



Shire of  
**Narrogin**  
*Love the life*

## MINUTES

### ORDINARY COUNCIL MEETING

**25 March 2026**

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

Signed: .....  ..... Date **26 March 2026**

These minutes were confirmed at the Ordinary Council Meeting held on \_\_\_/\_\_\_/\_\_\_

Signed: .....  
(Presiding Person at the meeting at which minutes were confirmed)

### **Acknowledgement of Noongar People**

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

**Electronic copies of minutes and agendas are available for download from the Shire of Narrogin website [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)**

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Shire of  
**Narrogin**  
*Love the life*

# STRATEGIC COMMUNITY

SNAPSHOT

PLAN  
2017-27

## VISION

A leading regional economic driver and a socially interactive and inclusive community.

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

In achieving the Vision and Mission, we will set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so we will:

- Respect the points of view of individuals and groups;
- Build on existing community involvement;
- Encourage community leadership;
- Promote self-reliance and initiative;
- Recognise and celebrate achievement;
- Support the principles of social justice; and
- Acknowledge the value of staff and volunteers.

## OUR VALUES

### Care with Trust & Teamwork

**Caring** - We display kindness and concern for one another and our community

**Accountability** - We accept responsibility for our actions and outcomes

**Respect** - We treat everyone how we would like to be treated

**Excellence** - We go the extra mile to deliver outstanding services

**Trust** - We share without fear of consequences

**Team Work** - We work together for a common goal

## ECONOMIC



### Support growth and progress, locally and regionally...

#### Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL



### Provide community facilities and promote social interaction...

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

#### Existing strong community spirit and pride is fostered, promoted and encouraged

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

#### Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

#### A broad range of quality education services and facilities servicing the region

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

## ENVIRONMENT



### Conserve, protect and enhance our natural and built environment...

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC



### Continually enhance the Shire's organisational capacity to service the needs of a growing community...

#### An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

#### An employer of choice

- Provide a positive, desirable workplace

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# ORDINARY COUNCIL MEETING

25 March 2026

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## 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7.01pm.

Before we begin, I remind Elected Members, Employees, and the public, that this meeting is being recorded in accordance with Regulation 14I of the *Local Government (Administration) Regulations 1996*. The recordings will be made publicly available and serve as a public record of proceedings.

While Section 9.57A of the *Local Government Act 1995* provides the Local Government with limited protection from defamation liability for content published on its official website as part of a broadcast or recording of Council proceedings, this does not extend to Elected Members or Employees and I encourage all participants to ensure their contributions are respectful, professional, and consistent with the standards expected of Council meetings. Please remember that all comments will form part of the public record.

## 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

### Members (Voting)

Mr L Ballard – Shire President (Presiding Member)  
Cr M Fisher  
Cr C Bartron  
Cr J Pomykala  
Cr T Wiese  
Cr R McNab

### Employees

Mr D Stewart – Chief Executive Officer  
Mr I Graham – Executive Manager Corporate & Community Services  
Mr A Majid – Executive Manager Planning & Sustainability  
Mr J Warburton – Executive Manager Infrastructure Services  
Mrs L Boddy – Executive Support Coordinator

### Leave of Absence

### Apologies

Cr G Broad – Deputy Shire President

### Absent

Nil

### Visitors

Colin Pethybridge  
Chris Pethybridge  
Ken Saunders  
Kay Weaver  
Wendy Barnsby  
Hannah Whitehead

**3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA**

Name	Item No	Interest	Nature
COMMUNITY CHEST 2025/26 ROUND 2 APPLICATIONS	10.4.3	Impartiality	The Chief Executive Officer is a financial member of the Narrogin Rotary Club
DRAFT RENEWABLE ENERGY PLANNING CODE – COUNCIL SUBMISSION AND ADVOCACY POSITION	10.4.2	Financial	Landowner giving consideration to Turbines

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**4.1 QUESTIONS FROM BRIAN SEALE – ORDINARY COUNCIL MEETING - 25 FEBRUARY 2026**

1. *On page 3 of the Monthly Financial Position – Item 10.3.2. Statement the Lease liability listed in Debit at \$9,370 suggesting (possibly) a lease payment was made in advance and seek your views?*

Response: This reflects lease payments on new property rentals that have been recorded in the lease liability account but not yet recognised as expense.

2. *On Page 9 of the Supplementary Information (Note 7.) Other Current Assets, Fuel is listed reflecting an increase in value, but does not reveal any reduction in the Asset, where it would be expected that Fuel would be used on a daily basis and enquire as to same & the purpose of this Note. Similarly on Page 9 of the supplementary information report, (Note 7.) Other Current Assets, (January) Fuel is listed with a balance of \$50,188 which also does not reflect any reduction of usage, from the earlier note, listed at \$42,596.*

Response: This note reflects the end of month closing value of fuel stock on hand. The monthly closing balance will fluctuate depending on the timing of fuel purchases and fuel usage during the period.

3. *On page 10 of the Supplementary Information, it is noted that Accrued Salaries and Wages are listed ins debit at \$31,323 where an accrued liability represents a commitment payable at a future date, suggesting this line item has been paid in advance, perhaps ?*

Response: This amount reflects the current FBT liability, which is reallocated to expenses at the end of the FBT year (31/03/2026).

4. *On page 11 – Supplementary information , the Key Information narration makes reference to “Borrowing costs” being applied as an (operating) Expenses, where I would enquire of these costs should be Capitalized to the asset acquisition?*

Response: The Shire records borrowing costs as an operating expense, in the appropriate sub-program.

5. *On page 12 of the Supplementary information (Financing Activities), where the “Key Information” notes that ALL contracts are classified as short-term leases (less than twelve months), though there is listed a Non-Current Liability value at \$11,055, which seems inconsistent with that statement and enquire if this is in accordance with the provisions of the Accounting standard.*

Response: The note actually reads, “All contract classified as short-term...” not “All contracts are classified...”. This indicates that there are long-term leases that have a non-current portion.

6. *Item 10.4.3. (Lease to FEDDY;s Diner, may reflect a misspelling and perhaps should be FREDDY’s Diner and enquire if this requires editing before execution of the agreement, where the possible error features five or six times in the report.*

Response: As advised by the Shire’s Chief Executive Officer, FEDDY’s is correct.

## **5. PUBLIC QUESTION TIME**

### **5.1 KEN SAUNDERS**

*How did McKenzie park go from recreational to residential?*

Response:

The CEO advised he would take this question on notice and will provide a written response before the next Ordinary Council Meeting.

### **5.2 COLIN PETHYBRIDGE**

*Is there a proposed building to go on that site?*

Response:

The Shire President advised that two houses will be built on the site.

*How many people will the two houses accommodate?*

Response:

The Shire President advised that both will be three by twos.

*Is this for personnel working on the turbines?*

Response:

The Shire President advised that hasn’t been confirmed as yet.

*Will they be brick and tile?*

Response:

The Shire President advised that they would be modular houses.

*How big will they be?*

Response:

The CEO advised the land area is around 850sqm.

### **5.3 WENDY BARNSBY**

Will the shade shelter that is there be removed?

Response:

The CEO advised that will be relocated because it is over the boundary of the blocks. It is proposed to lift the shelter and lay new concrete eastwards by three or four metres and then replace the gazebo as well as reticulate the park.

*Why are the Shire able to put houses on there when other people have applied to build but haven't been given permission to?*

Response:

The Shire President advised that he would have to find out from our planning department as to why they weren't allowed. The Shire has been talking about housing for the past eight years as no one has been building houses in Narrogin. The Shire plans to build eight on three different lots it owns.

### **5.4 KEN SAUNDERS**

*Why was my application and the current owners request knocked back to build two houses on the block next door years ago and again more recently?*

Response:

The Shire President responded that he cannot give an answer as to what happened years ago.

The CEO added that if Mr Saunders could advise the owner of the property to let us know what the advice was from our staff then we can either confirm or dispel whether the application was not approved and why.

*Do the Shire have to request approval when they build?*

Response:

The Shire President responded that yes we do.

*Surely there is enough vacant blocks in town instead of taking over a recreational block?*

Response:

The Shire President responded that Shire don't own many of those blocks and we have to build houses.

### **5.5 BRIAN SEALE**

(Written question submitted prior to the meeting)

*"Will council consider modifying the response designed at item 10.4.1. (Election Frequency) to support the current biennial election arrangement for Local Government, rather than the proposed support for a complete spill of elected members with an election every quadrennial".*

*“Whilst there is valid arguments for both stances, I feel that having the elected membership to be in office for four years may encourage some to not renominate, where the council will lose the whole experience gained over the previous years and this will result in a huge obligation and burden on the CEO to tutor the (potentially ) inexperienced and likely new councillors. With biennial elections, even with half the council losing their seat, the remaining experienced councillors will be available to assist and tutor the new councillors, thus providing valued experience to the Local Government”.*

Response:

The Shire President responded that Shire would consider Mr Seale’s suggestion at the appropriate item of the agenda.

## 6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 7.1 Ordinary Council Meeting

#### **OFFICER’S RECOMMENDATION & COUNCIL RESOLUTION 250326.01**

Moved: Moved: Cr Cr Bartron      Seconded: Cr Cr Pomykala

That the Minutes of the Ordinary Council Meeting held on 25 February 2026 be confirmed as a true and correct record of proceedings, subject to the correction of the spelling of ‘Barton’ to ‘Bartron’ in 15 locations across pages 11, 24, 44, 97, 103, 154, 220, 288, 313, 316, 321, 322 and 328.

**CARRIED 6/0**

For:            President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against:      Nil

### 7.2 Special Council Meeting– CEO Recruitment and Request for Tender (NRLC Energy Efficiency)

#### **OFFICER’S RECOMMENDATION & COUNCIL RESOLUTION 250326.02**

Moved: Moved: Cr Cr Fisher      Seconded: Cr Cr Wiese

“That the Minutes of the Special Council Meeting held on 11 March 2026 be confirmed as a true and correct record of proceedings.”.

**CARRIED 6/0**

For:            President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against:      Nil

## **8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil

## **9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS**

### **9.1. DOUG SAWKINS - RAILWAY DAM SUBMISSION**

The Shire President has agreed to a presentation from Mr Doug Sawkins regarding his submission previously provided to Elected Members regarding the declining water levels at Railway Dam and concerns about its long-term sustainability as a wildlife refuge and public amenity.

The submission outlines opportunities to improve runoff into the dam, reduce erosion and siltation, address fire access road and firebreak maintenance issues, and improve drainage and visitor amenity near the parking area.

The submission also raises concerns regarding water extraction practices and recommends clearer management measures to support the dam's future.

*Following the presentation, the Shire President noted that the Shire Administration would look at short and long term options and forward matters for Council's consideration as part of our budget deliberations 2026/27.*

## 10.1 PLANNING & SUSTAINABILITY

### 10.1.1 BUSH FIRE ADVISORY COMMITTEE MEETING OUTCOMES

File Reference	9.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Bush Fire Advisory Committee
Previous Item Numbers	Item 10.1.4, 26 March 2025 Res 260325.05
Date	18 March 2026
Author	Leandri van Heerden – Executive Support Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>Minutes of the Bush Fire Advisory Committee Meeting held on 16 March 2026</li><li>Draft 2026/27 Firebreak and Fuel Hazard Reduction Notice</li></ol>

#### Summary

This report is presented to Council to consider the following recommendations from the recent Bush Fire Advisory Committee (BFAC) meeting, held on 16 March 2026. The recommendations include:

- Appointment of the Fire Control Officers (FCOs) for the Shire of Narrogin and dual Officers for adjoining local governments; and
- Adoption of the Fire Control Order 2026/27.

#### Background

Under the Bush Fires Act 1954, a FCO holds significant authority during a fire emergency, allowing them to assume responsibility for the situation, overriding any volunteer on the ground, including the Brigade Captain. While Brigade Captains are elected by the Brigade and approved by Council under Council Policy '5.2 Bush Fire Brigades – Management', their authority is limited to the designated Brigade area.

Additionally, in specific circumstances, the authority of an FCO, including the Chief Bush Fire Control Officer (CBFCO), may be superseded by a Department of Fire and Emergency Services (DFES) Liaison Officer or a Department of Biodiversity, Conservation and Attractions (DBCA) Parks and Wildlife Service Officer.

As FCOs exercise statutory authority on behalf of the Shire, the Council and the Shire's CEO, as the employer, have an obligation to assess the suitability of candidates before their appointment. In accordance with the *Bush Fire Brigades Local Law*, FCOs must complete an FCO course and a refresher at least once every 10 years to maintain their appointment.

Furthermore, pursuant to Section 33 of the Bush Fires Act 1954, all owners or occupiers of land within the Shire of Narrogin must comply with the prescribed Fire Control Order. This entails clearing firebreaks and fuel-free areas before November 1 each year and maintaining them free of flammable materials until 1 May.

**Consultation**

Consultation was undertaken with the following:

- Chief Executive Officer;
- Executive Manager Development and Regulatory Services;
- Senior Ranger; and
- Bush Fire Advisory Committee (BFAC).

**Statutory Environment**

Sections of the Acts, Regulations and/or Local Laws that apply to this item include: Bush Fires Act 1954 Section 38, 39, 40 and 56 – Appointment of Bush Fire Control Officers; Work Health and Safety Act 2020 (Act) and Regulations; and Shire of Narrogin Bush Fire Brigades Local Law 2017.

**Policy Implications**

Council Policy 5.2 Bush Fire Brigades – Management relates.

**Financial Implications**

The administrative expenditure is wholly contained in the budget and is minor in nature.

**Strategic Implications**

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective:	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community
Strategy:	2.2.1 Support the provision of community security services and facilities
Outcome:	2.3 Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.2 Engage and support community groups and volunteers

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Without appointed Fire Officers, there may be delays in coordinating responses to fire emergencies within the Shire of Narrogin and surrounding areas. This delay could result in greater property damage, loss of life, and environmental destruction.	Unlikely (2)	Extreme (5)	High (10-16)	Compliance Requirements	Accept Officer Recommendation to appoint FCOs.

### Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 10 has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

At the BFAC meeting held on 16 March 2026, the Committee resolved to recommend that Council to rescind all previous appointments and to make the following appointments:

- Chief Bush Fire Control Officer (CBFCO);
- Deputy Chief Bush Fire Control Officers (DCBFCOs);
- Fire Control Officers (FCOs);
- Fire Weather Officers; and
- Weather Committee members.

Additionally, the BFAC recommended the appointment of the following Fire Control Officers as Dual FCOs for the respective Shires:

- Shire of Cuballing - Guy Maley, Clayton Hardie, Keiran Quartermaine;
- Shire of Wagin - Stuart Moyses, Nathan Walker;
- Shire of West Arthur – Lee Flavel;
- Shire of Wickepin - Troy Smith; and
- Shire of Williams - Clayton Hardie, Russell Ashley.

Each FCO is typically assigned to a specific Bush Fire Brigade (BFB), unless appointed by an adjoining Shire for areas adjacent to the shared boundary. Unless otherwise specified, FCOs hold authority across the entire district. This arrangement is proposed to continue without specific limitations.

FCOs must operate within any restrictions or conditions imposed by the Shire. They are not permitted to instruct Shire employees to undertake works or to hire plant or contractors. Additionally, nomination by an adjoining Shire does not automatically grant appointment; Council must formally resolve to approve the appointment.

Under the Work Health and Safety Act 2020, for Volunteers and Volunteer Organisations, the Shire's CEO is personally responsible and criminally liable for all the volunteers within the Bush Fire Brigades. The Shire's CEO is legally required to ensure that all the FCOs and Bush Fire volunteers have undertaken the appropriate or required training to allow them to perform their role(s) safely.

The DFES minimum recommended standard for Bush Fire Brigade Volunteers with a Local Government Grants Scheme Fire Appliance, is completion of the Bushfire Safety Awareness and Firefighting Skills courses, consistent with DFES managed volunteers who are required to undertake both courses prior to commencing operational duties. The Shire owns and manages 2 'white' fire appliances funded by DFES.

The Shire previously adopted Council Policy 5.2, titled "Bush Fire Brigades – Management," and based on advice from DFES, has implemented the minimum recommended training for volunteer Bushfire fighters as outlined in clause 7 – Training.

## 7. Training

- a) All Fire Control Officer's (FCO's) must as a minimum complete the FCO's course training within the first 12 months of being appointed and complete a refresher at least once every 10 years;
- b) A sub-committee consisting of the Chief Bushfire Control Officer and the two (2) Deputy Chief Bushfire Control Officers, be authorised to assess volunteer fire fighters competency with regards to the Rural Fire Awareness, Bushfire Safety Awareness, and Firefighting Skills and if satisfied, to recommend to the Shire's CEO that their previous experience be accepted as Recognised Prior Learning (RPL), although FCO's should be encouraged to complete the training.
- c) With effect from 1 October 2023:
  - i) only volunteers fire fighters that have successfully completed or have been RPL assessed for and passed the DFES approved Bushfire Safety Awareness and Firefighting Skills courses should drive or operate Shire Fire Trucks; and
  - ii) only volunteer firefighters that have recognised RPL for, or passed the DFES approved Rural Fire Awareness course, either in person or online, are eligible to be registered as an active operational (in the field) Shire Volunteer Firefighter.

While it is crucial that the driver of a Shire fire truck is adequately trained, it is also significant to encourage, though not imperative, that the second or subsequent officers on the fire truck possess the required training.

The Committee also has recommended to adopt the attached 2025/26 Firebreak and Fuel Hazard Reduction Notice with no changes.

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION & COUNCIL RESOLUTION 250326.03

Moved: Cr McNab                      Seconded: Cr Pomykala

That Council with respect to the recommendations of the Bush Fire Advisory Committee:

- 1) Rescinds all other Bush Fires Act appointments previously made.
- 2) Pursuant to Section 38 of the Bush Fires Act 1954, approves the appointment of the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers, Bush Fire Brigade Fire Control Officers and Fire Weather Officers (each of them for 'whole of Shire') (subject to part 3) as listed in Attachment 1.
- 3) Pursuant to Section 38 (6) and (7) of Bush Fires Act 1954, requests the Fire and Emergency Services Commissioner to approve the Shire of Narrogin for the purposes of giving effect to the appointment of Fire Weather Officers.
- 4) Pursuant to Section 38 of Bush Fires Act 1954, approves the nominations of the following persons as Dual Fire Control Officers for the following Shires:
  - a. Shire of Cuballing – Guy Maley, Clayton Hardie, Keiran Quartermaine;
  - b. Shire of Wagin – Stuart Moyses, Nathan Walker;
  - c. Shire of West Arthur – Lee Flavel;
  - d. Shire of Wickepin – Troy Smith; and
  - e. Shire of Williams – Clayton Hardie, Russell Ashley.
- 5) Approves the 2026/27 Firebreak and Fuel Hazard Reduction Notice as presented in Attachment 2.
- 6) Notes the appointment of the Fire Weather Committee, as determined by the Chief Bush Fire Control Officer from time to time, pursuant to Council Policy.
- 7) Causes notice of the Bush Fire Control Officer Appointments to be published in the Narrogin Observer, Shire's Website and Public Noticeboards.
- 8) Causes notice of any approval to part 3 to be published in the Narrogin Observer, Shire's Website, Public Noticeboards and Government Gazette.

**CARRIED 6/0**

For:            President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab

Against:    Nil



Shire of  
**Narrogin**  
*Love the life*

## MINUTES

### BUSH FIRE ADVISORY COMMITTEE MEETING

### SHIRES OF NARROGIN

**16 March 2026**

The Chief Executive Officer recommends the endorsement of these minutes at the next Bush Fire Advisory Committee (BFAC) Meeting

Signed: .....  ..... Date **18 March 2026**

These minutes were confirmed at the Bush Fire Advisory Committee (BFAC) Meeting held on  
\_\_\_\_/\_\_\_\_/\_\_\_\_

Signed: .....  
(Presiding Person at the meeting at which minutes were confirmed)

### **Acknowledgement of Noongar People**

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyen Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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PLAN  
2017-27

## VISION

To be a leading regional economic driver and a socially interactive and inclusive community.

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

In achieving the Vision and Mission, we will set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so we will:

- Respect the points of view of individuals and groups;
- Build on existing community involvement;
- Encourage community leadership;
- Promote self-reliance and initiative;
- Recognise and celebrate achievement;
- Support the principles of social justice; and
- Acknowledge the value of staff and volunteers.

## OUR VALUES

### Care with Trust & Teamwork

**Caring** - We display kindness and concern for one another and our community

**Accountability** - We accept responsibility for our actions and outcomes

**Respect** - We treat everyone how we would like to be treated

**Excellence** - We go the extra mile to deliver outstanding services

**Trust** - We share without fear of consequences

**Team Work** - We work together for a common goal

## ECONOMIC



### Support growth and progress, locally and regionally...

#### Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

Shire of Narrogin

## SOCIAL



### Provide community facilities and promote social interaction...

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

#### Existing strong community spirit and pride is fostered, promoted and encouraged

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

#### Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

#### A broad range of quality education services and facilities servicing the region

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

Ordinary Council Meeting 25 March 2026

## ENVIRONMENT



### Conserve, protect and enhance our natural and built environment...

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC



### Continually enhance the Shire's organisational capacity to service the needs of a growing community...

#### An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

#### An employer of choice

- Provide a positive, desirable workplace

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## DISCLAIMER

Council and Committee agendas, recommendations, minutes, and resolutions are subject to confirmation by the Council or Committee and therefore, prior to relying on them, one should refer to the subsequent meeting of Council or the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Narrogin for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Narrogin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Narrogin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narrogin. The Shire of Narrogin warns that anyone who has an application lodged with the Shire of Narrogin must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attached to the decision made by the Shire of Narrogin in respect of the application.

In accordance with Regulation 141 of the Local Government (Administration) Regulations 1996, the Shire of Narrogin records all Council Meetings. Recordings are publicly available within 14 days and retained for at least 5 years. Copies may be provided to the Departmental CEO upon request.

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# BUSH FIRE ADVISORY COMMITTEE (BFAC) MEETING

16 MARCH 2026

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## 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 3:31 pm.

## 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

### Members (Voting)

L Ballard – Shire of Narrogin President (Presiding Member)

P Porter – Chief Bush Fire Control Officer

V Gibson – Deputy Chief Bush Fire Control Officer

S Moyses – Deputy Chief Bush Fire Control Officer

C Hardie – Fire Control Officer

B Lange – Fire Control Officer

K Quartermaine – Fire Control Officer

J Rick – Fire Control Officer

N Walker – Fire Control Officer

T Smith – Fire Control Officer

### Other (Non-voting)

District Officer (DO) Gavin Stevens – DFES

### Employees (Non-voting)

A Majid – Executive Manager Planning & Sustainability

P Gibson – Community Emergency Services Manager

Guy Maley – Senior Ranger

L van Heerden – Executive Support Officer

### Leave of Absence

Nil

### Apologies

A Russell – Fire Control Officer

D Kilpatrick – Fire Control Officer

L Hardie – Fire Control Officer

Snr Sgt M Glynn – Narrogin Police

### Absent

M Saunders – Fire Control Officer

TBC – Narrogin Volunteer Fire & Rescue Service



## 8. MATTERS WHICH REQUIRE DECISIONS

### 8.1 ANNUAL APPOINTMENT OF FIRE OFFICERS

Attachment 1– List of current appointees

A list of the current CBFCCO, DCBFCCO, Weather Committee, FCO's, Brigade Captains and Dual FCO's is required to be endorsed by Council annually prior to the fire season.

<b>OFFICERS RESOLUTION</b>		
Moved: S Moyses		Seconded: V Gibson
There be a recommendation to Council to appoint the following with all previous appointments being rescinded.		
<b>Chief Bush Fire Control Officer</b>		Pip Porter
<b>First Deputy CBFCCO</b>		Vern Gibson
<b>Second Deputy CBFCCO</b>		Stuart Moyses
<b>Base Radio Operator</b>		Stuart Moyses
<b>Shire Rangers (Narrogin Townsite):</b>		Guy Maley
<b>CESM (Whole Shire):</b>		Paul Gibson
<hr/>		
<b>Bush Fire Brigade Fire Control Officer's:</b>		
Highbury	Captain	Pip Porter
	1st Lieutenant	Stuart Moyses
	2nd Lieutenant	Lee Flavel
<hr/>		
Minigin	Captain	Clayton Hardie
	1st Lieutenant	Lewis Hardie
	2nd Lieutenant	Russel Ashley
<hr/>		
Narrogin	Captain	Vern Gibson
	1st Lieutenant	Jon Rick
	2nd Lieutenant	Leigh Ballard
<hr/>		
Nomans Lake	Captain	Nathan Walker
	1st Lieutenant	Daryl Kilpatrick
	2nd Lieutenant	
<hr/>		
Ockley	Captain	Troy Smith
	1st Lieutenant	Kieran Quartermaine
	2nd Lieutenant	Braden Lange
<hr/>		
<b>Weather Committee</b>		<b>Alternative Member</b>
Boundain	Kieran Quartermaine	
Highbury East	Pip Porter	Stuart Moyses
Highbury South	Lee Flavel	
Minigin	Clayton Hardie	Lewis Hardie
Narrogin Central	Vern Gibson	Leigh Ballard

Nomans Lake  
Ockley

Nathan Walker  
Troy Smith

Daryl Kilparick  
Braden Lange

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**Dual Fire Control Officers**

Cuballing

Guy Maley, Clayton Hardie, Kieran Quartermaine

Wagin

Stuart Moyses, Nathan Walker

West Arthur

Lee Flavel

Wickepin

Troy Smith

Williams -

Clayton Hardie, Russell Ashley

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**CARRIED 10/0**

For: All Members

Against: Nil



## SHIRE OF NARROGIN FIRE CONTROL STRUCTURE

Position	Name	Contact
Chief Bush Fire Control Officer (CBFCO)	Pip Porter	0429 859 041
First Deputy CBFCO	Vern Gibson	0428 108 274
Second Deputy CBFCO	Stuart Moyses	0427 859 029
Base Radio Operator	Stuart Moyses	0427 859 029
Senior Ranger/Shire FCO	Guy Maley	0448 873 207
Community Emergency Services Manager	Paul Gibson	0439 655 772

### Register of Bush Fire Brigades AND Brigade FCO's (Form 12, Regulation 41 of Bush Fires Act 1954)

Bush Fire Brigade	Brigade Rank	Fire Control Officers	Contact
Highbury	Captain	Pip Porter	0429 859 041
	1 <sup>st</sup> Lieutenant	Stuart Moyses	0427 859 029
	2 <sup>nd</sup> Lieutenant	Murray Saunders	0427 811 100
Minigin	Captain	Clayton Hardie	0408 845 278
	1 <sup>st</sup> Lieutenant	Lewis Hardie	0409 845 267
	2 <sup>nd</sup> Lieutenant	Russell Ashley	0428 815 859
Central	Captain	Vern Gibson	0428 108 274
	1 <sup>st</sup> Lieutenant	Jon Rick	0428 584 467
	2 <sup>nd</sup> Lieutenant	Leigh Ballard	0428 832 095
Nomans Lake	Captain	Nathan Walker	0428 827 027
	1 <sup>st</sup> Lieutenant	Daryl Kilpatrick	0400 429 516
	2 <sup>nd</sup> Lieutenant	Vacant	
Ockley	Captain	Troy Smith	0429 637 240
	1 <sup>st</sup> Lieutenant	Keiran Quartermaine	0429 889 838
	2 <sup>nd</sup> Lieutenant	Braden Lange	0428 717 242

**9. MATTERS WHICH REQUIRE DISCUSSION**

**9.1 ANNUAL REVIEW OF THE SHIRE FIRE ORDER**

Attachment 2 – 25/26 Fire Order

The Shire of Narrogin Fire Order is to be reviewed annually.

**OFFICERS RECOMMENDATION AND COMMITTEE RESOLUTION**

Moved: S Moyses

Seconded: K Quartermaine

There be a recommendation to Council to that Council approve the Fire Control Order for the 2026/27 year as presented in Attachment 2 with the date changed.

**CARRIED 10/0**

For: All Members

Against: Nil

# 2025/2026 FIREBREAK AND FUEL HAZARD REDUCTION NOTICE

FOR ALL FIRES PHONE 000

## ABOUT THIS NOTICE AND YOUR RESPONSIBILITIES

In accordance with Section 33 of the Bush Fires Act 1954, you are required to carry out fire prevention work on land owned or occupied by you as set out in this Notice by the dates specified. If the requirements of this Notice are not met by the due date, or are not completed to the satisfaction of an inspecting officer, an on the spot fine of \$250 will be issued. The maximum fine for failure to comply is \$5,000. The Shire can also enter upon the land and carry out required works at the owner/occupier's expense.

DATES YOU MUST REMEMBER		
RESTRICTED BURNING PERIOD	PROHIBITED BURNING PERIOD	RESTRICTED BURNING PERIOD
1 October to 31 October	1 November to 1 March	2 March to 1 May
UNRESTRICTED BURNING SEASON 2 May to 30 September		

This Notice outlines the Firebreak requirements and restrictions for different property types and activities.

PROPERTY TYPE	CATEGORY	YEARLY COMPLIANCE DATES
Land Zoned Rural, Rural Smallholding & Rural Residential	Category 1	1 November to 1 May
All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial up to 4,000 m <sup>2</sup>	Category 2	1 November to 1 May
All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial over 4,000 m <sup>2</sup>	Category 3	1 November to 1 May

## 1. SPECIAL REQUIREMENTS AND ALTERNATIVES

### 1.1 SPECIAL REQUIREMENTS

The requirements of this Notice are considered the minimum standard of fire protection required to protect not only the individual property but the community as a whole. The Shire can impose additional requirements to remove or abate hazards if considered necessary. Any property subject to a Bush Fire Management Plan, or conditions imposed as a result of development approval, must comply with the approved conditions in addition to the requirements of this Notice.

### 1.2 ALTERNATIVES

If it is considered to be impracticable for any reason to clear firebreaks or to remove flammable material from the land or any other provisions required by this notice you may apply to the Shire or its duly Authorised Officer not later than 1 October, for permission to provide firebreaks in alternative positions or to take alternative action to manage fire hazards on the land. If permission is not granted by the Shire or a duly authorised person, you shall comply with the requirements of this notice.

Enquiries relating to this Firebreak and Fuel Hazard Reduction Notice or fire prevention in general should be directed to the Shire Ranger Services on (08) 9890 0900 or 0448 873 207.

## 2. WORK REQUIRED TO BE UNDERTAKEN

### 2.1 CATEGORY 1 – Land Zoned Rural, Rural Smallholding & Rural Residential

By 1 November until 1 May

#### Firebreaks

- (a) On Rural zoned land at least 2.5 metres wide shall be maintained inside and within 20 metres of the boundary of all land; and surrounding such other positions as is necessary to divide land in excess of 400 hectares into area not exceeding 400 hectares, each completely surrounded by a firebreak.
- (b) On Rural Smallholdings (4-40 hectares) and Rural Residential (1-4 hectares) land at least 4 metres wide and 4 metres vertical clearance firebreaks shall be maintained around the boundary of the property.
- (c) at least 6 metres wide shall completely encircle all buildings and haystacks.
- (d) fuel tanks, whether containing fuel or not, shall have the ground surface cleared to a distance of 6 metres from and encircling the tank/s of all flammable material.

#### Fire Fighting Equipment

Where the land is zoned Rural, a readily mobile operational fire fighting unit containing a minimum of 800 litres of water on standby and available for inspection is required during the period from 1 November to 1 May, inclusive.

#### Harvesting

A person shall not undertake or allow harvesting during the Prohibited Burning period unless–

- (a) one hand held water filled fire extinguisher with a minimum capacity of 7.5 litres is filled in a readily accessible position on the machine, and
- (b) an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1200 litres of available water, located in or immediately adjacent to the paddock being harvested and/or baled. The responsibility to supply and operate the firefighting unit is that of the landowner/occupier.

#### Harvest bans and other bans - permitted activities

- (a) Water carting for stock and domestic purposes provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.
- (b) Checking of stock and water for stock, provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.
- (c) All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken with a mobile fire fighting unit in attendance.
- (d) All necessary carting of livestock, provided that such a vehicle is accompanied by a mobile fire fighting unit.
- (e) Essential service provider checking for telecommunications, power or utility water services, provided they are accompanied by a mobile firefighting unit.
- (f) Activities which received specific exemptions from the Shire or the Chief Bush Fire Control Officer.

### 2.2 CATEGORY 2 – All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial up to 4,000 m<sup>2</sup>

By 1 November until 1 May

All flammable material on the land shall be reduced to a height of less than 10 cm.

### 2.3 CATEGORY 3 – All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial over 4,000 m<sup>2</sup>

- (a) firebreaks shall be maintained at least 2.5 metres wide immediately inside all external boundaries of the land and surrounding all buildings situated on the land; and
- (b) flammable material on the remainder of the land shall be reduced to a height of less than 10 cm.
- (c) A special control zone or other land not elsewhere specified in this Notice, shall comply with the higher level measures required by adjoining land unless varied under clause 2.2.

### 2.4 Properties with Fire Management Plans

All properties with approved fire management plans shall comply with the plan and or this notice whichever is the greater.

If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act. A permit to burn is required during the Restricted Burning periods from an Authorised Officer.

## 3. REGULATED ACTIVITIES

### 3.1 BURNING OF GARDEN REFUSE AND RUBBISH

Prior to the burning of garden refuse and rubbish a 3 metre radius perimeter around the waste heap is to be cleared of all flammable material. Burning of garden refuse and rubbish is not permitted during the Prohibited Burning Period and during the Restricted Burning Periods it will require a burning permit from a Fire Control Officer.

### 3.2 SLASHING DURING THE RESTRICTED AND PROHIBITED BURNING PERIODS

This clause does not apply to the mowing of residential lawns. During the Restricted Burning Period, any person conducting slashing must have available a fire extinguisher of not less than 7.5 litre capacity either attached to the machine or within 200 metres of where the machine is operating. During the Prohibited Burning Period, any person conducting slashing must have available a fire fighting unit (full of water and in good working order) of not less than 400 litre capacity within 200 metres of where the machine is operating.

### 3.3 OPEN AIR FIRES

Are permitted during the Restricted Burning period,

- subject to compliance with the provisions relating to Restricted Burning periods and Shire of Narrogin Local Laws (eg requiring a permit).
- Are not permitted at all during the Prohibited Burning period (including garden refuse).
- Are not permitted on any day when the fire danger rating is "High" or above.

### 3.4 PUBLIC HOLIDAYS

**(a)** A harvest ban and a ban on the movement of all vehicles and machinery and the operation of internal combustion engines is imposed on Christmas Day, **Boxing Day and New Year's Day each year.**

**(b)** All other activities or operations may only be undertaken during a ban on the movement of all vehicles and machinery and a ban on the operation of internal combustion engines after approval has been granted by the Shire. Approval has to be sought on an individual basis, and is subject to specified conditions. It should be noted that approval may not be granted.

## 4. DEFINITION OF TERMS

### DEFINITIONS

**Authorised Officer:** An officer appointed as a Shire of Narrogin Fire Control Officer.

**Ban on the Movement of all Vehicles:** includes machinery and the operation of internal combustion engines within the Shire or a part of the Shire and during a time as specified in a Notice or broadcast with the exception of the movement of vehicles and machinery on constructed gazetted roads, internal vehicle access and yards;

**Firebreak:** means a strip of land from which all flammable material has been cleared to the specified width by ploughing, cultivating, scarifying, burning or otherwise clearing.

**Firebreak Time:** The time each year where fire hazard reduction works must be maintained as specified in this Fire Control Order. This period commences on 1 November each year until and including 1 May of the following year.

**Flammable Material:** includes bush (as defined in the Bush Fires Act), accumulated fuel such as leaf litter, twigs, bark, grass over 100mm in height, timber boxes, cartons, paper and any combustible material, capable of carrying a running fire but excludes living standing trees and shrubs, stubble, or growing bushes and plants in gardens, or lawns;

**Harvest Ban:** applies on the operation of all grain harvesting machines including swathing, baling or slashing machines within the Shire or part of the Shire and during a time, as specified in a notice or broadcast;

**Harvesting:** includes grain harvesting, swathing, baling or slashing of stubble or hay in any crop;

**Internal Vehicle Access:** is defined as a trafficable surface, free of all flammable material, a minimum width of four metres, and with overhanging vegetation pruned back so as not to come into contact with parts of a vehicle;

**Mobile Fire Fighting Unit:** is defined as having a minimum water carrying capacity of eight hundred (800) litres, fitted with a hose and pump capable of delivering water through an adjustable nozzle in the spray and jet configurations;

**Prohibited Burning:** This period commences on 1 November of each year until and including 1 March of the following year. This time may be amended, subject to prevailing seasonal conditions.

**Restricted Burning Time:** This period commences on 2 March until and including 1 May and recommences on 1 October until and including 31 October of any year. This time may be amended, subject to the prevailing seasonal conditions.

**Unrestricted Burning Time:** The time period each year where a permit to burn is not required, in areas zoned rural under the Shire of Narrogin Town Planning Scheme. This period commences on 2 May and continues up to and including 30 September. This time may be amended, subject to the prevailing seasonal conditions.

**Yard:** is defined as an area, greater than four metres wide, with a constructed, trafficable surface, free of all flammable material save live standing trees.

## 5. FIRE PERMITS AND UNDERTAKING FUEL HAZARD REDUCTION WORK

- 5.1 PERMITS to burn are required for the whole of the restricted periods and can only be obtained from the Fire Control Officers listed overleaf.
- 5.2 CAREFULLY READ and adhere to all of the conditions of the permit as any breach or negligence could make you liable for any damage to neighbouring properties and/or infringements/penalties.
- 5.3 ANY SPECIAL CONDITIONS imposed by the Fire Control Officer/s when issuing permits must be strictly adhered to. Rangers will check that permit conditions are being complied with during the Restricted Burning Period.
- 5.4 INFRINGEMENTS/ON THE SPOT FINES of \$250 and upwards apply to any breaches of the permit conditions/special conditions. Contact your FCO or local Rangers if in doubt.
- 5.5 THE PERMIT HOLDER shall give notice of their intention to burn to the following:
- (a) The Shire Office, no later than on the day when burning is to take place. Weekend burning must be notified by 4.00 pm of the preceding Friday.
- (b) The owner or occupier of adjoining land.
- (c) The nearest Department of Biodiversity, Conservation and Attractions, Parks and Wildlife Service office, if the land is situated within 3km of a State Forest (Notification should be given even when burning is in the open burning period).
- 5.6 PERIOD OF NOTICE to neighbours prior to burning cannot be more than 28 days or less than 4 days, although lesser notice may be determined by mutual agreement of all neighbours.
- 5.7 INCINERATORS used to burn rubbish must be properly constructed. An open drum with or without a lid is not an authorised incinerator.
- 5.8 FIREFIGHTING EQUIPMENT residents are strongly encouraged to have and maintain firefighting equipment for the protection of their own property.

## 6. HARVEST AND VEHICLE MOVEMENT BANS AND TOTAL FIRE BANS

6.1 TOTAL FIRE BANS (TFB) are declared by the Department of Fire and Emergency Services (DFES) following consultation with Local Governments due to extreme weather conditions or widespread fires stretching firefighting resources. During a TFB the lighting of any fires in the open air and any other activities that may start a fire are prohibited, including:

- (a) All open air fires for the purpose of cooking/camping, i.e. wood fuel barbeques, candles, pizza ovens;
- (b) Incinerators, welding, grinding, soldering, gas cutting, angle grinders and lawnmowers.

Penalty: Up to \$25,000 fine and/or a 12 month jail term. Exemptions may be granted by DFES and must be requested in writing.

6.2 HARVEST AND VEHICLE MOVEMENT BANS are imposed by Local Government under the Bush Fires Regulations 1954 Section 38A and Section 24C, when prevailing and/or anticipated weather conditions and/or when availability or response capacity of the local firefighting resources are reduced. A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for 'heat of the day' periods and may be extended or revoked as weather conditions change. During a Harvest and Vehicle Movement Ban, the use of engines, vehicles, plant and machinery is prohibited in order to mitigate the associated risk of causing or contributing to the spread of a bushfire.

6.3 AUSTRALIAN FIRE DANGER RATING SYSTEM (AFDRS) The Fire Danger Rating for any day can be located at <https://www.emergency.wa.gov.au/#firedangerratings>

## 7. VOLUNTEERING IN A BUSHFIRE BRIGADE

7.1 BRIGADE MEMBERSHIP Information about becoming a volunteer can be found on the Shire of Narrogin website: <https://www.narrogin.wa.gov.au/live/services/volunteering-in-the-shire/shire-of-narrogin-bush-fire-brigades.aspx>.

## 8. BUSH FIRE CONTROL OFFICERS

WHOLE DISTRICT	Central	Minigin
Chief Fire Control Officer	Vern Gibson 0428 108 274	Clayton Hardie 0408 845 278
Pip Porter 0429 859 041	Jon Rick 0428 584 467	Lewis Hardie 0409 845 267
First Deputy Chief Fire Control Officer	Leigh Ballard 0428 832 095	Russell Ashley 0428 815 859
Vern Gibson 0428 108 274	Highbury	Normans Lake
Second Deputy Chief Fire Control Officer	Pip Porter 0429 859 041	Nathan Walker 0428 827 027
Stuart Moyses 0427 859 029	Stuart Moyses 0427 859 029	Daryl Kilpatrick 0400 429 516
Community Emergency Services Manager	Murray Sanders 0427 811 100	Ockley
Paul Gibson 0439 655 772		Troy Smith 0429 637 240
		Keiran Quartermaine 0429 889 838
		Braden Lange 0428 717 242
NARROGIN TOWNSITE (Permits Only)		
Senior Ranger		
Guy Maley 0448 873 207		

## 9.2 UPDATE ON THE LOCAL GOVERNMENT GRANT SCHEME (LGGS)

The CESM provided an update on the Local Government Grant Scheme Application and explained the development of 3 business cases to boost the number of firefighting assets within the Shire to Address the capability gaps as identified in the Bushfire Risk Management Plan, which included strategic positioning of a 4.4B Appliance in Highbury, as well as a Light Tanker and Bulk Water Tanker. The CESM encouraged brigade captains to inform the CESM if they have any additional requests for funding for specific equipment that could benefit their brigade.

## 10. GENERAL BUSINESS

District Officer G Stevens – Department of Fire and Emergency Services (DFES)

Attachment 3 – BFAC Report, Post Season 2025/26

- It was noted that the recent bushfire season was less active than in previous years.
- DFES expressed its appreciation to the Shire of Narrogin for promptly responding to calls and providing assistance throughout the season.
- The BFAC report, Post Season 2025/26 includes information about the current levels of dryness being experienced across the region.
- The report also contains a QR code and an email address where community members can submit lessons learned during the fire season.
- The report highlights the availability of training opportunities and provides public information and warnings relevant to fire preparedness.
- A training calendar for 2026 has been released.
- Several business cases prepared by Paul Gibson (CESM) were acknowledged, and these present valuable opportunities for securing future funding.

G Maley – Senior Ranger

- It was confirmed that no permits will be issued due to the current level of dryness.

S Moyses - Dept Chief Bush Fire Control Officer

- Reminded everyone to ensure that when issuing permits the correct information is included in the 'other conditions' section and to cross out the previous fire danger ratings of 'Severe' and 'Very High' on the back of the permit to reflect the newly implemented FDR based off the national standardisation of the ADFRS.
- Everyone was asked to notify the relevant WhatsApp groups if any permits have been revoked.

N Walker – Fire Control Officer

- Sought clarification regarding the water supply requirements for specific works with regard to the Fire Break Notice.

B Lange – Fire Control Officer

- A request was made to clarify what the next step is for Lightsource BP and if the purpose of the presentation was purely for information.
- The Presiding Member advised that the administrative staff would look into the matter, and that the presentation provided was for information purposes only.

Vern Gibson – Deputy Chief Bush Fire Control Officer

- Plans for Shire Brigades to conduct Hazard Reduction burning with Water Corp between the 19<sup>th</sup> & 25<sup>th</sup> of April. Watercorp have booked accommodation for that week, and if unable to proceed the backup date for the burning is in May. Water Corp are committed to investing and working collaboratively with the brigades to achieve risk mitigation and meetings are ongoing.

**11. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

Nil.

**12. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at 5:22 pm.

# Bush Fire Advisory Committee

## Department of Fire and Emergency Services Report

### Post-Season 2025/2026

#### Key DFES Contacts

Name	Area of Responsibility	Phone Number
<b>All Hours Emergency Contact</b>		
<b>DFES COMCEN</b>	<b>All Hours Emergency Contact</b> For Turnouts and Providing Incident Information	<b>1800 198 140</b>
<b>DFES UGS Regional Duty Coordinator</b>	<b>All Hours Regional Contact</b> For Support and Assistance	<b>1800 865 103</b>
<b>DFES Public Information</b>	<b>All Hours Contact</b> For Issuing Alerts and Warnings	<b>1800 718 288</b>

#### Post Season Information

- **In the Upper Great Southern region this season key incidents were;**
  - Newmont Goldmine Fire (Inc 765644) 14 Dec 2025 – 07 JAN 2026  
4150Ha, activating Evac Centre (Ngn and Williams) and engaging the Level 3 Preformed State Team, this incident had two deployments from South Australia and put the townsite of Boddington into Emergency Warning on Christmas day
  - Dunn Rock Bushfire (Inc 769192) 17 Jan 2026 – 28 Jan 2026  
32537Ha in the Shire of Lake Grace near Lake King townsite. Was eventually run as South Coast Complex along with Fitzgerald National Park by the State Level 3 Team and then DBCA before being handed back to Local Government
  - Boddington Complex (Inc 769835) 22 Jan 2026 – 02 Feb 2026  
6200Ha, 4 separate fires, 125kms of edge, 54 impacted properties including sheds etc, multiple saves, very few losses across 3 local governments and DBCA tenure, run as a Level 2 Complex Incident across 3 divisions. Narrogin evacuation centre used.

**Thank you to everyone** for their support, co-operation and patience as we progressed through a very busy and complex season for the Upper great Southern region. **Well done** on your work at home and across other shires it is very appreciated and essential to all.

- **Grain Harvest Water Bombers** – Water Bomber teams are positioned in Narrogin, Esperance and Geraldton to support the Grain Harvest Strategy. Approximately 50 people were trained across the region in the Ground Controller in just this season alone. From this Grain Harvest Taskforce which has concluded there were **152 activations** with **997hrs of flight time**.

#### Seasonal Outlook

**KBDI Graph** - The Keetch-Byram Drought Index (KBDI) is a numerical value reflecting the dryness of the top layer of soils, deep forest litter, logs and living vegetation. The KBDI is expressed as a scale from 0–200, where the number represents the amounts of rainfall (in millimetres) to return the soil to saturation.

The index is calculated daily using:

- the areas mean annual rainfall
- the maximum temperature for the day
- the previous 24 hours' rainfall
- the previous day's drought index value.



More Info on KBDI



Government of Western Australia  
Department of Fire & Emergency Services

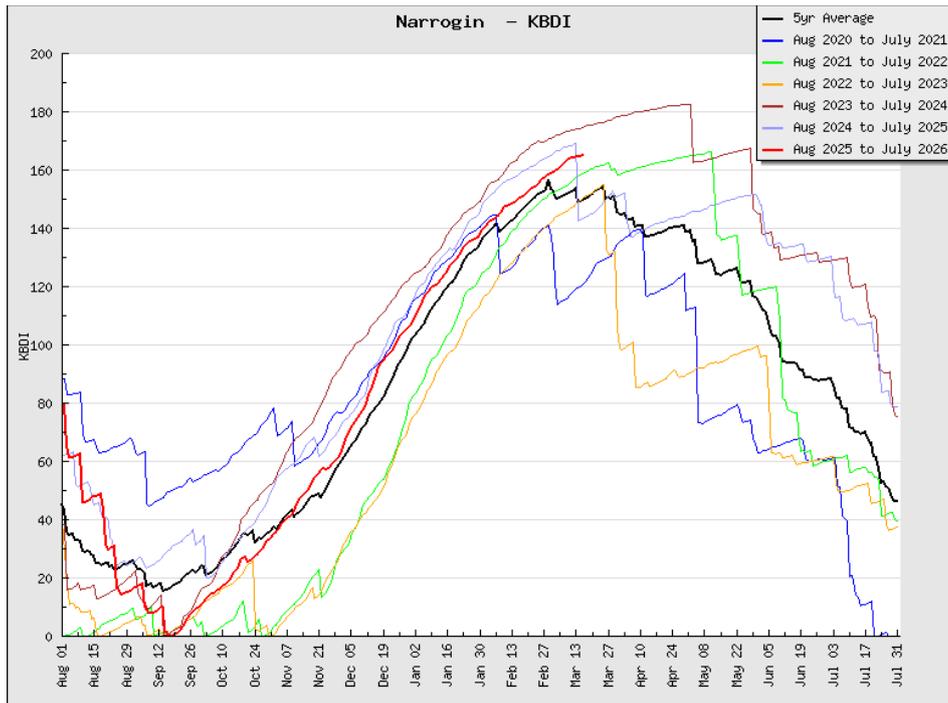
Shire of Narrogin

Ordinary Council Meeting 25 March 2026



3420349

**Bush Fire Advisory Committee**  
**Department of Fire and Emergency Services**  
*Upper Great Southern Officers Report*



**Review of Narrogin’s KBDI** – With the current Graph and Seasonal conditions it appears the soil dryness is well above the 5 year average and would require an additional 25+mm of rain in the landscape to bring the current soil dryness to the 5 year average. For Reference the region will generally enter High Threat Period when the Scale reaches 120mm and generally exits HTP around 120mm.

**Feedback or Observations from the current fire season?**

Tell us anytime - the Lessons Management Observation Register is always ready to receive your observations. Scan the handy QR code or for further information or enquiries, please email [Lessons@dfes.wa.gov.au](mailto:Lessons@dfes.wa.gov.au)



**WAFES Awards**

Regions are encouraged to promote the awards and nominate volunteers and staff who have made an outstanding contribution over the last 12 months. - <https://www.dfes.wa.gov.au/awards-and-events/wafes-awards>

**Training Calendar** – The Upper Great Southern DFES Brigade Training Calendar for 2026 has been released and available on eAcademy. As per the regional plan we have a strong focus on incident management and developing new trainers.

**Want to run your own training in your locally?** – Workplace Trainer Assessor training is 3 days to upskill you in the requirements of this, on in Narrogin 17, 18 & 19 April 2026 – enrol on eAcademy or contact our regional Training Support Officer (TSO) via [TSO.uppergreatsouthern@dfes.wa.gov.au](mailto:TSO.uppergreatsouthern@dfes.wa.gov.au) PH: 6832 3110



## Public Information and Warnings

### Emergency WA

Use Emergency WA as your source of Truth for Incident Information. Stay up to date with [Emergency WA](#), they also have a new Emergency WA App now available on IOS and Android devices. Allowing you to stay up to date with real-life live data and updates. You are able to set watch zones and receive updates if an incident occurs nearby. Refer the community to Emergency WA for Information.

**As Incident Controllers we need to start feeding Incident Information up and issuing appropriate alerts and Warnings to support this.**

### Alerts and Warnings

For incidents where smoke or fire is going to impact or affect the public we need to start thinking about issuing alerts and warnings. **Being proactive with alerts and warnings can save lives.**

It is also a **State Strategic Control Priority – Community Warnings and Information**

We use 3 Warning levels, which is a National approach, details below:

Bushfire Alerts and Warnings	
Warning Level	When to Issue Warning
<b>ADVICE</b>	There is an active incident in the area. There is no immediate danger. The Community needs to stay up to date in case the situation changes.
<b>WATCH AND ACT</b>	There is a possible threat to lives and homes. The Community needs to take actions now to stay safe.
<b>EMERGENCY WARNING</b>	There is an immediate threat to lives and homes. The Community is in danger and needs to take immediate action.

How to Issue Bushfire Alerts and Warnings		
Issuing Bushfire <b>Advises</b> , <b>Watch and Acts</b> and <b>Emergency Warnings</b>		
Contact	Number	Actions
<b>DFES PUBLIC INFORMATION</b>	<b>1800 718 288</b>	You can call DFES Public Information and they will be able to talk through which warning. It would be advantageous to know what warning you require and the “Boundaries”, these can be roads, waterways etc.

## The State Hazard Plan – Fire (Update)

The State Hazard Plan - Fire provides an overview of arrangements for the management of fire in Western Australia (WA) and contains information on fire prevention, preparedness, response and recovery. The State Hazard Plan has now been reviewed, updated and republished (21<sup>st</sup> August 2025). State Hazard Plan - Fire can be found here: [https://www.wa.gov.au/system/files/2025-08/shp\\_fire\\_v3.00.pdf](https://www.wa.gov.au/system/files/2025-08/shp_fire_v3.00.pdf)

## Transfer of Control

As per Bushfires Act 1954 and State Hazard Plan – Fire, **Local Government is the Controlling Agency for all Fires outside of the Gazetted Fire District.**



In some circumstances the Controlling Agency of an incident can be transferred to another agency.

**Reasons for Transferring Control**

For bushfires, circumstances that may trigger a change of Controlling Agency include:

- At the request of the Current Controlling Agency
- Beyond the capacity of the Controlling Agency
- Level 3 incident
- Complexity of the incident / multiple hazards
- Multiple local government areas
- DFES Officer authorised under section 13 of the Bush Fires Act 1954

**LG to DFES**

Transfer of control to DFES can only occur under a Section 13 of the Bushfires Act 1954 which requires authorisation at State Level by the Duty Assistant Commissioner (DAC). This can be accepted or declined and does take time to progress.

**During this time Local Government retains control of this incident.** The region and Bushfire Liaison Officers will continue to support you throughout this time.

**LG to DBCA**

Transfer of control to DBCA can occur under a Section 45 of the Bushfires Act 1954. Generally, if the fire involves DBCA Tenure. The Current Incident controller can contact the DBCA Duty Officer who can assist in facilitating this. **Please note – This Process is between DBCA and LG, however, Comcen need to be made aware of this and requires a signed handover form.**

**Fires on UCL/UMR and DBCA Tenure**

There were a few instances where fires were not actioned last season due to Brigades not knowing whose land it is, ie. being in a reserve or near DBCA land, Under the Bushfires Act 1954, The Bushfire Brigade can enter the tenure and/or property to prevent the spread of fire as long as they are taking due care and informing the property owners of attendance.

**Checklist and Supporting Documents**

The Upper Great Southern have an Online Folder with helpful and useful resources that can assist you. The link is found [here](#) or scan the QR Code below.

**4.14 Controlling Agencies**

Controlling Agencies for fire suppression are determined by their area of responsibility in accordance with Western Australian legislation.

Where the response requirements exceed the owners and/or occupier's capabilities, the relevant Controlling Agency takes control in accordance with their legislative responsibilities.

**Table 2: Initial controlling agencies**

Area of responsibility	Initial Controlling Agency
Within Gazetted Fire Districts	DFES
On DBCA managed land outside Gazetted Fire Districts	DBCA
Within local government districts outside of Gazetted Fire Districts and outside DBCA managed land	Local governments





Shire of  
**Narrogin**  
*Love the life*

89 Earl Street, Narrogin  
**Correspondence to:**  
PO Box 1145, Narrogin WA 6312  
T (08) 9890 0900  
E [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)  
W [www.narrogin.wa.gov.au](http://www.narrogin.wa.gov.au)

# ~~2025~~2026/~~2026~~2027 FIREBREAK AND FUEL HAZARD REDUCTION NOTICE

FOR ALL FIRES PHONE 000

## ABOUT THIS NOTICE AND YOUR RESPONSIBILITIES

In accordance with Section 33 of the Bush Fires Act 1954, you are required to carry out fire prevention work on land owned or occupied by you as set out in this Notice by the dates specified. If the requirements of this Notice are not met by the due date, or are not completed to the satisfaction of an inspecting officer, an on the spot fine of \$250 will be issued. The maximum fine for failure to comply is \$5,000. The Shire can also enter upon the land and carry out required works at the owner/occupier's expense.

DATES YOU MUST REMEMBER		
RESTRICTED BURNING PERIOD	PROHIBITED BURNING PERIOD	RESTRICTED BURNING PERIOD
1 October to 31 October	1 November to 1 March	2 March to 1 May
UNRESTRICTED BURNING SEASON		
2 May to 30 September		

This Notice outlines the Firebreak requirements and restrictions for different property types and activities.

PROPERTY TYPE	CATEGORY	YEARLY COMPLIANCE DATES
Land Zoned Rural, Rural Smallholding & Rural Residential	Category 1	1 November to 1 May
All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial up to 4,000 m <sup>2</sup>	Category 2	1 November to 1 May
All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial over 4,000 m <sup>2</sup>	Category 3	1 November to 1 May

## 1. SPECIAL REQUIREMENTS AND ALTERNATIVES

### 1.1 SPECIAL REQUIREMENTS

The requirements of this Notice are considered the minimum standard of fire protection required to protect not only the individual property but the community as a whole. The Shire can impose additional requirements to remove or abate hazards if considered necessary. Any property subject to a Bush Fire Management Plan, or conditions imposed as a result of development approval, must comply with the approved conditions in addition to the requirements of this Notice.

### 1.2 ALTERNATIVES

If it is considered to be impracticable for any reason to clear firebreaks or to remove flammable material from the land or any other provisions required by this notice you may apply to the Shire or its duly Authorised Officer not later than 1 October, for permission to provide firebreaks in alternative positions or to take alternative action to manage fire hazards on the land. If permission is not granted by the Shire or a duly authorised person, you shall comply with the requirements of this notice.

Enquiries relating to this Firebreak and Fuel Hazard Reduction Notice or fire prevention in general should be directed to the Shire Ranger Services on (08) 9890 0900 or 0448 873 207.

## 2. WORK REQUIRED TO BE UNDERTAKEN

### 2.1 CATEGORY 1 – Land Zoned Rural, Rural Smallholding & Rural Residential

By 1 November until 1 May

#### Firebreaks

- (a) On Rural zoned land at least 2.5 metres wide shall be maintained inside and within 20 metres of the boundary of all land; and surrounding such other positions as is necessary to divide land in excess of 400 hectares into area not exceeding 400 hectares, each completely surrounded by a firebreak.
- (b) On Rural Smallholdings (4-40 hectares) and Rural Residential (1-4 hectares) land at least 4 metres wide and 4 metres vertical clearance firebreaks shall be maintained around the boundary of the property.
- (c) at least 6 metres wide shall completely encircle all buildings and haystacks.
- (d) fuel tanks, whether containing fuel or not, shall have the ground surface cleared to a distance of 6 metres from and encircling the tank/s of all flammable material.

#### Fire Fighting Equipment

Where the land is zoned Rural, a readily mobile operational fire fighting unit containing a minimum of 800 litres of water on standby and available for inspection is required during the period from 1 November to 1 May, inclusive.

#### Harvesting

A person shall not undertake or allow harvesting during the Prohibited Burning period unless–

- (a) one hand held water filled fire extinguisher with a minimum capacity of 7.5 litres is filled in a readily accessible position on the machine, and
- (b) an operational mobile engine powered firefighting unit or units with a minimum combined capacity of 1200 litres of available water, located in or immediately adjacent to the paddock being harvested and/or baled. The responsibility to supply and operate the firefighting unit is that of the landowner/occupier.

#### Harvest bans and other bans - permitted activities

- (a) Water carting for stock and domestic purposes provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.
- (b) Checking of stock and water for stock, provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.
- (c) All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken with a mobile fire fighting unit in attendance.
- (d) All necessary carting of livestock, provided that such a vehicle is accompanied by a mobile fire fighting unit.
- (e) Essential service provider checking for telecommunications, power or utility water services, provided they are accompanied by a mobile firefighting unit.
- (f) Activities which received specific exemptions from the Shire or the Chief Bush Fire Control Officer.

### 2.2 CATEGORY 2 – All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial up to 4,000 m<sup>2</sup>

By 1 November until 1 May

All flammable material on the land shall be reduced to a height of less than 10 cm.

### 2.3 CATEGORY 3 – All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial over 4,000 m<sup>2</sup>

- (a) firebreaks shall be maintained at least 2.5 metres wide immediately inside all external boundaries of the land and surrounding all buildings situated on the land; and
- (b) flammable material on the remainder of the land shall be reduced to a height of less than 10 cm.
- (c) A special control zone or other land not elsewhere specified in this Notice, shall comply with the higher level measures required by adjoining land unless varied under clause 2.2.

### 2.4 Properties with Fire Management Plans

All properties with approved fire management plans shall comply with the plan and or this notice whichever is the greater.

If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act. A permit to burn is required during the Restricted Burning periods from an Authorised Officer.

## 3. REGULATED ACTIVITIES

### 3.1 BURNING OF GARDEN REFUSE AND RUBBISH

Prior to the burning of garden refuse and rubbish a 3 metre radius perimeter around the waste heap is to be cleared of all flammable material. Burning of garden refuse and rubbish is not permitted during the Prohibited Burning Period and during the Restricted Burning Periods it will require a burning permit from a Fire Control Officer.

### 3.2 SLASHING DURING THE RESTRICTED AND PROHIBITED BURNING PERIODS

This clause does not apply to the mowing of residential lawns. During the Restricted Burning Period, any person conducting slashing must have available a fire extinguisher of not less than 7.5 litre capacity either attached to the machine or within 200 metres of where the machine is operating. During the Prohibited Burning Period, any person conducting slashing must have available a fire fighting unit (full of water and in good working order) of not less than 400 litre capacity within 200 metres of where the machine is operating.

### 3.3 OPEN AIR FIRES

Are permitted during the Restricted Burning period,

- subject to compliance with the provisions relating to Restricted Burning periods and Shire of Narrogin Local Laws (eg requiring a permit).
- Are not permitted at all during the Prohibited Burning period (including garden refuse).
- Are not permitted on any day when the fire danger rating is "High" or above.

### 3.4 PUBLIC HOLIDAYS

**(a)** A harvest ban and a ban on the movement of all vehicles and machinery and the operation of internal combustion engines is imposed on Christmas Day, **Boxing Day and New Year's Day each year.**

**(b)** All other activities or operations may only be undertaken during a ban on the movement of all vehicles and machinery and a ban on the operation of internal combustion engines after approval has been granted by the Shire. Approval has to be sought on an individual basis, and is subject to specified conditions. It should be noted that approval may not be granted.

## 4. DEFINITION OF TERMS

### DEFINITIONS

**Authorised Officer:** An officer appointed as a Shire of Narrogin Fire Control Officer.

**Ban on the Movement of all Vehicles:** includes machinery and the operation of internal combustion engines within the Shire or a part of the Shire and during a time as specified in a Notice or broadcast with the exception of the movement of vehicles and machinery on constructed gazetted roads, internal vehicle access and yards;

**Firebreak:** means a strip of land from which all flammable material has been cleared to the specified width by ploughing, cultivating, scarifying, burning or otherwise clearing.

**Firebreak Time:** The time each year where fire hazard reduction works must be maintained as specified in this Fire Control Order. This period commences on 1 November each year until and including 1 May of the following year.

**Flammable Material:** includes bush (as defined in the Bush Fires Act), accumulated fuel such as leaf litter, twigs, bark, grass over 100mm in height, timber boxes, cartons, paper and any combustible material, capable of carrying a running fire but excludes living standing trees and shrubs, stubble, or growing bushes and plants in gardens, or lawns;

**Harvest Ban:** applies on the operation of all grain harvesting machines including swathers, baling or slashing machines within the Shire or part of the Shire and during a time, as specified in a notice or broadcast;

**Harvesting:** includes grain harvesting, swathers, baling or slashing of stubble or hay in any crop;

**Internal Vehicle Access:** is defined as a trafficable surface, free of all flammable material, a minimum width of four metres, and with overhanging vegetation pruned back so as not to come into contact with parts of a vehicle;

**Mobile Fire Fighting Unit:** is defined as having a minimum water carrying capacity of eight hundred (800) litres, fitted with a hose and pump capable of delivering water through an adjustable nozzle in the spray and jet configurations;

**Prohibited Burning:** This period commences on 1 November of each year until and including 1 March of the following year. This time may be amended, subject to prevailing seasonal conditions.

**Restricted Burning Time:** This period commences on 2 March until and including 1 May and recommences on 1 October until and including 31 October of any year. This time may be amended, subject to the prevailing seasonal conditions.

**Unrestricted Burning Time:** The time period each year where a permit to burn is not required, in areas zoned rural under the Shire of Narrogin Town Planning Scheme. This period commences on 2 May and continues up to and including 30 September. This time may be amended, subject to the prevailing seasonal conditions.

**Yard:** is defined as an area, greater than four metres wide, with a constructed, trafficable surface, free of all flammable material save live standing trees.

## 5. FIRE PERMITS AND UNDERTAKING FUEL HAZARD REDUCTION WORK

- 5.1 PERMITS to burn are required for the whole of the restricted periods and can only be obtained from the Fire Control Officers listed overleaf.
- 5.2 CAREFULLY READ and adhere to all of the conditions of the permit as any breach or negligence could make you liable for any damage to neighbouring properties and/or infringements/penalties.
- 5.3 ANY SPECIAL CONDITIONS imposed by the Fire Control Officer/s when issuing permits must be strictly adhered to. Rangers will check that permit conditions are being complied with during the Restricted Burning Period.
- 5.4 INFRINGEMENTS/ON THE SPOT FINES of \$250 and upwards apply to any breaches of the permit conditions/special conditions. Contact your FCO or local Rangers if in doubt.
- 5.5 THE PERMIT HOLDER shall give notice of their intention to burn to the following:
- (a) The Shire Office, no later than on the day when burning is to take place. Weekend burning must be notified by 4.00 pm of the preceding Friday.
- (b) The owner or occupier of adjoining land.
- (c) The nearest Department of Biodiversity, Conservation and Attractions, Parks and Wildlife Service office, if the land is situated within 3km of a State Forest (Notification should be given even when burning is in the open burning period).
- 5.6 PERIOD OF NOTICE to neighbours prior to burning cannot be more than 28 days or less than 4 days, although lesser notice may be determined by mutual agreement of all neighbours.
- 5.7 INCINERATORS used to burn rubbish must be properly constructed. An open drum with or without a lid is not an authorised incinerator.
- 5.8 FIREFIGHTING EQUIPMENT residents are strongly encouraged to have and maintain firefighting equipment for the protection of their own property.

## 6. HARVEST AND VEHICLE MOVEMENT BANS AND TOTAL FIRE BANS

6.1 TOTAL FIRE BANS (TFB) are declared by the Department of Fire and Emergency Services (DFES) following consultation with Local Governments due to extreme weather conditions or widespread fires stretching firefighting resources. During a TFB the lighting of any fires in the open air and any other activities that may start a fire are prohibited, including:

- (a) All open air fires for the purpose of cooking/camping, i.e. wood fuel barbecues, candles, pizza ovens;
- (b) Incinerators, welding, grinding, soldering, gas cutting, angle grinders and lawnmowers.

Penalty: Up to \$25,000 fine and/or a 12 month jail term. Exemptions may be granted by DFES and must be requested in writing.

6.2 HARVEST AND VEHICLE MOVEMENT BANS are imposed by Local Government under the Bush Fires Regulations 1954 Section 38A and Section 24C, when prevailing and/or anticipated weather conditions and/or when availability or response capacity of the local firefighting resources are reduced. A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for 'heat of the day' periods and may be extended or revoked as weather conditions change. During a Harvest and Vehicle Movement Ban, the use of engines, vehicles, plant and machinery is prohibited in order to mitigate the associated risk of causing or contributing to the spread of a bushfire.

6.3 AUSTRALIAN FIRE DANGER RATING SYSTEM (AFDRS) The Fire Danger Rating for any day can be located at <https://www.emergency.wa.gov.au/#firedangerratings>

## 7. VOLUNTEERING IN A BUSHFIRE BRIGADE

7.1 BRIGADE MEMBERSHIP Information about becoming a volunteer can be found on the Shire of Narrogin website: <https://www.narrogin.wa.gov.au/live/services/volunteering-in-the-shire/shire-of-narrogin-bush-fire-brigades.aspx>.

## 8. BUSH FIRE CONTROL OFFICERS

WHOLE DISTRICT	Central	Minigin
Chief Fire Control Officer	Vern Gibson 0428 108 274	Clayton Hardie 0408 845 278
Pip Porter 0429 859 041	Jon Rick 0428 584 467	Lewis Hardie 0409 845 267
First Deputy Chief Fire Control Officer	Leigh Ballard 0428 832 095	Russell Ashley 0428 815 859
Vern Gibson 0428 108 274	Highbury	Normans Lake
Second Deputy Chief Fire Control Officer	Pip Porter 0429 859 041	Nathan Walker 0428 827 027
Stuart Moyses 0427 859 029	Stuart Moyses 0427 859 029	Daryl Kilpatrick 0400 429 516
Community Emergency Services Manager	Murray Sanders 0427 811 100	Ockley
Paul Gibson 0439 655 772		Troy Smith 0429 637 240
		Keiran Quartermaine 0429 889 838
NARROGIN TOWNSITE (Permits Only)		Braden Lange 0428 717 242
Senior Ranger		
Guy Maley 0448 873 207		

## **10.2 INFRASTRUCTURE SERVICES**

Nil

## 10.3 CORPORATE & COMMUNITY SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID – FEBRUARY 2026

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	9 March 2026
Author	Belinda Knight, Manager Corporate Services
Authorising Officer	Ian Graham – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – February

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for February 2026.

#### Background

Pursuant to *Local Government Act 1995*, Section 6.8 (2)(b), where expenditure has been incurred by a local government, it is to be reported to the next Ordinary Meeting of Council.

#### Consultation

Consultation has been undertaken with the Manager Corporate Services.

Elected Members are encouraged to direct any queries regarding specific items within the Schedule of Accounts Paid to the Executive Manager Corporate & Community Services via email prior to the meeting. This approach allows sufficient time for thorough research and ensures that comprehensive responses can be provided to all Elected Members ahead of the meeting, facilitating informed discussion and decision-making.

