	A CAPORN: LIWA Seminar & Membership	370.00
Total 810			740.00
975 - WONGAN MAIL SERVICE			
0346	18/09/25	Admin, CRC & Works Stationery/Postage Charges for August 2025	1,391.97
Total 975			1,391.97
Total EFT00126			131,742.23
EFT Payment - EFT00127			
1140 - KLEEN WEST DISTRIBUTORS			
00114015	24/09/25	Railway Toilets - 6 x boxes slimline handtowel	318.78
Total 1140			318.78
1244 - TKB MECHANICAL			
16112	24/09/25	WB008 FORD TRANSIT: High Pressure Nitrogen Leak Test & Repairs	1,171.85
Total 1244			1,171.85
1496 - STIRLING ASPHALT			
SI-00010310	24/09/25	Supply and Lay asphalt (CBH - Recoverable)	72,836.45
Total 1496			72,836.45
1584 - NEWINS FAMILY TRUST			
51	24/09/25	Managing of the Wongan hills Refuse Site for September 2025	7,791.63
Total 1584			7,791.63
183 - T A MATTHEWS ELECTRICAL SERVICES			
10795	24/09/25	Lighting Maintenance - CRC Arts & CRC Vistors Centre	11,220.00
Total 183			11,220.00
2040 - AC HEALTHCARE PTY LTD			
Sep-25	24/09/25	Shire of Koorda & Whyllie Sept Reimbursement	20,166.68
Total 2040			20,166.68
2092 - ITR PACIFIC PTY LTD			
822385	24/09/25	Supply Grader blades	8,250.00
Total 2092			8,250.00
2115 - AUTOPRO NORTHAM			
1244661	24/09/25	MACK TRUCK: Bendix Syn Lube Bottles 255g	41.50
Total 2115			41.50
2120 - CORSIGN WA			
00098174	24/09/25	Various Works Sign Order	991.10
Total 2120			991.10
2203 - DONNA DONNELLY			
5	24/09/25	Cleaning of Civic Centre	100.00
Total 2203			100.00
2221 - WALKERS DIESEL SERVICES			
3921	24/09/25	MACK TRUCK: Remove Disc's from hubs	495.00
Total 2221			495.00
2226 - COUNCIL FIRST			
SI009284	24/09/25	Professional Services for August 2025	3,102.00
SI009288	24/09/25	Office 365 Charges for October 2025	2,187.14
Total 2226			5,289.14
2291 - MAXIPARTS OPERATIONS PTY LTD			
6479541	24/09/25	BACKHOE TRAILER: Grease Seal	158.05

Payment / Invoice	Date	Description	Amount
		Total 2291	158.05
2331 - CSSTECH			
I0004762	24/09/25	Mobile Phone Purchase	1,723.85
		Total 2331	1,723.85
2406 - HYDRA STORM			
SI-00010310	24/09/25	DOWERIN-KALANNIE RD: Supply & Deliver Headwalls	6,127.00
		Total 2406	6,127.00
242 - SYNERGY			
2062491293	24/09/25	Consumption & Supply Charge for 28A & 28B Shields Crescent, Wongan Hills	108.31
2026537317	24/09/25	Consumption & Supply charge for Railways	225.87
2030529597	24/09/25	Supply charge for Ninan St Wongan Hills	67.31
2014548674	24/09/25	Consumption & Supply Charge for 28A Shields Crescent	68.02
2090470800	24/09/25	Consumption & Supply charge for Depot	801.96
2042521296	24/09/25	Consumption & Supply charge for Alpha Park Ballidu	182.64
2006562800	24/09/25	Consumption & Supply charge for Town Centre Gardens	162.97
2074500857	24/09/25	Supply Charge for 49 Quinlan St Wongan Hills	67.31
2074501046	24/09/25	Consumption & Supply charge for King St Cadoux	32.63
2030532090	24/09/25	Consumption & Supply charge for CRC Building	125.59
2078497916	24/09/25	Consumption & Supply charge for Community Gardens	131.96
2078497919	24/09/25	Consumption & Supply charge for Wongan Hills Airport	155.82
2038528155	24/09/25	Consumption & Supply charge for Museum	223.16
2082498657	24/09/25	Consumption & Supply charge for Wongan Hills Old Tennis Club Facility	134.86
2070508383	24/09/25	Consumption & Supply charge for 7 Wandoo Crescent Wongan Hills	343.39
2002611383	24/09/25	Supply charge for Quinlan St Gardens Wongan Hills	64.99
2074503428	24/09/25	Consumption & Supply charge for TV Transmission Tower	1,083.91
2002612652	24/09/25	Consumption & Supply charge for Community Park	913.03
2094461868	24/09/25	Consumption & Supply charge for Shire Administration Building	1,110.99
2058520274	24/09/25	Consumption & Supply charge for Civic Centre	856.61
2026545056	24/09/25	Consumption & Supply charge for King St Cadoux	91.47
		Total 242	6,952.80
2576 - ASPHALT RECYCLERS AUSTRALIA PTY LTD			
6933	24/09/25	Supply road building material - Dowerin-Kalannie Rd	20,680.00
		Total 2576	20,680.00
275 - SHIRE OF MOORA			
39131	24/09/25	Ballidu Town Hall - Cleanout of Septic Tank	2,399.50
		Total 275	2,399.50
382 - DEPT OF ENVIRONMENT & REGULATION			
L6953/1997/8	24/09/25	Wongan Hills Waste Site Annual Tip License	1,303.50
		Total 382	1,303.50
40 - DOWN TO EARTH TRAINING & ASSESSING			
44573	24/09/25	C2 Course x 3 Works Staff	4,755.00
		Total 40	4,755.00
406 - JTAGZ PTY LTD			
00036241	24/09/25	Supply & Post New Animal Registration Tags	112.20
		Total 406	112.20
429 - RBC RURAL			

LIST OF PAYMENTS TO COUNCIL 1 SEPTEMBER 2025 TO 30 SEPTEMBER 2025

Payment / Invoice	Date	Description	Amount
34331	24/09/25	Administration Photocopier Meter Plan Charge for September	807.64
Total 429			807.64
52 - JASON SIGNMAKERS			
50389	24/09/25	Signage	118.33
Total 52			118.33
520 - TRUCK CENTRE (WA) PTY LTD			
1853277-000001	24/09/25	WB036: Rear Hub Seal	55.07
1852930-000001	24/09/25	WB036: Supply Brake Pad Kit, Disc Rotor, O-Ring, Air Valve, Piston Seal, Washers, Seal Shaft	8,561.65
Total 520			8,616.72
556 - WONGAN HILLS COMMUNITY CLUB			
2736	24/09/25	Community Development Fund Grant 2025	8,281.00
Total 556			8,281.00
61 - MCINTOSH & SON			
P03-4290	24/09/25	GRADER: Delco Battery	908.60
P03-4363	24/09/25	GRADER: Fuse Holder Blade	20.17
Total 61			928.77
79 - WESTRAC EQUIPMENT PTY LTD			
PI1401683	24/09/25	Various Parts for Rollers & Graders	2,004.55
Total 79			2,004.55
V0001 - ATO			
PJ0078	05/08/25	FORTNIGHT 2026- 3 - From Payroll	22,868.00
PJ0079	19/08/25	FORTNIGHT 2026- 4 - From Payroll	24,642.00
	01/09/25	GST Settlement	117,529.00
	01/09/25	GST Settlement	34,811.00
	01/09/25	Fuel Tax Credit July & August 2025	11,927.00
Total V0001			118,301.00
Total EFT00127			311,942.04
Other - DD00142			
16 - WESTNET PTY LTD			
144745358	01/09/25	Administration, Depot & CRC Internet Billing from 01/9/25 to 01/10/25	309.97
Total DD00142			309.97
Other - DD00143			
90 - TELSTRA CORPORATION LIMITED			
5312896400	02/09/25	Direct Debit - Sport & Recreation Phone Account for August 2025	50.00
Total DD00143			50.00
Other - DD00144			
2155 - AWARE SUPER ACCUMULATION			
PJ0080	02/09/25	FORTNIGHT 2026- 5 - From Payroll	3,962.83
SUPER	02/09/25	Superannuation Contribution	9,737.65
Total 2155			13,700.48
2377 - MERCER SUPER			
SUPER	02/09/25	Superannuation Contribution	242.15
Total 2377			242.15
2388 - AUSTRALIAN RETIREMENT TRUST			
SUPER	02/09/25	Superannuation Contribution	356.48
Total 2388			356.48
2425 - VIRGIN MONEY SUPER			
PJ0080	02/09/25	FORTNIGHT 2026- 5 - From Payroll	66.46
SUPER	02/09/25	Superannuation Contribution	465.24
Total 2425			531.70
2434 - MLC SUPER FUND			

Payment / Invoice	Date Description	Amount
PJ0080	02/09/25 FORTNIGHT 2026- 5 - From Payroll	95.01
SUPER	02/09/25 Superannuation Contribution	475.05
	Total 2434	570.06
2486 - EXPAND ESSENTIAL SUPER		
SUPER	02/09/25 Superannuation Contribution	340.05
	Total 2486	340.05
2487 - HOSTPLUS SUPERANNUATION FUND		
SUPER	02/09/25 Superannuation Contribution	264.99
	Total 2487	264.99
2561 - VANGUARD SUPER		
PJ0080	02/09/25 FORTNIGHT 2026- 5 - From Payroll	385.08
SUPER	02/09/25 Superannuation Contribution	616.13
	Total 2561	1,001.21
2578 - CBUS		
SUPER	02/09/25 Superannuation Contribution	705.30
	Total 2578	705.30
404 - REST SUPERANNUATION		
SUPER	02/09/25 Superannuation Contribution	291.33
	Total 404	291.33
544 - COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER		
PJ0080	02/09/25 FORTNIGHT 2026- 5 - From Payroll	83.44
SUPER	02/09/25 Superannuation Contribution	250.32
	Total 544	333.76
614 - AUSTRALIAN SUPER		
PJ0080	02/09/25 FORTNIGHT 2026- 5 - From Payroll	50.09
SUPER	02/09/25 Superannuation Contribution	775.38
	Total 614	825.47
962 - PRIME SUPER		
PJ0080	02/09/25 FORTNIGHT 2026- 5 - From Payroll	261.45
SUPER	02/09/25 Superannuation Contribution	1,163.82
	Total 962	1,425.27
	Total DD00144	20,588.25
Other		
Other - DD00145		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 28/8/25	01/09/25 DOT Payments 28/8/25	4,936.15
	Total DD00145	4,936.15
Other - DD00146		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 29/8/25	02/09/25 DOT 29/8/25	20,942.70
	Total DD00146	20,942.70
Other - DD00147		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 01/09/25	03/09/25 DOT 01/09/25	1,771.75
	Total DD00147	1,771.75
Other - DD00148		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 02/09/25	04/09/25 DOT Payments 02/09/25	1,230.85
	Total DD00148	1,230.85
Other - DD00149		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 03/09/25	05/09/25 DOT Payments 03/09/25	3,501.60
	Total DD00149	3,501.60
Other - DD00150		

Payment / Invoice	Date	Description	Amount
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 04-9-25	04/09/25	DOT Payments 04-09-25	3,387.00
Total DD00150			3,387.00
Other - DD00151			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 05-9-25	09/09/25	DOT Payments 05-9-25	5,782.70
Total DD00151			5,782.70
Other - DD00152			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 08-9-25	10/09/25	DOT Payments 08-9-25	9,458.50
Total DD00152			9,458.50
Other - DD00153			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 09-9-25	11/09/25	DOT Payments 09-9-25	535.80
Total DD00153			535.80
Other - DD00154			
90 - TELSTRA CORPORATION LIMITED			
5349504000	10/09/25	Administration Phone Account for August 2025	3,304.35
Total DD00154			3,304.35
Other - DD00155			
192 - WESTERN AUSTRALIAN TREASURY CORPORATION			
Loans	09/09/25	Loan 152 & Interest Charge	30,537.35
Total DD00155			30,537.35
Other - DD00156			
2502 - SWOOP BUSINESS			
6418734	15/09/25	Internet for Sports Pavilion	89.00
Total DD00156			89.00
Other - DD00157			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 10-9-25	12/09/25	DOT Payments 10-9-25	14,801.60
Total DD00157			14,801.60
Other - DD00158			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 11-9-25	15/09/25	DOT Payments 11-9-25	16,892.50
Total DD00158			16,892.50
Other - DD00159			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 12-9-25	16/09/25	DOT Payments 12-9-25	2,500.25
Total DD00159			2,500.25
Other - DD00160			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 15-9-25	17/09/25	DOT Payments 15-9-25	1,760.20
Total DD00160			1,760.20
Other - DD00161			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 16-9-25	18/09/25	DOT Payments 16-9-25	620.45
Total DD00161			620.45
Other - DD00162			
2189 - TELETRAC NAVMAN			
93368023	22/09/25	Monthly Satellite Services - Billing Period 05/8/25 TO 04/9/25	2,289.98
Total DD00162			2,289.98
Other - DD00163			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			

Payment / Invoice	Date Description	Amount
DOT 17-9-25	19/09/25 DOT Payments 17-9-25	5,989.10
Total DD00163		5,989.10
Other - DD00164		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 18-9-25	22/09/25 DOT Payments 18-9-25	709.50
Total DD00164		709.50
Other - DD00165		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 19-9-25	23/09/25 DOT Payments 19-9-25	18,913.35
Total DD00165		18,913.35
Other - DD00166		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 22-9-25	24/09/25 DOT Payments 22-9-25	7,398.80
Total DD00166		7,398.80
Other - DD00167		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 23-9-25	25/09/25 DOT Payments 23-9-25	265.10
Total DD00167		265.10
Other - DD00168		
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE		
DOT 24-9-25	26/09/25 DOT Payments 24-9-25	1,192.60
Total DD00168		1,192.60
Other - DD00169		
2155 - AWARE SUPER ACCUMULATION		
PJ0082	16/09/25 FORTNIGHT 2026- 6 - From Payroll	2,744.10
SUPER	16/09/25 Superannuation Contribution	9,989.78
Total 2155		12,733.88
2377 - MERCER SUPER		
SUPER	16/09/25 Superannuation Contribution	242.15
Total 2377		242.15
2388 - AUSTRALIAN RETIREMENT TRUST		
SUPER	16/09/25 Superannuation Contribution	339.04
Total 2388		339.04
2425 - VIRGIN MONEY SUPER		
PJ0082	16/09/25 FORTNIGHT 2026- 6 - From Payroll	60.06
SUPER	16/09/25 Superannuation Contribution	420.43
Total 2425		480.49
2434 - MLC SUPER FUND		
PJ0082	16/09/25 FORTNIGHT 2026- 6 - From Payroll	95.01
SUPER	16/09/25 Superannuation Contribution	475.05
Total 2434		570.06
2486 - EXPAND ESSENTIAL SUPER		
SUPER	16/09/25 Superannuation Contribution	344.64
Total 2486		344.64
2487 - HOSTPLUS SUPERANNUATION FUND		
SUPER	16/09/25 Superannuation Contribution	341.53
Total 2487		341.53
2561 - VANGUARD SUPER		
PJ0082	16/09/25 FORTNIGHT 2026- 6 - From Payroll	385.08
SUPER	16/09/25 Superannuation Contribution	616.13
Total 2561		1,001.21
2578 - CBUS		
SUPER	16/09/25 Superannuation Contribution	699.21
Total 2578		699.21

Payment / Invoice	Date	Description	Amount
404 - REST SUPERANNUATION			
SUPER	16/09/25	Superannuation Contribution	340.80
		Total 404	340.80
544 - COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER			
PJ0082	16/09/25	FORTNIGHT 2026- 6 - From Payroll	89.62
SUPER	16/09/25	Superannuation Contribution	268.87
		Total 544	358.49
614 - AUSTRALIAN SUPER			
PJ0082	16/09/25	FORTNIGHT 2026- 6 - From Payroll	52.31
SUPER	16/09/25	Superannuation Contribution	1,332.43
		Total 614	1,384.74
962 - PRIME SUPER			
PJ0082	16/09/25	FORTNIGHT 2026- 6 - From Payroll	261.45
SUPER	16/09/25	Superannuation Contribution	1,193.95
		Total 962	1,455.40
		Total DD00169	20,291.64
Other - DD00170			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 25-9-25	30/09/25	DOT Payments 25-9-25	2,599.30
		Total DD00170	2,599.30
Other - DD00171			
90 - TELSTRA CORPORATION LIMITED			
5312896400	30/09/25	Direct Debit - Sport & Recreation Phone Account for September 2025	50.00
		Total DD00171	50.00
Other - DD00172			
1040 - DEPARTMENT OF TRANSPORT AND MAJOR INFRASTRUCTURE			
DOT 26-9-25	30/09/25	DOT Payments 26-9-25	4,959.35
		Total DD00172	4,959.35
Other - CC00011			
2223 - WESTPAC BANKING CORPORATION			
		CEO Credit Card 04/8/25 to 02/9/25	
Adobe Pro	9/08/25	CRC Monthly Subscription	369.96
RLSSWA	12/08/25	Endorsed Swim School Subscription	350.00
Bunnings	14/08/25	S/Pool Complex: 3 Tier Trolley	165.40
AMA Medical	14/08/25	S/Pool Complex: Free Standing Exam Couch	614.33
Safety Signs	19/08/25	S/Pool Complex: Safety Signs	188.56
Adobe Pro	22/08/25	Annual Subscription for HR/Payroll	383.86
		Total Debited	2072.11
		MWS Credit Card 4/8/25 to 2/9/25	
Joondalup Hotel	5/08/25	LGWA Conference	334.95
Joondalup Hotel	7/08/25	2 x Breakfast Charge for LGWA Conference	64.00
Myer	24/08/25	MWS Uniform	217.46
Myer	25/08/25	MWS Uniform	119.92
DWER	28/08/25	WH Airstrip	500.00
		Total Debited	1236.33
		MCCS Credit Card 4/8/25 to 02/9/25	
Nespresso	6/08/2025	CRC Admin Order	153.40
Awards/Trophies	6/08/25	4 x A5 Stainless Steel Plaque, freight & Insurance Incl	733.00
		Total Debited	886.40
		MRS Credit Card 4/8/25 to 2/9/25	
Remarkable	22/08/25	Subscription Fee	5.13
IPAA	25/08/25	Project Management Course	1421.20
Harvey Norman	26/08/25	MS Surface Pen Tip (4pk)	41.95

LIST OF PAYMENTS TO COUNCIL 1 SEPTEMBER 2025 TO 30 SEPTEMBER 2025

Payment / Invoice	Date	Description	Amount
St John Ambulance	26/08/25	AED 90 degree metal sign	43.00
Total Debited			1511.28
Total CC00011			5,706.12
Grand Total - Other			213,365.81

EFT Payment	568,366.08
Other - Direct Debits	213,365.81
Total	781,731.89
Recoverable	93,393.50

9.2.2 FINANCIAL REPORTS FOR AUGUST 2025

FILE REFERENCE:	Financial Management - Reporting
REPORT DATE:	16 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melinda Lymon – Deputy Chief Executive Officer
ATTACHMENTS:	9.2.2.1 - Financial Reports - August 2025

PURPOSE OF REPORT:

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature) for the month ended 31 August 2025. The Capital Works report has been incorporated into this.

BACKGROUND:

Under section 6.4(1) of the *Local Government Act 1995*, a local government is required to prepare an annual financial report for the proceeding financial year and such other financial reports as are prescribed. Part 4 of the *Local Government (Financial Management) Regulations 1996* prescribes the minimum contents of the Monthly Financial Report.

Below are the prescribed contents of the Monthly Financial Report.

Regulation 34 - Statement of Financial Activity

- (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 the previous month (relevant month) in the following detail:
 - (a) annual budget estimates; and
 - (b) budget estimates to the end of the relevant month (YTD Budget); and
 - (c) actual amounts of expenditure, revenue and income to the end of the relevant month (YTD Actual); and
 - (d) material variances between the comparable amounts (YTD Actual – YTD Budget); and
 - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of net current assets.
- (2) Each statement of financial activity is to be accompanied by documents containing –
 - (a) (removed)
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.

- (3) The information in a statement of financial activity must be shown according to nature classification.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be –
 - (a) Presented at an ordinary meeting of the council within 2 months after the end of the relevant month; 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.

Regulation 35 – Statement of Financial Position

- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the **previous month**) and –
 - (a) The financial position of the local government as at the last day of the previous financial year; or
 - (b) If the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- (2) A statement of financial position must be –
 - (a) Presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
 - (b) Recorded in the minutes of the meeting at which it is presented.

POLICY REQUIREMENTS:

Council Policy 4.1 – Accounting

LEGISLATIVE REQUIREMENTS:

- *Local Government Act 1995*
- *Local Government (Financial Management) Regulations 1996*

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2025/26 Budget, Council adopted the following thresholds as levels of material variances for financial reporting.

In accordance with regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, and AASB Practice Statement 2 – Making Material Judgements, the level to be used in statements of financial activity in 2024/25 for reporting material variances shall be:

- (a) 10% of the amended budget; or
- (b) \$10,000 of the amended budget,

whichever is greater. In addition, that the material variance limit be applied to total revenue and expenditure for each nature classification and capital income and expenditure in the Statement of Financial Activity.

The financial reports for the period ending 31 August 2025 are attached to the Council Agenda.

COMMENT:

This report presents the Statement of Financial Activity by nature for the period ended 31 August 2025.

The following is a summary of the headline numbers from the attached report, and explanations for variances is provided in note 1 of the report. To finalise the 2024-25 financial year, a number of accruals and end of year transactions are required prior to preparation of the Annual Financial Report for the year ending 30 June 2025 and have not been finalised for the audited opening balance included in this report.

	2025-26 Original Budget \$	2025-26 YTD Budget \$	YTD Actuals – 31 August 2025 \$
Opening Surplus	2,269,742	2,269,742	2,505,070
Cash Operating Revenue	6,930,082	4,908,818	4,846,957
Profit on asset disposals	72,917	0	0
Cash Operating Expenditure	(6,147,482)	(1,120,933)	(1,124,677)
Depreciation	(8,942,286)	(745,191)	0

Loss on asset disposals	0	0	0
Capital Expenditure	(8,613,944)	(140,000)	(142,082)
Capital Income	4,547,264	20,000	18,540
Financing Activities	1,014,338	(25,500)	(28,678)
Non-cash items (excluded)	8,869,369	745,191	1,000
Closing Surplus/(Deficit)	0	5,912,127	6,076,130

Rates

Rates notices were issued 18 August 2025, with a due date for payment in full or first instalment of 22 September 2025. As at 31 August 2025, the gross amount of rates, ESL and rubbish charges outstanding (including arrears, legal charges and interest) was \$3,581,889 in addition to \$62,113 of deferred pensioner rates.