#### Statutory Environment

*Local Government Act 1995*, Section 6.8 (2)(b) and Local Government (Financial Management) Regulations 1996, clause 13 relates.

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

## Sustainability & Climate Change Implications

*Environmental* - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

*Economic* - There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

*Social* - There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

*Climate Change* – There are no significant identifiable climate change impacts arising from the adoption of the officer's recommendation.

## Financial Implications

All expenditure has been approved via adoption of the 2025/2026 Annual Budget or resulting from a Council resolution.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, clause 13, which may result in a qualified audit.	Rare (1)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

## Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The Schedule of Accounts Paid – February 2026 is presented to Council for notation. Below is a summary of activity.

<b>February 2026 Payments</b>			<b>Regional</b>	<b>\$</b>	<b>%</b>
Payment Type	\$	%	Non Local/Statutory	\$950,045.88	52%
Cheque	\$216.00	0%	Local Suppliers	\$372,090.04	20%
EFT	\$992,701.25	54%	Payroll	\$515,768.24	28%
Direct Debit	\$329,218.17	18%	Total	\$1,837,904.16	100%
Credit Card	\$0.00	0%			
Payroll	\$515,768.24	28%			
Total Payments	\$1,837,904.16	100%			

### Voting Requirements

Simple Majority

#### **OFFICERS' RECOMMENDATION & COUNCIL RESOLUTION 250326.04**

Moved: Cr Fisher

Seconded: Cr McNab

That with respect to the Schedule of Accounts Paid for February 2026, Council note the Report as presented.

**CARRIED 6/0**

For: President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab

Against: Nil

Chq/EFT	Date	Name	Description	Payment Amount	Invoice Amount	Type
781	27/02/2026	Shire Of Narrogin - Petty Cash-admin		\$216.00		
DEC2025	31/12/2025		CATS - Driver's meals Dec 2025		\$216.00	
EFT27235	05/02/2026	Air Response		\$1,681.71		L
159779A	28/01/2026		Library - Repairs to aircon		\$1,055.99	
159851A	28/01/2026		Town Hall - aircon repairs		\$625.72	
EFT27236	05/02/2026	Albert Facey Motor Inn		\$235.00		L
2602	29/01/2026		Australia Day - Accomodation - Monsterball staff		\$235.00	
EFT27237	05/02/2026	Aquatic Services WA Pty Ltd		\$22,014.10		
AS 20260037	15/01/2026		NRLC - Pool Chemicals		\$3,483.22	
AS 20260039-42	15/01/2026		NRLC - Install Wet Deck grating swimming pool		\$18,530.88	
EFT27238	05/02/2026	BMR Mechanical Pty Ltd		\$596.94		L
INV 4601	27/01/2026		NO4846 - FUSO Canter- Fix Engine Oil Issue & DPF Filter		\$596.94	
EFT27239	05/02/2026	Belinda Knight		\$6,996.00		
BK254	31/01/2026		Provision of Financial Services as per RFQ 25/26-07 - Jan 2026		\$4,620.00	
BK255	31/01/2026		Rate notice formatting incl back page for Rates, Final, Instalment & Interim Notices		\$2,376.00	
EFT27240	05/02/2026	Belvedere Homestead Nursery		\$4,194.90		L
000073	29/01/2026		Caravan Park Units - 190m2 Roll On Turf - 2x 15kg Bags Fertiliser		\$4,194.90	
EFT27241	05/02/2026	Ben Allinson		\$2,000.00		L
24	27/01/2026		Hazard Reduction - Brush Cutting - Waste Facility		\$2,000.00	
EFT27242	05/02/2026	Broad Electrical & Air Conditioning		\$171.60		L
INV 0947	23/01/2026		CHSP - Replace the broken light switch on Jessie House		\$171.60	
EFT27243	05/02/2026	Carderling		\$588.00		L
487	30/01/2026		CHCP - Equipment and Home Modification		\$588.00	
EFT27244	05/02/2026	Department of Local Government, Industry Regulation and Safety		\$56.65		
T13	31/01/2026		Building Services Levy		\$56.65	
EFT27245	05/02/2026	Earl Street Physiotherapy		\$90.00		L
0057282	28/01/2026		CHCP - Standard Physio Consultation		\$90.00	
EFT27246	05/02/2026	Farmworks Narrogin Pty Ltd		\$352.00		L
118080	21/01/2026		Parks & Gardens Maintenance - 10 Lt drum Fairway herbicide		\$352.00	
EFT27247	05/02/2026	Galabid Pty Ltd		\$1,650.00		
INV 12805	16/01/2026		Monopoly Board Game - Fundraising platform		\$1,650.00	
EFT27248	05/02/2026	Goodyear Autocare Narrogin		\$90.00		L
107134	08/01/2026		NO686 - Skid Steer - puncture repair		\$55.00	
107204	14/01/2026		ONGN - Mazda CX-60 - puncture repair		\$35.00	
EFT27249	05/02/2026	Hancocks Home Hardware		\$23.50		L
10038835	13/01/2026		Depot - Crib Room bin		\$23.50	
EFT27250	05/02/2026	Independence Australia Group		\$3,996.90		
83326606 01	29/01/2026		CHCP - Continence Aids		\$378.40	
83326696 01	29/01/2026		CHCP - Continence Aids		\$139.10	
83326708 01	29/01/2026		CHCP - Continence Aids		\$657.60	
83326766 01	29/01/2026		CHCP - Continence Aids		\$385.80	
83326772 01	29/01/2026		CHCP - Continence Aids		\$322.00	
83326794 01	29/01/2026		CHCP - Continence Aids		\$668.70	
83326808 01	29/01/2026		CHCP - Continence Aids		\$107.10	
83326823 01	29/01/2026		CHCP - Continence Aids		\$224.40	
83326850 01	29/01/2026		CHCP - Continence Aids		\$331.00	
83326870 01	30/01/2026		CHCP - Continence Aids		\$509.80	
83326897 01	30/01/2026		CHCP - Ensure Plus Vanilla Food supplements		\$273.00	
EFT27251	05/02/2026	JH Computer Services		\$958.53		
7291 D01	01/01/2026		NRLC - printing - July 25 - Dec 25		\$958.53	
EFT27252	05/02/2026	Jax Music		\$850.00		
INV 76	14/01/2026		Australia Day - music entertainment		\$500.00	
INV 80	27/01/2026		Australia Day - music entertainment		\$350.00	
EFT27253	05/02/2026	Jordan Swadling		\$2,000.00		L
140020006	27/01/2026		Tip - Brush cutting/hazard reduction		\$2,000.00	
EFT27254	05/02/2026	Liquor Barons Narrogin		\$990.49		L
0067410	25/11/2025		Good Shed Opening - refreshments		\$990.49	
EFT27255	05/02/2026	Lite n' Easy		\$1,488.33		
8370678	27/01/2026		CHCP - Lite n Easy		\$103.73	
8393490	27/01/2026		CHCP - Lite n Easy		\$558.55	
8395372	27/01/2026		CHCP - Lite n Easy		\$135.23	
8395378	27/01/2026		CHCP - Lite n Easy		\$135.23	
8395777	27/01/2026		CHCP - Lite n Easy		\$178.28	
8395973	27/01/2026		CHCP - Lite n Easy		\$103.73	
8396770	27/01/2026		CHCP - Lite n Easy		\$197.11	
8396924	27/01/2026		CHCP - Lite n Easy		\$76.47	
EFT27256	05/02/2026	Local Government Professionals Australia WA		\$1,620.00		
47499	30/01/2026		Finance Professionals Conference 2026 - EMCCS		\$1,620.00	
EFT27257	05/02/2026	Melchiorre Plumbing & Gas		\$695.99		L
6643MPG	14/01/2026		Admin - attend to toilet blockage		\$695.99	
EFT27258	05/02/2026	Narrogin Fruit Market		\$143.29		L
141790	27/01/2026		ADMIN - Groceries		\$49.69	
141792	27/01/2026		ADMIN - Groceries		\$93.60	
EFT27259	05/02/2026	Narrogin Gasworx		\$90.00		L
95264	22/01/2026		Caravan Park - Gas bottles x 3		\$90.00	
EFT27260	05/02/2026	Narrogin Meals On Wheels		\$618.00		L
JAN 2026	30/01/2026		CHSP - Meals on Wheels - Jan 2026		\$618.00	
EFT27261	05/02/2026	Narrogin Packaging		\$972.64		L
99230	09/01/2026		Australia Day - Catering supplies		\$270.35	
00099266	09/01/2026		Admin Office - Cleaning Goods		\$141.50	
00099267	09/01/2026		Public Toilets - Cleaning Goods		\$395.14	
00099421	30/01/2026		Highbury Toilets - Cleaning Goods		\$165.65	

83	EFT27262	05/02/2026	Narrogin Podiatry			\$82.50		L
84	0028372	27/01/2026		CHCP - Standard Podiatry Consultation			\$82.50	
85	EFT27263	05/02/2026	Narrogin Valley Stockfeed			\$194.00		L
86	NVS185461	29/01/2026		Animal Pound - Dog food			\$194.00	
87	EFT27264	05/02/2026	Officeworks Ltd			\$988.00		
88	626352915	08/01/2026		Admin - Sit-stand desk			\$723.05	
89	626353398	08/01/2026		Australia Day 2026 - Certificate frames			\$264.95	
90	EFT27265	05/02/2026	PFD Food Services Pty Ltd			\$807.55		
91	LS872904	30/12/2025		NRLC - Kiosk Stock			\$442.30	
92	LT276335	20/01/2026		NRLC - Kiosk Stock			\$365.25	
93	EFT27266	05/02/2026	Public Transport Authority			\$230.89		
94	T2	31/01/2026		TransWA Agency takings			\$355.40	
95	20260131 - RCTI	31/01/2026		Commission			-\$124.51	
96	EFT27268	05/02/2026	Team Global Express Pty Ltd			\$36.09		
97	0699 T740710	11/01/2026		ESL - BFB - Freight - Interfire Ag			\$36.09	
98	EFT27269	05/02/2026	United Security Enforcement Corporation			\$475.20		
99	13650	04/11/2025		NRLC - alarm response			\$316.80	
100	13727	26/01/2026		Admin - alarm response			\$158.40	
101	EFT27270	05/02/2026	WML Consultants Pty Ltd			\$27,500.00		
102	34080	16/01/2026		Town Hall - Administration Building - NRLC - Structural Assessment Report			\$27,500.00	
103	EFT27271	05/02/2026	Wirtgen Australia Pty Ltd			\$313.02		
104	1900152207	08/01/2026		NO4929 - Vibe Roller - Wheel studs & nuts			\$313.02	
105	EFT27272	12/02/2026	ASSA ABLOY Australia Pty Limited			\$5,869.50		
106	IN03134747	12/12/2025		29 Egerton Street, 30 Gray Street, Library, Lions Park Public Toilet - locking systems			\$5,186.89	
107	IN03157315	30/01/2026		27 Egerton Street - key system 6437			\$682.61	
108	EFT27273	12/02/2026	Accessibility WA Inc.			\$375.00		
109	T5	10/02/2026		Accessibility WA - Bond Key - 587			\$375.00	
110	EFT27274	12/02/2026	Ampac Debt Recovery (WA)			\$346.65		
111	126434	31/01/2026		Rates debt collection - Jan 2026			\$346.65	
112	EFT27275	12/02/2026	Ballard Seeds			\$28,080.47		L
113	INV 10699	04/02/2026		Recycling shed - Supply & deliver shed kit			\$28,080.47	
114	EFT27276	12/02/2026	Best Office Systems			\$1,152.90		L
115	655426	27/01/2026		Copier contract Jan 2026			\$1,152.90	
116	EFT27277	12/02/2026	Boothey Boys Excavations and Farmworks			\$1,320.00		L
117	INV 0007	22/09/2025		Landcare Project Fund 2025			\$1,320.00	
118	EFT27278	12/02/2026	Coca Cola Euro Pacific			\$519.19		
119	0238479661	21/01/2026		NRLC - Kiosk Stock			\$519.19	
120	EFT27279	12/02/2026	Elgas			\$1,647.94		
121	0361096247	28/01/2026		NRLC Gas - 1,600LT Gas supplied			\$1,647.94	
122	EFT27280	12/02/2026	Eurofins ARL Pty Ltd			\$225.50		
123	AU14 1022128	24/12/2025		Asbestos Absence/Presence Testing, Analytical expenses			\$225.50	
124	EFT27281	12/02/2026	Farmers Centre Narrogin Pty Ltd			\$215.36		L
125	98735	21/01/2026		NO686 - Skid Steer - Repair Hydraulic Hose			\$215.36	
126	EFT27282	12/02/2026	Game2xtreme Perth			\$1,110.00		
127	XT154	20/01/2026		Family Fun Day Entertainment - Gaming truck			\$1,110.00	
128	EFT27283	12/02/2026	Goodyear Autocare Narrogin			\$1,925.00		L
129	107234	16/01/2026		NO686 - Skid Steer - 4 x Tyres & fitting			\$1,870.00	
130	107245	19/01/2026		NO686 - Skid Steer - Puncture repair			\$55.00	
131	EFT27284	12/02/2026	Great Southern Electrical Services			\$56,466.21		L
132	INV 00017644	29/01/2026		Caravan Park Accommodation Units - Power connection to units			\$55,000.00	
133	INV 00017441	04/02/2026		Caravan Park Accom Units - Mount conduit, solar panels & lights			\$1,466.21	
134	EFT27285	12/02/2026	Great Southern Waste Disposal			\$68,106.42		L
135	IV0000003664	07/01/2026		Refuse & Landfill contract - 29/11/2025 - 27/12/2025			\$68,106.42	
136	EFT27286	12/02/2026	Hancocks Home Hardware			\$163.70		L
137	10040052	23/01/2026		CHCP - Mop and Buck			\$41.20	
138	10040980	02/02/2026		CHCP - Keysafe			\$122.50	
139	EFT27287	12/02/2026	Harcher Distributors (Wa Distributors P/L)			\$386.70		
140	1138683	11/11/2025		NRLC - Kiosk Stock			\$386.70	
141	EFT27288	12/02/2026	Integrated ICT			\$215.71		
142	41342	30/01/2026		Admin IT - Exclaimer Signature Cloud - Service period - Jan 2026			\$215.71	
143	EFT27289	12/02/2026	JH Computer Services			\$19,686.70		
144	007423 D01	31/01/2026		IT Contract - 01/02/2026 - 28/02/2026			\$17,050.00	
145	007424 D01	31/01/2026		Microsoft licences - Jan 2026			\$2,636.70	
146	EFT27291	12/02/2026	McLeods Lawyers			\$192.50		
147	148406	16/01/2026		Annual Audit confirmation			\$192.50	
148	EFT27292	12/02/2026	Monster Ball Amusements and Hire			\$2,325.00		
149	56080529	28/01/2026		Australia Day - Monsterball family entertainment			\$2,325.00	
150	EFT27293	12/02/2026	Narrogin Auto Electrics			\$110.76		L
151	271346	05/01/2026		NO2260 - Three Axle Dog Trailer - Repair broken electrical cable			\$110.76	
152	EFT27294	12/02/2026	Narrogin Bearing Service			\$85.00		L
153	IN235908	02/02/2026		NO4141 - Backhoe loader - parts			\$85.00	
154	EFT27295	12/02/2026	Narrogin Betta Home Living			\$27,738.00		L
155	25710109415	25/11/2025		ADMIN - Round Table 90cm Eclip			\$414.00	
156	25710110019	08/12/2025		Caravan Park Units - 18 new bed frames - 18 outdoor settings			\$27,324.00	
157	EFT27296	12/02/2026	Narrogin Earthmoving & Concrete Pty Ltd			\$990.00		L
158	IV0000003919	09/01/2026		Caravan Park Accommodation Units - Yellow Sand			\$990.00	
159	EFT27297	12/02/2026	Narrogin Embroidery			\$132.00		L
160	1862	31/01/2026		ANIMAL - Protective Clothing - Embroidery			\$132.00	
161	EFT27298	12/02/2026	Narrogin Fruit Market			\$1,448.91		L
162	145416	02/02/2026		ADMIN - Groceries			\$47.91	
163	145764	03/02/2026		Australia Day & Honours Committee Meeting - 21/01/202			\$624.80	
164	145785	03/02/2026		Council Catering - Restock supplies			\$776.20	

165	EFT27299	12/02/2026	Narrogin Packaging		\$1,749.29		L
166	00096792	24/09/2025		NRLC - Cleaning goods		\$214.00	
167	00099264	09/01/2026		Caravan Park - Repairs to retic		\$723.41	
168	00099166	13/01/2026		Goods - Parks & Gardens		\$38.10	
169	00099205	21/01/2026		Goods - Parks & Gardens		\$294.41	
170	00099209	22/01/2026		Goods - Parks & Gardens		\$188.40	
171	00099216	23/01/2026		Goods - Parks & Gardens		\$37.82	
172	00099398	28/01/2026		Caravan Park - Repairs to retic		\$179.15	
173	00099609	06/02/2026		Admin - Cleaning Goods		\$74.00	
174	EFT27300	12/02/2026	Narrogin Plant Hire		\$4,400.00		L
175	3844	29/01/2026		Clayton Road - 8 Day Water Cart Hire		\$4,400.00	
176	EFT27301	12/02/2026	Narrogin Toyota		\$154.00		L
177	PI23071999	05/01/2026		CHCP - Work Helmet for Gardener, CHSP - Work Helmet for Gardener		\$154.00	
178	EFT27302	12/02/2026	New Security Installations Pty Ltd		\$10,456.82		
179	4317	27/01/2026		Services all PIR and alarm systems		\$10,456.82	
180	EFT27303	12/02/2026	Officeworks Ltd		\$90.45		
181	626787062	21/01/2026		NRLC - First Aid Supplies		\$90.45	
182	EFT27304	12/02/2026	Parry's Narrogin		\$270.00		L
183	1009106	29/01/2026		ANIMAL - Protective Clothing - Ranger Polo Shirts		\$270.00	
184	EFT27305	12/02/2026	Party on the Green		\$1,870.00		
185	INV 0374	28/01/2026		Australia Day - Family Fun Day entertainment		\$1,870.00	
186	EFT27306	12/02/2026	Perfect Gym Solutions		\$1,815.00		
187	INV270006012	01/01/2026		NRLC - Perfect Gym package - Jan 2026		\$907.50	
188	INV270006301	01/02/2026		NRLC - Perfect Gym package - Feb 2026		\$907.50	
189	EFT27307	12/02/2026	Phlozone		\$275.00		
190	INV 4737	01/02/2026		NRLC - Phlozone subscription fees - Feb 2026		\$275.00	
191	EFT27308	12/02/2026	Power Networx		\$151.80		
192	PNX23658	03/02/2026		Greeting message - Jan 2026		\$151.80	
193	EFT27309	12/02/2026	REPCO		\$56.11		L
194	4850136200	05/02/2026		Depot - supplies		\$56.11	
195	EFT27311	12/02/2026	Regional Communication Solutions		\$24,862.77		L
196	INV 2836	02/02/2026		NRLC - Additional CCTV cameras		\$18,359.43	
197	INV 2837	02/02/2026		NRLC - CCTV For 24 Hour Gym		\$6,503.34	
198	EFT27312	12/02/2026	Southern Cross Austereo Pty Ltd		\$660.00		
199	71898680	31/01/2026		Australia Day & Family Fun Day Radio Advertisement		\$572.00	
200	71898681	31/01/2026		Australia Day & Family Fun Day Radio Advertisement		\$88.00	
201	EFT27313	12/02/2026	Steele's Guns & Outdoors		\$747.00		L
202	116755	22/01/2026		NRLC - 2 Way Radios		\$747.00	
203	EFT27314	12/02/2026	T Quip		\$532.85		
204	146189 21	21/01/2026		NO52 - Toro Groundmaster mower - Parts for repairs		\$181.85	
205	146282 21	23/01/2026		NO52 - Toro Groundmaster mower - Parts for repairs		\$347.80	
206	146487 21	29/01/2026		NO52 - Toro Groundmaster mower - Parts for repairs		\$3.20	
207	EFT27315	12/02/2026	Team Global Express Pty Ltd		\$84.16		
208	0698 T740710	28/12/2025		Health - Freight - Pathwest		\$40.85	
209	0700 T740710	18/01/2026		Health - Freight - Pathwest		\$43.31	
210	EFT27316	12/02/2026	United Security Enforcement Corporation		\$316.80		
211	00013734	02/02/2026		Security services - Admin Office Building - Alarm activation		\$316.80	
212	EFT27317	18/02/2026	Aylmore Fabrication & Welding		\$2,903.22		L
213	INV 0707	28/01/2026		Clayton Oval - Aluminium cricket pitch line marking template		\$2,903.22	
214	EFT27318	18/02/2026	Big Ass Fans Australia Pty Ltd		\$22,211.20		
215	430628	28/01/2026		2 x Powerfoil X4 Fans for Court 1 NRLC including installation as quoted		\$22,211.20	
216	EFT27319	18/02/2026	Broad Electrical & Air Conditioning		\$865.00		
217	INV 0292	21/08/2025		Town Hall - Install additional light switch		\$865.00	
218	EFT27320	18/02/2026	Earl Street Physiotherapy		\$450.00		L
219	57420	02/02/2026		CHCP - Standard Physio Consultation		\$90.00	
220	57432	02/02/2026		CHCP - Standard Physio Consultation		\$90.00	
221	57583	09/02/2026		CHCP - Standard Physio Consultation		\$90.00	
222	57617	09/02/2026		CHCP - Standard Physio Consultation		\$90.00	
223	0057121	19/02/2026		CHCP - Standard Podiatry Consultation		\$90.00	
224	EFT27321	18/02/2026	Hancocks Home Hardware		\$16.00		L
225	10041107	03/02/2026		CHCP - Keys cut		\$16.00	
226	EFT27322	18/02/2026	Independence Australia Group		\$634.20		
227	83339349 01	05/02/2026		CHCP - Nutrition Fortisip Protein Drinks		\$247.45	
228	83326817 01	06/02/2026		CHCP - Continence Aids		\$203.00	
229	83326870 02	06/02/2026		CHCP - Continence Aids		\$67.60	
230	83339349 02	06/02/2026		CHCP - Nutrition Fortisip Protein Drinks		\$116.15	
231	EFT27323	18/02/2026	Keeling Electrical Group		\$1,188.12		L
232	2164	04/02/2026		Railway Station Building Maintenance		\$794.15	
233	2170	09/02/2026		NRLC - Dry Side Toilet Light Repair		\$139.65	
234	2171	09/02/2026		NRLC - Court 3 GPO Fault		\$254.32	
235	EFT27324	18/02/2026	Landgate		\$96.96		
236	77368243	27/01/2026		Valuations - Interim - GRV/LV		\$96.96	
237	EFT27325	18/02/2026	Laser Corps WA		\$1,890.00		
238	26 0207	05/02/2026		Family Fun Day - Childrens entertainment		\$1,890.00	
239	EFT27326	18/02/2026	Liquor Barons Narrogin		\$1,535.75		L
240	67417	02/12/2025		Christmas Party Refreshments		\$1,535.75	
241	EFT27327	18/02/2026	Lite n' Easy		\$1,169.75		
242	8363052	03/02/2026		CHCP - Lite n Easy		\$167.40	
243	8385070	03/02/2026		CHCP - Lite n Easy		\$103.73	
244	8405630	03/02/2026		CHCP - Lite n Easy		\$167.40	
245	8406361	03/02/2026		CHCP - Lite n Easy		\$241.81	
246	8406413	03/02/2026		CHCP - Lite n Easy		\$103.73	
247	8406498	03/02/2026		CHCP - Lite n Easy		\$105.80	
248	8407520	03/02/2026		CHCP - Lite n Easy		\$203.41	
249	8409811	03/02/2026		CHCP - Lite n Easy		\$76.47	

250	EFT27328	18/02/2026	Melchiorre Plumbing & Gas			\$1,794.58			L
251	6641MPG	23/01/2026		Plumbing repairs			\$1,794.58		
252	EFT27329	18/02/2026	Narrogin Community Pharmacy			\$39.90			L
253	1350460	12/02/2026		CHCP - Moogoo Cream			\$39.90		
254	EFT27330	18/02/2026	Narrogin Earthmoving & Concrete Pty Ltd			\$12,340.90			L
255	UV3949	31/01/2026		Narrogin-Harrismith Road - Vibe Roller hire			\$4,860.90		
256	IV00000003950	31/01/2026		Caravan Park Accommodation Units - Supply & lay footpath			\$7,480.00		
257	EFT27331	18/02/2026	Narrogin Gasworx			\$3,575.00			L
258	95755	11/02/2026		CHCP - Lift Chair			\$3,575.00		
259	EFT27332	18/02/2026	Narrogin Jetsprint Club Inc			\$2,500.00			L
260	11122025	11/12/2025		Narrogin Jetsprint Round 1 - 2025/26			\$2,500.00		
261	EFT27333	18/02/2026	Narrogin Packaging			\$1,003.16			L
262	99487	02/02/2026		Caravan Park - General purchases			\$904.00		
263	99493	03/02/2026		Caravan Park - General purchases			\$54.55		
264	99646	09/02/2026		Mackie Park Toilets - Cleaning Goods			\$44.61		
265	EFT27334	18/02/2026	Officeworks Ltd			\$191.95			
266	626667385	20/01/2026		LIB - Rechargeable phone batteries & Children Storytime Items			\$191.95		
267	EFT27335	18/02/2026	PFD Food Services Pty Ltd			\$562.50			
268	LT485577	10/02/2026		NRLC - Kiosk Stock			\$364.35		
269	LT485578	10/02/2026		NRLC - Kiosk Stock			\$198.15		
270	EFT27336	18/02/2026	RKS Building & Construction			\$656.78			L
271	INV 1147	11/02/2026		Bannister Street club room door replacement			\$656.78		
272	EFT27337	18/02/2026	RL & KJ Mackenzie			\$29.75			
273	17012026	17/01/2026		Commission Payments for stock supplied - Dec 2025			\$29.75		
274	EFT27338	18/02/2026	Raeco			\$319.88			
275	609269	22/01/2026		LIB - Book spine labels & coverings			\$319.88		
276	EFT27339	18/02/2026	Team Global Express Pty Ltd			\$76.98			
277	0701 T740710	25/01/2026		NO4929 - Vibe Roller - freight Wirtgen, Health - Freight - Pathwest			\$76.98		
278	EFT27340	18/02/2026	Western Australian Electoral Commission			\$31,791.78			
279	3877	06/02/2026		LG Election 2025			\$31,791.78		
280	EFT27341	27/02/2026	AFGRI Equipment Australia			\$1,609.08			
281	3028883	04/11/2025		NO4719 - 2019 John Deere - Supply only service filters (oil, air & fuel)			\$1,027.99		
282	3042119	28/11/2025		NO4871 - 2024 John Deere - Supply only service filters (oil, air & fuel)			\$67.09		
283	3042123	28/11/2025		JD Ride on mower - Mower blades			\$514.00		
284	EFT27342	27/02/2026	ASSA ABLOY Australia Pty Limited			\$144.75			
285	IN03170051	17/02/2026		27 Egerton Street - Cut keys x4			\$144.75		
286	EFT27343	27/02/2026	Albany Acorn Trees & Stumps			\$22,440.00			
287	1141	12/02/2026		Street Tree Maintenance			\$22,440.00		
288	EFT27344	27/02/2026	Autosmart WA Southwest			\$266.38			
289	260000467	17/02/2026		Depot - 2 bags of rags & safety glasses			\$266.38		
290	EFT27345	27/02/2026	BMR Mechanical Pty Ltd			\$3,585.08			L
291	INV 4698	19/02/2026		NO1 2018 Nissan - Replace bump stops NO1 2018 Nissan - rubber spring, freight, workshop consumables			\$3,585.08		
292	EFT27346	27/02/2026	Belvedere Homestead Nursery			\$1,352.00			L
293	000077	24/02/2026		Caravan Park Units - Plants			\$1,352.00		
294	EFT27347	27/02/2026	Ben Allinson			\$2,100.00			L
295	25	17/02/2026		Hazard reduction - Waste facility			\$2,100.00		
296	EFT27348	27/02/2026	Best Office Systems			\$164.00			L
297	656138	17/02/2026		OTHCU - Welcome to Narrogin layout printing			\$132.00		
298	656164	18/02/2026		NRLC - Print & laminate Code of Conduct			\$32.00		
299	EFT27349	27/02/2026	Broad Electrical & Air Conditioning			\$223.56			L
300	INV-1040	11/02/2026		Library - Replace the faulty light switch			\$223.56		
301	EFT27350	27/02/2026	Cardering			\$2,343.00			L
302	492	18/02/2026		HCP - Equipment and home modification review			\$685.00		
303	493	18/02/2026		HCP - Equipment and home modification review			\$538.00		
304	494	19/02/2026		HCP - Equipment and home modification review			\$585.00		
305	496	24/02/2026		CHCP - Functional and equipment review			\$535.00		
306	EFT27351	27/02/2026	Carroll and Richardson Flagworld Pty Ltd			\$484.45			
307	169922	10/02/2026		Replacement flags - Australian, Aboriginal and TSI Flag			\$484.45		
308	EFT27352	27/02/2026	Centigrade Services			\$9,988.67			
309	426774	17/12/2025		NRLC - Removal of redundant ductwork for foyer			\$5,675.45		
310	427010	05/01/2026		NRLC - New pulleys and install for AC 3 pool aircon			\$2,551.18		
311	427666	20/02/2026		NRLC - New filters for AC units pool side			\$1,762.04		
312	EFT27353	27/02/2026	Coca Cola Euro Pacific			\$477.25			
313	0238642325	11/02/2026		NRLC - Kiosk Stock			\$477.25		
314	EFT27354	27/02/2026	Commercial Locksmiths WA Pty Ltd			\$4,987.52			
315	107571	04/02/2026		27 Egerton Street - locks			\$993.41		
316	107565	04/02/2026		NRLC, Michael Brown Park, 27 Egerton Street, 29 Egerton Street, 30 Gray Street, Library, Highbury Public Toilets, Memorial Park Toilets, Railway Station - locks			\$3,994.11		
317	EFT27355	27/02/2026	Country Paint Supplies			\$131.65			L
318	4899002210	17/02/2026		Caravan Park - Paint for stairs			\$25.45		
319	4801032694	18/02/2026		Caravan Park - 1x box black spray paint			\$106.20		
320	EFT27356	27/02/2026	Dewfields Consulting			\$1,075.00			
321	DC Q 001	13/01/2026		Environmental Health - Contract Services			\$1,075.00		
322	EFT27357	27/02/2026	Earl Street Physiotherapy			\$280.00			L
323	0057785	16/02/2026		HCP - Standard Physio Consultation			\$90.00		
324	0057816	17/02/2026		HCP - Standard Physio Consultation			\$90.00		
325	0057969	23/02/2026		CHCP - Move your Body program			\$10.00		
326	0057978	23/02/2026		CHCP - Standard physio consultation			\$90.00		

327	EFT27358	27/02/2026	Edwards Isuzu Ute		\$213.55		L
328	37520	29/01/2026		NGN 93 - Isuzu - Service filters		\$213.55	
329	EFT27359	27/02/2026	Elizabeth WEBB		\$129.79		L
330	11022026	11/02/2026		Morning Tea - Guy Maley 20years service		\$129.79	
331	EFT27360	27/02/2026	Forms Express Pty Ltd		\$746.45		
332	257655	13/02/2026		Rates notice and instalment notice printing		\$746.45	
333	EFT27361	27/02/2026	Fulton Hogan		\$342,608.60		
334	21055339	13/01/2026		Wagin-Wickepin Road, Narrogin-Harrismith Road, Congelin Road, Dowsett Street, Halo Street, Harbour Street, Harris Street, Hive Street, James Street, Lydeker Way, Fairway Street, Furnival Street, Fortune Street - Reseals		\$342,608.60	
335	EFT27362	27/02/2026	Girl Friday Books & Admin		\$2,046.00		L
336	INV 0277	19/12/2025		DCVC - Xero setup and other ongoing costs		\$2,046.00	
337	EFT27363	27/02/2026	Goodyear Autocare Narrogin		\$230.00		L
338	107360	29/01/2026		NO4871 670G Grader - Tyre repairs		\$230.00	
339	EFT27364	27/02/2026	Great Southern Towing		\$88.00		L
340	12526	17/02/2026		OLOPS - Towing of abandoned vehicle - Federal Street		\$88.00	
341	EFT27365	27/02/2026	Great Southern Waste Disposal		\$72,111.52		L
342	IV0000003697	03/02/2026		Refuse & Landfill contract - 27/12/2025 - 31/01/2026		\$72,111.52	
343	EFT27366	27/02/2026	Guy Maley		\$328.95		L
344	12022026	12/02/2026		Ranger - Safety work boots		\$328.95	
345	EFT27367	27/02/2026	Hancocks Home Hardware		\$66.00		L
346	10042471	16/02/2026		NRLC - Basketball ring rope		\$66.00	
347	EFT27368	27/02/2026	Harcher Distributors (Wa Distributors P/L)		\$698.60		
348	1158533	06/01/2026		NRLC - Kiosk Stock		\$253.70	
349	1158534	06/01/2026		NRLC - Cleaning Supplies		\$78.75	
350	1163492	20/01/2026		NRLC - Cleaning Supplies		\$337.75	
351	1163493	20/01/2026		NRLC - Kiosk Stock		\$28.40	
352	EFT27369	27/02/2026	Heidelberg Materials Australia Pty Ltd		\$5,013.47		
353	76289011	20/02/2026		Narrogin-Harrismith Road - 60T washed basalt		\$5,013.47	
354	EFT27370	27/02/2026	ILX Group Pty Ltd		\$3,141.05		
355	115490	05/02/2026		PRINCE2 Agile Foundation & Practitioner Online licences with exam 12 months		\$3,141.05	
356	EFT27371	27/02/2026	Initial Hygiene (Cannon)		\$683.08		
357	98455138	14/01/2026		Sanitary and Nappy Bin Service - 28/02/2026 - 28/05/2026		\$683.08	
358	EFT27372	27/02/2026	InterFire Agencies		\$5,675.50		
359	INV 25472	16/02/2026		ESL - Various PPE		\$4,168.57	
360	INV 25501	18/02/2026		ESL - Various PPE		\$1,401.00	
361	INV 25503	18/02/2026		ESL - Particulate filters		\$105.93	
362	EFT27373	27/02/2026	Jaymak Pty Ltd		\$4,730.00		
363	INV 1959	19/01/2026		John Higgins - Deep clean of kitchen, bar and coolroom		\$4,730.00	
364	EFT27374	27/02/2026	Keeling Electrical Group		\$1,844.15		L
365	2177	10/02/2026		NRLC - Ground Water Pump Works		\$1,844.15	
366	EFT27375	27/02/2026	Komatsu Australia Pty Ltd		\$149.20		
367	004447807	18/12/2025		NO084 2015 Komatsu Wheel Loader - Cartridge		\$149.20	
368	EFT27376	27/02/2026	Landgate		\$65.20		
369	1547424	02/02/2026		Copy of Certificate of Title		\$65.20	
370	EFT27377	27/02/2026	Lite n' Easy		\$3,230.74		
371	8396362	10/02/2026		CHCP - Lite n Easy		\$103.73	
372	8418691	10/02/2026		CHCP - Lite n Easy		\$392.70	
373	8418726	10/02/2026		CHCP - Lite n Easy		\$103.73	
374	8419859	10/02/2026		CHCP - Lite n Easy		\$104.43	
375	8385051	17/02/2026		CHCP - Lite n Easy		\$167.40	
376	8407208	17/02/2026		CHCP - Lite n Easy		\$103.73	
377	8425417	17/02/2026		CHCP - Lite n Easy		\$89.07	
378	8428861	17/02/2026		CHCP - Lite n Easy		\$169.85	
379	8429178	17/02/2026		CHCP - Lite n Easy		\$152.00	
380	8430075	17/02/2026		CHCP - Lite n Easy		\$138.07	
381	8430155	17/02/2026		CHCP - Lite n Easy		\$138.73	
382	8430157	17/02/2026		CHCP - Lite n Easy		\$138.73	
383	8432292	17/02/2026		CHCP - Lite n Easy		\$136.95	
384	8438393	24/02/2026		CHCP - Lite n Easy		\$241.63	
385	8440365	24/02/2026		CHCP - Lite n Easy		\$103.73	
386	8441319	24/02/2026		CHCP - Lite n Easy		\$103.73	
387	8441875	24/02/2026		CHCP - Lite n Easy		\$396.20	
388	8442492	24/02/2026		CHCP - Lite n Easy		\$228.02	
389	8442697	24/02/2026		CHCP - Lite n Easy		\$102.68	
390	8443875	24/02/2026		CHCP - Lite n Easy		\$115.63	
391	EFT27378	27/02/2026	MA Baker		\$1,300.00		L
392	7	30/01/2026		Family fun day 3hrs		\$1,300.00	
393	EFT27379	27/02/2026	Melchiorre Plumbing & Gas		\$889.47		L
394	6690MPG	29/01/2026		Library - Plumbing repairs		\$889.47	
395	EFT27380	27/02/2026	NER Finance		\$270.41		
396	NA00220412	16/01/2026		NRLC - Monthly Printer Rental - Feb 2026		\$270.41	
397	EFT27381	27/02/2026	Narrogin Auto Centre		\$1,282.60		L
398	349741	17/02/2026		ONO - Vehicle service		\$1,282.60	
399	EFT27382	27/02/2026	Narrogin Betta Home Living		\$69.95		L
400	25710112444	23/02/2026		CHSP - Remote for TV in Jessie House		\$69.95	
401	EFT27383	27/02/2026	Narrogin Chamber of Commerce		\$800.00		L
402	INV 0550	09/01/2026		Gift vouchers		\$500.00	
403	INV 0556	11/02/2026		Gift vouchers		\$300.00	
404	EFT27384	27/02/2026	Narrogin Croquet Club		\$200.00		L
405	13022026	13/02/2026		Narrogin Croquet Challenge 2026 - Registration fees x2		\$200.00	
406	EFT27385	27/02/2026	Narrogin Earthmoving & Concrete Pty Ltd		\$582.56		L
407	IV0000003976	11/02/2026		Caravan Park Accommodation - 15T yellow sand		\$582.56	
408	EFT27386	27/02/2026	Narrogin Flying Club		\$75.90		L
409	INV0336	19/02/2026		Electricity - strip lights - 13/11/2025 - 14/01/2026, Electricity - service charge - 13/11/2025 - 14/01/2026		\$75.90	

410	EFT27387	27/02/2026	Narrogin Freightlines		\$323.41		L
411	173286	06/02/2026		Caravan Park Units - Postage - Dependable laundry		\$323.41	
412	EFT27388	27/02/2026	Narrogin Fruit Market		\$905.48		L
413	124192	12/12/2025		DCVC - Management meeting catering		\$189.50	
414	128381	24/12/2025		Members - Cake Tray		\$120.00	
415	136518	12/01/2026		ADMIN - Groceries		\$59.50	
416	145418	02/02/2026		ADMIN - Groceries		\$69.71	
417	146517	05/02/2026		ADMIN - Groceries		\$11.90	
418	147569	09/02/2026		ADMIN - Groceries		\$78.00	
419	147563	09/02/2026		ADMIN - Groceries		\$71.21	
420	147565	09/02/2026		ADMIN - Groceries		\$15.85	
421	149730	16/02/2026		ADMIN - Groceries		\$62.41	
422	152113	23/02/2026		Australia Day - Lunch catering		\$227.40	
423	EFT27389	27/02/2026	Narrogin Gasworx		\$4,506.95		L
424	95508	02/02/2026		CHCP - Lift chair, walking stick, bendable cutlery		\$4,435.00	
425	95814	13/02/2026		CHCP - Button/zipper hook & jar opener		\$71.95	
426	EFT27390	27/02/2026	Narrogin McIntosh & Sons		\$103.76		L
427	P15 4436	06/02/2026		Homecare - Blades for mower and air filter		\$33.00	
428	P15 4437	06/02/2026		Homecare - Blades for mower and air filter		\$70.76	
429	EFT27391	27/02/2026	Narrogin Newspower Newsagency		\$574.11		L
430	SN00 1363 3101 2026	31/01/2026		Stationery Order - Diary 2026, Newspapers - Jan 2026		\$90.69	
431	SN00 1596 3101 2026	31/01/2026		Stationery Order - Jan 2026		\$289.13	
432	SN00 1606 3101 2026	31/01/2026		Newspapers Library - Jan 2026		\$113.39	
433	SN00 1564 3101 2026	31/01/2026		CHSP - Newspapers - Jan 2026		\$80.90	
434	EFT27392	27/02/2026	Narrogin Packaging		\$2,580.72		L
435	00098140	24/11/2025		NRLC - Materials		\$425.00	
436	00098313	26/11/2025		Parks & Gardens - Materials		\$934.60	
437	00099503	03/02/2026		Caravan Park - General purchases		\$136.60	
438	00099502	03/02/2026		CHCP - Sprinkler Repair - Norma Whyte		\$12.02	
439	00099608	06/02/2026		Mackie Park Toilets - Cleaning goods		\$215.50	
440	00099607	06/02/2026		Public Toilets - Cleaning Goods		\$417.00	
441	00099703	12/02/2026		Caravan Park - General purchases		\$420.00	
442	00099733	12/02/2026		Memorial Park Toilets - Cleaning Goods		\$20.00	
443	EFT27393	27/02/2026	Narrogin Plant Hire		\$1,100.00		L
444	3853	23/02/2026		Narrogin Valley Road - 2 day 10,000lt water cart hire		\$1,100.00	
445	EFT27394	27/02/2026	Narrogin Podiatry		\$82.50		L
446	0029120	24/02/2026		CHCP - Standard Podiatry Consultation		\$82.50	
447	EFT27395	27/02/2026	Narrogin Senior High School		\$900.00		L
448	9930	30/01/2026		Thank a Volunteer Day - Morning tea		\$900.00	
449	EFT27396	27/02/2026	Narrogin Sub Centre St John Ambulance		\$360.00		L
450	FAINV01344813	31/01/2026		CHCP - First Aid Training Homecare Staff		\$180.00	
451	FAINV01344815	31/01/2026		CHCP - First Aid Training Homecare Staff		\$180.00	
452	EFT27397	27/02/2026	Narrogin Toyota		\$410.00		L
453	JC24050896	19/02/2026		1NO 2024 Toyota Hilux - Service		\$410.00	
454	EFT27398	27/02/2026	Narrogin Tyrepower		\$488.00		L
455	INV00013279	08/01/2026		CHCP - HQ Blower for home maintenance		\$359.00	
456	INV13292	23/01/2026		Homecare - Trimmer Line		\$129.00	
457	EFT27399	27/02/2026	Narrogin Valley Stockfeed		\$1,350.00		L
458	NVS186235	09/02/2026		Caravan Park Units - Soil conditioner		\$1,350.00	
459	EFT27400	27/02/2026	Nilfisk Pty Ltd		\$715.00		
460	PSVI040612	15/12/2025		NRLC - Service to SC500 Scrubber 2025-2026		\$715.00	
461	EFT27401	27/02/2026	Officeworks Ltd		\$38.45		
462	627192227	29/01/2026		PPE - Trafalgar Hi-Vis Safety Vest Yellow L, PPE - Tuffgard Vented Safety Hard hat White, PPE - Delivery		\$38.45	
463	EFT27402	27/02/2026	Omnicom Media Group Australia Pty Ltd		\$375.58		
464	1917510	31/01/2026		Community Chest - Advertising Round 2		\$375.58	
465	EFT27403	27/02/2026	Open Systems Technology Pty Ltd		\$2,068.00		
466	SI009526	17/02/2026		Records - Project services Jan 2026		\$2,068.00	
467	EFT27404	27/02/2026	PFDF Food Services Pty Ltd		\$395.15		
468	LT559071	17/02/2026		NRLC - Kiosk Stock		\$395.15	
469	EFT27405	27/02/2026	Patricia Sandoval Kennedy		\$50.10		L
470	03022026	03/02/2026		0NO 2024 Mitsubishi Outlander - Fuel		\$50.10	
471	EFT27406	27/02/2026	REPCO		\$36.30		L
472	4850137102	17/02/2026		Small Plant - Chain saw spark plug, Small Plant - Chain saw oil		\$36.30	
473	EFT27407	27/02/2026	RJ Smith Engineering		\$96.00		L
474	DI32736	12/01/2026		Roads Maintenance - Caution Tape		\$26.00	
475	DI32771	13/01/2026		Road Maintenance - Lifting Slings		\$70.00	
476	EFT27408	27/02/2026	Rozette Saraus		\$92.70		L
477	20022026	20/02/2026		Members - Morning Tea 20/02/2026		\$92.70	
478	EFT27409	27/02/2026	Sherrilee Joy Betteley		\$316.51		L
479	13012026	13/01/2026		School Holiday Program - Reject Shop, School Holiday Program - Coles, School Holiday Program - Spotlight, School Holiday Program - Amazon, School Holiday Program -Big W		\$316.51	
480	EFT27410	27/02/2026	Successful Projects		\$11,918.50		
481	INV 14479	31/01/2026		Project Management Services, NRLC Energy Efficiency Project - Jan 2026		\$11,918.50	
482	EFT27411	27/02/2026	Team Global Express Pty Ltd		\$124.95		
483	0702 T740710	01/02/2026		NO1 Nissan - Freight parts , NO4929 - Freight parts, NO52 - Freight parts		\$124.95	
484	EFT27412	27/02/2026	Telair Pty Ltd		\$1,635.00		
485	TA10781-079	31/01/2026		Phone charges - Jan 2026		\$1,635.00	
486	EFT27413	27/02/2026	The Royal Life Saving Society Australia		\$179.00		
487	AX-19413	20/01/2026		NRLC - Workshop & lifeguard licence renewal		\$179.00	
488	EFT27414	27/02/2026	Truck Centre (WA) Pty Ltd		\$2,135.03		
489	1872744 000001	27/01/2026		NO1 - Nissan Truck - Brake pad Kits and Kit Wear Indicators		\$2,135.03	
490	EFT27415	27/02/2026	Tunstall Austalia Pty Ltd		\$869.10		
491	SCO0163973	29/01/2026		CHCP - Fall alarm pendant		\$418.90	
492	INV1338445	30/01/2026		CHCP - Fall Alarm Watch		\$418.90	
493	INV1340546	01/02/2026		CHCP - Fall Alarm monthly charge		\$31.30	

494	EFT27416	27/02/2026	Tyrecycle PTY LTD		\$8,855.83	
495	266765	07/01/2026		Tyre Collection - Various - Collection dates 09/07/25 & 07/01/26		\$8,855.83
496	EFT27417	27/02/2026	United Security Enforcement Corporation		\$1,584.00	
497	00013721	19/01/2026		Security services - NRLC, Single Alarm Activation 12/01/2026, NRLC - Late to Close 18/01/2026		\$316.80
498	00013726	26/01/2026		NRLC - Pool door tamper		\$316.80
	00013738	09/02/2026		Railway station - Single alarm activation 01/02/2026, Railway station - Multi alarm activation 03/02/2026, Railway station - Multi alarm activation 04/02/2026, Library - Single alarm activation 06/02/2026, Library - Single alarm activation 08/02/2026		\$792.00
499						\$158.40
500	00013744	16/02/2026		Town Hall - Single alarm activation 13/02/2026		
501	EFT27418	27/02/2026	WA Country Health Service		\$2,763.20	
502	687493	05/02/2026		CHSP - MOW Contract December 2025		\$2,763.20
503	EFT27419	27/02/2026	WA Library Supplies & WA Ergo Supplies		\$92.90	
504	00144308	20/01/2026		Library - Dynamo labels		\$92.90
505	EFT27420	27/02/2026	Water Corporation		\$153.61	
506	90 07798 96 9 FEB	13/02/2026		Standpipe - Williams-Kondinin Rd - Water usage - 09/12/2025 -		\$153.61
507	EFT27421	27/02/2026	Waterlogic Australia		\$66.41	
508	5262696	01/02/2026		NRLC - Water Cooler Rental - 01/02/2026 - 28/02/2026		\$66.41
509	EFT27422	27/02/2026	Wirtgen Australia Pty Ltd		\$570.02	
510	1900153370	29/01/2026		NO4929 - Vibe Roller - Service filters		\$570.02
511				<b>TOTAL CHEQUE &amp; EFT PAYMENTS</b>		<b>\$992,917.75</b>

Direct Debit	Date	Name	Description	Payment Total	Invoice Amount	Type
DD12528.1	02/02/2026	Department of Transport		\$280,065.35		
T1	28/02/2026		Dept of Transport Agency takings		\$280,065.35	
DD12530.1	01/02/2026	CRISP Wireless		\$1,387.90		L
202601001069	01/02/2026		NRLC - Crisp Enterprise Premium - 01/02/2026 - 28/02/2026		\$1,292.90	
202601001463	28/01/2026		NRLC - Crisp NBN Dash - 01/02/2025 - 28/02/2025		\$95.00	
DD12537.1	04/02/2026	Synergy		\$27,771.49		
403 301 690 JAN	14/01/2026		NRLC - Electricity - 10/12/2025 - 13/01/2026		\$25,058.08	
403 301 880 JAN	14/01/2026		Caravan Park - Electricity - 10/12/2025 - 13/01/2026		\$2,713.41	
DD12547.1	02/02/2026	Les Mills Asia Pacific		\$924.01		
LMB1298816	02/02/2026		NRLC - Les Mills signature package - 01/02/2026 - 28/02/2026		\$924.01	
DD12559.1	10/02/2026	Synergy		\$1,512.37		
056 460 840 JAN	20/01/2026		John Higgins Building - Electricity - 16/12/2025 - 19/01/2026		\$1,512.37	
DD12582.1	16/02/2026	Sandwai Pty Ltd		\$930.60		
INV 6114	01/02/2026		Sandwai Admin User - Monthly - Feb 2026		\$930.60	
DD12586.1	19/02/2026	Water Corporation		\$77.98		
90 07708 35 2 FEB	03/02/2026		EMTRS Staff Huse - Water usage - 26/11/2025 - 30/01/2026		\$77.98	
DD12602.2	12/02/2026	Telstra		\$1,524.94		
K 647 804 761 2	12/02/2026		Telstra Charges - Feb 2026		\$1,524.94	
DD12615.1	25/02/2026	Synergy		\$13,276.05		
649 918 430 FEB	04/02/2026		Street Lighting - Electricity usage - 25/12/2025 - 24/01/2026		\$13,276.05	
DD12615.2	23/02/2026	Water Corporation		\$114.45		
90 07708 85 4 FEB	02/02/2026		Good Shed - Water - 26/11/2025 - 30/01/2026		\$114.45	
DD12615.3	25/02/2026	Water Corporation		\$1,200.55		
90 07710 93 8 FEB	04/02/2026		Lions Park - Water - 26/11/2025 - 03/02/2026		\$1,200.55	
DD12615.4	26/02/2026	Water Corporation		\$432.48		
90 07716 03 7 FEB	10/02/2026		13 Hough St - Water - 05/12/2025 - 09/02/2026		\$432.48	
			<b>TOTAL DIRECT DEBITS</b>		<b>\$329,218.17</b>	

Payroll	Name	Description	Invoice Amount	Payment Total
PAYROLL	Payroll		\$515,768.24	
		09/02/2026		\$254,148.28
		23/02/2026		\$261,619.96
		<b>TOTAL PAYROLL</b>	<b>\$515,768.24</b>	

February 2026 Payments			
Payment Type		\$	%
Cheque		\$216.00	0%
EFT (incl Payroll)		\$992,701.75	54%
Direct Debit		\$329,218.17	18%
Credit Card		\$0.00	0%
Payroll		\$515,768.24	28%
<b>Total Payments</b>		<b>\$1,837,904.16</b>	<b>100%</b>

Regional Payments			
		\$	%
Non Local/Statutory		\$950,045.88	52%
Local Suppliers		\$372,090.04	20%
Payroll		\$515,768.24	28%
<b>Total</b>		<b>\$1,837,904.16</b>	<b>100%</b>

### 10.3.2 MONTHLY FINANCIAL REPORT – FEBRUARY 2026

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	10 March 2026
Author	Belinda Knight – Manager Corporate Services
Authorising Officer	Ian Graham – Executive Manager Corporate & Community Services
Attachments	<ol style="list-style-type: none"><li>1. Monthly Financial Report for February 2026; and</li><li>2. Capital Projects Tracker – February 2026.</li></ol>

#### Summary

In accordance with the *Local Government Financial Management Regulations (1996)*, Regulation 34, the Shire is to prepare a monthly Statement of Financial Activity for notation by Council.

#### Background

Council is requested to review the February 2026 Monthly Financial Report.

#### Consultation

Consultation has been undertaken with the Chief Executive Officer and Executive Manager Corporate & Community Services.

#### Statutory Environment

*Local Government (Financial Management) Regulations 1996, Regulation 34* applies.

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

#### Sustainability & Climate Change Implications

*Environmental* - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

*Economic* - There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

*Social* - There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

## Financial Implications

All expenditure has been approved via adoption of the 2025/2026 Annual Budget or resulting from a Council resolution.

Council is requested to review the February 2026 Monthly Financial Report, noting that Council is advised of the following matters:

- Budgets have been updated in accordance with adopted budget amendments for the financial year up to 31 January 2026 including the statutory Annual Budget Review process;
- Rates received to 28 February 2026 is \$7.01m (83.1%) of the total to be collected, with \$1.21M (16.9%) to be collected, compared with \$6.79m (82%) and \$1.50M (18%) as at January 2025. It should be noted that of this amount there is approximately \$208k related to Pensioner Rate Deferments. Payments received during February totalled \$204,230, with 552 assessments paying by instalments. The final instalment is due 27/03/2026.
- Trade Debtors – the 90+ days debtors sits at \$60k including \$22k billed in advance. The Executive Manager Corporate and Community Services is monitoring collection action on the remaining balances.
- Monthly Summary Information Graphs - as part of our ongoing commitment to financial transparency and effective budget management, some clarification regarding the phasing of expenditure in relation to the budget adopted in July each year is provided.

While the budget provides an annual allocation of funding, actual expenditure throughout the year may not always align perfectly with the anticipated monthly distribution. This is particularly relevant when considering the default phasing of expenditure, which is often spread evenly (at 1/12 per month or an initial 8.33% cumulative) depending on the nature of the expenses.

For administrative efficiency, the predicted phasing or timing of expenditure is not adjusted on a month-by-month basis to reflect actual variations. This means that while the financial report (and in particular the graphs) may show timing differences, these are not necessarily an indication of overspending or underspending, but rather a reflection of how expenses naturally fluctuate due to operational requirements, project timelines, and external factors.

It is important to view the financial report with this in mind and understand that variances are a normal part of financial management. The finance team continuously monitors and manages these variations to ensure overall budget integrity and adherence to Council's financial objectives.

Should any material changes arise that require formal budget adjustments, these will be brought to Council for consideration in the usual manner.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's Financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

## Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of three (3) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

The February 2026 Monthly Financial Report is presented for review.

## Voting Requirements

Simple Majority

**OFFICERS' RECOMMENDATION & COUNCIL RESOLUTION 250326.05**

Moved: Cr Bartron    Seconded: Cr Wiese

That with respect to the Monthly Financial Report for February 2026, Council note the Report as presented.

**CARRIED 6/0**

For:     President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil



Shire of  
**Narrogin**  
*Love the life*

## SHIRE OF NARROGIN

### MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)  
For the period ended 28 February 2026

*LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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**SHIRE OF NARROGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

	Amended Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
General rates	6,335,145	6,335,145	<b>6,333,551</b>	(1,594)	(0.03%)	
Rates excluding general rates	16,280	10,848	<b>16,273</b>	5,425	50.01%	
Grants, subsidies and contributions	3,300,595	2,185,420	<b>2,679,808</b>	494,388	22.62%	▲
Fees and charges	3,691,840	2,543,198	<b>2,381,299</b>	(161,899)	(6.37%)	▼
Interest revenue	662,660	507,956	<b>370,495</b>	(137,461)	(27.06%)	▼
Other revenue	572,820	460,616	<b>350,358</b>	(110,258)	(23.94%)	▼
Profit on asset disposals	100,000	75,000	<b>4,365</b>	(70,635)	(94.18%)	▼
	<b>14,679,340</b>	<b>12,118,183</b>	<b>12,136,149</b>	<b>17,966</b>	0.15%	
<b>Expenditure from operating activities</b>						
Employee costs	(7,438,105)	(4,957,428)	<b>(4,720,422)</b>	237,006	4.78%	
Materials and contracts	(4,052,105)	(2,564,325)	<b>(2,462,756)</b>	101,569	3.96%	
Utility charges	(999,760)	(666,184)	<b>(449,204)</b>	216,980	32.57%	▲
Depreciation	(4,632,150)	(3,088,112)	<b>(3,210,741)</b>	(122,629)	(3.97%)	▼
Finance costs	(491,380)	(66,968)	<b>(62,508)</b>	4,460	6.66%	
Insurance	(382,870)	(376,870)	<b>(381,729)</b>	(4,859)	(1.29%)	
Other expenditure	(397,140)	(268,664)	<b>(139,552)</b>	129,112	48.06%	▲
Loss on asset disposals	(91,400)	(68,550)	<b>(19,418)</b>	49,132	71.67%	▲
	<b>(18,484,910)</b>	<b>(12,057,101)</b>	<b>(11,446,330)</b>	<b>610,771</b>	5.07%	
Non cash amounts excluded from operating activities	2(c) 4,623,550	3,081,662	<b>3,225,794</b>	144,132	4.68%	
<b>Amount attributable to operating activities</b>	<b>817,980</b>	<b>3,142,744</b>	<b>3,915,613</b>	<b>772,869</b>	24.59%	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Proceeds from capital grants, subsidies and contributions	14,095,200	6,834,658	<b>3,915,941</b>	(2,918,717)	(42.70%)	▼
Proceeds from disposal of assets	402,000	90,000	<b>191,423</b>	101,423	112.69%	▲
Proceeds from financial assets at amortised cost - self supporting loans	3,329,915	0	<b>0</b>	0	0.00%	
	<b>17,827,115</b>	<b>6,924,658</b>	<b>4,107,364</b>	<b>(2,817,294)</b>	(40.68%)	
<b>Outflows from investing activities</b>						
Acquisition of property, plant and equipment	(29,757,105)	(10,184,409)	<b>(3,381,755)</b>	6,802,654	66.79%	▲
Acquisition of infrastructure	(3,967,485)	(2,704,775)	<b>(1,528,124)</b>	1,176,651	43.50%	▲
Payments for financial assets at amortised cost - self supporting loans	(3,329,915)	0	<b>0</b>	0	0.00%	
	<b>(37,054,505)</b>	<b>(12,889,184)</b>	<b>(4,909,879)</b>	<b>7,979,305</b>	61.91%	
Non-cash amounts excluded from investing activities	2(d) 0	0	<b>10,928</b>	10,928	0.00%	
<b>Amount attributable to investing activities</b>	<b>(19,227,390)</b>	<b>(5,964,526)</b>	<b>(791,587)</b>	<b>5,172,939</b>	86.73%	
<b>FINANCING ACTIVITIES</b>						
<b>Inflows from financing activities</b>						
Proceeds from new borrowings	14,123,195	265,000	<b>265,000</b>	0	0.00%	
Transfer from reserves	2,165,360	0	<b>0</b>	0	0.00%	
	<b>16,288,555</b>	<b>265,000</b>	<b>265,000</b>	<b>0</b>	0.00%	
<b>Outflows from financing activities</b>						
Payments for principal portion of lease liabilities	(22,330)	(41,693)	<b>(41,693)</b>	0	0.00%	
Repayment of borrowings	(671,135)	(148,131)	<b>(148,131)</b>	0	0.00%	
Transfer to reserves	(973,750)	0	<b>(115,782)</b>	(115,782)	0.00%	
	<b>(1,667,215)</b>	<b>(189,824)</b>	<b>(305,606)</b>	<b>(115,782)</b>	(60.99%)	
<b>Amount attributable to financing activities</b>	<b>14,621,340</b>	<b>75,176</b>	<b>(40,606)</b>	<b>(115,782)</b>	(154.02%)	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	2(a) 3,788,070	3,788,070	<b>3,788,070</b>	0	0.00%	
Amount attributable to operating activities	817,980	3,142,744	<b>3,915,613</b>	772,869	24.59%	▲
Amount attributable to investing activities	(19,227,390)	(5,964,526)	<b>(791,587)</b>	5,172,939	86.73%	▲
Amount attributable to financing activities	14,621,340	75,176	<b>(40,606)</b>	(115,782)	(154.02%)	▼
<b>Surplus or deficit after imposition of general rates</b>	<b>0</b>	<b>1,041,464</b>	<b>6,871,490</b>	<b>5,830,026</b>	559.79%	▲

**KEY INFORMATION**

- ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
  - ▲ Indicates a variance with a positive impact on the financial position.
  - ▼ Indicates a variance with a negative impact on the financial position.
  - ▲ Indicates a variance that is a timing matter and no long term impact on the financial position
  - ▲ Indicates a variance with a positive impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF NARROGIN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

	Actual 30 June 2025	Actual as at 28 February 2026
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	10,143,989	13,950,698
Trade and other receivables	898,372	1,415,980
Inventories	16,342	53,196
<b>TOTAL CURRENT ASSETS</b>	<b>11,058,703</b>	<b>15,419,874</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	228,055	228,055
Other financial assets	119,609	119,609
Property, plant and equipment	69,865,070	71,428,799
Infrastructure	90,588,609	90,515,952
Right-of-use assets	21,421	21,421
<b>TOTAL NON-CURRENT ASSETS</b>	<b>160,822,764</b>	<b>162,313,836</b>
<b>TOTAL ASSETS</b>	<b>171,881,467</b>	<b>177,733,710</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	723,117	498,608
Capital grant/contributions liabilities	1,047,245	2,443,058
Lease liabilities	22,330	(19,363)
Borrowings	298,990	150,859
Employee related provisions	777,072	777,072
<b>TOTAL CURRENT LIABILITIES</b>	<b>2,868,754</b>	<b>3,850,234</b>
<b>NON-CURRENT LIABILITIES</b>		
Lease liabilities	11,055	11,055
Borrowings	2,383,866	2,648,866
Employee related provisions	216,522	216,522
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>2,611,443</b>	<b>2,876,443</b>
<b>TOTAL LIABILITIES</b>	<b>5,480,197</b>	<b>6,726,677</b>
<b>NET ASSETS</b>	<b>166,401,270</b>	<b>171,007,033</b>
<b>EQUITY</b>		
Retained surplus	54,411,035	58,901,016
Reserve accounts	5,007,326	5,123,108
Revaluation surplus	106,982,909	106,982,909
<b>TOTAL EQUITY</b>	<b>166,401,270</b>	<b>171,007,033</b>

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

**BASIS OF PREPARATION**

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 15 February 2026

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

**MATERIAL ACCOUNTING POLICES**

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

**Critical accounting estimates and judgements**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits
- Estimation uncertainties and judgements made in relation to lease accounting

**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**2 NET CURRENT ASSETS INFORMATION**

**(a) Net current assets used in the Statement of Financial Activity**

	<b>Amended Budget Opening</b>	<b>Actual as at</b>	<b>Actual as at</b>
<b>Note</b>	<b>1 July 2025</b>	<b>30 June 2025</b>	<b>28 February 2026</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Current assets</b>			
Cash and cash equivalents	10,143,989	10,143,989	13,950,698
Trade and other receivables	718,555	898,372	1,415,980
Other financial assets	179,817	0	0
Inventories	16,342	16,342	53,196
	<u>11,058,703</u>	<u>11,058,703</u>	<u>15,419,874</u>
<b>Less: current liabilities</b>			
Trade and other payables	(723,117)	(723,117)	(498,608)
Other liabilities	(1,047,245)	(1,047,245)	(2,443,058)
Lease liabilities	(22,329)	(22,330)	19,363
Borrowings	(298,990)	(298,990)	(150,859)
Employee related provisions	(777,072)	(777,072)	(777,072)
	<u>(2,868,753)</u>	<u>(2,868,754)</u>	<u>(3,850,234)</u>
Net current assets	8,189,950	8,189,949	11,569,640
Less: Total adjustments to net current assets	2(b) (4,401,880)	(4,401,879)	(4,698,149)
<b>Closing funding surplus / (deficit)</b>	<b>3,788,070</b>	<b>3,788,070</b>	<b>6,871,491</b>

**(b) Current assets and liabilities excluded from budgeted deficiency**

<b>Adjustments to net current assets</b>			
Less: Reserve accounts	(5,007,326)	(5,007,326)	(5,123,108)
Less: Current assets not expected to be received at end of year	(119,609)	(119,609)	(119,609)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of lease liabilities	22,329	22,330	(19,363)
- Current portion of borrowings	298,990	298,990	150,859
- Current portion of employee benefit provisions held in reserve	403,736	403,736	413,072
<b>Total adjustments to net current assets</b>	<b>2(a) (4,401,880)</b>	<b>(4,401,879)</b>	<b>(4,698,149)</b>

**(c) Non-cash amounts excluded from operating activities**

	<b>Amended Budget Estimates</b>	<b>YTD Budget Estimates</b>	<b>YTD Actual</b>
	<b>30 June 2026</b>	<b>28 February 2026</b>	<b>28 February 2026</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(100,000)	(75,000)	(4,365)
Add: Loss on asset disposals	91,400	68,550	19,418
Add: Depreciation	4,632,150	3,088,112	3,210,741
<b>Total non-cash amounts excluded from operating activities</b>	<b>4,623,550</b>	<b>3,081,662</b>	<b>3,225,794</b>

**(d) Non-cash amounts excluded from investing activities**

<b>Adjustments to investing activities</b>			
Acquisition of property, plant and equipment by assuming directly related liabilities (duplicate Asset adjusted)			10,928
<b>Total non-cash amounts excluded from investing activities</b>	<b>0</b>	<b>0</b>	<b>10,928</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

**SHIRE OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is \$15,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
<b>Revenue from operating activities</b>			
<b>Grants, subsidies and contributions</b>	494,388	22.62%	▲
<i>CHCP grants paid in advance. (timing)</i>			
<b>Interest revenue</b>	(137,461)	(27.06%)	▼
<i>Maximising of term deposits early in year. (Timing)</i>			
<b>Other revenue</b>	(110,258)	(23.94%)	▼
<i>Rates debt collection income lower due to debt collection yet to commence. Other Tourism revenue yet to be received (timing)</i>			
<b>Profit on asset disposals</b>	(70,635)	(94.18%)	▼
<i>Profit on asset disposals lower than anticipated (Timing)</i>			
<b>Expenditure from operating activities</b>			
<b>Utility charges</b>	216,980	32.57%	▲
<i>Costs lower than anticipated (timing)</i>			
<b>Other expenditure</b>	129,112	48.06%	▲
<i>Costs lower than anticipated. (Timing)</i>			
<b>Loss on asset disposals</b>	49,132	71.67%	▲
<i>Loss on asset disposals lower than anticipated (Timing)</i>			
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	(2,918,717)	(42.70%)	▼
<i>See Note 13 for details</i>			
<b>Proceeds from disposal of assets</b>	101,423	112.69%	▲
<i>See Note 5 for details</i>			
<b>Outflows from investing activities</b>			
<b>Acquisition of property, plant and equipment</b>	6,802,654	66.79%	▲
<i>See Note 4 for details</i>			
<b>Acquisition of infrastructure</b>	1,176,651	43.50%	▲
<i>See Note 4 for details</i>			
<b>Surplus or deficit after imposition of general rates</b>	5,830,026	559.79%	▲
<i>YTD - will fluctuate during year.</i>			

**KEY INFORMATION**

- ▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
- ▲ Indicates a variance with a positive impact on the financial position.
- ▼ Indicates a variance with a negative impact on the financial position.
- ▲ Indicates a variance that is a timing matter and no long term impact on the financial position
- ▲ Indicates a variance with a positive impact on the financial position.