Capital Works

As at 31 August 2025 the Shire has incurred \$142,082 in actual expenditure on capital works projects against the current total budget of \$8,613,944 representing 1.65% of the budgeted works.

Depreciation

Depreciation for August 2025 has not yet been processed in the accounting system as the asset register is to be finalised first for the 2024/25 FY and audit purposes.

Closing surplus actual vs estimate

The closing surplus position as shown in this monthly financial report is subject to change based on EOFY accounting entries to be processed. The closing surplus that has been included in the 2025/26 annual budget is \$2,269,742 versus the brought forward surplus shown in the August 2025 financial reports of \$2,505,070. There are some EOFY accounting entries to be processed and it is anticipated that the actual closing position for 30 June will require amendment.

VOTING REQUIREMENTS: Simple Majority.

OFFICER RECOMMENDATION:

That Council:

1. Receives the Monthly Financial Report (containing the Statement of Financial Activity by nature classification) and Statement of Financial Position for the month ended 31 August 2025, as presented as attachment 9.2.2.1 to this report.
2. Notes the unrestricted municipal surplus of \$6,076,130 for the month ended 31 August 2025.



SHIRE OF WONGAN-BALLIDU

MONTHLY FINANCIAL REPORT

31/08/2025

CONTENTS

- 01) Statement of Financial Activity
- 02) Statement of Financial Position
- 03) Variance Reporting
- 04) Net Current Assets
- 05) Asset Disposals
- 06) Loans
- 07) Reserves
- 08) Capital Works Program

SHIRE OF WONGAN-BALLIDU STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR 31 AUGUST 2025						
	Adopted Budget 2025-2026	YTD Budget	YTD Actual	Variance (%)	Variance (\$)	Variance Flag
Opening Funding Surplus/(Deficit)	2,269,742	2,269,742	2,505,070			
INCOME						
Rates	3,750,334	3,750,334	3,696,847	1.4%	(53,487)	✓
Operating grants, subsidies and contributions	2,244,188	748,063	715,136	4.4%	(32,927)	✓
Fees and charges	621,529	354,422	371,755	(4.9%)	17,334	✓
Other Revenue	128,700	28,000	35,245	(25.9%)	7,245	×
Interest	185,331	28,000	27,974	0.1%	(26)	✓
Profit on Asset Disposals	72,917	-	-	0.0%	-	✓
a: TOTAL INCOME	7,002,999	4,908,818	4,846,957		(61,861)	
OPERATING EXPENSES						
Employee Costs	(3,134,917)	(522,486)	(501,878)	3.9%	20,608	✓
Materials & Contracts	(1,934,679)	(322,447)	(367,503)	(14.0%)	(45,057)	×
Utility charges	(312,700)	(52,117)	(38,522)	26.1%	13,595	×
Interest	(49,671)	(2,500)	(2,647)	(5.9%)	(147)	✓
Insurance	(306,392)	(153,196)	(160,187)	(4.6%)	(6,991)	✓
Other General	(409,123)	(68,187)	(53,940)	20.9%	14,247	×
Loss on Asset Disposals	-	-	-	0.0%	-	✓
Depreciation	(8,942,286)	(745,191)	-	100.0%	745,191	×
b: TOTAL OPERATING EXPENSES	(15,089,768)	(1,866,123)	(1,124,677)		741,446	
Operating activities excluded from budget						
Add back Depreciation	8,942,286	745,191	-			
Adjust (Profit)/Loss on Asset Disposal	(72,917)	-	-			
Movement in deferred rates	-	-	1,000			
	8,869,369	745,191	1,000			
Amount attributable to operating activities	782,600	3,787,886	3,723,280			
INVESTING ACTIVITIES						
Non-Operating grants, subsidies and contributions	4,098,264	20,000	18,540	7.3%	(1,460)	✓
Proceeds from disposal of motor vehicles and P&E	449,000	-	-	0.0%	-	✓
TOTAL CAPITAL INCOME	4,547,264	20,000	18,540		(1,460)	
Capex - Land & Buildings	(2,128,200)	-	(7,265)	0.0%	(7,265)	✓
Capex - Furniture & Equipment	(59,700)	-	-	0.0%	-	✓
Capex - Motor Vehicles	(505,000)	-	-	0.0%	-	✓
Capex - Plant	(929,000)	(5,000)	(4,932)	1.4%	68	✓
Capex - Infrastructure - Roads	(4,558,029)	(115,000)	(109,231)	5.0%	5,769	✓
Capex - Infrastructure - Footpaths	(164,716)	-	-	0.0%	-	✓
Capex - Infrastructure - Other	(269,299)	(20,000)	(20,654)	(3.3%)	(654)	✓
TOTAL CAPITAL EXPENDITURE	(8,613,944)	(140,000)	(142,082)		(2,082)	
Amount attributable to investing activities	(4,066,680)	(120,000)	(123,542)			
FINANCING ACTIVITIES						
Transfer from reserves	1,163,626	0	0	0.0%	0	✓
Transfer to reserves	(1,548,713)	(25,500)	(26,476)	(3.8%)	(976)	✓
Lease liabilities principal repayments	(9,056)	-	(2,202)	0.0%	(2,202)	✓
Proceeds on new borrowings	1,500,000	0	0	0.0%	0	✓
Loan principal repayment	(111,637)	-	-	0.0%	-	✓
SSL Principal Reimbursements	20,118	-	-	0.0%	0	✓
Amount attributable to financing activities	1,014,338	(25,500)	(28,678)		(3,178)	
CLOSING SURPLUS / (DEFICIT)	0	5,912,128	6,076,130			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.		Key	Within budget tolerance of 10% and \$10,000			✓
			Over budget tolerance of 10% and \$10,000			×

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL POSITION
31/08/2025

	31 August 2025	2025 (Unaudited)
CURRENT ASSETS		
Cash and cash equivalents	5,765,999	6,535,394
Trade and other receivables	6,023,454	1,453,532
Other financial assets	20,118	20,118
Inventories	26,961	13,528
Contract assets	-	-
Other assets	27,086	27,086
TOTAL CURRENT ASSETS	11,863,618	8,049,658
NON-CURRENT ASSETS		
Trade and other receivables	67,105	68,105
Other financial assets	249,628	249,628
Inventories	-	-
Property, plant and equipment	34,445,712	34,422,593
Infrastructure	217,156,507	217,057,783
Right-of-use assets	18,007	18,007
TOTAL NON-CURRENT ASSETS	251,936,959	251,816,116
TOTAL ASSETS	263,800,577	259,865,774
CURRENT LIABILITIES		
Trade and other payables	272,419	1,332,056
Other liabilities	1,442,200	146,717
Lease liabilities	7,471	9,674
Borrowings	111,627	111,627
Employee related provisions	406,930	403,335
TOTAL CURRENT LIABILITIES	2,240,647	2,003,409
NON-CURRENT LIABILITIES		
Lease liabilities	8,436	8,436
Borrowings	1,587,415	1,587,415
Employee related provisions	71,808	71,808
TOTAL NON-CURRENT LIABILITIES	1,667,659	1,667,659
TOTAL LIABILITIES	3,908,306	3,671,068
NET ASSETS	259,892,271	256,194,706
EQUITY		
Retained surplus	66,588,700	62,917,612
Reserve accounts	3,710,681	3,684,204
Revaluation surplus	189,592,890	189,592,890
TOTAL EQUITY	259,892,271	256,194,706

Shire of Wongan-Ballidu Variance Report 31 August 2025				
The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% or \$10,000, whichever is greater, as its threshold for line items on the Statement of Financial Activity by nature shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expenditure.				
Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	(53,487)	Within Threshold	Rates	Within Council variance reporting threshold.
✓	(32,927)	Within Threshold	Operating grants, subsidies and contributions	Within Council variance reporting threshold.
✓	17,334	Within Threshold	Fees and charges	Within Council variance reporting threshold.
✗	7,245	Timing	Other Revenue	Favourable - Insurance reimbursements received
✓	(26)	Within Threshold	Interest	Within Council variance reporting threshold.
✓	0	Within Threshold	Profit on Asset Disposals	Within Council variance reporting threshold.
Operating Expenditure				
✓	20,608	Within Threshold	Employee Costs	Within Council variance reporting threshold.
✗	(45,057)	Timing	Materials & Contracts	Variances occur based on expenditure levels. The majority of Materials and Contracts budgets are spread evenly throughout the year.
✗	13,595	Timing	Utility charges	Utility Costs are received bi-monthly and budgets are based on monthly allocations.
✓	(147)	Within Threshold	Interest	Within Council variance reporting threshold.
✓	(6,991)	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	14,247	Timing	Other General	Favourable - Subscriptions yet to be paid.
✗	745,191	Timing	Depreciation	Depreciation not processed until after audit finalisation.
Investing				
✓	(1,460)	Within Threshold	Non-Operating grants, subsidies and contributions	See Capital Works Report.
✓	0	Within Threshold	Proceeds from disposal of motor vehicles and P&E	See Capital Works Report.
✓	(7,265)	Within Threshold	Capex - Land & Buildings	See Capital Works Report.
✓	0	Within Threshold	Capex - Furniture & Equipment	See Capital Works Report.
✓	0	Within Threshold	Capex - Motor Vehicles	See Capital Works Report.
✓	68	Within Threshold	Capex - Plant	See Capital Works Report.
✓	5,769	Within Threshold	Capex - Infrastructure - Roads	See Capital Works Report.
✓	0	Within Threshold	Capex - Infrastructure - Footpaths	See Capital Works Report.
✓	(654)	Within Threshold	Capex - Infrastructure - Other	See Capital Works Report.
Financing				
✓	0	Within Threshold	Transfer from reserves	Within Council variance reporting threshold.
✓	(976)	Within Threshold	Transfer to reserves	Within Council variance reporting threshold.
✓	(2,202)	Within Threshold	Lease liabilities principal repayments	Within Council variance reporting threshold.
✓	0	Within Threshold	Loan principal repayment	Within Council variance reporting threshold.
✓	0	Within Threshold	SSL Principal Reimbursements	Within Council variance reporting threshold.

SHIRE OF WONGAN-BALLIDU
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2025

NET CURRENT ASSETS

	Positive=Surplus (Negative=Deficit)		
	Budget	Forecast Actual	Current
	Last Years Closing	Last Years Closing	31 August 2025
	30 June 2025	30 June 2025	
	\$		\$
Current Assets			
Cash Unrestricted	2,851,353	2,851,190	2,055,320
Cash Restricted - Reserves	3,684,205	3,684,204	3,710,679
Receivables - Rates	234,437	234,438	3,581,890
Receivables - Other	396,577	1,025,847	1,592,410
Receivables - ATO	0	193,247	34,812
Inventories	14,354	13,528	26,961
Other Assets	582,086	27,086	841,428
Financial assets	20,118	20,118	20,118
	7,783,130	8,049,658	11,863,618
Less: Current Liabilities			
Payables	(1,285,083)	(1,295,962)	(249,403)
Payables - ATO	0	(36,094)	(108,104)
Contract Liabilities - Unspent grants	(146,717)	(146,717)	(1,334,096)
Employee provisions	(402,102)	(403,335)	(406,930)
Other provisions	(17,005)	0	0
Lease liabilities	(9,056)	(9,674)	(7,471)
Long term borrowings	(111,637)	(111,627)	(111,627)
	(1,971,600)	(2,003,409)	(2,217,631)
Net Current Assets	5,811,530	6,046,249	9,645,987
Adjustments to Net Current Assets			
Less: Restricted Cash - Reserves	(3,684,205)	(3,684,204)	(3,710,679)
Less: Current self-supporting loans receivable	(20,118)	(20,118)	(20,118)
Add: Liabilities funded by restricted cash	41,842	41,842	41,842
Add: Current portion of borrowings	111,637	111,627	111,627
Add: Current portion of lease liabilities	9,056	9,674	7,471
	(3,541,788)	(3,541,179)	(3,569,857)
Net Current Assets used in the Statement of Financial Activity	2,269,742	2,505,070	6,076,130

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 31 AUGUST 2025

		Budget Net	Current	Budget	Actual Net	Actual Sale	Actual
		Book Value	Budget Sale	(Profit) /	Book Value	Proceeds	(Profit) /
			Proceeds	Loss			Loss
Asset No							
By Class							
Motor Vehicles							
Toyota Kluger (WB2)	MV00007	27,561	40,000	(12,439)	-	-	-
Toyota RAV4 (WB007)	MV00006	10,000	39,000	(29,000)	-	-	-
Plant & Equipment							
Cat 12M Grader - Maintenance (G17)	PE00046	260,490	210,000	50,490	-	-	-
Volvo L70F Loader (LDR6)	PE00018	38,400	85,000	(46,600)	-	-	-
Machinery Float (TRL13)	PE00014	11,200	30,000	(18,800)	-	-	-
Tri-Axle semi tipper trailer (TRL25)	PE00009	22,384	35,000	(12,616)	-	-	-
Sweeper	NEW	-	-	-	-	-	-
Vertimower (VM2)	PE00020	6,048	10,000	(3,952)	-	-	-
Sundry plant & equipment	NEW	-	-	-	-	-	-
TOTAL		376,083	449,000	(72,917)	-	-	-
Motor Vehicle and Plant & Equipment Change Over		Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
Motor Vehicles							
Toyota Kluger (WB2)		65,000	40,000	25,000	-	-	-
Toyota RAV4 (WB007)		40,000	39,000	1,000	-	-	-
Sub-total		105,000	79,000	26,000	-	-	-
Plant & Equipment							
Cat 12M Grader - Maintenance (G17)		490,000	210,000	280,000	-	-	-
Volvo L70F Loader (LDR6)		375,000	85,000	290,000	-	-	-
Machinery Float (TRL13)		80,000	30,000	50,000	-	-	-
Tri-Axle semi tipper trailer (TRL25)		150,000	35,000	115,000	-	-	-
Sweeper		157,000	-	157,000	-	-	-
Vertimower (VM2)		25,000	10,000	15,000	-	-	-
Sundry plant & equipment		40,000	-	40,000	-	-	-
Various obsolete equipment		-	-	-	-	-	-
Sub-total		1,317,000	370,000	947,000	-	-	-
TOTAL		1,422,000	449,000	973,000	-	-	-

SHIRE OF WONGAN - BALLIDU
BORROWINGS AS AT 31 AUGUST 2025

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Aug 25	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2025	Principal Repayments YTD	Loan Balance @ 31 Aug 25
151A	Construction of Aged Persons Units	Ninan House*	Oct-2032		300,000	-	1,494	-	170,537	-	170,537
152	Recreation Centre Improvements	Shire	Dec-2039		2,000,000	-	1,874	-	1,528,664	-	1,528,664
TBA	Volunteer BFB Fire Shed	Shire*	-	1,500,000	-	-					-
TOTAL EXISTING LOANS				1,500,000	2,300,000	-	3,368	-	1,699,201	-	1,699,201

Shire Loan Summary
Self Supporting Loan Summary

-	2,000,000	-	1,874	-	1,528,664	-	1,528,664
1,500,000	300,000		1,874	-	170,537	-	170,537

Current loan liability

Non current liability

Total Loan Liability

Loan Balance @ 31 Aug 25	SSL	Shire	Total
(111,627)	(20,118)	(91,509)	(111,627)
(1,587,574)	(150,419)	(1,437,155)	(1,587,574)
(1,699,201)	(170,537)	(1,528,664)	(1,699,201)

SHIRE OF WONGAN - BALLIDU ANALYSIS OF RESERVE ACCOUNTS AS AT 31 AUGUST 2025														
Reserve Description	Budget Opening Balance	Actual Opening Balance	ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 AUGUST 2025			
			Interest Earned	Transfer to Reserve	Transfer from Reserve	EOY Balance	Transfer in / Interest	Transfer to Reserve	Transfer from Reserve	EOY Balance	Interest Earned	Transfer to Reserve	Transfer from Reserve	Actual Balance
Community Resource Centre Reserve	12,923	12,923		-	-	12,923		-	-	12,923	-	-	-	12,923
Depot Improvement Reserve	71,372	71,372		25,000	-	96,372		25,000	-	96,372	-	-	-	71,372
Historical Publications Reserve	7,126	7,126		-	(7,126)	-		-	(7,126)	-	-	-	-	7,126
Housing Reserve	572,792	572,792		150,000	-	722,792		150,000	-	722,792	-	-	-	572,792
Long Service Leave Reserve	41,842	41,842		-	-	41,842		-	-	41,842	-	-	-	41,842
Special Projects Reserve	970,818	970,818		8,713	-	979,531		8,713	-	979,531	-	-	-	970,818
Patterson Street JV Housing Reserve	69,357	69,357		5,000	-	74,357		5,000	-	74,357	-	-	-	69,357
Plant Reserve	1,015,082	1,015,082	125,000	950,000	(973,000)	992,082	125,000	950,000	(973,000)	992,082	26,476	26,476	-	1,041,558
Quinlan St JV Housing Reserve	54,915	54,915		5,000	-	59,915		5,000	-	59,915	-	-	-	54,915
Stickland St JV Housing Reserve	73,582	73,582		5,000	-	78,582		5,000	-	78,582	-	-	-	73,582
Swimming Pool Reserve	73,188	73,188		100,000	(30,000)	143,188		100,000	(30,000)	143,188	-	-	-	73,188
Waste Management Reserve	60,366	60,366		150,000	-	210,366		150,000	-	210,366	-	-	-	60,366
Sporting Co-Location Reserve	113,360	113,360		-	-	113,360		-	-	113,360	-	-	-	113,360
Building Asset Management Reserve	547,482	547,482		150,000	(153,500)	543,982		150,000	(153,500)	543,982	-	-	-	547,482
Wongan Hills Sport & Recreation Council Asset Management Reserve	0	0		-	-	-		-	-	-	-	-	-	-
Wongan Hills Childcare Services Reserve	0	0		-	-	-		-	-	-	-	-	-	-
TOTALS	3,684,205	3,684,205	125,000	1,548,713	(1,163,626)	4,069,292	125,000	1,548,713	(1,163,626)	4,069,292	26,476	26,476	-	3,710,681

SHIRE OF WONGAN-BALLIDU - CAPITAL WORKS REPORT - 31 AUGUST 2025

Job #	Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance	Indicator	Completion %	Asset Class
00001	CRC Capital Expense (Buildings) - CAPEX	\$8,500.00	\$8,500.00	\$0.00	\$0.00	\$7,930.00	\$7,930.00	\$8,500.00		0%	Land & Buildings
00002	16 Moore Street (Buildings)- CAPEX	\$18,500.00	\$18,500.00	\$3,000.00	\$2,510.08	\$0.00	\$2,510.08	\$15,989.92		14%	Land & Buildings
00004	Ballidu Hall (Buildings)- CAPEX	\$153,500.00	\$153,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$153,500.00		0%	Land & Buildings
00005	Federation Park (Cadoux) - Capex	\$22,500.00	\$22,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,500.00		0%	Land & Buildings
00007	Sports Pavilion - Remedial Repairs to Walls / Railings	\$19,000.00	\$19,000.00	\$0.00	\$1,227.24	\$0.00	\$1,227.24	\$17,772.76		6%	Land & Buildings
00008	Depot Bldg. Capital (Buildings) - CAPEX	\$49,000.00	\$49,000.00	\$0.00	\$517.44	\$0.00	\$517.44	\$48,482.56		1%	Land & Buildings
00009	Museum - CAPEX	\$77,000.00	\$77,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77,000.00		0%	Land & Buildings
00013	Capex - Staff Housing - Stickland St - Driveways (LRCIP)	\$4,000.00	\$4,000.00	\$4,000.00	\$3,009.89	\$0.00	\$3,009.89	\$990.11		75%	Land & Buildings
00016	Capex - Ninan/Hinds BFB Fire Shed	\$1,500,000.00	\$1,500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500,000.00		0%	Land & Buildings
00025	Ballidu Sports Complex (Buildings) - CAPEX	\$9,800.00	\$9,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,800.00		0%	Land & Buildings
00027	Emergency Power Backup Generator - Sports Pavilion	\$5,000.00	\$5,000.00	\$5,000.00	\$4,931.99	\$0.00	\$4,931.99	\$68.01		99%	Plant & Equipment
00029	Sundry Plant and Equipment (CAPEX)	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$21,564.50	\$21,564.50	\$40,000.00		0%	Plant & Equipment
00040	Emergency Power Backup Generator - CRC	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$7,046.23	\$7,046.23	\$7,000.00		0%	Plant & Equipment
00043	Cadoux Rec Centre - Repair Lights Bball and Main Area	\$15,500.00	\$15,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,500.00		0%	Land & Buildings
00044	Cadoux Rec Centre - Ablution Plumbing	\$32,700.00	\$32,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,700.00		0%	Land & Buildings
00045	WH Civic Centre - Conservation Works	\$107,100.00	\$107,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107,100.00		0%	Land & Buildings
00046	WH Swimming Pool - Changeroom upgrade and Swim Club door (Bu	\$39,600.00	\$39,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39,600.00		0%	Land & Buildings
00047	WH - Old Bowling Club Building - Demolition	\$56,500.00	\$56,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,500.00		0%	Land & Buildings
00048	W.H. Recreation Complex (Fencing) - CAPEX	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00		0%	Land & Buildings
00049	Toyota Kluger 2022 (WB2)	\$65,000.00	\$65,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,000.00		0%	Motor Vehicles
00050	Toyota Rav 2021 (WB7)	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00		0%	Motor Vehicles
00051	Volvo L70F Loader (LDR6)	\$375,000.00	\$375,000.00	\$0.00	\$0.00	\$340,100.00	\$340,100.00	\$375,000.00		0%	Motor Vehicles
00052	Vertimower (VM2)	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$24,454.55	\$24,454.55	\$25,000.00		0%	Motor Vehicles
00053	Tri-axle semi tipper trailer (TK35)	\$150,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00		0%	Plant & Equipment
00054	Heko Citymaster 1650 Comfort - Sweeper	\$157,000.00	\$157,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$157,000.00		0%	Plant & Equipment
00055	Cat 12M Grader - Maintenance (G17)	\$490,000.00	\$490,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$490,000.00		0%	Plant & Equipment
00056	Machinery Float (TK35 & TK36)	\$80,000.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00		0%	Plant & Equipment
50005	Cemetery WH Capex (Infras Other) - CAPEX	\$39,500.00	\$39,500.00	\$0.00	\$2,114.39	\$0.00	\$2,114.39	\$37,385.61		5%	Infrastructure - Other
50007	WH Swimming Pool (Infrastructure Other) - CAPEX	\$65,500.00	\$65,500.00	\$20,000.00	\$18,540.00	\$8,779.00	\$27,319.00	\$46,960.00		28%	Infrastructure - Other
70000	Computer Hardware (F&E)- CAPEX	\$22,000.00	\$22,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,000.00		0%	Furniture & Equipment
70002	CRC Capital Expense - Replace Carpet Function Room - (F&E)CAPEX	\$17,700.00	\$17,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,700.00		0%	Furniture & Equipment
70003	IT Network Equipment- Depot Buildings (F&E)	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00		0%	Furniture & Equipment
	RRG Funded Capital Roadworks (Infras Roads)	\$1,145,859.00	\$1,145,859.00	\$0.00	\$80.09	\$85,486.94	\$85,567.03	\$1,145,778.91		0%	Infrastructure - Roads
	R2R Funded Capital Roadworks (Infras Roads)	\$912,093.00	\$912,093.00	\$70,000.00	\$67,132.84	\$125,821.20	\$192,954.04	\$844,960.16		7%	Infrastructure - Roads
D0183	Shields Crescent, Airport Road, Ackland Street & Swimming Pool	\$164,716.00	\$164,716.00	\$0.00	\$0.00	\$118,246.00	\$118,246.00	\$164,716.00		0%	Infrastructure - Footpaths
E0006	Signage Various Locations	\$60,027.00	\$60,027.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,027.00		0%	Infrastructure - Other
E0032	Ballidu Southeast Road & Townsend St Intersection	\$65,000.00	\$65,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,000.00		0%	Infrastructure - Roads
E0007	Moonjin West Road - 2km Gravel Resheet	\$142,239.00	\$142,239.00	\$0.00	\$0.00	\$16,734.00	\$16,734.00	\$142,239.00		0%	Infrastructure - Roads
C0020	Mocardy Dam & Railway Dam - Automation WH Oval Tanks	\$104,272.00	\$104,272.00	\$0.00	\$0.00	\$0.00	\$0.00	\$104,272.00		0%	Infrastructure - Other
	Wheatbelt Secondary Freight Network Roadworks (Infra Roads)	\$2,292,838.00	\$2,292,838.00	\$45,000.00	\$42,018.18	\$43,672.21	\$85,690.39	\$2,250,819.82		2%	Infrastructure - Roads
		\$8,613,944.00	\$8,613,944.00	\$147,000.00	\$142,082.14	\$799,834.63	\$941,916.77	\$8,471,861.86		1.65%	

Asset Class	Original Budget	Current Budget	YTD Budget	YTD Actual	PO	Total Actual	Variance	Indicator	Completion %
Land & Buildings	\$2,128,200	\$2,128,200	\$7,000	\$7,265	\$7,930	\$15,195	\$2,120,935		0%
Furniture & Equipment	\$59,700	\$59,700	\$0	\$0	\$0	\$0	\$59,700		0%
Motor Vehicles	\$505,000	\$505,000	\$0	\$0	\$364,555	\$364,555	\$505,000		0%
Plant & Equipment	\$929,000	\$929,000	\$5,000	\$4,932	\$28,611	\$33,543	\$924,068		1%
Infrastructure - Roads	\$4,558,029	\$4,558,029	\$115,000	\$109,231	\$271,714	\$380,945	\$4,448,798		2%
Infrastructure - Footpaths	\$164,716	\$164,716	\$0	\$0	\$118,246	\$118,246	\$164,716		0%
Infrastructure - Other	\$269,299	\$269,299	\$20,000	\$20,654	\$8,779	\$29,433	\$248,645		8%
	\$8,613,944.00	\$8,613,944.00	\$147,000.00	\$142,082.00	\$799,834.63	\$941,916.77	\$8,471,861.86		2%

Total Actual < Current Budget
No Current Budget
No YTD Actual
Total Actual > Current Budget



9.2.3 FIRE CONTROL OFFICER AND BUSH FIRE ADVISORY COMMITTEE (BFAC) APPOINTMENTS

REPORT DATE:	10 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	BFAC Meeting held 11 September 2025
AUTHOR:	Melinda Lymon, Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That the recommendations of the Bushfire Advisory Committee (BFAC) from the BFAC meeting held on 11 September 2025 be received and ratified by Council.

BACKGROUND:

The Bush Fire Brigades Local Law requires each Brigade to hold an Annual General Meeting prior to the first Bush Fire Advisory Committee Meeting each year. At the Annual General Meeting of a Bush Fire Brigade, up to three (3) Brigade members are to be nominated to the Bush Fire Advisory Committee to serve as Fire Control Officers for the Brigade area until the next Annual General Meeting. Other positions within the Brigade area are to be filled for a one-year term.

POLICY REQUIREMENTS:

Council Policy 1.1 - Bushfire.

LEGISLATIVE REQUIREMENTS:

- *Local Government Act 1995*
- *Bush Fires Act 1954*
 1. Section 38(1) states a local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers
 2. Section 39(1)(b) states a bush fire control officer may enter any land or building, whether private property or not
 3. Section 14(1)(c) states a bush fire control officer can enter any land or building at any time to examine firebreaks on the land

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Nil

Comment:

At the Bush Fire Advisory Committee held on 11 September 2025 the committee has recommended persons to be appointed to positions within the Brigade area as below:

That the following persons be APPOINTED as Fire Control Officers and BFAC Representatives for the Wongan Hills Volunteer Fire and Rescue Service for a one-year term:

- Ben Moss
- Trent Breen

That the following persons be APPOINTED as Fire Control Officers and BFAC Representatives for the Ballidu Volunteer Fire and Emergency Service for a one-year term:

- Jarrod Hood
- Steve Whyte

These recommendations require endorsement by Council for appointment.

VOTING REQUIREMENTS: Simple majority

9.2.3.1 APPOINTMENT OF FIRE CONTROL OFFICERS FOR THE WONGAN HILLS VOLUNTEER FIRE AND RESCUE

COMMITTEE RECOMMENDATION

That the following persons be APPOINTED as Fire Control Officers and BFAC Representatives for the Wongan Hills Volunteer Fire and Rescue Service for a one-year term:

- Ben Moss
- Trent Breen

9.2.3.2 APPOINTMENT OF FIRE CONTROL OFFICERS FOR THE BALLIDU VOLUNTEER FIRE AND EMERGENCY SERVICE

COMMITTEE RECOMMENDATION

That the following persons be APPOINTED as Fire Control Officers and BFAC Representatives for the Ballidu Volunteer Fire and Emergency Service for a one-year term:

- Jarrod Hood
- Steve Whyte

9.2.4 COUNCIL POLICY - HONORARIUMS – CHIEF BUSH FIRE CONTROL OFFICER AND DEPUTY CHIEF BUSH FIRE CONTROL OFFICER

FILE REFERENCE:	Policies and Procedures/Council Policies
REPORT DATE:	15 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Council Forum - 25 September 2025
AUTHOR:	Melinda Lymon – Deputy Chief Executive Officer
ATTACHMENTS:	9.2.4.1 - Policy 1.10 Honorariums - Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer

PURPOSE OF REPORT:

The purpose of this report is to recommend that the Council considers the adoption of a new Policy - 1.10 Honorariums - Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer.

BACKGROUND:

The Council Policy Manual serves as a key governance tool, which details the principles, responsibilities and procedures that underpin decision-making processes across the organisation. It includes both legislatively required matters, and other matters whereby Council have a level of discretion.

The role of council is that of a governing body, with responsibilities pertaining to the strategic planning for the future of the district. Therefore, council policies are intended to provide guidance to the Council and CEO on such matters. The CEO is responsible for managing the administration and operations of the local government, and as such Council policies should not deal with these matters.

The new policy is proposed to include for the provision of an honorarium payment to the Chief Bush Fire Control Officer (CBFCO) and Deputy Chief Bush Fire Control Officer (DCBFCO).

These volunteers appointed in these roles play an important part for the whole of the community and the wider district. Many local governments across the state honorariums pay honorariums to CBFCO's and DCBFCO's in varying forms to assist with some of the out-of-pocket expenses incurred by the volunteers.

POLICY REQUIREMENTS:

Adoption of the policy as recommended within this report will cause updates to the Shire of Wongan-Ballidu Policy Manual.

LEGISLATIVE REQUIREMENTS:

- Section 2.7 of the *Local Government Act 1995* – Role of council
- Section 5.41 of the *Local Government Act 1995* – Role of CEO
- *Local Government (Financial Management) Regulations 1996*
- *Bush Fires Act 1954*

STRATEGIC IMPLICATIONS:

Nil.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.
- **Social**
There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

A budget amendment will be required for the 2025/26 Budget and can be incorporated in the Budget Review considerations in March 2026.

COMMENT:

The duties of the Chief Bush Fire Control Officer as included in the Shire of Wongan-Ballidu Bush Fire Brigade Local Law are:

- (a) provide leadership to volunteer bush fire brigades;
- (b) monitor bush fire brigades' resourcing, equipment (including protective clothing) and training levels and report thereon with recommendations at least once a year to the local government;
- (c) liaise with the local government concerning fire prevention / suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn) bush fire brigades or brigade officers;
- (d) ensure that bush fire brigades are registered with the local government and that lists of brigade members are maintained.

The Chief Bushfire Officer and Deputy Chief Bushfire Officer play essential roles in safeguarding the community from bushfire risks. Historically, these officers have fulfilled these duties without financial support, often incurring personal expenses related to travel, communications, and equipment.

The honorarium payments would be considered as part of the adoption of the annual budget and the policy sets the minimum payment for the CBFCO and DCBFCO.

VOTING REQUIREMENTS: Simple majority.

OFFICER RECOMMENDATION:

That Council:

1. Approve the adoption of policy 1.10 Honorariums - Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer (Attachment 9.2.4.1)
2. Endorse that the honorarium payments will commence in the 2025/26 financial year, with any required budget amendment being presented in the 2025/26 budget review.

1.10 Honorariums - Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer

Policy Owner	Corporate Services
Person Responsible	Deputy Chief Executive Officer
Date of Adoption	
Date Next Due for Review	(3 years / or earlier if required)

OBJECTIVE:

To set out Council's intent and scope of honorariums for the Chief and Deputy Chief Bush Fire Control Officers.

LEGISLATIVE REQUIREMENTS

Bush Fires Act 1954

SCOPE

This policy applies to the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer.

POLICY

To recognise the out-of-pocket costs associated with the duties of the Chief and Deputy Chief Bush Fire Control Officers an annual honorarium is to be paid as a contribution.

The Chief Bush Fire Control Officer (CBFCO) and Deputy Chief Bush Control Officer (DCBFCO) are voluntary roles and both officers are required to spent significant time and will at times use private equipment and vehicles to carry out their volunteer duties.

Out of pocket costs the officers may incur while carrying out their duties include, though are not limited to, fuel, cleaning costs, vehicle servicing, wear and tear and the purchase of essential or desirable equipment for their vehicles. This is in addition to time spent attending meetings and attending incidents and events.

The honorariums are set at a minimum of \$3,000 for the CBFCO, and \$1,000 for the DBFCO, and will be assessed annually by the Chief Executive Officer and endorsed through the annual budget

process.

The honorarium will be paid in arrears, on or after 31 March each year. If the role of CBFCO or DCBFCO has been held by two or more persons within a fire season, the honorarium will be allocated on a pro rata basis between the position holders.

There is no requirement for the CBFCO or DCBFCO to provide evidence of expenditure to substantiate the honorarium payment. It is understood the CBFCO and DCBFCO will incur out of pocket expenses in good faith in the normal course of carrying out their duties. The honorarium is intended to provide some assistance to cover some of the expenses incurred.

REVIEW

Reviews of this policy are to be undertaken every three years or earlier if required.

RESPONSIBILITY FOR IMPLEMENTATION

The Deputy Chief Executive Officer is responsible for implementing this policy.

9.2.5 2025/26 BUDGET AMENDMENT - REGIONAL ROAD GROUP FUNDING

FILE REFERENCE:	Finance Management/Budget
REPORT DATE:	16 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	
AUTHOR:	Melinda Lymon, Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

For Council to approve an amendment to the 2025/26 Budget for the Ballidu East Road due to additional funding being made available through the Regional Road Group.

BACKGROUND:

As part of a recent Regional Road Group Meeting held on 22 September 2025, additional funding of \$82,385 has been made available for the Shire of Wongan-Ballidu.

The Regional Road Group Funding program is funded by Main Roads WA and funds 2/3 of a project with a requirement for the Shire to contribute the remaining 1/3 contribution of the funds for the project.

POLICY REQUIREMENTS:

Nil.

LEGISLATIVE REQUIREMENTS:

- Section 6.8(1)(b) of the *Local Government Act 1995*

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

If approved the 2025/26 Budget will be amended to reflect the increase in funding of \$82,385, and an increase in the Capital Expenditure for the Ballidu East Road (AA003) of \$123,578.

It is recommended that the \$41,193 Shire portion of the funds required be transferred from the Special Projects Reserve in the first instance and can be reviewed through the budget review process in March 2026.

Project	RRG Funds (2/3)	Shire Funds (1/3)	Total
Ballidu East Road (AA003)	\$82,385	\$41,193	\$123,578

COMMENT:

Budget Amendment

Council is requested to approve an amendment to the 2025/26 adopted Annual Budget, with explanations provided in the table below. Pursuant to section 6.8(1)(b) of the *Local Government Act 1995*, this will require an absolute majority decision of Council.

Income/Expense/Other	Description	Adopted Budget	Proposed amended budget	Variance Increase/(Decrease) in funding position	Comment
Capital Grants, Subsidies and contributions	Grant Funding	\$4,098,264	\$4,180,649	\$82,385	Increase in funding
Payments for construction of Infrastructure	Infrastructure Roads Ballidu East Road	(\$4,992,044)	(\$5,115,622)	(\$123,578)	Budget allocation for additional road works.
Transfer from reserves	Transfer from Special Projects Reserve	\$1,163,626	\$1,204,819	\$41,193	To fund the above allocation.
Change in net current assets (funding position)				\$0	

VOTING REQUIREMENTS: Absolute Majority required for budget amendments – s6.8(1)(b) of *Local Government Act 1995*.

OFFICER RECOMMENDATION:

That Council:

- Pursuant to section 6.8(1)(b) of the *Local Government Act 1995* authorises, by absolute majority, the following budget amendments to the 2025/26 adopted Annual Budget:

Income/Expense	Description	Adopted Budget	Proposed amended budget	Variance Increase/(Decrease) in funding position	Comment
Capital Grants, Subsidies and contributions	Grant Funding	\$4,098,264	\$4,180,649	\$82,385	Increase in funding
Payments for construction of Infrastructure	Infrastructure Roads Ballidu East Road	(\$4,992,044)	(\$5,115,622)	(\$123,578)	Budget allocation for additional road works.
Transfer from reserves	Transfer from Special Projects Reserve	\$1,163,626	\$1,204,819	\$41,193	To fund the above allocation.
Change in net current assets (funding position)				\$0	

9.3 WORKS AND SERVICES

Nil

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 APPLICATION FOR DEVELOPMENT APPROVAL – PROPOSAL FOR RELOCATION OF POWER INFRASTRUCTURE AND TEMPORARY CONSTRUCTION ACCESS TRACK.

REPORT DATE:	22 September 2025
APPLICANT/PROPONENT:	CBH Group
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	N/A
AUTHOR:	TBB Planning – Lex Barnett and Melanie Cox Melissa Marcon – Manager of Regulatory Service
ATTACHMENTS:	9.4.1.1 Early works development application dated 10 September 2025 9.4.1.2 Updated Site Plan 19/9/2025

PURPOSE OF REPORT:

To seek Council's consideration and determination of an Application for Development Approval for the proposed relocation of power infrastructure and creation of a temporary construction access track at Lot 127 on Deposited Plan 428813 (**subject site**), situated within the locality of East Ballidu.

BACKGROUND:

Background Context to Proposal

The proponent, CBH Group, has future plans to upgrade its Ballidu grain handling and receival site with a new rail out-loading facility. Currently, most of the grain out-loading from the site is conducted via road and the future upgrades will enable CBH Group to begin out-loading via the existing rail line adjacent to the site. These upgrades will include the construction of new silos and supporting infrastructure adjacent to the rail line.

The current alignment of Western Power power lines and poles, running parallel to the rail line, interferes with the proposed location of the new rail out-loading facility. Therefore, as part of the early preparatory works to enable the future upgrades, existing Western Power above-ground power line infrastructure at the site must be relocated before construction of the rail out-loading facility can proceed. To address this, CBH Group has requested that Western Power relocate certain poles to clear the site.

Western Power has provided design plans for the relocation but has advised that CBH Group is responsible for securing Development Approval for the works. This has resulted in the proponent's Application for Development Approval to the Shire.

Additionally, to minimise potential conflicts between construction and operational activities, CBH Group also intends to establish separate access points and routes for construction and site operations

traffic. As an active grain receival site within the CBH Group network, Ballidu will continue to conduct out-loading and other operational grain activities while the power infrastructure is being relocated. The relocation works are currently scheduled for November to December 2025, coinciding with harvest season and the Ballidu site's peak operational period.

To facilitate safe and efficient movement of construction vehicles, CBH Group proposes the construction of a temporary access track, which has been included as part of the application. It is also intended that this temporary track be retained for the duration of the rail out-loading facility construction to maintain separation between construction and grain operations traffic.

As a separate matter to this application, the Shire has been notified that the Department of Water and Environmental Regulation (DWER) has received an application under section 51E of the *Environmental Protection Act 1986* from CBH Group proposing to clear 2.2 hectares of native vegetation within the adjoining railway reserve and a portion of the subject site for the purpose of railway construction or maintenance. This will be required for the future rail out-loading facility and demonstrates the proponent is undertaking the appropriate pathways to construct the facility. This application to DWER has no direct relationship to the current Development Application.

Details of Proposed Development

Western Power has prepared plans for the relocation of overhead power lines for CBH Group to free up space along the rail line. Separate to the DA process, there will also be a creation of an easement in favour of Western Power to cover the relocated infrastructure.

The development application proposes to relocate the **power lines and infrastructure**, which comprise the following particulars:

- One portion of the power lines will be relocated east and remain above ground (as shown in blue on the Development Plans).
- Another portion will be relocated east and placed underground (as shown in orange on the Development Plans).
- Installing underground conduit for power cables.
- Removal of redundant above ground power poles.
- Installation of new above ground power poles in new location.
- Installation of a new substation (transformer and site main switchboard).
- Each end of the relocated infrastructure will tie in with the existing power poles.

The development particulars, location and operational details of the **temporary construction access track** are described below:

- Located to the south of the grain storage emergency bulkheads, the track will provide a simple east-west connection from the existing access road within adjacent Lot 28 (eastern side of the

emergency bulkheads) and the firebreak access track on the western edge of the subject site (Lot 127).

- The track will be 6 metres wide and constructed of compacted gravel 150mm thick.
- Grain receipt and handling vehicles will continue to use the existing CBH Ballidu site entrance and internal access roads.
- Construction traffic will enter via the existing access road on the eastern side of the emergency bulkheads and travel the temporary construction access track through to the western firebreak access track.
- CBH Group has an existing agreement with the landowner of Lot 28 to utilise the access road off Ballidu South East Road for grain delivery, and they are in discussions with the landowner to amend the agreement to allow construction contractor access.
- The track will be retained on the subject site for the duration of the power line relocation works and the future rail out-loading facility construction.

Public Advertising and Comment

The proposed development has not been publicly advertised as, in accordance with Clause 64(2) of the Deemed Provisions, it is considered that the nature of the proposal is relatively minor.

COMMENT:

Public Works and Requirement for Development Approval (Power Line Relocation)

Relocation of underground power lines constitutes "Development" under s. 4 of the *Planning and Development Act 2005 (P&D Act)*, as it involves excavation and construction works. Electricity infrastructure is defined as a "public work" under s. 2 and Schedule 1 of the *Public Works Act 1902 (PW Act)*.

Western Power, established under the *Electricity Corporations Act 2005* (s. 41 and s. 44), has the power to perform its functions under "any other written law," which includes the PW Act. When Western Power undertakes electricity infrastructure and power line works for network requirements in the exercise of their statutory functions, it is acting under ss. 5-14 of the PW Act, and s. 6 of the P&D Act confirms that such works are not subject to the P&D Act development approval regime.

Conversely, where power line relocation is requested and funded by a landowner primarily to enable and facilitate private development, the works are not deemed to be a "public work" under the PW Act, and development approval is required under the P&D Act.

Zoning

Under *Local Planning Scheme No. 5 (LPS5)*, the majority of the subject site (Lot 197) is zoned 'Rural'. The northern portion of the subject site is reserved 'Public Open Space' and 'Railways'. The linear western edge of the subject site (parallel to the adjacent rail line) is reserved 'Local Road'.

The proposed development for the power line relocation and temporary construction access track is located within the 'Rural' zoned portion of the subject site and an assessment of the proposal against the Rural zone objectives is provided in **Table 1** below.

Table 1 – Rural Zone Objectives

Objectives	Assessment
<i>To provide for the maintenance or enhancement of specific rural character.</i>	The proposed development is relatively minor in nature in terms of its bulk and scale, and it will simply support the existing operations of the established rural use on the subject site. As such, there are no anticipated impacts on the rural character of the site and immediate surrounding area. Complies.
<i>To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.</i>	The proposal is directly associated with CBH Group's grain receipt and handling operations, which form part of the broader agricultural activity of the subject site. The relocation of power infrastructure and provision of a temporary construction access track will support and facilitate the continuation of grain handling and out-loading, ensuring compatibility with the primary rural use of the land. Complies.
<i>To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.</i>	The proposed development will be located on land that has already been cleared for agricultural and farming purposes. Complies.
<i>To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.</i>	Not applicable – no sensitive land uses (i.e. residential) proposed.
<i>To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.</i>	Not applicable – the proposed uses are incidental to the existing land use on the site and are not considered 'non-rural' land uses.
<i>To support small scale, low impact, short-term tourist accommodation in rural locations.</i>	Not applicable – no tourist accommodation proposed.
<i>To support mining activities where an environmental management plan has been prepared and the project is acceptable to the local government, EPA and the</i>	Not applicable – no mining activities proposed.

<i>Department responsible for mining.</i>	
<i>To preclude the disposal of used tyres or any other material that may be detrimental to the quality of the land.</i>	The activities associated with the proposal do not directly involve the disposal of used tyres or any other potentially contaminating material. Construction activities will be managed in accordance with standard construction management and environmental practices to avoid any impacts on land quality. Complies.

As demonstrated above, the proposed development is consistent with the objectives of the Rural zone.