**SHIRE OF NARROGIN**  
**SUPPLEMENTARY INFORMATION**  
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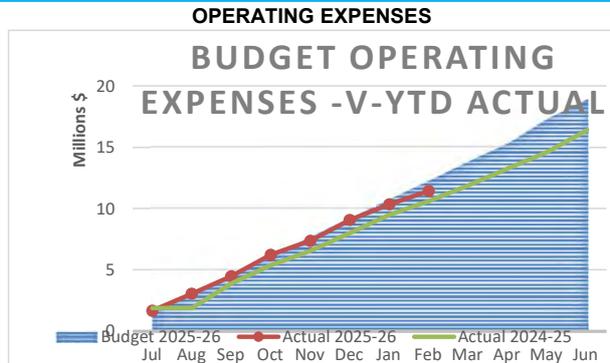
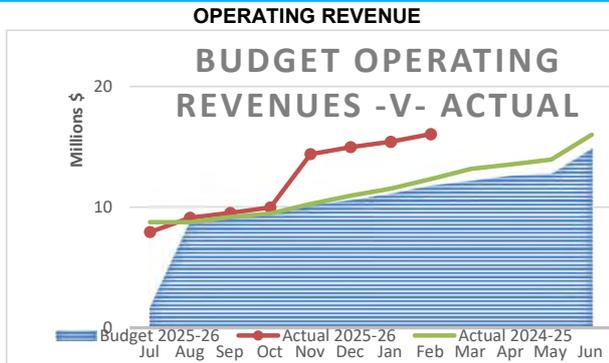
**BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION**

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

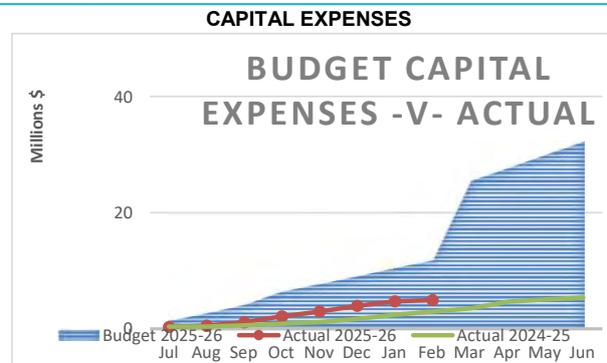
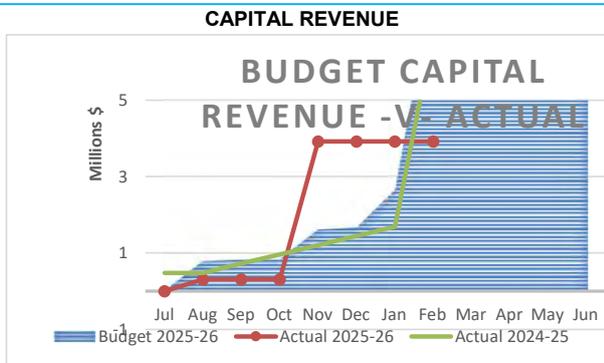
**SHIRE OF NARROGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**1 KEY INFORMATION - GRAPHICAL**

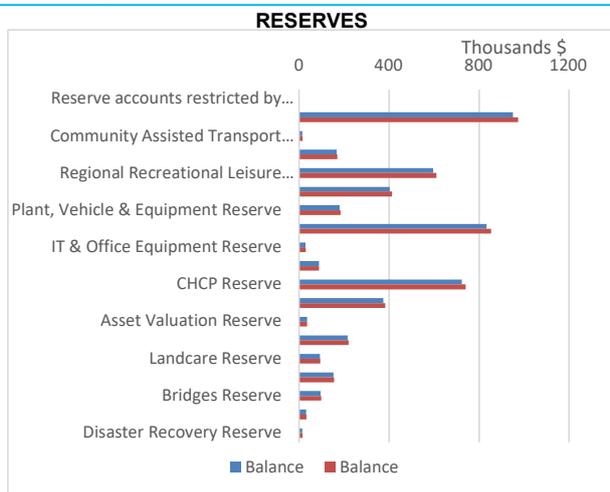
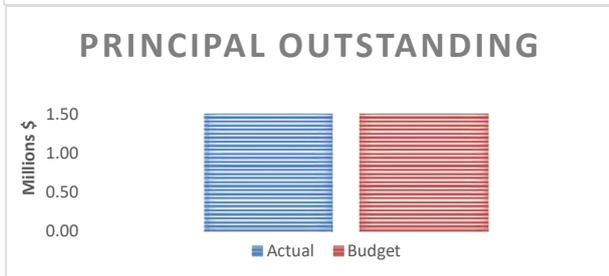
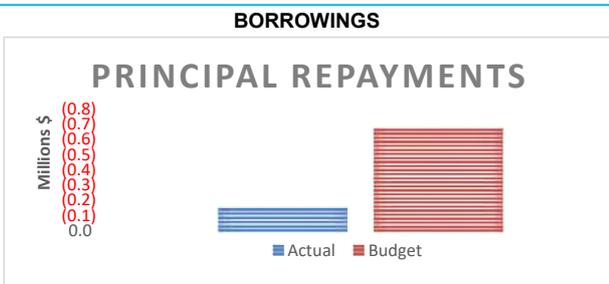
**OPERATING ACTIVITIES**



**INVESTING ACTIVITIES**



**FINANCING ACTIVITIES**



**SHIRE OF NARROGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**2 CASH AND FINANCIAL ASSETS AT AMORTISED COST**

Description	Classification	Reserve			Trust	Institution	Interest Rate	Maturity Date
		Unrestricted	Accounts	Total				
		\$	\$	\$				
Cash at Bank	Cash and cash equivalents	823,690	0	823,690	\$	NAB	0.20%	At call
Cash incl floats - Muni	Cash and cash equivalents	3,900	0	3,900		NAB	0.00%	Cash
Term Deposit - Muni	Cash and cash equivalents	2,500,000	0	2,500,000		NAB	4.15%	13/04/2026
Term Deposit - Muni	Cash and cash equivalents	1,500,000	0	1,500,000		NAB	3.65%	23/03/2026
Term Deposit - Muni	Cash and cash equivalents	1,500,000	0	1,500,000		CBA	4.05%	23/03/2026
Term Deposit - Reserves	Cash and cash equivalents	0	2,556,326	0		NAB	4.35%	1/06/2026
Term Deposit - Reserves	Cash and cash equivalents	0	2,555,031	0		CBA	4.32%	1/06/2026
Cash at Bank - Reserves	Cash and cash equivalents	0	11,752	0		NAB	0.20%	At call
<b>Total</b>		<b>8,827,590</b>	<b>5,123,109</b>	<b>13,950,699</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		8,827,590	5,123,109	13,950,699	0			
		<b>8,827,590</b>	<b>5,123,109</b>	<b>13,950,699</b>	<b>0</b>			

**KEY INFORMATION**

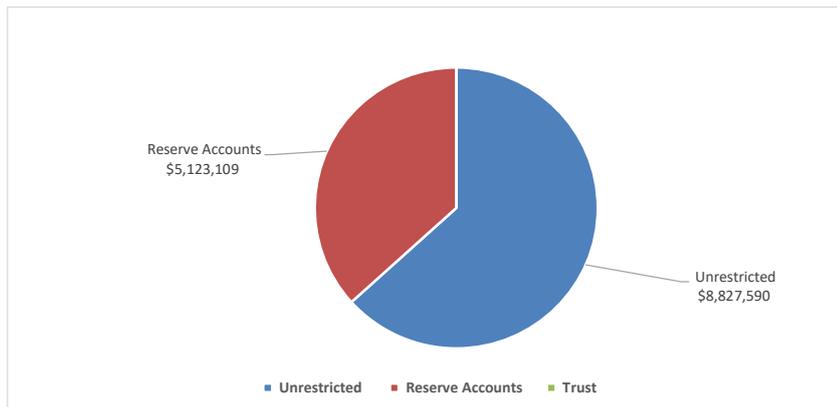
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 7 - Other assets.



**SHIRE OF NARROGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**3 RESERVE ACCOUNTS**

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Reserve accounts restricted by Council</b>								
Refuse Reserve	951,455	94,165	(85,000)	960,620	951,455	22,000	0	973,455
Community Assisted Transport (CAT) Vehicle Reserve	15,258	5,790	(15,000)	6,048	15,258	353	0	15,611
Building Reserve	167,636	8,665	0	176,301	167,636	3,876	0	171,512
Regional Recreational Leisure Centre Reserve	596,596	80,830	(400,000)	277,426	596,596	13,795	0	610,391
Employee Entitlement Reserve	403,736	20,870	0	424,606	403,736	9,336	0	413,072
Plant, Vehicle & Equipment Reserve	181,280	529,370	(445,500)	265,150	181,280	4,192	0	185,472
Economic Development Reserve	833,597	43,075	(697,000)	179,672	833,597	19,275	0	852,872
IT & Office Equipment Reserve	29,558	1,525	(14,000)	17,083	29,558	683	0	30,241
Tourism & Area Promotion Reserve	88,061	4,550	0	92,611	88,061	2,036	0	90,097
CHCP Reserve	723,623	37,390	(245,130)	515,883	723,623	16,732	0	740,355
Road Works Reserve	375,098	19,380	0	394,478	375,098	8,673	0	383,771
Asset Valuation Reserve	35,651	1,840	0	37,491	35,651	824	0	36,475
CHSP Reserve	215,904	11,155	(227,030)	29	215,904	4,992	0	220,896
Landcare Reserve	92,541	4,780	(5,000)	92,321	92,541	2,140	0	94,681
Narrogin Airport Reserve	153,602	32,935	0	186,537	153,602	3,551	0	157,153
Bridges Reserve	95,980	44,960	(31,700)	109,240	95,980	2,219	0	98,199
Water Reuse Scheme Reserve	32,750	16,690	0	49,440	32,750	758	0	33,508
Disaster Recovery Reserve	15,000	15,780	0	30,780	15,000	347	0	15,347
	<b>5,007,326</b>	<b>973,750</b>	<b>(2,165,360)</b>	<b>3,815,716</b>	<b>5,007,326</b>	<b>115,782</b>	<b>0</b>	<b>5,123,108</b>

4 CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	200,000	116,662	0	(116,662)
Buildings - specialised	26,865,550	8,214,928	2,380,462	(5,834,466)
Furniture and fittings	329,955	286,803	149,715	(137,088)
Plant and equipment	2,311,600	1,532,688	847,998	(684,690)
Artwork & sculptures	50,000	33,328	3,580	(29,748)
<b>Acquisition of property, plant and equipment</b>	<b>29,757,105</b>	<b>10,184,409</b>	<b>3,381,755</b>	<b>(6,802,654)</b>
Infrastructure - roads	2,843,225	1,944,557	1,459,804	(484,753)
Infrastructure - footpaths	183,010	121,984	19,290	(102,694)
Infrastructure - drainage	10,000	6,664	5,643	(1,021)
Infrastructure - Parks, oval & other	244,250	173,570	43,386	(130,184)
Infrastructure - Bridges	687,000	458,000	0	(458,000)
<b>Acquisition of infrastructure</b>	<b>3,967,485</b>	<b>2,704,775</b>	<b>1,528,124</b>	<b>(1,176,651)</b>
<b>Total capital acquisitions</b>	<b>33,724,590</b>	<b>12,889,184</b>	<b>4,909,879</b>	<b>(7,979,305)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	14,095,200	6,834,658	3,915,941	(2,918,717)
Borrowings	14,123,195	265,000	265,000	0
Other (disposals & C/Fwd)	402,000	90,000	191,423	101,423
Reserve accounts				
Refuse Reserve	85,000	0	0	0
Community Assisted Transport (CAT) Vehicle Reserve	15,000	0	0	0
Regional Recreational Leisure Centre Reserve	400,000	0	0	0
Plant, Vehicle & Equipment Reserve	445,500	0	0	0
Economic Development Reserve	697,000	0	0	0
IT & Office Equipment Reserve	14,000	0	0	0
CHCP Reserve	245,130	0	0	0
CHSP Reserve	227,030	0	0	0
Landcare Reserve	5,000	0	0	0
Bridges Reserve	31,700	0	0	0
Contribution - operations	2,938,835	5,699,526	537,515	(5,162,011)
<b>Capital funding total</b>	<b>33,724,590</b>	<b>12,889,184</b>	<b>4,909,879</b>	<b>(7,979,305)</b>

**KEY INFORMATION**

**Initial recognition**

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

**Measurement after recognition**

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

**Reportable Value**

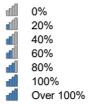
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

4 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total - Level of completion indicators

Level of completion indicators

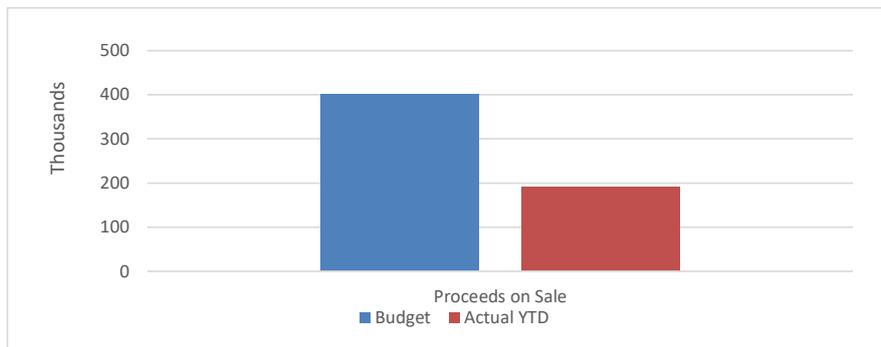


Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

	Account Description	Amended			Variance (Under)/Over
		Budget	YTD Budget	YTD Actual	
		\$	\$	\$	\$
4090255	Land - Capital	200,000	116,662	0	116,662
	<b>BUILDINGS</b>				
BC040	Child Care Centre Building (Capital)	0	0	815	(815)
BC120	Waste Facilities Building (Capital)	0	0	68	(68)
BC132	Smith St Public Toilets (Coles Carpark) Capital	6,000	6,000	3,000	3,000
BC152	John Higgins Community Complex Building Capital	7,000	4,664	4,910	(246)
BC160	Nric Building (Capital)	2,805,000	1,870,000	43,751	1,826,249
BC201	Museum Building (Capital)-Museum Restoration As Per Conservation Report	110,000	73,328	92,004	(18,676)
BC210	Fairway Depot Building (Capital)	0	0	(68)	68
BC236	Caravan Park Accommodation Units - Capital	1,500,000	1,500,000	1,015,576	484,424
BC260	Admin Office Building - Capital	140,000	93,328	4,787	88,541
BC265	Ses Training / Meeting Room	54,725	36,480	0	36,480
BC274	Recycling Shed (Tip Shop) - Capital	50,000	33,328	25,528	7,800
BC278	Good Shed Roof And Wall Restoration - Capital	75,000	75,000	74,430	570
BC280	Ses & Bfb Joint Facilities	3,087,000	0	0	0
BC286	Nric Energy Efficiency & Upgrade Project - Capital	1,070,715	713,808	13,200	700,608
BC288	Nric - 24/7 Gym Access - (Buildings) - Capital	77,000	77,000	35,998	41,002
BC299	Hawks Football Pavilion - (Buildings) - Capital	4,000,000	2,666,664	0	2,666,664
BC300	Town Hall Improvements - Reverse Cycle A/C For Mayors Parlour - (Buildings) - Capital	0	0	0	(0)
BC301	Town Hall Improvements - Main Switchboard Upgrade - (Buildings) - Capital	491,110	0	22,661	(22,661)
BC302	Town Hall Improvements - Rigging Upgrade - (Buildings) - Capital	0	0	0	(0)
BC304	45 Federal Street Renovations - (Buildings) - Capital	20,000	13,328	0	13,328
BC306	Facade Refurbishments (Shire Owned Buildings) - (Buildings) - Capital	30,000	20,000	32,960	(12,960)
BC307	Administration Office - Repair Cracks In Walls - (Buildings) - Capital	30,000	20,000	16,739	3,261
BC308	27 Egerton St Acquisition - Capital	265,000	265,000	266,797	(1,797)
BC309	29 Egerton Street - Rsl Building - Capital	233,000	233,000	22,277	210,723
BC310	Nric - Ceiling Fan To Court - Capital	50,000	50,000	49,768	232
BC311	Housing Project - 49 Clayton Road - Capital	6,150,000	0	123,091	(123,091)
BC312	Site Development - Caravan Park Units - Capital	200,000	200,000	311,852	(111,852)
BC314	Housing Project - Felsper St - Capital	6,150,000	0	31,828	(31,828)
LB031	Furnival Street Acquisition - Capital	264,000	264,000	188,493	75,507
	<b>FURNITURE &amp; FITTINGS</b>				
FE041	Nric - Additional Cctv - (F&E) - Capital	15,000	10,000	16,690	(6,690)
FE042	Nric - Foyer A/C - (F&E) - Capital	23,000	15,328	25,823	(10,495)
FE043	Nric - Replace Change Room Seats - (F&E) - Capital	13,900	9,264	12,900	(3,636)
FE044	Library - Interactive Panel - (F&E) - Capital	6,000	4,000	5,969	(1,969)
FE045	Pc'S/Laptops (Windows 11 Compatible) - (F&E) - Capital	15,000	10,000	2,300	7,700
FE046	Records Management - (F&E) - Capital	30,000	20,000	1,880	18,120
FE047	Caravan Park Units - Fit Out 2025-2026 - Capital	200,555	200,555	72,277	128,278
FE048	Cctv Server Replacement - (Capital)	14,000	9,328	0	9,328
FE109	Portable Library Shelving	12,500	8,328	11,875	(3,547)
	<b>PLANT &amp; EQUIPMENT</b>				
FE037	Additional Public CCTV Camera - Installation - Capital	100,000	66,664	0	66,664
PA100	Utility (Construction) - Capital	35,000	23,328	33,441	(10,113)
PA12	Ceo Vehicle - (P&E) - Capital	70,000	46,664	76,517	(29,853)
PA13	Emccs Vehicle - (P&E) - Capital	55,000	36,664	50,909	(14,245)
PA14	Replacement Cats Vehicle - Capital	35,000	23,328	30,260	(6,932)
PA15	Emtrs Vehicle - (P&E) - Capital	55,000	36,664	60,996	(24,332)
PA16	Emdrs Vehicle - (P&E) - Capital	55,000	36,664	0	36,664
PA18	Utility (Turf Curator Parks) - Capital	35,000	35,000	0	35,000
PA52	Trailer 6X4 (Works) - Capital	2,500	1,664	0	1,664
PA6	Building Surveyor Vehicle - Capital	30,000	20,000	36,509	(16,509)
PA65	Ride-On-Mower (Parks) - Capital	10,000	6,664	11,563	(4,899)
PA74	Utility (Building Maint) - Capital	45,000	30,000	39,880	(9,880)
PA8163	Utility - Senior Ranger - Capital	45,000	30,000	65,700	(35,700)
PA950	Acquisition Of Incident Control Vehicle	881,900	587,928	0	587,928
PA951	Acquisition Of General Rescue Utility	110,200	73,464	0	73,464
PA980	Wheel Loader - Capital	380,000	380,000	327,000	53,000
PA981	Drone (Ranger) - Capital	5,000	3,328	0	3,328
PA982	Utility (Cesm) - Capital	60,000	60,000	56,620	3,380
PE021	Mower Ride-On John Deere Jd130 (Caravan Park)	10,000	6,664	10,339	(3,675)
PE064	Fertilizer Spreader (Capital)	0	0	6,091	(6,091)
PE073	Nric Pool Liner	250,000	0	0	0
PE084	Nric Upgrade Works (Pool Covers \$120K) (Glazing \$50K) (\$25Kdiscor Lrcip 4A	42,000	28,000	42,171	(14,171)
	<b>INFRASTRUCTURE - ROADS</b>				
IR135	Argus Street Widening - Capital	27,605	18,400	11,443	6,957
IR212	Narrogin Valley Road - Renewal (Rural) - Capital	358,365	238,920	165,288	73,632
IR221	Narrakine Road South - Upgrade (Rural)	0	0	778	(778)
IR339	Ngn Valley Rd (Construction) 3.5Km Out It Transport	0	0	1,035	(1,035)
LRCI251	Lrci - Clayton Road Reseal - (Capital)	147,245	147,245	147,245	0
R2R001	Fortune Street - Renewal (Local) (R2R) - Capital	17,705	11,800	21,660	(9,860)
R2R010	Furnival Street - Renewal (Local) (R2R) - Capital	7,920	5,280	4,982	298
R2R019	Harris St Reseal 0.0 To 0.16 - Capital	7,395	4,928	8,166	(3,238)
R2R025	Havelock Street - Renewal (Local) (R2R) - Capital	295,000	196,664	151,768	44,896
R2R030	Fairway Street - Renewal (Local) (R2R) - Capital	16,335	10,888	23,826	(12,938)
R2R068	James St Reseal 0.0 To 0.17 (R2R) - Capital	8,415	5,608	10,122	(4,514)
R2R083	Halo St Reseal 0.0 To 0.1 (R2R) - Capital	3,960	2,640	5,198	(2,558)
R2R084	Hive St Reseal 0.0 To 0.15 (R2R) - Capital	4,015	2,672	7,906	(5,234)
R2R098	Dowsett St Reseal - 0.00 To 0.09 (R2R) - Capital	3,130	2,080	3,899	(1,819)
R2R122	Harbour St Reseal 0.0 To 0.05 (R2R) - Capital	3,930	2,616	2,960	(344)
R2R128	Lydeker Way Reseal 0.0 To 0.41 (R2R) - Capital	16,910	11,272	23,682	(12,410)
R2R162	Pioneer Drive Slipplane (R2R) - Capital	165,745	110,504	0	110,504
R2R202	Congelin Road - Silk 0.0 To 1.5 (R2R) - Capital	63,000	42,000	70,632	(28,632)
R2R207	Wagin-Wickopin Road - Renewal (Rural) (R2R) - Capital	91,350	60,896	57,743	3,153
R2R217	Cooramining Rd Resheet 2.8 To 12.2 (R2R) - Capital	198,875	132,584	11,950	120,634
R2R220	Contine Rd Resheet 5.15 To 7.75 (R2R) - Capital	107,115	71,408	0	71,408
R2R221	Narrakine Road South - Renewal (Rural) (R2R) - Capital	52,510	35,008	0	35,008
R2R331	Narrogin-Harrismith Road - Renewal (Local) (R2R) - Capital	105,950	70,632	70,686	(54)
R2R350	Narrogin Valley Road (R2R)	0	0	406	(406)
RRG047	Clayton Road - Renewal (Local) (Rrg) - Capital	740,750	493,840	306,397	187,443
RRG331	Narrogin-Harrismith Road - Renewal (Local) (Rrg) - Capital	400,000	266,672	349,000	(82,328)
RRG337	Yllinning Road - Upgrade (Local) (Rrg)	0	0	3,033	(3,033)
	<b>INFRASTRUCTURE - FOOTPATHS</b>				
FP010	Narrogin Railway Precinct Pathway - (Footpaths) - Capital	65,000	43,328	0	43,328
IB9250	Led Lighting Upgrade To Footbridge - Capital	20,000	13,328	9,290	4,038
IF011	Footpath Construction Falcon St (Glyde To Johnston) - Capital	27,000	18,000	0	18,000
IF018	Footpath Construction Narrakine Rd (Clayton To Elliot) - Capital	35,000	23,328	0	23,328
IF019	Footpath Construction Grey St ( Hansard To Homer) - Capital	17,010	11,336	0	11,336
IF024	Footpath Construction Homer St (Grey To Butler) - Capital	19,000	12,664	0	12,664
IF059	Railway Station Footpath To Bp Crossing	0	0	10,000	(10,000)
	<b>INFRASTRUCTURE - DRAINAGE</b>				
DR010	Stormwater Diversion To Railway Dam - (Inf Oth) - Capital	10,000	6,664	5,643	1,021
	<b>INFRASTRUCTURE - PARKS OVALS &amp; OTHER</b>				
IO026	Cemetery Upgrade	18,000	12,000	0	12,000
IO037	Boundary Fencing Bannister Reserve	32,250	32,250	14,363	17,887
IO188	Liquid Waste Ponds - Capital	35,000	23,328	0	23,328
IO201	Alby Park - Flag Poles X 3 - (Inf Oth) - Capital	10,000	6,664	84	6,580
IO202	Thomas Hogg Oval - Light Pole Structure Upgrade - (Inf Oth) - Capital	10,000	6,664	1,921	4,744
IO203	Alby Park Soundshell - (Inf Oth) - Capital	75,000	50,000	0	50,000
IO204	Gnarojin Park - Lighting Upgrade - (Inf Oth) - Capital	12,000	8,000	10,000	(2,000)
IO209	Administration Office - Shade Structure At Rear Over Table - (Buildings) - Capital	10,000	6,664	0	6,664
IO335	Dog Pound Improvements (Fencing, Hard Stand Area & Cameras) - (Inf Oth) - Capital	12,000	8,000	0	8,000
IO071	Dog Park - Gnarojin Park - (Inf Oth) - Capital	30,000	20,000	17,019	2,981
	<b>INFRASTRUCTURE - BRIDGES</b>				
IB204	Tarwonga Rd Bridge 4551	687,000	458,000	0	458,000
	<b>ARTWORK</b>				
IO113	Public Art Strategy - Implementation	50,000	33,328	3,580	29,748
		33,724,906	12,889,184	4,909,879	7,979,305

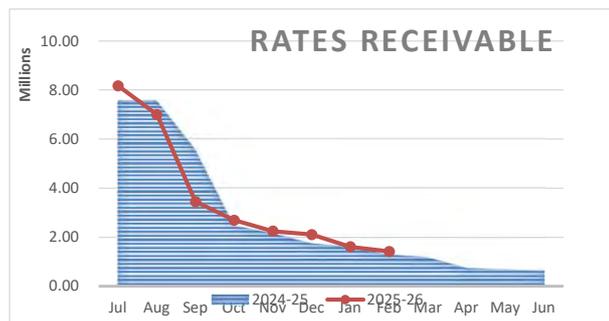
5 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
<b>Plant and equipment</b>									
	Plant & Equipment	393,400	402,000	100,000	(91,400)	0	0	0	0
	Toyota Kluger			0	0	45,298	40,000	0	(5,298)
	Isuzu MUX			0	0	44,562	40,000	0	(4,562)
	JD Mower			0	0	8,294	4,150	0	(4,144)
	Toyota Hilux			0	0	47,146	49,091	1,945	0
	Toyota Corolla			0	0	14,853	17,273	2,420	0
	CATS Vehicle			0	0	25,880	20,909	0	(4,971)
	2019 Holden Colorado			0	0	20,443	20,000	0	(443)
		<b>393,400</b>	<b>402,000</b>	<b>100,000</b>	<b>(91,400)</b>	<b>206,476</b>	<b>191,423</b>	<b>4,365</b>	<b>(19,418)</b>



6 RECEIVABLES

Rates receivable	30 June 2025	28 Feb 2026
	\$	\$
Opening arrears previous year	513,250	646,736
Levied this year	7,392,801	7,780,098
Less - collections to date	(7,259,315)	(7,005,890)
Gross rates collectable	<b>646,736</b>	<b>1,420,944</b>
Allowance for impairment of rates receivable	(200,000)	(208,594)
<b>Net rates collectable</b>	<b>446,736</b>	<b>1,212,350</b>
% Collected	91.8%	83.1%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general (incl Pensioner Claims)	(6,499)	11,528	37,075	42,937	87,183	172,224
Percentage	(3.8%)	6.7%	21.5%	24.9%	50.6%	
<b>Balance per trial balance</b>						
Trade receivables	(6,499)	(15,394)	37,075	42,937	87,183	145,302
Pensioner Claims - Pending	0	26,922	0	0	0	26,922
GST receivable	31,406	0	0	0	0	31,406
<b>Total receivables general outstanding</b>						<b>203,630</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

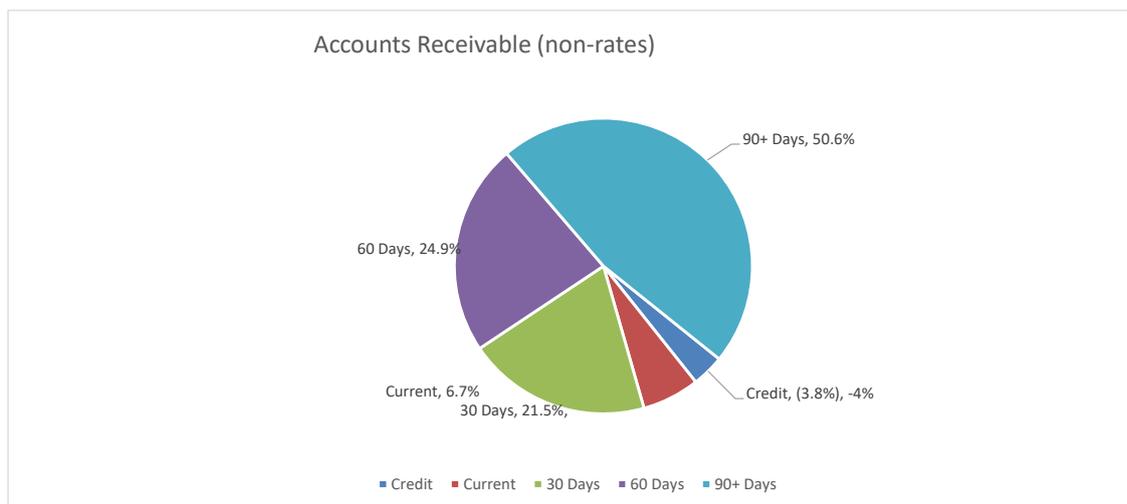
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



7 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 28 February 202
	\$	\$	\$	\$
<b>Inventory</b>				
Fuel	16,342	36,854	0	53,196
<b>Total other current assets</b>	<b>16,342</b>	<b>36,854</b>	<b>0</b>	<b>53,196</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

**Inventory**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

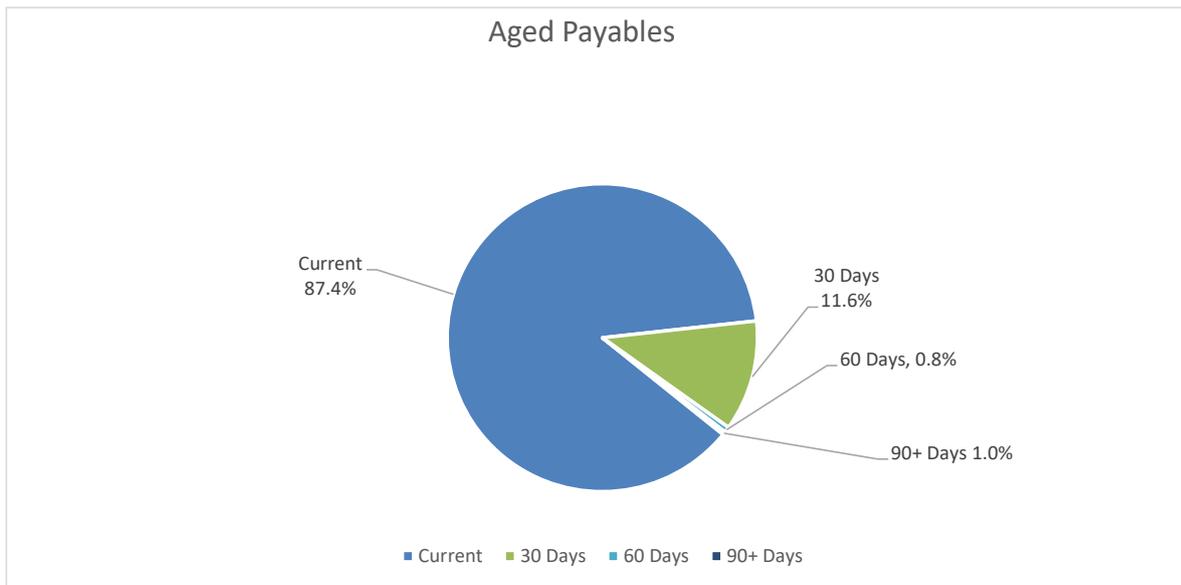
8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	136,722	18,172	945	527	156,366
Percentage	0.0%	87.4%	11.6%	0.6%	0.3%	
<b>Balance per trial balance</b>						
Sundry creditors	0	136,722	18,172	945	527	156,366
Accrued salaries and wages	0	(30,923)	0	0	0	(30,923)
ATO liabilities	0	16,744	0	0	0	16,744
Other payables	0	176,494	0	0	0	176,494
Rates paid in advance	0	0	0	0	121,865	121,865
Bonds & deposits	0	0	0	0	58,062	58,062
<b>Total payables general outstanding</b>						<b>498,608</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



9 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Industrial Land	127	45,437	0	0	(7,160)	(14,480)	38,277	30,957	(1,178)	(2,285)
Administration Building	128	50,601	0	0	(25,132)	(50,600)	25,469	1	(729)	(1,525)
Accommodation Units	129	148,534	0	0	(17,917)	(36,015)	130,617	112,519	(1,741)	(3,965)
TWIS Distribution Pipeline	130	111,147	0	0	(8,894)	(17,850)	102,253	93,297	(1,182)	(2,400)
Staff Housing	132	451,809	0	0	(8,724)	(17,660)	443,085	434,149	(12,442)	(24,805)
Accommodation Units	133	375,328	0	0	(19,734)	(39,915)	355,594	335,413	(9,711)	(19,255)
NRLC Energy Efficiency	NEW	0	0	1,937,860	0	0	0	1,937,860	0	0
Caravan Park Units	134	1,500,000	0	0	(60,570)	(122,465)	1,439,430	1,377,535	(35,444)	(74,060)
Housing Project	NEW	0	0	7,500,000	0	(105,235)	0	7,394,765	0	(206,250)
Hawks Football Pavilion	NEW	0	0	1,333,335	0	0	0	1,333,335	0	0
27 Egerton Street purchase	135	0	265,000	265,000	0	(24,000)	265,000	241,000	(81)	(5,300)
		<u>2,682,856</u>	<u>265,000</u>	<u>11,036,195</u>	<u>(148,131)</u>	<u>(428,220)</u>	<u>2,799,725</u>	<u>13,290,831</u>	<u>(62,508)</u>	<u>(339,845)</u>
<b>Self supporting loans</b>										
SES & BFB Facilities		0	0	3,087,000	0	(242,915)	0	2,844,085	0	(151,265)
		<u>0</u>	<u>0</u>	<u>3,087,000</u>	<u>0</u>	<u>(242,915)</u>	<u>0</u>	<u>2,844,085</u>	<u>0</u>	<u>(151,265)</u>
<b>Total</b>		<u>2,682,856</u>	<u>265,000</u>	<u>14,123,195</u>	<u>(148,131)</u>	<u>(671,135)</u>	<u>2,799,725</u>	<u>16,134,916</u>	<u>(62,508)</u>	<u>(491,110)</u>
Current borrowings		298,990					150,859			
Non-current borrowings		<u>2,383,866</u>					<u>2,648,866</u>			
		<u>2,682,856</u>					<u>2,799,725</u>			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2025-26

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest	Interest Rate	Amount (Used)		Balance
	Actual	Budget				& Charges		Actual	Budget	Unspent
	\$	\$				\$	%	\$	\$	\$
NRLC Energy Efficiency	0	1,937,860	WATC	Debenture	10	0	4.90	0	1,937,860	0
Caravan Park Units	0	0	WATC	Debenture	10	74,060	4.38	0	0	0
Housing Project	0	7,500,000	WATC	Debenture	20	206,250	4.90	0	7,500,000	0
Hawks Football Pavilion	0	1,333,335	WATC	Debenture	10	0	4.90	0	1,333,335	0
27 Egerton Street purchase	265,000	265,000	WATC	Debenture	10	5,300	4.90	0	265,000	0
SES & BFB Facilities	0	3,087,000	WATC	Debenture	10	151,265	4.90	0	3,087,000	0
	<u>265,000</u>	<u>14,123,195</u>				<u>436,875</u>		<u>0</u>	<u>14,123,195</u>	<u>0</u>

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

10 LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2025	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
8 Parry Court, Narrogin	2	3,765	0	0	(13,300)	(3,765)	(9,535)	0	0	(20)
68 Williams Road, Narrogin	3	29,620	0	0	(11,093)	(18,565)	18,527	11,055	0	(250)
14 McCormic Way, Narrogin	4	0	0	0	(17,300)	0	(17,300)	0	0	0
<b>Total</b>		<b>33,385</b>	<b>0</b>	<b>0</b>	<b>(41,693)</b>	<b>(22,330)</b>	<b>(8,308)</b>	<b>11,055</b>	<b>0</b>	<b>(270)</b>
Current lease liabilities		22,330					-19,363			
Non-current lease liabilities		11,055					11,055			
		<b>33,385</b>					<b>(8,308)</b>			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

## 11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 28 February 2026 \$
<b>Other liabilities</b>						
Capital grant/contributions liabilities		1,047,245	0	1,787,813	(392,000)	2,443,058
<b>Total other liabilities</b>		1,047,245	0	1,787,813	(392,000)	2,443,058
<b>Employee Related Provisions</b>						
Provision for annual leave		423,338	0	0	0	423,338
Provision for long service leave		353,734	0	0	0	353,734
<b>Total Provisions</b>		777,072	0	0	0	777,072
<b>Total other current liabilities</b>		1,824,317	0	1,787,813	(392,000)	3,220,130

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

### KEY INFORMATION

#### Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

#### Employee Related Provisions

##### Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

##### Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

#### Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

#### Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 28 Feb 2026	Current Liability 28 Feb 2026	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>								
GENGRANT - Financial Assistance Grant - General	0	0	0	0	0	842,005	561,336	631,504
GENGRANT - Financial Assistance Grant - Roads	0	0	0	0	0	429,030	286,016	321,773
ESL - SES Subsidy (Operating) Grant	0	0	0	0	0	15,530	10,352	3,875
ESL - Bush Fires Subsidy (Operating) Grant	0	0	0	0	0	86,880	57,920	79,708
ESL - SES/BFB Self Supporting Loan - Interest Incorr	0	0	0	0	0	151,265	0	0
WELFARE - Grants	0	0	0	0	0	0	0	2,247
WELFARE - Developmental Disability Council grant	0	0	0	0	0	0	0	4,000
REC - Grants - Kids Sports	0	0	0	0	0	0	0	3,301
LIB - Grant - Regional Library Services .	0	0	0	0	0	4,500	4,500	6,220
OTHCUL - Grants - Other Culture	0	0	0	0	0	50,000	33,336	13,000
ROADM - Direct Road Grant (MRWA)	0	0	0	0	0	240,100	240,100	240,100
ROADM - Street Lighting Subsidy	0	0	0	0	0	18,110	12,072	0
TOUR - Grants	0	0	0	0	0	1,000	500	0
CHCP - Recurrent Grant Funding	0	0	0	0	0	724,500	482,984	971,579
CHSP - Recurrent Grant Funding	0	0	0	0	0	570,400	380,264	352,629
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,133,320</b>	<b>2,069,380</b>	<b>2,629,936</b>
<b>Contributions</b>								
CESM - Contributions & Reimbursements	0	0	0	0	0	137,965	91,976	36,832
CHSP - Contributions & Donations	0	0	0	0	0	100	64	5
REC - Contributions & Donations	0	0	0	0	0	3,110	2,072	0
LIB - Contributions & Donations	0	0	0	0	0	10,000	6,664	10,000
OTHCUL - Contributions & Donations - Other Culture	0	0	0	0	0	0	0	2,141
ADMIN - Contributions & Donations	0	0	0	0	0	2,500	1,664	0
AGEDOTHER - CATS Contributions & Donations	0	0	0	0	0	0	0	299
LIB - Contributions & Donations	0	0	0	0	0	0	0	597
OTHGOV - Reimbursements	0	0	0	0	0	13,600	13,600	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>167,275</b>	<b>116,040</b>	<b>49,873</b>
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,300,595</b>	<b>2,185,420</b>	<b>2,679,808</b>

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities				Capital grants, subsidies and			
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 28 Feb 2026	Current Liability 28 Feb 2026	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
ESL - Bush Fires Capital Grant	0	0	0	0	0	54,725	0	0
NRLC - Grants	0	160,608	0	160,608	160,608	1,979,860	1,498,360	41,191
ROADC - Regional Road Group Grants (MRWA)	0	0	0	0	0	760,500	760,500	304,201
ROADC - Roads to Recovery Grant	0	1,168,156	0	1,168,156	1,168,156	1,169,235	876,927	0
SES Capital Grant	0	0	0	0	0	992,100	992,100	0
OLOPS - Crime Prevention Grant	0	0	0	0	0	75,000	75,000	0
Housing Project Grant - CAPITAL INCOME	0	0	0	0	0	5,000,000	0	3,570,549
HALLS - Grants and Contributions	0	0	0	0	0	231,000	154,000	0
REC - Capital Grants (DLGSCI/CSRFF)	0	0	0	0	0	1,333,335	888,888	0
Public Art Strategy Grant - CAPITAL INCOME	0	0	0	0	0	25,000	0	0
ROADC - Capital Contributions	0	0	0	0	0	197,245	184,745	0
ROADC - Capital Grants( Bridges) WALGCG& \$ MRWA-AFP	0	0	0	0	0	687,000	515,250	0
LRCIP - Good Shed	50,000	0	0	50,000	50,000	0	0	0
LRCIP - Library	147,245	0	0	147,245	147,245	0	0	0
Bridge Grants	735,500	0	(392,000)	343,500	343,500	0	0	0
LRCI	0	228,049	0	228,049	0	0	0	0
LotteryWest - Town Hall Upgrade	0	231,000	0	231,000	0	0	0	0
	<b>932,745</b>	<b>1,787,813</b>	<b>(392,000)</b>	<b>2,328,558</b>	<b>1,869,509</b>	<b>12,505,000</b>	<b>5,945,770</b>	<b>3,915,941</b>
<b>Capital contributions</b>								
REC - Contribution and Donations	0	0	0	0	0	1,333,335	888,888	0
ESL - Self-Supporting Loan Principal Income	0	0	0	0	0	256,865	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,590,200</b>	<b>888,888</b>	<b>0</b>
<b>TOTALS</b>	<b>932,745</b>	<b>1,787,813</b>	<b>(392,000)</b>	<b>2,328,558</b>	<b>1,869,509</b>	<b>14,095,200</b>	<b>6,834,658</b>	<b>3,915,941</b>

**SHIRE OF NARROGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**14 BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL/Job	Description	Council Resolution	Classification	Non Cash	Increase in	Decrease in	Amended
				Adjustment	Available	Available	Budget Running
				\$	Cash	Cash	Balance
					\$	\$	\$
	<b>Budget adoption</b>				<b>1,216,750</b>		<b>1,216,750</b>
3050102	Bush Fire Mitigation Activity Grant	27-Aug	Operating expenses		0	(109,710)	1,107,040
2050192	Bush Fire Management Plan	27-Aug	Operating revenue		109,710	0	1,216,750
2050420	Natural Disaster Relief	27-Aug	Operating expenses		15,000	0	1,231,750
2110800	Indigenous Cultural Events	27-Aug	Operating expenses		0	(12,000)	1,219,750
2110801	Australia Day	27-Aug	Operating expenses		0	(20,000)	1,199,750
2110821	Event/Festival	27-Aug	Operating expenses		27,000	0	1,226,750
BC236	Caravan Park Accomodation Units	27-Aug	Capital expenses		0	(1,500,000)	(273,250)
FE047	Caravan Park Accomodation Units Fit out	27-Aug	Capital expenses		200,000		(73,250)
5130255	Caravan Park Loan	27-Aug	Capital revenue		1,500,000	0	1,426,750
3130203	Tourism Grants	27-Aug	Capital revenue		0	(200,000)	1,226,750
MONOB01	Monopoly Project	27-Aug	Operating revenue		0	(100,000)	1,126,750
3130204	Monopoly Project	27-Aug	Operating revenue		85,000	0	1,211,750
LB031	Acquisition of Furnival St	27-Aug	Capital expenses		0	(132,000)	1,079,750
4140851	Purchase of Fuels & Oils	27-Aug	Capital expenses		0	(250,000)	829,750
4140852	Less Fuels allocated	27-Aug	Capital revenue		250,000	0	1,079,750
5110601	Transfer from Reserves	27-Aug	Capital revenue		5,000	0	1,084,750
5130650	Transfer from Reserves	27-Aug	Capital revenue		132,000	0	1,216,750
IO080B	Sewerage Realignment	17-Dec	Capital expenses		147,245		1,363,995
5110560	LIB - Capital Grant - LRCIP	17-Dec	Capital revenue			(147,245)	1,216,750
LRCI251	Clayton Road Reseal	17-Dec	Capital expenses			(147,245)	1,069,505
5120165	ROADC - Capital Contributions	17-Dec	Capital revenue		147,245		1,216,750
5130255	TOUR - New Loan Borrowings (Caravan Park Units)	25-Feb	Capital revenue			(1,500,000)	(283,250)
3030120	RATES - Ex-Gratia Rates	25-Feb	Operating revenue		4,200		(279,050)
3030129	RATES - Account Enquiry Charges	25-Feb	Operating revenue		16,000		(263,050)
3030125	RATES - Penalty Interest Received	25-Feb	Operating revenue		16,810		(246,240)
3030200	GENGRANT - Financial Assistance Grant - General	25-Feb	Operating revenue			(227,995)	(474,235)
3030201	GENGRANT - Financial Assistance Grant - Roads	25-Feb	Operating revenue			(140,970)	(615,205)
3040201	OTHGOV - Reimbursements	25-Feb	Operating revenue		13,600		(601,605)
2050113	FIRE - ESL Payable on Shire Buildings	25-Feb	Operating expenses		10,000		(591,605)
3050204	LGGS Grant	25-Feb	Operating revenue		19,600		(572,005)
2050316	ANIMAL - Fringe Benefits Tax (FBT)	25-Feb	Operating expenses		12,805		(559,200)
PA11	Replacement Homecare Minibus	25-Feb	Capital expenses		90,000		(469,200)
5080450	Proceeds on Disposal of Assets	25-Feb	Capital revenue			(35,000)	(504,200)
5080452	CHCP - Transfers From Reserve	25-Feb	Capital revenue			(55,000)	(559,200)
2100101	SAN - Waste - Landfill Management	25-Feb	Operating expenses			(130,000)	(689,200)
W010	Tip Maintenance (Shire)	25-Feb	Operating expenses			(25,000)	(714,200)
3100100	SAN - Domestic Refuse Collection Charges	25-Feb	Operating revenue		35,000		(679,200)
3100105	SAN - Domestic Recycling Service	25-Feb	Operating revenue		11,500		(667,700)
2100200	SAN - Other Collection	25-Feb	Operating expenses		12,500		(655,200)
2100201	SANOTH - Street Bin Collections	25-Feb	Operating expenses		70,000		(585,200)
5110152	LotteryWest - Town Hall Upgrade grant	25-Feb	Capital revenue		31,000		(554,200)
BC301	Town Hall Improvements	25-Feb	Capital expenses			(241,110)	(795,310)
BC181	Town Hall Upgrade	25-Feb	Capital expenses		81,110		(714,200)
BC300	Town Hall Improvements - Reverse cycle A/C	25-Feb	Capital expenses		10,000		(704,200)
BC302	Town Hall Improvements - Rigging Upgrade	25-Feb	Capital expenses		150,000		(554,200)
PE084	NRLC Upgrade works (LRCIP Phase 4)	25-Feb	Capital expenses			(42,000)	(596,200)
3110228	NRLC - Grant (LRCIP Phase 1)	25-Feb	Capital revenue		42,000		(554,200)
3120500	Licencing - Commissions	25-Feb	Operating revenue		37,000		(517,200)
3110503	LIB - Contributions & Donations	25-Feb	Operating revenue		9,500		(507,700)
RMGEN	ROADM - Road Maintenance	25-Feb	Operating expenses		208,400		(299,300)
2140523	ADMIN - Information Systems	25-Feb	Operating expenses			(120,000)	(419,300)
2140528	ADMIN - Consultants	25-Feb	Operating expenses		120,000		(299,300)
IO138	Narrogin Speedway Lighting Upgrade Project	25-Feb	Capital expenses		285,900		(13,400)
5110344	Grant - Narrogin Speedway Lighting Upgrade Project	25-Feb	Capital revenue			(95,300)	(108,700)
5110345	Contribution - Narrogin Speedway Lighting Upgrade Proje	25-Feb	Capital revenue			(95,300)	(204,000)
BC298	NRLC - 24 Hours Gym	25-Feb	Capital expenses			(32,000)	(236,000)
BC310	NRLC - Fan to Courts	25-Feb	Capital expenses			(25,000)	(261,000)
2110241	NRLC - Utility - Electricity	25-Feb	Operating expenses		105,000		(156,000)
2110242	NRLC - Utility - Gas	25-Feb	Operating expenses		205,000		49,000
PE073	NRLC - Pool Liner	25-Feb	Capital expenses			(250,000)	(201,000)
5110253	NRLC Reserve - Transfer from Reserve	25-Feb	Capital revenue		250,000		49,000
2040112	Election Expenses	25-Feb	Operating expenses			(29,000)	20,000
BM210	Good Shed Building Maintenance	25-Feb	Operating expenses		25,000		45,000
BC278	Good Shed Roof and Wall Restoration	25-Feb	Capital expenses			(25,000)	20,000
2140506	ADMIN- Recruitment	25-Feb	Operating expenses			(20,000)	0
FE048	CCTV Server Replacement	25-Feb	Capital expenses			(14,000)	(14,000)
5140560	IT and Office Equipment Reserve - Transfer from Reserve	25-Feb	Capital revenue		14,000		0
					<b>5,720,875</b>	<b>(5,720,875)</b>	<b>0</b>



Shire of  
**Narrogin**

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**Schedule of Investments**

as at 28/02/2026

Investment of Municipal funds								
Bank	Deposit number	Lodgement Date	Date of Maturity		Amount Deposited	Interest Rate	Estimated interest earned	TOTAL INVESTED
NAB		10/02/2026	13/04/2026		\$2,500,000.00	4.15%	\$0.00	<b>\$8,000,000.00</b>
CBA		11/02/2026	13/04/2026		\$2,500,000.00	4.32%	\$0.00	
NAB		18/02/2026	23/03/2026		\$1,500,000.00	3.65%	\$0.00	
CBA		19/02/2026	23/03/2026		\$1,500,000.00	4.05%	\$0.00	
Total Invested					\$8,000,000.00			

Investment of Reserve funds								
Bank	Deposit number	Lodgement Date	Date of Maturity		Amount Deposited	Interest Rate	Estimated interest earned	TOTAL INVESTED
NAB	10-9066503	5/01/2026	1/06/2026		\$2,556,325.67	4.35%	\$44,784.72	<b>\$5,111,356.40</b>
CBA	38186806	5/01/2026	1/06/2026		\$2,555,030.73	4.32%	\$44,453.33	
Total Invested					\$5,111,356.40		\$89,238.05	

Investment Summary - Excluding at call deposits			
<b>Municipal Account</b>		<b>%</b>	<b>TOTAL INVESTED</b>
	NAB	50%	\$4,000,000.00
	CBA	50%	\$4,000,000.00
		<b>100.00%</b>	<b>\$8,000,000.00</b>
<b>Reserve Account</b>		<b>%</b>	<b>TOTAL INVESTED</b>
	NAB	50%	\$2,556,325.67
	CBA	50%	\$2,555,030.73
		<b>100.00%</b>	<b>\$5,111,356.40</b>

# Strategic Budget Projects Register 2025/26



As at 28/2/26

Project Title/Task	COA	Job	Category	Original Budget Adopted by Council	Current Budget varied by Council	Actual Exp / Income to 28/02/2026	Outstanding PO Exp to 28/02/2026 (calc column)	Total Committed Exp or Income Rnd'd (calc column)	Budget Remaining (incl P/O's) (calc column)	Risk of NOT completing by 30/6. H/L/Likely	Comments	Accountability	Responsible Exec	Responsible Officer	Status	% Complete	Start Date	Due Date	
Thomas Hogg Reserve Boundary Fencing		4050165	IO037	Other	\$32,250.00	\$32,250.00	\$14,363.00	\$0.00	\$14,363.00	Low	11/3/25 - Confirming with Surveyor of commencing date for the survey works and the contractors for the installation of the fencing. Letter sent to adjoining property DPHU notifying them of the proposed works. 10/02/25 - Fencing contractor commencing installation of fencing work and it is anticipated that the work will be completed by the end of this month.	Planning & Sustainability	Adam Majid	Guy Maley	On Track	20%	01/07/25	31/03/26	
Acquisition of Incident Control Vehicle		4050255	PA950	Vehicle Acquisition	\$881,900.00	\$881,900.00	\$0.00	\$0.00	\$881,900.00	Low	10/09/2024 - still awaiting to be fabricated due to backlog of orders from various LGs. 8/10/2024 - No change to status. 3/11/2025 - Still in concept phase with DFES Fleet Development. 18/2/2025 - No change to status. 11/3/2025 - The Manager Fleet Development at DFES has indicated that ICV build program has not progressed. They still have not undertaken the tendering process to enable build to be completed. 09/02/2025 - Included in carryovers for 2025-26 budget in proposed CAPEX report to MBS May 2025. 25/05/2025 emailed DFES for update - waiting on response	Planning & Sustainability	Adam Majid	Adam Majid	On Track	20%	01/07/25	31/03/26	
Acquisition of General Rescue Utility Vehicle		4050255	PA951	Vehicle Acquisition	\$110,200.00	\$110,200.00	\$0.00	\$0.00	\$110,200.00	Completed	Delivered October 2025. Awaiting recipient created tax invoice.	Planning & Sustainability	Adam Majid	Adam Majid	Complete	100%	01/07/25	31/01/26	
Construction of SES & RFB Joint Facilities		4050260	BC280	Building Construction/Misc	\$3,087,002.00	\$3,087,002.00	\$0.00	\$0.00	\$3,087,002.00	High	Pending confirmation of process and project initiation by the Council - for potential to coincide not just SES & RFB but also FRB and also indeed DFES. By Craig Smith local Supt. as email from CEO to Craig 12/2/26. 17/3/26 - update meeting with DFES scheduled for 19/3/26	Planning & Sustainability	Adam Majid	Adam Majid	Off Track	0%	01/07/25	31/05/26	
SES Building Project		4050260	BC265	Building Construction/Misc	\$54,725.00	\$54,725.00	\$0.00	\$0.00	\$54,725.00	High	10/09/2024 - Pending grant funding approval. 8/10/2024 - LGGS or 2023/2024 capital funding was unsuccessful. 5/11/2025 - no change to status. 18/2/2025 - No change to status. Will reply for the 2024/2025 LGGS round in March 2025. 11/3/2025 - Application to be submitted to LGGS due end of March 2025. 19/05/2025 - included in carryovers in 2025-26 proposed Capex report to May 2025 MBS.	Planning & Sustainability	Adam Majid	Adam Majid	On Track	0%	01/07/25	31/05/26	
Drone Acquisition (Rangers)		4050155	PA981	Plant & Equip Acquisition	\$5,000.00	\$5,000.00	\$2,526.36	\$0.00	\$2,526.36	Completed	Completed.	Planning & Sustainability	Adam Majid	Guy Maley	Complete	100%	01/08/25	27/02/26	
Utility Acquisition (CESB)		4050155	PA982	Vehicle Acquisition	\$60,000.00	\$60,000.00	\$56,819.89	\$1,655.98	\$1,674.00	Completed	Completed.	Planning & Sustainability	Adam Majid	Adam Majid	Complete	100%	01/08/25	31/05/26	
Utility Acquisition (Diesel Ranger)		4050355	PA8163	Vehicle Acquisition	\$45,000.00	\$45,000.00	\$65,699.72	\$0.00	\$65,699.72	Completed	Net chargeover as per budget.	Planning & Sustainability	Adam Majid	Guy Maley	Complete	100%	01/08/25	30/11/25	
Dog Pound Improvements		4050365	OD035	Other	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	Low		Planning & Sustainability	Adam Majid	Guy Maley	On Track	0%	01/08/25	30/04/26	
Additional Public CCTV Cameras (Subject to Grant)		4050455	FE037	Other	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	High	Subject to Grant funding.	Corporate & Community Services	Ian Graham	Ian Graham	In Trouble	0%	01/11/25	31/05/26	
Acquire CATS Vehicle		4080455	PA14	Vehicle Acquisition	\$35,000.00	\$35,000.00	\$30,200.36	\$0.00	\$30,200.36	Completed	Completed.	Corporate & Community Services	Ian Graham	Ian Graham	Complete	100%	01/02/26	01/03/26	
Acquire Homecare Minibus		4080455	PA11	Vehicle Acquisition	\$90,000.00	\$0.00	\$0.00	\$0.00	\$0.00	High	On hold pending decision regarding future of Homecare. Expense deleted in Budget Review Feb 2026.	Corporate & Community Services	Ian Graham	Ian Graham	No Longer Proceeding This Budget	0%	01/02/26	N/A	
Residential Land Acquisition		4080255		Land	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$200,000.00	Low	Hough St lots 2 - conversations continuing with DCSA, and cash offer made to acquire a lot within the Shire, awaiting acceptance.	Office of CEO	Dale Stewart	Dale Stewart	On Track	0%	01/08/25	31/05/26	
Housing Project - 49 Clayton		4080250	BC311	Land	\$1,600,000.00	\$1,600,000.00	\$123,090.63	\$11,020.00	\$134,110.63	\$1,465,889.37	Medium	RFQ for 4x 2x2 closes 10/12/25 Cash offer to acquire 49 Clayton accepted for \$120k, settlement 23/12/25 - property acquired. Excavation / levelling next task.	Office of CEO	Dale Stewart	John Warburton	On Track	10%	01/08/25	31/05/26
Housing Project - 31 Ennery		4090250	BC315	Land	\$1,000,000.00	\$1,000,000.00	\$0.00	\$0,345.00	\$9,345.00	\$990,655.00	Medium	RFQ for 2x 3x2 closes 10/12/25, civits thru grant. Relocation of gazebo across boundary required.	Office of CEO	Dale Stewart	John Warburton	On Track	10%	01/08/25	31/05/26
Housing Project - 9B Lock		4090250	BC316	Land	\$1,000,000.00	\$1,000,000.00	\$0.00	\$0,345.00	\$9,345.00	\$990,655.00	Medium	RFQ for 2x 3x2 closes 10/12/25, civits thru grant. Property cleared and now needs levelling.	Office of CEO	Dale Stewart	John Warburton	On Track	10%	01/08/25	31/05/26
Housing Project - site 8th		4080250	BC316	Land	\$4,400,000.00	\$4,400,000.00	\$0.00	\$0.00	\$4,400,000.00	Medium	Site to be determined, project to be determined post Felgar decisions.	Office of CEO	Dale Stewart	Dale Stewart	On Track	0%	01/08/25	31/05/26	
Housing Project - Caravan Park (Civits)		4090250	BC312	Land	\$500,000.00	\$500,000.00	\$369,903.23	\$32,977.41	\$402,880.64	\$97,119.36	Low	Estimate of \$300k for Civits for 18 units, retaining, earthworks, carparking, power, sewer, water, headworks, fencing and landscaping.	Office of CEO	Dale Stewart	John Warburton	On Track	75%	01/08/25	31/05/26
Housing Project - Felgar St		4090250	BC314	Land	\$4,000,000.00	\$4,000,000.00	\$1,827.71	\$5,150.00	\$36,977.71	\$3,963,022.29	Medium	\$4.0m for Civits, retaining, earthworks, carparking, power, sewer, water, headworks, fencing and landscaping. 29/1/26 - property cleared bar single asbestos toilet (pending).	Office of CEO	Dale Stewart	Dale Stewart	On Track	5%	01/08/25	31/05/26
Construction of Recycling Shed (Tip Shop)		4100160	BC274	Building Construction/Misc	\$50,000.00	\$50,000.00	\$25,527.70	\$0.00	\$25,527.70	\$24,472.30	Low	Completed.	Planning & Sustainability	Adam Majid	Peter Toboss	On Track	0%	01/08/25	31/05/26
Design & Construction new liquid waste ponds		4100165	IO188	Other	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	Low	Completed.	Planning & Sustainability	Adam Majid	Peter Toboss	On Track	0%	01/08/25	31/05/26	
Public Conveniences - Smith Street Toilet Pods		4100850	BC132	Building Construction/Misc	\$6,000.00	\$6,000.00	\$3,000.00	\$0.00	\$3,000.00	Completed	Completed.	Corporate & Community Services	Ian Graham	Regina Razumovskaya	Complete	100%	01/07/25	31/12/25	
Narrogin Cemetery Upgrade		4100860	IO028	Other	\$18,000.00	\$18,000.00	\$0.00	\$0.00	\$18,000.00	Low		Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/02/26	31/05/26	
Town Hall Improvements - Raging, Lights, Power		4110160	BC181	Building Construction/Misc	\$81,110.00	\$0.00	\$0.00	\$1,849.09	\$1,849.09	-\$1,849.09	No Longer Proceeding This Budget	Budget review 2026 - combined with Job BC301. GJ Required.	Planning & Sustainability	Adam Majid	Keith Ng	On Track	0%	01/08/25	30/06/26
Town Hall Improvements - Reverse Cycle Air Movers Parour		4110160	BC300	Building Construction/Misc	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	No Longer Proceeding This Budget	Budget review 2026 - combined with Job BC301.	Planning & Sustainability	Adam Majid	Keith Ng	On Track	0%	01/08/25	30/06/26	
Town Hall Improvements - Main Switchboard		4110160	BC301	Building Construction/Misc	\$250,000.00	\$401,110.00	\$22,661.63	\$0.00	\$22,661.63	\$468,448.37	Medium	Grant dependent to \$125k 50% 28/1/26 - Grant advice success from Lotterywest \$230k so proceeding.	Planning & Sustainability	Adam Majid	Keith Ng	On Track	5%	01/08/25	31/05/26
Town Hall Upgrade Work - Raging Upgrade		4110160	BC302	Building Construction/Misc	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	No Longer Proceeding This Budget	Grant dependent to \$125k 50% 28/1/26 - Grant advice success from Lotterywest \$230k so proceeding. Budget review 2026 - combined with Job BC301.	Planning & Sustainability	Adam Majid	Keith Ng	On Track	5%	01/08/25	31/05/26	
NRLC - Additional CCTV		4050455	FE041	Building Construction/Misc	\$15,000.00	\$15,000.00	\$16,690.39	\$0.00	\$16,690.39	-\$1,690.39	Low	Obtaining quotes. 2 quotes have been received. 03/12/2025 - PO issued. Installation February 2026. Slightly over Budget.	Corporate & Community Services	Ian Graham	Brendan Fiman	On Track	75%	01/09/25	30/04/26
NRLC - Foyer AC Units		4110250	FE042	Building Construction/Misc	\$23,000.00	\$23,000.00	\$25,823.45	\$0.00	\$25,823.45	-\$2,823.45	Completed	Completed slightly over Budget.	Corporate & Community Services	Ian Graham	Brendan Fiman	Complete	100%	01/09/25	31/12/25
NRLC - Fan for Court 1		4110260	BC310	Building Construction/Misc	\$25,000.00	\$50,000.00	\$49,768.00	\$0.00	\$49,768.00	\$232.00	Completed	Completed.	Corporate & Community Services	Ian Graham	Brendan Fiman	Complete	100%	01/09/25	28/02/26
NRLC - 24/7 Gym Access		4110260	BC298	Building Construction/Misc	\$45,000.00	\$77,000.00	\$35,957.69	\$35,342.81	\$71,340.50	\$5,659.50	Low	Obtaining quotes. 2 quotes received. layout and system identified. PO issued. Included in 2025/26 Budget Review.	Corporate & Community Services	Ian Graham	Brendan Fiman	On Track	80%	01/09/25	30/04/26
NRLC - Replacement Changing Room Bench Seats		4110250	FE043	Building Construction/Misc	\$13,900.00	\$13,900.00	\$12,900.00	\$0.00	\$12,900.00	\$1,000.00	Completed	Completed.	Corporate & Community Services	Ian Graham	Brendan Fiman	Complete	100%	01/08/25	31/12/25
NRLC - Energy Efficiency (Solar Panel Project)		4110260	BC296	Other	\$1,070,716.00	\$1,345,716.00	\$1,200,000.00	\$54,206.00	\$67,406.00	\$1,278,310.00	Low	CEUF Grant application successful. RFQ for Project Management issued 01/12/2025. In progress. RFT issued January 2026, closing 24/02/2026.	Corporate & Community Services	Ian Graham	Brendan Fiman, Guy Maley, Keith Ng	On Track	5%	01/08/25	31/05/26
NRLC - Upgrade Project (Putlins)		4110260	BC160	Building Construction/Misc	\$2,805,000.00	\$2,805,000.00	\$43,750.76	\$0.00	\$43,750.76	\$2,761,249.24	Low	Engineering report on roof putlins requested, outcomes provided to March 2026 MBS.	Corporate & Community Services	Adam Majid	Keith Ng	On Track	0%	01/08/25	31/05/26
John Higgins Centre - Kitchen Redesign		4110160	BC152	Building Construction/Misc	\$7,000.00	\$7,000.00	\$4,910.00	\$0.00	\$4,910.00	\$2,090.00	Low	PO issued.	Corporate & Community Services	Ian Graham	Brendan Fiman	On Track	75%	01/12/25	30/04/26
NRLC Swimming Pool Liner Replacement		4110255	PE073	Building Construction/Misc	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	Low	PO included in 2025/26 Budget Review.	Corporate & Community Services	Ian Graham	Brendan Fiman	On Track	5%	01/04/26	30/04/26
Narrogin Speedway Lighting Upgrade Project		4110365	IO138	Other	\$285,900.00	\$0.00	\$0.00	\$0.00	\$0.00	No Longer Proceeding This Budget	No CSRFF fund in September 2025 like normal, grant dependant. 4/12/25 - carryover project should they apply for CSRFF. Budget review 2026 - expense deleted.	Corporate & Community Services	Ian Graham	Ian Graham	No Longer Proceeding This Budget	0%	01/11/25	N/A	
Ride on Mower (Parks)		4120350	PA86	Vehicle Acquisition	\$10,000.00	\$10,000.00	\$11,562.73	\$0.00	\$11,562.73	-\$1,562.73	Completed	Completed slightly over Budget.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
Utility (Turf) Parks		4120350	PA18	Vehicle Acquisition	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	Low		Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/08/25	31/03/26	
Abby Park - Flagpoles		4110360	IO201	Other	\$10,000.00	\$10,000.00	\$84.30	\$5,170.00	\$5,254.30	\$4,745.70	Completed	PO issued November 2025, to be installed prior to Australia Day 2026. Completed.	Planning & Sustainability	Adam Majid	Keith Ng	Complete	100%	28/08/25	19/12/25
Thomas Hogg Oval - Light Pole Structure Repairs		4110360	IO202	Other	\$10,000.00	\$10,000.00	\$1,920.50	\$0.00	\$1,920.50	\$8,079.50	Completed	RO advised works undertaken in 2024/25 year as urgent works. Completed.	Planning & Sustainability	Adam Majid	Keith Ng	Complete	100%	01/08/25	31/05/26