Land Use Classification and Permissibility

The land use definitions under LPS5 refer to Part 6 of Schedule 1 of the model provisions for local planning schemes in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

It is considered that the substantive existing use of the land would fall under the definition of Transport Depot. The proposed future out-loading facility would also fall within this definition.

The relevant land use definition for **transport depot** is as follows:

transport depot means premises used primarily for the parking or garaging of 3 or more commercial vehicles including —

- (a) any ancillary maintenance or refuelling of those vehicles; and
- (b) any ancillary storage of goods brought to the premises by those vehicles; and
- (c) the transfer of goods or persons from one vehicle to another;

As per the Zoning Table in LPS5 (Clause 3.2), Transport Depot is a 'D' (discretionary) use within the Rural zone, meaning the use is capable of approval subject to the local government exercising discretion by granting development approval.

The subject site is currently used for CBH Group's Ballidu grain handling and receival site, which involves the receival, storage and out-loading of grain for transfer to vehicles for transportation from the subject site, consistent with the definition of Transport Depot.

The proposed relocation of power infrastructure is incidental to this established use, as it is an enabling work required for the future rail out-loading facility and does not introduce a new land use.

The temporary construction access track is also incidental, providing a supporting measure to allow construction activities to occur without disrupting grain receival and handling during peak harvest.

Both elements are incidental to the existing transport depot use of the subject site and will facilitate the continued use of the land for the grain transfer and transportation activities, including the future rail out-loading facility. Therefore, the proposal is consistent with the approved land use.

Development Requirements

Clause 4.8 in LPS5 sets out the 'Additional Site and Development Requirements' which includes the minimum boundary setback requirements that are applicable to the Rural zone.

Table 2 below provides an assessment of the setbacks proposed for the power line infrastructure relocation.

Table 2 – Setbacks

Rural Zone	Front (North)	Rear (South)	Sides (East & West)
Required Minimum Boundary Setbacks	35m	15m	15m
Proposed Setbacks	Complies	Complies	East – 2m (overhead power). West – Complies (underground power at northern end).

As shown above, the power line infrastructure complies with the minimum setback requirements with exception to the eastern side setback, where a variation of 13m is proposed.

Clause 4.10.2 provides discretion for the Shire to approve an Application for Development Approval that does not comply with additional site and development requirements (including minimum boundary setbacks).

The variation is considered acceptable for the following reasons:

- Existing Infrastructure Alignment – The power line relocation alignment follows an established power line corridor, which would be typically considered exempt from strict setback requirements under as public works for Western Power.
- Amenity and Character – The proposed overhead and underground power lines have minimal visual impact and power lines already exist on the subject site in a similar alignment and location. There are no anticipated effects on the rural character, amenity and activities of the subject site and adjoining land.
- Safety and Operational Standards – The design was prepared by Western Power and will comply with all relevant electricity safety and clearance standards, ensuring the reduced setback does not create risk to the adjoining property or users.

Given these considerations, the minor eastern setback variation is acceptable and discretion under Clause 4.10.2 is warranted.

Noting the temporary construction access track will connect to the existing access road within adjacent Lot 28 (eastern side of the emergency bulkheads) and the firebreak access track on the western edge of the subject site, there will be no permanent buildings or structures within the setback area and no encroachments into undisturbed areas of land.

State Planning Policy 2.5 – Rural Planning

State Planning Policy 2.5 – Rural Planning (SPP2.5) applies to rural land and rural land uses including land zoned for rural or agricultural purposes in a region or local planning scheme and land that may be impacted by rural land uses, as per Clause 3.1 in the policy.

Clause 4.8.8 (b) in LPS5 also requires development in the Rural zone to comply with the relevant provisions in SPP2.5, which has been demonstrated.

As the subject site is zoned Rural under LPS5, the provisions of SPP2.5 apply.

SPP2.5 seeks to protect and preserve Western Australia's rural land assets and includes policy measures aimed at protecting rural land while encouraging diversity of compatible rural land uses.

The proposed power line relocation and temporary access construction track will enable the future new rail out-loading facility to be developed and operated, simply supporting the existing operations and development of the established rural use and agricultural activities on the subject site. The proposed development seeks to enhance, rather than diminish, agricultural activities within the zone, and therefore, is compliant with the intent and relevant provisions of SPP2.5

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The Department of Fire and Emergency Services (**DFES**) bushfire mapping identifies that the part of the subject site is located within a 'Bushfire Prone Area' and the site is subject to the provisions of *State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP3.7)*.

Under Clause 4 in SPP 3.7, the application of the policy is only triggered for development applications where there is a construction of a habitable building. The proposal does not include any temporary or permanent buildings/structures that fit within the prescribed definition of a habitable building under SPP3.7. Therefore, the policy does not apply to the proposal and no further bushfire assessment or Bushfire Management Plans are required.

Conclusion

Having considered all of the factors and planning framework associated with the application, it is considered that the application can be supported for the following reasons:

1. The proposed development is incidental to the approved land use and remains consistent with the *agriculture-extensive* land use definition. Therefore, this proposed development is

capable of approval in accordance with the approved use.

2. The proposed development is consistent with the Rural zone objectives under LPS5.
3. The proposed complies with the required minimum lot boundary setbacks set out in LPS5 with exception to the eastern side setback, which is considered acceptable for the reasons detailed above.
4. The proposed development is consistent with the intent and provisions of SPP2.5 and SPP3.7.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Wongan Ballidu Local Planning Scheme No. 5

Public Works Act 1902

There are no other known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic implications related to this item.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known Environmental implications associated with this application.

➤ **Economic**

The proposal will serve to facilitate a future rail out-loading facility that will provide for the more efficient transportation of agricultural produce from the district, which would be considered to provide an economic benefit to the district.

➤ **Social**

There are no known social implications associated with this policy.

FINANCIAL IMPLICATIONS:

There are Planning Consultant fees associated with this proposal and this cost will be incurred by Council.

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION:

That Council **APPROVE** the Application for Development Approval for the relocation of power infrastructure and creation of a temporary construction access track at *Lot 127 on Deposited Plan 42881* subject to the following conditions:

1. Development shall be carried out only in accordance with the details of the application as approved herein and any approved plan.
2. The development, including any associated easements, infrastructure and or service connections, shall be contained wholly within the boundaries of the subject lot and shall not encroach onto adjoining land, to the satisfaction of the local government.
3. The applicant providing written consent from the owner of Lot 28 Ballidu South East Rd to use their access road to gain access from Ballidu South East Rd to the proposed temporary access road, for the duration of the required development period.

Advice Notes:

1. All construction activities shall be undertaken in a manner that ensures no disposal of waste or any other materials that may be detrimental to the environmental quality of the land.

10 September 2024

Mr Sam Dolzadelli
Chief Executive Officer
Shire of Wongan Ballidu
1 Wongan Road
WONGAN HILLS WA 6603

Via email: sam.dolzadelli@wongan.wa.gov.au

Dear Sam,

**RE: CBH BALLIDU
APPLICATION FOR DEVELOPMENT APPROVAL
RELOCATION OF POWER INFRASTRUCTURE AND TEMPORARY CONSTRUCTION
ACCESS TRACK**

CBH has plans to upgrade out-loading infrastructure at its CBH Ballidu grain handling and receival site. Presently, most out-loading from CBH Ballidu occurs via road. The future upgrade will see the construction of new silos and associated infrastructure adjacent to the rail line to allow CBH to start out-loading via rail from Ballidu.

Early electrical works are required at the receival site to relocate existing Western Power above ground infrastructure prior to construction commencing on the proposed rail out-loading facility.

Western Power has tasked CBH with the responsibility of obtaining Development Approval for all works required to relocate the power service infrastructure. This is notwithstanding that Western Power is a Section 6 body under the *Planning and Development Act 2005*.

The purpose of this application is to fulfill that requirement and seek approval from the Shire for the power infrastructure relocation works and a temporary construction access track related to the works.

SITE DETAILS

The proposed works to relocate the power infrastructure and build a temporary construction access track are all contained within the boundaries of CBH owned landholding Lot 127 on Deposited Plan 428813.

A copy of the relevant Certificate of Title is enclosed with this application.

PROPOSAL - EARLY ELECTRICAL WORKS

The alignment of the existing Western Power above ground power poles tracks parallel to the rail line and will clash with the location where CBH is proposing to build its future rail out-loading facility at the CBH Ballidu site. As such, CBH has requested that Western Power relocate some of the above ground power poles to make way for the rail out-loading facility.

Western Power has prepared a design that relocates an appropriate extent of the existing overhead power lines to free up space along the rail line for the rail facility. One portion will be relocated to the east, further away from the rail line, and will remain above ground (depicted

in blue on the enclosed Development Plans). The other portion will be relocated to the east and placed underground (depicted in orange on the enclosed Development Plans).

Other details associated with the relocation works are outlined below:

- Installing underground conduit for power cables.
- Removal of redundant above ground power poles.
- Installation of new above ground power poles in new location.
- Installation of a new substation (transformer and site main switchboard).
- Each end of the relocated infrastructure will tie in with the existing power poles.
- Creation of an easement in favour of Western Power to cover the relocated infrastructure.

Further details of the power relocation work are contained in the enclosed Development Plans.

PROPOSAL – TEMPORARY CONSTRUCTION ACCESS TRACK

CBH Ballidu is an active grain receival site within the CBH network. This means there will be operations and out-loading activities at the site when construction works are happening to relocate the power infrastructure.

The power relocation works are currently planned for November-December 2025, which coincides with harvest season and peak operations of the CBH Ballidu grain receival site.

To avoid construction vehicles interfering with operations, CBH would like to provide separate site access points to delineate construction and operations traffic.

To achieve this, CBH is proposing to build a temporary construction access track to the south of the emergency bulkheads, that will span between the firebreak access track on the western edge of Lot 127 and the existing access road within adjacent Lot 28 on the eastern side of the emergency bulkheads. The proposed temporary construction access track will be 6 metres wide and comprise compacted gravel that is 150mm thick.

Any vehicles visiting the site related to grain receival and handling operations will utilise the existing CBH Ballidu site entrance and internal access roads. Any construction related traffic will gain entry to the site via the access road on the eastern side of the temporary emergency bulkheads and the temporary construction access track.

CBH has an existing agreement with the adjacent landowner of Lot 28, to utilise the access road off Ballidu South East Road to deliver grain to the emergency bulkheads. CBH is in discussions with the landowner to amend this agreement to grant access to construction contractors.

CBH would like to retain the proposed temporary construction access track for the duration of the rail out-loading facility construction, for the same reasons outlined above.

It is noted that the future facility access road and future rail out-loading facility are not part of this development application. They are shown on the Development Plans for context but will form part of a separate application to be lodged in the near future.

PLANNING CONSIDERATIONS

The following sections summarise the planning considerations relevant to the proposed works.

Zoning and Reserves

Given the proposed works are mostly underground and involve the extension of a utility service the proposal does not arise planning concerns relating to the zoning and reservation of the land.

Further to the above, it is common for Western Power's services to be extended in the manner described. The image below illustrates existing power service in the immediate locality.

Bushfire Prone Area

Part of the development area is bushfire prone, refer to the image below. In accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) it is considered that a BAL is not required as the proposal does not fall within the ambit of s.78B of Schedule 2 Part 10A of the Regulations.

The proposal is not considered to increase the risk of bushfire given it does not involve any habitable building, increase in the number of employees on site and thus considered exempt as set out within Clause 2.6 of the Guidelines for Planning in Bushfire Prone Areas.

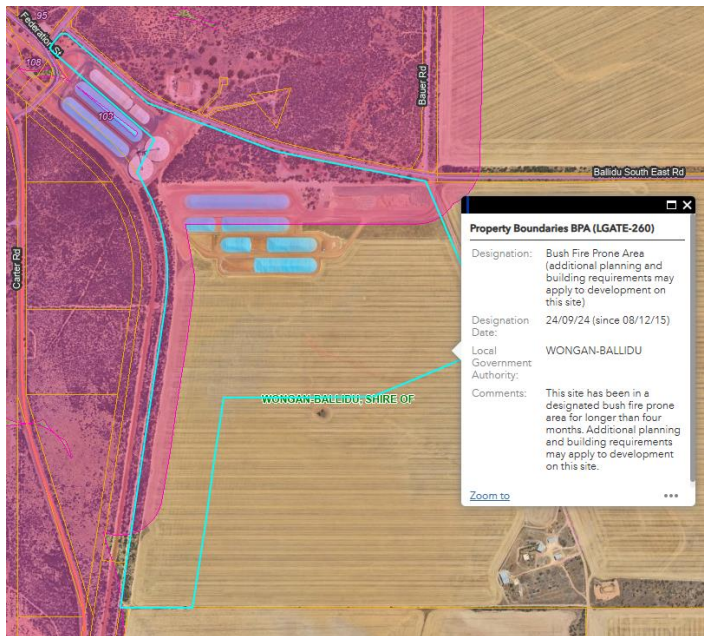


Figure 1: Bushfire Prone Areas

Aboriginal Heritage

A Heritage Survey was undertaken for the CBH Ballidu site in 2022. No Aboriginal Heritage sites were identified during the survey. The survey report acknowledges that the site has undergone various ground disturbing activities in the past decades.

The report recommends that an archaeologist be present when ground disturbing works occur on areas of the site that have not previously been disturbed. CBH will work with Traditional Owners to determine if this is necessary for the proposed underground power works.

Environmental

No clearing of native vegetation is needed given the footprints of the power relocation and access track works are on land that has already been cleared.

Conclusion

The subject application is seeking approval from the Shire for works to relocate existing above ground Western Power infrastructure and to build a temporary construction access track at CBH Ballidu (Lot 127 on Deposited Plan 428813).

Having regard to the above, it is considered that there is no impediment to the approval of the Application. Should you have any queries please do not hesitate to contact the undersigned via email at emma.haak@cbh.com.au or via phone on 0486 265 380.

Yours sincerely

For CBH Group

A handwritten signature in blue ink, appearing to read 'Emma Haak', written in a cursive style.

Emma Haak

Planning and Approvals – Lead

Enc:

Development Plans

Certificate of Title

Application Form

WESTERN



AUSTRALIA

TITLE NUMBER

Volume

Folio

4076

958

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

BGRoberts
REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 127 ON DEPOSITED PLAN 428813

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

CO-OPERATIVE BULK HANDLING LTD OF LEVEL 6 240 ST GEORGES TERRACE PERTH WA 6000
(AF Q509489) REGISTERED 16/7/2025

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP428813
PREVIOUS TITLE: 4057-470
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF WONGAN-BALLIDU



APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details		
Name: Co-Operative Bulk Handling Ltd		
ABN (if applicable):		
Address: Level 6, 240 St Georges Terrace		
Town: PERTH WA		Postcode: 6000
Phone:	Fax:	Email:
Work:		emma.haak@cbh.com.au
Home:		
Mobile: 0486 265 380		
Contact Person for Correspondence: Emma Haak		
Signature: <i>Emma Haak</i>		Date: 21/8/2025
Signature:		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).		

Applicant Details (if different from owner)		
Name:		
Address:		
Town:		Postcode:
Phone:	Fax:	Email:
Work:		
Home:		
Mobile:		
Contact person for Correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. ☐ Yes ☐ No		
Signature:		Date:

Property Details		
Lot No: 127	House/Street No: -	Location No: -
Diagram or Plan No: Deposited Plan 428813	Certificate of Title Vol. No: 4076	Folio: 958
Title Encumbrances (e.g. easements, restrictive covenants):		
Street Name: No street address information available		Suburb: Ballidu
Nearest Street Intersection: Ballidu South East Rd and Townsend Rd		

Proposed Development	
Nature of Development:	☒ Works ☐ Use ☐ Works and use
Is an exemption from development claimed for part of the development?	☐ Yes ☒ No
If yes, is the exemption for:	☐ Works ☐ Use
Description of proposed works and/or land use:	 Relocation of above ground power lines and undergrounding a portion of power line. Construction of a temporary access track
Description of exemption claimed (if relevant):	 Not applicable
Nature of any existing buildings and/or land use:	 Works occurring within CBH land holding which include existing grain storage and handling land use.
Approximate cost of proposed development:	\$500,000
Estimated time of completion:	2-3 months
Acceptance Officer's initials: <i>OFFICE USE ONLY</i> Date received: Local government reference No:	

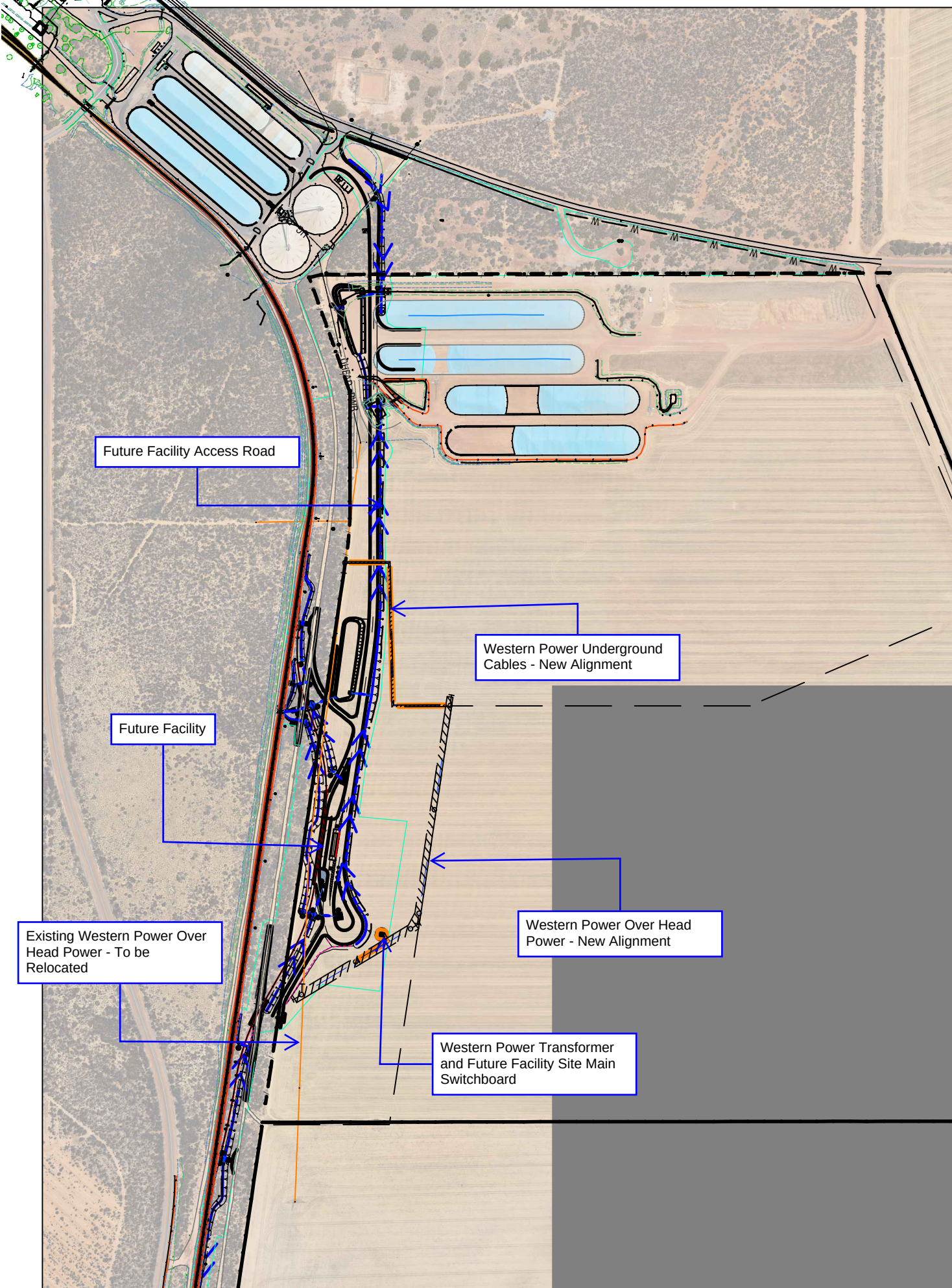
SHIRE OF WONGAN BALLIDU USE ONLY

Notice of Determination on Application for Development Approval

Location:	
Lot:.....	Plan/Diagram:.....
Vol. No:.....	Folio No:.....
Application date:..... Received on:.....	
Description of proposed development:	
.....	
The application for development approval is:	
☐ Approved subject to the following conditions ☐ Refused for the following reason(s)	
Conditions/reasons for refusal:	
.....	
.....	
.....	
Date of Determination:	
Note 1:	If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.
Note 2:	Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
Note 3:	If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the <i>Planning and Development Act 2005</i> Part 14. An application must be made within 28 days of the determination.
Signed:	Dated:
.....	
Sam Dolzadelli for and on behalf of the Shire of Wongan-Ballidu	

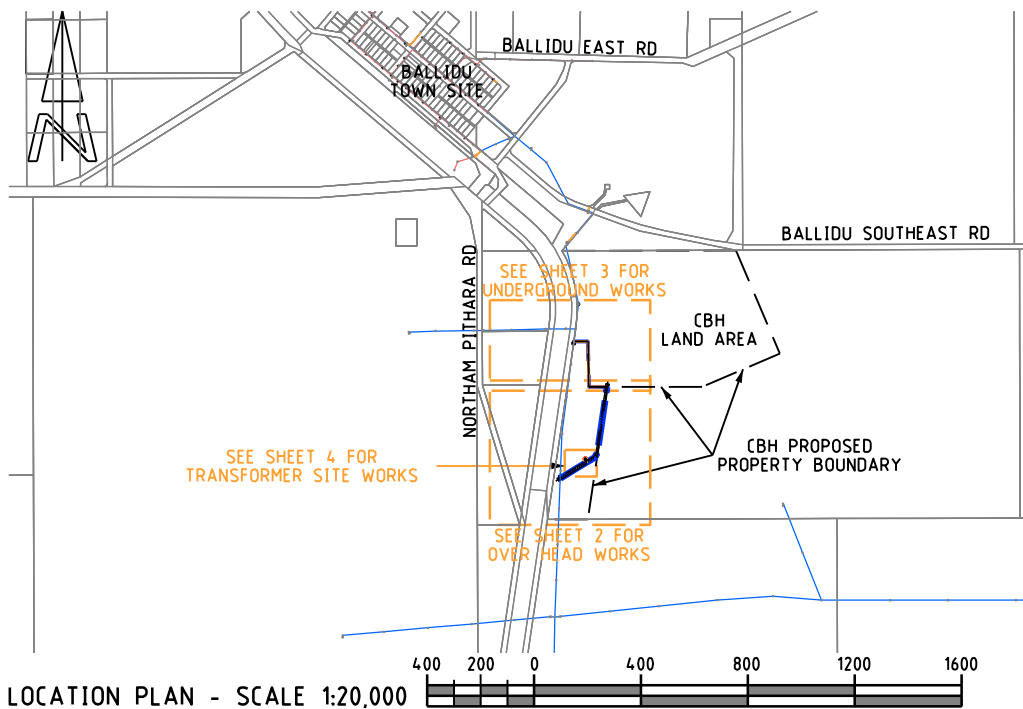
Notice of public advertisement of planning proposal

The local government has received an application to use and/or develop land for the following purpose and public comments are invited.		
Lot No:	Street:	Suburb:
Proposal:		
.....		
Details of the proposal are available for inspection at the local government office. Comments on the proposal may be submitted to the local government in writing on or before the day of20.....		
Signed:	Dated:	
.....		
Sam Dolzadelli for and on behalf of the Shire of Wongan-Ballidu		



TO BE CONSTRUCTED DE-ENERGISED UNLESS RISK ASSESSED

SAFETY - MAKE IT YOUR PRIMARY VALUE

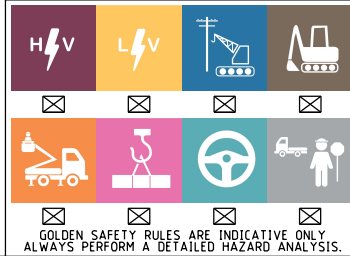


WESTERN POWER SCOPE OF WORK "GENERAL"

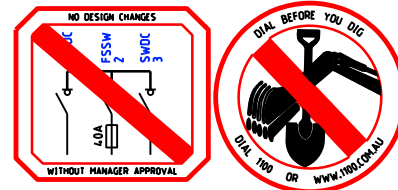
- G1 ENSURE CUSTOMER HAS COMPLETED, OR HAS ARRANGED FOR ALL OF THE WORKS AS REQUIRED IN THE CUSTOMER SCOPE OF WORKS TO BE CARRIED OUT.
- G2 REMOVE FIVE BAYS OF OVERHEAD THREE PHASE HV. INSTALL/RE-ROUTE FIVE BAYS OF OVERHEAD THREE PHASE HV. INSTALL 185mm HV CABLE FOR FEEDER RE-ROUTE. INSTALL 50mm 3x1 CORE HV CABLE FROM NEW POLE TO PROPOSED TRANSFORMER LOCATION. INSTALL 315KVA SOLE USE NON MPS TRANSFORMER IN THE CUSTOMER PREFERRED LOCATION.
- G3 CM TO CONTACT KYLIE JAMES (9326 6308) TO CONFIRM RECEIPT OF THE EASEMENT AND THE 129BA RESTRICTED COVENANT APPLICATIONS PRIOR TO COMMENCEMENT OF WORKS OR ENERGISATION.
- G4 ENVIRONMENTAL FILTER CHECKED
- THE FOLLOWING ENVIRONMENTAL ISSUES HAVE BEEN IDENTIFIED FOR THIS PROJECT. ALL RELEVANT PERMITS / PROCEDURES MUST BE OBTAINED / ADHERED TO:
1. CONDITIONS OF NATIVE VEGETATION CLEARING PERMIT. (NO NATIVE VEGETATION MAY BE CLEARED OR DAMAGED WITHOUT A PERMIT).
 2. DECLARED RARE FLORA WITH 350m BUFFER.
 3. PRIORITY FLORA WITH 350m BUFFER.
 4. DECLARED RARE AND PRIORITY FLORA - WA HERBARIUM WITH 350 BUFFER.
- NO ENVIRONMENTAL ISSUES EXIST PROVIDING NO VEGETATION REQUIRES CLEARING. PLEASE REFER TO THE ENVIRONMENTAL DRAWING FOR MORE INFORMATION.
- G5 CPM TO ENSURE CUSTOMER PROVIDES COPIES OF ENVIRONMENTAL APPROVALS IF REQUIRED AS PER CUSTOMER SCOPE OF WORKS "S&T" ON THIS SHEET AND THE ENVIRONMENTAL SHEET 6, PRIOR TO COMMENCING WORKS.

CUSTOMER SCOPE OF WORK

- A THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE WESTERN AUSTRALIAN SERVICE AND INSTALLATION REQUIREMENTS.
- B CUSTOMER TO SUPPLY AND INSTALL DUCTING AS PER THE UNDERGROUND CABLE INSTALLATION MANUAL AND AS NOTED ON THE DESIGN DRAWING. IF INSTALLATION IS CONSIDERED NON COMPLIANT THE CUSTOMER SHALL RECTIFY PRIOR TO WORKS PROCEEDING FURTHER.
- C SUBSTATION TO BE DESIGNED TO MINIMUM DIMENSIONS SHOWN ON THE DRAWING AND IN-CONJUNCTION WITH WESTERN POWER'S DRAWING DSM-9-05. NON STANDARD DRAWING SEE EDM 68627980.
- D SUBSTATION SITE WILL BE PREPARED AS PER THE WESTERN AUSTRALIAN SERVICE AND INSTALLATION REQUIREMENTS CLAUSE 14.4.6. THIS INCLUDES, BUT IS NOT LIMITED TO THE FOLLOWING:
1. PEGGING. COMPACTION AND LEVELLING. A COMPACTION CERTIFICATE IS REQUIRED. PEGGING CABLE ROUTE BOUNDARIES.
 2. LOCATED 500mm ABOVE 100 YEAR FLOOD LEVEL AND NOT IN A PRECARIOUS POSITION.
 3. CLEAR OF ALL SERVICES INCLUDING ENCRoACHMENT.
 4. CLEAN SAND FILL TO A DEPTH OF 15m. EXCAVATIONS GREATER THAN 15m TO BE IN ACCORDANCE WITH THE EXCAVATION CODE OF PRACTICE.
- E IF THE CUSTOMER PROPOSES TO INSTALL SCREENING, APPROVAL SHALL BE OBTAINED FROM WESTERN POWER PRIOR TO ITS INSTALLATION. THE SCREENING SHALL BE INSTALLED ONLY AFTER WESTERN POWER HAS COMPLETED ALL OF THE WORK ON THE SUBSTATION SITE. REFER TO THE WESTERN AUSTRALIAN DISTRIBUTION CONNECTIONS MANUAL CLAUSES 14.4.11 AND 14.5.4 FOR DETAILS.
- F CUSTOMER TO ENSURE NO NEW OR EXISTING METALLIC FENCES/STRUCTURES ARE TO BE CONSTRUCTED WITHIN 3.0 METRES OF SUBSTATION SITE OR ARE RELOCATED PRIOR TO THE COMMENCEMENT OF THE WORK.
- G CUSTOMER TO ENSURE NO NEW OR EXISTING METALLIC FENCES/STRUCTURES ARE TO BE CONSTRUCTED WITHIN 3.0 METRES OF THE HV EARTHS OF THE CABLE POLE LOCATIONS.
- H NO BUILDINGS ALLOWED WITHIN 4.0m OF THE SUBSTATION UNLESS 2 HOUR FIRE RATED. REFER WESTERN POWERS DSPM CHAPTER 5 FOR DETAILS.
- I CUSTOMER TO INSTALL NON-CONDUCTIVE BOLLARDS ADJACENT TO THE SUBSTATION SITE AS PER THE WESTERN AUSTRALIAN SERVICE AND INSTALLATION REQUIREMENTS CLAUSE 14.4.6. REDUCING THE POSSIBILITY OF TRANSFORMER DAMAGE BY VEHICLE IMPACT.
- J CUSTOMER MUST INSTALL MSB CONTIGUOUS WITH GROUND MOUNTED SUBSTATION SITE.
- K CUSTOMER TO SUPPLY AND INSTALL 'S' TYPE METERING CT's.
- L CUSTOMER ELECTRICAL CONTRACTOR TO ENSURE CUSTOMER'S SPD GRADES WITH WESTERN POWER'S UPSTREAM PROTECTION AS NOTED ON THE SIMPLIFIED LINE DIAGRAM.
- M CUSTOMER MUST COMPLY WITH POWER QUALITY LIMITS AS PER SA/SNZ TS IEC 61000.3.5 AND WESTERN POWER TECHNICAL REQUIREMENTS.
- N CUSTOMER ELECTRICAL CONTRACTOR IS TO SUPPLY SUITABLE LUGS AND CRIMPING TOOLS FOR TERMINATION OF CUSTOMERS CABLE.
- O INSTALLATION SHALL COMPLY WITH THE WAER CLAUSE 3.6.7 FOR MULTIPLE POINTS OF SUPPLY FOR RURAL / SEMI-RURAL LOTS. ALL REQUIREMENTS OF THE WAER CONDITIONS, WHICH INCLUDES 200m SEPARATION FROM EACH POINT OF SUPPLY AND 50m SEPARATION FROM EACH SUPPLIES ELECTRICAL INSTALLATION SHALL BE UNDERTAKEN PRIOR TO REQUESTING ENERGISATION. PLEASE ENSURE THE ELECTRICAL CONTRACTOR IS AWARE OF THE REQUIREMENTS.
- P CUSTOMER TO ARRANGE FOR AN 'EASEMENT IN GROSS' UNDER THE ENERGY OPERATORS POWERS ACT 1979. CUSTOMER TO SUBMIT THE DEPOSITED PLAN TO WESTERN POWER PRIOR TO THE COMMENCEMENT OF WORKS. THE CABLE EASEMENT REQUIRED WILL BE FOR A 1 METRE WIDE CABLE ROUTE CORRIDOR AND THE TRANSFORMER SITE AREA. THE OVERHEAD LINE EASEMENT REQUIRED WILL BE A 10 METRE WIDE (5 METRES EITHER SIDE OR TO THE PROPERTY BOUNDARY) OF THE OVERHEAD LINE ROUTE CORRIDOR.
- Q CUSTOMER TO ARRANGE/PROVIDE FOR A 129BA RESTRICTED COVENANT BURDENING PROPOSED LOT/S AROUND THE SUBSTATION SITE FOR THE FIRE PROTECTION CLEARANCE REQUIREMENTS TO FUTURE BUILDINGS AS PER THE UNDERGROUND DISTRIBUTION SCHEMES MANUAL CLAUSE 5.3.18.1. CUSTOMER TO SUBMIT THE DEPOSITED PLAN TO WESTERN POWER PRIOR TO THE COMMENCEMENT OF WORKS. REFER FIRE RISK ZONE DETAIL. CONTACT THE WESTERN POWER PROPERTY SPECIALIST ON 9326 6308 OR EMAIL AT CONVEYANCING@WESTERNPOWER.COM.AU TO ARRANGE THE PREPARATION OF REQUIRED DOCUMENTATION.
- R CUSTOMER IS RESPONSIBLE TO MAKE GOOD ANY/ALL DAMAGE/REPAIRS TO THE GROUND/SURFACE TREATMENTS FROM THE CONSTRUCTION WORKS.
- S CUSTOMER TO ARRANGE FOR ALL VEGETATION TO BE CLEARED AROUND POLES CARRYING DROP OUT FUSES (DOF), POLE TOP SWITCHES (PTSD) AND HV ISOLATORS (DISO) IN AREAS IDENTIFIED BY WESTERN POWER. SEE POLE BASE CLEARING ON SHEET 5.
- T CUSTOMER TO OBTAIN/PROVIDE ANY ENVIRONMENTAL/VEGETATION APPROVALS/PERMITS SHOULD THEY BE REQUIRED.
- U CUSTOMER IS RESPONSIBLE TO CLEAR VEGETATION, OBTAIN ENVIRONMENTAL APPROVALS AND MAINTAIN A CLEAR ZONE WITHIN 6.0 METRES HORIZONTALLY AND 4.5 METRES VERTICALLY FROM THE NEAREST CONDUCTOR ON THE PROPOSED NEW LINE ROUTE. ADD 10 METRE FROM THE POLE FOR CROSSARM LENGTH. PREFERRED 10M CLEARANCE EITHER SIDE OF THE POWER LINE ROUTE. NO NATIVE VEGETATION MAY BE DISTURBED WITHOUT A PERMIT. SEE SHEET FIVE FOR PICTORIAL INFORMATION.
- V CUSTOMER TO PROVIDE SURVEYED PROPERTY BOUNDARY. THIS IS TO ENSURE THE NEW OVERHEAD LINE IS POSITIONED AND CONSTRUCTED IN THE CORRECT LOCATION WITHIN CBH'S PROPOSED PROPERTY AREA.
- W THIS DESIGN IS INTENDED TO BE CONSTRUCTED DE-ENERGISED. YOUR ELECTRICITY SUPPLY MAY NOT BE AVAILABLE DURING THIS TIME



EXCAVATION WARNING: EXCAVATION CONTRACTOR TO FOLLOW THE CODE OF PRACTICE AND PROVIDE COMPETENT PERSON APPROVAL FOR WORK METHODOLOGY AND SOIL RETENTION STRATEGY.



LEGEND - ITEMS NOT TO SCALE

LV-SL CABLES	
EXISTING LV CABLES (SIZE AND TYPE INDICATED)	---
HV CABLES	
CN48 - 185mm2 (3X1c)	---
CN51 - 50mm2 (3X1c)	---
EXISTING HV CABLES (SIZE AND TYPE INDICATED)	---
PILLARS / PITS / ETC	
UNIVERSAL	CONDUIT / POLY PIPE
MINI	CABLE MARKER U/G
HV - AERIAL CONDUCTORS	
7/4.75 AAC/AAAC	---
EXISTING HV CONDUCTORS (SIZE AND TYPE INDICATED)	---
LV - AERIAL CONDUCTORS	
EXISTING LV CONDUCTORS (SIZE AND TYPE INDICATED)	---
OH EQUIPMENT	
INTERMEDIATE	PTS
DOF	ISOL HV ISOLATOR
INLINE STRAIN	LV DISCONNECTOR
PTT	OUTRIGGER STAY
AERIAL STAY	GROUND STAY

DUCTS TO BE LAID TO WPC SPECIFICATION AS OUTLINED
IN UNDERGROUND DISTRIBUTION SCHEMES MANUAL AND
UNDERGROUND CABLE INSTALLATION MANUAL

THE OBJECTIVE OF THESE WORKS IS TO EXPAND OR RECONFIGURE THE NETWORK TO ENABLE CONNECTION OF NEW CUSTOMERS. THE PRIMARY DRIVER IS TO PROVIDE A CONNECTION TO THE CUSTOMER WHICH IS EFFICIENT AND TIMELY. THE SCOPE OF WORKS MAY INCLUDE ADDITIONAL WORKS TO SUPPORT THIS OVERALL OBJECTIVE OR TO EFFICIENTLY DELIVER WORK IN PROXIMITY.

CONSULTANT CONTACT DETAILS

COMPANY NAME: INTELLECT SYSTEMS PTY LTD
CONTACT: JEROME GOIRAN TEL: 0401 139 867

CUSTOMER CONTACT DETAILS

COMPANY NAME: CBH
CONTACT: TEL:

ISSUED FOR CONSTRUCTION

REV.	DATE	DESCRIPTION	DRN	DATE	DESCRIPTION
A	06/02/25	ISSUED FOR CONSTRUCTION	KM	06/02/25	BYDA INFORMATION DM#: 70334334
1	27/11/24	ISSUED FOR ENGINEERING REVIEW	DCB	27/11/24	ENVIRONMENTAL INFORMATION DM#: 70334901
0	05/06/24	ORIGINAL DESIGN DRAWING	DCB	05/06/24	HAZARD MANAGEMENT REGISTER DM#: 68630951
Oct 2025		REVISIONS	FILE REFERENCE DETAILS		

COMMERCIAL SUPPLY
RAIL LOADING FACILITIES FOR CBH - MD 300 AMPS/PHASE
LOT 1276 - 96 BALLIDU SOUTH EAST RD - EAST BALLIDU
NETWORK VOLTAGE 33,000/19,100 AND 415/240 VOLTS
DESIGN DRAWING

DESIGNER:	DARYL BROWN
DESIGN TEAM:	CCS DESIGN TEAM B
EMAIL:	DARYL.BROWN@WESTERNPOWER.COM.AU
TEL:	13 10 87 or 9921 0314
DATE:	06/24
SCALE:	AS SHOWN @ A2
GEO REF:	Lat. - 30°36'31" S Long. - 116°46'36" E

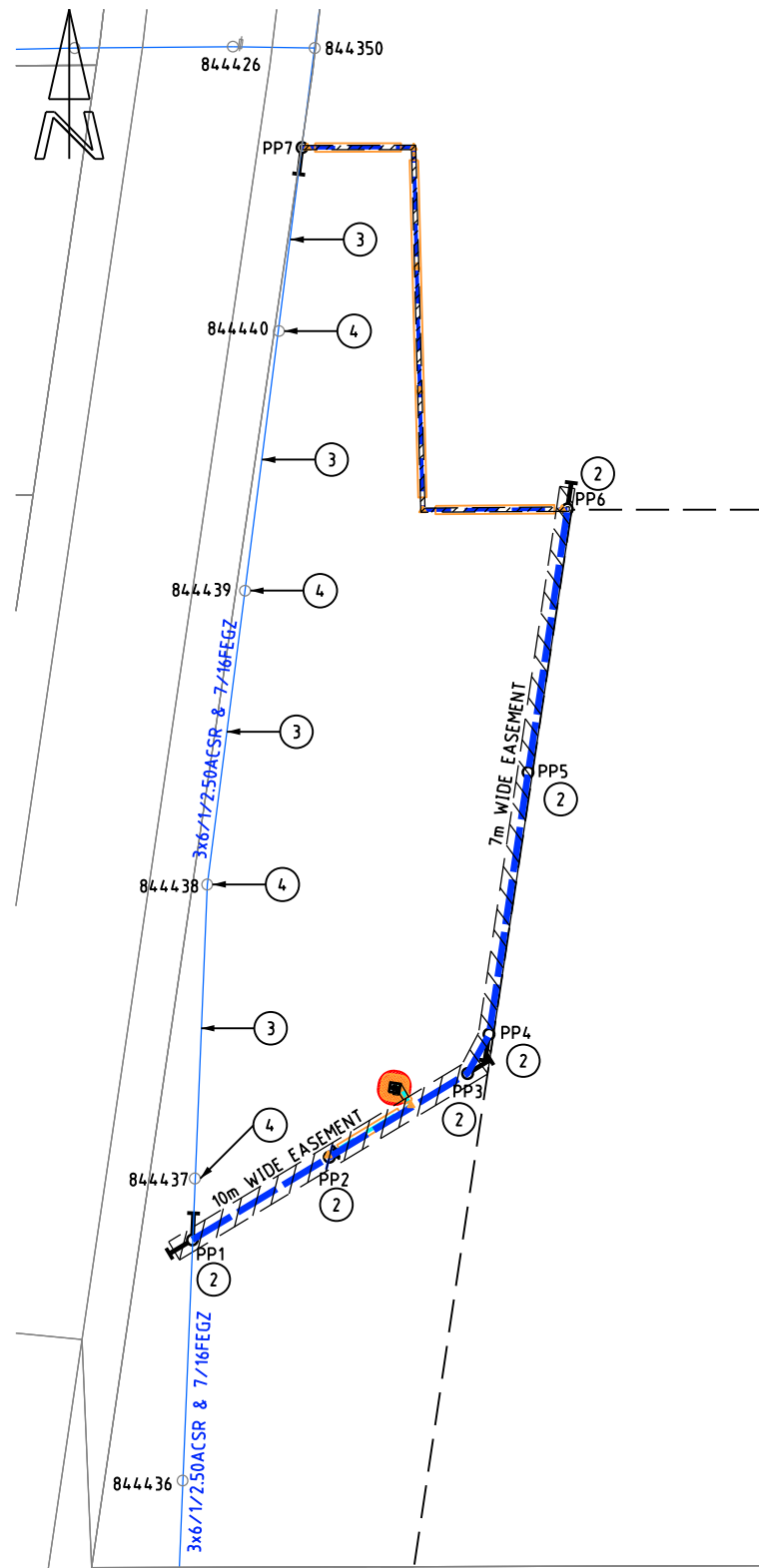
westernpower	DRAWING NUMBER
NP031875	
SHEET 1 OF 6	
REV: A	ORIGINAL

TO BE CONSTRUCTED DE-ENERGISED UNLESS RISK ASSESSED

SAFETY - MAKE IT YOUR PRIMARY VALUE

WESTERN POWER SCOPE OF WORK (GENERAL)

- 1 ENSURE CUSTOMER HAS COMPLETED, OR HAS ARRANGED FOR ALL OF THE WORKS AS REQUIRED IN THE CUSTOMER SCOPE OF WORKS TO BE CARRIED OUT.
- 2 INSTALL POLES AND CONDUCTOR AS PER THE POLE AND CONDUCTOR SCHEDULES BELOW.
POLE PP4, PP5, PP6 TO BE NO CLOSER TO THE CBH/FARMER BOUNDARY FENCE THAN 2 METRES.
- 3 REMOVE CONDUCTOR FROM THE EXISTING OVERHEAD LINE FROM BETWEEN POLE PP1 AND PP7.
- 4 REMOVE POLES 844437, 844438, 844439, & 844440 AND ASSOCIATED POLE HARDWARE FROM THESE POLES.
REMOVE GROUND STAY FROM POLE 844438.
CUT STAY ROD OFF 500mm MINIMUM BELOW GROUND LEVEL.
BACKFILL POLE HOLES WITH SURROUNDING SOIL.