Project Title/Task	COA	Job	Category	Original Budget Adopted by Council	Current Budget varied by Council	Actual Exp / Income to 28/02/2026	Outstanding PO Exp to 28/02/2026 (calc column)	Total Committed Exp or Income Rec'd (calc column)	Budget Remaining (incl P/CA) (calc column)	Risk of NOT completing by 30/6. H=L=Very	Comments	Accountability	Responsible Exec	Responsible Officer	Status	% Complete	Start Date	Due Date	
61	Alby Park - Covered Stage	4110360	IO203	Building Construction/Misc	\$75,000.00	\$75,000.00	\$0.00	\$0.00	\$75,000.00	Low		Planning & Sustainability	Adam Majid	Keith Ng	On Track	0%	01/08/25	31/05/26	
62	Dog Park - Granoin Park	4050365	OO171	Other	\$30,000.00	\$30,000.00	\$17,018.65	\$0.00	\$12,981.35	Low	Works ready to proceed - all equipment / fencing account	Planning & Sustainability	Adam Majid	Guy Maley, John Warburton, Tabitha Yuen	On Track	20%	01/08/25	30/04/26	
63	Hawks Football Clubrooms	4110375	BC299	Building Construction/Misc	\$4,000,000.00	\$4,000,000.00	\$0.00	\$0.00	\$4,000,000.00	No Longer Proceeding This Budget	No CSRRF fund round opened in September 2025, grant dependent 4/12/25 - carryover project should they apply for CSRRF.	Corporate & Community Services	Ian Graham	Ian Graham	No Longer Proceeding This Budget	0%	01/12/25	NA	
64	Granoin Park Lighting Upgrade	4110360	IO204	Other	\$12,000.00	\$12,000.00	\$10,000.00	\$0.00	\$10,000.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/12/25	
65	Library Interactive Panel	4110550	FE044	ITC Acquisition	\$6,000.00	\$6,000.00	\$5,969.09	\$0.00	\$5,969.09	Completed	Completed.	Corporate & Community Services	Ian Graham	Paula Raworth	Complete	100%	01/09/25	31/12/25	
66	Mobile Library Shelving	4110550	FE109	Other	\$12,500.00	\$12,500.00	\$11,875.00	\$0.00	\$11,875.00	Completed	Completed.	Corporate & Community Services	Ian Graham	Paula Raworth	Complete	100%	01/09/25	31/12/25	
67	Construction of Library Sewer Extension	4110560	IO808	Other	\$147,245.00	\$0.00	\$0.00	\$0.00	\$0.00	No Longer Proceeding This Budget	Project design to be reviewed. 4/12/25 - LCRIP Funding reallocated to Clayton Road Reseal to actual / completed. Grant by 31/12/25 4/12/25 - works underway to do bits of pipeline and remove tree root blockages as mtdo - quote also being received to replace section of earthware pipe with potential to complete under maintenance if below capital threshold. Work Schedule Variation request sent to Infrastructure 24/11/2025, requesting transfer of the LCRIP funding of \$147,245 to Clayton Road reseal project. Budget Review item to December OCM.	Corporate & Community Services	Ian Graham	Ian Graham	No Longer Proceeding This Budget	0%	01/03/26	NA	
68																			
70	Museum (Insurance Claim)	4110860	BC211	Building Construction/Misc	\$110,000.00	\$110,000.00	\$92,003.60	\$0.00	\$92,003.60	Completed	Completed. Insurance works all concluded - Museum back operational.	Planning & Sustainability	Adam Majid	Keith Ng	Complete	100%	15/09/25	07/01/26	
72	Public Art Strategy Implementation	4110860	IO113	Other	\$50,000.00	\$50,000.00	\$3,580.00	\$0.00	\$3,580.00	\$46,420.00	Low	Nb: Net \$28k, there is no grant	Corporate & Community Services	Ian Graham	Regina Razumovskaya	On Track	0%	01/08/25	30/04/26
76	Clayton Road Rehabilitation SLK 0.0 to 6.30	4120167	RRG047	Road Construction	\$740,750.00	\$740,750.00	\$406,887.04	\$209,322.42	\$706,210.46	\$34,539.54	Low		Infrastructure Services	John Warburton	John Warburton	On Track	95%	01/09/25	31/03/26
77	Narrogin Hamisham Road Rehabilitation SLK 28.49 to 39.20	4120167	RRG331	Road Construction	\$400,000.00	\$400,000.00	\$349,000.00	\$0.00	\$349,000.00	\$0.00	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	03/11/25	30/12/25	
78	Narrogin Valley Road Construction SLK 6.30 to 8.30	4120165	RR121	Road Construction	\$358,365.00	\$358,365.00	\$308,666.51	\$0.00	\$308,666.51	\$49,698.49	Completed		Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
79	Argus Street Widening	4120165	IR135	Road Construction	\$27,605.00	\$27,605.00	\$11,442.93	\$0.00	\$11,442.93	\$16,162.07	Completed		Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
80	Clayton Road Reseal (LCRIP)	4120164	LRCI251	Road Reseal	\$0.00	\$147,245.00	\$147,244.97	\$0.00	\$147,244.97	\$0.03	Completed.	Work Schedule Variation request sent to Infrastructure 24/11/2025, requesting transfer of the LCRIP funding of \$147,245 from Library Sewer Extension to Clayton Road reseal project. Budget Review item to December OCM. Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/11/25	31/12/25
82	Stormwater Diversion to Railway Dam	4120180	DR010	Other	\$10,000.00	\$10,000.00	\$5,642.88	\$0.00	\$5,642.88	\$4,357.12	Completed		Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	03/11/25
84	Wagon Wickiepan Road Reseal SLK 0.00 to 2.30	4120166	R2R07	Road Reseal	\$91,350.00	\$91,350.00	\$57,743.41	\$13,979.38	\$71,722.79	\$19,627.21	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
85	Narrogin Hamisham Road Reseal, SLK 4.30 To 5.30	4120166	R2R331	Road Reseal	\$105,950.00	\$105,950.00	\$70,686.00	\$2,106.00	\$72,792.00	\$33,158.00	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
86	Congelin Road Reseal SLK 4.30 to 5.80	4120166	R2R02	Road Reseal	\$63,000.00	\$63,000.00	\$70,632.00	\$1,512.00	\$72,144.00	\$9,144.00	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
87	Dowsett Road Reseal SLK 0.00 to 0.09	4120166	R2R08	Road Reseal	\$3,130.00	\$3,130.00	\$3,898.80	\$1,949.40	\$5,848.20	\$2,718.20	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
88	Halo Street Reseal SLK 0.00 to 0.10	4120166	R2R063	Road Reseal	\$3,960.00	\$3,960.00	\$5,198.40	\$0.00	\$5,198.40	\$1,238.40	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
89	Harbour Street Reseal SLK 0.00 to 0.05	4120166	R2R122	Road Reseal	\$3,930.00	\$3,930.00	\$2,960.20	\$0.00	\$2,960.20	\$99.80	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
90	Harms Street Reseal 0.00 to 0.16	4120166	R2R019	Road Reseal	\$7,395.00	\$7,395.00	\$8,165.82	\$1,537.88	\$9,703.68	\$2,308.68	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
91	Hive Street Reseal SLK 0.0 to 0.15	4120166	R2R084	Road Reseal	\$4,015.00	\$4,015.00	\$7,905.90	\$0.00	\$7,905.90	\$3,890.90	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
92	James Street Reseal SLK 0.0 to 0.17	4120166	R2R068	Road Reseal	\$8,415.00	\$8,415.00	\$10,122.44	\$924.16	\$11,046.60	\$2,631.60	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
93	Lydeker Way Reseal SLK 0.0 to 0.41	4120166	R2R128	Road Reseal	\$16,910.00	\$16,910.00	\$23,681.60	\$0.00	\$23,681.60	\$6,771.60	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
94	Fairway Street Reseal SLK 0.39 to 0.72	4120166	R2R030	Road Reseal	\$16,335.00	\$16,335.00	\$23,826.00	\$0.00	\$23,826.00	\$7,491.00	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
95	Farnval Street Reseal SLK 0.0 to 0.05	4120166	R2R010	Road Reseal	\$7,920.00	\$7,920.00	\$4,981.80	\$0.00	\$4,981.80	\$2,938.20	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
96	Fortune Street Reseal 0.30 to 0.53	4120166	R2R001	Road Reseal	\$17,705.00	\$17,705.00	\$21,690.00	\$0.00	\$21,690.00	\$3,985.00	Completed	All R2R reseals completed, \$16.5k under budget net across all projects as at 31/01/2026, but note there are some final costs to come through.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
97	Coarainning Road Reseal SLK 2.80-12.20	4120166	R2R217	Road Reseal	\$198,875.00	\$198,875.00	\$31,967.59	\$6.50	\$32,024.09	\$166,850.91	Low		Infrastructure Services	John Warburton	John Warburton	On Track	50%	02/03/26	31/05/26
98	Coarainning Road Reseal SLK 1.15 to 7.75	4120166	R2R220	Road Reseal	\$107,115.00	\$107,115.00	\$0.00	\$0.00	\$107,115.00	\$0.00		Infrastructure Services	John Warburton	John Warburton	On Track	0%	02/03/26	31/05/26	
99	Nararake Road South Reseal SLK 0.0 to 0.81	4120166	R2R221	Road Reseal	\$52,510.00	\$52,510.00	\$0.00	\$0.00	\$52,510.00	\$0.00		Infrastructure Services	John Warburton	John Warburton	On Track	0%	02/03/26	31/05/26	
100	Pioneer Drive Siphon Construction	4120166	R2R162	Road Construction	\$165,745.00	\$165,745.00	\$0.00	\$0.00	\$165,745.00	Low		Infrastructure Services	John Warburton	John Warburton	On Track	0%	02/03/26	31/05/26	
102	Homer St (Cave to Butler) Footpath Construction	4120175	IF024	Footpath Construction	\$19,000.00	\$19,000.00	\$0.00	\$13,950.00	\$13,950.00	\$5,050.00	Completed	PO issued October 2025	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	27/02/26
103	Falcon St (Glyde to Johnson) Footpath Construction	4120175	IF011	Footpath Construction	\$27,000.00	\$27,000.00	\$0.00	\$22,550.00	\$22,550.00	\$4,450.00	Low	PO issued October 2025	Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/08/25	30/04/26
104	Nararake Rd (Clayton to Elsie) Footpath Construction	4120175	IF018	Footpath Construction	\$35,000.00	\$35,000.00	\$0.00	\$27,950.00	\$27,950.00	\$7,050.00	Low	PO issued October 2025	Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/08/25	30/04/26
105	Grey St (Hamer to Homer) Footpath Construction	4120175	IF019	Footpath Construction	\$17,010.00	\$17,010.00	\$0.00	\$14,250.00	\$14,250.00	\$2,760.00	Low	PO issued October 2025	Infrastructure Services	John Warburton	John Warburton	On Track	90%	01/08/25	30/04/26
106	Railway Station Precinct Footpath	4120175	FF010	Footpath Construction	\$65,000.00	\$65,000.00	\$0.00	\$0.00	\$65,000.00	Low		Corporate & Community Services	Ian Graham	Regina Razumovskaya	On Track	20%	01/09/25	31/05/26	
108	Tarwonga Bridge (4551)	4120181	IB204	Bridge Construction	\$687,000.00	\$687,000.00	\$0.00	\$0.00	\$687,000.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26	
109	Havelock St Bridge Replacement (to Culverts)	4120166	R2R025	Bridge Construction	\$295,000.00	\$295,000.00	\$151,767.65	\$97,653.81	\$249,421.46	\$45,578.54	Low		Infrastructure Services	John Warburton	John Warburton	On Track	50%	01/08/25	30/03/26
110	Pioneer Drive Footbridge LED Lighting	4120175	IB250	Bridge Construction	\$20,000.00	\$20,000.00	\$9,290.00	\$0.00	\$10,710.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/12/25	
112	Wheel Loader	4120350	PA800	Vehicle Acquisition	\$380,000.00	\$380,000.00	\$327,000.00	\$0.00	\$327,000.00	\$53,000.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/10/25
113	Utility (Construction)	4120350	PA100	Vehicle Acquisition	\$35,000.00	\$35,000.00	\$33,441.09	\$0.00	\$33,441.09	\$1,558.91	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	02/10/25
114	Utility Building Misc	4120350	PA174	Vehicle Acquisition	\$45,000.00	\$45,000.00	\$39,880.45	\$318.18	\$40,198.63	\$4,801.37	Completed	PO issued October 2025	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/12/25
115	Trailer 6x4 (Works)	4120350	PS2	Vehicle Acquisition	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	High	Not required FY25/26.	Infrastructure Services	John Warburton	John Warburton	No Longer Proceeding This Budget	0%	01/08/25	NA	
118	Construction of Caravan Park Accommodation Units	4130260	BC236	Building Construction/Misc	\$0.00	\$1,500,000.00	\$1,234,779.70	\$266,903.72	\$1,501,683.42	\$1,683.42	Low	Expected completion mid March 2026.	Infrastructure Services	John Warburton	John Warburton	On Track	75%	01/08/25	31/05/26
119	Fitout of Caravan Park Accommodation Units	4130260	FE047	Other	\$400,555.00	\$200,555.00	\$104,507.37	\$37,915.45	\$142,422.82	\$58,132.18	Low	Reduced to \$200,555 so that \$200,000 for civis is allocated to grant sch 9	Infrastructure Services	John Warburton	John Warburton	On Track	50%	01/08/25	31/05/26
120	Ribs on Mower (Caravan Park)	4130255	PE201	Vehicle Acquisition	\$10,000.00	\$10,000.00	\$10,339.12	\$0.00	\$10,339.12	\$329.12	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
122	Building Surveyor Vehicle	4130350	PA8	Vehicle Acquisition	\$30,000.00	\$30,000.00	\$36,509.27	\$0.00	\$36,509.27	\$6,509.27	Completed	Completed.	Planning & Sustainability	John Warburton	John Warburton	Complete	100%	01/08/25	31/10/25
124	45 Federal St Renovations	4130650	BC304																

Project Title/Task	COA	Job	Category	Original Budget Adopted by Council	Current Budget varied by Council	Actual Exp / Income to 28/02/2026	Outstanding PO Exp to 28/02/2026 (calc column)	Total Committed Exp or Income Rec'd (calc column)	Budget Remaining (incl P/Co) (calc column)	Risk of NOT completing by 30/6. H=Likely	Comments	Accountability	Responsible Exec	Responsible Officer	Status	% Complete	Start Date	Due Date	
Records Management Software		4140580	FE046	ITC Acquisition	\$30,000.00	\$30,000.00	\$1,880.00	\$8,836.36	\$8,716.36	\$21,283.64	Low	In progress.	Corporate & Community Services	Ian Graham	Ian Graham	On Track	20%	01/08/25	31/05/26
CCTV Server Replacement		4140580	FE048	ITC Acquisition	\$0.00	\$14,000.00	\$0.00	\$14,359.93	\$14,359.93	-\$369.93	Completed	Completed slightly over amended Budget.	Corporate & Community Services	Ian Graham	Ian Graham	On Track	0%	31/03/26	30/06/26
CEO Vehicle Acquisition		4140585	PA12	Vehicle Acquisition	\$70,000.00	\$70,000.00	\$76,517.42	\$0.00	\$76,517.42	-\$6,517.42	Completed	PO issued - delivery approx October. Like for like (Prado GLX) however over budget but expect trade to exceed budgeted income likewise. 15/1/25 - vehicle received. 15/1/25 - slightly over Budget - additional revenue above budget from trade should offset.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	15/01/26
EMCCS Vehicle Acquisition		4140585	PA13	Vehicle Acquisition	\$55,000.00	\$55,000.00	\$50,909.00	\$0.00	\$50,909.00	\$4,091.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/07/25
EMIS Vehicle Acquisition		4140585	PA15	Vehicle Acquisition	\$55,000.00	\$55,000.00	\$0.00	\$0.00	\$0.00	\$55,000.00	Low	On hold pending review of vehicles.	Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/08/25	31/05/26
EMPS Vehicle Acquisition		4140585	PA16	Vehicle Acquisition	\$55,000.00	\$55,000.00	\$60,996.41	\$0.00	\$60,996.41	-\$5,996.41	Completed	Completed slightly over Budget - additional revenue above budget from trade should offset.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/08/25
Trade - Replacement of Senior Ranger Utility		5050350		Vehicle Disposal	-\$30,000.00	-\$30,000.00	-\$49,090.91	\$0.00	-\$49,090.91	\$19,090.91	Completed	Completed. Net chargeover as per budget.	Primary & Sustainability	Adam Majid	Adam Majid	Complete	100%	01/08/25	31/05/26
Trade - Replacement of CATS Vehicle		5080450		Vehicle Disposal	-\$20,000.00	-\$20,000.00	-\$20,909.09	\$0.00	-\$20,909.09	\$909.09	Completed	Completed.	Corporate & Community Services	Ian Graham	Ian Graham	Complete	100%	01/02/26	01/03/26
Trade - Replacement of Homecare Minibus		5080450		Vehicle Disposal	-\$35,000.00	-\$35,000.00	\$0.00	\$0.00	\$0.00	-\$35,000.00	High	On hold pending decision regarding future of Homecare.	Corporate & Community Services	Ian Graham	Ian Graham	No Longer Proceeding This Budget	0%	01/02/26	30/04/26
Trade - Replacement of Parks Ride on Mower		5110350		Vehicle Disposal	-\$1,000.00	-\$1,000.00	-\$4,150.00	\$0.00	-\$4,150.00	\$3,150.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
Trade - Replacement Utility (Turf)		5110350		Vehicle Disposal	-\$20,000.00	-\$20,000.00	\$0.00	\$0.00	\$0.00	-\$20,000.00	Low		Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/08/25	31/05/26
Trade - Replacement of Wheel Loader		5120350		Vehicle Disposal	-\$160,000.00	-\$160,000.00	\$0.00	\$0.00	\$0.00	-\$160,000.00	Low	To be auctioned indicative February 2026.	Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/08/25	31/03/26
Trade - Replacement of Utility (Blg Mice)		5120350		Vehicle Disposal	-\$20,000.00	-\$20,000.00	-\$20,000.00	\$0.00	-\$20,000.00	\$0.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	30/01/26
Trade - Replacement Ride on Mower (Caravan Park)		5130250		Vehicle Disposal	-\$1,000.00	-\$1,000.00	-\$5,600.00	\$0.00	-\$5,600.00	\$4,600.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
Trade - Replacement Vehicle Building Surveyor		5130350		Vehicle Disposal	-\$15,000.00	-\$15,000.00	-\$17,272.73	\$0.00	-\$17,272.73	\$2,272.73	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	01/12/25
Trade - Replacement CEO Vehicle		5140550		Vehicle Disposal	-\$40,000.00	-\$40,000.00	\$0.00	\$0.00	\$0.00	-\$40,000.00	Low	PO issued October - Like for like (Prado GLX) however over budget but expect trade to exceed budgeted income likewise (via auction in due course). 15/1/25 - vehicle delivered now awaiting windscreen replacement of old one for auction. 17/3/25 - vehicle sold at auction for \$53k, so less GST / commission will be abit \$45k.	Infrastructure Services	John Warburton	John Warburton	On Track	75%	01/08/25	31/03/26
Trade - Replacement EMCCS Vehicle		5140550		Vehicle Disposal	-\$25,000.00	-\$25,000.00	-\$40,000.00	\$0.00	-\$40,000.00	\$15,000.00	Completed	Completed.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
Trade - Replacement EMIS Vehicle		5140550		Vehicle Disposal	-\$35,000.00	-\$35,000.00	\$0.00	\$0.00	\$0.00	-\$35,000.00	High	On hold pending review of vehicles.	Infrastructure Services	John Warburton	John Warburton	On Track	0%	01/08/25	31/05/26
Trade - Replacement EMPS Vehicle		5140550		Vehicle Disposal	-\$35,000.00	-\$35,000.00	-\$40,000.00	\$0.00	-\$40,000.00	\$5,000.00	Completed	Completed, additional revenue offsets CAPEX.	Infrastructure Services	John Warburton	John Warburton	Complete	100%	01/08/25	31/05/26
Rod Murren Bypass P50 Report		2140239		DOPEX	\$59,805.00	\$59,805.00	\$175.00	\$8,326.95	\$8,503.95	\$51,301.05	Low	No. the Budget listed (PWO Consultancy) is not all for Rod Murren P50 Project	Infrastructure Services	John Warburton	John Warburton	On Track	50%	01/08/25	31/05/26
NDVC Monopoly Board Game Project		2130214	MONOB01	DOPEX	\$0.00	\$100,000.00	\$6,000.00	\$400.00	\$6,400.00	\$93,600.00	Low	In progress.	Corporate & Community Services	Ian Graham	Regina Razumovskaya	On Track	30%	01/09/25	31/05/26

## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 WALGA SECTOR CONSULTATION – COMPULSORY AND VOLUNTARY VOTING AND ELECTION FREQUENCY

File Reference	13.4.3
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	9 March 2026
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Flying Agenda: Sector consultation – Compulsory and Voluntary Voting and Election frequency (January 2026)

#### Summary

The Western Australian Local Government Association (WALGA) has released an Electoral Reform Discussion Paper seeking feedback from local governments regarding potential reforms to the local government electoral system.

The consultation focuses primarily on two reform proposals currently being discussed by the State Government:

- Moving to full spill elections every four years; and
- Introducing compulsory voting for local government elections.

WALGA is seeking Council-endorsed responses to a number of consultation questions which will inform the sector's advocacy position to the State Government.

This report recommends that Council provide a submission to WALGA supporting:

- Four-year election cycles with full spill elections, rather than the current system where half of council is elected every two years;
- A Council position on compulsory voting, with two options provided for Council consideration; and
- Advocacy for legislative reform to allow local governments to administer postal elections themselves or appoint alternative election providers, rather than relying solely on the Western Australian Electoral Commission (WAEC).

#### Background

WALGA has initiated sector consultation following renewed discussion regarding potential changes to the Local Government electoral system in Western Australia.

The discussion paper notes that the Minister for Local Government has indicated support for electoral reform, including consideration of compulsory voting and a four-year election cycle.

Currently in Western Australia:

- Councillors serve four-year terms;
- Half of council is elected every two years (biennial elections); and
- Voting is voluntary.

This system differs from other Australian jurisdictions, where local government elections are conducted every four years with all council positions elected at the same time.

The WALGA discussion paper seeks feedback from local governments to inform the sector's advocacy position ahead of any potential State Government reform proposals.

There are specifically seven (7) questions that WALGA seeks responses to:

- Does your Local Government support half spill elections every two years or full spill elections every four years?
- What are the key considerations informing this view?
- If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
- Any other comments?
- Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
- If the frequency of Local Government elections were changed to every four years, would your Local Government support compulsory or voluntary voting?
- What are the key considerations informing this view?

## Consultation

WALGA is undertaking sector consultation with all Western Australian local governments and has requested Council-endorsed feedback.

The discussion paper seeks responses to seven consultation questions covering:

- Election frequency;
- Compulsory or voluntary voting; and
- Key considerations influencing local government positions.

The consultation process will inform a report and proposed advocacy position to be considered by WALGA State Council.

## Statutory Environment

Local government elections in Western Australia are governed by:

- Local Government Act 1995; and
- Local Government (Elections) Regulations 1997.

Under the current legislative framework:

- Elected Members are elected for four-year terms;
- Elections occur every two years for half of the council positions;
- Voting is optional (voluntary); and
- Postal elections are administered through the Western Australian Electoral Commission.

The WALGA discussion paper highlights that all other Australian states and territories conduct local government elections every four years with full spill elections.

Legislative amendments would be required should the State Government pursue changes to:

- election frequency;
- Voting requirements; and
- election administration arrangements.

### Policy Implications

There are no direct policy implications for the Shire arising from this report.

However, Council's adopted position will inform the Shire's submission to WALGA and may contribute to future advocacy positions of the local government sector.

### Sustainability & Climate Change Implications

*Environmental* - Reduced election frequency may marginally reduce environmental impacts associated with printing and postage for postal elections.

*Economic* - Election costs have increased significantly in recent years, particularly where elections are conducted through the WAEC. WALGA has noted concerns regarding rising election costs and lack of transparency in costing methodology.

Reducing election frequency may reduce administrative and financial costs over time.

*Social* - Electoral reform has potential implications for community participation and democratic representation.

Voting participation in WA local government elections is relatively low compared with other jurisdictions, with participation in the 2023 WA local government elections recorded at approximately 31.2%.

### Financial Implications

There are no immediate financial implications arising from this report.

However, election cost data indicates that the cost per elector for WA postal elections has increased from \$3.70 per elector in 2019 to \$5.17 per elector in 2023.

Future reforms relating to election frequency or administration may influence long-term election costs.

### Strategic Implications

Providing feedback to WALGA supports the Shire's commitment to:

- effective governance;
- democratic representation; and
- participation in sector advocacy.

The consultation also provides an opportunity for the Shire to influence future legislative reform affecting local government elections.

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to provide Council input into the WALGA consultation may result in the Shire's views not being represented in sector advocacy regarding electoral reform.	Possible (3)	Minor (2)	Medium (5-9)	Engagement Practices	Provide a Council endorsed submission to WALGA to ensure the Shire's position is represented in sector consultation and advocacy.

### Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The WALGA Electoral Reform Discussion Paper seeks feedback from local governments regarding potential changes to the electoral framework governing local government elections in Western Australia.

The Administration notes that the current system of half of council being elected every two years can be complex for voters and results in more frequent election administration for local governments.

A four-year election cycle with full spill elections may provide a clearer mandate from the community and reduce the administrative burden associated with biennial elections.

However, it is also acknowledged that moving to a full four-year election cycle may have potential unintended consequences. In particular, a longer uninterrupted term of office may be perceived by some prospective candidates as a greater personal and time commitment than the current system. For some individuals, a four-year commitment may be viewed as too onerous or uncertain due to changing personal circumstances, employment commitments, family responsibilities, or relocation from the district.

This could potentially result in fewer individuals being willing to nominate for Council, particularly in smaller regional communities where the candidate pool is already limited. In addition, where elected members resign during a four-year term due to changing circumstances, this may increase the likelihood of extraordinary elections (by-elections) occurring between ordinary elections.

An increased frequency of extraordinary elections could create additional administrative costs for local governments and may also contribute to situations where councils temporarily operate with reduced membership should vacancies arise.

Similarly, the introduction of compulsory voting may improve voter participation and provide consistency with State and Federal elections. However, Council may alternatively wish to retain the current voluntary voting system, consistent with the sector's long-standing advocacy position.

Finally, providing local governments with the option to administer postal elections themselves or appoint alternative providers would improve flexibility and may reduce reliance on a single 'less market competitive' provider.

Council's adopted position will inform the Shire's submission to WALGA.

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION**

That Council, with respect to the Western Australian Local Government Association (WALGA) request for sector wide consultation on Compulsory and Voluntary Voting and Election Frequency, resolves to:

- 1) Provide a copy of this report to WALGA;
- 2) Support the introduction of full spill local government elections every four years, replacing the current system where half of a council is elected every two years;
- 3) Advocate for legislative or policy changes that enable local governments to administer postal elections themselves, consistent with existing arrangements for in-person elections, and/or introduce competitive arrangements that allow alternative providers to be appointed in place of the Western Australian Electoral Commission, thereby increasing flexibility and reducing reliance on a single provider; and
- 4) Provide a position regarding voting requirements by selecting:

Option A – Support Compulsory Voting

Council supports the introduction of compulsory voting for local government elections to provide consistency with State and Federal elections and improve voter participation.

OR

### Option B – Retain Voluntary Voting

Council does not support compulsory voting and supports retaining the current voluntary voting system for local government elections regardless of it being every two years or every four years.

Supports legislative reform to allow local governments to administer postal elections themselves or appoint alternative election providers, rather than relying solely on the Western Australian Electoral Commission.

### **COUNCIL RESOLUTION 250326.06**

Moved: Cr Pomykala Seconded: Cr Wiese

That Council, with respect to the Western Australian Local Government Association (WALGA) request for sector wide consultation on Compulsory and Voluntary Voting and Election Frequency, resolves to:

- 1) Provide a copy of this report to WALGA;
- 2) Not support the introduction of full spill local government elections every four years, replacing the current system where half of a council is elected every two years;
- 3) Advocate for legislative or policy changes that enable local governments to administer postal elections themselves, consistent with existing arrangements for in-person elections, and/or introduce competitive arrangements that allow alternative providers to be appointed in place of the Western Australian Electoral Commission, thereby increasing flexibility and reducing reliance on a single provider; and
- 4) Provide a position regarding voting requirements by selecting:

### Option B – Retain Voluntary Voting

Council does not support compulsory voting and supports retaining the current voluntary voting system for local government elections regardless of it being every two years or every four years.

Supports legislative reform to allow local governments to administer postal elections themselves or appoint alternative election providers, rather than relying solely on the Western Australian Electoral Commission.

**CARRIED 6/0**

For: President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab

Against: Nil

Reason for change to recommendation:

*The Council was of the view that the status quo of an election every two years was likely to produce better outcomes and less likelihood of extraordinary elections occurring.*

## FLYING AGENDA: Sector Consultation – Compulsory and Voluntary Voting and Election Frequency

*By Felicity Morris, Manager Governance and Procurement*

### RECOMMENDATION

**That State Council endorse the Electoral Reform Discussion Paper for the purposes of sector consultation.**

***Responses close at 5:00pm on Tuesday, 20 January.***

### EXECUTIVE SUMMARY

- Following a report to State Council on WALGA's Elections Advocacy Position in December 2024, State Council requested that the WALGA Secretariat further investigate the implications of compulsory and voluntary voting in Local Government elections.
- WALGA's sector-wide consultation in late 2024 showed:
  - 74% support for voluntary voting overall, but majority support for compulsory voting among metropolitan and Class 1 and 2 Local Governments.
  - 98% support for four-year terms with a two-year spill (biennial elections).
- Recent Ministerial comments have indicated State Government support for reform, including consideration of compulsory voting and a four-year, all-in/all-out election cycle. These comments have prompted renewed interest and discussion across the sector.
- The introduction of compulsory voting is likely to require a transition to a four-year, all-in/all-out election cycle, and this model has been the subject of recent Ministerial commentary and interest from parts of the Local Government sector.
- WALGA has contacted both the Department of Local Government, Industry Regulations and Safety (LGIRS) and the Minister's office seeking details on the consultation process and timeframes but no further information has been provided.
- In anticipation of potential reforms, it is proposed that a discussion paper be circulated to all Local Governments, with Council-endorsed feedback to inform a proposed advocacy position for consideration by State Council.

### ATTACHMENT

- Draft Electoral Reform Discussion Paper

### BACKGROUND

#### **WALGA Elections Advocacy Position Review**

WALGA has long-standing advocacy positions in support of voluntary voting and elections of half the Council every two years. In late 2024 WALGA conducted a review of its Elections Advocacy Positions ([Advocacy Position 2.5.15 Elections](#)) to ensure they reflected the sector's contemporary view.

A total of 92 Local Governments participated in the sector-wide consultation. The results informed a report to the [State Council meeting in December 2024](#). The strong (98%) support for half spills every two years was reflected in the adopted advocacy position.

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

### **2025 Ministerial statements and response**

In June 2025, Hon Hannah Beazley MLA, Minister for Local Government, stated her support for a four-year election cycle, citing concerns about voter fatigue and the rising costs of conducting biennial elections. These messages were repeated in Minister Beazley's address to WALGA's 2025 Local Government Convention, which also raised the possibility of compulsory voting.

In response to Minister's Beazley's comments, several Zones considered motions relating to four yearly, all-in/all-out elections.

These Zone resolutions were referred to the Governance Policy Team at the [State Council meeting in September 2025](#).

### **COMMENT**

The issues of compulsory voting and election frequency are complex, with significant implications for democratic participation, governance, and electoral administration. It is critical that WALGA is well-positioned to engage with the State Government, based on a clear sector position. While the Secretariat has undertaken research to provide relevant data, further consultation is recommended. The information presented in the attached Electoral Reform Discussion Paper is intended to support sector engagement.

### **State By State Comparison**

While voting in Local Government elections is compulsory in most Australian states, Western Australia and South Australia remain exceptions where participation is voluntary. In Tasmania, voting in Local Government elections was made compulsory in 2022. In South Australia, a former Minister for Local Government initiated a Local Government Participation and Elections Review in October 2023, which included the question of whether voting in Local Government elections should be made compulsory. However, no further action has been taken.

All Australian states and territories, except Western Australia, conduct Local Government elections on a four-year cycle using an "all-in, all-out" approach.

The attached Electoral Reform Discussion Paper includes an overview of key statistics for each State relating to Local Government elections.

### **Policy considerations**

The policy considerations in this area are complex, and open to competing views. The Electoral Reform Discussion Paper lists high-level considerations that have been raised in

the debate on these matters but does not provide a recommended view. Local Governments are invited to identify the key considerations that inform their position.

### **Election Costs**

The sector has expressed concerns regarding rising election costs and a lack of transparent costing methodology. Election costs are a relevant factor in assessing electoral reform proposals, balanced with the value of civic engagement and representation. The Electoral Reform Discussion Paper seeks to identify the factors associated with each reform proposal that may affect election costs. However, it is not possible to confidently forecast the precise cost impact. Cost modelling would require collaboration with the WAEC to assess the complex interactions of a range of factors to reflect real-world conditions and resource requirements. WALGA has requested that the WAEC assist the LGIRS to undertake cost modelling to quantify the cost impacts of reform proposals.

### **Proposed consultation**

It is proposed to circulate the Electoral Reform Discussion Paper to all Local Governments, seeking a Council endorsed position by Friday, 27 February. The consolidated feedback would inform a report and proposed advocacy positions to be presented to State Council.

# Electoral Reform Discussion Paper

## 1. Background

### 1.1. Purpose

The purpose of this discussion paper is to request Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), it is appropriate to seek feedback to refine and/or confirm the sector's position to enable effective engagement with the anticipated State Government reform proposals.

### 1.2. WALGA existing advocacy positions

#### 1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position [2.5.16 Elections](#).

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position [2.5.15 Participation in Local Government Elections](#) was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.

## 1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position [2.5.18 Local Government Elections Analysis 2015-2023](#), calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

## 2. Election Frequency

### Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

### Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements

### Re-election rates

WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

### Costs

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

### Questions

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. Any other comments?

## 3. Compulsory or Voluntary Voting

### Current situation

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

### Considerations

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

### Participation rates

A comparison of available participation data is included as Table 3 in Appendix 1.

### Costs

The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

It is likely that the cost impact would be moderated if elections also transition to a 4 yearly cycle.

### Questions

4. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
5. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
6. What are the key considerations informing this view?
7. Any other comments?

DRAFT

# Appendix 1- WALGA Elections Advocacy Positions

## 2.5.15 Participation in Local Government Elections

Position Statement	<p>The Local Government sector supports voluntary participation in Local Government elections.</p> <p><i>Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</i></p>
Background	<p>Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.</p>
State Council Resolution	<p>December 2024 - 090.5/2024</p> <p>February 2022 – 312.1/2022</p> <p>December 2020 – 142.6/2020</p> <p>March 2019 – 06.3/2019</p> <p>December 2017 – 121.6/2017</p> <p>October 2008 – 427.5/2008</p>
Supporting Documents	<p>Advocacy Positions for a New Local Government Act</p> <p>WALGA submission: Local Government Reform Proposal (February 2022)</p>

## 2.5.16 Elections

Position Statement	<p>The Local Government sector supports:</p> <ol style="list-style-type: none"> <li>1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election.</li> <li>2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections.</li> </ol>
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3. First-Past-The-Post (FPTP) voting system for internal Council elections.
4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

State Council Resolution

- December 2024 - 091.5/2024
- February 2022 – 312.1/2022
- December 2020 – 142.6/2020
- March 2019 – 06.3/2019
- December 2017 – 121.6/2017
- October 2008 – 427.5/2008

## 2.5.18 Local Government Elections Analysis 2015-2023

Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
  - a. transparency of costing methodology,
  - b. direct engagement with Local Governments pre and post elections, and
  - c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.

3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

## Background

A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA.

With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia.

Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.

State Council Resolution

September 2024 - 065.4/2024

# Appendix 2 - Election Statistics

*The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.*

**Table 1: Comparative overview**

Jurisdiction	Compulsory/optional voting	Frequency	Postal/In Person
Western Australia	Optional	Half spill every 2 years	Postal or in person
South Australia	Optional	Full spill every 4 years.	Postal.
Northern Territory	Compulsory	Full spill every 4 years	In person.
Queensland	Compulsory	Full spill every 4 years.	Postal or in person.
New South Wales	Compulsory	Full spill every 4 years.	In person.
Victoria	Compulsory	Full spill every 4 years.	Postal
Tasmania	Compulsory	Full spill every 4 years.	Postal

**Table 2: Average percentage of returning Council Members (at individual Council level)**

*States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.*

State	Most recent election year Average % of Council Members who were Council Members the previous term	Previous election year Average % of Council Members who were Council Members the previous term
Queensland	<b>2024</b> 47%	<b>2021</b> 49%
New South Wales	<b>2024</b> 54%	<b>2021</b> 49%
Victoria	<b>2024</b> 46%	<b>2020</b> 47%
South Australia	<b>2022</b> 57%	<b>2018</b> 48%
Tasmania	<b>2022</b> 53%	<b>2018</b> 54%

**Table 3: Percentage of all elected candidates who were returning Council Members (at State level)**

*States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.*

State	Most recent election year % of returning Council Members	Previous election year % of returning Council Members
Queensland	<b>2024</b> 43.2%	<b>2021</b> 46.0%
New South Wales	<b>2021</b> 56.8%	<b>2016/17 (amalgamations)</b> 60.6%
Victoria	<b>2024</b> 43.0%	<b>2020</b> 51.9%
South Australia	<b>2022</b> 50.0%	<b>2018</b> 55.3%
Tasmania	<b>2022</b> 46.0%	<b>2018</b> 48.0%

**Table 4: Election participation rates**

State	Election Year	Election Year	Election Year
WA	<b>2023</b> 31.2%	<b>2021</b> 30.2%	<b>2019</b> 29.1%
NSW	<b>2024</b> 84.54%	<b>2021 (2020 postponed)</b> 83.56%	<b>2016/2017 (amalgamations)</b> <b>2017:</b> 79.58% <b>2016:</b> 79.27%
NT	<b>2025</b> <i>Official report not yet available.</i>	<b>2021</b> 61.3%	<b>2017</b> 58.5%
QLD	<b>2024</b> 82.31%	<b>2020 (COVID impacted)</b> 77.71%	<b>2016</b> 83.04%
SA	<b>2022</b> 32.9%	<b>2018</b> 31.6%	<b>2014</b> 31.99%
TAS	<b>2022 (First election with compulsory voting)</b> 84.79%	<b>2018</b> 58.72%	<b>2014</b> 54.58%
VIC	<b>2024</b> 81.46%	<b>2020</b> 81.47%	<b>2016</b> 72.15%

**Table 5: Election costs**
*Election costs invoiced to Local Governments.*

State	Election Year	Election Year	Election Year
WA	<b>2023</b> <i>postal elections only</i> \$5.17 per elector 1,763,392 electors (115 districts)	<b>2021</b> <i>postal elections only</i> \$4.06 per elector 1,727,712 electors (92 districts)	<b>2019</b> <i>postal elections only</i> \$3.70 per elector 1,619,431 electors (86 districts)
NSW	<b>2024</b> \$55.67million 5,242,086 electors (125 councils)	<b>2021</b> \$46million ( <i>budgeted</i> ) 4,838,137 electors (122 councils)	<b>2016/2017</b> <b>2017</b> \$19.17 million 2.73 million electors (45 councils) <b>2016</b> \$14.11 million 1.97million electors (76 councils)
NT	<b>2025</b> NA	<b>2021</b> \$1,864,193 142,546 electors	<b>2017</b> \$1,593,775 133,927 electors
SA	<b>2022</b> \$8.93million (ex GST) \$6.93 per elector (ex GST)	<b>2018</b> \$6.57million (ex GST) \$5.41 per elector (ex GST)	<b>2014</b> \$4.36million (ex GST) \$3.77 per elector (ex GST)
TAS	<b>2022</b> <i>voting became compulsory</i> \$9.32 per elector 410,975 electors	<b>2018</b> \$6.92 per elector 356,810 electors	<b>2014</b> <i>first all-in all-out</i> \$5.59 per elector 375,355 electors

*Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.*

Prior to discussion of this item Cr Wiese declared a financial interest in this item due to having an interest in the land currently being assessed for renewable energy production. Cr Wiese left the room at 8.02pm.

#### 10.4.2 DRAFT RENEWABLE ENERGY PLANNING CODE – COUNCIL SUBMISSION AND ADVOCACY POSITION

File Reference	18.4.5
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	9 March 2026
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
<b>Attachments</b> 1. Extract Local Planning Policy (LPP) D12 Temporary/Transient Workforce Accommodation 2. Extract LPP - Wind Energy Facilities 3. Extract LPP - Social Impact Assessment 4. CCZ February Minutes and Attachments 5. Draft Renewable Energy Planning Code and Guideline 6. Narrogin Renewable Energy Planning Code Submission	

#### Summary

The Western Australian Government, through the Western Australian Planning Commission (WAPC), has released the Draft Renewable Energy Planning Code and Guidelines for public consultation, with submissions closing 10 April 2026.

The Code proposes a new statewide planning framework to guide the siting, design, construction, operation and decommissioning of renewable energy infrastructure including wind farms, solar farms, battery energy storage systems and transmission infrastructure.

Given the scale of renewable energy development currently being proposed across regional Western Australia, including within the Wheatbelt and surrounding regions, it is essential that the Shire of Narrogin provides a strong submission to ensure that the interests of local communities, landowners and the Shire’s adopted planning framework are appropriately protected.

This report recommends that Council endorse a detailed submission advocating for:

- Recognition and protection of the Shire’s adopted Local Planning Policies relating to wind energy facilities, social impact assessment and workforce accommodation;
- Minimum setbacks of three times turbine height from any non-participating property boundary;
- Minimum separation distances of at least 3 km (preferably 4 km) from noise sensitive premises including dwellings;
- Protection of landowner rights including the ability of non-host landowners to construct a dwelling on land they own;
- Mandatory Social Impact Assessments and community benefit mechanisms;

- Construction resource management requirements relating to gravel, sand and other raw material extraction; and
- Mandatory water resource management planning addressing water extraction for construction activities.

The report also recommends that Council widely publicise its submission to ensure community awareness and engagement.

## Background

In December 2025 the State Government released the Draft Renewable Energy Planning Code and Guidelines as part of the State's broader energy transition framework.

The Code is intended to provide a consistent development assessment framework across Western Australia for renewable energy infrastructure including:

- wind farms;
- solar farms;
- transmission systems; and
- battery energy storage systems.

The Code establishes development standards addressing matters such as:

- safety;
- noise;
- landscape impacts;
- shadow flicker;
- environmental impacts;
- aviation safety;
- transport impacts;
- construction; and
- decommissioning.

Consultation on the Draft Renewable Energy Planning Code closes on 10 April 2026.

At the Central Country Zone meeting held on 13 February 2026, the Department of Planning, Lands and Heritage encouraged local governments to make submissions to the State Government regarding the draft Code.

Renewable energy development is likely to result in significant land use change across regional Western Australia and particularly within agricultural regions such as the Wheatbelt.

While renewable energy development is supported in principle, the Shire considers that development must occur in a manner that:

- protects agricultural productivity;
- protects community amenity;
- respects landowner rights;
- ensures adequate community benefit; and
- avoids long-term land use conflict.

## Consultation

The Draft Renewable Energy Planning Code is currently open for public consultation with submissions closing 10 April 2026.

The Shire of Narrogin has already undertaken significant community engagement relating to renewable energy development and has adopted several Local Planning Policies addressing key issues associated with such developments.

Subject to Council endorsement, the Shire will:

- Lodge a formal submission with the Western Australian Planning Commission;
- Provide a copy of the submission to WALGA to inform the sector submission; and
- Publish the submission on the Shire website and communication channels to ensure community awareness.

## Statutory Environment

Renewable energy development is currently regulated through a range of statutory planning instruments including:

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015;
- State Planning Policies;
- Local Planning Schemes; and
- Local Planning Policies.

The Draft Renewable Energy Planning Code has been prepared under Part 3A of the Planning and Development Act 2005 and will form part of the State planning framework once adopted.

The Code will guide the assessment of renewable energy infrastructure development applications across Western Australia.

The Code also recognises that local planning policies may supplement the Code where warranted by local circumstances.

However, the Code also indicates that where inconsistencies exist between local planning instruments and the Code, the Code may prevail.

For this reason it is important that Council clearly advocate for the recognition and continued relevance of the Shire's adopted Local Planning Policies.

## Policy Implications

The Shire of Narrogin has adopted several Local Planning Policies directly relevant to renewable energy development.

### Local Planning Policy – Wind Farms / Turbines

The Shire's Wind Farm/Turbines policy establishes assessment criteria addressing environmental, safety and community impacts of wind energy facilities.

Importantly, the policy recommends minimum setbacks of three times the turbine height from property boundaries or 500 metres, whichever is greater, in order to protect neighbouring landowners and reduce land use conflict.

The Administration strongly supports this precautionary planning approach and advocates that similar setback standards be recognised within the State planning framework.

### Local Planning Policy – Social Impact Assessment

The Shire's Social Impact Assessment policy requires significant developments including renewable energy facilities to undertake a Social Impact Assessment.

The policy requires the assessment of impacts relating to:

- economic impacts;
- social impacts;
- infrastructure impacts;
- community services; and
- cultural and environmental considerations.

The Administration considers that mandatory Social Impact Assessments should form part of the development approval process for all large-scale renewable energy developments.

### Local Planning Policy – Temporary / Transient Workforce Accommodation

The Shire's policy relating to workforce accommodation provides guidance for the establishment of temporary accommodation associated with major developments.

The policy seeks to ensure workforce accommodation is appropriately located and provides long-term community benefit where possible.

Council considers that large renewable energy developments must appropriately plan for workforce accommodation impacts on regional communities.

### Construction Resource and Materials Management

Large renewable energy developments require substantial quantities of construction materials including gravel, sand and other raw materials.

These materials are often sourced locally from limited natural resource deposits within rural local government areas.

Extraction of these materials can have significant impacts on:

- local road networks;
- local gravel and sand resources;
- agricultural land; and
- environmental values.

The Administration therefore recommends that the Renewable Energy Planning Code include a requirement under *WF Element 11 – Construction* requiring proponents to submit a Construction Resource and Materials Management Plan as part of any development application.

This plan should identify:

- predicted quantities of gravel, sand and other raw materials required;
- proposed extraction locations;
- impacts on local government gravel pits and resource availability;
- haulage routes;
- transport impacts;
- Traffic Management Plans for material transport; and
- mitigation measures addressing road damage and safety.

This information is critical to ensuring local government infrastructure and natural resources are not adversely impacted by large-scale renewable energy construction.

## Water Resource Management

Renewable energy developments require substantial volumes of water during the construction phase including for:

- dust suppression;
- road construction;
- turbine foundation construction; and
- site preparation.

The Administration therefore recommends that the Code include an additional requirement under *WF Element 6 – Natural Environment* requiring the submission of a Water Resource Management Plan.

This plan should include:

- estimated water quantities required;
- proposed water sources;
- extraction locations;
- potable or non-potable water requirements;
- impacts on groundwater or surface water resources;
- potential impacts on agricultural water supplies; and
- water transport requirements.

In many rural areas water is a scarce resource and uncontrolled extraction may negatively impact local agriculture and environmental values.

## Landowner Rights and Deemed Provisions

The Draft Code introduces provisions relating to the assessment of new dwellings near wind farms and requires consideration of potential wind farm noise impacts on non-host lots.

The Administration is concerned that these provisions may inadvertently restrict the ability of landowners to develop a dwelling on their own land.

The Administration therefore recommends formal assurance from the Western Australian Planning Commission and the State Government that:

- Local Governments will not be exposed to legal liability where development approval for a dwelling is refused due to wind farm proximity;
- Local Governments will not be exposed to legal claims arising from noise attenuation requirements; and
- Non-host landowners will not have their property rights unreasonably restricted.

The Administration also considers that minimum separation distances of at least 3km between turbines and dwellings should be supported to reduce land use and the potential for neighbour conflict.

## Status of Existing Local Planning Policies

The Administration recommends clarification and assurance from the Western Australian Planning Commission that Local Planning Policies lawfully adopted prior to the introduction of the Renewable Energy Planning Code remain valid and must be considered as part of the planning assessment process.

Local planning policies reflect extensive community consultation and local planning considerations and are critical to ensuring that development outcomes reflect local circumstances.

## Sustainability & Climate Change Implications

*Environmental* - Renewable energy contributes to climate change mitigation but developments must be appropriately located to minimise impacts on landscapes, biodiversity and agricultural land.

*Economic* - Renewable energy development may provide regional investment and employment opportunities.

However, without appropriate planning controls developments may also result in infrastructure costs and limited local economic benefit.

*Social* - Large renewable energy developments can have significant social impacts including visual impacts, noise impacts and workforce accommodation pressures.

Mandatory Social Impact Assessments are therefore essential.

*Climate* – Renewable energy plays an important role in supporting emissions reduction but must be implemented in a manner that ensures regional communities share in the benefits.

## Financial Implications

There are no direct financial implications associated with preparing the submission.

However, ensuring appropriate planning controls may reduce long-term infrastructure impacts and financial risk to the Shire.

## Strategic Implications

This report aligns with the Shire's strategic objectives relating to:

- sustainable economic development;
- protection of community amenity;
- orderly and proper planning; and
- regional advocacy.

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	1.	Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1	Growth in revenue opportunities
Strategy:	1.1.1	Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business

Objective	2.	Social Objective (To provide community facilities and promote social interaction)
Strategy:	2.2.2	Advocate for mental health and social support services

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to advocate for appropriate planning controls on renewable energy developments	Unlikely (2)	Moderate (3)	Medium (5-9)	Engagement Practices	Prepare and lodge a detailed submission to the WAPC in accord with the attachment.

## Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

The renewable energy transition represents one of the most significant land use changes affecting regional Western Australia.

While renewable energy development is supported, it must occur in a manner that protects rural communities, agricultural productivity and local planning frameworks.

The Draft Renewable Energy Planning Code consultation provides an important opportunity for regional local governments to advocate for stronger planning protections.

## Voting Requirements

Simple Majority

## **OFFICERS' RECOMMENDATION**

That Council, with respect to Draft Renewable Energy Planning Code – Council Submission and Advocacy Position:

- 1) Endorses the attached submission to the Western Australian Planning Commission regarding the Draft Renewable Energy Planning Code.
- 2) Advocates for minimum setbacks of three times turbine height from any non-participating property boundary including road reserves.
- 3) Supports minimum separation distances of at least 3 km and preferably 4 km from noise sensitive premises including dwellings.
- 4) Advocates for mandatory Social Impact Assessments and Community Benefit Agreements for renewable energy developments.
- 5) Advocates for the inclusion of a Construction Resource and Materials Management Plan requirement under WF Element 11 – Construction.
- 6) Advocates for the inclusion of a Water Resource Management Plan requirement under WF Element 6 – Natural Environment.
- 7) Requests clarification from the Western Australian Planning Commission regarding the legal status of existing Local Planning Policies following the introduction of the Renewable Energy Planning Code.
- 8) Requests assurance that local governments will not be exposed to legal liability and/or be indemnified by the State, relating to development approvals for dwellings on non-host lots near wind farms.
- 9) Provides the submission to the Western Australian Planning Commission and WALGA.
- 10) Publishes the submission on the Shire's website and communication channels to ensure community awareness.

## **COUNCIL RESOLUTION 250326.07**

Moved: Cr Bartron Seconded: Cr Fisher

That Council, with respect to Draft Renewable Energy Planning Code – Council Submission and Advocacy Position:

- 1) Endorses the attached submission (as amended) to the Western Australian Planning Commission regarding the Draft Renewable Energy Planning Code.
- 2) Advocates for minimum setbacks of three times turbine height from any non-participating property boundary including road reserves.
- 3) Advocates for minimum separation distances of at least 10 times the height of the turbine measured from the base to the tip of the blade at its highest point from noise sensitive premises including dwellings.
- 4) Advocates for mandatory Social Impact Assessments and Community Benefit Agreements for renewable energy developments.
- 5) Advocates for the inclusion of a Construction Resource and Materials Management Plan requirement under WF Element 11 – Construction.
- 6) Advocates for the inclusion of a Water Resource Management Plan requirement under WF Element 6 – Natural Environment.
- 6a) Advocates to the Department that there appears to be a clear error on page 16 of their draft code where it references the setbacks from approved habitable buildings on host lots and non-host lots in that it references a setback of blade tip height x 1.1 clearly in contradiction to the minimum set back from habitable buildings of 1.5km currently in the guidelines.
- 7) Requests clarification from the Western Australian Planning Commission regarding the legal status of existing Local Planning Policies following the introduction of the Renewable Energy Planning Code.
- 8) Requests assurance that local governments will not be exposed to legal liability and/or be indemnified by the State, relating to development approvals for dwellings on non-host lots near wind farms.
- 9) Provides the submission to the Western Australian Planning Commission and WALGA.
- 10) Publishes the submission on the Shire's website and communication channels to ensure community awareness.

**CARRIED 5/0**

For: President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr McNab  
Against: Nil

Reason for change to recommendation:

*The Council identified what it believes was an error in the Draft Code and wished to emphasise the setback from noise sensitive premises should be aligned with the height of turbines producing a setback greater than what is proposed.*

Cr Wiese re-entered the room at 8.15pm.

## D12 – Temporary/Transient Workforce Accommodation

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**History** Adopted dd mmmm yyyy (Resolution No. xxxxxx.xx)

**Statutory Context** Planning and Development Act 2005  
Planning and Development (Local Planning Schemes) Regulations 2015  
Shire of Narrogin Local Planning Scheme No. 3 (LPS3)  
State Planning Policy 2.5: Rural Planning  
WAPC's Position Statement on Workforce Accommodation

### Introduction

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 and the Shire of Narrogin Local Planning Scheme No. 3. This policy may be cited as Local Planning Policy (LPP) – Temporary/Transient Workforce Accommodation

### Purpose

This Local Planning Policy (“the Policy”) provides guidance for the establishment of temporary or transient workforce accommodation within the Shire of Narrogin. It aims to ensure that such accommodation is developed in an appropriate location, to a high standard, and in a manner that delivers lasting benefits to the community. The Policy aligns with the Western Australian Planning Commission (WAPC) state planning framework for workforce accommodation and establishes criteria to manage workforce housing proposals, so they support the Shire’s long-term planning objectives and community wellbeing. In doing so, the Policy seeks to balance the short-term needs of industry with the sustainable growth of Narrogin’s permanent residential population.

The Shire will have due regard to this policy when determining applications but is not bound by it. Where there is an inconsistency between this policy and LPS3, the provisions of LPS3 shall prevail.

This policy aims to:

- Align with State Planning Policies – Ensure consistency with relevant State planning policies and WAPC guidelines for workforce accommodation and land use planning, including the WAPC’s Position Statement on Workforce Accommodation and State Planning Policy framework.
- Appropriate Zoning and Location – Identify suitable land for workforce accommodation (including the Shire’s freehold “inglobo” residential landholding and similarly zoned areas) and outline any necessary zoning or scheme amendments. Facilitate the preparation of a Structure Plan to guide rezoning, site layout, and integration of workforce accommodation with intended future land uses.
- Best Practice Integration – Incorporate best-practice principles from other jurisdictions (e.g., Town of Port Hedland, Shire of Wyndham–East Kimberley) to ensure workforce accommodation is well-designed, integrated with the town, and not developed as isolated “camps.” The Policy encourages high-quality design that can serve longer-term purposes and fosters social cohesion.
- Infrastructure and Servicing Contributions – Require proponents to provide or fund necessary infrastructure extensions to service the development (e.g., sewer, water, power) and to demonstrate how the site will connect to or augment existing utilities. Ensure that workforce accommodation proposals include plans for infrastructure delivery that can also support future permanent housing on the site.
- Legacy Housing and Community Benefit – Prioritise proposals that offer lasting community benefits. Accommodation villages should be designed for transitional use, capable of conversion into permanent housing or other legacy community assets after the temporary workforce need has passed. In particular, the Shire encourages models that can evolve into over-50s lifestyle villages or other forms of housing for the local community. Wherever feasible, workforce accommodation should be developed in a manner that allows the housing units or facilities to be retained by the Shire or community for long-term use (e.g., seniors’ accommodation or lifestyle village) once the transient workforce demand subsides.

- Statutory Compliance and Defensibility – Ensure the Policy provisions and approval conditions are clear, justifiable, and capable of withstanding appeal to the State Administrative Tribunal (SAT). This includes referencing relevant legal precedents (such as the City of Kalgoorlie–Boulder SAT case) to support the imposition of conditions (e.g., time-limited approvals 2 -5 years) and other requirements that uphold orderly and proper planning.

## **Application**

This Policy applies to all development applications for “Workforce Accommodation” (also referred to as transient or temporary workforce accommodation) within the Shire of Narrogin, made under Local Planning Scheme No. 3 (“the Scheme”). For the purposes of this Policy, Workforce Accommodation is defined as per the Planning and Development (Local Planning Schemes) Regulations 2015 and the Scheme:

*“premises, which may include modular or relocatable buildings, used:*

*(a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and*

*(b) for any associated catering, sporting and recreation facilities for occupants and authorised visitors.”*

This Policy is concerned with temporary workforce housing (typically to service a defined project or short-term need) rather than standard permanent residential development.

## Relationship to Scheme and State Acts

The provisions of this Policy are to be read in conjunction with the Scheme and the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015. Where there is any inconsistency, the Scheme and Regulations prevail to the extent of that inconsistency. It is noted that certain mining or resource-related camps may be exempt from local planning approval under the Mining Act 1978 or State Agreement Acts; however, the Shire will use this Policy to guide its recommendations or responses in such cases, to advocate for outcomes consistent with the Policy’s objectives.

## Assessment Guidance

In exercising discretion for workforce accommodation proposals (a use class defined in the Scheme), Council shall have due regard to this Policy as a local planning policy under Schedule 2, Clause 67 of the Regulations. Matters addressed in this Policy – including location, design quality, infrastructure servicing, management, and duration of approval – will form key considerations in determining applications. Proponents should address each relevant section of this Policy in their development application submission.

## Exclusions

This Policy does not retroactively apply to workforce accommodation developments already approved prior to its adoption, except where an applicant seeks to amend or extend such an approval. It is also not intended to govern standard residential housing or tourist accommodation (which are covered by other provisions), nor “fly-camps” or informal transient quarters established under emergency or short-term (less than 3 months typically) arrangements (these may be dealt with case-by-case or under separate policy if needed).

## **Policy Provisions**

### 1. Alignment with State Planning Framework

- 1.1. State Planning Policies: Workforce accommodation proposals must be consistent with the State Planning Framework, including the State Planning Strategy and any relevant State Planning Policies (SPPs). In particular, SPP 3 – Urban Growth and Settlement promotes a sustainable settlement pattern that builds on existing towns and communities. Consistent with this, the WAPC’s Position Statement on Workforce Accommodation (2018) directs that, where practicable, workforce accommodation should be located within established townsites in a manner suited to the local context, to support ongoing town sustainability. The Shire will have regard to these state policy principles, seeking to ensure that workforce accommodation developments complement rather than detract from Narrogin’s long-term growth and community development.

- 1.2. Local and Regional Strategies: The Shire's Local Planning Strategy and any regional planning strategies should be considered. Proposals need to demonstrate consistency with strategic objectives for housing and population. (For example, if the Shire's strategy identifies a need to grow the permanent population or provide more seniors' housing, a workforce accommodation project that can transition into such housing would align with strategic goals.) The proponent should outline how their proposal supports the strategic intent for the subject land and does not undermine planned future uses.
- 1.3. Sustainability of Towns: The Shire supports the widely held planning position that temporary workforce accommodation should not become an entrenched substitute for permanent housing in the community. FIFO/DIDO (fly-in/fly-out or drive-in/drive-out) workforce practices should be managed so they do not erode the liveability or economic base of regional towns. This Policy uses tools (such as time-limited approvals and integration requirements) to encourage workers to reside within the community where possible, in line with the findings of the Parliamentary inquiry into FIFO impacts and WAPC policy direction.

## 2. Location and Zoning Requirements

- 2.1. Permissible Zones: Under LPS No.3, "Workforce Accommodation" is a discretionary land use in limited zones (e.g., Rural Townsite and Rural zones) and is not permitted ("X") in most other zones, including the standard Residential zone. Accordingly, new workforce accommodation should be sited on land where the use is permissible or on land that can be appropriately rezoned or designated for that purpose. The Shire identifies the following lands as potentially suitable, subject to detailed planning:
  - 2.1.1. Shire "Inglobo" Residential Land – The Shire's freehold residential development land (held inglobo) within but on the perimeter of Narrogin townsite is a primary candidate for transient workforce accommodation, given its ownership and intended development purpose. This land is currently zoned Urban Development (or a similar deferred urban zoning) under LPS3, meaning a structure plan is required prior to subdivision or development. The Shire may support a Scheme Amendment or Special Use Zone to facilitate workforce accommodation on this site, provided it is implemented via an endorsed Structure Plan (see 2.2) that coordinates the use with future residential outcomes.
  - 2.1.2. Other Urban Development or Future Residential Areas – Any other land zoned "Urban Development" (or earmarked for future residential expansion) could be considered for temporary workforce accommodation if a planning framework is put in place to integrate the use with the long-term development of the area. This would typically involve structure planning and possibly a temporary Special Use classification to allow workforce accommodation for a defined period or stage.
  - 2.1.3. Rural and Rural Townsite Zones – Proposals in the Rural zone (e.g., for an agricultural workforce or a remote construction camp) or in a Rural Townsite (small settlement) zone will be assessed on their merits. The location should be close to the workforce's place of employment or an established settlement. Isolated camps in pure rural areas are generally discouraged unless no reasonable alternative exists, and impacts can be managed (see 3.3).
  - 2.1.4. Industrial/Commercial Zones – The Scheme currently prohibits workforce accommodation in industrial and commercial zones (use class "X"). The Shire will not support workforce accommodation in core industrial estates or the town commercial centre, as this is inconsistent with zone objectives. (For example, SAT has agreed that permanent workforce accommodation in industrial zones can hinder industrial land use potential and conflict with zone purpose.) However, if a proposal can demonstrate a unique circumstance (e.g., use of under-utilized industrial land on a strictly temporary basis without sterilizing future industry), a Scheme Amendment to allow a time-limited "Additional Use" might be contemplated, subject to strict conditions and alignment with this Policy's objectives.
- 2.2. Structure Plan Requirement: For any large-scale workforce accommodation village, or any proposal on land zoned Urban Development or similarly requiring coordinated planning, a Local Structure Plan

(or Local Development Plan, as applicable) shall be prepared and approved in accordance with the Planning and Development Regulations 2015. The structure plan must indicate land use layout, road/access network, servicing strategy, open space, interface with surrounding areas, and the staged transition of the site to long-term uses (e.g., conventional housing). This ensures that the workforce accommodation is not ad hoc, but rather forms an integrated part of the planned development of the area. The structure plan should designate specific precinct(s) for the workforce accommodation and demonstrate how those precincts can be converted to permanent housing or other compatible uses in the future. Rezoning to a Special Use zone may be used to implement this, with conditions in the Scheme tying development to the structure plan.

- 2.3. **Rezoning and Land Use Controls:** Where the current zoning of a site does not allow workforce accommodation, proponents must secure the appropriate zoning or approval pathway before development can proceed. The Shire may consider initiating a Scheme Amendment to facilitate a well-planned workforce accommodation proposal, particularly on Shire-owned land or strategic sites, provided the proponent agrees to the Policy's requirements (including time limits and legacy outcomes). Any such amendment should include mechanisms (such as sunset clauses or scheme text provisions) to ensure the workforce accommodation use is either time-limited or can transition to an acceptable long-term use in line with the local planning strategy.
- 2.4. **Avoidance of Sensitive Locations:** Workforce accommodation should not be located in areas that would conflict with existing sensitive land uses or constrain the intended function of zones. For instance, siting a transient workforce camp adjacent to established residential neighbourhoods is generally inappropriate due to potential amenity impacts. Likewise, locating a camp in a planned growth area without proper structure planning could prejudice the orderly development of that area. Proponents must carefully select sites that minimise land use conflicts and are either within or directly adjacent to built-up areas (to maximise integration benefits) or completely separated if integration is not feasible (in which case self-contained camps must be justified as a last resort).

### 3. Design, Integration and Best Practice

- 3.1. **Integration with Community:** The design and location of workforce accommodation should facilitate integration with the local community rather than isolation. Urban integration is the preferred model, meaning accommodation villages should be within or near Narrogin's townsite (or the relevant settlement) and linked to existing commercial and community services. By being in proximity to shops, recreation, and town infrastructure, the workforce residents are more likely to patronise local businesses and participate in community life. This reciprocal benefit approach is a key aim – the development should, wherever possible, function as part of the town, not a closed compound. Proposals that are located far from any town or that are designed as self-sufficient "quasi-towns" with no need for residents to leave the site are strongly discouraged unless no other practical solution exists for the project's location.
- 3.2. **Site Planning and Amenity:** High-quality site planning and built form are required for workforce accommodation projects. The development should be laid out in a manner akin to a residential neighbourhood or lifestyle village, with appropriate road hierarchy, landscaping, outdoor recreation areas and building orientation that considers climate and privacy. Demountable or modular buildings (if used) must be arranged and treated (e.g., with facades, colours, and screening) to present an aesthetically pleasing, locally appropriate design. The aim is to avoid a sterile "mining camp" look and instead create a pleasant living environment that is harmonious with the character of Narrogin. Use of landscaping (including retention of existing vegetation where possible) is important to soften the development's appearance and provide shade and amenity for occupants. The Policy recognises that these facilities may be temporary in nature, but it encourages designs that can perform longer-term functions rather than being disposable after a short use.
- 3.3. **Best Practice Examples:** In formulating and assessing proposals, reference should be made to successful approaches in other regions:

- 3.3.1. Town of Port Hedland – Port Hedland’s Workforce Accommodation Policy emphasises integration into town fabric, multi-purpose design, and high-quality built form that can endure beyond the life of the resource project. For example, it encourages workforce housing near commercial centres so that facilities serve a dual purpose in the community. Narrogin’s Policy similarly encourages central or well-connected locations for workforce accommodation to leverage existing services.
- 3.3.2. Shire of Wyndham–East Kimberley – This Shire distinguishes between permanent workforce accommodation and temporary construction camps, ensuring each is treated with appropriate controls. Notably, it views workforce accommodation for agriculture/tourism as a “semi-permanent facility for seasonal workers” and discourages it where adequate permanent housing in town is available. The lesson is to use workforce housing as a solution only when ordinary housing supply cannot meet demand. Narrogin will likewise consider local rental housing availability – if a project’s needs can be met by existing accommodation stock or new standard dwellings, purpose-built camps may not be supported.
- 3.3.3. Shire of Waroona – The Shire of Waroona’s policy provides useful guidance on management and social integration. It requires that workforce accommodation be accompanied by management plans and has provisions to ensure developments do not negatively impact town amenity or social cohesion. Narrogin’s Policy adopts a similar stance: proponents must demonstrate how they will manage worker behaviour, facility security, and interaction with the community to avoid adverse impacts (see 3.5 below).
- 3.4. Development Standards: Workforce accommodation developments should, at minimum, meet the development standards ordinarily applicable to residential or tourist developments of a similar scale. This includes compliance with health and building codes for lodging, bushfire safety requirements if in a bushfire prone area (per SPP 3.7), and appropriate parking and vehicle access standards. Provision for vehicle parking should consider buses or shuttles if used to transport workers, as well as private vehicles if workers will keep cars on-site. Waste management, lighting (avoiding light spill to neighbours), noise control (e.g., generators, recreation facilities), and security must all be addressed in the design phase. Any onsite facilities (mess hall, gym, etc.) should be centrally located and accessible to occupants, and their scale should be ancillary to the accommodation use (not serving the general public like a commercial operation, unless approved separately).
- 3.5. Management Plan: Council shall require a detailed Workforce Accommodation Management Plan with any development application. This plan should outline:
- 3.5.1. Staffing and supervision arrangements for the facility (e.g., presence of a camp manager or 24/7 supervisor).
- 3.5.2. Rules and code of conduct for occupants, including measures to control noise, antisocial behaviour, and interaction with the public. For example, policies on alcohol consumption on-site, visitor protocols, and any curfews or quiet hours should be detailed.
- 3.5.3. Strategies for encouraging positive integration, such as providing information to workers about local services, events, and encouraging patronage of local businesses.
- 3.5.4. Security measures (lighting, fencing, access control) that keep the site secure without unduly isolating or fortress-like designs. (A balance is needed between security and welcoming appearance).
- 3.5.5. Complaints management process for nearby residents or businesses, with a nominated liaison person to address any issues arising from the workforce accommodation.
- 3.5.6. Decommissioning and Transition Plan (see also 5.2) outlining how the facility will be removed or repurposed when no longer required for workforce housing.

Requiring a robust management plan will help ensure the facility operates smoothly and mitigates potential negative impacts on the community, making the development more acceptable in a town setting. The management measures will be enforced via conditions of approval.

- 3.6. Need and Justification: The onus is on the proponent to demonstrate the need for a workforce accommodation facility. In line with best practice, applications should include a Needs Assessment detailing: the project or industry the accommodation is serving; why existing housing or rentals cannot adequately host the workers; the number of workers, their roles (construction vs operational, etc.), and the expected duration of their stay (project timeline). Proposals of a speculative nature (e.g., a “open” workforce camp not tied to a specific project or proponent) will generally not be supported, as they can undermine local housing investment and are harder to integrate. The workforce accommodation should be linked to a particular employer, project, or industry cluster, and not serve as an indefinite cheap lodging option. Council will assess whether the scale of the proposal is commensurate with the demonstrated need and may refuse or require downsizing of camps that significantly exceed the justified demand.

#### 4. Infrastructure and Servicing Contributions

- 4.1. Servicing Plan: All workforce accommodation proposals must include an Infrastructure Servicing Plan showing how the development will be supplied with essential services – water, wastewater disposal, electricity, and road access – to a standard acceptable to the Shire and relevant service agencies. Wherever feasible, the accommodation should be connected to existing town infrastructure networks to enable quality service and facilitate future permanent use of the site. If the site is within or near the Narrogin townsite, connection to the reticulated sewerage system and town water supply will be required. The proponent is responsible for any extensions of mains or network upgrades necessary to service the development. For electricity, connection to the grid is preferred; if mains power is unavailable, on-site generation may be considered but must comply with noise regulations and be interim only. All service designs must adhere to the standards of the utility providers (e.g., Water Corporation, Western Power).
- 4.2. Proponent Contributions: As a condition of approval, developers of workforce accommodation will be required to undertake or fund infrastructure upgrades to support their development. This includes, but is not limited to:
- 4.2.1. Roads and Access – Upgrading of access roads to an appropriate standard (seal, widen, install drainage) if increased traffic from the camp will impact local roads. Intersection improvements or new access points must meet Main Roads standards where applicable. Internal roads within the facility should be all-weather, drained, and safe.
- 4.2.2. Water & Sewer – Extension of water pipelines and sewer lines to the site (or construction of approved onsite wastewater treatment systems if reticulation is truly not available and or needs to be staged be post the initial temporary workforce planning needs). The capacity of existing sewer/water infrastructure in town must be analysed; if the development’s demand requires augmentation (e.g., pump station upgrades, additional water supply capacity), the proponent will either fund these works or contribute an appropriate share in accordance with State Planning Policy 3.6 – Infrastructure Contributions and the Shire’s developer contributions framework, if any.
- 4.2.3. Electricity – Any necessary extension of the electricity network (new transformers, substations, or lines) to serve the site shall be at the cost of the development. Backup power or renewable energy integration is encouraged to improve reliability, but primary reliance on diesel generators is discouraged for anything but short-term use, due to noise and pollution.
- 4.2.4. Drainage – The site must be drained such that stormwater is managed on-site or through suitable discharge without impacting surrounding properties. If connection to the town stormwater system is needed, capacity impacts should be assessed and mitigated by the developer.

4.2.5. Other Services – Telecommunications (internet/phone) should be provided to a modern standard to serve the occupants. Waste collection arrangements must be made (e.g., kerbside pickup if available or private waste removal). Any common facilities (canteen, laundry etc.) must have appropriate trade waste connected to sewer or otherwise approved disposal. Proponents should engage early with service agencies to confirm requirements and include evidence of such consultation in their application.

4.3. Staging of Infrastructure: In some cases, a workforce accommodation project may be developed in stages (for example, initially 50 units expanding to 100 units if a second project phase commences). The Shire may allow staging of infrastructure provision accordingly, but the approval will clearly condition which works are required before occupancy of each stage. Essential services for health and safety (potable water, firefighting supply, effluent disposal, etc.) must be operational from day one; later stages might trigger upgrades like doubling of wastewater capacity or additional accommodation blocks. The structure plan (if applicable) and servicing plan should outline any such staging.

4.4. Integration with Future Networks: The infrastructure installed for the workforce accommodation should be planned with a view to servicing future development on the site or vicinity. For example, if a sewer line is extended to the site for the camp, its alignment and capacity should consider the ultimate residential subdivision (legacy) so that it can be re-used. The Shire may require the proponent to oversize certain infrastructure (at the proponent's cost or via cost-sharing if other parties benefit) to avoid redundant works later. In some instances, the State Government or Shire may seek development contributions from the project towards broader community infrastructure, especially if a large influx of workers places demands on community services (e.g., health, recreation). Any such contributions will be negotiated in line with legal frameworks (e.g., via voluntary agreement or a Development Contribution Plan, consistent with SPP 3.6).

4.5. Financial Assurances: Council may require the proponent to enter into a legal agreement or provide bonds to ensure infrastructure commitments are delivered. For example, a condition may require a deed of agreement between the developer and the Shire/utility provider for specific works, or a bank guarantee to cover road damage from heavy construction vehicles. This protects the Shire and community from incurring costs related to the development.