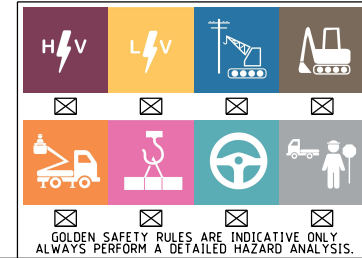
OVERHEAD SITE PLAN

SCALE 1:2000

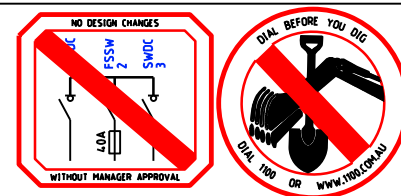
ISSUED FOR CONSTRUCTION

POLE SCHEDULE							
POLE ID	POLE DETAILS	POLE DESCRIPTION/NOTES	CU	DCSH	POLE LOCATION (MGA-XX)		ASCON CHECK
					EASTING	NORTHING	
PP1	12.5m - 8kN	INSTALL NEW 12.5m 8kN POLE INLINE WITH EXISTING CONDUCTOR STRAIN. INSTALL HV TERMINATION AND TEE OFF. INSTALL RE TERMINATION FOR BOTH DIRECTION CONDUCTORS. INSTALL GROUND STAY.	PO9, HV5, HV7, RE3x2, ST1x2, CN1x6.	H04-1, R14x2.	INLINE WITH EXISTING CONDUCTOR STRAIN 478558.260 - 6613589.674		
PP2	11.0m - 6kN	INSTALL NEW 11.0m 6kN POLE. INSTALL COMBINATION PTS WITH DOF'S. INSTALL RE INTERMEDIATE.	PO6, HV13, HV51x3, RE1, CN11x6, CN18x4.	H14-1.	478652.43	6613628.488	
PP3	12.5m - 8kN	INSTALL NEW 12.5m 8kN POLE. INSTALL DOUBLE HV TERMINATION. INSTALL DOUBLE RE TERMINATION. INSTALL GROUND STAY. USE LOWER CROSSARM FOR SLACK BAY CONSTRUCTION.	PO9, HV5, HV7, ST1, RE3x2, CN1x6.	H04-1, R14.	478717.161	6613667.641	
PP4	12.5m - 8kN	INSTALL NEW 12.5m 8kN POLE. POLE NO CLOSER TO THE FENCE THAN 2m. INSTALL DOUBLE HV TERMINATION. INSTALL DOUBLE RE TERMINATION. INSTALL GROUND STAY. USE LOWER CROSSARM FOR SLACK BAY CONSTRUCTION.	PO9, HV5, HV7, ST1, RE3x2, CN1x6.	H04-1, R14.	478727.233	6613686.024	
PP5	12.5m - 6kN	INSTALL NEW 12.5m 6kN INTERMEDIATE POLE. POLE NO CLOSER TO THE FENCE THAN 2m. INSTALL HV INTERMEDIATE XARM. INSTALL RE INTERMEDIATE.	PO8, HV1, RE1, CN18x4, CN74x8.	H01-1.	478745.503	6613808.671	
PP6	12.5m - 8kN	INSTALL NEW 12.5m 8kN POLE. POLE NO CLOSER TO THE FENCE THAN 2m. INSTALL HV TERMINATION. INSTALL RE TERMINATION. INSTALL GROUND STAY.	PO9, HV5, RE3, ST1, CN1x3.	H09-1	478763.879	6613932.021	
PP7	12.5m - 6kN	INSTALL NEW 12.5m 6kN POLE 47m SOUTH OF POLE 844350, INLINE WITH EXISTING CONDUCTOR STRAIN. SUITABLE FOR HV CABLE TERMINATION. INSTALL HV TERMINATION CROSSARM. INSTALL GROUND STAY.	PO9, HV5, RE3, ST1, CN1x3.	H09-1, R14-1.	INLINE WITH EXISTING CONDUCTOR STRAIN 478639.638 - 6614101.396		

CONDUCTOR SCHEDULE - REFER TO EDM#9692320 OR DCSH SECTION 10 FOR STRINGING TABLE											
SECTION	TYPE	LOCATION		NO. COND	CONDUCTOR TYPE	RULLING SPAN (m)	DISTANCE (m)	STRINGING TENSION %CBL @ EDT (15°C)	CU	DSCH STRINGING TABLE	ASCON CHECK
		FROM POLE	TO POLE								
1	HV	PP1	PP3	3	7/4.75AAAC	75	150	18%	CN52 x 480m	CT-0062	
	RE			1	7/4.75AAAC	75	150	16%	CN52 x 160m	CT-0063	
2	HV	PP3	PP4	3	7/4.75AAAC	40	20	HAND TIGHT	CN52 x 66m	HAND TIGHT	
	RE			1	7/4.75AAAC	20	20	HAND TIGHT	CN52 x 22m	HAND TIGHT	
3	HV	PP4	PP6	3	7/4.75AAAC	124	248	18%	CN52 x 789m	CT-0062	
	RE			1	7/4.75AAAC	124	248	16%	CN52 x 263m	CT-0063	



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LEGEND - ITEMS NOT TO SCALE

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MINI	CABLE MARKER U/G
HV - AERIAL CONDUCTORS	
7/4.75 AAC/AAAC	---
EXISTING HV CONDUCTORS (SIZE AND TYPE INDICATED)	---
LV - AERIAL CONDUCTORS	
EXISTING LV CONDUCTORS (SIZE AND TYPE INDICATED)	---
OH EQUIPMENT	
INTERMEDIATE	PTS
DOF	HV ISOLATOR
INLINE STRAIN	LV DISCONNECTOR
PTT	OUTRIGGER STAY
AERIAL STAY	GROUND STAY

THE OBJECTIVE OF THESE WORKS IS TO EXPAND OR RECONFIGURE THE NETWORK TO ENABLE CONNECTION OF NEW CUSTOMERS.
THE PRIMARY DRIVER IS TO PROVIDE A CONNECTION TO THE CUSTOMER WHICH IS EFFICIENT AND TIMELY.
THE SCOPE OF WORKS MAY INCLUDE ADDITIONAL WORKS TO SUPPORT THIS OVERALL OBJECTIVE OR TO EFFICIENTLY DELIVER WORK IN PROXIMITY.

CONSULTANT CONTACT DETAILS

COMPANY NAME: INTELLECT SYSTEMS PTY LTD

CONTACT: JEROME GOIRAN TEL: 0401 139 867

CUSTOMER CONTACT DETAILS

COMPANY NAME: CBH

CONTACT: TEL:

COMMERCIAL SUPPLY

RAIL LOADING FACILITIES FOR CBH - MD 300 AMPS/PHASE

LOT 1276 - 96 BALLIDU SOUTH EAST RD - EAST BALLIDU

NETWORK VOLTAGE 33,000/19,100 AND 415/240 VOLTS

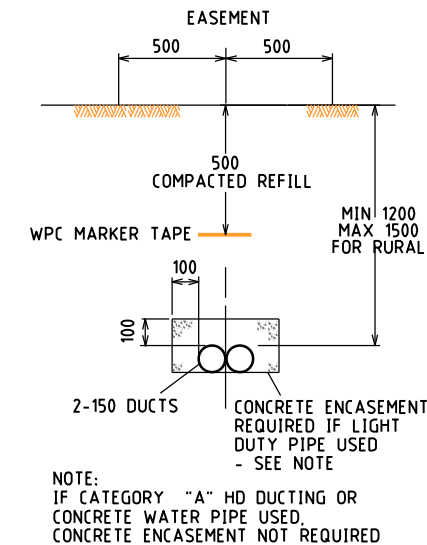
DESIGN DRAWING - OVER HEAD CONSTRUCTION

DESIGNER:	DARYL BROWN
DESIGN TEAM:	CCS DESIGN TEAM B
EMAIL:	DARYL.BROWN@WESTERNPOWER.COM.AU
TEL:	13 10 87 or 9921 0314
DATE:	06/24
SCALE:	AS SHOWN @ A2
GEO REF:	Lat. - 30°36'31" S Long. - 116°46'36" E

	DRAWING NUMBER
	NP031875
	SHEET 2 OF 6
REV: A	ORIGINAL

REV.	REVISIONS	DRN	DATE	FILE REFERENCE DETAILS
A	ISSUED FOR CONSTRUCTION	KM	06/02/25	
1	ISSUED FOR ENGINEERING REVIEW	DCB	27/11/24	
0	ORIGINAL DESIGN DRAWING	DCB	05/06/24	PLEASE SEE SHEET ONE FOR DETAILS
Oct 2025				

SAFETY - MAKE IT YOUR PRIMARY VALUE



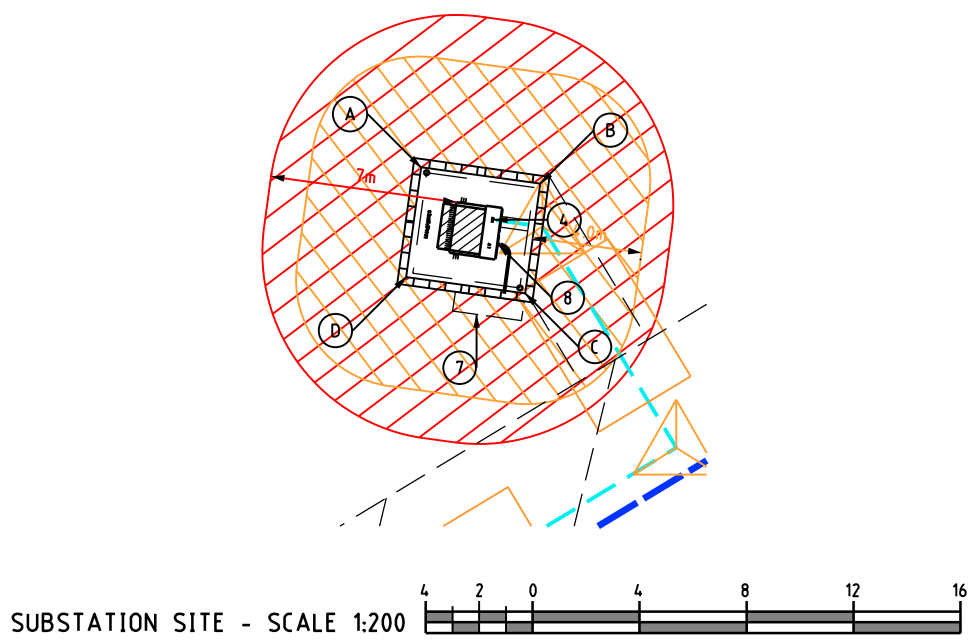
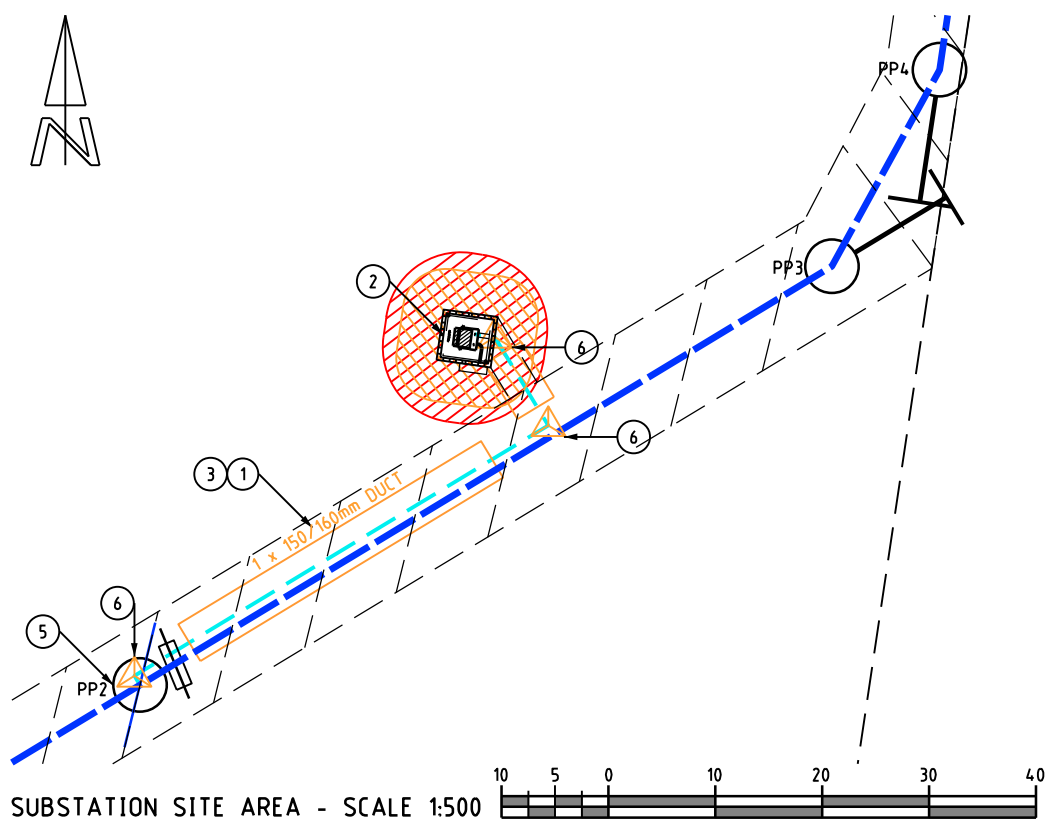
GOLDEN SAFETY RULES ARE INDICATIVE ONLY.
ALWAYS PERFORM A DETAILED HAZARD ANALYSIS.

LV-SL CABLES EXISTING LV CABLES (SIZE AND TYPE INDICATED)		
HV CABLES CN48 - 185mm ² (3X1c)		
CN51 - 50mm ² (3X1c)		
EXISTING HV CABLES (SIZE AND TYPE INDICATED)		
PILLARS / PITS / ETC		
 UNIVERSAL	 CONDUIT / POLY PIPE	
 MINI	 CABLE MARKER U/G	
HV - AERIAL CONDUCTORS 7/4.75 AAC/AAAC		
EXISTING HV CONDUCTORS (SIZE AND TYPE INDICATED)		
LV - AERIAL CONDUCTORS EXISTING LV CONDUCTORS (SIZE AND TYPE INDICATED)		
OH EQUIPMENT		
 INTERMEDIATE	 PTS	
 DOF	 HV ISOLATOR	
 INLINE STRAIN	 LV DISCONNECTOR	
 PTT	 OUTRIGGER STAY	
 AERIAL STAY	 GROUND STAY	

REV: **A** ORIGINAL SIZE: A2 Page 112

TO BE CONSTRUCTED DE-ENERGISED UNLESS RISK ASSESSED

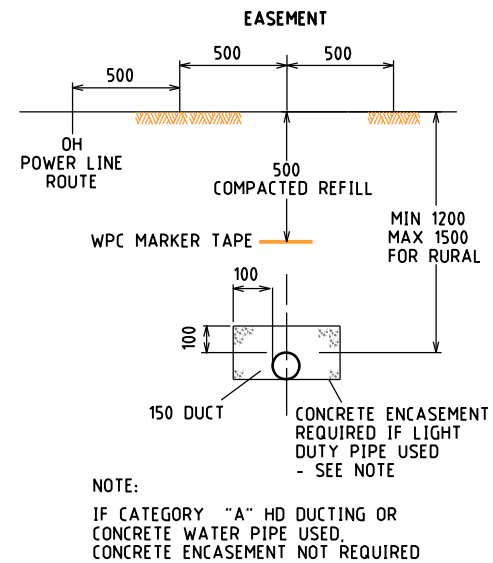
SAFETY - MAKE IT YOUR PRIMARY VALUE



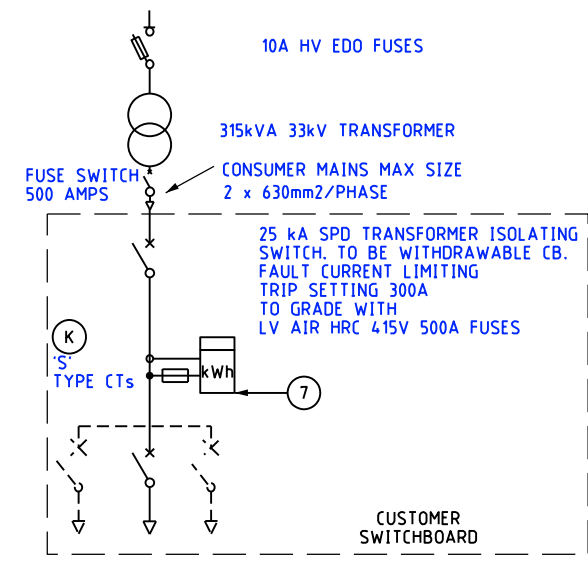
WESTERN POWER SCOPE OF WORK

- 1 ENSURE THAT CUSTOMER HAS INSTALLED DUCTING (150/160mm MINIMUM) FOR HV CABLE AS PER WESTERN POWER REQUIREMENTS. (UDS MANUAL) SEE ALSO CABLE ROUTE SECTION INSET, THIS PAGE.
- 2 INSTALL 315kVA 33kV SUBSTATION TO DSM-9-05 AS NOTED ON DRAWING. INSTALL OIL CONTAINMENT PANEL AND POST WITH RAILWAY BALLAST FLAME TRAP IN ACCORDANCE WITH WASIR CLAUSE 14.6.5, DSPM 4-06, DSPM CHAPTER 5, CLAUSE 6.4.
CU: HU60, HU68, HU76.
DCSH: SEE NSD DSPM-9-13 - EDM 68627980.
- 3 INSTALL 3x1 CORE 50 HV CABLE FROM POLE PP2 TO PROPOSED SUBSTATION SITE.
CU: CN51x80m, CN54x8, CN73x2.
- 4 TERMINATE 50 HV CABLE TO TRANSFORMER.
CU: HU66.
- 5 TERMINATE 50 HV CABLE TO POLE PP2. INSTALL UP POLE AND CONNECT TO LOAD SIDE OF DOF'S.
CU: HU20 O&U.
DCSH: H14-1.
- 6 IDENTIFIES POSITION WHERE CABLE MARKERS ARE TO BE INSTALLED. EACH MARKER IS TO BE VISIBLE FROM THE NEXT WITH A MAXIMUM SPACING BETWEEN MARKERS OF 150m. AT POLE PP2, AT THE TURNING POINT IN THE CABLE ROUTE, AT THE TRANSFORMER.
CU: CN64x3.
- 7 INSTALL CT METER IN CUSTOMERS SWITCHBOARD.
CU: LM1.
- 8 TERMINATE CUSTOMER'S CABLE IN CONJUNCTION WITH THE CUSTOMER'S ELECTRICAL CONTRACTOR. PROVIDE SERVICE CONNECTION TESTING.

SUBSTATION SITE AREA - SURVEY PEG SCHEDULE 315kVA - CO-ORDINATES LAT/LONG DD		
ID POINT	SURVEY PEG LOCATION	
	SOUTH	EAST
A	30.60941	116.77759
B	30.60941	116.77763
C	30.60945	116.77763
D	30.60944	116.77763



CABLE ROUTE/DUCT SECTION



GOLDEN SAFETY RULES ARE INDICATIVE ONLY. ALWAYS PERFORM A DETAILED HAZARD ANALYSIS.

EXCAVATION WARNING: EXCAVATION CONTRACTOR TO FOLLOW THE CODE OF PRACTICE AND PROVIDE COMPETENT PERSON APPROVAL FOR WORK METHODOLOGY AND SOIL RETENTION STRATEGY.

NO DESIGN CHANGES
WITHOUT MANAGER APPROVAL
DEAL BEFORE YOU DIG
DIAL 1800 OR WWW.1800.COM.AU

LEGEND - ITEMS NOT TO SCALE	
LV-SL CABLES	
EXISTING LV CABLES (SIZE AND TYPE INDICATED)	---
HV CABLES	
CN48 - 185mm ² (3X1c)	---
CN51 - 50mm ² (3X1c)	---
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PILLARS / PITS / ETC	
UNIVERSAL	CONDUIT / POLY PIPE
MINI	CABLE MARKER U/G
HV - AERIAL CONDUCTORS	
7/4.75 AAC/AAAC	---
EXISTING HV CONDUCTORS (SIZE AND TYPE INDICATED)	---
LV - AERIAL CONDUCTORS	
EXISTING LV CONDUCTORS (SIZE AND TYPE INDICATED)	---
OH EQUIPMENT	
INTERMEDIATE	PTS
DOF	HV ISOLATOR
INLINE STRAIN	LV DISCONNECTOR
PTT	OUTRIGGER STAY
AERIAL STAY	GROUND STAY

ISSUED FOR CONSTRUCTION

DUCTS TO BE LAID TO WPC SPECIFICATION AS OUTLINED IN UNDERGROUND DISTRIBUTION SCHEMES MANUAL AND UNDERGROUND CABLE INSTALLATION MANUAL

THE OBJECTIVE OF THESE WORKS IS TO EXPAND OR RECONFIGURE THE NETWORK TO ENABLE CONNECTION OF NEW CUSTOMERS. THE PRIMARY DRIVER IS TO PROVIDE A CONNECTION TO THE CUSTOMER WHICH IS EFFICIENT AND TIMELY. THE SCOPE OF WORKS MAY INCLUDE ADDITIONAL WORKS TO SUPPORT THIS OVERALL OBJECTIVE OR TO EFFICIENTLY DELIVER WORK IN PROXIMITY.

CONSULTANT CONTACT DETAILS	
COMPANY NAME: INTELLECT SYSTEMS PTY LTD	
CONTACT: JEROME GOIRAN	TEL: 0401 139 867
CUSTOMER CONTACT DETAILS	
COMPANY NAME: CBH	
CONTACT:	TEL:

REV.	REVISIONS	DRN	DATE	FILE REFERENCE DETAILS
A	ISSUED FOR CONSTRUCTION	KM	06/02/25	
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0	ORIGINAL DESIGN DRAWING	DCB	05/06/24	PLEASE SEE SHEET ONE FOR DETAILS
Oct 2025				

COMMERCIAL SUPPLY

RAIL LOADING FACILITIES FOR CBH - MD 300 AMPS/PHASE

LOT 1276 - 96 BALLIDU SOUTH EAST RD - EAST BALLIDU

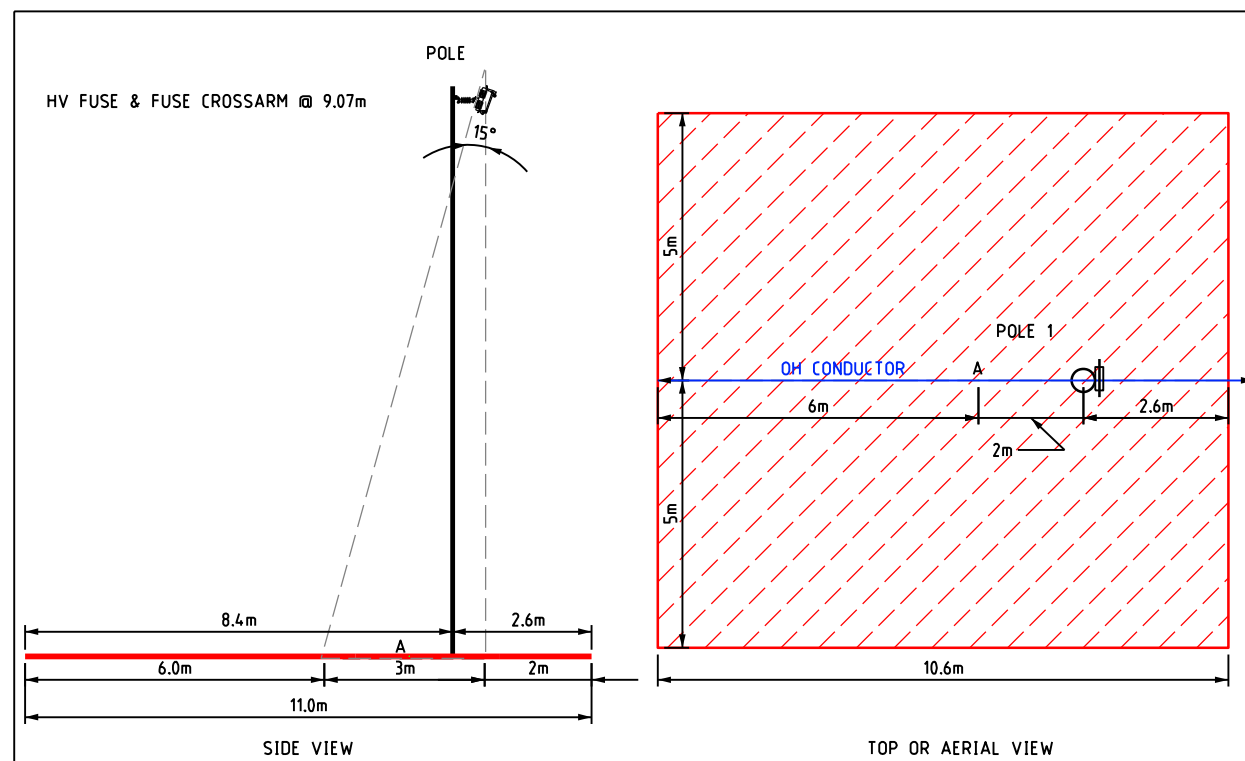
NETWORK VOLTAGE 33,000/19,100 AND 415/240 VOLTS

DESIGN DRAWING - TRANSFORMER SITE CONSTRUCTION

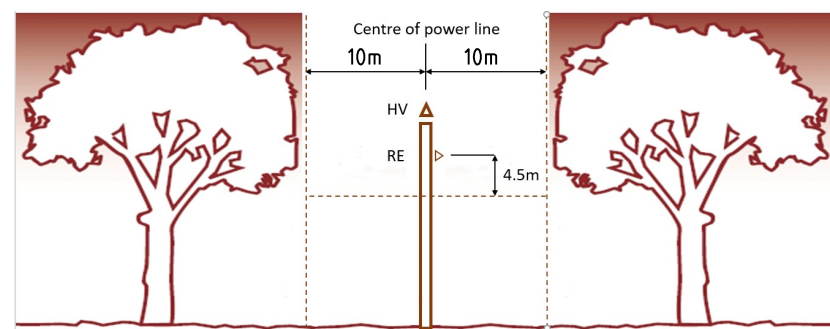
DESIGNER: DARYL BROWN	
DESIGN TEAM: CCS DESIGN TEAM B	
EMAIL: DARYL.BROWN@WESTERNPOWER.COM.AU	DRAWING NUMBER
TEL: 13 10 87 or 9921 0314	
DATE: 06/24	SCALE: AS SHOWN @ A2
GEO REF: Lat. - 30°36'31" S	NP031875
Long. - 116°46'36" E	
REV: A	SHEET 4 OF 6
ORIGINAL	Page 113

TO BE CONSTRUCTED DE-ENERGISED UNLESS RISK ASSESSED

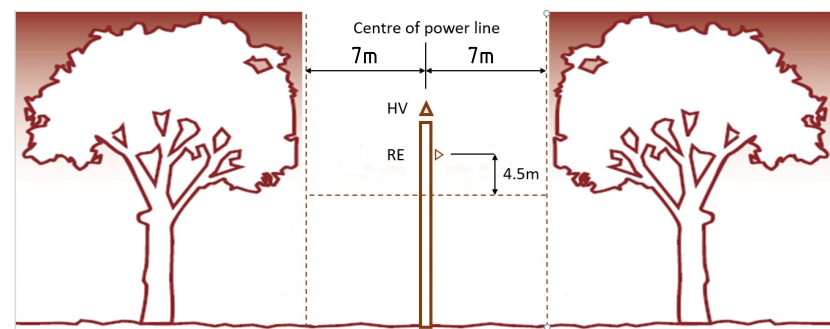
SAFETY - MAKE IT YOUR PRIMARY VALUE



POLE BASE CLEARING - 11.0m INLINE DOF POLE - SCOPE "S" ON SHEET 1.



VEGETATION GUIDELINES - INITIAL CLEARING REQUIREMENTS



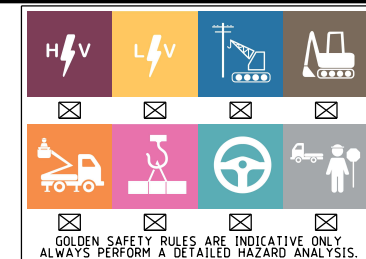
VEGETATION GUIDELINES - MAINTENANCE CLEARING REQUIREMENTS

ISSUED FOR CONSTRUCTION

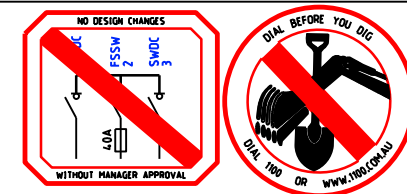
REV.	REVISIONS	DRN	DATE	FILE REFERENCE DETAILS
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COMMERCIAL SUPPLY
RAIL LOADING FACILITIES FOR CBH - MD 300 AMPS/PHASE
LOT 1276 - 96 BALLIDU SOUTH EAST RD - EAST BALLIDU
NETWORK VOLTAGE 33,000/19,100 AND 415/240 VOLTS
DESIGN DRAWING - SUPPORTING INFORMATION

DESIGNER: DARYL BROWN		 westernpower
DESIGN TEAM: CCS DESIGN TEAM B		
EMAIL: DARYL.BROWN@WESTERNPOWER.COM.AU		
TEL: 13 10 87 or 9921 0314		
DATE: 06/24	SCALE: AS SHOWN @ A2	DRAWING NUMBER
GEO REF: Lat. - 30°36'31" S Long. - 116°46'36" E		NP031875 SHEET 5 OF 6
		REV: A ORIGINAL Page 14



EXCAVATION WARNING: EXCAVATION CONTRACTOR TO FOLLOW THE CODE OF PRACTICE AND PROVIDE COMPETENT PERSON APPROVAL FOR WORK METHODOLOGY AND SOIL RETENTION STRATEGY.

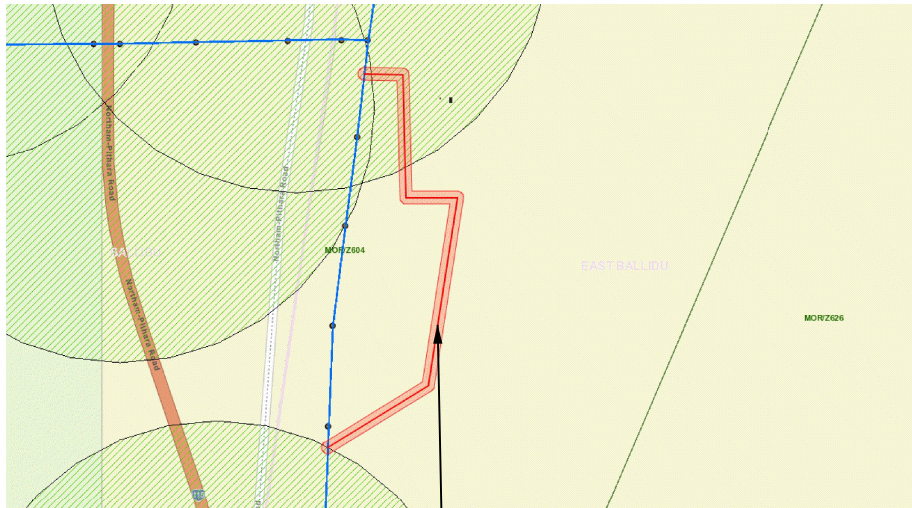


LEGEND - ITEMS NOT TO SCALE	
LV-SL CABLES	
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CN48 - 185mm ² (3X1c)	---
CN51 - 50mm ² (3X1c)	---
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PILLARS / PITS / ETC	
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OH EQUIPMENT	
INTERMEDIATE	PTS
DOF	HV ISOLATOR
INLINE STRAIN	LV DISCONNECTOR
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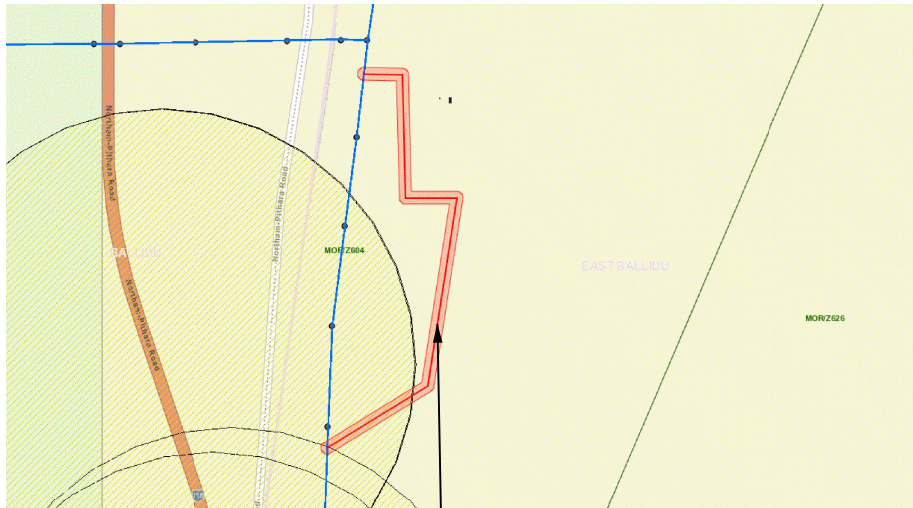
CONSULTANT CONTACT DETAILS	
COMPANY NAME: INTELLECT SYSTEMS PTY LTD	
CONTACT: JEROME GOIRAN	TEL: 0401 139 867
CUSTOMER CONTACT DETAILS	
COMPANY NAME: CBH	
CONTACT:	TEL:

YOUR SAFETY STARTS HERE

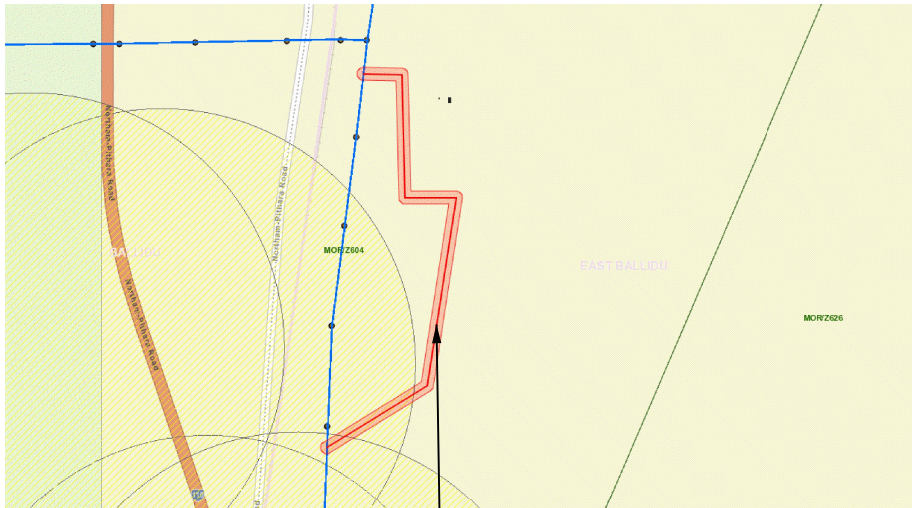
TO BE CONSTRUCTED DE-ENERGISED UNLESS RISK ASSESSED



LOCATION OF WORKS:
SEE SHEETS 1-4 FOR SCOPE OF WORKS



LOCATION OF WORKS:
SEE SHEETS 1-4 FOR SCOPE OF WORKS



LOCATION OF WORKS:
SEE SHEETS 1-4 FOR SCOPE OF WORKS

DECLARED RARE FLORA WITH 350m BUFFER

PRIORITY FLORA WITH 350m BUFFER

DECLARED RARE AND PRIORITY FLORA - WA HERBARIUM WITH 350m BUFFER

DECLARED RARE FLORA (DRF), PRIORITY FLORA (PF) AND THREATENED ECOLOGICAL COMMUNITIES (TEC'S).
NATIVE VEGETATION (FROM HERBS TO SHRUBS TO TREES) IN THE SURROUNDING AREA HAS RARE PLANTS OR COMMUNITIES IN IT.
PLEASE DO NOT ACCESS AREAS OF NATIVE VEGETATION (NOT COVERED BY ANY PERMITS FOR THIS WORK).
DO NOT LAY DOWN MATERIALS OR DRIVE ON ANY NATIVE VEGETATION. SHOULD YOU REQUIRE THIS TO OCCUR, PLEASE CONTACT

environment@westernpower.com.au

TO GAIN A PERMIT OR HAVE AN EXISTING ONE EXTENDED OR ALTERED.
TO AVOID INADVERTENT DAMAGE TO NATIVE VEGETATION CONSIDER FLAGGING OFF NO-GO AREAS.

Threatened/Priority Flora Species and Ecological Communities	
1 Do the works involve clearing vegetation?	Yes Advice from SEQT is required. If clearing vegetation, advice will be required from SEQT. It is possible that a biological survey will be required to be undertaken externally via the Environmental Services Panel. Proceed to Question 2. No No further actions required for this constraint.



THIS DRAWING IS TO BE READ IN
CONJUNCTION WITH NP031875 ALL SHEETS

ENVIRONMENT ISSUES AND REQUIREMENTS

THIS PAGE INDICATES ENVIRONMENT ISSUES AND REQUIREMENTS ASSOCIATED WITH THE SCOPE OF THE WORK AND ANY ISSUES IN THE VICINITY SO THE CONSTRUCTION MANAGER CAN AVOID DAMAGE TO THE ENVIRONMENT. PARTICULARLY THE TYPE THAT MAY CAUSE PROSECUTION. PROJECT-SPECIFIC INFORMATION IS REFERENCED ON THIS PAGE AND MUST BE FOLLOWED.

NO NATIVE VEGETATION MAY BE DISTURBED WITHOUT A PERMIT OR OUTSIDE OF THE PERMIT AREA. IF IN DOUBT, PLEASE CONTACT THE RELEVANT MANAGER WHO WILL CONTACT WESTERN POWER ENVIRONMENTAL TEAM.

PLEASE NOTE: HEAVY PENALTIES MAY APPLY TO INDIVIDUALS AND BUSINESSES FOR DAMAGE TO NATIVE VEGETATION WITHOUT A PERMIT.

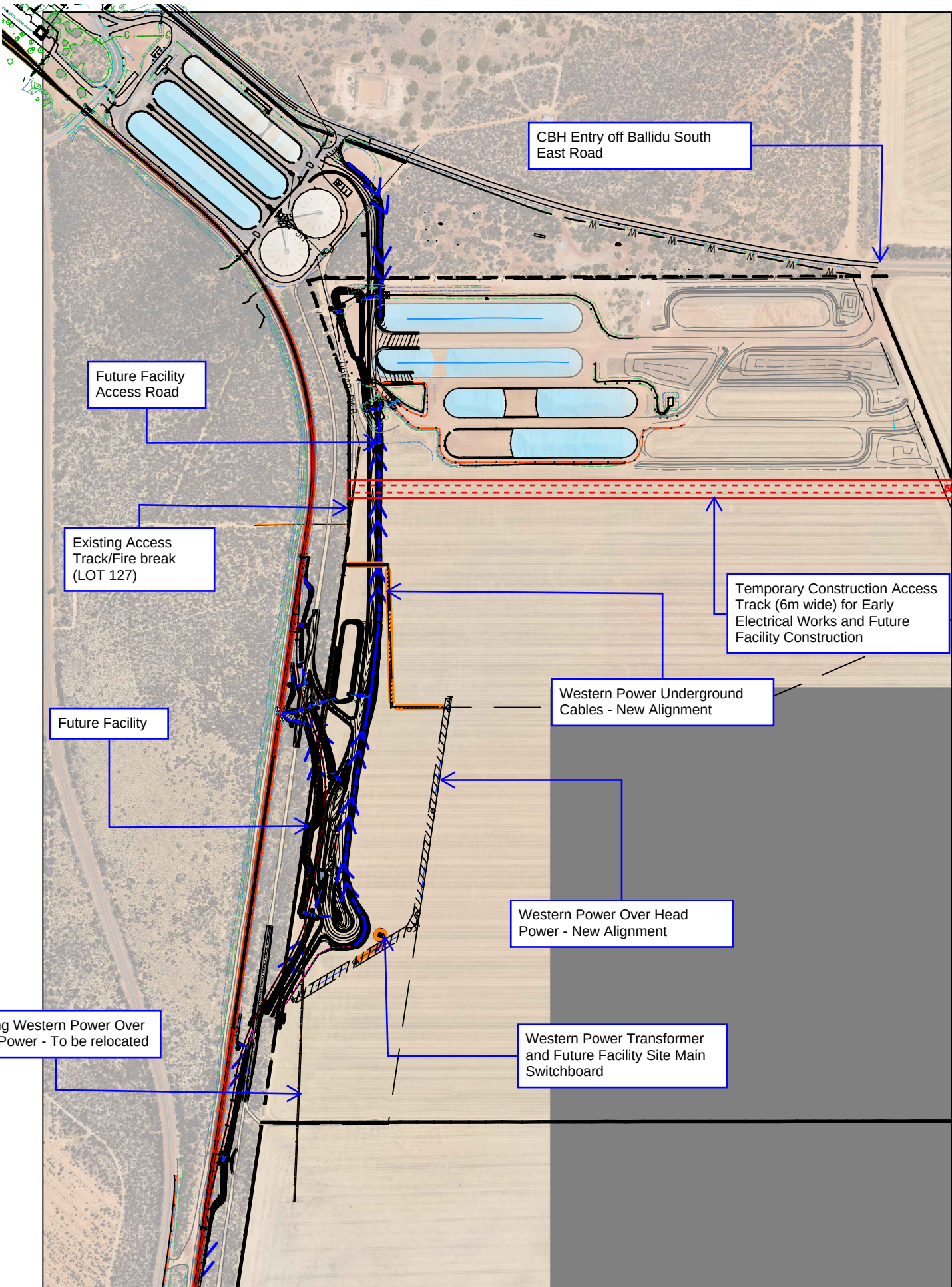
ISSUED FOR CONSTRUCTION

REV.	REVISIONS	DRN	DATE	FILE REFERENCE DETAILS
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Oct 2025				

COMMERCIAL SUPPLY
RAIL LOADING FACILITIES FOR CBH - MD 300 AMPS/PHASE
LOT 1276 - 96 BALLIDU SOUTH EAST RD - EAST BALLIDU
ENVIRONMENTAL DRAWING

DESIGNER:	DARYL BROWN
DESIGN TEAM:	CCS DESIGN TEAM B
EMAIL:	DARYL.BROWN@WESTERNPOWER.COM.AU
TEL:	13 10 87 or 9921 0314
DATE:	06/24
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GEO REF:	Lat. - 30°36'31" S Long. - 116°46'36" E

	DRAWING NUMBER
NP031875	
SHEET 6 OF 6	
REV: A	ORIGINAL



9.4.2 APPLICATION FOR DEVELOPMENT APPROVAL P559 – PROPOSED CONSTRUCTION AND INSTALLATION OF AN OUTBUILDING AT 51 QUINLAN STREET, WONGAN HILLS

FILE REFERENCE:	A1248/P559
REPORT DATE:	09 October 2025
APPLICANT/PROPONENT:	Castlerock Development Pty Ltd
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

Consideration and final determination of an application for Development Approval for the construction and use of a new outbuilding at 51 Quinlan Street, Wongan Hills.

BACKGROUND:

The applicant is seeking Council's development approval for the construction and use of a new outbuilding measuring 9m long x 4.6m wide, 3.7m wall height and 4.1m at the ridge.



Google Earth 09 October 2025

51 Quinlan Street, Wongan Hills comprises a total area of approximately 0.1234 hectares. The property has an existing residential home, three outbuildings and a swimming pool.

The proposed building is located within a designated bushfire prone area. Due to the shed being not habitable and will be positioned more than 6 metres from the existing residence, a BAL assessment is not required as outlined in State Planning Policy 3.7 Bushfire.



Bushfire Prone Map 09 October 2025



Site Plan – Proposed Outbuilding denoted by (1) on outbuilding

COMMENT:

The applicant would like to erect a new outbuilding at 51 Quinlan Street, Wongan Hills. The outbuilding will be made of steel framing and non-reflective Colourbond cladding. The proposed outbuilding will be installed towards the eastern entrance of the property with access from Ellis Street.

51 Quinlan Street, Wongan Hills is classified 'Residential' zone in the Shire of Wongan Ballidu Local Planning Scheme No. 5 (LPS5).

The Zone Objectives for the development and use of any land classified 'Residential' zone are as follows:

- To provide for a range of housing and a choice of residential densities to meet the needs of the community.
- To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.
- To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

The wall height requirements are outside of the Deemed to Comply requirements and therefore a variation to the R-Codes is requested.

5.4.3 Outbuildings Deemed-to-Comply – development satisfies the following deemed-to-comply requirements (c)

Deemed-to-Comply (R-Codes) C3 Outbuildings that:	Proposed Outbuilding Specifications
i. are not attached to a dwelling	Outbuilding is not attached to the dwelling
ii. are non-habitable	Outbuilding is being used for private storage
iii. collectively do not exceed 60m ² in area or 10 per cent in aggregate of the site area, whichever is the lesser	Outbuilding is 41.4 m ²
iv. do not exceed a wall height of 2.4m	Wall height 3.7 m
v. do not exceed a ridge height of 4.2m	Ridge height 4.1 m
vi. are not within the primary or secondary street set back area	Outbuilding is not within the primary or secondary street set back area
vii. do not reduce the amount of open space required in Table 1; and Table 1 requirement 60%	Open space at completion of outbuilding will not exceed the 60% of the open space requirement.
viii. are set back in accordance with Tables 2a and 2b Set back requirement 1.5 m rear of outbuilding Set back requirement 2.4 m front of outbuilding Setback side of building 1 m	Rear set back is 18.31m (approx.) to new outbuilding. Front set back is at the narrowest 4.81m The property is on the corner of Quinlan Street & Ellis Street. The widest part of the setback being 5.21m and the narrowest being 4.81m Setback from side outbuilding 1m

Under the Residential Design Codes (R-Codes) 51 Quinlan Street, Wongan Hills is zoned 'Residential'.