## 5. Legacy and Long-Term Housing Outcomes

5.1. Transitional Design: A core principle of this Policy is that temporary workforce accommodation should leave a positive legacy. Proponents are strongly encouraged to design and construct facilities that can be repurposed into permanent housing or tourist accommodation, or otherwise serve the community after the transient workforce has gone. This may involve using transportable homes or units that can be converted to standard housing (for example, modular units that can be reconfigured into 1-2 bedroom dwellings for seniors) or constructing certain permanent structures (such as a clubhouse or communal facilities) that would form the nucleus of a future lifestyle village. The layout of the accommodation village should, if possible, mimic a future residential layout – for instance, road patterns and unit placements that could later become residential lots or long-term rental cabins. The proponent should outline in their application how each element of the development might be adapted or retained. Creative solutions are encouraged: e.g., developing an initial “workers village” that after 5-10 years is marketed as an over-50s lifestyle village with minimal retrofit. Prioritising single-storey, accessible designs and a mix of unit types can facilitate this transition to seniors housing (which is a noted need in the Narrogin community).

5.2. Decommissioning and Handover: A Decommissioning Plan must be submitted and will be conditioned as part of any approval. This plan should detail the trigger events or timeframe for decommissioning (such as the end of the construction project or a specified approval expiry date) and the actions to be taken. These actions may include removal of all temporary buildings and restoration of the site to a subdivisible standard (cleared of any temporary works); or, if conversion is intended, the steps to physically convert or refurbish buildings for their new purpose. The plan should also address the disposal of facilities – for example, will the dwellings be sold to the Shire or a community housing

provider at nominal cost, or will the proponent retain ownership and lease them as affordable housing? The Shire's preference is that assets created for workforce accommodation be retained locally rather than removed from the district, to maximise community benefit. To this end, the Shire may negotiate with proponents on legacy arrangements, such as transferring ownership of on-site infrastructure (dwellings, recreation buildings, etc.) to the Shire or a not-for-profit housing body after a certain period in exchange for example the Council permitting heavily discounted access and enjoyment of relevant suitable land during the interim period. While this Policy cannot mandate transfer of ownership, demonstrating a commitment to an enduring community housing outcome will make a proposal more favourable in Council's assessment.

- 5.3. Over-50s and Lifestyle Villages: When designing legacy housing solutions, particular emphasis should be on housing for people aged 50 and over (retirees or downsizers) and "lifestyle village" style living. Narrogin, like many regional communities, has demand for quality seniors' accommodation that is low-maintenance and close to services. A workforce accommodation village that is planned to morph into an over-50s lifestyle village is an ideal scenario. This typically means incorporating features such as: a communal hall or recreation space (which could serve as a community centre for the lifestyle village), a pedestrian-friendly layout, gardens or communal open space, and universal design principles in the units (e.g., ramp access, wider doorways, etc., making them suitable for older residents). By embedding these features from the start, the proponent can avoid extensive modifications later. Council will look very favourably on proposals that include a documented pathway for transition to over-50s housing, including any partnership with the Council or aged housing providers. This not only addresses the transient workforce need but proactively contributes to Narrogin's housing diversity in the long term.
- 5.4. Community Ownership and Management: Legacy housing that is retained by the Shire or local community entities (such as a housing co-operative or community organisation, if relevant) is encouraged. The Policy supports innovative delivery models – for example, the Shire could lease its land to a proponent to build a workforce village, on the condition that after (say) 2-5 years, the buildings become the property of the Shire. Such arrangements would be subject to separate agreements and Council decisions, but this Policy framework is supportive of them. Any proposal suggesting community ownership transfer will still be assessed on planning merits, but the added social benefit will be taken into account. Proponents should note that any permanent retention of accommodation will likely require a fresh development approval (for the new use, such as a park home park or grouped dwelling development) at the transition stage – the Policy's encouragement of legacy outcomes does not guarantee automatic approval of the converted use, which must be consistent with the Scheme. Early dialogue with the Shire on how a camp could transition (zoning, permissibility, development standards for the new use) is recommended to ensure feasibility.
- 5.5. Avoiding Stranded Assets: In cases where workforce accommodation is approved without a clear legacy plan (for instance, a purely temporary construction camp using basic dongas), strict conditions will ensure that no disused or derelict infrastructure remains on-site at the end of the project. The proponent will be responsible for full removal and rehabilitation of the land (e.g., soil stabilisation, re-vegetation if in a rural area, or preparation for next stage development if in urban area). Bonds or guarantees may be required by the Shire to cover decommissioning costs if the proponent fails to carry them out. The intent is to avoid scenarios where a transient camp is abandoned and becomes a blight or safety hazard. This ties back to orderly planning – the end state of the site post-occupation must be addressed from the outset.

## 6. Approval Conditions and Legal Considerations

- 6.1. Time-Limited Approvals: The Shire of Narrogin will generally impose a time limit on development approvals for workforce accommodation. A standard approval period will be in the order of 2-5 years (or a timeframe aligning with the project construction period plus demobilisation time). This reflects the Policy position that workforce accommodation is a temporary land use and should be reviewed periodically. Granting an open-ended or permanent approval for what is essentially transient housing

is not supported, as it may unintentionally allow a “camp” to become a de facto permanent settlement contrary to the Scheme intent. Notably, the SAT has upheld the validity of time-limited conditions for workforce accommodation were justified by planning policy. In *Goldfields Villages Pty Ltd vs City of Kalgoorlie–Boulder* [2023] WASAT 6, the Tribunal confirmed that it is within a local government’s policy discretion to limit the duration of approval to encourage more permanent residency in the long run. Consistent with this legal precedent, Narrogin will apply temporary approval periods and require proponents to either cease the use or seek renewal upon expiry. Any renewal will be subject to assessment of ongoing need and compliance with the Policy at that future time (and may involve additional conditions or requirements to align with contemporary policy or community expectations).

- 6.2. **Occupancy and Use Restrictions:** Conditions will tie the use of the development to workforce accommodation purposes only. Occupancy should be restricted to bona fide workers (and their supervisory staff) associated with the project(s) named in the application. The camp must not be used for general tenancy or tourist accommodation unless a separate approval is obtained for such use. This ensures the facility operates as presented in the proposal (serving a defined transient workforce) and not morph into an unregulated boarding house or caravan park. The Shire may require an annual (or periodic) report from the operator listing the number of occupants and confirming the continued workforce-related usage, as a means of monitoring compliance.
- 6.3. **Management and Conduct Conditions:** Key elements from the proponent’s Management Plan (per 3.5) will be enforced via conditions. For example, a condition may require the implementation of the submitted Code of Conduct for occupants at all times, or that an on-site manager be present. Non-compliance with these could lead to compliance action or jeopardise any extension of approval. Council can also impose specific operational conditions such as limits on music/noise after certain hours, lighting to be baffled, and no alcohol or drugs policy (particularly if that was a community concern). The aim is to legally solidify the commitments made by the proponent to ensure community amenity is protected.
- 6.4. **Infrastructure Contributions Conditions:** As noted in 4.4, conditions will be used to require necessary infrastructure works. For instance, a condition may state that “the developer shall, at its cost, connect the development to the town’s sewer and water network prior to occupation, to the satisfaction of the local government and service providers.” Another example is a condition for a bond to be lodged for road repairs. Such conditions must meet the legal tests for valid planning conditions (serving a planning purpose, fairly and reasonably related to the development, and not unduly onerous). This Policy provides the rationale that infrastructure upgrades are directly related to enabling the accommodation use, and therefore conditions or agreements for contributions are justified. The Shire will ensure any required contribution is proportionate to the proposal’s impact (for example, not asking a small 20-person camp to fund an upgrade far beyond what its presence necessitates).
- 6.5. **Link to Structure Plan or Staging:** If a Structure Plan is required (as in 2.2), a condition of development approval will typically mandate that the development comply with the adopted Structure Plan. If the workforce accommodation is only one stage of a larger development, the approval may be conditioned to lapse if the broader subdivision or development does not proceed, to avoid a standalone camp remaining without the planned context. The Scheme’s provisions for structure plans and staging will guide such conditions.
- 6.6. **SAT and Legal Defensibility:** In formulating this Policy, the Shire has considered relevant SAT determinations and legal guidance to ensure the Policy provisions are sound. Aside from the Kalgoorlie case mentioned, the Policy takes into account that certain requirements (e.g., demanding community “legacy benefits” or monetary contributions) cannot be imposed unless properly founded in planning law. This Policy uses encouragement and negotiates outcomes for legacy housing, rather than purporting to compel a developer to hand over assets, to remain on firm legal ground. Likewise, while community infrastructure contributions are desirable, any such condition will be based on established frameworks (such as a Developer Contribution Plan or voluntary agreement) consistent with SPP 3.6. By clearly documenting the assessment criteria and expectations in this Policy, Council’s decisions on

workforce accommodation are less likely to be seen as arbitrary if challenged. Each application will be judged against these published criteria, providing transparency. Conditions applied will directly reference Policy requirements (for example, time limit, management measures, servicing) that have a proven planning purpose. This approach positions the Shire to robustly defend its decisions, as the SAT gives weight to properly adopted local planning policies under the Planning and Development Act. Applicants are urged to familiarise themselves with this Policy and ensure their proposals are compliant, to avoid refusals or onerous conditions that could otherwise have been addressed at the design stage.

- 6.7. Monitoring and Review: The Shire will monitor the outcomes of approved workforce accommodation against the objectives of this Policy. If a development is found to consistently breach conditions or create unanticipated issues, it will inform future decisions (for instance, Council may be more restrictive or require additional safeguards on subsequent applications). This Policy itself may be reviewed and updated in response to evolving State policies or local experiences. Notably, should the State Government introduce any new legislation or policy specifically governing transient workforce accommodation, this Policy will be amended to align with those requirements.

– End of Policy

## References

- 1) Relevant sources and reference documents that have informed this Policy include:
- 2) WAPC Position Statement: Workforce Accommodation (January 2018).
- 3) State Planning Policy 3.6 Infrastructure Contributions and WAPC guidelines on developer contributions.
- 4) Town of Port Hedland Local Planning Policy 05/2020 Workforce Accommodation.
- 5) Shire of Waroona Local Planning Policy 14 Workforce Accommodation.
- 6) Shire of Wyndham–East Kimberley Local Planning Policy 11 Workforce Accommodation (2020) and LPP 12 Temporary Workforce Camps.
- 7) SAT case: Goldfield Villages Pty Ltd vs City of Kalgoorlie–Boulder [2023] WASAT 6 (upholding time-limited approval for workforce accommodation).
- 8) City of Kalgoorlie–Boulder Workforce Accommodation Policy (2021) and City of Karratha DP10 Workforce Accommodation Policy – for best practice context on integration and term of approvals.

## D11 - Local Planning Policy – Wind Farm/Turbines

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<b>History:</b>	Adopted 27 March 2024 (Resolution No. 270324.02)
<b>Statutory context</b>	Shire of Narrogin Local Planning Scheme No 3 (LPS 3) Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015(Regulations) DPLH Position Statement: Renewable energy facilities (March 2020)

### **Background**

This local planning policy is formulated within the framework of the Shire of Narrogin Local Planning Scheme No. 3, guided by the Planning and Development Act 2005 and the Planning and Development (Local Planning Schemes) Regulations 2015. It aims to provide clear guidelines for the establishment and operation of wind farms and turbines within the Shire of Narrogin while adhering to legislative requirements.

Wind energy represents a clean and sustainable source of power, contributing to the reduction of greenhouse gas emissions. In recognising the potential benefits of wind farms and turbines, the Shire of Narrogin acknowledges the need to strike a balance between promoting renewable energy and safeguarding the interests and well-being of the community.

### **Purpose**

The purpose of this policy is to provide a framework for the assessment, approval, and regulation of wind farms and turbines within the Shire of Narrogin. This policy seeks to ensure that any proposed wind energy projects are developed in a manner that minimises negative impacts and maximises the benefits to the community and the environment.

### **Policy Basis**

This Policy has been prepared in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 Deemed provisions Schedule 2 Part 2 Division 2 – Local Planning Policies. This Policy may be cited as Local Planning Policy No. D11 – Wind Farm/Turbines.

The Policy does not bind the local government in respect of any application for development approval, but the local government is to have due regard to the provisions of this Policy and the objectives which the Policy is designed to achieve before making its determination.

### **Objective**

The objectives of the Wind farms/Turbines Local Planning Policy are:

- To promote the responsible development of wind farms and turbines, supporting renewable energy generation within the Shire;
- To protect the health, safety, and amenities of the community and the environment;
- To provide clear guidelines for assessing and approving wind energy projects;
- To facilitate community consultation and engagement throughout the development process;
- To address potential impacts, including environmental, visual and landscape, noise, and other relevant factors; and
- To set out minimum standards and requirements.

### **Definitions**

Renewable Energy Facility:

The Shire of Narrogin Local Planning Scheme No 3 defines Renewable Energy Facility as – *Premises used to generate energy from a renewable energy source and includes any buildings or other structure*

*used in, or relating to, the generation of energy by a renewable source. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.*

#### Sensitive Land Use:

Means land uses that are residential or institutional in nature where people live or regularly spend extended periods of time. These include, but are not limited to dwellings, short stay accommodation, hospitals, educational establishments, childcare centres, corrective institutions and places of worship.

#### Shadow Flicker:

This is a result of the sun's position in relation to the wind turbine blades as they rotate. This occurs under certain combinations of geographical position and time of day. The seasonal duration of this effect can be calculated from the machine's geometry and the site's latitude. Shadow Flicker can be modelled in advance and siting and design can mitigate the problem. This is more likely to be an issue for turbines located to the east or west of a dwelling.

#### Acoustic Consultant:

A person who meets all of the following criteria:

- holds a tertiary academic qualification that can be applied to the field of acoustics and the measurement and management of environmental noise.
- Has a minimum of three years of experience working in the field of acoustics and the measurement and management of environmental noise.
- holds membership of grade Member or Fellow in the Australian Acoustical Society or membership of the Association of Australasian Acoustical Consultants, or international equivalent.

### **Policy Provisions**

#### *General Requirements*

In accordance with the Shire of Narrogin Local Planning Scheme No. 3, "Renewable Energy Facility" is listed as an "A" use under "Rural" and "General Industry" zones, which is defined as:

*"Means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with clause 64 of the deemed provisions."*

Planning Approval is required for all Wind Farms/Turbines under the respective zones. In addition to the completed application form and relevant fee, applicants must submit a location plan, site plan, elevations and manufacturer's specifications, decommissioning and end of life plan, and details demonstrating compliance with the Shire of Narrogin Local Planning Scheme No. 3 and relevant legislation including the Environmental Protection (Noise) Regulations 1997.

Applications for Wind Turbines located on properties/buildings identified on the Shire's Heritage List or Municipal Inventory of Heritage Places, will require submission of written justification by a suitably qualified person (e.g. a qualified Heritage Advisor), unless determined otherwise by the Shire's Planning Services in consultation with the State Heritage Office.

Wind farms and turbines shall be sited and designed to minimise adverse impacts on the environment and the community, based on best industry standards.

Adequate setbacks and safety measures shall be incorporated to protect public health and safety against major breakdown of, or incidents at, the wind turbine generator and associated infrastructure.

The minimum recommended setback from property boundaries shall be a minimum of 3 times the total height of the structure including, the propellor blades at the highest point or 500 metres, whichever is greater.

Decommissioning plans must be submitted and approved as part of the development application demonstrating principles of recycling, repurposing and rehabilitation. This should include the following:

1. Life Cycle Reusability Assessment:
  - Proponents must provide a comprehensive plan demonstrating the purposeful and sustainable reuse of engineering structures and concrete footings at the end of their useful life.
  - Examples of demonstrable suggestions for useful lives, specifically for masts, blades, and infrastructure, based on the design life cycle, should be included.
2. Financial Responsibility for End-of-Life Measures:
  - Proponents are required to predict and finance the costs associated with ensuring a sustainable end product at the conclusion of the wind farm's life cycle.
  - Options for financing include:
    - a. Costs borne by the landowner.
    - b. Establishment of a sinking fund.
    - c. Creation of a protected, cash-backed asset, serving as a condition on the land with obligations passed on to successive landowners.
3. Protection Against Financial Instability:
  - Proponents must address potential risks associated with the longevity of companies involved in wind farm development.
  - Mechanisms should be in place to ensure that finances for the removal of infrastructure remain secure even if the original company ceases to exist or lacks sufficient funds.
4. Compliance and Monitoring:
  - Ongoing monitoring will be conducted to ensure compliance with the sustainable end-of-life measures outlined in the proposal.
  - Non-compliance may result in penalties and revocation of development approvals.
5. Community Engagement:
  - Proponents are encouraged to engage with the local community to address concerns and provide transparency regarding the sustainable practices adopted.

Developers are also required to include a Site Rehabilitation Plan detailing the steps for future decommissioning of facilities. The plan should consider the impact of buried cables and turbine foundations on seeding depth and crop/pasture root potential. Decommissioning to "normal deep ripping depth" to ensure adequate depth for breaking up compacted soil layers in the future.

#### *Community and Stakeholder Consultation*

Developers must actively engage in meaningful community and stakeholder consultation prior to lodgment of any formal development application, ensuring that residents and stakeholders are informed and have opportunities to provide feedback. Consultation shall include public meetings, information sessions, and other appropriate methods to engage with the community. It is also encouraged for the developer to make reference to the "*Guide to Best Practice Planning Engagement in Western Australia (2023)*", published by DPLH, when implementing Community Consultation.

Developers should also liaise with relevant key stakeholders early in the process, including the Shire, Main Roads WA, Western Power, Civil Aviation Safety Authority (CASA), Air Services Australia, Royal Flying Doctor Service (RFDS), Department of Fire and Emergency Services (DFES), Department of Planning, Lands and Heritage (DPLH), Department of Water and Environmental Regulation (DWER), Department of Biodiversity, Conservation and Attractions (DBCA), Department of Primary Industries

and Regional Development (DPIRD), Environmental Protection Authority (EPA), Local aerial spraying contractors, unlicensed airstrip owners (within a 5km radius of a turbine) and any relevant incorporated local aeronautical associations.

The outcome of the Community and Stakeholder Consultation should be included in the lodgement of a detailed Community and Stakeholder Engagement Plan outlining the outcomes of the pre-lodgement Community and Stakeholder consultation.

#### *Community Enhancement Fund*

The NSW Office of Environment and Heritage underscores the significance of integrating benefit sharing mechanisms into wind energy projects to cultivate widespread community support. In their report titled 'Strategic Options for delivering ownership and benefit models for wind farms in NSW,' it is highlighted that projects offering such mechanisms are more likely to garner backing from various stakeholders, including businesses, community groups, landowners, and neighbours. By demonstrating long-term benefits during the consultation phase, particularly those that extend broadly to the community, proponents can foster greater acceptance, support and cooperation. One effective approach involves establishing a 'Community Enhancement Fund' (CEF) in collaboration with local government to enhance the liveability and sustainability of the Shire and its Towns.

This could encompass initiatives in;

- Arts and Culture (including Public Art, Sculptures & Murals);
- Community and Recreational Infrastructure;
- Tourism Facilities; and
- Recreational Reserves and Activation.

A recommended best practice approach entails initiating early engagement with the local government to devise a thematic approach (such as listed above) for community enhancement projects, facilitated through an annual competitive grant round funded by a percentage of the Construction Investment Value (CIV) over the project's operating life. For instance, a suggested percentage could be calculated by dividing the initial CIV by the accepted operating life, then multiplying by 1.5%. For instance, a wind energy facility with a construction cost of \$200,000,000 may allocate \$100,000 annually to the CEF over a 30-year period.

Additionally, consideration could be given to investing part or all of the CEF into initiatives aimed at reducing energy costs for the community, thereby furthering the project's positive impact. Projects that demonstrate outcomes from their Community and Stakeholder Consultation such as that listed above, together with how local business could benefit and how 'buy local' will be implemented, where reasonable and practical to do so, will be highly regarded.

In exchange for contributing to a CEF as outlined, the Shire of Narrogin will enter into an agreement with the proponent. This agreement provides clarity and surety to the proponent for budgeting purposes for the life of the project, protects the landowner from unintended or foreseen consequences and potentially eroding the sustainability of the agricultural entity, and entails the local government refraining from seeking rating of the wind farm, its turbines, or associated infrastructure based on gross rental value under Section 6.28 of the Local Government Act 1995.

Instead, revenues from the CEF will be allocated to the proposed initiatives for the betterment of the community. This agreement also ensures that the current landowner is not unfairly affected by subsequent additional rating measures. However, it acknowledges that the wind farm activity will have ongoing adverse effects on civic infrastructure throughout the project's lifespan, leading to increased costs for the local government. These costs include expenses related to road construction, repairs, and sourcing materials like gravel, as well as increased regulatory compliance and monitoring associated with perceived or real noise and environmental impacts, not normally associated with traditional rural or general agricultural pursuits.

#### *Environmental Impact*

A comprehensive environmental impact assessment by suitably qualified environmental consultants (independent of the developer), including flora and fauna studies, shall be conducted and submitted as part of the development application. Consideration is required of environmental impacts both during the construction and operational stages of the development.

Developers must implement measures to mitigate and manage potential environmental impacts, including habitat protection and rehabilitation, such as:

- Stopover sites, local bird species roosting and nesting sites for birds of conservation significance;
- Location of bird of conservation significance colonies;
- Areas of high raptor activity;
- Livestock disturbance; and
- The accumulative impact of wind turbines on migration routes.

Developers are to submit a management plan on biosecurity management plan to ensure all excavation equipment/drilling rigs and the likes are thoroughly cleaned and free from any soil/plant material prior to leaving paddocks and especially moving from property to property.

#### *Visual and Landscape Impact*

Wind farms and turbines shall be designed to integrate to the greatest extent possible into the natural and rural landscape setting. A visual and Landscape Impact Assessment is required that addresses the following:

- landscape significance and sensitivity to change, site earthworks, topography, the extent and type of vegetation, clearing and rehabilitation areas, land use patterns, built form character, public amenity and community values.
- likely impact on views including the visibility of the facility using view shed analysis and simulations of views from significant viewing locations including residential areas, major scenic drives and lookouts.
- layout of the facility including the number, height, scale, spacing, colour, surface reflectivity and design of components, including any ancillary buildings, signage, access roads, and incidental facilities.
- measures proposed to minimise unwanted, unacceptable or adverse visual impacts.

It is also recommended that the developer include reference to the WAPC Visual Landscape Planning Manual, and the Wind farm and Landscape Values (2005) published by the Western Australian Wind Energy Association and Australian Council of National Trust.

#### *Noise Impact*

Wind turbines shall be designed and operated to minimise noise emissions.

A noise impact assessment, including infrasound and ground vibration, to be completed by an acoustic consultant, shall be prepared demonstrating compliance with the Environmental Protection (Noise) Regulations 1997 for both construction and operational phases. The noise impact assessment is to have due regard to future land uses.

Regardless of the noise impact assessment, which may determine turbines should be located further away from noise sensitive premises, it is required that any wind farm/turbine be located a minimum of 2.0 kilometres or 10 times the height of the structure, at its highest point inclusive of the blade, whichever is the greater, from any dwelling or sensitive land use, unless a written agreement is entered into with impacted landowners prior to construction of the structure and a notification to that effect is imposed on the title of that lot or location.

The Environmental Noise Branch section of the Department of Water and Environmental Regulation recommend an alternative noise criterion of 40dBLA10, whichever is the greater or the applicable LA10 assigned noise level, to be achieved at those residences associated with the project (accommodation for wind farm staff, or caretaker residence).

In order to accurately assess noise levels from wind turbines, measurements shall be taken from the

extremity or tip of the blade of the wind turbine in its horizontal position, which is closest to the noise-sensitive premise being measured against or for. It is acknowledged that the head of the turbine rotates with wind direction, and consequently, the blades themselves, depending on their length, may extend up to 100 metres closer to the noise-impacted premise than the structure. This approach ensures that noise measurements capture the most relevant and representative data regarding potential impacts on nearby premises.

Noise impact measurements, conducted over a minimum period as defined by relevant standards, must consider atmospheric and climatic conditions that promote noise transmission, particularly during times typically experienced at the location. This includes early morning periods, low wind conditions, and early morning fog, all of which can amplify noise transmission. Additionally, seasonal or prevailing winds that may enhance noise transmission towards the relevant premise must also be taken into account during the assessment.

#### *Safe Work Zone*

Developers must provide the local government with a copy of any safe work method statement relating to the operation of the proposed turbines for when they are operational. This information will assist in evaluating and determining any setback from boundaries and additionally any adverse potential impact on adjoining landowners and neighbours, who are entitled to full enjoyment of maintaining and improving their property at all times, unless a written agreement with that landowner states otherwise.

#### *Tourism*

Developers are to consider the impact of tourism traffic and the risk of traffic congestion or vehicle accidents by providing a suitable viewing platform or pull off bays with appropriate interpretation and signage and to liaise with the Shire of Narrogin and / or Main Roads WA on suitable and agreed location(s).

#### *Bushfire*

Developers are to provide a Bushfire Management Plan for areas that fall within the Bushfire Prone Area. Reference should be made to *State Planning Policy 3.7 – Planning in Bushfire Prone Areas* (SPP 3.7). It is also recommended that the developer review the Victorian Country Fire Associations document - Design Guidelines and Model Requirements for Renewable Energy Facilities v4 (2023), as this document provides a best practice approach to considering bushfire risk and fire safety measures in the design, construction and operation of renewable energy facilities (including windfarms).

#### *Other Potential Impacts*

Developers must assess and address any other potential impacts, such as electromagnetic interference to mobile telephones, radio reception and television reception or shadow flicker.

All potential impacts that are identified shall be mitigated to the greatest extent possible by the developer, to protect the interests of the community.

Developers are required to take into consideration the Narrogin Airport and the Airport Master Plan's future planning, when developing wind farm/turbines within close proximity to the area, so as not to impact the operation and activities of the Airport users including any aeronautical, gliding and flying associations operating within the Shire. Consultation with relevant government authorities and airport operators will be required.

Developers of wind turbine proposals should refer to the National Aviation Safeguarding Framework (NASF) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installations (Wind Farms) / Wind Monitoring Towers to determine any potential aviation safety risks and possible mitigation measures. Any potential aviation safety risks identified require consultation with the Civil Aviation Safety Authority (CASA), Air Services Australia and/or the Commonwealth Department of Defence.

The NSAF guideline identifies consultation with unlicensed airstrip owners and CASA/Air Services. CASA

has released an advisory circular AC 139.E-05v1.1 Obstacles (including wind farms) outside the vicinity of a CASA certified aerodrome.

All wind farm and turbine developments must adhere to and comply with the regulations, specifications, and requirements outlined by the Civil Aviation Safety Authority (CASA), as though the Narrogin Airport and Airstrips were registered. This ensures that the development does not impede the potential future upgrade of the Narrogin Airport from its current unregistered CASA uncertified status to that of a Registered CASA certified Airport.

Consultation with relevant government authorities and airport operators will be required.

Wind farm proposals should not have a negative impact through interference with normal agricultural or farming activities of nearby rural properties, such as aerial spraying. An aviation assessment by a suitable qualified aviation consultant will be required to demonstrate turbines will not impact on aerial spraying activities of surrounding farms or unlicensed airstrips unless a written agreement with the impacted landowner is provided.

Developers are required to provide a surface water management plan, incorporating appropriate design methods to manage water erosion from intense summer or winter rainfall events.

This local planning policy on Wind Farms/Turbines is designed to guide future development while ensuring the preservation of the Shire of Narrogin's unique character and the well-being of its residents. Developers and relevant authorities are encouraged to adhere to these guidelines for the responsible and sustainable development of wind energy projects within the Shire.

### **Road Contributions for Wind Energy Facility Developments**

The Shire of Narrogin recognises that the development of wind energy facilities may have significant impacts on the condition and serviceability of the local road network, especially during the construction phase. The Shire of Narrogin requires proponents of wind energy facilities to be assessed for any road contributions for repairs or upgrades to sealed and/or unsealed roads managed by the Shire of Narrogin as a result of construction or ongoing activities associated with the development beyond those considered normal day to day access and egress.

Reference should be made to the WAPC Transport Assessment Guidelines. The Traffic Assessment should consider:

- Operation and Maintenance Agreements to Access State Road Network – Main Roads Western Australia.
- Route Assessments for the transport of dangerous goods on road network.
- A traffic management plan in conjunction with an application for a permit that requires vehicle and machinery access and movement for Restricted Access Vehicles shall be submitted for approval to the satisfaction of Heavy Vehicle Services – Main Roads Western Australia. (e.g., Transport of large wind turbine blades and towers).

The Developer will be responsible for:

- Preparation of a pre-development "Road and Shire infrastructure condition" report, that identifies and records the conditions of any local roads and the Shire Infrastructure that will be affected by any route for heavy vehicles and delivery trucks needed for the construction phase;
- The costs associated with any damage caused to the roads or Shire infrastructure attributed to the construction phase of the development. Any damage shall be rectified by the developer to the standard identified in the pre-lodgment "Road and Shire Infrastructure Condition" report.
- All costs of any upgrading required for construction transport routes and/or the development.

The road contributions will be calculated based on the Western Australia Local Government Association's (WALGA) Heavy Vehicle Cost Recovery Policy Guideline for Sealed Roads, which provides a fair and transparent method for determining the additional maintenance and reconstruction costs attributable to the increased heavy vehicle traffic generated by the wind energy facility

development. Any contributions need to be consistent with the principles that underpin the State Planning Policy 3.6 – Infrastructure Contributions.

The road contributions will be negotiated and agreed upon between the Shire of Narrogin and the developer prior to the approval of the development application. The road contributions will be paid by the developer to the Shire of Narrogin in accordance with the terms and conditions of the agreement. The Shire of Narrogin will use the road contributions to fund the necessary road works to maintain and improve the safety and functionality of the local road network.

No works can occur within a State Road Reserve without Main Roads approval.

– End of Policy

## D14 – Social Impact Assessment

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<b>History</b>	Draft 28 May 2025 (Resolution No. 280525.05) Adopted 23 July 2025 (Resolution No.230725.02)
<b>Statutory Context</b>	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Shire of Narrogin Local Planning Scheme No. 3 (LPS3)

### Introduction

This is a Local Planning Policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the Shire of Narrogin Local Planning Scheme No. 3. This policy may be cited as Local Planning Policy (LPP) – Social Impact Assessment.

The local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. In making a determination under the Scheme the local government must have regard to each relevant local planning policy to the extent that the policy is consistent with the Scheme.

### Purpose

This Local Planning Policy (“the Policy”) provides guidance for the preparation, submission, and assessment of Social Impact Assessments (SIA) within the Shire of Narrogin. It seeks to ensure that land use planning decisions consider the full range of potential social impacts arising from significant development proposals. By doing so, the Policy aims to promote informed, transparent, and balanced decision-making that supports community wellbeing, sustainable growth, and the long-term vision for Narrogin.

The Policy outlines the circumstances in which a Social Impact Assessment is required, the expectations for consultation and engagement, and the matters to be addressed in both Social Impact Assessments and accompanying Social Impact Statements. It aligns with the *Planning and Development Act 2005*, relevant State Planning Policies, and the Shire’s Local Planning Scheme No. 3 (LPS3).

The Shire will have due regard to this Policy when determining planning proposals. In the event of any inconsistency between this Policy and LPS3, the provisions of LPS3 shall prevail.

This policy aims to:

- Facilitate a consistent and transparent approach to the consideration of local social impacts, both positive and negative, in land use planning decision-making.
- Minimise adverse impacts and maximise beneficial impacts of proposed developments.
- Provide clear guidance as to the specific development types and circumstances where a social impact assessment is required.
- Encourage upfront and ongoing engagement with the community and other key stakeholders regarding potential impacts of a proposed development.
- Assist agencies and proponents to minimise the amount of time taken to prepare social impact assessment plans for major projects.
- Consider a wide range of issues that have social implications, including infrastructure, resource issues (and access to those resources), heritage impacts, landform impacts, economic and fiscal impacts, community impacts, indigenous rights impacts, demographic impacts, transport impacts, and other relevant considerations.

### Definitions

#### Social Impact Assessment (SIA)

The processes of analysing, monitoring, and managing the intended and unintended social consequences including impact on community wellbeing, both positive and negative, of a land use planning decision to be

made in respect of a particular development proposal and any social change process that results from that decision.

### Social Impact Statement (SIS)

A SIS forms part of the SIA process and is a report that summarises findings of the SIA which includes the type and significance of impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.

### **Application**

This Policy applies to the following:

1. All Standard and Complex scheme amendment proposals (including amendment to the Local Planning Scheme) under Local Planning Scheme No. 10 and/or Local Planning Scheme No. 3 of State or regional significance that would have a substantial impact on the Shire of Narrogin.
2. All proposals for Structure Plans and Local Development Plans.
3. All proposals subject to a community consultation/advertising public notice process where the land or development or land use is considered by the Shire to result in significant social impact.
4. All proposals that consist of one or more of the following use classes being on land that is zoned 'Rural':
  - Industry;
  - Mining Operations;
  - Renewable Energy Facility; and
  - Workforce Accommodation.
5. Applications for development approval that relate to existing development/land uses that fall within clause 4 and consist of one or more of the following:
  - An extension of time in excess of 12 months; and/or
  - An extension to the scale of the project in excess of 10%, as determined by either the capacity of the development or the development value (whichever is the greater).
6. Where the Shire is consulted on uses of proposals listed below, a Social Impact Assessment shall be recommended:
  - Proposals under the *Mining Act 1978*;
  - Proposals covered by a State Agreement; and
  - Proposed Development of State Significance under the *Planning and Development Act 2005*.

### **Policy Measures**

The local government shall have regard to the following provisions when assessing Social Impact Assessments:

1. A SIA is to be prepared by a suitably qualified and experienced person with specific demonstrated expertise in the completion of SIAs.
2. The level of detail, consultation and investigation should relate directly to the scale of the development proposed and the extent of issues inherent in the consideration of the proposal.
3. Proposals that have the potential for social impacts will be required to be accompanied by a comprehensive SIA prepared on the basis of pre-lodgement consultation and liaison with the local community and stakeholder consultation.
4. A SIS may form part of the SIA process and is a statement that provides strategies and monitoring mechanisms for impacts identified in the SIA process. Where a SIS is prepared as a stand-alone document, the replication of information may be required to ensure that the proposal, its context, and its potential impacts are fully described in the SIS.
5. The following matters shall be addressed in a SIA/SIS, to the satisfaction of the local government:

### 5.1 Economic Impact

- Employment opportunities and estimate of number of jobs that will be created directly and indirectly as a result of the proposal;
- Income generation (short and long term);
- Impact on the local economy; including the engagement of local labour, local goods and services in the proposal;
- Provision of capital infrastructure; and
- Provision of telecommunications and advanced technology.

### 5.2 Social Impact

- Benefits to existing community services;
- Impact on existing community facilities;
- Provision of affordable housing;
- Impact on quality of life;
- Provision of useable open space;
- Identify stakeholders, the consultation level required and possible strategies to engage community and maximise the informed debate on the proposal, including an outline of the process for approval;
- Long term costs and benefits to the community;
- Requirements for additional facilities;
- Access to resources;
- Impact on community safety, security and social amenity;
- Noise and acoustic impacts (may require a separate technical report); and
- Visual Impact assessment impacts (may require a separate technical report).

### 5.3 Transport Issues

- Traffic Impact Statement.
- Examination of pedestrian and cycle trips.

### 5.4 Ecological Impact

- Environmental Impact Assessment where required to address potential impacts on the environment.
- Sustainability principles to be used in development and ongoing operation of the proposal.

### 5.5 Cultural Impact

- Impact on local character, amenity and 'sense of place';
- Impact on historic built form and cultural landscapes;
- Form partnerships with community;
- Impact on attractions of the area; and
- Impact on places of heritage significance, both indigenous and post European settlement.

### 5.6 Other relevant considerations

- Construction impacts (short to medium term);
- Operational impacts (long term); and
- Likely flow on and cumulative impacts arising from the likely precedent a favourable planning decision may create.
- Identify management and monitoring measures for all potentially significant adverse impacts and demonstrate hierarchy of avoidance and mitigation options.
- Establish roles and responsibilities of the proponent, stakeholders, and potential partnerships throughout life of a proposal.

6. The local government recognises that a SIA may be incorporated into other project assessment processes (i.e., A State-level Infrastructure Assessment Framework). This policy is not intended to duplicate such processes but rather to assist in guiding, informing, and streamlining them.

### **Approval Requirements**

Where a SIA is to be completed for a development proposal or a Scheme Amendment in accordance with Policy Measures, the SIA shall be required to be lodged with, and form part of the formal application.

1. It is recommended that a SIA report is a standalone document that is appended to the balance of the development proposal. The SIA report shall include the following information:
  - A brief description of the subject site and surrounds.
  - A description of the development project.
  - Likely direct and indirect impacts and the potential for cumulative impacts.
  - The significance of likely and potential impacts.
  - Completed SIA findings report (being the SIS) outlining the type and significance of impacts (temporary and permanent) and the Applicant's proposed response to mitigate negative impacts and enhance positive impacts.
2. The structure of a SIA should generally be in accordance with Attachment 1 of this Policy.
3. In considering a SIA the local government will have regard to:
  - The degree of change likely to arise from the proposed development, relative to existing circumstances and consideration of the alignment of the change with the long-term vision for the Shire.
  - The number and nature of people likely to be affected, both positively and negatively.
  - Whether the impact will be direct or indirect.
  - The potential for cumulative impacts as a result of the development.
4. In preparing a SIA, proponents may be required to undertake consultation with relevant stakeholders and/or the community as outlined in the Advertising and Consultation Requirements of this Policy.
5. A SIA shall include a Social Impact Statement to provide strategies and monitoring mechanisms for impacts identified through the process generally set out under the Approval Requirements of this Policy and in accordance with Attachment 2 of this Policy. A Social Impact Statement is required to form part of the SIA to be provided as part of an application lodged with the Council and shall contain:
  - Proposed measures to enhance positive impacts and mitigate negative impacts.
  - A monitoring program for assessing performance of the mitigation and enhancement measures.
  - Details of how the community will be involved in the monitoring and evaluation process, if appropriate.
  - Procedures for periodically reviewing and updating the SIS.

### **Advertising and Consultation Requirements**

Consultation is required to meet the needs of the community based upon the principle that as the complexity and scale of a proposal increases, so does the community's need for constructive engagement in the planning process. A SIA prepared in accordance with this policy shall address the following requirements:

1. Stakeholder and community consultation shall be the responsibility of the proponent in accordance with this policy, including the identification of key stakeholders and the expected methods of community consultation to be undertaken by the proponent.
2. The local government will be responsible for the statutory responsibility to advertise, inform and respond to submissions lodged during the formal advertising period. The local government acknowledges submissions and informs submitters of the relevant process in respect to a final decision on the proposal. The local government will make available a SIA prepared in support of a proposal and relevant associated documentation to whomever it is appropriate to consult in order to consider the proposal during the formal advertising.

3. Where warranted by wider implications of social impacts, the local government may refer a SIA to adjacent local governments and relevant agencies and community groups for comment.
4. Following the conclusion of the advertising period the local government may require further information or details to modify an SIA where any inconsistencies within the document have been highlighted, the accuracy of the original information is questionable or unclear or the statements made in the SIA are subjective and not verifiable based on acceptable technical or professional details. The local government may highlight issues of the proponent as a result of submissions received, to which the proponent may be invited to respond.
5. The local government strongly recommends that the proponent initiates constructive engagement between the applicant and the community/stakeholders before, during and after the formal advertising period for all levels of consultation.
6. In assessing the appropriateness of consultation methods for a proposal, due regard should be given to the likely social impacts and the methods to be adopted to reduce or resolve these social impacts including the level and type of consultation proposed by the applicant.
7. A record of consultation undertaken by the proponent is to be provided as part of any initial proposal and must form part of a SIA.

Attachment 1 – Potential Social Impacts and Scoping Questions

Impact	Baseline Information/Scoping Questions
<b>Demographic and Population Change</b>	<ul style="list-style-type: none"> <li>• Would the development result in a change to the age structure, household structure or permanence of the resident population in the immediate/broader locality?</li> <li>• To what degree will the development increase the permanent and temporary population of the Shire of Narrogin?</li> <li>• Would the development result in the displacement of current residents, visitors and/or workers?</li> <li>• Would the development increase the size of the population significantly in a short period of time?</li> </ul>
<b>Accommodation and Housing</b>	<ul style="list-style-type: none"> <li>• Would the development result in a mix of housing types and sizes?</li> <li>• Is the development targeted at specific groups in the community?</li> <li>• Would the development alter the availability of affordable housing in the community (either net increase or net loss)?</li> <li>• Would the development have a significant effect on the local housing market?</li> </ul>
<b>Accessibility to Community Services and Facilities</b>	<ul style="list-style-type: none"> <li>• Is the development appropriately located to maximise accessibility to existing towns/settlements, pedestrian/cycle networks?</li> <li>• Will the proposed development increase demand for community services and facilities?</li> <li>• Where an increased demand for services and facilities has been identified, how does this relate to existing capacity?</li> </ul>
<b>Social Infrastructure</b>	<ul style="list-style-type: none"> <li>• Will the development have implications on community and social infrastructure and services, either positively or negatively?</li> </ul>
<b>Cultural Values and Beliefs</b>	<ul style="list-style-type: none"> <li>• Will the development significantly affect cultural or community values and beliefs (positively or negatively)?</li> </ul>
<b>Community Values, Identity and Cohesion</b>	<ul style="list-style-type: none"> <li>• Would the development impact on an area/place/site/item of value or significance to the community?</li> <li>• Will the development promote integration with adjacent communities (e.g., through design, facilities etc.)?</li> <li>• Would the development affect the capacity for people to participate in community affairs or other social interactions?</li> </ul>
<b>Health and Wellbeing</b>	<ul style="list-style-type: none"> <li>• Will the development affect local health and wellbeing (either positively or negatively)?</li> <li>• Will the development contribute to the location's walkability (in terms of connectivity, density, and land use mix)?</li> </ul>
<b>Crime and Public Safety</b>	<ul style="list-style-type: none"> <li>• Will the development and associated operations provide opportunities for criminal or anti-social behaviour?</li> <li>• Will the development significantly impact on perceived or actual public safety?</li> </ul>
<b>Economic Considerations</b>	<ul style="list-style-type: none"> <li>• Will the development have an impact on local businesses (positively or negatively)?</li> </ul>
<b>Employment and Local Benefits</b>	<ul style="list-style-type: none"> <li>• How will the community benefit from this project?</li> <li>• What benefits can be offered to offset any adverse effect of the development on increasing the permanent population of the Shire of Narrogin.</li> <li>• Will the development provide diverse local employment opportunities?</li> </ul>

Attachment 2 – Outline of Social Impact Assessment Process

Heading	Process/Scope
<b>Context, Scoping, and Profiling</b>	<ul style="list-style-type: none"> <li>• Define the study area.</li> <li>• Prepare a baseline demographic profile of the community. Identification of key stakeholders (neighbours, stakeholder groups, community groups and organisations, Government stakeholders, industry).</li> <li>• Identify existing data relating to social conditions in the locality, existing community facilities and services etc.</li> <li>• Preparation of a community/stakeholder engagement plan.</li> </ul>
<b>Prediction</b>	<ul style="list-style-type: none"> <li>• Utilising the baseline data prepared in the section above, consider general community trends in the locality.</li> <li>• Facilitate a community/stakeholder engagement process.</li> <li>• Identify ways in which stakeholders are likely to be affected by the development.</li> <li>• Predict how the development will alter or influence existing trends, either positively or negatively.</li> </ul>
<b>Assessment and Evaluation</b>	<ul style="list-style-type: none"> <li>• Assess the significance of each predicted impact and the potential for cumulative impacts.</li> <li>• Identify possible alternatives and their advantages and disadvantages for different stakeholders.</li> <li>• Assess the alternatives.</li> <li>• Document outcomes of stakeholder and community consultation.</li> </ul>
<b>Recommendations</b>	<ul style="list-style-type: none"> <li>• Identify strategies that may enhance positive impacts and mitigate negative impacts.</li> <li>• Evaluate alternative enhancement and mitigation strategies, the likelihood of implementation and ongoing management, costs and benefits and effects on project viability.</li> <li>• Make recommendations about: <ul style="list-style-type: none"> <li>• Whether positive social impacts outweigh negative social impacts.</li> <li>• Whether negative impacts and risks can be satisfactorily mitigated to acceptable levels.</li> </ul> </li> <li>• The likely effectiveness of strategies to enhance positive impacts.</li> </ul>
<b>Social Impact Statement</b>	<ul style="list-style-type: none"> <li>• Develop a SIS which: <ul style="list-style-type: none"> <li>○ Detail strategies required to enhance positive impacts and mitigate negative impacts.</li> <li>○ Develop contingency plans to identify and respond to future problems.</li> <li>○ Develop monitoring and response plans.</li> <li>○ Outline community/stakeholder consultation programs relevant to the proposed strategies.</li> <li>○ Identify procedures for periodically reviewing and updating the SIS (if necessary).</li> </ul> </li> </ul>

– End of Policy

# Central Country Zone Minutes

## 13 February 2026

Hosted by the Shire of Corrigin  
24 Larke Crescent, Corrigin  
Commencing at 9:30am

*Tea/Coffee will be served from 9:00am*

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## ATTACHMENTS

The following are provided as attachments to the Agenda:

1. Item 7.4 – Main Roads WA Presentation
2. Item 7.6 – Department of Planning, Lands and Heritage Presentation

The full [State Council Agenda can be found on the WALGA website](#).

## 1. OPENING, ATTENDANCE AND APOLOGIES

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### 1.1. OPENING

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The Chair declared the meeting open at 9:35am.

### 1.2. ATTENDANCE

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<b>MEMBERS</b>	<b>2 Voting Delegates from each Member Council</b>
<b>Shire of Beverley</b>	President Cr Dee Ridgway Mr Stephen Gollan, Chief Executive Officer
<b>Shire of Brookton</b>	President Cr Rod Wallis Cr Gary Crouch Mr Gary Sherry, Chief Executive Officer, non-voting
<b>Shire of Corrigin</b>	President Cr Sharon Jacobs Cr Des Hickey (Chair) Cr Heather Talbot, non-voting Ms Natalie Manton, Chief Executive Officer, non-voting
<b>Shire of Cuballing</b>	President Cr Adrian Kowald
<b>Shire of Dumbleyung</b>	President Cr Amy Knight Mr Gavin Treasure, Chief Executive Officer, non-voting
<b>Shire of Kulin</b>	President Cr Grant Robbins Cr Robbie Bowey Mr Alan Leeson, Chief Executive Officer, non-voting
<b>Shire of Lake Grace</b>	President Cr Len Armstrong Deputy President Stephen Hunt Mr Alan George, Chief Executive Officer, non-voting
<b>Shire of Narrogin</b>	President Cr Leigh Ballard Cr Clive Bartron Deputy President Cr Graham Broad, non-voting Mr Dale Stewart, Chief Executive Officer, non-voting
<b>Shire of Pingelly</b>	Deputy President Cr Peter Wood Cr Bryan Hotham

	Mr Andrew Dover, Chief Executive Officer, non-voting
<b>Shire of Quairading</b>	Deputy President Cr Jo Hayes Nic Warren, Chief Executive Officer, non-voting
<b>Shire of Wagin</b>	President Cr Phillip Blight Deputy President Cr Bryan Kilpatrick Dr Kenneth Parker, Chief Executive Officer, non-voting
<b>Shire of Wandering</b>	President Cr Sheryl Little Dr Alistair Pinto, Chief Executive Officer, non-voting
<b>Shire of West Arthur</b>	President Cr Karen Harrington Deputy President Cr Duncan South Mr Rajinder Sunner, Manager Corporate Services, non-voting
<b>Shire of Wickepin</b>	President Cr Julie Russell Deputy President Cr Tyron Miller Mr David Burton, Chief Executive Officer, non-voting
<b>Shire of Williams</b>	Nil

#### **GUESTS**

Main Roads WA	Mr Mohammad Siddiqwui, Operations Manager Mr Ganesh Ganeshan, Operations Manager
Regional Development Australia WA	Mr Josh Pomykala, Director Regional Development
Wheatbelt Development Commission	Mr Rob Cossart, Chief Executive Officer
CBH Group	Mr Tim Roberts, Lead – Planning Approvals
Department of Planning, Lands and Heritage (DPLH)	Ms Janine Egan, Planning Director Ms Samantha Ferguson, Senior Policy & Project Officer Ms Sarah Cosstick, Principal Policy Planner
Wheatbelt Secondary Freight Network (WSFN)	Mr John Nuttall, Program Director

#### **MEMBERS OF PARLIAMENT**

Nil

#### **WALGA**

Mr Paul Kelly, Deputy President WALGA  
Ms Kathy Robertson, Manager Association and Corporate Governance  
Ms Sammy Jones, Member Services Executive Administrator

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### **1.3. APOLOGIES**

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#### **MEMBERS**

<b>Shire of Beverley</b>	Deputy President Cr Alan Sattler
<b>Shire of Brookton</b>	Cr Tamara De Lange

<b>Shire of Cuballing</b>	Deputy President Cr Rob Harris Mr Chris Paget, Chief Executive Officer, non-voting
<b>Shire of Dumbleyung</b>	Deputy President Cr David Head
<b>Shire of Pingelly</b>	President Cr Jackie McBurney
<b>Shire of Quairading</b>	President Cr Trevor Stacey
<b>Shire of Wandering</b>	Deputy President Cr Alan Price
<b>Shire of West Arthur</b>	Mr Vin Fordham Lamont, Chief Executive Officer, non-voting
<b>Shire of Williams</b>	Cr Heidi Cowcher President Cr Jarrad Logie Mr Peter Stubbs, Chief Executive Officer, non-voting

#### **MEMBERS OF PARLIAMENT**

Hon Sandra Carr MLC	Member for Western Australia, Deputy Chair of Committees
Hon Steve Martin MLC	Shadow Minister for Transport; Ports; Communities
Mr Peter Rundle MLA	Member for Roe, Shadow Minister for Water; Sports and Recreation
Mr Lachlan Hunter MLA	Member for Central Wheatbelt
Hon Sabine Winton MLA	Minister for Education; Early Childhood; Preventative Health; Wheatbelt
Mr Rick Wilson MP	Member for O'Connor; Deputy Chair of Joint Standing Committee on Trade and Investment Growth

## **2. DECLARATIONS OF INTEREST**

Nil.

## **3. HOST COUNCIL PRESENTATION**

President Cr Sharon Jacobs, Shire of Corrigin, welcomed all delegates and guests and provided a verbal update on current projects and issues within the Shire. Her update included an overview of the Shire's recent harvest achievements, improvements made to Town safety, successful grant funding for streetscape enhancements, and upgrades to the recreation centre, including the improved reticulation at the oval.

President Cr Sharon Jacobs then presented a video slideshow showcasing key attractions and features of Corrigin. The presentation highlighted the Dog Cemetery, the Wildflower Drive, Gorge Rock Reserve, various town streetscapes, aerial views of Corrigin Centre, and other notable local sights.

## **4. ANNOUNCEMENTS**

Nil.

## 5. GUEST SPEAKERS / DEPUTATIONS

*All Deputations have a time limit of 20 minutes, which includes time for questions.*

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### 5.1. SPEAKERS FOR THE FEBRUARY ZONE MEETING

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#### 5.1.1. DEPARTMENT OF LANDS, PLANNING AND HERITAGE

The Department of Lands, Heritage and Planning (DPLH) attended at 11:00am to present on the Draft Renewable Energy Code, details of the presentation can be found below at [item 7.6](#).

**Noted**

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### 5.2. SPEAKERS FOR THE APRIL ZONE MEETING

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The Zone has received three requests for presentations at the April Zone meeting in Cuballing.

#### **NBN**

Ms Bethany Findlay, Regional Development and Engagement Manager at NBN has requested to present at a future meeting of the Zone. Ms Findlay advised the best month for NBN to attend would be April.

#### **TELSTRA**

Mr Boyd Brown, Regional General Manager of Telstra has requested to attend an upcoming meeting of the Zone. Upon reviewing the dates for the 2026 Zone meetings, Mr Brown has requested to attend the April meeting in Cuballing.

#### **Australian Bureau of Statistics (ABS)**

WALGA has been approached by a representative from the Australian Bureau of Statistics (ABS) requesting support for a deputation to Zones to facilitate a targeted, Elected Member/CEO-focused discussion on the Australian Census. The ABS is seeking insight on local community considerations, participation challenges, and how Census engagement can be strengthened across Western Australia.

This proposal recognises that councillors have distinct responsibilities, insights, and perspectives that extend beyond operational Census delivery. CEOs and Elected members will also have the opportunity to explore how Census data supports council planning, advocacy, and service delivery, while helping shape future engagement approaches. The session is designed to be practical, collaborative, and responsive to the priorities and experiences of Local Governments.

The session would be framed as: "*We are here to listen – what would you like to ask, know, or see changed?*", focussing on:

- Elected-member perspectives
- Local challenges and insights
- Improvement and change
- Value for Local Governments
- Strengthened collaboration

## RESOLUTION

**Moved:** President Cr Karen Harrington  
**Seconded:** President Cr Adrian Kowald

**That the Central Country Zone approve the following deputations for the April 2026 Zone meeting:**

- 1. NBN**
- 2. Telstra; and**
- 3. the Australian Bureau of Statistics (ABS).**

**CARRIED**

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### 5.3. SPEAKERS FOR THE JUNE ZONE MEETING

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#### **Water Corporation**

The Executive Officer has been liaising with the Water Corporation to request their attendance at a 2026 Zone meeting. Mr Adrian Stewart, Regional Manager, Great Southern Region has indicated that they would like attend either the June or August meeting this year.

## RESOLUTION

**Moved:** Cr Robbie Bowey  
**Seconded:** Deputy President Cr Bryan Kilpatrick

**That the Central Country Zone approve the Water Corporation to attend and present at either the June or August 2026 Zone meeting.**

**CARRIED**

## 6. MEMBERS OF PARLIAMENT

Any Members of Federal and State Government in attendance are invited to provide a brief update on matters relevant to the Zone. No Federal or State Government Members were in attendance at the meeting.

#### **Wheatbelt Secondary Freight Network**

Prior to commencing with Agency Reports, Zone Chair Cr Des Hickey invited Mr John Nutall, Program Director from Wheatbelt Secondary Freight Network (WSFN) to provide an update on the recent State Government funding decision.

The WSFN is a jointly funded program between Commonwealth, State and 42 Wheatbelt Local Governments working together to strategically improve the regional road freight safety and efficiency across the key transport routes that support the region's major industries.

Recently, the State Government opted not to include WSFN on their short list for funding as part of the next State budget. WSFN have reached out to the Minister for Transport, Hon Rita Saffioti MLA for a meeting, and has started the process of speaking with the Federal Government to confirm their funding commitment.

Mr Nutall took questions and suggestions from the floor on this matter. [Item 9.1](#) below relates to this issue.

## 7. AGENCY REPORTS

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### 7.1. DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATIONS AND SAFETY

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The DLGIRS report was attached to the Agenda.

**Noted**

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### 7.2. WHEATBELT DEVELOPMENT COMMISSION

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*Mr Rob Cossart, Chief Executive Officer*

Mr Cossart provided a verbal report to the Zone.

**Noted**

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### 7.3. REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT

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*Mr Josh Pomykala, Director Regional Development*

The RDA Wheatbelt report was attached to the Agenda.

**Noted**

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### 7.4. MAIN ROADS WESTERN AUSTRALIA

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*Mr Mohammad Siddiqui and Mr Ganesh Ganeshan, Operations Managers*

Mr Siddiqui and Mr Ganeshan provided a presentation to the Zone. A copy of this presentation is attached. **(Attachment 1)**

**Noted**

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### 7.5. CBH GROUP

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*Mr Tim Roberts, Lead – Planning Approvals*

Mr Roberts provided a verbal report to the Zone.

**Noted**

*The meeting broke for a brief ten-minute break at 10:50am.*

*The meeting returned at 11:02am.*

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## 7.6. DEPARTMENT OF PLANNING, LANDS AND HERITAGE

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*Ms Janine Egan, Planning Director, Ms Samantha Ferguson, Senior Policy & Project Officer, and Ms Sarah Cosstick, Principal Policy Planner*

The Department of Lands, Heritage and Planning (DPLH) attended the Zone meeting to present on their recently released draft Renewable Energy Planning Codes. The DPLH presented over a period of 75 minutes and took several questions from the Zone Members. A copy of the presentation is attached. **(Attachment 2)**

The DPLH encouraged all Local Governments to make a submission online: [Renewable Energy Planning Code | Have Your Say, WA!](#) before the submission closure on **10 April**.

Further information on the code can be found on the Departments website: [Draft Renewable Energy Planning Code](#). The Department also welcome questions via email to: [renewableenergyplanning@dplh.wa.gov.au](mailto:renewableenergyplanning@dplh.wa.gov.au)

**Noted**

## 8. MINUTES

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### 8.1. CONFIRMATION OF MINUTES FROM THE CENTRAL COUNTRY ZONE MEETING HELD 21 NOVEMBER 2025

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The Minutes of the Central Country Zone meeting held on 21 November 2025 have previously been circulated to Delegates. The Minutes were attached to the Agenda.

Delegates raised two corrections for the 21 November Minutes. These will be addressed and the Minutes re-circulated to the Zone.

#### RESOLUTION

**Moved: President Cr Dee Ridgway**  
**Seconded: President Cr Karen Harrington**

**That the Minutes of the meeting of the Central Country Zone held on 21 November 2025 be confirmed as a true and accurate record of the proceedings after correction to the following points:**

- 1. In the attendance list Cr Tyron Miller is listed as both attending and an apology, Cr Tyron Miller was an apology.**
- 2. In item 10.3 the wrong delegate was stated as pulling the name out of the hat for the tie break, this is to be amended to President Cr Rod Wallis.**

**CARRIED**

## 8.2. BUSINESS ARISING FROM THE MINUTES OF THE CENTRAL COUNTRY ZONE MEETING HELD ON 21 NOVEMBER 2025

Item Number & Name	Resolution	Action
9.6.1 Cost Shifting Compliance Report Project Update	<p><i>That the Central Country Zone:</i></p> <ol style="list-style-type: none"> <li>1. <i>resolve to action each Position as follows:</i> <ol style="list-style-type: none"> <li>a. <i>Position 1 be referred to State Council for consideration as a WALGA Advocacy Position.</i></li> <li>b. <i>A letter be sent to the Minister for Mines and Petroleum in relation to Position 2.</i></li> <li>c. <i>Position 3 to be dealt with as a separate issue given recent communications with the Office of the Auditor General.</i></li> <li>d. <i>Position 4 be amended to remove the reference to the Financial Assistance Grants, to read: "The Australian Government increase the support to Local Governments in <u>rural</u>, remote and very remote locations that are providing funding, sourced through their rates, to attract and retain general practitioners."</i></li> </ol> </li> <li>2. <i>supports sharing a copy of the report with the other Wheatbelt Zones (Avon-Midland and Great Eastern Country Zones), seeking their support for the four Positions.</i></li> <li>3. <i>Supports sharing a copy of the report with the Standing Committee on Regional Development, Infrastructure and Transport's</i></li> </ol>	<p>Resolution 1(a) is for Position 1 to be referred to State Council for consideration as a WALGA Advocacy Position. At the December 2025 meeting, State Council resolved to refer this item to the Policy Portfolio for consideration and appropriate action.</p> <p>Resolution 1(b) resolved for a letter to be sent to the Minister for Mines and Petroleum, Hon David Michael. A letter was prepared and sent to Hon David Michael on 19 December 2025 and a response was received on 5 January 2026 to advise that as this is a matter within the remit of the Minister for Local Government, the letter has been forwarded to Hon Hannah Beazley. A copy of this letter was attached to the Agenda.</p> <p>Resolution 1(d) requested an amendment within the original report. The amendment has been actioned and an updated copy of the report is attached. A copy of this updated report was attached to the Agenda.</p> <p>Resolution 2 resolved to share a copy of the report with the other Wheatbelt Zones (Avon-Midland and Great Eastern). This has been actioned.</p>

	<i>new Inquiry into Local Government Funding and Fiscal Sustainability.</i>	Resolution 3 resolved to share a copy of the report with the Standing Committee on Regional Development, Infrastructure and Transport's new Inquiry into Local Government Funding and Fiscal Sustainability. A cover letter and copy of the report were submitted on 22 December 2025. A copy of the cover letter was attached to the Agenda.
10.1 Wheatbelt Regional Crematorium	<i>That the Central Country Zone:</i> <ol style="list-style-type: none"> <li>1. <i>support the Avon-Midland Country Zone's proposal in relation to the establishment of a regional Crematorium and Chapel; and</i></li> <li>2. <i>join the Avon-Midland Country Zone in its advocacy efforts with State and Federal Governments for the investigation, planning and establishment of a regional Crematorium and Chapel.</i></li> </ol>	The Zone supported Avon-Midland's proposal as is, except the preference that the new Crematorium and Chapel be located at the Northam Cemetery.  The Executive Officer has contacted the Avon-Midland Country Zone Executive Officer, Robert Dew, to express the Central Country Zone's support of the proposal. A copy of this correspondence was attached to the Agenda.
10.5 Consideration of Correspondence to Minister for Local Government regarding Local Government Elections	<i>That the Central Country Zone write to the Minister for Local Government, Minister for Wheatbelt and Shadow Minister for Local Government stating the Zone's opposition to compulsory voting and full Council elections every four years.</i>	Letters were sent to the Minister for Local Government, Minister for the Wheatbelt and Shadow Minister for Local Government in December, a copy of these letters was attached to the Agenda.
10.6 Telstra Site Firebreaks	<i>That the Central Country Zone write to the Federal Minister for Communications raising the matter of bush fire mitigation in communications facilities in regional Australia.</i>	The Executive Officer wrote to the Federal Minister for Communications in December; a copy of this letter was attached to the Agenda. We are yet to receive a response.

10.7 Regulations Working Group	<i>That the Central Country Zone write to the Minister seeking that representation on the Regulations Working Group be extended to include two representatives from each local government band and include representation from both elected members and officers as well representation from remote and regional Western Australia.</i>	The Executive Officer wrote the Minister of Local Government; we are yet to receive a response. A copy of this letter was attached to the Agenda.
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**Noted**

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### **8.3. BUSINESS ARISING FROM THE CENTRAL COUNTRY EXECUTIVE COMMITTEE MEETING HELD ON 3 FEBRUARY 2026**

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The Central Country Zone Executive Committee met on 3 February 2026. A copy of the Minutes of the meeting was attached to the Agenda. Business arising from that meeting requiring Zone attention is listed below.

#### **8.3.1. STANDING INVITES FOR MEMBERS OF PARLIAMENT**

The Zone has a protocol of standing invites for all Members of Parliament within the Central Country Zone. The invites are sent out at the same time as the notice of meeting to Delegates, approximately two months prior to the meeting.

Any MPs who attend a Zone meeting are given the opportunity to briefly address the meeting.

MPs that currently receive a standing invite are as follows:

- Hon Sandra Carr, MLC, Member for Western Australia, Deputy Chair of Committees
- Mr Lachlan Hunter, MLA, Member for Central Wheatbelt, Shadow Minister for Agriculture and Food; Racing and Gaming.
- Hon Steve Martin, MLC, Member for Western Australia, Shadow Minister for Transport; Ports; Communities.
- Mr Peter Rundle, MLA, Member for Roe, Shadow Minister for Water; Sports and Recreation.
- Hon Sabine Winton, MLA, Member for Wanneroo, Minister for Education; Early Childhood; Preventative Health; Wheatbelt.
- Mr Rick Wilson, MP, Member for O'Connor; Deputy Chair of Joint Standing Committee on Trade and Investment Growth.

The Executive Committee considered whether to continue the standing invite protocol as is for 2026 Zone meetings.

The Executive Committee resolved to send personalised invites to the Members of Parliament listed above with the inclusion of all MLCs and Hon Stephen Dawson. These invites will be sent by the Executive Officer prior to each meeting.

**Noted**

#### **8.3.2. ZONE STRATEGIC PRIORITIES**

In February 2024, the Zone endorsed the following strategic priorities:

1. Challenges faced by Band 4 Local Governments relating to State/Federal Government services being provided by Local Governments together with Local Government compliance requirements.
2. Essential Services – power, telecommunication and water.
3. Housing

These priorities were shortlisted from a longer list identified by the Zone during a strategic planning workshop in August 2023.

As it has been some time since both the workshop and the Zone's endorsement of the priorities, the Executive Committee discussed reviewing these priorities with the Zone to ensure they are still accurate.

During discussion it was decided that each Delegate would take this item to their Council to seek feedback on the current Strategic Priorities of the Zone. An item will be prepared for the April or June meeting to host a workshop prior to the meeting to establish these priorities.

**Noted**

### **8.3.3. FUTURE SPEAKERS FOR ZONE MEETINGS**

The Executive Committee discussed speakers who have requested or have been invited to attend upcoming Zone meetings. The details of these are as follows below.

#### **Auditor General**

The Auditor General, Ms Caroline Spencer, was originally confirmed to attend the February Zone meeting, however due to parliamentary requirements Ms Spencer was unable to attend. The Office of the Auditor General requested to meet with the Zone electronically. The Executive Committee requested that the Executive Officer approach the OAG again to request in person attendance.

The Executive Officer spoke to the Office of the OAG and discussed attendance at any of the 2026 meetings and advised that there would not be the standard 20-minute time constraint provided to speakers, however the OAG has advised that they still cannot commit to any 2026 dates at this point in time.

**Noted**

#### **HC Construction Services Pty Ltd**

WALGA was approached by HC Construction Services Pty Ltd requesting an opportunity to attend various Country Zone meetings to provide a deputation on how to navigate through the Disaster Recovery Funding Arrangement (DRFA).

HC Construction Services is a WA based company specialising in project management, consultancy and construction delivery. HC is a WALGA Preferred Supplier and has worked with several Local Governments to manage disaster relief funding claims. This includes by way of road condition video using their internally developed RF Vid Assist system.

The proposed presentation would include some tips, dos and don'ts, advice on pre disaster evidence requirements, and lessons learnt on three or four case studies where applicants have encountered problems. The presentation would also include information on how Local Governments can prepare a funding application, so they receive the maximum funding available in the event of a natural disaster.

The Executive Committee discussed whether the topic of this presentation was of high priority for the Zone. Given there are already several presentations lined up for 2026, the Committee suggested that HC Construction only be invited to a future meeting if the agenda is lacking in deputations and time permits.

**Noted**

## 9. ZONE BUSINESS

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### 9.1. WHEATBELT FREIGHT NETWORK SUBMISSION FOR FUNDING

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*By Shire of Narrogin*

#### **BACKGROUND**

The Wheatbelt Secondary Freight Network (WSFN) is overseen by a Steering Committee comprised of the representatives from the Wheatbelt North and Wheatbelt South Regional Road Groups, Main Roads Western Australia, the WA Local Government Association, Wheatbelt Development Commission and Regional Development Australia Wheatbelt.

The Wheatbelt region produces 41 per cent of the State's total gross value of agricultural production, worth \$3.35 billion in 2015/16 (Department of Primary Industries and Regional Development 2018 Western Australia Gross Regional Product).

According to the road safety statistics collated by the Western Australian Road Safety Commission, the Killed and Serious Injury (KSI) rate within the Wheatbelt Region of Western Australia is more than double the rate of any other region within the State. By upgrading the roads along these routes, safety of the roads will be increased as the geometry of the roads will be improved and through the increase in the size of vehicles used for the freight, the number of trucks on the road will be reduced. These will result in an improved in the KSI rate for the Region.

#### **COMMENT**

The application for continued funding of the WSFN did not make the final shortlist for consideration in the upcoming State budget, despite being supported and presented by Main Roads WA. Whilst the majority of the WSFN funding is provided by the Commonwealth, the commitment of the State is imperative to underwrite a funding request to the Commonwealth.

The WSFN program is crucial for reducing transport costs and improving road user safety across the Wheatbelt. This is especially pertinent given the bumper harvest currently being delivered.

All the Local Governments involved in the WSFN are very grateful for the funding provided to date. Significant progress has been made across hundreds of kilometres of Wheatbelt roads. It would be extremely disappointing should this unique program not continue to be funded and all of the progress (especially reducing the trauma of serious road accidents in statistically the worst region in Western Australia) be lost.

The WSFN has been an extremely valuable program for the Shire of Narrogin and our growers and freight sector, delivering real improvements to road safety, access, and productivity across the agricultural supply chain. It would be deeply disappointing if this highly successful Commonwealth–State–Local Government partnership – one of the most effective regional road funding programs in a generation – could not be continued.

Mr Dale Stewart, Chief Executive Officer of the Shire of Narrogin, wrote to Hon Rita Saffioti MLA, Minister for Transport, Sport and Recreation to encourage her to reconsider the decision not to shortlist the WSFN for funding. A copy of this letter was attached to the Agenda.

## SECRETARIAT COMMENT

Approximately 4,400km of roads across 42 Local Government areas have been identified as important parts of the industry supply chains in the Wheatbelt region.

A program to upgrade prioritised sections of the road network was developed and has been progressively implemented since first funded by the Commonwealth and State Governments in 2019-2020. Nearly 1,100km of road improvements will be completed using the funding provided to date.

There remains much work to do to provide a road network that will meet current and future industry and community needs. Financial support from the State and Commonwealth Governments is crucial to maintaining the program.

Aligned, proactive support from all Local Governments in the region has been highlighted in previous WALGA advocacy with both State and Federal Governments and their Departments. The [WALGA 2026-27 Federal Budget Submission](#) seeks a commitment to further funding for the Wheatbelt Secondary Freight Network.

## RECOMMENDATION

That the Central Country Zone:

1. Does not support the decision to not include continued funding of the Wheatbelt Secondary Freight Network in the upcoming State budget;
2. Supports the Shire of Narrogin's advocacy efforts to encourage Minister Saffioti to reconsider the decision;
3. and Writes to Minister Saffioti on behalf of all Local Governments in the Zone asking for the Minister to reconsider.