The size of an outbuilding can be varied if the application complies with the Design Principles set out by the R-Codes.

Design Principle 5.4.3 Outbuildings

P3 Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS5 and all relevant local planning policies, the Residential Design Codes and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2015
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Wongan Ballidu Local Planning Scheme No. 5
Shire of Wongan Ballidu Local Planning Strategy
State Planning Policy (SPP) 3.7 – Planning in Bushfire Prone Areas

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this item.
- **Economic**
There are no known economic implications associated with this item.
- **Social**
There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item as the costs will be incurred by the applicant.

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION:

That Council **APPROVE** the Development Application for the proposed outbuilding and associated works at 51 Quinlan Street, Wongan Hills subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan Ballidu having first been sought and obtained.
2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
3. All stormwater drainage generated by the proposed dwelling shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.
4. All external surfaces of the proposed outbuilding shall be clad with new materials only.
5. Building to be constructed using Colorbond range of colours.
6. The proposed outbuilding shall be used for private storage purposes only unless otherwise approved by Council and shall be non-habitable.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wongan Ballidu under its Local Planning Scheme No. 5. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licences required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The applicant/landowner is reminded of their obligation to ensure compliance with the following requirements:
 - a. Shire of Wongan Ballidu Annual Firebreak Notice, all land zoned Residential, Rural Townsite and Commercial is required to reduce all annual grass and herbage to a height of no more than 75mm.
 - b. Shire of Wongan Ballidu Health Local Law
4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.

5. The proposed development is required to comply in all respects with the National Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
7. No construction works shall commence on the land prior to 7 am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
8. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wongan Ballidu Local Planning Scheme No. 5 and may result in legal action being initiated by the local government.
9. If the applicant/landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted within 28 days of the determination.

9.4.3 APPLICATION FOR DEVELOPMENT APPROVAL P560 – PROPOSED CONSTRUCTION AND INSTALLATION OF AN OUTBUILDING AT 15 STONESTREET WAY, WONGAN HILLS

FILE REFERENCE:	A1494/P560
REPORT DATE:	09 October 2025
APPLICANT/PROPONENT:	NuSteel Patio & Sheds
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

Consideration and final determination of an application for Development Approval for the construction and use of a new outbuilding for caravan storage at 15 Stonestreet Way, Wongan Hills.

BACKGROUND:

The applicant is seeking Council's development approval for the construction and use of a new outbuilding for caravan storage measuring 10m long x 6m wide, 4.2 m wall height and 4.78m ridge height.



Google Earth 09 October 2025

15 Stonestreet Way, Wongan Hills comprises a total area of approximately 0.9972 hectares. The property has an existing residential home, underground pool, carport, outbuilding (huts), outbuilding (shed), 3x water tanks.

The proposed outbuilding is not located within a designated bushfire prone area.

COMMENT:

The applicant would like to erect a new outbuilding at 15 Stonestreet Way, Wongan Hills. The outbuilding will be made from Colorbond material and measure 10m x 6m x 4.2m (eaves) with ridge height of 4.78m. The proposed outbuilding will be installed towards the southeast side of the property 16.95m from the main residence.

Access to the proposed outbuilding will be via the existing driveway from Stonestreet Way.

15 Stonestreet Way, Wongan Hills is classified 'Rural Residential' zone in the Shire of Wongan Ballidu Local Planning Scheme No. 5 (LPS5).

The Zone Objectives for the development and use of any land classified 'Rural Residential' zone are as follows:

- To provide for a lot sizes in the range of 1ha to 4ha.
- To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with amenity of the locality and the conservation and landscape attributes of the land.
- To set aside areas for retention of vegetation and landform or other features which distinguish the land.
- To discourage or prohibit development not compatible with the predominantly rural nature and residential amenity of the zone.
- To promote and encourage cluster subdivision and other innovative rural residential designs, having consideration for conservation values.
- To encourage the provision of vegetation and fauna corridors and the revegetation of the land to adequately protect any areas or sites of conservation value.
- To only permit development, and support subdivisions, in accordance with an approved structure plan.

The total area of the outbuilding the applicant is requesting, are outside the Deemed to Comply requirements under the R-Codes. The wall height requirements are also outside of the Deemed to Comply requirements and therefore a variation to the R-Codes is requested.

5.4.3 Outbuildings Deemed-to-Comply – development satisfies the following deemed-to-comply requirements (c)

Deemed-to-Comply (R-Codes) C3 Outbuildings that:	Proposed Outbuilding Specifications
ix. are not attached to a dwelling	Outbuilding is not attached to the dwelling
x. are non-habitable	Outbuilding is being used for private storage
xi. collectively do not exceed 60m ² in area or 10 per cent in aggregate of the site area, whichever is the lesser	Outbuilding is 60 m ² with a 30 m ² lean-to

xii. do not exceed a wall height of 2.4m	Wall height 4.2m
xiii. do not exceed a ridge height of 4.2m	Ridge height 4.78m
xiv. are not within the primary or secondary street set back area	Outbuilding is not within the primary or secondary street set back area
xv. do not reduce the amount of open space required in Table 1; and Table 1 requirement 60%	Open space at completion of outbuilding will not exceed the 60% of the open space requirement.
xvi. are set back in accordance with Tables 2a and 2b Set back requirement 1.5 m rear of outbuilding Set back requirement 2.4 m front of outbuilding Setback side of building 1 m	Rear set back not applicable Front set back is 153.18 m North side at the widest 48.71m, narrowest 44.70 m (approx.) South side set back 17.61 m (approx.)

Under the Residential Design Codes (R-Codes) 15 Stonestreet Way, Wongan Hills is zoned Rural Residential.

The size of an outbuilding can be varied if the application complies with the Design Principles set out by the R-Codes.

Design Principle 5.4.3 Outbuildings

P3 Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS5 and all relevant local planning policies, the Residential Design Codes and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2015

Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Wongan Ballidu Local Planning Scheme No. 5
Shire of Wongan Ballidu Local Planning Strategy
State Planning Policy (SPP) 3.7 – Planning in Bushfire Prone Areas

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this item.
- **Economic**
There are no known economic implications associated with this item.
- **Social**
There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item as the costs will be incurred by the applicant.

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION:

That Council **APPROVE** the Development Application for the proposed outbuilding at 15 Stonestreet Way, Wongan Hills subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan Ballidu having first been sought and obtained.
2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
7. All stormwater drainage generated by the proposed dwelling shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.
8. All external surfaces of the proposed outbuilding shall be clad with new materials only.
9. Building to be constructed using Colorbond range of colours.

10. The proposed outbuilding shall be used for private storage purposes only unless otherwise approved by Council and shall be non-habitable.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wongan Ballidu under its Local Planning Scheme No. 5. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licences required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The applicant/landowner is reminded of their obligation to ensure compliance with the following requirements:
 - a) All land of less than 1 hectare (10,000 square metres) and zoned under the Town Planning Scheme as Rural Residential and Industrial are required to have all annual grass and herbage slashed or mowed to a height of not more than 100mm and construct a clear earth firebreak of not less than 2 metres in width immediately surrounding all buildings and/or haystacks situated on the land.
 - b) Shire of Wongan Ballidu Health Local Law.
4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
5. The proposed development is required to comply in all respects with the National Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
7. No construction works shall commence on the land prior to 7 am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
8. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wongan Ballidu Local Planning Scheme No. 5 and may result in legal action being initiated by the local government.
9. If the applicant/landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted within 28 days of the determination.

9.4.4 APPLICATION FOR DEVELOPMENT APPROVAL P561 – PROPOSED CONSTRUCTION AND INSTALLATION OF AN OUTBUILDING AND PATIOS AT 169 MANMANNING ROAD, WONGAN HILLS

FILE REFERENCE:	A697/P561
REPORT DATE:	09 October 2025
APPLICANT/PROPONENT:	J&A Building Pty Ltd
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

Consideration and final determination of an application for Development Approval for the construction and use of a new outbuilding and two (2) steel frame patios at 169 Manmanning Road, Wongan Hills.

BACKGROUND:

The applicant is seeking Council's development approval for the construction and use of a new outbuilding –

- Shed 20 m long x 12 m wide, 3.0 m at eaves, 3.679 m ridge height
- Gabled patio 4.34 m x 8.146 m
- Gabled free-standing patio 10.2m x 5.2 m

The purpose for the sheds and patio's is for private storage and a domestic workshop.



Google Earth 09 October 2025

169 Manmanning Road, Wongan Hills comprises a total area of approximately 2.0437 hectares. The property contains an existing residential home and outbuilding.

The proposed outbuildings are located within a designated bushfire prone area. The State Planning Policy states that for a BAL to not be required it shall be not habitable and be 6 m from an existing residence. The owners have agreed to move the outbuilding (shed) 2.5m to comply with the 6m requirement and the outbuilding is not habitable, therefore a BAL assessment is not required.



Bushfire Prone Map 09 October 2025



Site Plan – Proposed Outbuilding and Patios

COMMENT:

The applicant would like to erect new outbuildings at 169 Manmanning Road, Wongan Hills. The outbuildings will be made from Colorbond material and consists of -

- Shed 20m long x 12m wide, 3.0m at eaves, 3.679m ridge height (labelled item 7 on site plan)
- Gabled patio 4.34m x 8.146m (labelled item 5 on site plan)
- Gabled free-standing patio 10.2m x 5.2m (labelled item 6 on site plan)

Access to the proposed outbuilding will be via the existing driveway from Boundary Road.

169 Manmanning Road, Wongan Hills is classified 'Rural Residential' zone in the Shire of Wongan Ballidu Local Planning Scheme No. 5 (LPS5).

The Zone Objectives for the development and use of any land classified 'Rural Residential' zone are as follows:

- To provide for a lot sizes in the range of 1ha to 4ha.
- To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with amenity of the locality and the conservation and landscape attributes of the land.
- To set aside areas for retention of vegetation and landform or other features which distinguish the land.
- To discourage or prohibit development not compatible with the predominantly rural nature and residential amenity of the zone.
- To promote and encourage cluster subdivision and other innovative rural residential designs, having consideration for conservation values.
- To encourage the provision of vegetation and fauna corridors and the revegetation of the land to adequately protect any areas or sites of conservation value.
- To only permit development, and support subdivisions, in accordance with an approved structure plan.

The total area of the outbuilding the applicant is requesting, are outside the Deemed to Comply requirements under the R-Codes. The wall height requirements are also outside of the Deemed to Comply requirements and therefore a variation to the R-Codes is requested.

5.4.3 Outbuildings Deemed-to-Comply – development satisfies the following deemed-to-comply requirements (c);

Deemed-to-Comply (R-Codes) C3 Outbuildings that:	Proposed Outbuilding Specifications
xvii. are not attached to a dwelling	Outbuilding is not attached to the dwelling
xviii. are non-habitable	Outbuilding is being used for private storage
xix. collectively do not exceed 60m ² in area or 10 per cent in aggregate of the site area, whichever is the lesser	Outbuilding (shed) is 240 m ² Patio is 35.35 m ² Patio is 53.04 m ²
xx. do not exceed a wall height of 2.4m	Wall height (shed) 3.0m
xxi. do not exceed a ridge height of 4.2m	Ridge height 3.679 m
xxii. are not within the primary or secondary street set back area	Outbuilding is not within the primary or secondary street set back area
xxiii. do not reduce the amount of open space required in Table 1; and Table 1 requirement 60%	Open space at completion of outbuilding will not exceed the 60% of the open space requirement.
xxiv. are set back in accordance with Tables 2a and 2b Set back requirement 1.5 m rear of outbuilding Set back requirement 2.4 m front of outbuilding Setback side of building 1 m	Rear set back is 107.5 m (approx.) Front set back is 75.39 m North side set back 56.25 m (approx.) South side set back 32.72 m (approx.)

Under the Residential Design Codes (R-Codes) 169 Manmanning Road, Wongan Hills is zoned Rural Residential.

The size of an outbuilding can be varied if the application complies with the Design Principles set out by the R-Codes.

Design Principle 5.4.3 Outbuildings

P3 Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS5 and all relevant local planning policies, the Residential Design Codes and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2015
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Wongan Ballidu Local Planning Scheme No. 5
Shire of Wongan Ballidu Local Planning Strategy
State Planning Policy (SPP) 3.7 – Planning in Bushfire Prone Areas

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this item.
- **Economic**
There are no known economic implications associated with this item.

➤ **Social**

There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item as the costs will be covered by the applicant.

VOTING REQUIREMENTS: Simple Majority.

ABSOLUTE MAJORITY REQUIRED:

OFFICER RECOMMENDATION:

That Council **APPROVE** the Development Application for the proposed outbuilding at 169 Manmanning Road, Wongan Hills subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan Ballidu having first been sought and obtained.
2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
11. All stormwater drainage generated by the proposed dwelling shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.
12. All external surfaces of the proposed outbuilding shall be clad with new materials only.
13. Building to be constructed using Colorbond range of colours.
14. The proposed outbuilding shall be used for private storage purposes only unless otherwise approved by Council and shall be non-habitable.
15. The proposed outbuilding (shed) shall be 6 m from existing residence to comply with BAL requirements as outlined in State Planning Policy 3.7.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wongan Ballidu under its Local Planning Scheme No. 5. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary

approvals, consents, permits and licences required under any other law, and to commence and carry out development in accordance with all relevant laws.

3. The applicant/landowner is reminded of their obligation to ensure compliance with the following requirements:
 - a) All land of less than 1 hectare (10,000 square metres) and zoned under the Town Planning Scheme as Rural Residential and Industrial are required to have all annual grass and herbage slashed or mowed to a height of not more than 100mm and construct a clear earth firebreak of not less than 2 metres in width immediately surrounding all buildings and/or haystacks situated on the land.
 - b) Shire of Wongan Ballidu Health Local Law.
4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
5. The proposed development is required to comply in all respects with the National Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
7. No construction works shall commence on the land prior to 7 am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
8. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wongan Ballidu Local Planning Scheme No. 5 and may result in legal action being initiated by the local government.
9. If the applicant/landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted within 28 days of the determination.

9.5 COMMUNITY SERVICES

9.5.1 REPEAL OF POLICY 2.4 STATE GOVERNMENT DEPARTMENT SUPPORT POLICY

REPORT DATE:	15 October 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	N/A
AUTHOR:	Kim Walsh - Manager Community and Customer Services
ATTACHMENTS:	9.5.1.1 - Policy 2.4 State Government Department Support Policy

PURPOSE OF REPORT:

The purpose of this item is to seek Council's approval to repeal Policy 2.4 – State Government Department Support Policy. The policy provides no specific criteria to guide decision-making and does not add value from a strategic governance perspective. Engagement with State Government Departments is considered business as usual and is adequately managed through existing operational processes. Council policies are intended to provide strategic guidance, and as such, this policy is redundant and unnecessary.

BACKGROUND:

Policy 2.4 – State Government Department Support Policy was originally adopted to guide the Shire's interactions with State Government Departments. On review, it has been identified that the policy does not provide specific criteria to inform decision-making and does not contribute any strategic value. Engagement with State Government Departments forms part of routine operational responsibilities and is already managed through established administrative processes. As Council policies are intended to provide strategic guidance rather than outline routine operational practices, it is appropriate to repeal this policy to streamline the Shire's policy framework.

COMMENT:

Repealing Policy 2.4 will streamline the Shire's policy framework by removing a document that does not provide strategic guidance or decision-making criteria. The policy is considered business as usual and does not require Council oversight. Current operational procedures already adequately manage engagement with State Government Departments, and no governance or compliance risks are anticipated as a result of this repeal. Removing the policy aligns with good governance practices and ensures that Council policies remain strategic in nature.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Section 2.7 of the Local Government Act 1995 – Role of council
Section 5.41 of the Local Government Act 1995 – Role of CEO

STRATEGIC IMPLICATIONS:

There are no known strategic implications related to this item

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known Environmental implications associated with this policy.
- **Economic**
There are no known Economic implications associated with this policy.
- **Social**
There are no known social implications associated with this policy.

FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION:

That Council:

Repeal Policy 2.4 – State Government Department Support Policy.

2.4 State Government Department Support Policy

Policy Owner	Community Development
Person Responsible	Manager of Community Services
Date of Adoption	27 May 2020 – Resolution 040520
Date of Last Review	27 May 2020 – Resolution 040520

OBJECTIVE

The objective of this policy is to provide a clear statement of the instances in which Council will consider providing support to State Government Departments, and to what extent such support may be provided.

SCOPE

This policy applies to all Shire of Wongan-Ballidu (Shire) staff and contractors that manage projects, plans and initiatives, as well as consultants appointed to manage these on the Shire's behalf.

This policy is not intended to replace legal and statutory obligations. It should, however, guide business unit specific practices and procedures.

POLICY

The Shire understands that government agencies such as schools, hospitals and police are fully funded core business units of state and federal government and as such are not a fundamental responsibility of local government. The Shire does, however, recognise that as a local government, we have a social and community responsibility to assist and engage with government departments in a manner congruent with facilitating delivery of services for which we are responsible under legislation.

The Shire will consider requests for support to assist government departments with:

- minor works requests
- support requests from community-based assistance groups affiliated with government departments such as Parents & Citizens Associations or Hospital Auxiliary
- in-kind support to allow the government department to carry out their own core duties, which without our in-kind support would not be able to proceed, for example amending our staff working hours to facilitate school in-term swimming lessons

- the offering of subsidised venue hire fees on the Shire's annual Fees and Charges Schedule for government departments
- advocacy for and on behalf of government departments in line with the Shire's Community Strategic Plan
- mutually beneficial working partnerships in community events, project and initiatives
- provision of expertise and support in high level projects such as infrastructure projects (for example the Mocardy Dam Pipeline) or grant funding applications (for example letters of support)

The Shire recognises that government departments would be considered a stakeholder in numerous Shire projects and initiatives, and as such will be engaged with in accordance with the Shire Council's "Community and Stakeholder Engagement Policy".

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for the implementation of this policy.

Item 10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Item 11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

OFFICER RECOMMENDATION:

That the meeting be closed to the public in accordance with sections 5.23(2)(a) of the *Local Government Act 1995* as the following item pertains to the CEO's performance review and contract.

11.1 CEO ANNUAL PERFORMANCE REVIEW AND KEY FOCUS AREAS FOR NEXT 12 MONTHS

FILE REFERENCE:	Staff Personnel
REPORT DATE:	06 October 2025
APPLICANT/PROPONENT:	CEO Performance and Remuneration Review Panel w/ John Woodhouse – Hammond Woodhouse Advisory
OFFICER DISCLOSURE OF INTEREST:	The CEO, discloses an impartiality interest and financial interest due to this report pertaining to their contract of employment.
PREVIOUS MEETING REFERENCES:	22 September 2025 – CEO Performance and Remuneration Review Panel meeting with consultant Sam Dolzadelli – Chief Executive Officer
AUTHOR:	Sam Dolzadelli – Chief Executive Officer
ATTACHMENTS:	11.1.1 - Report – Hammond Woodhouse Advisory (Confidential – provided separately) 11.1.2 – Amendment to CEO Total Remuneration Package (Confidential – provided separately)

PURPOSE OF REPORT:

The purpose of this report is to present the report from the independent facilitator on the Chief Executive Officer's Annual Performance Review and establishment of new Key Focus Areas (KFA's) for the next 12 months.

BACKGROUND:

The Chief Executive Officer commenced employment as the Shire's CEO on 10 June 2024, on a five (5) year fixed term performance-based contract. Section 5.38(1) of the *Local Government Act 1995* requires that a CEO's performance is reviewed annually (if they are to be employed for greater than 1 year).

In November 2024, the Council resolved the following:

MOVED: Cr STEPHENSON SECONDED: Cr DONNELLAN	
That Council;	
1.	Endorses the performance criteria set out in the report (attachment 1) for the purpose of the CEO's employment contract.
2.	Endorses the KPIs set out in the report (attachment 1) for the purpose of the balance of the first year of the CEO's contract.
3.	Schedule the next review of the CEO's performance to be completed by 30 September 2025.
CARRIED: 7/0	
RESOLUTION: 131124	
For:	
Cr S Boekeman	
Cr G Chambon	
Cr D Coad	
Cr B Donnellan	
Cr M Sewell	
Cr S Starceovich	
Cr M Stephenson	
Against:	

A meeting was held on Monday 22 September with an independent facilitator and the Panel to undertake the CEO's annual performance review and determine the Key Focus Areas (KFAs) for the CEO for the next 12 months.

The report prepared by the independent facilitator with the recommendations from the Panel is provided to council members as a separate, confidential report.

COMMENT:

Council Policy 5.37 CEO Performance and Remuneration Review is council's guiding document on the process of completing the CEO's annual performance and remuneration review. The policy mandates that an independent consultant will facilitate this annual process and liaise directly with the panel and CEO, with the outcome being a report prepared with recommendations to be presented to Council.

POLICY REQUIREMENTS:

Policy 5.37 – CEO Performance and Remuneration Review.

LEGISLATIVE REQUIREMENTS:

- *Local Government Act 1995* – Section 5.38(1).
- *Local Government (administration) Regulations 1996* - Regulation 18FA.
- *Local Government (administration) Regulations 1996* – Schedule 2.

STRATEGIC IMPLICATIONS:

The Council are responsible for providing the strategic direction of the Shire to the CEO and for the CEO to undertake the actions necessary to achieve on the strategic outcomes. Without clear strategic direction from the Council, there is a risk that the community's vision and strategic priorities from the Strategic Community Plan will not be delivered on.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known Environmental implications associated with this policy.
- **Economic**
There are no known Economic implications associated with this policy.
- **Social**
There are no known social implications associated with this policy.

FINANCIAL IMPLICATIONS:

As per the CEO Performance and Remuneration Review Policy, an independent facilitator was engaged to undertake the annual performance review and setting of Key Focus Areas. This will be an ongoing budget allocation. Any amendment to the CEO's Total Remuneration Package will need to be allowed for in the annual budget.

VOTING REQUIREMENTS: Absolute Majority.

OFFICER RECOMMENDATION:

That Council:

1. Endorses the annual performance review of Mr. Sam Dolzadelli, Chief Executive Officer as documented in the confidential report presented to Council (attachment 1).
2. Endorses the new Key Focus Areas for the CEO to 30 September 2026, as recommended by the CEO Performance and Remuneration Panel, as documented in the confidential report (attachment 1) for the purpose of the CEO's employment contract.
3. Approve the adjustment to the CEO's Total Remuneration Package in accordance with confidential attachment 2.
4. Schedule the next review of the CEO's performance to be completed by 30 September 2026.

OFFICER RECOMMENDATION:

That the meeting be reopened to the public.

Item 12. CLOSURE

Declare the meeting closed at _____pm.