## RESOLUTION

**Moved: President Leigh Ballard**

**Seconded: President Cr Dee Ridgway**

**That the Central Country Zone:**

1. **Requests the Minister for Transport, Hon Rita Saffioti MLA to review the decision to discontinue funding of the Wheatbelt Secondary Freight Network in the upcoming State Budget;**
2. **Supports the Shire of Narrogin's advocacy efforts to encourage Minister Saffioti to reconsider the decision; and**
3. **Writes to Minister Saffioti on behalf of all Local Governments in the Zone asking for the Minister to reconsider and;**
4. **Requests a meeting with Minister Saffioti and Minister for Regional Development, Hon Stephen Dawson MLC.**

**CARRIED**

*The meeting broke for a 30-minute lunch break at 12:30pm.*

*The meeting resumed at 1:00pm.*

*Item 11.1 WALGA Presidents Report was brought forward to allow WALGA Deputy President Cr Paul Kelly to present this report.*

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## **11.1 WALGA PRESIDENT'S REPORT**

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A copy of the WALGA President's Report was attached to the Agenda.

Deputy President Paul Kelly attended the meeting and spoke to this report on behalf of President Karen Chappel.

### **Noted**

*WALGA Deputy President Cr Paul Kelly left the meeting at 1:10pm and did not return.*

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## **9.2. RENEWABLE ENERGY PLANNING CODE**

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*By Shire of Wagin*

### **BACKGROUND**

In December 2025, the State Government released the first part of the Draft Renewable Energy Planning Code.

Part 1 of the code deals with wind farms. The remaining parts which deal with transmission lines, solar farms, and battery energy storage systems are yet to be published by the State Government.

The State Government is requesting feedback on the code by 10 April 2026. WALGA will also be preparing feedback on behalf of Local Governments as a whole. WALGA is requesting feedback by 27 February 2026.

The renewable energy transition will have a potentially significant impact for a portion of Central Country Zone Local Governments and the communities that Central Country Zone Local Governments' serve.

The consultation period on the draft Code represents an opportunity for the communities in regional Western Australia who will be most affected by the transition to advocate for better outcomes for our communities.

A draft submission has been prepared below for the Zone's consideration. The draft submission is based on the draft submission prepared by the Shire of Wagin administration for the Shire of Wagin's Council's consideration.

While this paper asks that Zone members endorse a Zone submission, it is equally recommended that Shire's take the opportunity to make a submission.

### **COMMENT**

The draft submission makes ten recommendations across five topic areas:

- Noise
- Neighbouring landowner rights and setbacks
- Construction
- Bushfire and Aerial Fire Fighting
- Decommissioning

Overall, the State Government's Draft Code provides a lower level of protection than that provided in other planning codes across Australia.

#### **ATTACHMENT**

- A copy of the draft submission on the Draft Renewable Energy Planning Code was attached to the Agenda.

#### **SECRETARIAT COMMENT**

WALGA recognises the potentially significant impacts that renewable energy developments may have on Local Governments and communities, including those in the Central Country Zone. WALGA notes the draft submission to the Renewable Energy Planning Code, and will take this into consideration as we prepare a submission to the State on behalf of the sector, to ensure the draft Code delivers positive outcomes for Member Local Governments, communities and industry. WALGA strongly encourages Local Governments to make their own submission on the draft Code by 10 April 2026 and provide feedback to WALGA to inform our sector submission by 27 February 2026. Council endorsed submissions are preferred.

#### **RESOLUTION**

**Moved: President Cr Phil Blight**

**Seconded: President Leigh Ballard**

**That the Central Country Zone:**

- 1. Adopts the draft submission to the Draft Renewable Energy Planning Code; and**
- 2. Provides the submission to WALGA and the Western Australian Planning Commission.**

**CARRIED**

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### **9.3. MAIN ROADS WA SPEED ZONING POLICY**

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*By Shire of Kulin*

#### **Background**

The Shire of Kulin has recently raised concerns directly with Main Roads Western Australia (MRWA) regarding the application of revised speed zoning on the eastern approach into Corrigin along Brookton Highway.

In response, MRWA has confirmed that the removal of traditional speed transition buffers (for example, 110 km/h to 80 km/h to 50–60 km/h) is being implemented as a matter of State-wide policy, rather than as a legislative or regulatory requirement. This policy position reflects a broader shift in speed zoning practice and is now being applied across rural and regional Western Australia.

The Corrigin eastern entry provides a clear and practical example of how this policy is being applied in a regional context. At this location:

- the speed environment drops directly from 110 km/h to 60 km/h;
- the reduced speed zone commences well outside the built-up area and within a clearly rural road environment; and
- two separate "60 km/h Ahead" warning sign assemblies have been installed leading into the adjusted speed zone.

## **Issue**

From the Shire of Kulin's perspective, the Corrigin example highlights several concerns with the current policy approach.

The direct reduction from 110 km/h to 60 km/h does not align with driver expectation in a rural setting and is likely to result in low compliance. The absence of an intermediate 80 km/h transition removes a graduated behavioural cue that historically assisted drivers in adjusting speed on town approaches.

In addition, the installation of two "60 km/h Ahead" warning sign sets has increased roadside signage and associated installation and maintenance costs. This outcome appears counterintuitive when compared with a traditional arrangement that would have required only a single set of 80 km/h signs between the 110 km/h and 60 km/h zones.

The Shire considers that these outcomes raise broader questions about whether the current policy is achieving its intended road safety objectives in rural and regional environments.

## **Discussion**

While this matter has been raised initially by the Shire of Kulin, it is now being presented to the Central Country Zone to seek broader Local Government support and recognition that this is a systemic regional issue rather than an isolated location-specific concern.

Zones have an established role in advocating on regional issues and providing direction to WALGA on matters of State-wide relevance to Local Government. Given the increasing application of this policy across regional WA, there is an opportunity for the Central Country Zone to seek WALGA's assistance in engaging with MRWA at a policy level.

## **Request to WALGA**

That WALGA, on behalf of the Central Country Zone, formally approach MRWA to request a review of the policy position relating to the removal of speed transition buffers on approaches to rural and regional townsites, with a view to adopting a more pragmatic, context-sensitive and evidence-based approach.

## **SECRETARIAT COMMENT**

WALGA does not have a policy position on this issue. The Main Roads Speed Zoning Policy and Application [Guidelines](#) (currently under review) addresses Speed Zone Transitions in Section 4.4 and it is our understanding that Speed Zone Transitions will continue be addressed in similar fashion in the subsequent version of the Guidelines document. A Safe System approach to road safety supports aligning the speed limit to the associated environmental context and road infrastructure elements, but information on the road safety implications of intermediate speed limit signs versus speed reduction warning signs is not clear.

## **RESOLUTION**

**Moved: President Cr Grant Robbins**

**Seconded: Cr Robbie Bowey**

**That the Central Country Zone supports the Shire of Kulin and resolves to request WALGA to formally approach Main Roads Western Australia seeking a review of the policy-based removal of speed transition buffers across rural and regional Western Australia.**

**CARRIED**

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## 9.4. 2026 REGIONAL STATE COUNCIL MEETING – SHIRE OF PINGELLY

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*By Kathy Robertson, Zone Executive Officer*

The Zone has agreed to host the 2026 Country Regional State Council meeting. Following discussion and a vote at the November meeting, the Shire of Pingelly was agreed as the host Local Government.

Since the November meeting, WALGA (on the suggestion of a State Councillor) has decided to swap the dates for the Country and Metropolitan Regional meetings for this year. That is, where it was previously advised that the meeting in Pingelly would be in September, it will instead be held in May.

The Country Regional meeting is a two-day event, giving State Councillors plenty of time to network and interact outside of the boardroom. Pulling the event forward to May would give new State Councillors an opportunity to get to know their colleagues better, earlier in their term.

Mr Andrew Dover, Chief Executive Officer at Pingelly, has confirmed that the Shire can host the meeting if it were to be moved to **Wednesday, 6 to Thursday, 7 May**. Preliminary plans are already underway with Pingelly.

All Elected Members and senior officers from the Zone are invited to attend parts of the Regional meeting program. Zone Delegates in particular are strongly encouraged to attend.

The key part of the program that requires Zone input is the Zone Forum. The Zone Forum is an initiative of State Council that aims to foster meaningful discussion and exchange of information between Zone members and State Councillors. Generally, the Forum goes for 2-3 hours and includes presentations from each of the Local Governments within the Zone.

Given that there are 15 Local Governments in the Central Country Zone, an alternative format may need to be considered.

The last time the Zone hosted the Regional meeting back in 2015, the Zone Forum included presentations from the Zone Chair, Wheatbelt Development Commission and Regional Development Australia (RDA) Wheatbelt. The Great Southern Country Zone, which is of a similar size, hosted in 2023. Their Zone Forum included joint presentations from member Local Governments on specific topics (e.g. the Shires of Gnowangerup and Cranbrook presented on the Bush Fire Mitigation Activity Fund, the Shires of Broomehill-Tambellup and Kojonup presented on Planning Policy for Renewable Energy and the City of Albany gave an overview of the Albany Bicentennial).

There will also be time in the program for a bus tour of Pingelly and surrounds, which is a great opportunity to show State Council firsthand any buildings, amenities or projects in the area.

The Executive Committee considered the process for compiling a program for the Zone Forum at the last Committee meeting. It was decided to ask Zone Delegates to nominate some potential subjects or topics of presentations and based on these suggestions the Executive Committee will then compile a program and liaise with relevant Delegates and/or Local Governments.

## RESOLUTION

**Moved:** President Cr Phillip Blight  
**Seconded:** President Cr Adrian Kowald

**That Zone Delegates provide suggested presentation topics to the Executive Officer by 23 March for consideration and determination by the Executive Committee.**

**CARRIED**

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### 9.5. 2026 LOCAL GOVERNMENT HONOURS AWARDS

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*By Habiba Farrag, WALGA State Council Governance Officer*

The Honours Program recognises and celebrates the outstanding achievements and lasting contributions made by Elected Members and officers to their respective Local Government, the Local Government sector, WALGA and the wider community.

There are five awards in the 2026 Program:

1. Local Government Medal
2. Life Membership
3. Eminent Service Award
4. Merit Award
5. Young Achievers Award

All Local Government Elected Members and officers are eligible for nomination for each award.

Nominations are open now and will close at **5:00pm on Thursday, 2 April 2026**.

Further information about the 2026 Honours Program, including the nomination form and guidelines for preparing nominations, are available on the [WALGA website](#).

All awards will be presented later this year at the WALGA Local Government Awards event. More details about the event will be announced shortly.

For more information contact Habiba Farrag, State Council Governance Officer, on 9213 2050 or via email [honours@walga.asn.au](mailto:honours@walga.asn.au).

#### **Noted**

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### 9.6. WATER MANAGEMENT DISCUSSION PAPER UPDATE

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*By Rebecca Brown, WALGA Policy Manager Environment and Waste*

#### **EXECUTIVE SUMMARY**

- WALGA has developed a Water Management in Western Australia Discussion Paper exploring issues for Local Governments in managing water resources.
- To inform the Discussion Paper, WALGA undertook research and direct engagement with the sector and reviewed existing Water Advocacy Positions and feedback from WALGA Zones.
- Based on this consultation, the Discussion Paper identifies water security and water efficiency as key themes.
- Feedback on the Discussion Paper will inform the development of a new water management advocacy position.

- Zones and Local Governments are encouraged to provide comments to WALGA by 12 March 2026.

### **POLICY IMPLICATIONS**

This item relates to [WALGA Advocacy Positions](#) 3.1.1 Service Delivery to Aboriginal Communities, 4.3 Clearing Permits and Water Licenses and Permits, 6.10 Public Open Space (POS) and 6.14 Planning for Water.

### **ATTACHMENT**

- [Water Management in Western Australia Discussion Paper](#)

### **BACKGROUND**

Local Governments contribute to the management of water through strategic planning, land management, development approvals, community behaviour change and, in some cases, direct water service provision. Local Governments' role in water service provision includes drainage, water use and re-use and aspects of wastewater and sewerage services. The challenges for future water management are escalating across Western Australia due to population growth, climate change and increased competition for limited water resources.

To inform the Discussion Paper WALGA reviewed its existing Water Advocacy Positions and motions, feedback from WALGA Zones and undertook research and direct consultation with the sector. Consultation included workshops with both metropolitan and non-metropolitan Local Governments, an online session with 40 officers focused on water security and efficiency and a regionally focused session with 30 Local Government representatives exploring the barriers to being waterwise in a regional setting. In addition, WALGA conducted 14 one-on-one interviews with officers from 22 metropolitan, regional and remote Local Governments to better understand key issues. Further insights were gained through meetings with officers from the Department of Water and Environmental Regulation and the Water Corporation, as well as internal discussions with WALGA.

### **COMMENT**

From consultation and research WALGA has undertaken with Local Government, two key themes consistently emerged - water security and water efficiency.

Water security relates to the reliable availability, adequate quantity and acceptable quality of water needed to support human health, economic development and environmental amenity. Issues identified include:

- **Infrastructure:** Funding to repair and upgrade aging Local Government water infrastructure including irrigation, drainage and stormwater systems and to improve reliability of State-managed assets.
- **Alternative Sources:** Diversifying water supply through non-traditional sources such as recycled water, stormwater harvesting, or desalination to support community assets.
- **Licensing:** Reforming the current water licensing system, including equity, access and regulatory enforcement.
- **Access:** Addressing barriers to equitable water access, particularly for regional and remote communities.
- **Use:** Planning for water allocation and consumption across sectors.

Water efficiency is focused on reducing unnecessary water loss through better practices, technologies and infrastructure. Issues identified include:

- Technology: Adopting waterwise technologies to enhance water efficiency.
- Water Literacy and behaviour change: Increasing water literacy within Local Government and the community to support change management and adaptation within communities.
- Water Sensitive Urban Design: Improving understanding to encourage the adoption of efficient technologies and design standards to reduce water consumption across public and private infrastructure.

Local Governments across Western Australia are addressing water security and efficiency through various actions across strategic infrastructure planning, innovative water management practices and community awareness. A new Water Management Advocacy Position will ensure WALGA can effectively advocate on behalf of the sector in relation to this issue. The Discussion Paper includes options to address these issues and questions for the sector relating to each of the key areas.

Feedback on the Discussion Paper will inform the development of a new water management advocacy position. All Zones and Local Governments are encouraged to provide comments to WALGA by 12 March 2026.

## Noted

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## 9.7. CONSULTATION ON DRAFT CLIMATE CHANGE ADVOCACY POSITION

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*By Rebecca Brown, WALGA Policy Manager Environment and Waste*

### EXECUTIVE SUMMARY

- WALGA is undertaking consultation on a revised Climate Change Advocacy Position.
- This Draft was developed following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team of State Council.
- Since WALGA's current Advocacy Position and Policy Statement were endorsed in 2018, there have been significant legislative, policy, technological and scientific changes.
- An updated climate change advocacy position, which complements other WALGA advocacy positions, will provide a sound basis for WALGA's advocacy.
- WALGA is seeking Council endorsed feedback by 1 May 2026.

### POLICY IMPLICATIONS

This item is intended to replace WALGA's 2018 Climate Change [Advocacy Position](#) and [Policy Statement](#).

### ATTACHMENT

The Consultation Paper is available [online](#).

### BACKGROUND

Climate change, and related legislation, policy and action, have implications for many aspects of Local Governments' operations and services. More frequent and severe droughts, heatwaves, bushfires, extreme rainfall events and warming, rising sea levels are increasing the costs and complexity of delivering critical services, infrastructure and ensuring community wellbeing.

In 2018, State Council endorsed a [Climate Change Policy Statement](#) and advocacy position, following extensive sector consultation. Since this Advocacy Position was adopted there have been significant legislative, policy, technological and scientific changes, including:

- The national *Climate Change Act 2022* and the Western Australian Climate Change Bill 2023.
- The *Local Government Amendment Act 2023*, which expanded Western Australian Local Governments' general function to include planning for, and mitigating, the risks associated with climate change.
- The release of the Australian Government's [National Climate Risk Assessment](#) and [National Adaptation Plan](#) in 2025.
- Escalation of the transition to renewable energy, uptake of electric vehicles and energy efficiency standards under the National Construction Code.
- Climate science and projections ([international](#), [national](#) and [WA specific](#)) have also become clearer regarding the risks posed by climate change and the need for action to address the consequential impacts.

## COMMENT

It is important that the WALGA climate change advocacy position is updated to reflect these changes and the consequent needs and priorities of Local Governments. An updated climate change advocacy position, which complements other WALGA advocacy positions, will provide a sound basis for WALGA's advocacy.

Following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team, WALGA has developed a revised, draft Climate Change Advocacy Position for Local Government feedback.

WALGA Environment and Waste Team members will be attending Zone meetings in April 2026 to support zone discussions on the draft Advocacy Position.

WALGA is seeking Council endorsed feedback on the draft Climate Change Advocacy Position to be submitted to [environment@walga.asn.au](mailto:environment@walga.asn.au) by **COB Friday, 1 May 2026**.

Following consideration of this feedback a final draft advocacy position will be developed and provided to Zones and State Council for consideration, expected to be in July 2026.

## RESOLUTION

**Moved: President Cr Phillip Blight**

**Seconded: President Cr Dee Ridgway**

**That the Central Country Zone:**

1. **Reiterates its position resolved at the February 2025 Zone meeting that the WALGA Advocacy Position on Climate Change should be that:**

***WALGA calls on the Australian and Western Australian Governments to:***

1. ***provide the necessary climate leadership, coordination, and action to deliver a climate change response that improves and maintain quality of life for all Western Australians for generations to come***
  2. ***provide funding and resources and support to Local Government to enable local communities to respond to the effects of climate change***
2. **Rejects any WALGA Advocacy Position or policy that binds or attempts to bind Local Governments to a course of action or actions; and**
  3. **Writes to all other WALGA Zones to advise them of the Central Country Zone's position on matters 1 and 2 above.**

**CARRIED**

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## 9.8. DISASTER READY FUND

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*By Rachel Armstrong, WALGA Policy Manager Emergency Management*

The Disaster Ready Fund (DRF) is the Australian Government's key funding program to support projects that reduce disaster risk and strengthen community resilience.

Round Four of the DRF is expected to open in March 2026 with approximately \$200 million available nationally. A strong focus on *construction-ready*, infrastructure-based mitigation projects with clear risk reduction benefits is expected. This is similar to Round 3 which prioritised infrastructure-based projects such as flood levees, cyclone shelters, warning systems. A list of Round 3 projects funded is available at [Disaster Ready Fund | NEMA](#)).

WALGA is providing early notice to Zones and member Local Governments to consideration of both individual and collaborative project opportunities, and pre-planning ahead of the formal announcement.

The DRF is administered by DFES, in Western Australia. Further information is available at [Disaster Resilience Grants - Department of Fire and Emergency Services](#) and by emailing [DisasterResilienceGrants@dfes.wa.gov.au](mailto:DisasterResilienceGrants@dfes.wa.gov.au).

DRF Round 4 is likely to be released in March 2026, and encourage Local Governments to consider shared or individual disaster risk reduction projects WALGA will advise the sector when the DRF is formally announced.

### **Noted**

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## 9.9. DRAFT RENEWABLE ENERGY PLANNING CODE

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*By Kieran McGovern, WALGA Senior Policy Advisor, Planning*

### **EXECUTIVE SUMMARY**

- WALGA Advocacy Position 6.17 Renewable Energy Facilities calls for changes to the renewable energy State planning framework to ensure it is fit for purpose to guide the ongoing development of the sector.
- The State Government has released a draft Renewable Energy Planning Code and Guidelines with the aim of establishing a consistent assessment framework, clear development standards, and improved certainty around impacts such as noise, landscape, environmental considerations, and safety.
- The Code initially focuses on wind farms but is designed to expand to other renewable technologies, requiring detailed technical reporting and encouraging (but not regulating) community benefit-sharing agreements.
- Proposed regulatory amendments would align local planning schemes with the Code and classify renewable energy projects valued at \$20 million or more as mandatory significant development, shifting decision-making authority to the WAPC.
- WALGA strongly encourages consideration of the draft Code by Zones. Local Governments should make their own submissions on the draft Code by 10 April 2026 and provide feedback to WALGA to inform our submission on behalf of the sector by 27 February 2026. Council endorsed submissions are preferred.

## ATTACHMENT

- [Draft Renewable Energy Planning Code and Guidelines](#)
- [Information Sheet - Proposed Amendments to Local Planning Scheme Regulations](#)
- [Information Sheet - Proposed Amendments to Significant Development Regulations](#)
- [WALGA summary of the draft Renewable Energy Planning Code](#)

## POLICY IMPLICATIONS

WALGA's proposed advocacy approach is consistent with WALGA [Advocacy Positions](#):

- 6.1 Planning Principles and Reform
- 6.4 State Development Applications and Decision Making
- 6.16 Energy Transition Engagement and Community Benefit Framework
- 6.17 Renewable Energy Facilities
- 6.18 Priority Agriculture.

## BACKGROUND

The growth in the number, size, and complexity of renewable energy facilities across Western Australia is expected to continue as energy generation and other traditional industries de-carbonise their facilities and operations. As a result, the placement and management of renewable energy facilities have become contentious issues in local communities across Western Australia.

In September 2024, WALGA's State Council endorsed three advocacy positions to address concerns related to renewable energy. Advocacy Position 6.17 Renewable Energy Facilities noted that the existing Western Australian Planning Commission's (WAPC) Position Statement: Renewable energy facilities was inadequate to address these concerns, leading to inconsistent application and approvals of renewable energy facilities across the State.

The advocacy position calls for the existing Position Statement: Renewable Energy Facilities to be elevated to a State planning policy, to provide the highest level of planning policy control and ensure the state planning framework is fit for purpose to guide the ongoing development of the sector.

On 12 December 2025, the State Government released a draft Renewable Energy Planning Code (the Code) and associated Guidelines for public consultation. The Code has been prepared to provide guidance to industry, Local Government and communities by:

- introducing a consistent development assessment framework for renewable energy infrastructure across Western Australia.
- establishing clear development standards and application requirements.
- addresses potential land use and environmental impacts, such as noise and landscape considerations.

The initial focus of the Code is on wind farms, with flexibility to expand to other renewable energy developments, including solar farms and battery energy storage systems.

The draft Code covers key planning issues such as safety, noise, shadow flicker, landscape and visual impact, natural environment, natural hazards, aviation safety, electromagnetic interference, transport, construction, and decommissioning.

Under the proposed Code, development applications must include detailed technical reports, whilst community benefit-sharing agreements are encouraged, these agreements sit outside of the planning system.

To enable implementation of the Code, regulatory amendments are proposed to the *Planning and Development (Local Planning Schemes) Regulations 2015* to support incorporation of the Code into local planning schemes through Model Provisions, introduce standard land-use definitions that will apply to all local planning schemes and guide assessment of new noise-sensitive development near existing or approved wind farms.

There are also proposed reforms to the *Planning and Development (Significant Development) Regulations 2024*, which will classify renewable energy development applications valued at \$20 million or more as mandatory significant development. These projects will be assessed and determined by the WAPC under the State Significant Development Pathway (under Part 11B of the *Planning and Development Act 2005*), and Local Governments role will be to provide commentary to the development application, but final decision-making authority will rest with the WAPC.

Consultation on the draft Code and Guidelines closes on 10 April 2026.

## **COMMENT**

WALGA's has advocated for changes to the renewable energy State planning framework to ensure orderly and proper planning of renewable energy facilities and therefore welcomes the release of the draft Renewable Energy Planning Code and Guidelines by the State Government for public comment. This draft Code represents a significant step toward establishing a consistent planning framework to guide the ongoing development of renewable energy facilities across WA - providing important clarity and guidance to WA Local Governments.

The proposed amendments to classify renewable energy projects over \$20 million as 'mandatory significant development' that must be determined by WAPC does not align with WALGA's Advocacy Position 6.4 State Development Applications and Decision Making, as it has the potential to erode Local Government decision making powers and community input. WALGA's position is that Part 11B should be abolished, or, if it is retained, the cost threshold should be raised to \$50 million.

WALGA considers it is essential that the requirement for community benefits be mandated. There are several options that should be examined as potential mechanisms to mandate community benefit-sharing agreements, including (but not limited to) amendments to existing planning or energy legislation or new, standalone legislation.

There is also a lack of guidance regarding appropriate land uses in particular zones, specifically protecting rural land for agricultural purposes, instead stating that wind farms are generally compatible with agricultural land uses. WALGA's position is that regulatory amendments are required to create a model zone through the *Planning and Development (Local Planning Schemes) Regulations 2015* for land identified as high quality agricultural land (noting most of this land is located in the South West region) known as the 'Priority Agriculture'.

WALGA held two online information sessions on the Code alongside the Department of Planning, Lands and Heritage on 5 and 9 February 2026 for Local Government officers and Elected Members respectively.

WALGA will prepare a submission to the State on behalf of the sector to ensure the draft Code delivers positive outcomes for Member Local Governments, communities and industry.

WALGA strongly encourages consideration of the draft Code by Zones. Local Governments should make their own submissions on the draft Code by 10 April 2026 and provide feedback to WALGA to inform our submission on behalf of the sector by 27 February 2026. Council endorsed submissions are preferred.

WALGA's submission will be provided to State Council by Flying Agenda to meet the submission deadline.

## **Noted**

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### **9.10. WESTERN POWER POLE TOP FIRES AND NETWORK RESPONSE**

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*By Alan Leeson, Chief Executive Officer, Shire of Kulin*

#### **BACKGROUND**

Over the past 36 hours, the Shire of Kulin has experienced multiple pole top fires across its district. Reports indicate that similar incidents have occurred in neighbouring Wheatbelt Shires within the Central Country Zone.

These ignition events have occurred concurrently with the recent tropical low weather system (ex-Tropical Cyclone Mitchell), which brought elevated humidity, intermittent rainfall and unstable atmospheric conditions across the region.

Western Power's recent public statements have outlined a mitigation program across the Midwest and Wheatbelt, including treatment and replacement of insulators to reduce pole top fire risk. The clustering of pole top fires during this regional weather event raises serious concerns regarding network resilience.

It is also noted that a number of the affected poles and associated infrastructure within the Shire of Kulin are recently installed, suggesting that the issue cannot simply be attributed to ageing infrastructure.

#### **ISSUES**

The recent spate of pole top fires highlights significant concerns regarding mitigation effectiveness, network resilience, emergency response protocols and volunteer safety.

Local volunteer bush fire brigades have responded to and extinguished each of the pole top fires. There has been no observable Western Power fire suppression presence. This reliance on volunteer emergency response resources for electricity network related ignitions is concerning and not sustainable.

Of critical importance are delays in Western Power isolating downed or compromised power lines. These delays place volunteer bush fire brigade members at significant risk.

In practical operational terms, volunteers are often unable to access and suppress fires where live power lines remain active. Brigades are required to hold position, sometimes for extended periods, until confirmation is received that lines have been isolated. During this time, fires may continue to burn unchecked.

This creates an unsafe working environment and introduces unacceptable risk exposure. Volunteer responders should not be placed in a position where they are operating adjacent to potentially live electrical infrastructure.

There has also been no proactive communication acknowledging the cluster of incidents or advising local governments of heightened risk conditions.

## **DISCUSSION**

The concurrence of pole top fire ignitions during the ex-TC Mitchell weather event effectively acted as a real-time stress test of network performance in the Wheatbelt.

The outcome raises legitimate regional questions regarding mitigation effectiveness, preparedness, timeliness of line isolation, and coordination with local governments and volunteer brigades.

Given the significant bushfire risk profile of the Wheatbelt, this issue extends beyond infrastructure reliability and directly into community safety and volunteer protection.

## **SECRETARIAT COMMENT**

The impact of pole top fires on power reliability and bushfire risk continues to be addressed in advocacy with Western Power and the Economic Regulation Authority.

WALGA State Council recently endorsed a submission to the Economic Regulation Authority concerning the Framework and Approach for Western Power Access Arrangement 6. This includes a request that the Economic Regulation Authority require the next Access Arrangement include power reliability performance measurement reporting and incentives / penalties at a regional or sub-regional level. This recognises that without a regional approach, areas with very poor power reliability will not receive adequate attention, as their impact on statewide reliability is relatively small. The submission also encourages consideration of additional reference services that support distributed, smaller-scale electricity generation across regional areas to allow for a more resilient network and reduce outage times.

In relation to pole top fires, the submission specifically requests that the Access Arrangement provides Local Government with an understanding of which poles are most at-risk for pole top fires, as this will support efforts to mitigate fire risk in bushfire-prone areas. A risk-modelling approach would also be welcome to support silicone treatments/protective insulator treatment and accelerated asset renewal of at-risk poles, while reporting on pole-top fire frequency and outcomes in an annual report would also be helpful.

This continues advocacy by the Association in 2022, where the WALGA submission to the Economic Regulation Authority for Access Arrangement 5 included:

“Silicone treatments are currently used to reduce the incidents of pole top fires. In the draft Access Arrangement, Western Power proposes to reduce the volume of silicone treatments and incur increased costs in total, due to a change in policy or regulation that requires these treatments be applied only to de-energised lines. Local Governments in peri-urban and regional areas have raised concerns about an increase in pole-top fires. The submission requests that the ERA seek from Western Power alternative approaches to efficiently mitigate the risk of pole top fires, rather than accept the increased risk.”

In response, detailed analysis of cost effective measures to mitigate the risks of pole top fires undertaken by Western Power and consultants engaged by the Economic Regulation Authority are set out in [Western Power's Revised AA5 Proposal](#) pages 77 – 82.

Pole top fires continue to be an important cause of power failures and risks to the community, including in the metropolitan area as was clearly demonstrated in January and March 2025 when tens of thousands of households and business were without power for an extended period as a result of over 50 concurrent pole top fires in the metropolitan area alone on each occasion.

If supported, the proposed Zone resolution will be strengthen on-going advocacy with Western Power, the Minister for Energy and the Economic Regulation Authority. It also adds specific advocacy in relation to response times for Western Power crews and communications between Western Power and Local Governments that are not included in the current advocacy scope.

## RESOLUTION

**Moved:** President Cr Grant Robbins  
**Seconded:** Cr Robbie Bowley

**That the Central Country Zone:**

- 1. Recognises the recent spate of pole top fires during the ex-Tropical Cyclone Mitchell weather event as a serious regional and State-wide rural safety concern.**
- 2. Notes that while this matter has been raised by the Central Country Zone, the issues identified are not confined to Zone Local Governments and are likely to affect rural and regional communities across Western Australia.**
- 3. Requests WALGA to assume a State-wide advocacy role on behalf of rural and regional local governments in relation to:**
  - a. Pole top fire mitigation effectiveness in high-risk agricultural environments;**
  - b. Network performance;**
  - c. Timely isolation of downed or compromised power lines during emergency incidents;**
  - d. Protection of volunteer bush fire brigade members operating near live electrical infrastructure; and**
  - e. Improved transparency, reporting and communication protocols between Western Power and local governments.**
- 4. Requests WALGA to formally engage with Western Power and the Minister for Energy seeking systemic review, strengthened operational response protocols and enhanced safety protections for volunteer emergency responders across rural and regional Western Australia.**
- 5. Requests that WALGA report back to Member Local Governments on advocacy actions undertaken and outcomes achieved.**

**CARRIED**

## 10. ZONE REPORTS

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### 10.1. ZONE CHAIR REPORT

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*Cr Des Hickey, Zone Chair*

Cr Hickey did not have any updates to provide.

**Noted**

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## 10.2. WALGA ROADWISE REPORT

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*Mr Rodney Thornton, WALGA Regional Road Safety Advisor*

Rodney provided a verbal update to the Zone.

**Noted**

## 11. WALGA EXECUTIVE REPORTS

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### 11.1. WALGA PRESIDENT'S REPORT

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A copy of the WALGA President's Report was attached to the Agenda.

*WALGA Deputy President Cr Paul Kelly presented this report earlier in the meeting.*

**Noted**

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### 11.2. STATE COUNCILLOR REPORT

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*Cr Phillip Blight, Central Country Zone State Council representative*

#### **8.2 2026 Salaries and Allowances Tribunal Remuneration Inquiry For Local Government Chief Executive Officers and Elected Members**

Several variations were included in the composite recommendation and then additional amendments carried.

**That State Council endorse the submission to the 2026 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members, with the following additions:**

- 1. A new recommendation that the Regional/Isolation Allowance be reviewed in full, noting that the application of the Allowance is unequal and inconsistent.**
- 2. A new recommendation that an appropriate fee be set for the deputy to the presiding member of Audit, Risk and Improvement Committees to attend meetings.**
- 3. A new recommendation that the travel costs incurred while driving a privately owned or leased vehicle be calculated at the same rate contained in the Public Service Award 1992 to bring it in parity with the public sector.**
- 4. The percentage values in recommendations 1 and 2 of the submission be amended from 3% to 4%.**
- 5. Include a work-value argument regarding Elected Member remuneration to strengthen the case for an increase to Elected Member fees and allowances and to refer the request to reclassify Elected Members as not volunteers to the relevant Policy Team.**

**RESOLUTION 073.5/2025 CARRIED**

#### **8.3 Tourism Advocacy Position Update**

Proposed amendments by the Central Country Zone were believed to be covered within the policy.

**That State Council replace Advocacy Position 3.9 Tourism with an updated position as follows:**

**WALGA calls on the State Government to:**

1. **Fund the implementation of the WA Visitor Economy Strategy and the supporting Tourism Destination Management Plans and Regional Tourism Development Strategies, including for:**
2. **maintenance and renewal of Local Government assets and services that underpin a positive visitor experience**
3. **new and existing tourism infrastructure**
4. **improving telecommunications infrastructure**
5. **measures to reduce the cost and improve the scheduling and routes of regional air services**
6. **accredited Visitor Centres.**
7. **Ensure that tourism destinations with a significant seasonal visitor influx have adequate medical and emergency services and reliable telecommunications.**
8. **Articulate a clear tourism governance framework with defined roles and responsibilities to facilitate coordination and collaboration of tourism activities across the State.**
9. **Adequately consult and consider Local Government when undertaking strategic tourism planning across Western Australia.**
10. **Provide improved access to affordable, timely and granular data that delivers LGA-level insights on visitation, spend and event impacts.**

**RESOLUTION 074.5/2025 CARRIED**

### **Rural and Remote Healthcare Advocacy**

Following State Council's endorsement of the Rural and Remote Healthcare Services advocacy position at the September meeting, a survey has been completed to provide 2024-25 data on sector support for General Practice (GP) services amongst regional Local Governments. 74 responses (69%) from regional Local Governments were received. Key findings include:

- over half of respondents (56%) are supporting GP services in FY 2024-25, Local Governments provided over \$9 million (net) reported in support for GP services. A \$3.3 million increase in 3 years.

### **Statutory Review of the Work Health and Safety Act 2020**

- WorkSafe invited submissions on the Statutory Review of the Work Health and Safety Act 2020 (WHS Act). This review is critically important to the Local Government sector, particularly in light of the application of the WHS Act to volunteers and Council Members. Since the introduction of the WHS Act, Local Governments have become Persons Conducting a Business or Undertaking (PCBU) for approximately 18,000 Bush Fire Brigade volunteers across Western Australia. This presents significant challenges, given the inherently high-risk nature of the role and the complexities involved in meeting WHS obligations effectively. In addition, complexities have arisen for Local Governments in understanding the rights and responsibilities of Council Members as 'other persons' under the WHS Act.
- WALGA was granted an extension for its submission until 12 December 2025. The draft submission was provided to State Council for consideration by Flying Minute. All Local Governments were requested to provide their feedback to WALGA via [em@walga.asu.au](mailto:em@walga.asu.au) (cc. [governance@walga.asn.au](mailto:governance@walga.asn.au)) by Monday 17 November, and to consider providing feedback directly to WorkSafe by 28 November 2025. Further information, including the discussion paper and submission guidelines, is available [here](#).

### **Noted**

## COMPLETE ZONE STATUS REPORT February 2026

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Central C	20 June 2025 Zone Agenda Item 9.4 Concerns Regarding the Delays in Electrical Connections by Western Power – Impact on Regional Development in Brookton	That the Central Country Zone request State Council to: <ol style="list-style-type: none"> <li>1. Engage with Western Power to review and improve timelines for electrical connections, particularly in regional areas;</li> <li>2. Prioritise connections for essential infrastructure, residential housing, and commercial investment projects; and</li> <li>3. Consider additional resourcing or regional service delivery strategies to ensure timely support for regional development.</li> </ol>	<p>WALGA CEO and senior officers again met with senior Western Power staff in October to follow up resource and process changes made to improve timelines for electrical connections.</p> <p>Focus is aligned to Government priorities; housing, health, essential services, schools and childcare infrastructure (telecommunications, Black Spot / roads).</p> <p>There is not a separate process for regional projects. The major delays are in design rather than construction, but this may change as the design bottlenecks are removed.</p> <p>Additional design consultants have been engaged by Western Power.</p> <p>Large land developers have seen improvements in service delivery, by arranging more of the design and conformance review work themselves. The trial enabling Local Governments to directly contract design and construct streetlights has achieved relatively low uptake to date.</p> <p>The next working group meeting with Western Power is scheduled for 9 February 2026.</p> <p>WALGA is preparing a submission to the Economic Regulation Authority on the Framework and Approach to AA6, which will propose that at least some of these services that are only able to be delivered by Western Power be included within the scope of the Western Power Access Arrangement which regulates the services offered and prices charged.</p>	February 2026	Ian Duncan Executive Manager Infrastructure <a href="mailto:iduncan@walga.asn.au">iduncan@walga.asn.au</a> 9213 2031
Central C	14 February 2025 Zone Agenda Item 9.1.3 Support for Public Ownership of	That the Central Country Zone request WALGA to: <ol style="list-style-type: none"> <li>1. Supports State Government efforts to ensure the on-going sustainability and growth of freight rail in Western Australia;</li> <li>2. Seeks a commitment from the in-coming State Government to:</li> </ol>	The Infrastructure Policy Team supported including the proposed advocacy position in a new or consolidated policy statement in relation to freight rail following consultation with Local Governments and other stakeholders to	August 2025	Ian Duncan Executive Manager Infrastructure

	<b>WA Freight Rail Network</b>	<p>a. focus on ensuring a competitive freight rail network and services reduce freight on roads; providing road safety, environmental benefits; and</p> <p>b. work with Local Governments and other stakeholders to maximise the local economic growth opportunities provided through effective management of the rail network and corridors.</p>	better define the social, economic and environmental benefits sought from a publicly controlled freight rail network.		<b>iduncan@walg a.asn.au</b> 9213 2031
<b>Central C</b>	22 August 2025 Zone Agenda Item <b>9.3 To Rationalise the Audit Function for Local Government in WA</b>	That the Zone request WALGA to advocate for the choice of an auditor of Local Governments in Western Australia be opened to individuals who are Registered Company Auditors with the Australian Securities and Investments Commission (ASIC) as well as the Office of Auditor General OAG).	<p>This item will be referred to the Governance Policy Team for consideration.</p> <p>The Zone will be informed of the outcome.</p>	<b>November 2025</b>	<b>Kirsty Martin, Executive Manager, Member Services</b> 9213 2051 kmartin@walg a.asn.au
<b>Central C</b>	22 August 2025 Zone Agenda Item <b>9.2 To Address Anomalies Arising from Changes to the Audit Function of Local Government in WA</b>	That the Central Country Zone request WALGA to support a representation to the State Government to remove the Office of Auditor General (OAG) as the sole auditor of Local Government in Western Australia.	<p>This item will be referred to the Governance Policy Team for consideration.</p> <p>The Zone will be informed of the outcome.</p>	<b>November 2025</b>	<b>Kirsty Martin, Executive Manager, Member Services</b> 9213 2051 kmartin@walg a.asn.au
<b>Central C</b>	19 November 2021 Zone Agenda Item <b>12.1 Sector ICT solution</b>	That the Zone request WALGA to research providers and the viability of an in-house IT system.	<p>WALGA developed template documents for the procurement of ERP services. These resources are available to download through Vendorpanel (Preferred Supplier Program).</p> <p>COMPLETED</p>	<b>February 2026</b>	<b>Kirsty Martin, Executive Manager, Member Services</b> 9213 2051 kmartin@walg a.asn.au
<b>Central C</b>	3 December State Council Agenda Item <b>8.3 Tourism Advocacy Position Update</b>	That the Central Country Zone supports the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided above with the inclusion of a new point 1(f) "regional travel directions and destinations".	<p><b>SECRETARIAT COMMENT</b></p> <p>Signage, wayfinding and directions are important considerations for tourists. In order to keep the advocacy position brief and simplified, it is considered that this is adequately captured in the first two parts of the first section of this position, namely:</p> <p>a) <i>maintenance and renewal of Local Government assets and services that underpin a positive visitor experience</i></p> <p>b) <i>new and existing tourism infrastructure</i></p>	<b>February 2026</b>	<b>Nicole Matthews Executive Manager Policy</b> nmatthews@w alga.asn.au 9213 2039

			<p><b>State Council Resolution</b></p> <p>That State Council replace Advocacy Position 3.9 Tourism with an updated position as follows:</p> <p>WALGA calls on the State Government to:</p> <ol style="list-style-type: none"> <li>1. Fund the implementation of the WA Visitor Economy Strategy and the supporting Tourism Destination Management Plans and Regional Tourism Development Strategies, including for: <ol style="list-style-type: none"> <li>a. maintenance and renewal of Local Government assets and services that underpin a positive visitor experience</li> <li>b. new and existing tourism infrastructure</li> <li>c. improving telecommunications infrastructure</li> <li>d. measures to reduce the cost and improve the scheduling and routes of regional air services</li> <li>e. accredited Visitor Centres.</li> </ol> </li> <li>2. Ensure that tourism destinations with a significant seasonal visitor influx have adequate medical and emergency services and reliable telecommunications.</li> <li>3. Articulate a clear tourism governance framework with defined roles and responsibilities to facilitate coordination and collaboration of tourism activities across the State.</li> <li>4. Adequately consult and consider Local Government when undertaking strategic tourism planning across Western Australia.</li> <li>5. Provide improved access to affordable, timely and granular data that delivers LGA-level insights on visitation, spend and event impacts.</li> </ol> <p>RESOLUTION 074.5/2025      CARRIED</p>		
<b>Central C</b>	21 November 2025 Zone Agenda Item <b>9.6.1 Cost Shift Compliance Project Update</b>	That the Central Country Zone refer Position 1 in the Zone's Cost Shifting and Compliance Report to State Council for consideration as a WALGA Advocacy Position. That is, to "reinstate the requirement for a Regulatory Impact Assessment for all amendments to legislation and regulation".	At the December State Council meeting, the Zone resolution was referred for consideration and action. An item will be progressed through the relevant Policy Team.	<b>February 2026</b>	<b>Kirsty Martin,</b> Executive Manager, Member Services 9213 2051 kmartin@walg a.asn.au

<p><b>Central C</b></p>	<p>11 April 2025 Zone Agenda Item <b>9.3 Advocacy for Statewide Community Enhancements Fund (CEF) Framework &amp; Renewable Energy Guidelines</b></p>	<p>That the Central Country Zone of WALGA:</p> <ol style="list-style-type: none"> <li>1. Supports the Shire of Narrogin's Community Enhancements Fund (CEF) Policy as a best-practice model for equitable benefit-sharing from large-scale renewable energy projects;</li> <li>2. Requests WALGA State Council to advocate to the State Government for the development of a Statewide Community Enhancements Fund Framework, consistent with the key principles of the Shire of Narrogin's CEF Policy, including: <ul style="list-style-type: none"> <li>○ A minimum indexed contribution from renewable energy proponents based on installed capacity;</li> <li>○ Local Government management of restricted cash reserves for community benefit;</li> <li>○ A dedicated component for Indigenous Nations Funds (recommended 10%);</li> <li>○ Alignment with Local Government strategic planning;</li> <li>○ Transparent governance, community engagement, and annual reporting.</li> </ul> </li> <li>3. Further requests WALGA to advocate for the adoption of a broader Renewable Industry Framework for WA as outlined in the Shire of Narrogin's Advocacy Position, including: <ul style="list-style-type: none"> <li>○ Consistent planning standards for renewable energy development (e.g., setbacks, zoning);</li> <li>○ A State-mandated community engagement framework;</li> <li>○ Legacy workforce housing solutions in lieu of short-term TWAs;</li> <li>○ A uniform Payment in Lieu of Rates (PILoR) model for wind, solar and BESS facilities;</li> <li>○ Empowerment of Local Governments to manage benefit-sharing and rating mechanisms.</li> </ul> </li> </ol>	<p>In August, the State Government released a draft Community Benefits Guideline Consultation Paper.</p> <p>WALGA has prepared a submission on the Guideline on behalf of the Sector. 48 Local Governments provided feedback to this submission, including a joint submission on the Consultation Paper from 36 regional Local Governments. Relevant feedback from Local Governments was incorporated into the draft submission. All Local Governments were also encouraged to provide their own submissions to the State Government.</p> <p>The submission broadly supports many aspects of the State's draft Guideline, but recommends a specific focus on, or changes to, several aspects. This includes:</p> <ul style="list-style-type: none"> <li>● The need for the requirement for community benefits to be mandated.</li> <li>● Changes to the contribution rate, from the proposed range to a single, indexed figure floor for wind, solar and battery storage projects.</li> <li>● That benefit sharing arrangements should commence during the construction phase of projects.</li> <li>● Further clarity on the role of rates versus community benefits and that these be viewed separately.</li> <li>● That Local Government should determine the appropriate governance mechanisms.</li> <li>● Clearer guidance on when developers should engage with neighbouring Local Governments.</li> <li>● The need for a statewide strategy to guide the rollout of the energy transition.</li> <li>● The need for State Government to lead and coordinate regional cumulative impact assessments for large scale renewable projects, in consultation with proponents and Local Governments.</li> <li>● Clarity on when the Guideline should apply to existing projects.</li> </ul> <p>Powering WA has not yet provided a response to the feedback received on the Community Benefits Guideline Consultation Paper</p> <p>On 12 December 2025, the State Government released a draft Renewable Energy Planning Code (the Code) and associated Guidelines for public consultation. WALGA held two online information sessions on the Code alongside the Department of Planning, Lands and Heritage on 5 and 9 February for Local Government officers and Elected Members respectively. WALGA is preparing a submission on the draft Codes that will be considered by State Council via flying minute. Comments on the draft Codes are due to DPLH the 10 April 2026.</p>	<p><b>February 2026</b></p>	<p><b>Nicole Matthews</b>  <b>Executive Manager Policy</b>  nmatthews@walga.asn.au  9213 2039</p>
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<b>Central C</b>	5 March 2025 State Council Agenda Item <b>8.1 Climate Change Advocacy Position</b>	That State Council replace the 2018 Climate Change Policy Statement Advocacy Position 4.1 Climate Change with the following advocacy position:  WALGA calls on the Australian and Western Australian Governments to: <ol style="list-style-type: none"> <li>1. provide the necessary climate leadership, coordination, and action to deliver a climate change response that improves and maintains the quality of life for all Western Australians for generations to come.</li> <li>2. provides funding and resources and support to Local Government to enable local communities to respond to the effects of climate change</li> </ol>	WALGA has been working on an updated Draft Advocacy Position for consideration by Local Government. The Draft Advocacy Position, and accompanying Background Paper, will be released for a 12-week period to provide feedback.  COMPLETE	<b>February 2026</b>	<b>Nicole Matthews</b> Executive Manager Policy nmatthews@w alga.asn.au 9213 2039
<b>Central C</b>	26 August 2023 Zone Agenda Item <b>9.2 Water Corporation – Non-Standard Water Services</b>	That the Central Country Zone: <ol style="list-style-type: none"> <li>1. Rejects Water Corporation attempts to classify regional sites as a 'Non-Standard Water Service' (unless specific agreement is reached with a Local Government Authority);</li> <li>2. Formally writes to Water Corporation and the Minister for Water confirming this position;</li> <li>3. Requests that WALGA supports the position of the Central Country Zone and rejects the Water Corporation's attempts to classify regional sites as a 'Non-Standard Water Service'; and</li> <li>4. Requests WALGA to engage with the Minister for Water to retain the current services, unless specific agreement is reached with a Local Government Authority.</li> </ol>	WALGA is currently consulting to develop a Water Management Advocacy Position. The concerns raised by the Central Country Zone have been included in the Paper.  A Zone Item for Noting on the Water Management Discussion Paper will be provided to the February Zone meetings.  WALGA has extended the deadline for the Discussion Paper to 12 March 2026 to ensure all Zones and Local Governments have the opportunity to provide input.	<b>February 2026</b>	<b>Nicole Matthews</b> Executive Manager Policy nmatthews@w alga.asn.au 9213 2039
<b>Central C</b>	3 December 2025 State Council Agenda Item <b>8.2 2026 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members</b>	That the Central Country Zone supports the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided above <u>with the inclusion of an extra recommendation that the Regional/Isolation Allowance be fully reviewed.</u>	SECRETARIAT COMMENT  The submission highlights that the availability and amount of the Regional/Isolation Allowance is an issue of high importance for WALGA's Members, and reiterates WALGA's previous calls for greater transparency regarding the methodology of application for the Allowance. In the 2025 Determination, SAT resolved to conduct a comprehensive survey of all WA Local Governments, the results of which would go towards reviewing the Allowance to ensure that it is fit for purpose and achieving the desired outcome. The survey was conducted earlier this year, and the results will inform any changes to the Allowance in the 2026 Determination. In anticipation of this, a new recommendation, reiterating WALGA's previous requests for a full review of the Allowance, can be added to the submission.  <b>State Council Resolution</b>	<b>February 2026</b>	<b>Rachel Horton,</b> Executive Manager Advocacy rhorton@walg a.asn.au 9213 2038

			<p>That State Council endorse the submission to the 2026 Salaries and Allowances Tribunal Remuneration Inquiry for Local Government Chief Executive Officers and Elected Members, with the following additions:</p> <ol style="list-style-type: none"> <li>1. A new recommendation that the Regional/Isolation Allowance be reviewed in full, noting that the application of the Allowance is inequal and inconsistent.</li> <li>2. A new recommendation that an appropriate fee be set for the deputy to the presiding member of Audit, Risk and Improvement Committees to attend meetings.</li> <li>3. A new recommendation that the travel costs incurred while driving a privately owned or leased vehicle be calculated at the same rate contained in the <i>Public Service Award 1992</i> to bring it in parity with the public sector.</li> <li>4. The percentage values in recommendations 1 and 2 of the submission be amended from 3% to 4%.</li> <li>5. Include a work-value argument regarding Elected Member remuneration to strengthen the case for an increase to Elected Member fees and allowances and to refer the request to reclassify Elected Members as not volunteers to the relevant Policy Team.</li> </ol> <p>RESOLUTION 073.5/2025</p> <p style="text-align: right;">CARRIED</p>		
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## 12. WALGA STATE COUNCIL AGENDA

Zone Delegates are invited to read and consider the WALGA State Council Agenda, which was provided as an attachment to the Agenda and can be found via the link [here](#).

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting. The Zone comment will then be presented to the State Council for consideration at their meeting.

The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

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### 12.1. MATTERS FOR DECISION

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#### 12.1.1. AVIATION ADVOCACY POSITIONS

*By Negar Nili, Policy Officer Transport and Roads*

##### **EXECUTIVE SUMMARY**

- Two new Advocacy Positions are proposed to strengthen WALGA's aviation advocacy framework and to inform WALGA's response to future inquiries and/or consultation relating to aviation.
- The aim of the new positions is to provide clearer and more contemporary guidance on:
  - the sustainability and ongoing viability of Local Government-owned regional airports; and
  - the affordability, reliability and accessibility of regional and remote air services for Western Australian communities.
- The proposed positions will assist WALGA to advocate more effectively on behalf of its Members by:
  - clearly articulating the essential service role of aviation in regional, rural and remote Western Australia;
  - strengthening WALGA's capacity to engage with State and Commonwealth governments on aviation policy and funding; and
  - supporting Local Governments facing regulatory, financial and service-delivery challenges associated with regional aviation.
- The development of the proposed Advocacy Positions has been informed by engagement with a sample of Local Governments, which highlighted shared concerns regarding high regional airfares, service reliability, capacity constraints and the role of aviation in supporting health access, emergency response and regional economic development.
- WALGA currently has two existing aviation Advocacy Positions; however, feedback from Local Governments clarified that the inclusion of additional, targeted policy positions is essential to better reflect contemporary challenges and to strengthen support for Councils.
- The proposed positions build on existing WALGA policy and provide a stronger basis for:
  - sector advocacy;
  - engagement with State Council and Zones to seek feedback; and
  - informing WALGA's potential submission to the Productivity Commission Inquiry into Regional Airfares.

## POLICY IMPLICATIONS

The current [WALGA Advocacy Positions](#) relating to Aviation are positions 5.9 Aviation and 5.9.1 Airfare Pricing in Regional Western Australia. The proposed new positions would be in addition to these existing positions.

### 5.9 Aviation

**Position Statement** *The Local Government sector supports the Department of Transport's State Aviation Strategy 2020, with more focus required on non-RPT airports to ensure it is representative of all of WA, more focus on general aviation development across WA and noting that the preferred ownership and governance of Local Governments is Council Controlled Organisations. The Local Government sector advocates for a clear position on the economic benefit of airports in regional areas to be included in the future state wide Airports State Planning Policy.*

#### 5.9.1. Airfare Pricing in Regional Western Australia

**Position Statement** *The Local Government sector supports:*

- 1. An evidence-based assessment commissioned by the State Government to determine the degree to which market structure and other factors influence the cost of providing air services on each route, the pricing structure offered and the actual prices paid.*
- 2. The State Government providing oversight of airfares ensuring transparency, encouraging partnerships between Local Governments and airline carriers to grow the market and the provision of subsidies in some situations.*

## BACKGROUND

Aviation plays a critical role in Western Australia, particularly for regional, rural, and remote communities, by providing essential connectivity for access to healthcare, education, employment, and social engagement. Reliable and affordable air services are also vital to regional economic development, workforce mobility, and community resilience, especially where alternative transport options are limited.

WALGA's advocacy on aviation is underpinned by its existing policy framework, which emphasises the need for safe, reliable, and cost-effective air services across regional and remote Western Australia. These policies highlight the critical role of aviation in enabling regional connectivity, supporting service delivery, and contributing to economic development, while recognising the operational and regulatory responsibilities faced by Local Government-managed airports.

WALGA has also contributed to State-level policy development including the State Aviation Strategy 2020. This strategy supports key initiatives including regulating certain routes to support a sustainable service, the Regional Airfare Zone Cap, Regional Airports Development Scheme and regulation of closed charters in some situations. It is anticipated that the Department of Transport and Major Infrastructure will review and refresh the State Aviation Strategy in 2026-27.

At the national level, WALGA engaged in consultation processes leading to the Green and White Papers on Regional Transport and Aviation, representing Local Government perspectives and regional needs.

Two recently initiated inquiries – the Productivity Commission Inquiry into the determinants of regional airfares and the Senate (Rural and Regional Affairs and Transport References Committee) Inquiry into the State of Australia's Aviation Sector and its ability to deliver reliable and affordable services to rural, regional and remote communities – provide important opportunities to review and improve policies supporting regional aviation. Both inquiries have overlapping focus areas, including affordability, government intervention, and impacts on regional communities.

To inform its responses to both inquiries, WALGA has engaged with a sample of Local Governments to understand their experiences, challenges, and priorities for regional air services. This engagement has clarified the needs of Local Governments and communities, forming the basis for developing two proposed new Advocacy Positions to support Members and advocate for improved connectivity, affordability, and service sustainability across regional Western Australia.

## **NEW ADVOCACY POSITIONS**

### **Regional Airports**

**Position Statement** *WALGA supports the sustainable operation of Local Government owned regional airports and advocates for proportionate regulatory frameworks, targeted funding, and operational guidance to ensure safe, efficient, and resilient airport infrastructure and services.*

**Background** Regional airports are vital for connectivity, economic development, tourism, health access, and emergency response in Western Australia. Local Governments operating regional airports face increasing regulatory and operational pressures, including aviation security requirements, compliance obligations, ageing infrastructure, and limited staffing capacity. Many Council-owned airports cover day-to-day operating costs but lack sufficient capital to fund major infrastructure renewal or security upgrades. Airports that support both community access and FIFO activity can face additional funding constraints despite their ongoing role in servicing regional communities. These challenges highlight the need for regulatory settings and funding arrangements that reflect airport scale, risk profile, and regional operating conditions.

### **Regional and Remote Air Services**

**Position Statement** *WALGA advocates for reliable, affordable, and equitable regional air services, calling for greater oversight of airline pricing practices, including transparent fare structures and equitable access to discounted and lower-cost fares, to mitigate the impacts of limited competition and dynamic pricing on regional residents, businesses, and essential travel. WALGA also promotes the continued viability of essential routes and recognises regional*

*aviation as an essential service supporting community access, workforce mobility, and regional economic development.*

## Background

Regional communities rely on air services for essential travel, including access to health care, employment, education, and family connections, particularly where alternative transport options are limited. High airfares, limited availability of lower-cost seats, and opaque pricing structures reduce affordability for residents and businesses, even in markets with more than one airline. Regional air services are also vulnerable to sudden service reductions or route withdrawals, which can isolate communities and disrupt economic and social activity. These challenges underscore the importance of policy settings that support affordability, service continuity, and equitable access.

## COMMENT

Engagement with a sample of Local Governments operating airports with Regular Passenger Transport (RPT) services highlighted operational, financial, and service delivery issues affecting both Council-owned airports and regional air services.

Key matters raised by Councils include:

- Airline pricing and equitable access: Complex, opaque, and highly variable fare structures; limited availability of lower-cost seats; competition does not always deliver affordable or equitable outcomes.
- Aviation security requirements: Standards designed for larger airports impose significant operational and financial burdens, with outdated equipment, regulatory ambiguities, and high upgrade costs creating compliance challenges.
- Funding and resource constraints: Many Councils operate airports with limited staff and capital; while day-to-day operating costs may be covered, major infrastructure renewal or expansion and security upgrades are often unfunded.
- Service continuity and reliability: Regional air services are fragile, with sudden route reductions or withdrawals impacting essential travel, community connectivity, and local economies.
- Coordination across governments and industry: Fragmented policy, regulatory, and funding arrangements limit Local Governments' ability to respond quickly to changes, highlighting the need for improved collaboration.
- Regional aviation as an essential service: Airports and air services underpin health access, emergency response, tourism, economic development, and social cohesion, demonstrating their broader value beyond transport alone.

Based on these issues and priorities identified through Local Government engagement, WALGA has developed the two proposed Advocacy Positions above on aviation – one focusing on regional airports and the other on regional and remote air services – to address the challenges of affordability, accessibility, operational sustainability, and service continuity for regional communities.

## WALGA RECOMMENDATION

That State Council endorse two new Advocacy Positions on Aviation as follows:

1. Regional Airports  
*WALGA supports the sustainable operation of Local Government owned regional airports and advocates for proportionate regulatory frameworks, targeted funding, and operational guidance to ensure safe, efficient, and resilient airport infrastructure and services.*
2. Regional and Remote Air Services  
*WALGA advocates for reliable, affordable, and equitable regional air services, calling for greater oversight of airline pricing practices, including transparent fare structures and equitable access to discounted and lower-cost fares, to mitigate the impacts of limited competition and dynamic pricing on regional residents, businesses, and essential travel. WALGA also promotes the continued viability of essential routes and recognises regional aviation as an essential service supporting community access, workforce mobility, and regional economic development.*

## RESOLUTION

**Moved: President Cr Phillip Blight**

**Seconded: President Leigh Ballard**

**That the Central Country Zone supports the WALGA recommendation for State Council Agenda item 9.1 as contained in the March 2026 State Council Agenda and as provided above.**

**CARRIED**

### 12.1.2. OTHER STATE COUNCIL AGENDA ITEMS

Zone Delegates are invited to raise for discussion, questions or decision any of the items in the State Council Agenda, including the items for noting, Policy Team and Committee Reports or the Key Activity Reports.

## 13. EMERGING ISSUES

*President Cr Dee Ridgway requested that the Central Country Zone write a letter to outgoing WALGA President, Cr Karen Chappel, acknowledging her work and commitment to Local Government throughout her tenure as President for WALGA. The Zone supported this request, and echoed Cr Ridgway's sentiments.*

## 14. NEXT MEETING

The next Executive Committee meeting will be held on Tuesday, 7 April 2026 commencing at 7:30am, via MSTeams.

The next Central Country Zone meeting will be held on Friday, 17 April 2026 commencing at 9:30am. This meeting will be hosted by the Shire of Cuballing.

## 15. CLOSURE

The Chair declared the meeting closed at 1:50pm.

# Wheatbelt Region

## WALGA Zone Meetings February 2026



# Wheatbelt Region

## Snapshot 1 July 2025-1 Feb 2026

- Responded to 307 customer complaints, requests and enquiries
- 8,536 potholes fixed
- 720 signs installed
- Reconstructed 11.6 km of road
- Replaced 1 bridge with another planned
- Refurbished 1 bridge with another 5 planned
- 104.86 km shoulder sealing
- Provided assistance at 98 incidents
- 3,543km line marking (this calender year)

# Capital works

## Major Capital Works Program

Road Name	Project Description	Status
Great Eastern Hwy	Walgoolan to Southern Cross - PACKAGE 8B, Reconstruction and Seal 11km Moorine Rock - Southern Cross.	Public tender Q2 2026 <b>(Subject to Funding)</b> (18 month contract)
Great Eastern Hwy	Coates Gully (STAGE - 2) Realignment including Construct 2 Passing Lanes, Intersections upgrades.	Construction commence Sept 2026 <b>Subject to WP completion of work</b>

## Regional Road Safety Program (Shoulder Sealing) – Tranche 8

Road Name	Project Description	Project Status
Chidlow-York Rd	Shoulder sealing (Asphalt widening) AEL and ACL Horton Rd - Ashworth Rd	Commenced 12 Jan 2026 and scheduled to complete by 30 Mar 2026.
Midlands Rd	Shoulder sealing, AEL and ACL Emu Pde - Scott Rd	Work commenced on 14 Jan 2026, complete by end Apr 2026.
Collie -Lake King Rd	Shoulder sealing and install audible edge line Baxters Rd - Katanning-Dumbleyung Rd.	???
Collie -Lake King Rd	Shoulder asphalt, AEL and ACL Fourteen Mile Rd - Newdegate Townsite.	Due to complete asphalt end of Feb. Line marking in March
York- Merredin Rd	Shoulder sealing, AEL and ACL Halbert Rd - Jacobs Well Rd.	Work scheduled to commence on 19 Feb 2026
York- Merredin Rd	Shoulder sealing Darling Rd & Ingham Rd- Shackleton Bilbarin Rd.	Complete

## **HVSPP - Heavy Vehicle Safety and Productivity Program**

Expansion of the Northam Road Train Assembly Area (RTAA). Due for completion in March 2026

**FVPIP (Freight Vehicles Productivity Improvement Program)**

Road Name	Project Description	Status
Collie -Lake King Rd	Construction of Passing Lane, west bound, 4kms west of Darkan Town site.	Construction commences in March 2026

### Black Spot Program

Road Name	Project Description	Status
Bindoon Moora Rd	Curve widening, install safety barrier and Chevron Alignment Markers (CAMs)	In Planning
York – Merredin Rd	Install safety Barrier – Various locations	In planning
Northam - Toodyay Rd	Install Safety Barrier – Various locations	In Planning

## Bridge Program

### Replacement

- Bridge 3197 on York Williams Road in Beverley with T Roff beam bridge and associated roadworks - COMPLETE
- Bridge 661- Weld Street-Gingin- Tender assessment in progress. Anticipated to be awarded in February and commence from April 2026.

### Refurbish

- Bridge 3195A – Stage 1 on Waterhatch road in Beverley (Wingwall and Pier works). Stage 2 design being finalised and plan tender by April 2026
- Bridge 332 on Northam Cranbrook Road in Cuballing- Substructure repairs complete
- Bridge 729 on Vincent Street in Beverley – Works commenced and anticipated to be completed by April 2026
- Bridge 383 on Brookton Highway in Brookton- Works to commence after 729 in April 2026
- Bridge 737- on Arthur River - Dinninup Rd in West Arthur. Tender closed and assessment in progress

## Pavement Repairs

Road	SLK	Status
Great Eastern Hwy	81	Complete
	132-185	Complete
	72-69	Complete
Northam Pithara Rd	7.18-11.41	Complete
	51.82-88.6	Complete
Great Northern Hwy	106.37-43.15	Complete
Albany Hwy	131.29142.1	Scheduled Feb
	142.57-144.7	
	147.37-141.5	
	184.04-184.48	
	195.76-195.87	
	196.75-200.57	
Collie Lake King Rd	305.83-319.08	Scheduled Feb

## Reseals

Road	SLK	Status
Gorge Rock Rd- Lake Grace Rd	89-101.43	Complete
Narrogin -Kondinin Rd	122.95-136.53	Scheduled Feb
Narrogin – Kondinin Rd	75.6-93.01	Scheduled Feb
Northam – Cranbrook Rd	97.51-99.49	Scheduled Feb
Northam Cranbrook Rd	92.7-97.47	Scheduled Feb
York – Merredin Rd	73.11-78.47	Scheduled March
Goomalling – Merredin Rd	0.00-0.06	Scheduled March
Northam – Pithara Rd	46.16-51.28	Scheduled March
Northam Pitharra Rd	44.52-45.62	Scheduled March
Goomalling – Toodyay Rd	0.72-1.00	Scheduled March
Collie-Lake King Rd	181..73-197.13	Scheduled March

**Thank you**  
**Questions welcome**

# Draft Renewable Energy Planning Code

**For Public Consultation**

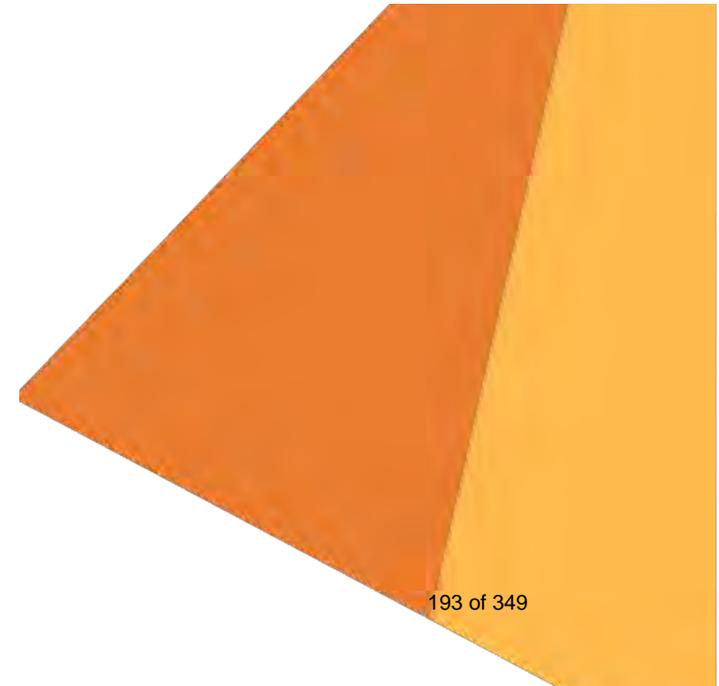
WALGA Central Country Zone Meeting, 13 February 2026



*The Department of Planning, Lands and Heritage acknowledges Aboriginal people as the traditional custodians of Western Australia. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between people, land, waters and community. We acknowledge those who continue to share knowledge, their traditions and culture to support our journey for reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for Aboriginal people.*

# Agenda

1. Purpose
2. Renewable Energy Planning Code
3. Local Planning Scheme Regulation Amendments
4. Significant Development Regulation Amendments
5. Next Steps



# Purpose – Renewable Energy (RE) Planning Framework

1. To provide a **clear and consistent development assessment framework** for energy infrastructure that supports the generation, storage and transmission of renewable energy across Western Australia.
2. To establish **clear development provisions** and **application requirements**.
3. To **improve certainty** in **managing potential** land use, environmental and amenity **impacts**.
4. To promote **meaningful community and stakeholder engagement** through planning process.
5. To provide for **streamlined** and **consistent decision making**.



# Renewable Energy Deliverables

## RE Planning Code & Guidelines

- Sets out objectives and development provisions for energy infrastructure development
- Identifies materials required to accompany development applications

## Amendments to Local Planning Scheme Regulations

- Facilitates RE Planning Code being read into local planning schemes
- Introduces development approval requirements for new noise-sensitive land uses near wind farms
- Introduces standardized energy infrastructure land use definitions

## Amendments to Significant Development Regulations

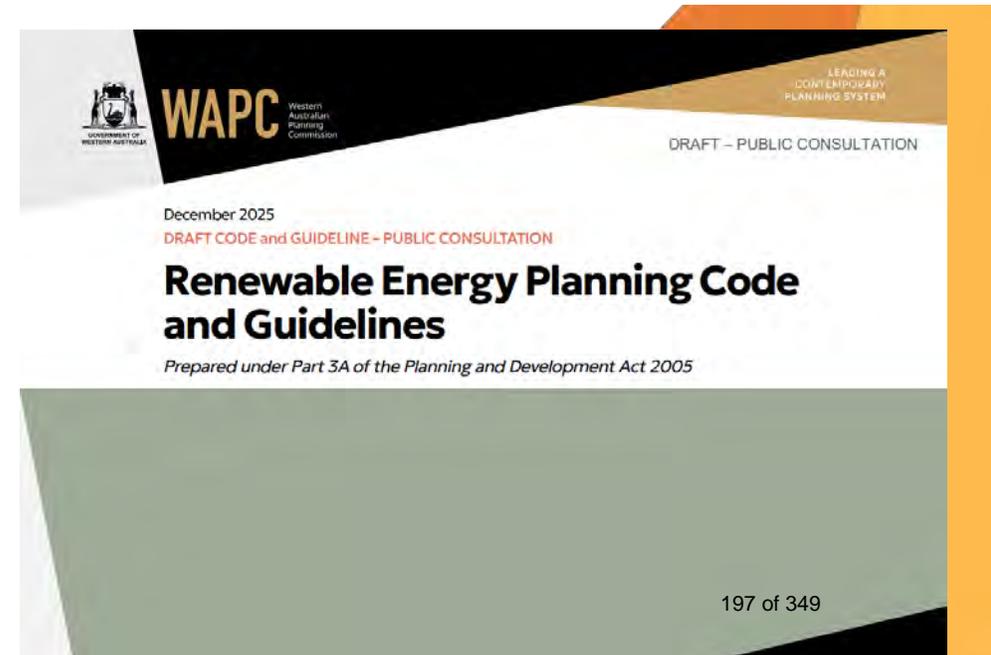
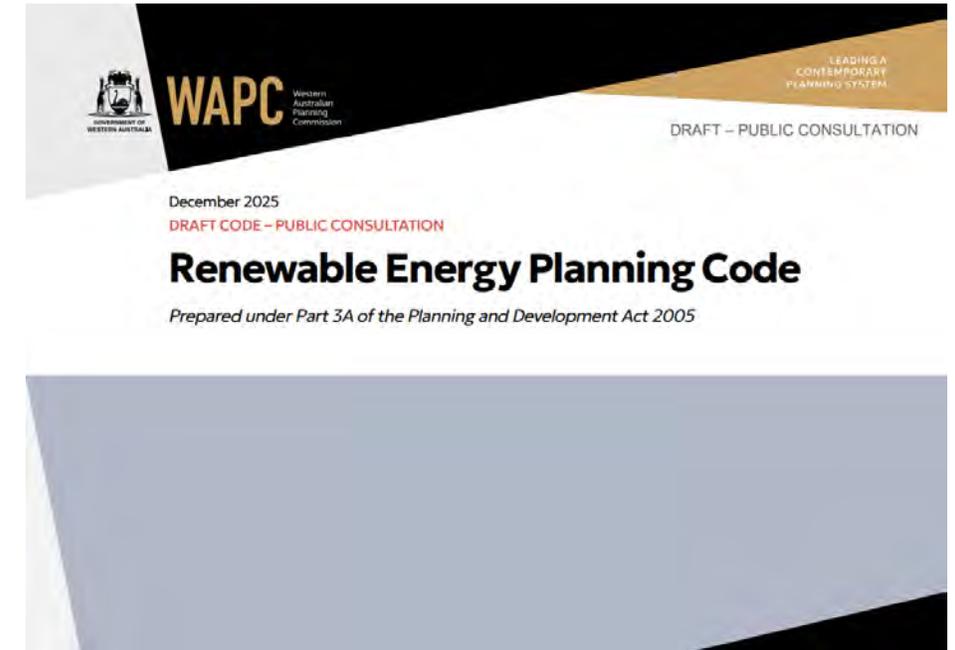
- Introduces mandatory Part 11B application and decision-making pathway for significant renewable energy projects

# Renewable Energy Planning Code



# About the RE Planning Code

1. Purpose is to provide a **clear and consistent development assessment framework** for energy infrastructure across WA.
2. **Initial focus on wind farms**, with flexibility to expand to address other types of renewable energy infrastructure.
3. RE Planning Code has statutory provisions that can be **read into local planning schemes**. Accompanied by supporting Guidelines.
4. RE Planning Code and Guidelines will **replace WAPC Position Statement – Renewable Energy Facilities**



# RE Planning Code Development

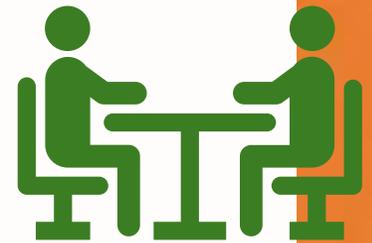
## Jurisdictional Analysis



## Preliminary Stakeholder Engagement



## Cross-Agency Collaboration



# RE Planning Code and Guidelines -Content/Structure

## RE Planning Code and Guidelines – Composite Version

Includes **RE Planning Code – Statutory Provisions**, plus **supporting Guidelines**:

- **Consultation** including **Preliminary Engagement**
- **Wind Farms** – turbine components & key measurements
- **Interrelationship with LPS Regulations** – noise sensitive land uses
- **Material to Accompany DA**– required reports and plans
- **Reports/Plans likely to be required as DA conditions**

**Appendix 3 – Preliminary Engagement**

**Appendix 4 – LVIA Methodology**

**Appendix 5 – Example Single House Development Potential Assessment**

# Part 2 - Wind Farms

## Elements

1. Safety
2. Noise
3. Single House Development Potential
4. Landscape
5. Shadow Flicker
6. Natural Environment
7. Natural Hazards (including Bushfire)
8. Aviation
9. Electromagnetic Interference
10. Transport
11. Construction
12. Decommissioning and Rehabilitation

Each Element includes:

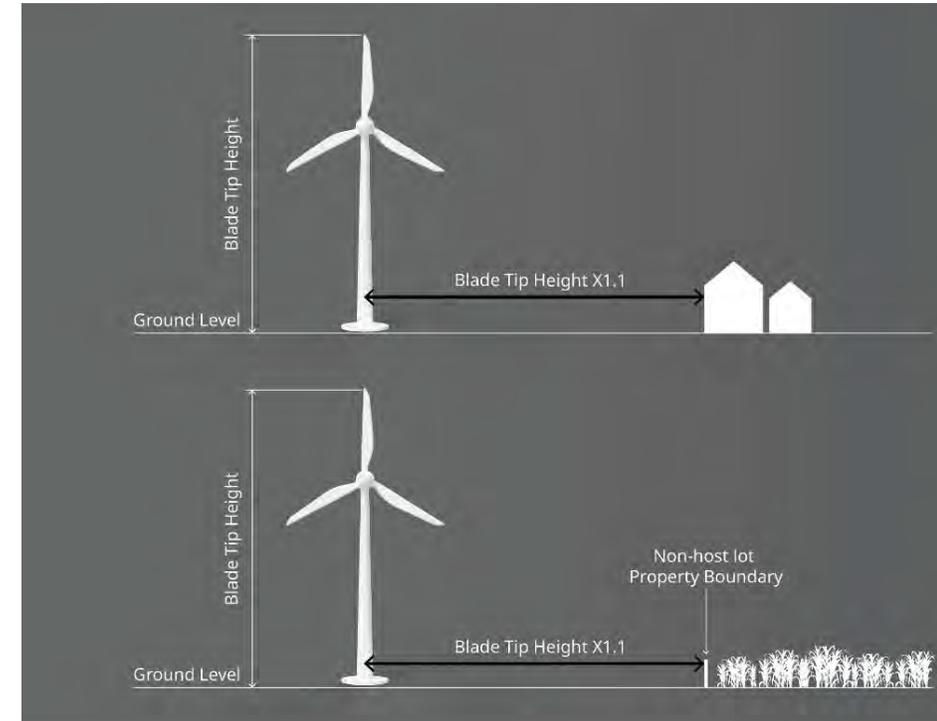
- **Context** – describes and identifies the issue
- **Objective(s)** - clear statement of what the Code aims to achieve for that element
- **Performance Outcome** and/or **Acceptable Outcome** –provisions for meeting the Element

Objective



# Element 1: Safety

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO1.1</b> Wind turbines are sited to minimise the risks to people, property and infrastructure arising from hazards such as blade throw, wind turbine collapse and other safety incidents.</p>	<p><i>Not applicable – Acceptable Outcome applies.</i></p>	<p><b>WF-AO1.1</b> Wind turbines are set back a minimum of 1.1 times blade tip height from non-host lots, reserves (including road reserves), and existing and approved habitable buildings on host lots and non-host lots.</p>
<p><b>WF-EO1.2</b> Wind turbines are designed and constructed to ensure structural integrity and operational safety over their lifecycle.</p>	<p><i>Not applicable – Acceptable Outcome applies.</i></p>	<p><b>WF-AO1.2</b> Wind turbines are designed and constructed in accordance with relevant Australian and international standards.</p>



**Supporting plans and Reports:**

<p>Accompany DA</p>	<p><b>Site plan</b> showing location of turbines to demonstrate setback compliance</p>
<p>Condition of DA</p> <p>Shire of Narrogin</p>	<p><b>Engineering Certification Report</b> pre and post-construction to demonstrate turbines (including foundations) designed &amp; built to meet relevant standards</p>

# Element 2: Noise

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO2.1</b> Wind farms are sited, designed and operated to avoid an unreasonable noise impact on:</p> <ul style="list-style-type: none"> <li>a. any existing or approved noise sensitive land use; and</li> <li>b. areas identified for the future development of noise sensitive land uses.</li> </ul>	<p><b>WF-PO2.1</b> Wind turbines and other associated infrastructure are sited, designed and operated to avoid an <b>unreasonable noise impact</b> on any existing or approved noise sensitive land use located on a host or non-host lot.</p> <p><b>WF-PO2.2</b> Wind turbines and other associated infrastructure are sited to avoid an unreasonable noise impact on areas identified for future urban and rural residential development in WAPC endorsed State and local planning frameworks to ensure these areas can be developed without constraint from wind farm noise impacts.</p>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## Key term:

**Unreasonable noise impact** – means a level of noise impact that exceeds the lowest assigned level permitted for a “Noise sensitive premises: highly sensitive area” in Table 1 of the Environmental Protection (Noise) Regulations 1997.

## Supporting plans and Reports:

Accompany DA	<b>Noise Impact Assessment</b>
Condition of DA	<b>Noise Monitoring Plan</b> <b>Noise Monitoring Report</b> <b>Operational Management Plan</b>

# Element 3: Single House Development Potential

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO3.1</b> Wind farms are sited to ensure non-host lots without an existing or approved single house retain sufficient land outside the wind farm's noise impact area that is suitable for accommodating a future single house.</p>	<p><b>WF-PO3.1</b> A wind farm's noise impact area may extend onto a non-host lot where:</p> <ol style="list-style-type: none"> <li>a. The non-host lot retains a suitable and sufficient area of land outside the noise impact area(s) of the wind farm and any other nearby existing or approved wind farms, for a future single house, which:               <ol style="list-style-type: none"> <li>i. is permissible under the local planning scheme;</li> <li>ii. is not affected by development constraints such as conservation areas or flood-prone land; and</li> <li>iii. can be practically serviced, including with vehicle access and utility services; or</li> </ol> </li> <li>b. The non-host lot forms part of a broader contiguous landholding used for agricultural purposes, where a single house already exists on another lot within the same holding, and the non-host lot is not intended or required to accommodate a separate single house.</li> </ol>	<p><b>WF-AO3.1</b> The non-host lot is located entirely outside of the wind farm's noise impact area.</p>

## Supporting plans and Reports:

Accompany DA

**Single House Development Potential Impact Assessment**

Condition of DA

Not applicable

# Element 4: Landscape

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO4.1</b> Wind farms are sited and designed to avoid or minimise adverse impacts on significant landscapes and significant views, particularly areas of recognised State, national or international importance.</p> <p><b>WF-EO4.2</b> Wind farms are sited and designed with sensitivity to their landscape setting to minimise unnecessary visual disruption and prominence where practical opportunities exist, with the understanding that visual change to the landscape is an inevitable outcome of wind farm development.</p>	<p><b>WF-PO4.1</b> Where a wind farm may affect a significant landscape or significant view, it is sited and designed to avoid or minimise unnecessary visual disruption and prominence and adverse landscape and visual impacts.</p> <p><b>WF-PO4.2</b> In all settings, wind farms are sited and designed to utilise practical opportunities available within the landscape setting to minimise unnecessary visual disruption and the prominence of wind turbines.</p> <p><b>WF-PO4.3</b> Lighting associated with wind turbines is designed to avoid or minimise adverse impacts on views and landscapes, while ensuring compliance with aviation safety requirements.</p> <p><b>WF-PO4.4</b> Wind turbine blades are finished with a surface treatment of low reflectivity to minimise glint.</p>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## Key terms:

**Significant landscape** – means a landscape area or feature that holds special importance or value, formally recognised in international, national or state legislation or policy and which warrants consideration in planning and development decisions. May include World Heritage areas, national and state parks.

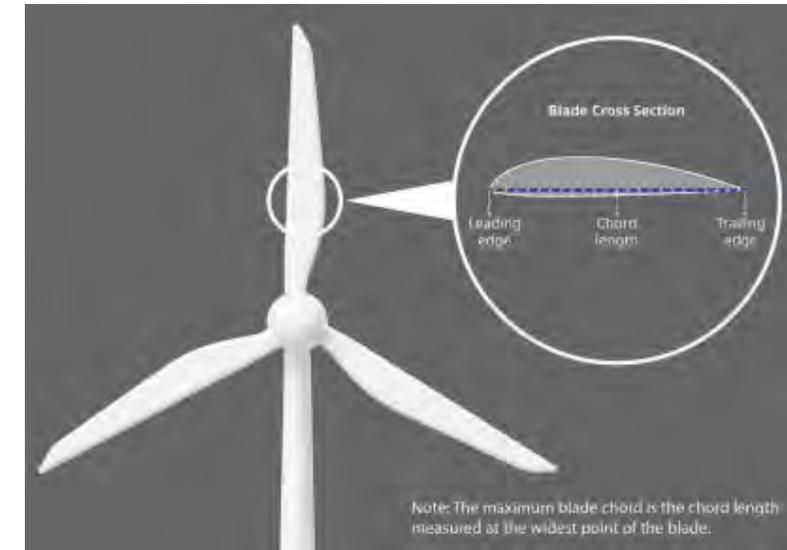
**Significant view** - means a public view that holds special importance or value for its visual qualities or economic or cultural significance, formally recognised in international, national or state legislation or policy which warrants consideration in planning and development decisions. May include views from iconic scenic or tourist routes, trails and lookouts.

## Supporting plans and Reports:

Accompany DA	<b>Landscape &amp; Visual Impact Assessment</b> (Append. 4 Methodology)
Condition of DA Shire of Narrogin	<b>Landscape Plan</b> – where tree planting recommendation to reduce impact <b>Lighting Management Plan</b> - where mitigation required for dark skies/astrotourism

# Element 5: Shadow Flicker

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO5.1</b> Wind turbines are sited, designed and operated to minimise shadow flicker impacts on any existing or approved visually sensitive land use located on a <b>non-host lot</b>.</p>	<p><b>WF-PO5.1</b> Wind turbines are sited and operated to ensure that shadow flicker at any visually sensitive land use on non-host lots does not exceed:</p> <ol style="list-style-type: none"> <li>30 hours per year and 30 minutes on any single day, based on theoretical shadow flicker modelling; or</li> <li>10 hours per year, based on predicted actual shadow flicker modelling.</li> </ol>	<p><b>WF-AO5.1</b> Wind turbines are set back a minimum distance of 265 times the maximum blade chord length from any existing or approved visually sensitive land use on non-host lots.</p>



## Supporting plans and Reports:

Accompany DA | **Shadow Flicker Assessment** (where applying **WF-PO5.1**)

Condition of DA | **Operational Management Plan** (if curtailment proposed)

## Key term:

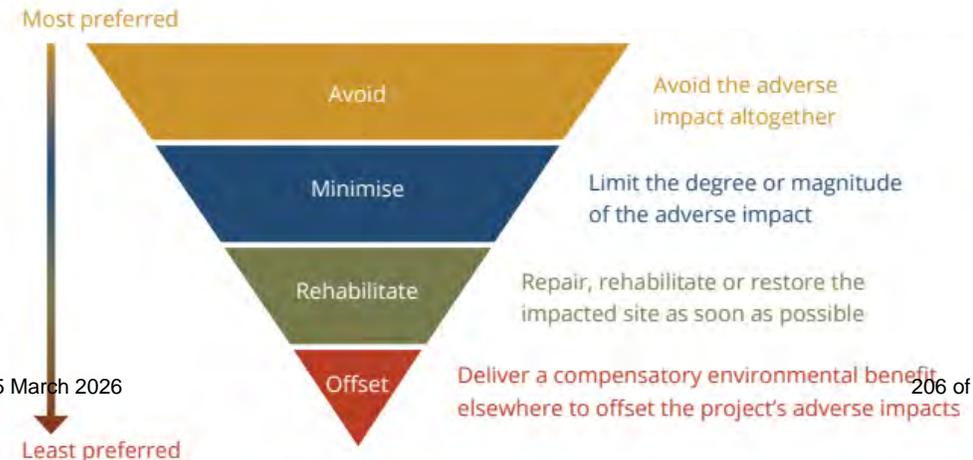
**Visually sensitive land use**— means a land use where people live or regularly spend extended periods of time, including residential dwellings, short-stay accommodation, schools, hospitals, recreation areas and generally excludes commercial or industrial premises.

# Element 6: Natural Environment (Fauna, Flora)

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO6.1</b> Wind farms are sited, designed, constructed and operated to avoid or minimise adverse impacts on flora and fauna, in particular threatened species, migratory species and threatened ecological communities.</p>	<p><b>WF-PO6.1</b> Wind farms are sited outside and sufficiently set back from: conservation areas, threatened ecological communities, known habitats of threatened species, and migration paths.</p> <p><b>WF-PO6.2</b> Wind farms are sited to avoid or minimise native vegetation clearing where practicable.</p> <p><b>WF-PO6.3</b> Wind turbines are designed and operated to reduce adverse impacts on birds and bats, in particular threatened species and migratory species.</p> <p><b>WF-PO6.4</b> Land management practices are undertaken during the operation of the wind farm to reduce the attractiveness of the site to birds and bats and maintain biosecurity.</p>	<p><i>Not applicable – Performance Outcome applies.</i></p>

**Supporting plans and Reports:**

Accompany DA	<b>Environmental Report Bird &amp; Bat Management Plan</b>
Condition of DA	<b>Environmental Management Plan</b>



# Element 6: Natural Environment (Water & Land)

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO6.2</b> Wind farms are sited, designed and constructed to avoid or minimise land degradation and adverse impacts on the quantity and quality of water resources and in particular sensitive water resources, public drinking water source areas and significant wetlands.</p>	<p><b>WF-PO6.1</b> Wind farms are sited, designed and constructed in accordance with the draft <i>Statement of Planning Policy 2.9 Planning for Water</i> (WAPC, 2021) and draft <i>Planning for Water Guidelines</i> (WAPC, 2021). This includes but is not limited to:</p> <ul style="list-style-type: none"> <li>a. siting wind farms outside and sufficiently set back from waterways, wetlands and dams;</li> <li>b. siting wind turbines outside areas with high water tables or areas likely to disrupt natural drainage flows, water resources, public drinking water areas and dams; and</li> <li>c. designing and constructing stormwater, groundwater and sediment management systems (including rehabilitation and stabilisation of disturbed areas) to maintain water quantity and quality.</li> </ul> <p><b>WF-PO6.2</b> Wind farms are sited and designed to avoid or minimise:</p> <ul style="list-style-type: none"> <li>a. disturbance of contaminated land or acid sulphate soils; and</li> <li>b. salinity mobilisation and erosion.</li> </ul>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## **Supporting plans and Reports:**

Accompany DA

**Environmental Report**  
**Water Management Report**

Condition of DA

**Environmental Management Plan**

# Element 7: Natural Hazards

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO7.1</b> Wind farms are sited, designed, constructed and operated to avoid or minimise risks to people, property and infrastructure arising from natural hazards.</p>	<p><b>Fire: WF-PO7.1</b> Wind turbines and associated infrastructure are sited:</p> <ol style="list-style-type: none"> <li>outside bushfire prone areas where possible; or</li> <li>within bushfire prone areas where pre-development radiant heat impact does not exceed Bushfire Attack Level (BAL)-29 (29kW/m<sup>2</sup>); or</li> <li>where (a) or (b) cannot be achieved, with asset protection zones to reduce post-development radiant heat impact to BAL-29 or below</li> </ol> <p><b>WF-PO7.2</b> Wind turbines and associated infrastructure are spaced apart (min. 300m) to reduce risk of fire spreading and enable safe aerial firefighting.</p> <p><b>WF-PO7.3 – WF-PO7.6</b> Wind farms incorporate features to minimise ignition risk and support emergency response (i.e. non-combustible materials, aviation lighting, fire detection systems, vehicle access, water supply, fire fighting infrastructure, firebreaks/APZs).</p> <p><b>WF-PO7.7</b> Habitable buildings comply with Statement Planning Policy 3.7 – Bushfire.</p> <p><b>Other Hazards: WF-PO7.8</b> Wind farms sited, designed, constructed &amp; operated to avoid or minimise risks associated with other hazards - coastal erosion, flooding, cyclones, earthquakes, landslides / movement</p>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## Supporting plans and Reports:

<p>Accompany DA</p>	<p><b>BAL Contour Map</b> - where wholly or partly within bushfire prone area.  <b>Bushfire Management Plan</b> - where WF in bushfire prone area &amp; predevelopment radiant heat impact exceeds BAL-29 or habitable buildings wholly or partly in bushfire prone area (per SPP3.7 requirements) .  <b>Coastal Hazard Risk Management and Adaption Plan &amp; Geotechnical Assessment</b> – may also be required.</p>
<p>Shire of Narrogin Condition of DA</p>	<p><b>Emergency Management Plan</b></p>

# Element 8: Aviation

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO8.1</b> Wind farms maintain the safety, efficiency and operational integrity of airports, aerodromes, aircraft landing areas and associated aviation operations and navigation, including low-flying aviation activities.</p>	<p><b>WF-PO8.1</b> Wind turbines and associated infrastructure are sited, designed, constructed and operated to:</p> <ol style="list-style-type: none"> <li>a. avoid hazards or unacceptable risks to aircraft safety;</li> <li>b. avoid or minimise impacts on the safety, efficiency or operational integrity of:               <ol style="list-style-type: none"> <li>i. airports, aerodromes and aircraft landing areas and associated aviation operations and navigation; &amp;</li> <li>ii. low-flying aviation operations, including aerial agricultural activities, recreational aviation, military aviation, helicopter operations and emergency air services;</li> </ol> </li> <li>c. avoid or minimise adverse impacts on the development and operation of future aviation infrastructure identified in State and local planning frameworks.</li> </ol> <p><b>WF-PO8.2</b> Where aviation risks and impacts cannot be fully avoided, they are minimised through effective mitigation measures.</p> <p><b>WF PO8.3</b> Wind turbines and associated infrastructure incorporate lighting and marking (while minimising impacts).</p>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## Supporting plans and Reports:

Accompany DA	<b>Aviation Impact Assessment</b>
Condition of DA	<b>Operational Management Plan</b>

# Element 9: Electromagnetic Interference

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO9.1</b> Wind farms avoid or minimise EMI, ensuring the ongoing reliability and functionality of essential services, including communications, radar, weather monitoring, television and radio broadcasting and radio astronomy.</p>	<p><b>WF-PO9.1</b> Wind farms are sited, designed and operated to avoid EMI wherever practicable, ensuring reliable and functional essential services consistent with regulatory and operational requirements, ensuring continuity for civilian, government and commercial systems.</p> <p><b>WF-PO9.2</b> Where EMI to essential services cannot be fully avoided, it is minimised through effective mitigation measures, including adjusting wind turbine siting and design, or implementing technical solutions (for example, filters or signal boosters) to maintain service performance.</p>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## **Supporting plans and Reports:**

Accompany DA	<b>Electromagnetic Interference Assessment</b>
Condition of DA	<b>Signal Strength Testing Report Operational Management Plan</b>

# Element 10: Transport

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO10.1</b> The movement of people, materials and equipment associated with a wind farm is managed to minimise impacts to transport networks, property, infrastructure and vegetation.</p>	<p><b>WF-PO10.1</b> Transport routes for oversize overmass (OSOM) vehicle movements are selected, and vehicle movements are scheduled to:</p> <ol style="list-style-type: none"> <li>maintain road and rail user safety;</li> <li>avoid unreasonable disruption to local and regional transport networks;</li> <li>avoid or minimise the need for modifications to road / rail infrastructure and utility services or impacting vegetation impacts on adjoining properties.</li> </ol> <p><b>WF-PO10.2</b> Workforce vehicular access points are sited to minimise disruption to local and regional transport networks.</p>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## Supporting plans and Reports:

Accompany DA	<b>Transport Impact Assessment</b>
Condition of DA	<b>Construction Traffic Management Plan</b> <b>Pre &amp; Post Construction Road Pavement Survey</b> <b>Railway Safety Management Plan</b>

# Element 11: Construction

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO11.1</b> Wind farms are constructed to:</p> <ol style="list-style-type: none"> <li>avoid or minimise adverse impacts on the environment, amenity and safety;</li> <li>maintain sustainable use and management of local resources and infrastructure; and</li> <li>maintain safe and efficient movement of people, materials and equipment.</li> </ol>	<p><b>WF-PO11-1 – 11.6</b> Provisions relating to managing construction to:</p> <ul style="list-style-type: none"> <li>Avoid/minimise environmental impacts</li> <li>Rehabilitation of disturbed areas</li> <li>Maintain safety during construction</li> <li>Sustainable use of local resources and infrastructure</li> <li>Effective waste management</li> <li>Minimise disruption to transport</li> </ul>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## Supporting plans and Reports:

Accompany DA	<b>Construction Management Plan</b>
Condition of DA	No requirement

# Element 12: Decommissioning and Rehabilitation

Element Objectives	Performance Outcome	Acceptable Outcome
<p><b>WF-EO12.1</b> Wind farms are decommissioned upon ceasing operation to:</p> <ul style="list-style-type: none"> <li>a. avoid or minimise adverse impacts on the environment, amenity and safety;</li> <li>b. facilitate sustainable waste management</li> <li>c. maintain safe, efficient movement of people and equipment.</li> </ul> <p><b>WF-EO12.2</b> Wind farm host lots are rehabilitated upon decommissioning to their pre-development state or a condition compatible with intended use.</p>	<p><b>WF-PO12.1</b> Wind farms are decommissioned and rehabilitated within 18 months of ceasing operation.</p> <p><b>WF-PO12.2</b> Wind farms are decommissioned by removing: above-ground infrastructure, unless retention is agreed with the landowner for repurposing (for example, access tracks); and below-ground infrastructure to the extent necessary to support future land uses.</p> <p><b>WFPO-12.3 – 12.7</b> Provisions to ensure:</p> <ul style="list-style-type: none"> <li>• Land rehabilitated for future use</li> <li>• Environmental impacts are avoided/minimised</li> <li>• Site safety</li> <li>• Waste responsibly managed</li> <li>• Disruption to transport networks is minimised</li> </ul>	<p><i>Not applicable – Performance Outcome applies.</i></p>

## Supporting plans and Reports:

Accompany DA	<b>Preliminary Decommissioning &amp; Rehabilitation Plan</b>
Condition of DA	<b>Detailed Decommissioning &amp; Rehabilitation Plan.</b>

# Micro-siting

## Purpose

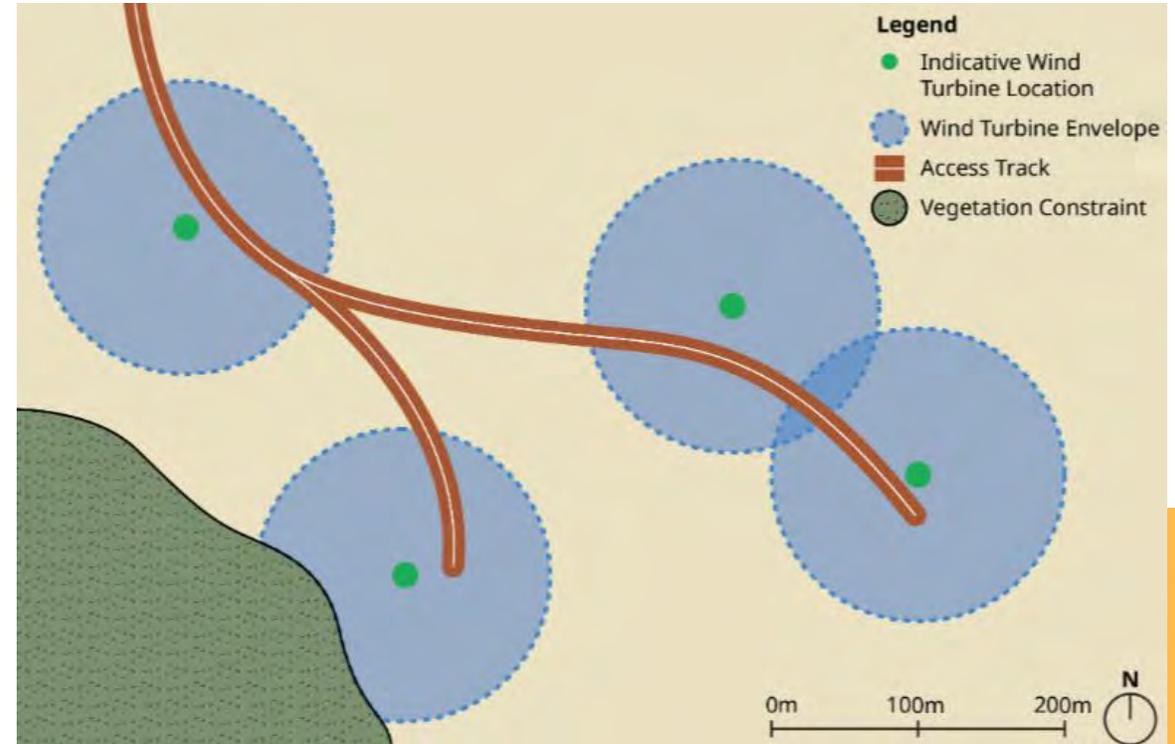
- Micro-siting – identification of wind turbine envelopes within which wind turbines will be located.
- Provides flexibility for minor adjustments to turbine locations in response to detailed site investigations post-development approval.

## When it applies

- Applies only when applicant elects to use micro-siting and requires turbine envelopes to be included in development application to enable it.

## Key Requirements

- Max. envelope size: 100 m radius
- Turbine, foundation and supporting structures must be fully within envelope.
- Envelopes must avoid constraints and comply with the Code
- Access tracks may be realigned provided decision-maker satisfied no additional environmental, safety or amenity impacts.
- Post-construction: provide GPS coordinates and a plan of final turbine and track locations



*Example site plan showing wind turbine envelopes for micro-siting post-development approval*

# Engagement Guidance

- **Early engagement before lodging an application is encouraged** to understand local values, identify issues and mitigation options, explore potential community benefits and support social licence.
- Engagement should be **proportionate to the scale and sensitivity** of the proposal, with **clear information** and **meaningful opportunities for input**.
- Development applications should include a **Community and Stakeholder Engagement Report** outlining engagement undertaken and how it has shaped the proposal.
- **Community benefit-sharing agreements** and **private landowner agreements** may be established but sit outside the planning system and do not influence the planning decision.
- In addition, **minimum statutory advertising requirements** apply to lodged applications under the Deemed Provisions that are administered by the decision-maker.
- Decision-makers **must have regard** to any submissions received when determining an application.



Source: Clean Energy Council

# Who Should be Engaged

Appendix 3 identifies the parties proponents should engage with early:

- Nearby landowners and occupiers
- Local governments of the host and adjoining districts
- Local communities and community groups, including Aboriginal communities, resident groups and business associations
- Energy agencies and network operators where grid connection is proposed
- Relevant public and statutory authorities, particularly those issuing other approvals

It advises local governments should be consulted for further advice on who to engage and appropriate methods of engagement.

## Wind Farms:

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
<b>State Government:</b>												
Department of Biodiversity, Conservation and Attractions	X			X		X						
Department of Fire and Emergency Services	X <sup>1</sup>						X <sup>1</sup>	X <sup>1</sup>	X <sup>1</sup>			
Department of Local Government, Industry Regulation and Safety	X								X			
Department of Planning, Lands and Heritage							X <sup>2</sup>					
Department of Primary Industries and Regional Development						X	X				X	
Department of Transport and Major Infrastructure							X <sup>2</sup>			X		
Department of Water and Environmental Regulation		X				X	X				X	

Appendix 3 Table identifies the government agencies and other stakeholders to be consulted for each Code Element.

# Amendments - Local Planning Scheme Regulations

# Amendments to LPS Regulations - Scope

## Model Provisions:

1. Add provision to facilitate incorporation of RE Planning Code into local planning schemes via scheme amendments and reviews.

## Deemed Provisions:

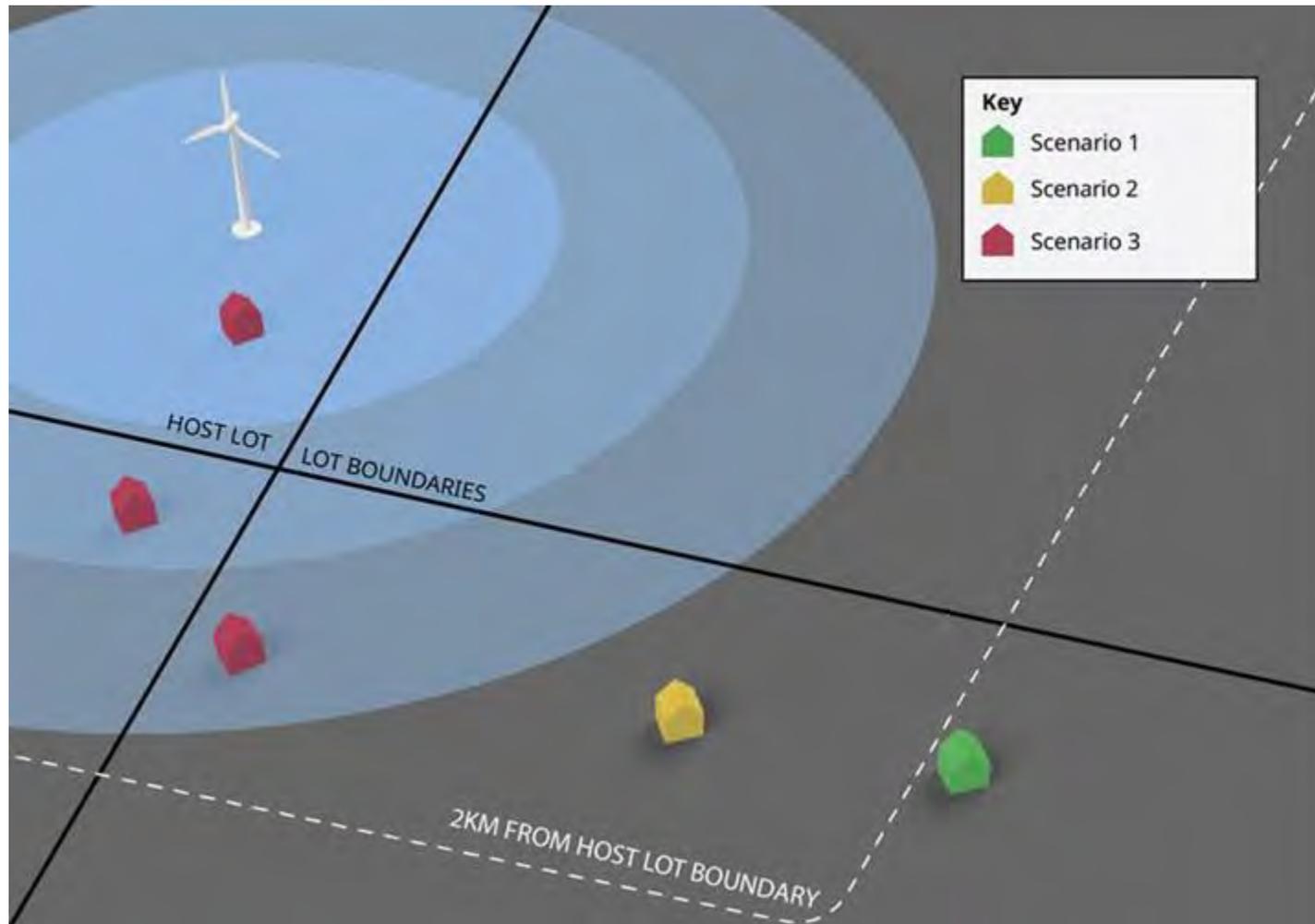
1. Include a requirement that a local government must not proceed with or approve a local planning policy or local development plan that is inconsistent with an approved Planning Code.
2. Recognise approved Planning Code as a specific matter that local governments are to give due regard to in development assessment (even when not yet read into the local planning scheme).
3. Introduce development approval requirements for single houses and other noise sensitive land uses within the vicinity of wind farms, treating them as discretionary uses that will allow assessment of amenity impacts when determining development applications.
4. Introduce additional renewable energy-related land use terms and definitions.



### **DWER Noise Regulations Review**

The DWER review aims to improve clarity, consistency, and confidence in how wind farm noise is regulated for new houses and other noise-sensitive premises that may arise near wind farms. This work seeks to ensure a consistent and transparent approach across planning and environmental regulatory frameworks.

# Wind Farm Noise & New Noise Sensitive Uses



- **Scenario 1 – Proposed house is located more than 2km from boundary of host lot.** *No change to existing development approval requirements or exemptions.*
- **Scenario 2 – Proposed house is located within 2km of host lot.** *Review proposal against wind farm noise impact area. Proposal located outside of noise impact area - development approval not required (unless required otherwise by the scheme).*
- **Scenario 3 – Proposed house is located within 2km of the host lot or within the host lot.** *Review proposal against wind farm noise impact area. Proposal located within noise impact area. Development approval required and decision discretionary.*

# Amendments - Significant Development Regulations

# Amendments Significant Development Regulations

	EXISTING			FUTURE
	Local Gov (LG)	Development Assessment Panel (DAP)	Significant Development (opt-in)	Significant Development (mandatory)
<b>Decision-maker</b>	<b>LG</b>	<b>DAP</b>	<b>WAPC</b>	<b>WAPC</b>
<b>Thresholds/ Eligibility</b>	Nil	\$2 million	\$20M - Perth & Peel \$5M - elsewhere	\$20M
<b>Exclusions</b>	Nil	Public works by public authorities and GTEs	Public works by public authorities and GTEs	Public Works by public authorities and GTEs <sup>1</sup> .

- Mandatory WAPC determination under Part 11B - Significant Development pathway for significant renewable energy development.
- Minimum value threshold – \$20 million
- Applies to renewable energy facilities, hydrogen and ammonia production, battery storage, transmission infrastructure

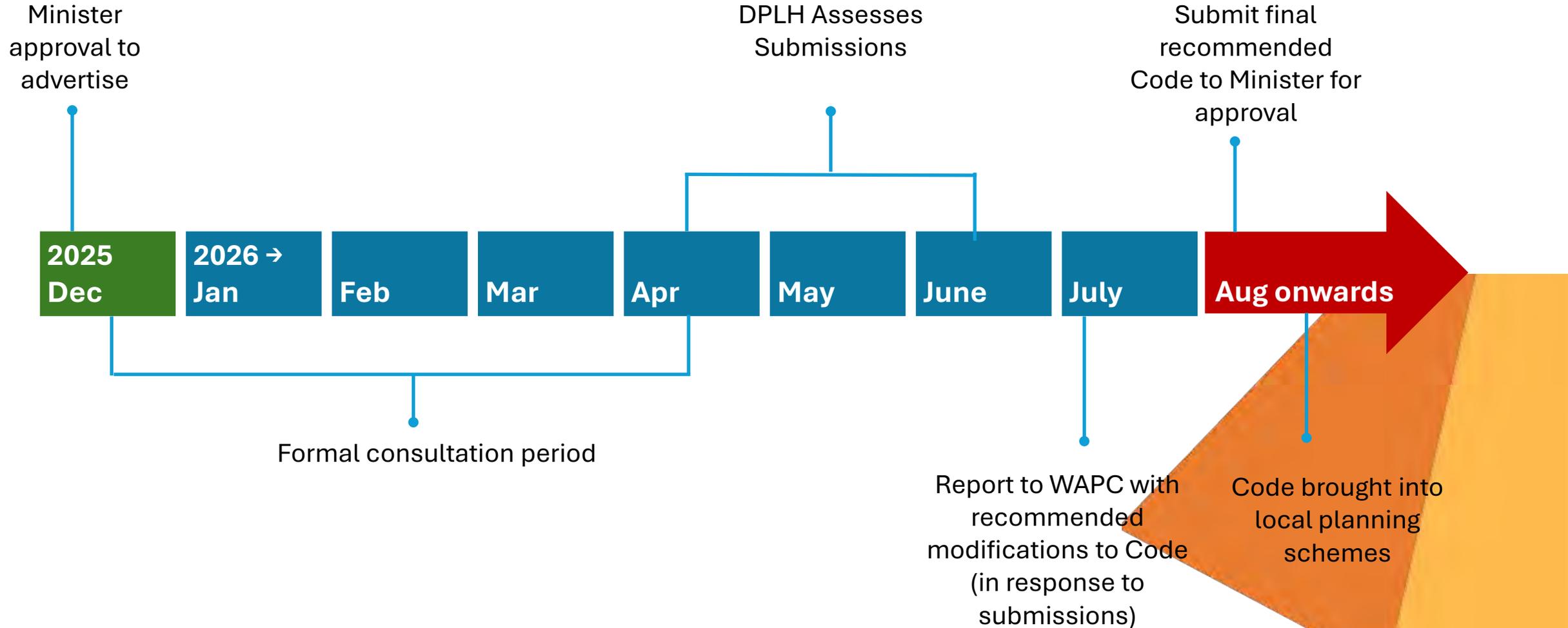
# Consultation and Next Steps



# Consultation

- Consultation period on draft RE Planning Code commenced on 12 December 2025 and concludes on **10 April 2026**.
- Further details of the draft RE Planning Code and Guidelines as well as how you can provide feedback can be found on the Department's Have Your Say webpage: [Renewable Energy Planning Code | Have Your Say, WA!](#)
- Any queries can be directed to - [renewableenergyplanning@dplh.wa.gov.au](mailto:renewableenergyplanning@dplh.wa.gov.au)

# Anticipated Timeframes



Thank you :)



# WAPC

Western  
Australian  
Planning  
Commission

LEADING A  
CONTEMPORARY  
PLANNING SYSTEM

DRAFT – PUBLIC CONSULTATION

December 2025

**DRAFT CODE and GUIDELINE – PUBLIC CONSULTATION**

# Renewable Energy Planning Code and Guidelines

*Prepared under Part 3A of the Planning and Development Act 2005*

## Acknowledgement of Country

The Western Australian Planning Commission acknowledges the Aboriginal people as the traditional custodians of Western Australia. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between people, land, waters and community.

We acknowledge those who continue to share knowledge, their traditions and culture to support our journey for reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for Aboriginal people.

### Disclaimer

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# About this document

This document combines the provisions of the Renewable Energy Planning Code (the Code) and the supporting Guidelines.

The provisions of the Code appear in the main body of the document on a white background while the Guidelines are presented in grey boxes for ease of reference.

Terms shown in bold throughout the document are defined terms and have the meaning given in **Appendix 1 – Definitions**.

The Code (and any amendments to it) is made under Part 3A of the *Planning and Development Act 2005* and in accordance with the Planning and Development (Planning Codes) Regulations 2024.

The Code is intended to guide the assessment of development applications for energy infrastructure – including renewable energy facilities, battery energy storage systems and transmission systems – and sets out:

- the objectives and development provisions for their siting, design, construction, operation and decommissioning; and
- the materials required to accompany associated development applications.

The Code takes effect once it is incorporated into a local planning scheme, improvement scheme or the Swan Valley Planning Scheme.

The Guidelines do not form part of the Code and may be amended from time to time. They provide guidance on:

- matters addressed in the Code, including material required to accompany development applications;
- key reports and plans that may be required as a condition of development approval; and
- proponent-led preliminary community and stakeholder engagement.

# Part one

## General

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## 1.1 Code Intent

The intent of the Code is to provide a clear and consistent development assessment framework for **energy infrastructure** (including **renewable energy facilities**, **transmission systems** and **battery energy storage systems**) that support the generation, storage and transmission of renewable energy across Western Australia. The Code sets out:

- a. objectives and development provisions for the siting, design, construction, operation and **decommissioning of energy infrastructure**;
- b. materials required to accompany development applications for **energy infrastructure**; and
- c. consistent standards and requirements to support quality decision-making across local government areas.

## 1.2 Code Application

The Code applies throughout Western Australia to the assessment of development applications for **energy infrastructure**, including:

- **wind farms** (Part 2);
- **transmission systems** (Part 3 – **to be prepared**);
- **solar farms** (Part 4 – **to be prepared**); and
- **battery energy storage systems** (Part 5 – **to be prepared**).

The Code does not apply to:

- offshore wind farms located in Commonwealth waters, which are regulated by the *Offshore Electricity Infrastructure Act 2021* and the *Offshore Electricity Infrastructure (Regulated Levies) Act 2021*; and
- energy infrastructure classified as public works where the public work is exempt from requiring development approval under a local planning scheme, in accordance with section 6 of the *Planning and Development Act 2005*.

Notwithstanding the above, proponents of public works that are exempt under section 6 are expected to have due regard to:

- the relevant local planning scheme, including any provisions that incorporate the Code, when planning, designing, constructing, operating and decommissioning energy infrastructure;
- orderly and proper planning, and the preservation of the amenity; and
- any advice provided by the responsible authority.

## 1.3 Code Objectives

The objectives of the Code are to:

- a. guide the establishment of **energy infrastructure** to support a sustainable energy supply for Western Australia;
- b. avoid or minimise land use conflicts and adverse impacts on the surrounding environment, amenity, public health and safety; and
- c. promote development that responds to the characteristics of the site and its local context.

## 1.4 Operation of the Code

The Code is organised into different Elements, each addressing a specific planning issue or development phase.

Each Element includes one or more Element Objectives that support the Code Objectives and describe the intended planning goals or aims for that Element.

To demonstrate achievement of each Element Objective, applicants must respond to the associated development provisions, which may include:

- Performance Outcomes – general development principles or guidance; and/or
- Acceptable Outcomes – specific measurable development standards.

Some Elements only include Performance Outcomes, others include only Acceptable Outcomes, and some include both. Where both types of outcomes are provided for an Element Objective, applicants may respond to either the Performance Outcomes or the Acceptable Outcomes to demonstrate achievement of that Element Objective.

Where an Element includes only Acceptable Outcomes and does not provide a Performance Outcome pathway, compliance with the Acceptable Outcome is the sole means for satisfying the corresponding Element Objective.

Terms shown in **bold** throughout the Code are defined in **Appendix 1**.

Where reference is made in an Element Objective or development provision to:

- existing land uses and works, this is to be taken to refer to land uses and works currently being undertaken or have been carried out;
- approved land uses and works, this is to be taken to refer to land uses and works that have received a development approval or building permit.

In both cases, the reference applies to land uses and works on or prior to the date the **energy infrastructure** development application is lodged with the decision-maker.

## 1.5 Development Applications and Decision-Making

### 1.5.1 Development Applications

In addition to material required under clause 63 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations), development applications for **energy infrastructure** must be accompanied by the material outlined in **Appendix 2**.

### 1.5.2 Consultation

Development applications for **energy infrastructure** must be advertised in accordance with clause 64 of Schedule 2 of the LPS Regulations.

#### Statutory Advertising of Development Applications

The statutory advertising process described in section 1.5.2 ensures that communities and stakeholders are formally notified and provided with the opportunity to make a formal submission on the proposed development. Decision-makers are responsible for this process and will consider submissions when determining applications for development approval.

#### Preliminary Community and Stakeholder Engagement

Prior to lodging a development application, proponents of energy infrastructure are encouraged to engage with communities and key stakeholders, including public and statutory authorities, as detailed in Appendix 3. Proactive and early community engagement offers a range of benefits, including:

- a. enables communities to provide informed feedback through access to accurate and timely information;
- b. helps proponents understand local values, concerns and aspirations to inform project design and decision-making;
- c. supports early identification of potential issues and mitigation strategies;
- d. provides an opportunity to identify potential community benefit initiatives; and
- e. builds trust that contributes to maintaining a social licence to operate.

The level of community engagement should be proportionate to the scale of the development and degree of public interest or sensitivity.

Proponents should provide clear, relevant and accessible information about the proposed development and actively seek community input on planning matters where engagement can meaningfully influence outcomes.

Development applications should be accompanied by a Community and Stakeholder Engagement Report (refer **Appendix 2**), detailing the outcomes of any preliminary engagement undertaken, including the influence it has had on shaping the proposal.

#### Landowner and Community Benefit Agreements

Proponents of energy infrastructure are expected to establish community benefit-sharing agreements with local communities. These agreements are intended to provide community benefits based on local and regional needs and assist in building and sustaining social licence. Guidance on developing these agreements is provided in the [Draft Guideline on Community Benefits for Renewable Energy Projects: Consultation Paper](#) (DEMIRS, 2025).

Where proponents of energy infrastructure are leasing land, they will enter into private lease agreements with landowners. They may also enter into agreements with neighbouring landowners to manage any development impacts. The Landowner's Guide to Hosting Wind Farm Projects (DEMIRS, 2025) provides guidance on these.

Both community benefit-sharing agreements and landowner agreements sit outside the planning system. While proponents are encouraged to include relevant details of these agreements with their development applications, the decision-maker will not rely on these in determining an application.

### 1.5.3 Assessment and Determination

Development applications should demonstrate achievement of the Element Objectives by satisfying the corresponding Performance Outcomes or Acceptable Outcomes.

Meeting an Acceptable Outcome provides a compliant pathway for assessment and approval. Where an Acceptable Outcome is achieved, the corresponding Element Objective is deemed satisfied.

In determining whether a development application satisfies the relevant Performance Outcomes, the decision-maker will exercise judgment and undertake a merit-based assessment of the application.

The decision-maker must be satisfied the development application meets the Code and Element Objectives and the Acceptable Outcomes or Performance Outcomes associated with each Element Objective.

In approving a development application, the decision-maker should also be satisfied the development will not create significant adverse impacts. Where potential adverse impacts are identified, they should be addressed, where practicable and in order of preference, through the following mitigation hierarchy:

- avoidance – avoid the adverse impact from occurring altogether;
- minimisation – limit the degree or magnitude of the adverse impact; and
- rectification – repair, rehabilitate or restore the impacted site as soon as possible.

The Elements of this Code represent the key planning issues considered common to all development proposals for energy infrastructure. In considering a development application, the decision-maker is to also have due regard to any other matters that may be relevant to the development as outlined in clause 67(2) of Schedule 2 of the LPS Regulations.

## 1.6 Local Planning Framework

Where there is a specific local or regional need, local planning policies, structure plans and local development plans, may, subject to WAPC approval:

- a. supplement the Element Objectives;
- b. modify and/or supplement the Performance Outcomes or Acceptable Outcomes of the Code.

Local governments, in preparing such local planning policies, structure plans and local development plans, and the WAPC in approving them, must ensure they are:

- a. warranted due to a specific need relating to the locality or region;
- b. consistent with the Code and Element Objectives; and
- c. consistent with the LPS Regulations.

Where a local planning policy, structure plan and local development plan that was in effect prior to commencement of the Code is inconsistent with this Code, the provisions of the Code prevail to the extent of the inconsistency.

# Part two

## Wind farms – development standards

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## Introduction

Part 2 of the Code sets out the specific requirements for wind farms.

Wind farms are a form of renewable energy facility that converts wind energy into electricity using wind turbines and comprises a range of associated infrastructure elements. Figure 1: Example of a wind farm project. They are typically located in high-wind, rural areas and are generally compatible with agricultural land uses.

Electricity generated from wind turbines can be supplied directly to the electricity grid, stored in battery energy storage systems or integrated into other energy systems such as hydrogen production and related technologies.

Wind farm projects progress through several phases: site selection and feasibility, design, approvals, construction, operation (approximately 30 years) and eventual repowering or decommissioning with site rehabilitation – each with its own considerations.

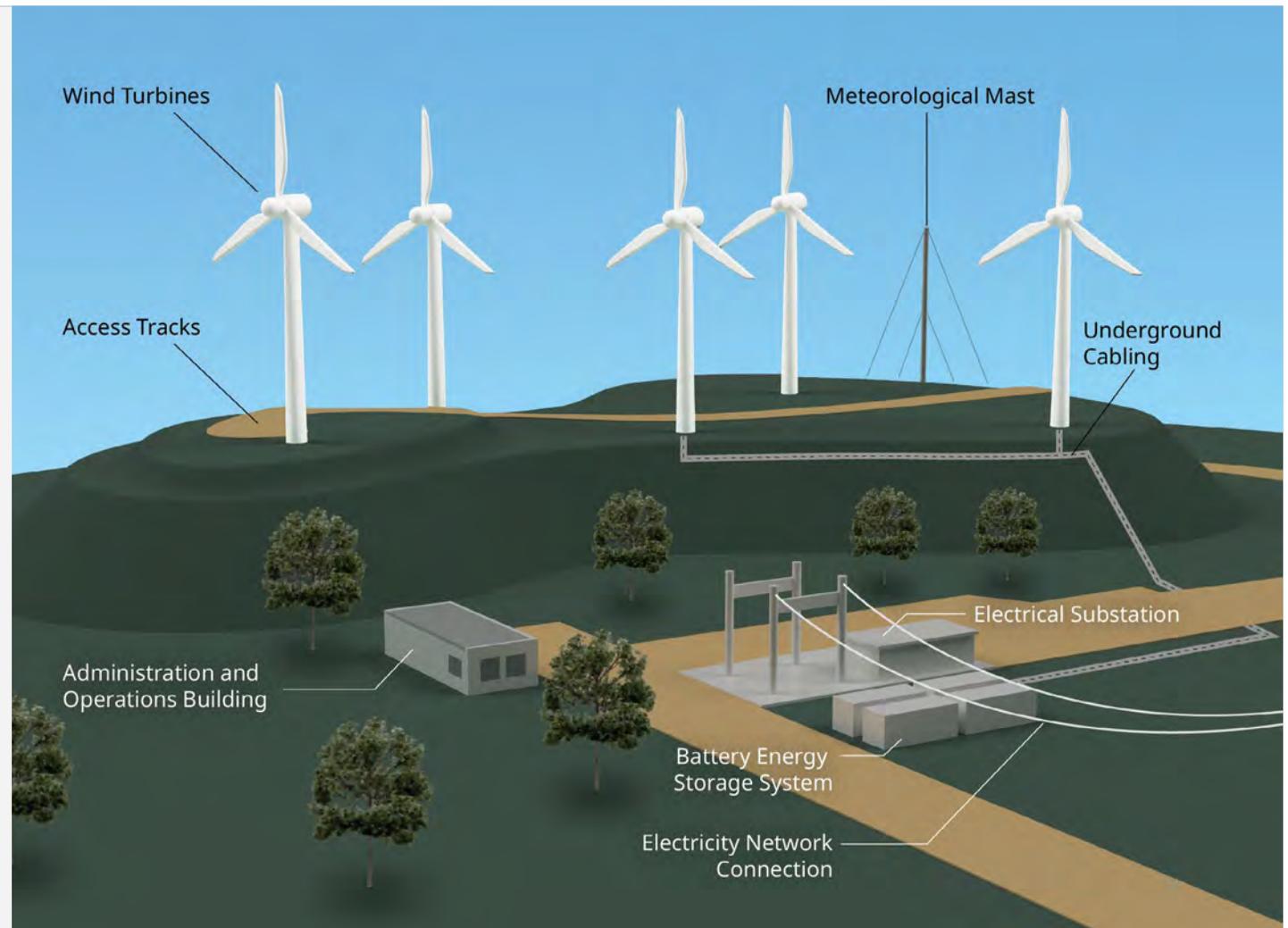


Figure 1: Example of a wind farm project

## Wind Turbine Components

Wind turbine components referenced in the Code and supporting Guidelines are illustrated in Figure 2 and described below.

- *foundation* – anchors the wind turbine to the ground.
- *rotor* – includes the blades, hub and nacelle, which capture wind energy and convert it into rotational motion.
- *nacelle* – houses the gearbox, generator and other key components that convert rotational motion into electrical energy.
- *tower* – supports the rotor and raises it to access stronger, more consistent wind.

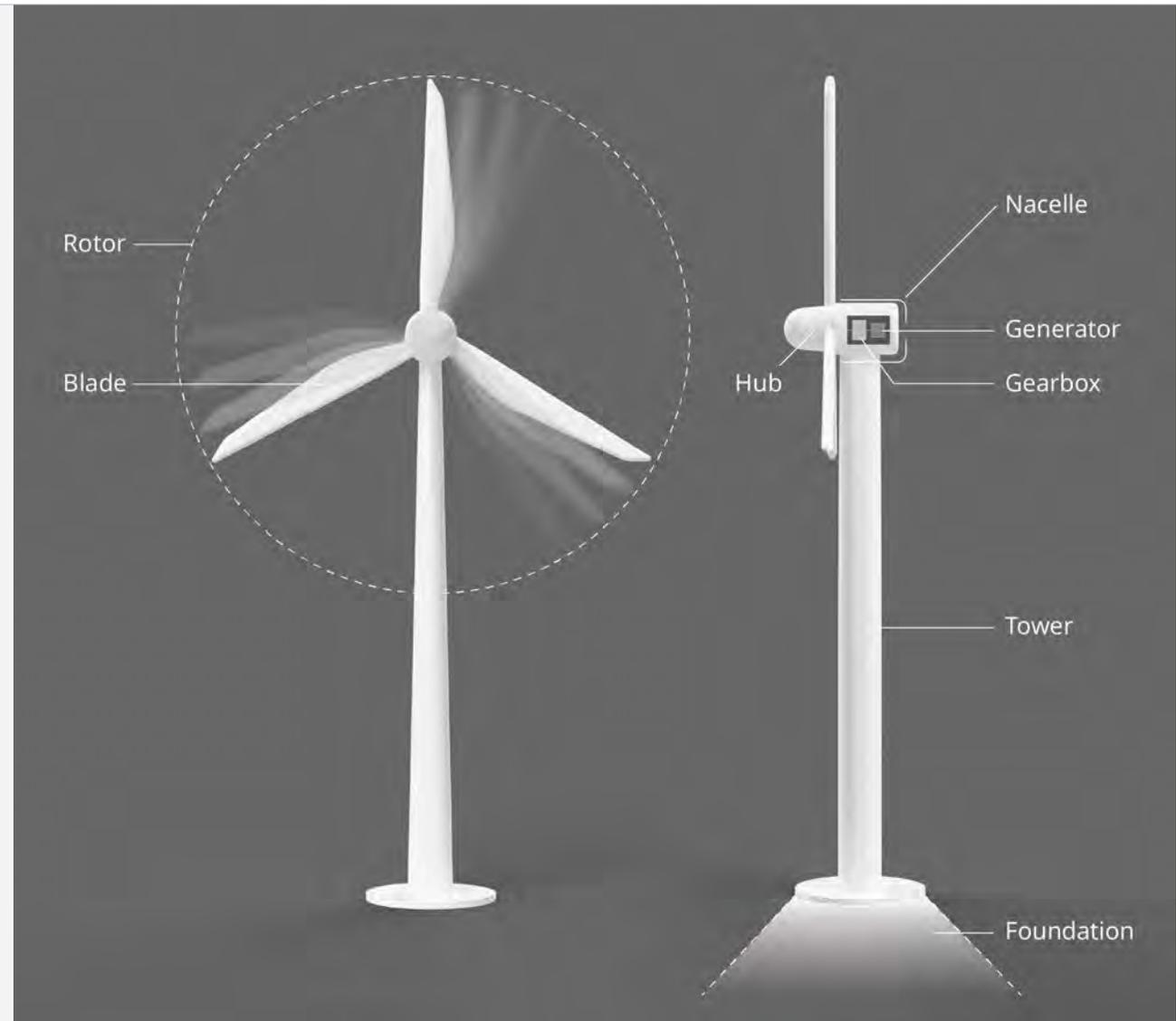


Figure 2: Wind turbine components

## Wind Turbine Measurements

Wind turbine measurements referenced in the Code and supporting Guidelines are illustrated in Figure 3 and described below.

- *blade length* – the length of a blade from the hub to the blade tip.
- *ground clearance* – the vertical distance from ground level at the base of the tower to the tip of the lowest blade in its lowest position.
- *blade tip height* – the vertical distance from ground level at the base of the tower to the tip of the highest blade in its uppermost position.
- *rotor swept path* – the circular area around the nacelle within which the blades rotate.
- *rotor diameter* – the diameter of the rotor swept path.
- *hub height* – the vertical distance from ground level at the base of the tower to the centre of the hub.

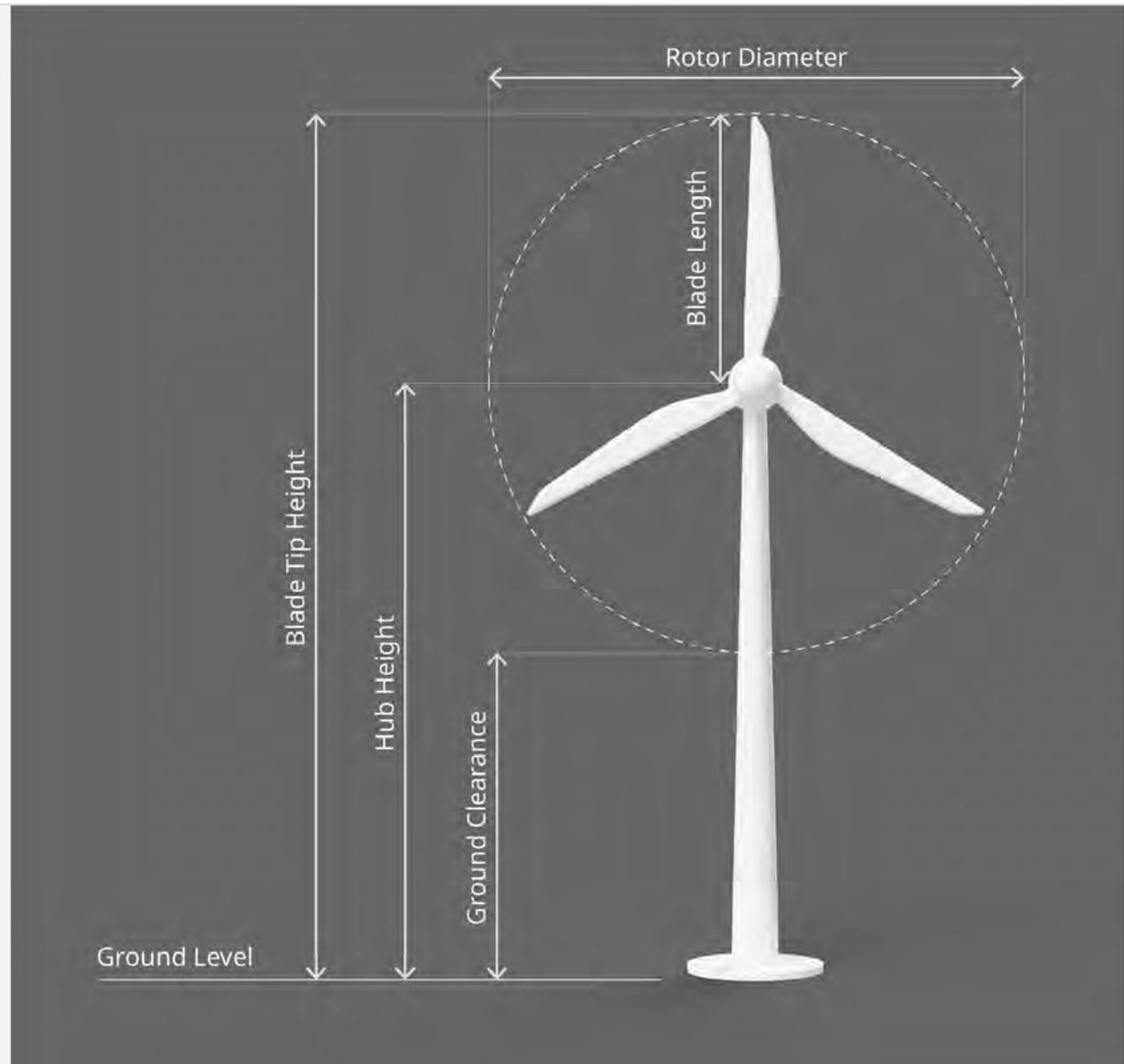


Figure 3: Wind turbine measurements

## Managing Noise Impacts from Wind Farms – Existing and New Noise-Sensitive Land Uses

Wind turbines can generate noise that extends beyond the boundaries of the host lot. It is important to protect existing noise-sensitive uses, such as houses, schools and health facilities, from unreasonable wind farm noise, while also avoiding the introduction of new sensitive uses in areas that may be exposed to noise levels exceeding acceptable limits under the Environmental Protection (Noise) Regulations 1997. This helps prevent future land use conflict and ensures existing wind farm operations are not compromised by subsequent nearby development.

The Code and the Deemed Provisions of the LPS Regulations work together to manage these issues.

**Element 2** – Noise of the Code includes development provisions requiring that new wind farms are sited, designed and operated to avoid causing unacceptable noise impacts on existing noise-sensitive land uses.

**Element 3** – Single House Development Potential on Non-Host Lots includes provisions requiring that potential wind farm noise impacts on nearby non-host lots are considered and assessed to avoid unreasonably limiting the ability to develop those lots with a single house, where one does not already exist.

To support these provisions, the Deemed Provisions of the LPS Regulations introduce development approval requirements for new houses and other new noise-sensitive land uses near wind farms, notwithstanding any exemptions that might otherwise apply. These provisions, which automatically apply under all Western Australian local planning schemes, require that applications for new noise-sensitive uses consider potential wind farm noise impacts where those uses are proposed in proximity to a wind farm. These provisions are aimed at helping to avoid exposing future development to unreasonable noise levels and to reduce the risk that existing wind farm operations are compromised by subsequent noise-sensitive developments.

**Note:** *The Deemed Provisions described in this section are proposed amendments to the LPS Regulations 2015 and are being progressed in parallel with public advertising of the draft Renewable Energy Planning Code. These provisions are not yet in effect and will be subject to formal gazettal following the consultation process.*

## 2.1 Micro-siting of Wind Turbines

### Context

Micro-siting of wind turbines is an optional tool available to applicants that enables minor adjustments to individual turbine locations after development approval to address issues identified during detailed investigations.

To allow this flexibility, wind farm development applications may include wind turbine envelopes around indicative turbine locations.

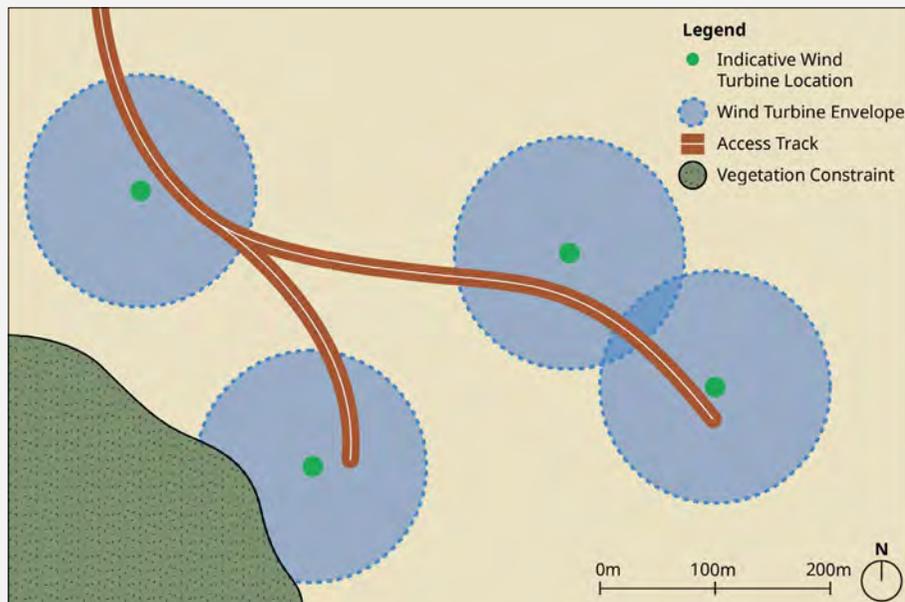


Figure 4: Example site plan showing wind turbine envelopes for micro-siting post-development approval

The following provisions apply only where an applicant chooses to use micro-siting. They outline how **wind turbine envelopes** can be incorporated into a development application to provide flexibility after approval:

- 2.1.1 **Wind turbine envelopes** may be used in a development application for a **wind farm** to enable minor adjustments to the location of **wind turbines** and their supporting structures within the envelope after approval, providing flexibility for micro-siting.
- 2.1.2 Where **micro-siting** is proposed, any reference to a **wind turbine** in the Element Objectives and development provisions (Performance Outcomes and Acceptable Outcomes) of the Code is to be interpreted as applying to a turbine envelope.
- 2.1.3 The maximum extent of each **wind turbine envelope** is a circle with a radius of 100 metres, measured from the centre of an indicative turbine location.
- 2.1.4 Each **wind turbine envelope** must contain no more than one turbine, and the total number of envelopes must not exceed the number of turbines proposed for the development.
- 2.1.5 All supporting structures for the **wind turbine**, including the **foundation**, must be fully contained within the turbine envelope.
- 2.1.6 Each **wind turbine envelope** must be located:
  - a. to avoid all known physical or environmental constraints where the siting of a turbine would be unsuitable; and
  - b. so that a turbine and its supporting structures can be positioned anywhere within the envelope and comply with all relevant objectives and development provisions of the Code.
- 2.1.7 Access tracks to wind turbines may be subject to minor realignment where necessitated by micro-siting, provided the decision maker is satisfied this will not result in any additional adverse environmental, amenity, safety or other impacts.
- 2.1.8 Post-construction, the applicant must provide the decision-maker with:
  - a. GPS coordinates for each constructed **wind turbine**; and
  - b. a plan showing the location of all constructed access tracks.

## 2.2 WF Element 1 – Safety

### Context

Wind turbines can pose a potential risk of injury to people and property due to possible malfunctions, such as blade throw or structural collapse. These risks may arise from direct impacts or debris. While incidents are uncommon due to stringent manufacturing and installation standards – and the typically low population density of rural wind farm locations – the potential consequences of a major incident can be significant.

### Element Objective

**WF-EO1.1 Wind turbines** are sited to minimise risks to people, property and infrastructure arising from hazards such as blade throw, wind turbine collapse and other safety incidents.

### Performance Outcome

*Not applicable – Acceptable Outcome applies.*

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO1.1** Wind turbines are set back a minimum of 1.1 times blade tip height from non-host lots, reserves (including road reserves), and existing and approved habitable buildings on host lots and non-host lots.

The safety setback required under **WF-AO1.1** is to be measured from the centre of the **wind turbine** tower to the non-host lot or reserve boundary, or in the case of a **habitable building**, to the nearest external wall of the **habitable building**.

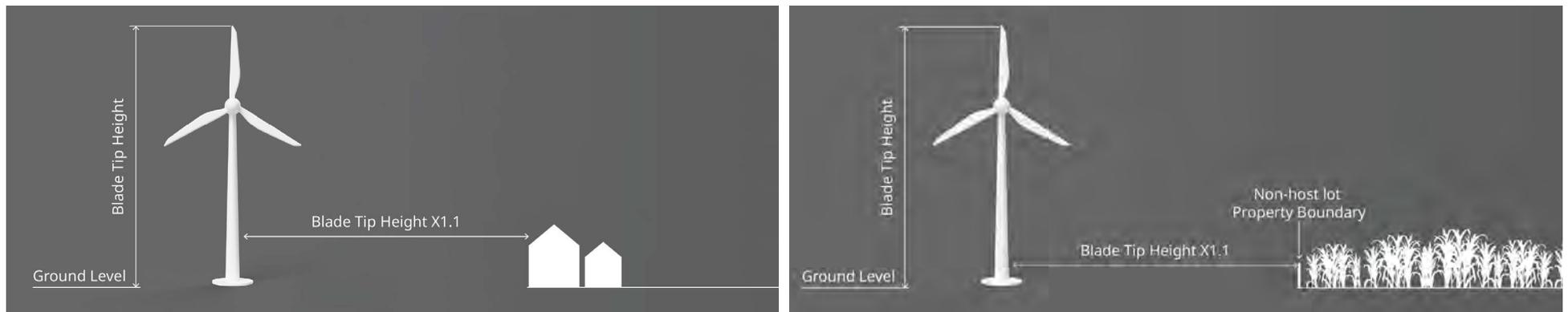


Figure 5: WF-AO1.1 Safety setback

### Element Objective

**WF-EO1.2 Wind turbines** are designed and constructed to ensure structural integrity and operational safety over their lifecycle.

#### Performance Outcome

*Not applicable – Acceptable Outcome applies.*

#### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO1.2** Wind turbines are designed and constructed in accordance with relevant Australian and international standards.

### Plans and Reports to Accompany a Development Application

Provide wind turbine blade tip height specifications and a site plan showing the location of all turbines, demonstrating compliance with the minimum setback requirements under **WF-AO1.1**.

### Plans and Reports Recommended as Conditions of Development Approval

#### Independent Engineering Certification Report

To demonstrate satisfaction of **WF-AO1.2**, an Independent Engineering Certification Report prepared by a suitably qualified and independent structural engineer is required to certify:

- a. **Pre-construction:** That the wind turbines and their foundations have been designed in accordance with relevant Australian and international standards.
- b. **Post-construction:** That the wind turbines and their foundations have been constructed in accordance with relevant Australian and international standards.

## 2.3 WF Element 2 – Noise

### Context

Wind turbines produce noise with unique acoustic characteristics that can vary depending on location, wind speed and direction, and operational parameters. Noise from wind farms can travel long distances and may affect the amenity of houses and other noise-sensitive land uses. Infrastructure associated with wind farms, including transformers, substations, battery energy storage systems and transmission infrastructure, may also contribute to overall noise impacts.

Wind farm noise has the potential to impact both existing noise-sensitive land uses and areas identified in State and local planning frameworks for future urban and rural-residential development. Maintaining sufficient separation between wind turbines and these land uses or future growth areas ensures wind farms do not cause noise impacts that exceed the limits permitted under the Environmental Protection (Noise) Regulations 1997. This helps protect amenity and avoid constraining planned land use outcomes<sup>1</sup>.

### Element Objective

**WF-EO2.1 Wind farms** are sited, designed and operated to avoid an **unreasonable noise impact** on:

- a. any existing or approved **noise-sensitive land use**; and
- b. areas identified for the future development of **noise-sensitive land uses**.

### Performance Outcome

**WF-PO2.1 Wind turbines** and other **associated infrastructure** are sited, designed and operated to avoid an **unreasonable noise impact** on any existing or approved **noise-sensitive land use** located on a **host** or **non-host lot**.

**WF-PO2.2 Wind turbines** and other **associated infrastructure** are sited to avoid an **unreasonable noise impact** on areas identified for future urban development<sup>2</sup> or rural residential development in WAPC-endorsed State and local planning frameworks, to ensure these areas can be developed without constraint from wind farm noise impacts.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

<sup>1</sup> The impact of wind farms on the ability of nearby **non-host lots** to accommodate a future single house where the wind farm's **noise impact area** extends into the **non-host lot** is addressed separately under Element 3 – Single House Development Potential on Non Host Lots.

<sup>2</sup> Areas identified for future urban development include, but are not limited to, land identified in regional or local planning strategies, local planning schemes or approved structure plans, for residential, tourism, or other noise-sensitive urban uses.

## Plans and Reports to Accompany a Development Application

### Noise Impact Assessment

A Noise Impact Assessment should be prepared by a qualified acoustic engineer and include, at a minimum:

- a. Predictive noise modelling identifying the extent of noise impacts arising from the wind farm.
- b. Consideration of cumulative noise impacts from approved or existing nearby wind farms in noise modelling.
- c. Identification and mapping of all existing and approved noise-sensitive land uses located on host and non-host lots within three kilometres of the wind farm development site.
- d. Identification of areas designated for future urban or rural residential development in State and local planning frameworks.
- e. Mapping of the modelled noise impact area of the wind farm, provided in the digital geospatial format specified by the Department of Planning, Lands and Heritage for publication as part of the Department's dataset.
- f. Details of any operational or mitigation strategies – such as wind turbine shutdowns or reduced operation under certain conditions – incorporated into the modelling to achieve **WF-PO2.1** and **WF-PO2.2**.
- g. Assessment of the wind farm's compliance with the Environmental Protection (Noise) Regulations 1997.
- h. Demonstration that existing and approved noise-sensitive land uses will not be affected by the modelled noise impact area.
- i. Demonstration that areas identified for future urban development in State and local planning frameworks will not be affected by the modelled noise impact area.

## Plans and Reports Recommended as Conditions of Development Approval

### Noise Monitoring Plan and Noise Monitoring Report

A Noise Monitoring Plan and Noise Monitoring Report may be required within the first 12 months of the wind farm becoming fully operational.

The Noise Monitoring Plan, prepared in consultation with the Department of Water and Environmental Regulation, establishes the context, methodology and parameters for any required post-construction noise monitoring.

The Noise Monitoring Plan should, at a minimum:

- a. Describe the goals of the monitoring (For example, determination of 'as-built' sound power levels (i.e. the actual measured noise of a wind turbine at source), investigate intrusive characteristics, demonstrate compliance with noise criteria);
- b. Describe the procedures and standards to be used for noise monitoring; and
- c. Be made publicly available on the wind farm operator's website for the life of the wind farm.

A Noise Monitoring Report details the outcomes of monitoring undertaken in accordance with the Noise Monitoring Plan. Its primary purpose is to verify the Noise Impact Assessment inputs, rather than to measure noise levels at sensitive receivers.

The Noise Monitoring Report should, at a minimum:

- a. Compare monitoring data against monitoring goals (For example, measured vs predicted noise levels (i.e. what the actual on-the-ground noise level from a constructed wind farm is in comparison to that modelled in a Noise Impact Assessment), and measured vs modelled sound power levels (i.e. the actual noise generated by a constructed wind turbine at source in comparison to the value assigned as an input in a Noise Impact Assessment));
- b. Identify any additional measures required to mitigate identified deficiencies;
- c. Identify any required updates to the wind farm's noise impact area; and
- d. Be made publicly available on the wind farm operator's website for the life of the wind farm.

Noise modelling is the primary and most effective method for identifying and assessing potential noise impacts. Noise monitoring serves to verify the assumptions and parameters used in the Noise Impact Assessment and should not be used as a substitute for a comprehensive Noise Impact Assessment at the development application stage.

### Operational Management Plan

An Operational Management Plan may be required to outline any operational management or mitigation measures necessary to ensure wind farm noise impacts remain at acceptable levels. The plan is to be made publicly available on the wind farm operator's website for as long as the wind farm is operational.

## 2.4 WF Element 3 – Single House Development Potential on Non-Host Lots

### Context

The development of a single house is commonly permitted as-of-right on rural zoned land across Western Australia, with many local governments exempting it from requiring development approval.

Operational noise from wind farms can extend beyond the development site and may exceed acceptable levels on nearby non-host lots, potentially rendering these areas unsuitable for the future development of a single house. However, due to the characteristics of wind turbine noise, it is not practical to require that a wind farm's noise impact area be entirely contained within the boundaries of host lots.

It is therefore necessary to consider the noise impact of a proposed wind farm on affected non-host lots to ensure that it does not unreasonably constrain their development potential.

### Element Objective

**WF-EO3.1 Wind farms** are sited to ensure that **non-host lots** without an existing or approved **single house** retain sufficient land outside the **wind farm's noise impact area** that is suitable for accommodating a future **single house**.

### Performance Outcome

**WF-PO3.1 A wind farm's noise impact area** may extend onto a non-host lot where:

- a. The **non-host lot** retains a suitable and sufficient area of land outside the **noise impact area(s)** of the **wind farm** and any other nearby existing or approved **wind farms**, for a future **single house**, which:
  - i. is permissible under the local planning scheme;
  - ii. is not affected by development constraints such as **conservation areas** or flood-prone land; and
  - iii. can be practically serviced, including with vehicle access and utility services; or
- b. The **non-host lot** forms part of a broader contiguous landholding used for agricultural purposes, where a **single house** already exists on another lot within the same holding, and the **non-host lot** is not intended or required to accommodate a separate **single house**.

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO3.1** The **non-host lot** is located entirely outside of the **wind farm's noise impact area**.

### Plans and reports to accompany a development application

#### Single House Development Potential Impact Assessment (not required where **WF-AO3.1** is satisfied)

Where **WF-PO3.1** applies, a Single House Development Potential Impact Assessment is to be submitted and should include:

- a. Details of affected non-host lot(s), including lot size and ownership;
- b. Identification and mapping of the following on affected non-host lot(s):
  - i. the noise impact area (including noise contours) of the proposed wind farm and any existing or approved nearby wind farms;
  - ii. existing land uses, buildings, structures and internal access tracks;
  - iii. physical development constraints, such as topography, flood-prone land, bushfire prone land and vegetation; and
  - iv. areas considered suitable for development of a single house, including their size and location.
- c. Details of engagement with the owners of affected non-host lots, including any stated development intentions and, where applicable, the desired location and rationale. (Note: While the outcomes of this engagement will inform the decision-maker's assessment against this Element, they will not be determinative in the decision on the application.)
- d. An evaluation of development potential in accordance with **WF-PO3.1**.

An example assessment table is provided in **Appendix 5**.

### Plans and Reports Recommended as Conditions of Development Approval

Not applicable.

## 2.5 WF Element 4 – Landscape

### Context

Wind farms are large-scale infrastructure and are often located on elevated terrain to maximise wind capture, making them visible over significant distances.

Visual change to the landscape is an inherent outcome of wind farm development. The acceptability of this change depends on the sensitivity of the landscape and the nature of the viewing experience. In areas with significant landscapes or views of recognised State, national or international importance, such as World Heritage Areas and national parks (e.g. Purnululu National Park and Shark Bay) wind farms may require careful and responsive siting and design to avoid or minimise adverse impacts, and in some cases may be unsuitable.

In other settings, where the landscape is more accommodating of visual change, context-responsive design should still be considered where opportunities exist to minimise visual impacts in key locations.

### Element Objectives<sup>3</sup>

**WF-EO4.1 Wind farms** are sited and designed to avoid or minimise adverse impacts on **significant landscapes** and **significant views**, particularly areas of recognised State, national or international importance.

**WF-EO4.2 Wind farms** are sited and designed with sensitivity to their **landscape** setting to minimise unnecessary visual disruption and prominence where practical opportunities exist, with the understanding that visual change to the landscape is an inevitable outcome of **wind farm** development.

### Performance Outcome

**WF-PO4.1** Where a **wind farm** may affect a **significant landscape** or **significant view**, it is sited and designed to avoid or minimise unnecessary visual disruption and prominence and adverse **landscape** and visual impacts. Siting and design responses may include (but are not limited to):

- a. siting **wind turbines** and **associated infrastructure** outside the **significant view** viewing corridor or **significant landscape** extent where feasible;
- b. reducing the number, height or spread of **wind turbines**;
- c. avoiding siting **wind turbines** and **associated infrastructure** on prominent ridgelines;
- d. using **landform** and tree planting to screen **wind turbines** and **associated infrastructure**.

**WF-PO4.2** In all settings, **wind farms** are sited and designed to utilise practical opportunities available within the landscape setting, such as the screening effect of topography or vegetation, or new planting opportunities, to minimise unnecessary visual disruption and the prominence of **wind turbines**.

**WF-PO4.3** Lighting associated with wind turbines is designed to avoid or minimise adverse impacts on views and **landscapes**, while ensuring compliance with aviation safety requirements.

**WF-PO4.4** **Wind turbine blades** are finished with a surface treatment of low reflectivity to minimise blade glint.

### Acceptable Outcome

*Not applicable*  
– Performance Outcomes apply.

<sup>3</sup> Element 4 objectives and performance outcomes replace the guidelines for wind farms in section 3.3 of the WAPC's Visual Landscape Planning in Western Australia: a manual for evaluation, assessment, siting and design (2007).

## Plans and Reports to Accompany a Development Application

### Landscape and Visual Impact Assessment (LVIA)

A LVIA is required to demonstrate that **WF-PO4.1**, **WF-PO4.2** and **WF-PO4.3** can be satisfied. The LVIA should be prepared by a suitably qualified landscape planner, landscape architect, or other professional with relevant experience, in accordance with the methodology outlined in **Appendix 4**.

The scope of the LVIA should be proportionate to the scale and complexity of the wind farm and its landscape setting, ensuring that it provides sufficient information and analysis, and siting and design explanation to inform decision-making.

The assessment should:

- a. Describe and analyse the pre-development landscape and visual characteristics of the study area, including the general viewing experience of the area as illustrated through photographs of the site from key viewing locations.
- b. Describe the visual characteristics of the wind farm in its landscape setting, including: viewshed mapping; identification of significant landscapes and significant views; and description of existing or proposed landscape and visual management objectives that should inform wind farm siting and design.
- c. Assess potential landscape and visual impacts, identifying those areas and views most impacted and evaluating the nature and extent of those impacts in relation to landscape sensitivity, viewing experience, and relevant landscape and visual objectives (considering stakeholder feedback where relevant).
- d. Describe how the siting and design respond to identified impacts, including avoidance, minimisation or mitigation measures.
- e. Outline anticipated landscape and visual outcomes, and demonstrate how the Element Objectives and Performance Outcomes are met.

## Plans and Reports Recommended as Conditions of Development Approval

### Landscape Plan

Required where the LVIA recommends tree planting to mitigate impacts.

### Lighting Management Plan

Required where mitigation of lighting impacts on dark skies or astrotourism is warranted, noting that management of dust impacts may be addressed as part of the Construction Management Plan (see Element 11 – Construction).

The Plan must:

- comply with minimum mandatory aviation safety lighting requirements from the approved Aviation Impact Assessment (see Element 8 – Aviation);
- be prepared in accordance with the Position Statement: Dark sky and astrotourism (WAPC, 2022).

## 2.6 WF Element 5 – Shadow Flicker

### Context

Shadow flicker is the recurring flickering of shadows cast by rotating wind turbine blades. Its intensity and duration depend on geographical location, time of year, blade height, proximity to wind turbines and cloud cover. Shadow flicker is most prevalent when the sun is low (early morning and late afternoon) and generally affects areas within an east-west arc of a turbine.

Extended periods of shadow flicker can cause annoyance for nearby visually sensitive land uses, including houses, short-stay accommodation and outdoor recreational areas like ovals and courts.

### Element Objective

**WF-EO5.1 Wind turbines** are sited, designed and operated to minimise shadow flicker impacts on any existing or approved **visually sensitive land use** located on a **non-host lot**.

### Performance Outcome

**WF-PO5.1 Wind turbines** are sited and operated to ensure that shadow flicker at any **visually sensitive land use** on non-host lots does not exceed:

- a. **30 hours per year and 30 minutes on any single day**, based on theoretical shadow flicker modelling; or
- b. **10 hours per year**, based on predicted actual shadow flicker modelling.

### Acceptable Outcome

*Meeting this Acceptable Outcome satisfies the Element Objective.*

**WF-AO5.1 Wind turbines** are set back a minimum distance of 265 times the **maximum blade chord** length from any existing or approved **visually sensitive land use** on non-host lots.

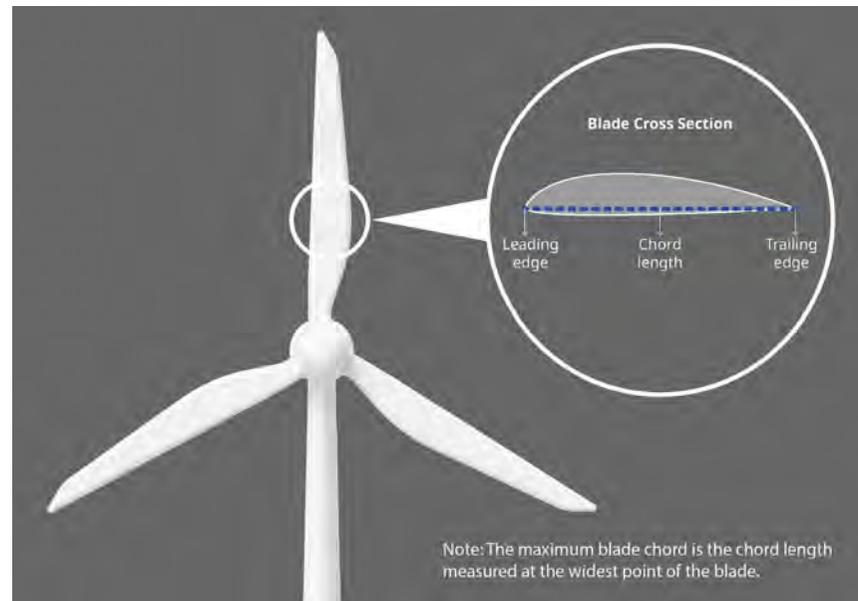


Figure 6: Maximum blade chord measurement

## Plans and Reports to Accompany a Development Application

### Shadow Flicker Assessment

A Shadow Flicker Assessment is to be prepared by a suitably qualified consultant where **WF-PO5.1** applies and include:

Mapping and description of modelled annual maximum shadow flicker exposure for existing and approved visually sensitive land uses on non-host lots using either of the below methodologies:

- a. Theoretical shadow flicker modelling applying the parameters in Table 1; or
- b. Predicted actual shadow flicker modelling applying the parameters in Table 2.

Identification of any proposed mitigation measures and how they will be implemented through an Operational Management Plan.

Model Parameter	Setting
Distance for modelling the effect of shadows	265 times the maximum blade chord length
Minimum angle to the sun	3 degrees
Shape of the sun	Disk
Time and duration of modelling	One full year representing a non-leap year 12 to 15 years after the lodgement date for the development application
Orientation of the rotor	Sphere or disk facing the sun
Offset between rotor and tower	Not required
Time step	Ten (10) minutes or less
Effects of topography	Included
Height of visually sensitive land use	1.5 metres – 2 metres and window / balcony height where visually sensitive land use has more than one storey
Visually sensitive land use location	Modelling should be mapped to within 50 metres of the relevant boundary of a visually sensitive land use. The relevant boundary is defined as: <ol style="list-style-type: none"> <li>a. the perimeter building wall for built land uses such as residential dwellings, short-stay accommodation, schools, hospitals, and childcare centres; and</li> <li>b. the nearest part of the reserve boundary for recreation areas.</li> </ol>
Grid size for mapping and assessment of shadow flicker at a visually sensitive land use	Not more than 25 metres
Vegetation or topography blocking shadows	Where it can be demonstrated through a photomontage that the view of a shadow flicker source wind turbine is completely blocked, the contribution of that wind turbine to shadow flicker effect on a visually sensitive land use can be excluded from the modelling.

Table 1: Theoretical Shadow Flicker Modelling Parameters

Mitigation	
Cloud cover assessment	Shadow flicker may be reduced to a maximum of 10 hours per year (see below for assessment of cloud cover).
Wind turbine curtailment	Shadow flicker may be reduced to a maximum of 10 hours per year, subject to implementation of this mitigation measure through an Operational Management Plan.  While this mitigation is acceptable, it is less preferred due to greater compliance challenges and should be used only where other means of achieving compliance are not available.

Table 2: Predicted Actual Shadow Flicker Modelling  
– Summary of allowable mitigations

For predicative actual shadow flicker modelling, cloud cover adjustments must:

- a. Use Bureau of Meteorology cloud cover data (minimum three years) from the closest appropriate site (reporting at least 9am and 3pm cloud cover).
- b. Calculate monthly averages separately for the 9 am and 3 pm proportion of cloudy days.
- c. Reduce modelled shadow flicker in a given month by the relevant cloudiness proportion of cloudy days (evening shadow flicker must be reduced using the proportion from 3 pm and morning shadow flicker using the proportion from 9 am).
- d. Sum the reduced monthly totals to determine the revised annual modelled exposure.

**Note:** The predicted actual methodology does not include a daily limit for shadow flicker exposure as this is inherently satisfied within the annual limit.

### Plans and Reports Recommended as Conditions of Development Approval

**Operational Management Plan** (required where wind turbine curtailment strategies are proposed to satisfy **WF-PO5.1**)

The Plan is to detail turbine curtailment strategies, implementation scheduling, and be publicly available on the operator’s website for the life of the wind farm.

## 2.7 WF Element 6 – Natural Environment

### Context

Potential impacts of wind farms on the natural environment – including native vegetation, flora and fauna, water resources and soil health – vary according to the characteristics and location of each site.

Wind farm development typically requires significant site works to establish turbine foundations, electricity infrastructure, access tracks and temporary storage areas during construction. It is important that these works minimise native vegetation clearing, soil erosion and disruption to surface water and groundwater systems.

Clearing native vegetation can contribute to biodiversity and habitat loss. Wind farms may pose risks to birds and bats through collision with wind turbines and displacement from adjacent habitats. Ground-dwelling and burrowing fauna may also be affected.

### Environmental Approvals

Where a proposal has the potential to significantly impact the environment, it must be referred by either the applicant or decision-maker to the Environmental Protection Authority (EPA) under Part IV of the *Environmental Protection Act 1986* (EP Act).

Before a development application can be determined:

- the EPA must determine whether to assess the proposal; and
- where assessment is required, the assessment must be completed and the Minister for the Environment must determine whether the proposal may be implemented.

Proposals involving native vegetation clearing may require a clearing permit under Part V of the EP Act.

Where a proposal may impact matters of national environmental significance, it must also be referred by the applicant to the Commonwealth Minister for the Environment under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

Given the timeframes for environmental surveys and approvals, early engagement with relevant government agencies (see **Appendix 3**) is strongly encouraged to identify environmental values, assess risks and understand submission requirements.

### Element Objective

#### Flora and Fauna

**WF-EO6.1 Wind farms** are sited, designed, constructed and operated to avoid or minimise adverse impacts on **flora and fauna**, in particular **threatened species, migratory species** and **threatened ecological communities**.

#### Performance Outcome

**WF-PO6.1 Wind farms** are sited outside and sufficiently set back from: **conservation areas, threatened ecological communities**, known habitats of **threatened species**, and migration paths of **migratory species**, including birds and bats.

**WF-PO6.2 Wind farms** are sited to avoid or minimise **native vegetation** clearing where practicable by locating in areas that have already been cleared or disturbed.

**WF-PO6.3 Wind turbines** are designed and operated to reduce adverse impacts on birds and bats, in particular **threatened species** and **migratory species**. This may include (but should not be limited to):

- positioning the height of the **rotor swept path** (see **Figure 7**) outside of known bird and bat flight paths;
- using design features that deter birds and bats and minimise the risk of bird and bat collision; and
- using technology to detect bird and bat activity and curtail the operation of **wind turbines** where needed.

**WF-PO6.4** Land management practices are undertaken during the operation of the **wind farm** to:

- reduce the attractiveness of the site to birds and bats which are prone to collision with **wind turbines**; and
- maintain biosecurity and minimise the spread of pests, weeds and diseases.

#### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

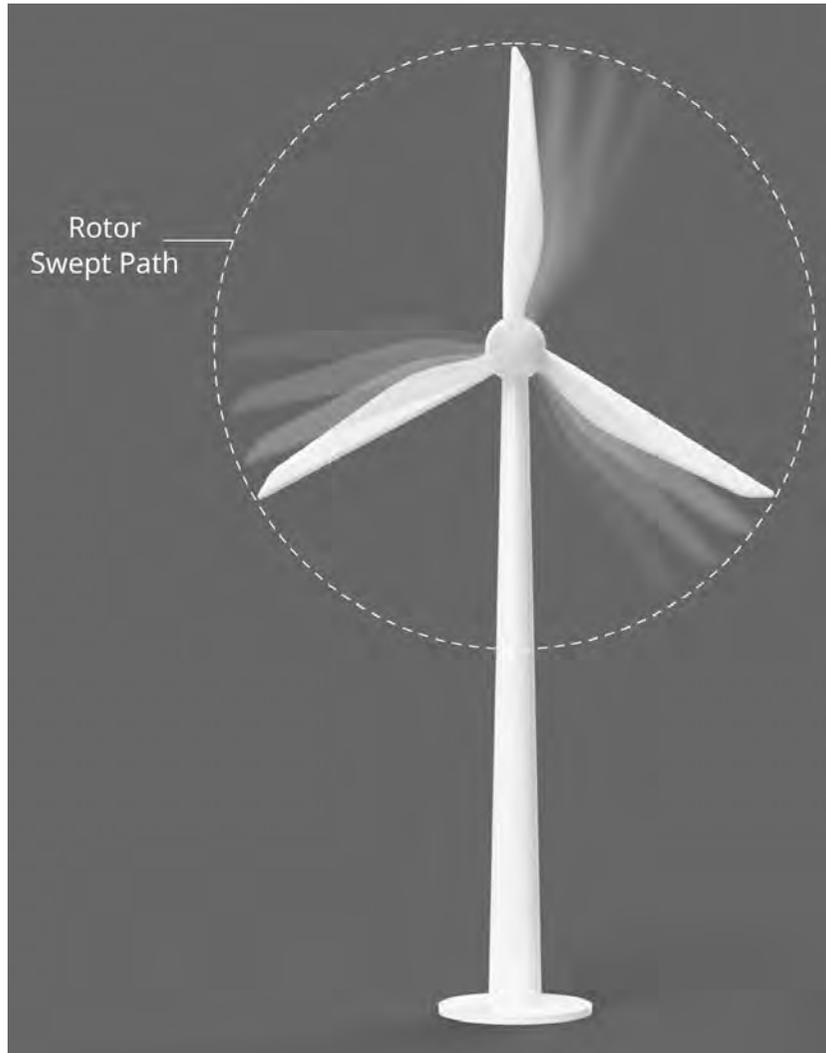


Figure 7: Rotor swept path

### Element Objective

#### Water and Land

**WF-EO6.2 Wind farms** are sited, designed and constructed to avoid or minimise **land degradation** and adverse impacts on the quantity and quality of water resources and in particular **sensitive water resources, public drinking water source areas** and **significant wetlands**.

Performance Outcome	Acceptable Outcome
<p><b>WF-PO6.1 Wind farms</b> are sited, designed and constructed in accordance with the draft Statement of Planning Policy 2.9 Planning for Water (WAPC, 2021) and draft Planning for Water Guidelines (WAPC, 2021). This includes but is not limited to:</p> <ul style="list-style-type: none"> <li>a. siting <b>wind farms</b> outside and sufficiently set back from <b>waterways, wetlands</b> and <b>dams</b>;</li> <li>b. siting <b>wind turbines</b> outside areas with high water tables or areas likely to disrupt natural drainage flows, <b>water resources, public drinking water areas</b> and <b>dams</b>; and</li> <li>c. designing and constructing stormwater, groundwater and sediment management systems (including rehabilitation and stabilisation of disturbed areas) to maintain water quantity and quality.</li> </ul> <p><b>WF-PO6.2 Wind farms</b> are sited and designed to avoid or minimise:</p> <ul style="list-style-type: none"> <li>a. disturbance of contaminated land or acid sulphate soils; and</li> <li>b. salinity mobilisation and erosion.</li> </ul>	<p><i>Not applicable – Performance Outcomes apply.</i></p>

## Plans and Reports to Accompany a Development Application

### Environmental Report

The Environmental Report is to identify:

- a. The extent, type and condition of features within and near the host lot.
- b. The extent and type of the proposed development, including any clearing of native vegetation.
- c. The risk of adverse environmental impacts addressing each of the environmental factors (as identified in the EPA's [Statement of Environmental Principles, Factors and Objectives](#) and Environmental Factor Guidelines) during construction and operation.
- d. Proposed mitigation measures to avoid, minimise and rectify adverse environmental impacts.

Environmental features should be identified through a combination of desktop analysis and environmental surveys and should identify where relevant:

- a. Climatic conditions including wind and rainfall.
- b. Native vegetation extent, type and condition.
- c. Flora and fauna and in particular, birds and bats, threatened species and their associated habitats, migratory species and their associated migration paths, and threatened ecological communities.
- d. Conservation areas.
- e. Water resources (including waterways and wetlands) and specifically sensitive water resources and significant wetlands, public drinking water source areas, dams as well as coastal waters (Note: these features are to be addressed in detail in the Water Management Report).
- f. Geology and soils including land prone to erosion, slip, collapse or subsidence, contamination, acid sulphate soils and salinity.
- g. Biosecurity risks (pests, weeds and diseases).

Surveys should be undertaken in accordance with relevant State Government environmental guidelines.

The level of detail provided in the Environmental Report will depend on the extent of environmental features on the site and their significance. Where a development proposal has been referred to the EPA under Part IV (Section 38) of the *Environmental Protection Act 1986*, the Environmental Report should include:

- a. Information provided by the proponent as part of the referral of the proposal to the EPA.
- b. The EPA's decision whether to assess the referred proposal.
- c. The proponent's Environmental Review Document and Environmental Management Plans (where applicable).
- d. The EPA report on the assessment of the proposal (where applicable).
- e. The Ministerial Approval Statement (where applicable).

### Bird and Bat Management Plan

Prepared by a suitability qualified ecologist and include:

- a. Bird and bat utilisation survey results.
- b. Assessment of the risks of adverse impacts on birds and bats.
- c. Measures to mitigate these risks through wind farm siting and design, construction and operation, including post-construction monitoring and reporting of bird and bat activity and injury/mortality, as well as adaptive management responses where necessary.

### Water Management Report

Demonstrates appropriate protection, management and use of water resources and public drinking water resource areas, including stormwater, groundwater and sediment management, during construction and operation.

should be prepared in accordance with the draft Statement of Planning Policy 2.9 – Planning for Water (WAPC, 2021) and draft Planning for Water Guidelines (WAPC, 2021).

## Plans and Reports Recommended as Conditions of Development Approval

### Environmental Management Plan (EMP)

The EMP is to outline how environmental impacts will be managed and monitored during construction and operation. It should be prepared in accordance with the EPA's Instructions – [How to prepare \*Environmental Protection Act 1986 Part IV Environmental Management Plans\*](#).

Where relevant, the EMP should include any relevant elements of:

- The Bird and Bat Management Plan; and
- The Water Management Report

The EMP should be publicly available on the wind farm operator's website for the life of the project.

## Reference Documents

The following documents provide guidance in relation to specific environmental impacts and potential approaches or principles that can be applied to avoid and minimise these impacts. They may assist in meeting the requirements of the Renewable Energy Planning Code.

- The Department of Water and Environment Regulation's (DWER) [Green Energy Proponent Guideline](#).
- Environmental Protection Authority's (EPA) [Statement of Environmental Principles, Factors and Objectives](#) and Environmental Factor Guidelines;
- EPA's [Technical Guidance – Subterranean Fauna Surveys for Environmental Impact Assessment](#).
- EPA's [Technical Guidance – Flora and Vegetation Surveys for Environmental Impact Assessment](#).
- EPA's [Technical Guidance – Terrestrial Vertebrate Fauna Surveys for Environmental Impact Assessment](#).
- EPA's [Rehabilitation of Terrestrial Ecosystems \(GS 6\)](#).
- Australian Government's [draft Onshore Wind Farm Guidance – Best practice approaches when seeking approval under the Australia's national environmental law \(May, 2024\)](#).
- WAPC's [Statement of Planning Policy 2.0 – Environment and Natural Resources Policy](#) (WAPC, 2003).
- WAPC's [draft Statement of Planning Policy 2.9 – Planning for Water](#) (WAPC, 2021) and [draft Statement of Planning Policy 2.9 Planning for Water Guidelines](#) (WAPC, 2021).

## 2.8 WF Element 7 – Natural Hazards

### Context

Wind farm development must consider the exposure and vulnerability of people, property and infrastructure to natural hazards including bushfire, flooding, coastal erosion and inundation, landslides and other land movements (karst), earthquakes and cyclones. Climate change may increase the frequency and severity of some hazards, and this must inform site selection, design and long-term resilience measures.

### Element Objective

**WF-E07.1 Wind farms** are sited, designed, constructed and operated to avoid or minimise risks to people, property and infrastructure arising from **natural hazards**.

### Performance outcome

#### Fire

**WF-PO7.1 Wind turbines and associated infrastructure** (excluding access tracks) are sited:

- a. Outside **bushfire prone areas** where possible; or
- b. Within **bushfire prone areas** where the pre-development radiant heat impact does not exceed Bushfire Attack Level (BAL)-29 (29kW/m<sup>2</sup>), as shown in pre-development BAL contour mapping; or
- c. where (a) or (b) cannot be achieved, with asset protection zones (i.e. low fire fuel areas) established around **wind turbines** and **associated infrastructure** to reduce the post-development radiant heat impact to BAL-29 or below, while avoiding or minimising native vegetation clearing and ensuring that any additional landscaping or **revegetation** does not contribute to an unacceptable fire risk.

**WF-PO7.2 Wind turbines and associated infrastructure** are spaced apart to:

- a. reduce the risk of fire spreading between components, considering radiant heat flux as a potential ignition source; and
- b. enable safe and effective aerial firefighting operations with a minimum separation of 300 metres between turbines.

**WF-PO7.3 Wind turbines and associated infrastructure** incorporate features that minimise ignition risk and support emergency response, including:

- a. fire and lightning detection, power disconnection, and independent shutdown systems that can operate independently of local communications during an emergency;
- b. non-combustible or fire-resistant materials in construction;
- c. aviation obstacle lighting;
- d. safe storage of hazardous, flammable and/or combustible materials consistent with *Planning for Bushfire Guidelines* (WAPC, 2024), specifically Bushfire Protection Criteria 7: Development - Commercial and industrial A2.4 Storage of hazardous, flammable and/or combustible materials.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

## Performance outcome

**WF-PO7.4 Wind farms** include vehicular access enabling efficient, safe and reliable emergency response and evacuation, consistent with the Planning for Bushfire Guidelines (WAPC, 2024). This includes:

- a. at least two ingress/egress points, preferably from two different public roads, and for each part of the **development site** where the site is divided by a public road(s).
- b. internal access tracks that:
  - i. have suitable gradients, vertical clearances and all-weather surfaces;
  - ii. provide a minimum four-metre trafficable width to each **turbine** and key infrastructure components such as substations and control offices;
  - iii. include passing bays at least every 600 metres, with a minimum size of 20 metres long and six metres wide; and
  - iv. provide adequate turn-around areas for emergency vehicle manoeuvring.

**WF-PO7.5 Wind farms** provide sufficient, accessible water supply and firefighting infrastructure. The number, size and locations of water tanks is to be determined in consultation with the Department of Fire and Emergency Services and local brigade, and include at a minimum:

- a. one 45,000-litre static water tank at each property entrance from a public road;
- b. one additional 45,000-litre static water tank within the **development site**;
- c. water tank fittings compliant with relevant *Planning for Bushfire Guidelines* (WAPC, 2024) standards; and
- d. a hardstand at each tank for emergency vehicles.

**WF-PO7.6 Wind farm** operations support emergency response by:

- a. maintaining firebreaks, **asset protection zones**, access tracks, water supply, hardstands and fire equipment; and
- b. enacting emergency procedures, such as **turbine** shutdown, blade repositioning, power disconnection, activation of obstacle lighting to support aerial firefighting, and facilitating emergency vehicle and water access.

**WF-PO7.7** Any new **habitable building** associated with the **wind farm**, located wholly or partly within a **bushfire prone area**, is sited, designed and constructed in accordance with State Planning Policy (SPP) 3.7 Bushfire (WAPC, 2024) and the Planning for Bushfire Guidelines (WAPC, 2024).

### Other Hazard Management

**WF-PO7.8 Wind farms** are sited, designed, constructed and operated to avoid or minimise risks associated with:

- a. coastal erosion and inundation, where within a **coastal zone**;
- b. flooding;
- c. cyclones and earthquakes (see *Element 1 - Safety*, **WF-AO1.2**); and
- d. landslides and other land movement (karst), avoiding slopes 15 per cent or greater as per SPP 3.4 Natural Hazards and Disasters (WAPC, 2006).

## Acceptable Outcome

*Not applicable*  
– Performance Outcomes apply.

## Plans and Reports to Accompany a Development Application

### BAL Contour Map

A BAL contour map showing radiant heat impact areas is required where wind farm infrastructure is wholly or partly in a bushfire prone area. The BAL contour map is to be prepared by an accredited Level 2 or 3 bushfire planning practitioner in accordance with the method, manner and form set out in Appendix A.3 of the Planning for Bushfire Guidelines (WAPC, 2024).

### Bushfire Management Plan (BMP)

Required where:

- a. wind farm infrastructure is wholly or partly in a bushfire prone area with a pre-development radiant heat impact exceeding BAL-29 as shown on the BAL contour map; or
- b. any **habitable building** associated with the wind farm is wholly or partly in a bushfire prone area.

Where relating to habitable buildings, the BMP should meet the requirements of SPP 3.7 Bushfire (WAPC, 2024), Planning for Bushfire Guidelines (WAPC, 2024) and the [Bushfire Management Plan \(BMP\) Manual](#) template.

### Coastal Hazard Risk Management and Adaptation Plan

Required where triggered by SPP 2.6 State Coastal Planning Policy (WAPC, 2006). Prepared in accordance with the Coastal Hazard Risk Management and Adaptation Planning Guidelines (WAPC, 2019).

### Geotechnical Assessment

Required where turbines or associated infrastructure are proposed on land vulnerable to landslip (slopes greater than 15 per cent) or other geotechnical hazards (such as karst). The assessment must:

- a. detail geology and soil conditions;
- b. demonstrate suitability for development; and
- c. recommend minimum design and construction standards to mitigate risks.

Prepared by a suitably qualified geotechnical engineer in accordance with AS 1726:2017: Geotechnical Site Investigations.

## Plans and Reports Recommended as Conditions of Development Approval

### Emergency Management Plan (EMP)

An EMP may be required as a condition of development approval. It should identify the actions to be undertaken in the event of a natural hazard emergency (including structural incidents and bushfire) during the construction, operation and decommissioning phases of the wind farm.

The EMP should be prepared with input from relevant local stakeholders, including:

- a. Department of Fire and Emergency Services (DFES), including DFES Aerial Services;
- b. local bushfire and emergency response organisations; and
- c. host lot and non-host lot landowners and occupiers.

Where relating to bushfire, the EMP should be prepared generally in accordance with the Bushfire Emergency Plan Manual (WAPC, 2024).

## 2.9 WF Element 8 – Aviation

### Context

Wind turbines can pose hazards to aviation due to their height, potential conflict with aircraft operations, interference with radar systems and the creation of turbulence. Consideration must be given at all stages of a wind farm project to the safety, efficiency and operational integrity of airports, aerodromes, aircraft landing areas and other aviation operations and services, including agricultural spraying, aerial mustering, military aviation and emergency air services.

While wind turbines are generally conspicuous during daylight due to their scale, aviation lighting is the primary means of ensuring visibility at night or in low-visibility conditions, and must balance safety requirements with minimising amenity impacts.

### Element Objective

**WF-EO8.1 Wind farms** are sited, designed, constructed and operated to maintain the safety, efficiency and operational integrity of airports, **aerodromes, aircraft landing areas** and associated aviation operations and navigation, including low-flying aviation activities.

### Performance Outcome

**WF-PO8.1 Wind turbines and associated infrastructure** are sited, designed, constructed and operated to:

- a. avoid hazards or unacceptable risks to aircraft safety;
- b. avoid or minimise adverse impacts on the safety, efficiency or operational integrity of:
  - i. **airports, aerodromes and aircraft landing areas** and associated aviation operations and navigation; and
  - ii. low-flying aviation operations, including aerial agricultural activities (spraying and mustering), recreational aviation, military aviation, helicopter operations and emergency air services; and
- c. avoid or minimise adverse impacts on the development and operation of future aviation infrastructure identified in State and local planning frameworks.

**WF-PO8.2** Where aviation risks and impacts cannot be fully avoided, they are minimised through effective mitigation measures.

**WF PO8.3 Wind turbines** and associated infrastructure incorporate appropriate lighting and marking to address safety risks while minimising impacts.

### Acceptable Outcome

*Not applicable*  
– Performance Outcomes apply.

## Plans and Reports to Accompany a Development Application

### Aviation Impact Assessment

An Aviation Impact Assessment should be prepared by a suitably qualified aviation consultant and include a comprehensive assessment of risks to aviation safety, efficiency and operational integrity, along with proposed mitigation and management strategies.

The Assessment should meet the requirements of:

- a. [National Airports Safeguarding Framework \(NASF\) Guideline D: Managing the Risk to Aviation Safety of Wind Turbine Installation \(Wind Farms/ Wind Monitoring Towers\)](#).
- b. [CASA Advisory Circular AC 139.E-05v1.1 Obstacles \(including wind farms\) outside the vicinity of a CASA certified aerodrome](#).
- c. [Airservices Australia Aviation Impact Statement - Developments at and around airports](#), which includes specific requirements relating to wind farms.

### Impacts and Risks

An Aviation Impact Assessment must address (where relevant):

- a. Identify obstacle locations and heights both Above Ground Level and Australian Height Datum.
- b. Identify surrounding airports, aerodromes and aircraft landing areas, flight paths, airspace (Obstacle Limitation Surface, Procedures for Air Navigational Services – Aircraft Operations, Declared Defence Aviation Areas and any declared/prescribed airspace) and other relevant considerations.
- c. Consider future airports identified in State and local planning frameworks to ensure proposed/planned wind turbines do not impact the ability to deliver future aviation infrastructure requirements.
- d. Assess potential impacts and risks of the project on aviation activity, including navigation, radar, wake/turbulence and communications.
- e. Demonstrate consideration of cumulative impacts of other approved or operating wind farms in the vicinity.
- f. Assess impacts of wind turbines on low-flying activities conducted in the vicinity of the wind farm, such as aerial agricultural activities spraying, mustering, recreational aviation, military aviation, helicopter operations and emergency air services.

- g. Identify required aviation obstacle lighting, having regard to the defined air traffic routes, aircraft operating heights, approach/departure procedures, radar interference, communication systems and navigation aids.
- h. Consider crane use during construction.
- i. Detail operational procedures during bushfire events, for example, turbine shutdowns, blade positioning, lighting activation to minimise interference with aerial firefighting operations and activating lighting to increase visibility of turbines to pilots.
- j. Conduct a risk analysis in accordance with AS/NZS ISO 31000:2018 Risk Management – Guidelines.

### Consultation

While decision-makers will refer applications to the Civil Aviation Safety Authority (CASA), AirServices Australia and the Department of Defence, the Aviation Impact Assessment must demonstrate that the applicant has consulted with the following parties and appropriately addressed any concerns raised:

- a. nearby airport, aerodrome and aircraft landing area owners, operators and users;
- b. neighbouring non-host lot landowners;
- c. aircraft operators known to fly in the area (aerial spraying, mustering, recreational aviation and helicopter operators, and emergency air services including but not limited to DFES and the Royal Flying Doctor Service);
- d. Airservices Australia to determine if any aerodrome operating procedures may be affected by the project (prior to consulting with CASA) and whether any aeronautical communications, navigation or surveillance equipment may be affected;
- e. Department of Defence to determine whether any defence aerodromes and facilities, Declared Defence Aviation Area (DAA) – protected airspace, low flying military aviation activities or aeronautical communications, navigation or surveillance equipment may be affected;

### Plans and Reports to Accompany a Development Application

- f. CASA – regarding air safety and lighting/markings. Where CASA advises that a proposed wind turbine or other structure proposed in an application will be hazardous and poses an unacceptable risk to aircraft safety, it should not be supported by a decision-maker. Additionally, the Civil Aviation Safety Regulations 1998 require that a person proposing to construct or erect any object that extends to a height of 100 metres or more above local ground level must, as soon as practicable after forming the intention to construct or erect the proposed object or structure, give notice to CASA (see Civil Aviation Safety Regulations, Regulation 139.175).

#### *Marking and Lighting*

The Assessment should:

- a. outline lighting and marking recommendations in accordance with CASA and/or Department of Defence advice and National Airports Safeguarding Framework Guideline D;
- b. consider measures to minimise the impact on amenity such as radar-activated lighting (specific advice should be sought from CASA and/or the Department of Defence);
- c. consider the WAPC's Position Statement: Dark Sky and Astrotourism (WAPC, 2022);
- d. identify the proposed colour of turbines (usually white unless otherwise supported by CASA and the Department of Defence); and
- e. detail monitoring reporting and maintenance procedures for lighting outages, including CASA notification.

#### *Other Mitigation Measures*

The Assessment should also:

- a. provide as-constructed details of turbines and monitoring masts (including the specific location coordinates and heights AGL and in AHD) to Airservices Australia Vertical Obstacle Database so they are registered on the national database. Notification is to be of any tall structure's permanent obstacles, including wind turbines, meteorological masts or wind-monitoring towers, greater than 30 metres or more above ground level within 30 kilometres of an aerodrome; or 45 metres or above ground level elsewhere;
- b. detail marking of overhead transmission lines consistent with Australian Standard AS 3891.1 Air Navigation (with visual identification tools such as marker balls) and in consultation with the transmission network provider.

Where mitigation requires changes to aerodrome procedures, these must be resolved before an application is determined.

### Plans and Reports Recommended as Conditions of Development Approval

#### **Operational Management Plan**

The Plan is to detail operational and aviation impact mitigation measures identified in the approved and updated (where relevant) Aviation Impact Assessment or recommended by CASA or the Department of Defence. It must also include procedures for responding to any unanticipated impacts identified post-construction or through complaints.

The plan must be publicly available on the wind farm operator's website for the life of the wind farm.

## 2.10 WF Element 9 – Electromagnetic Interference

### Context

Wind turbines can interfere with or degrade microwave, television, radar and radio transmissions through electromagnetic interference (EMI). This may be caused an electric and magnetic (electromagnetic) field forming around the wind turbine or where radiocommunications are obstructed by the physical structure of the turbine. Services that can be impacted include emergency services, aviation, television and radio broadcasting, internet, weather monitoring and mobile networks.

### Element Objective

**WF-EO9.1 Wind farms** are sited, designed and operated to avoid or minimise **EMI**, ensuring the ongoing reliability and functionality of essential services, including communications, radar, weather monitoring, television and radio broadcasting and radio astronomy.

### Performance Outcome

**WF-PO9.1 Wind farms** are sited, designed and operated to avoid EMI wherever practicable, ensuring reliable and functional essential services consistent with regulatory and operational requirements, ensuring continuity for civilian, government and commercial systems.

**WF-PO9.2** Where **EMI** to essential services cannot be fully avoided, it is minimised through effective mitigation measures, including adjusting wind turbine siting and design, or implementing technical solutions (for example, filters or signal boosters) to maintain service performance.

### Acceptable Outcome

*Not applicable – Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Electromagnetic Interference Assessment

An EMI Assessment is to be prepared by a suitably qualified engineer or specialist with demonstrated expertise.

The Assessment is required to:

- a. Assess potential impacts on services, including (but not limited to) point-to-point microwave links, aviation, defence and meteorological radar and communications, emergency service communications, utility communications, mobile voice-based communications, wireless and satellite internet, broadcast and digital radio, digital and satellite television, trigonometry stations, GPS, observatories and radio astronomy.<sup>4</sup>
- b. Engage with key stakeholders<sup>5</sup> (as listed in Appendix 3, but not limited to) and document:
  - i. statutory or operating requirements of stakeholders that may require consideration; and
  - ii. evidence of stakeholder input into and/or review of the EMI Assessment, including confirmation that any identified impacts are acceptable or that proposed avoidance or mitigation measures are supported.
- c. Demonstrate the consideration of the National Airports Safeguarding Framework Guideline G: Protecting Aviation Facilities – Communication, Navigation and Surveillance (Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts) where applicable.
- d. Demonstrate consideration of any requirements for Radio Quiet Zones regulated by the Australian Communications and Media Authority and Department of Local Government, Industry Regulation and Safety, including relevant local planning scheme provisions.
- e. Assess and describe the magnitude, risks and implications of identified impacts on affected facilities and services.
- f. Describe avoidance and mitigation measures ensuring achievement of **WF-PO9.1** and **WF-PO9.2**, including any ongoing mitigation required during wind farm operation.
- g. Outline the implementation program for mitigation measures and how this will be communicated to affected stakeholders and the community.
- h. Describe how post-construction signal strength testing will be used to verify predicted impacts on television, radio and mobile phone coverage, and how any unanticipated impacts will be addressed through additional or revised mitigation measures.

<sup>4</sup> The assessment should consider the worst-case scenario where wind turbine envelopes are being considered.

<sup>5</sup> Some stakeholders may require detailed technical information and several months to provide input prior to the lodgement of the development application.

## Plans and Reports Recommended as Conditions of Development Approval

### Signal Strength (Television, Radio and Mobile Phone) Testing Report

A Signal Strength Testing Report may be required to record pre-and post-operation signal strength and quality. The report must demonstrate either:

- a. no EMI impacts on television, radio or mobile coverage, or
- b. where impacts occur, that they are consistent with the EMI Assessment and addressed through mitigation.

Where unacceptable impacts are identified that were not anticipated in the EMI Assessment, the wind farm operator may be required to:

- a. prepare an addendum to the EMI Assessment identifying the cause and extent of the impact; and
- b. update the Operational Management Plan to include additional or revised mitigation measures and implementation programs.

### Operational Management Plan

The Plan is to detail EMI mitigation measures identified in the approved (and updated) EMI Assessment, as well as procedures for responding to unanticipated EMI impacts identified through testing or community complaints.

The Plan is to be made publicly available on the wind farm operator's website for the life of the wind farm.

## 2.11 WF Element 10 – Transport

### Context

The transportation of wind farm components, construction materials and workforce personnel must be efficiently managed and coordinated to protect Western Australia's transport network. This includes the movement of large and heavy components such as turbine blades, towers and nacelles, as well as construction materials, waste and workforce transit. Careful planning and management of transport routes and vehicle movements helps minimise disruption, maintain community safety and preserve the function of local and regional transport infrastructure.

This element principally applies to the construction and operational phases of wind farm development. Transport impacts during decommissioning are addressed in Element 12 – Decommissioning.

### Element Objective

**WF-EO10.1** The movement of people, materials and equipment associated with a **wind farm** is managed to:

- a. minimise disruption to transport networks and ensure their safe and efficient operation; and
- b. avoid and minimise adverse impacts on property, infrastructure and vegetation.

### Performance Outcome

**WF-PO10.1** Transport routes for oversize overmass (OSOM) vehicle movements are selected, and vehicle movements are scheduled to:

- a. maintain road and rail user safety;
- b. avoid unreasonable disruption to local and regional transport networks;
- c. avoid or minimise the need for:
  - i. modifications to road and rail infrastructure, and utility services;
  - ii. vegetation clearing; and
  - iii. adverse impacts on adjoining properties.

**WF-PO10.2** Workforce vehicular access points are sited to minimise disruption to local and regional transport networks.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Transport Impact Assessment

An Assessment should be prepared in accordance with the [Transport Impact Assessment Guidelines](#) (WAPC, 2016) and include:

- a. Port-to-project transport routes for OSOM movements, supported by a Route Survey consistent with Main Roads Western Australia (MRWA)'s [Oversize Vehicle Route Survey – Audit Regime](#). The assessment should demonstrate safe accommodation of vehicles, considering road widths, roadside impediments, swept path analysis and height clearances.
- b. Identification of required permanent and temporary modifications to road and rail infrastructure to facilitate transport movements, including estimated costs. Contributions may be required consistent with SPP 3.6 Infrastructure Contributions (WAPC, 2021) as part of any development approval without the need for a Development Contribution Plan.
- c. Forecast workforce and OSOM movements during construction and operational phases.
- d. Assessment of transport movement impacts, including:
  - i. the operation of the road network, particularly intersections (supported by SIDRA analysis where required);
  - ii. operation of the rail network where rail crossings are proposed;
  - iii. impacts on adjoining properties and associated land uses, buildings, infrastructure (including utility services) and vegetation, including responsibilities for mitigating impacts; and
  - iv. utility services within the road reserve (for example, overhead utilities), including any required relocation or protection.
- e. An engagement summary documenting consultation with MRWA, local governments, port and rail operators and other relevant authorities.

## Plans and Reports Recommended as Conditions of Development Approval

### Construction Traffic Management Plan

The Plan should outline how construction-related transport activities will be managed to minimise impacts on the transport network, local communities and the environment. It should include:

- a. Final port-to-site routes for required OSOM movements, supported by route assessments and approvals from relevant authorities.
- b. Management of temporary and permanent road infrastructure modifications, including changes to intersections, bridges, road widening, service relocation, signage and lighting.
- c. Vegetation clearing requirements associated with transport access, including required clearing permits.
- d. Procedures for managing disruptions to utility services, including notification protocols and coordination with service providers.
- e. Coordination of OSOM<sup>6</sup> and workforce vehicle movements to avoid peak periods (for example, holidays, school terms, local events) and to manage cumulative impacts where multiple renewable energy projects use shared corridors.
- f. Management plans for safety, noise, dust and public notification.
- g. Rectification and restoration of the road network and other affected infrastructure following construction, including the developer's responsibilities for repairs and reinstatement works.
- h. An engagement summary documenting consultation with MRWA, local governments, port and rail operators and other relevant authorities.

### Pre- and Post-Construction Road Pavement Survey

A road pavement survey may be required before and after construction to assess any damage from OSOM and heavy vehicle use. This may form a condition of development approval to ensure necessary road repairs are addressed by the developer.

### Railway Safety Management Plan

Where OSOM rail crossings are proposed, a Railway Safety Management Plan should be prepared by a suitably qualified consultant, in consultation with the rail infrastructure owner and rail service operator.

<sup>6</sup> MRWA approval is required for the use of Restricted Access Vehicles and the transport of OSOM loads. An OSOM Transport Management Plan, prepared in accordance with MRWA's [Guidelines for Preparing an Oversize Overmass Transport Management Plan](#), must be submitted and accepted by MRWA prior to any OSOM movements. Early engagement with MRWA is strongly recommended to support timely assessment and coordination.

## 2.12 WF Element 11 – Construction

### Context

Wind farm construction requires extensive site preparation and logistical activities that can affect the environment, local amenity and services. Activities typically include transporting components and construction materials, constructing access tracks, establishing laydown areas, and installing turbines, foundations and supporting infrastructure such as transmission lines, battery storage and worker facilities.

Significant resources, including water and gravel, are required for turbine foundations and roadworks. Construction may place pressure on local supplies, infrastructure and services, and must therefore be carefully managed to minimise disruption, ensure safety and protect the environment.

### Element Objective

**WF-EO11.1** Wind farms are constructed to:

- a. avoid or minimise adverse impacts on the environment, amenity and safety;
- b. maintain sustainable use and management of local resources and infrastructure; and
- c. maintain safe and efficient movement of people, materials and equipment.

### Performance Outcome

**WF-PO11.1** The construction phase of **wind farms** is managed to avoid or minimise adverse environmental impacts, including effects on **flora, fauna**, water, land, air quality and noise.

**WF-PO11.2** Land disturbed during construction must be **rehabilitated** post-construction.

**WF-PO11.3** Construction activities are planned and executed to maintain site safety and minimise risks to workers and the public, including risks associated with equipment use and, where relevant, aviation interactions.

**WF-PO11.4** Use of local resources and infrastructure, including water, gravel and waste disposal facilities, is sustainable and does not place undue strain on local supply or services.

**WF-PO11.5** Waste generation is avoided or minimised and, where waste is generated, it is reused or recycled where possible and disposed of responsibly in accordance with best practice.

**WF-PO11.6** Vehicular movement of **wind farm** components, construction materials and workforce personnel is coordinated to minimise disruption to transport networks and ensure their safe and efficient operation.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Construction Management Plan

A Construction Management Plan should be prepared to ensure construction activities are well managed and impacts are avoided or minimised.

The plan must:

- include a program of works;
- describe measures to manage potential adverse impacts;
- detail how disturbed land will be rehabilitated; and
- address the matters outlined below (where applicable), along with any other relevant matters identified through assessment or arising from other elements of the Code.

#### *Safety and emergency management*

- a. Safety and site hygiene management
- b. Natural hazard management, including fire and emergency management
- c. Fuel and chemical storage and handling
- d. Unexploded ordnance
- e. Aviation impacts and management

### *Environmental Management*

- a. Biosecurity, weed and pest management
- b. Dust, noise and vibration management
- c. Site contamination and remediation
- d. Flora and fauna protection and management
- e. Site stabilisation and revegetation of disturbed areas post-construction
- f. Drainage, erosion and sediment control
- g. Dewatering and acid sulphate soil management

### *Resource management and services*

- a. Waste management
- b. Wastewater management, including treatment and disposal
- c. Water and basic raw material supply (for example, gravel for foundations)

### Transport

- a. Transport impacts associated with construction are addressed in Element 10 – Transport.

## Plans and Reports Recommended as Conditions of Development Approval

Not applicable.

## 2.13 WF Element 12 – Decommissioning and Rehabilitation

### Context

Wind turbines typically operate for 20 to 25 years. At the end of their operational life, they may be decommissioned or repowered to extend operation or increase generation capacity.

Decommissioning involves dismantling and removing turbines and other above-ground infrastructure, and disconnecting from the electricity grid where applicable. Below-ground infrastructure, such as foundations, cabling and conduits, may also be required to be removed. However, in some circumstances removal may not be necessary if the infrastructure does not interfere with the future use of the land (for example, grazing of the State's rangeland farming areas). Access tracks may also be retained where they support ongoing or future land uses.

Proponents are expected to have appropriate financial arrangements (for example, bank guarantees or bonds) in place with host-lot owners to meet their decommissioning obligations and ensure that infrastructure is responsibly removed or managed at the end of its operational life.

### Element Objective

**WF-EO12.1 Wind farms** are **decommissioned** upon ceasing operation to:

- a. avoid or minimise adverse impacts on the environment, amenity and safety;
- b. facilitate sustainable waste management; and
- c. maintain safe and efficient movement of people, materials and equipment.

**WF-EO12.2 Wind farm** host lots are rehabilitated upon **decommissioning** to their pre-development state or to a condition compatible with their intended ongoing or future land use.

### Performance Outcome

**WF-PO12.1 Wind farms** are decommissioned and rehabilitated within 18 months of ceasing operation.

**WF-PO12.2 Wind farms** are decommissioned by removing:

- a. above-ground infrastructure, unless retention is agreed with the landowner for repurposing (for example, access tracks); and
- b. below-ground infrastructure to the extent necessary to support future land uses.

**WFPO-12.3** Land disturbed as a result of the wind farm and its **decommissioning** is **rehabilitated** to an acceptable condition that supports future land uses, in consultation with the **host-lot** owner.

**WF-PO12.4 Wind farms** are **decommissioned** to avoid or minimise adverse environmental impacts, including effects on **flora, fauna**, water, land, air quality and noise.

**WF-PO12.5 Decommissioning** activities are planned and executed to maintain site safety and minimise risks to workers and the public, including risks associated with equipment use and, where relevant, aviation interactions.

**WF-PO12.6** Waste generation is minimised through reuse and recycling consistent with best practice and all waste is disposed of at licensed facilities with confirmed capacity.

**WF-PO12.7** Vehicular movement of **wind farm** components, materials and workforce personnel is coordinated to minimise disruption to transport networks and ensure their safe and efficient operation.

### Acceptable Outcome

*Not applicable  
– Performance Outcomes apply.*

## Plans and Reports to Accompany a Development Application

### Preliminary Decommissioning and Rehabilitation Management Plan

This Plan should accompany the development application and:

- a. confirm the operator's commitment to decommissioning and rehabilitation;
- b. provide a high-level scope of decommissioning and rehabilitation works;
- c. outline consultation undertaken with the host-lot owner, including agreement on the scope of works and financial arrangements; and
- d. detail proposed consultation with adjoining landowners, the community, local government and relevant government agencies.

## Plans and Reports Recommended as Conditions of Development Approval

### Detailed Decommissioning and Rehabilitation Plan

A Plan should be prepared prior to the end of the wind farm's operational life – generally at least six months in advance – unless otherwise agreed with the decision-maker. The Plan must be approved before decommissioning commences.

Where repowering is proposed and the replacement turbines and associated infrastructure are not like-for-like, a new development application may be required.

Where partial repowering is proposed, the Plan must clearly identify turbines to be decommissioned and specify the scope, staging and rehabilitation measures.

Decommissioning and rehabilitation works should be completed within 18 months of the turbines ceasing operation.

The Plan must describe the scope and staging of decommissioning and rehabilitation works, and address the following matters, along with any other matters arising through assessment or from other elements of the Code:

#### *Safety and emergency management*

- a. Safety and site hygiene management
- b. Natural hazard management, including fire and emergency management
- c. Fuel and chemical storage, handling and disposal
- d. Aviation impacts and management

#### *Environmental management*

- a. Biosecurity, weed and pest management
- b. Dust, noise and vibration management
- c. Site contamination and remediation
- d. Vegetation retention, rehabilitation and associated monitoring
- e. Flora and fauna protection and management
- f. Drainage, erosion and sediment control
- g. Wastewater management

#### *Waste Management*

- a. Identification of waste types and volumes, including:
  - i. confirmation that all waste will be removed from the site;
  - ii. outline how waste will be reused, recycled or disposed of in approved and licensed waste management facilities; and
  - iii. identify the licensed waste management facility or facilities proposed to be used and confirm their capacity to accommodate the waste.

## Plans and Reports Recommended as Conditions of Development Approval

### *Transport*

- a. Transport impacts associated with decommissioning must be addressed in accordance with the requirements of Element 10 – Transport, adapted for the decommissioning phase.
- b. A Decommissioning Traffic Management Plan is to be prepared and include:
  - i. identification of haulage routes and OSOM vehicle movements, conducted safely and in a manner that minimises adverse impacts on the transport network, consistent with MRWA's Movement of High Risk OSOM Vehicles Policy;
  - ii. coordination of vehicle movements to avoid peak traffic periods and cumulative impacts where multiple renewable energy projects affect shared corridors;
  - iii. dilapidation surveys and arrangements for repairing any road damage caused by heavy vehicles; and
  - iv. engagement with MRWA, local governments and relevant authorities to confirm routes and obtain necessary approvals.

### *Consultation and Landowner Agreements*

- a. Outline consultation undertaken and agreements in place with the host-lot owner regarding the scope of works, including decisions on infrastructure removal or retention to support future land uses.
- b. Outline financial arrangements to fund decommissioning and rehabilitation, including guarantees or security arrangements to ensure responsibilities are met in the event of operator insolvency.<sup>7</sup>
- c. Outline consultation undertaken or proposed with adjoining landowners, the community, local government and relevant government agencies and authorities.

<sup>7</sup> Development approvals and associated decommissioning responsibilities run with the land. If the wind farm operator becomes insolvent, these responsibilities transfer to the landowner. Landowners should therefore secure appropriate guarantees to avoid being burdened with decommissioning and rehabilitation obligations.

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## Appendix 1 – Definitions

*The terms defined in the Code apply to all grammatical forms of the word.*

**Aerodrome** – means an area of land or water (including any buildings, installations and equipment) intended for use wholly or partly for the arrival, departure or movement of aircraft and is certified as an aerodrome under the regulations made under the *Civil Aviation Act 1988* (Cth).

**Aircraft landing area** – means an area of ground intended for use for the conduct of take-off and landing and associated aircraft operations for private, aerial work or charter activities.

**Airport** – means an aerodrome with significant facilities. This includes:

- Federally leased airports regulated by the *Airports Act 1996*.
- a certified **aerodrome** available for use in regular public transport operations (i.e. commercial fee-paying passengers) and may include contiguous land for aviation-related infrastructure/activities.
- defence airfields under the *Defence Act 1903* and joint-user airports under control of the Department of Defence where an arrangement under section 20 of the *Civil Aviation Act 1988* (Cth) is in force.
- land zoned/reserved for the purpose in the scheme.

**Asset Protection Zone** – means a managed buffer zone located between a bush fire hazard and a building or piece of infrastructure used to reduce bushfire risk by strategically controlling vegetation and limiting plant flammability within the zone.

**Associated infrastructure** – means the permanent and temporary buildings, structures and other infrastructure associated with energy infrastructure, including meteorological masts, habitable buildings (such as control or office buildings), storage buildings, fuel storage tanks, mobile concrete batching plants, internal access tracks, fencing, firefighting equipment, gates and signage.

**Battery energy storage system** – means the use of premises for the operation of one or more battery storage devices that:

- a. convert electricity into stored energy; and
- b. release stored energy as electricity; and

includes any equipment necessary for the operation of the plant.

**Bushfire prone area** – means an area designated by the Fire and Emergency Services Commissioner under section 18P of the *Fire and Emergency Services Act 1998* as being subject, or likely to be subject, to bushfires. Refer to Department of Fire and Emergency Services [Bushfire Prone Area map](#).

**Coastal zone** – means those areas of water and land that may be influenced by coastal processes.

**Conservation areas** – has the meaning given in the *Environmental Protection Act 1986*.

**Dam** – means any artificial structure, barrier or levee, whether temporary or permanent, which does or could impound, divert or control water, silt, debris or liquid borne materials, together with its appurtenant (associated) works.

**Decommission** – means the removal of buildings, structures and infrastructure associated with a land use once it fully or partially ceases operation.

**Development site** – means that part of a lot(s) on which a building or structure that is the subject of the development stands or is to be constructed.

**Ecological community** – has the meaning given in the *Biodiversity Conservation Act 2016*.

**Electromagnetic interference** – means the effect of disturbing or degrading communications and monitoring signals currently in operation and transmitted via microwave, very high frequency and ultra-frequency systems resulting from siting and operation of energy infrastructure and other structures.

**Energy infrastructure** – means renewable energy facilities, transmission systems and battery energy storage systems.

**Fauna** – has the meaning given under the *Biodiversity Conservation Act 2016*.

**Flora** – has the meaning given under the *Biodiversity Conservation Act 2016*.

**Ground clearance** – means the vertical distance from the ground level at the base of a wind turbine to the tip of its blade when it is in its lowermost position (see Figure 2).

**Ground level** – means the finished ground level resulting from the development.

Habitable building – has the meaning given under State Planning Policy 3.7 Bushfire (WAPC, 2024).

**Host lot** – means the lot or lots on which the development is proposed or located and includes all land within the development application or approval area.

**Land degradation** – has the meaning given under the *Soil and Land Conservation Act 1945*.

**Landforms** – has the meaning given under the Environmental Protection Authority’s Environmental Factor Guideline – Landforms as follows: The distinctive, recognisable physical features of the earth’s surface having a characteristic shape produced by natural processes. A landform is defined by the combination of its geology (composition) and morphology (form).

**Landscape** – means the cumulative expression of natural and cultural features, patterns and processes in a geographical area, including human perceptions and associations with visual landscape incorporating appearance and the type of views provided.<sup>8</sup>

**Maximum blade chord length** – means the widest point of a wind turbine blade cross-section, measured from the trailing edge to the leading edge of the blade (refer Figure 6).

**Micro-siting** – means the movement of wind turbines by small distances within the wind turbine envelope during the detailed design or construction stages of a development.

**Migratory species** – has the meaning given in the *Environment Protection and Biodiversity Conservation Act 1999* (Cth).

**Native vegetation** – has the meaning given in the *Environmental Protection Act 1986*.

**Natural hazards** – means processes or phenomena that have the potential to cause significant adverse impacts to people, property and infrastructure associated with fires, floods, coastal erosion and inundation, landslides, other land movements (karst), earthquakes and cyclones.

**Noise impact area** – means an area of land in the vicinity of a noise-generating land use that is either currently or projected in the future to be affected by an unreasonable noise impact from that land use as identified through a Noise Impact Assessment.

**Noise-sensitive land use** – means a land use or development occupied or designed for occupation or use for residential purposes (including dwellings, residential buildings or short-stay accommodation), caravan park, camping ground, educational establishment, child care premises, hospital, nursing home, corrective institution or place of worship.

**Non-host lot** – means any lot adjoining or in proximity to a host lot that may be impacted by the development or land use.

**Predicted actual shadow flicker modelling** – means a modelling approach for wind turbines that estimates realistic **shadow flicker** at a specific location by accounting for meteorological conditions (such as cloud cover), turbine operations and mitigation measures, such as curtailment and shutdown, with the aim of providing a more realistic forecast of shadow flicker under typical operating conditions.

**Public drinking water source area** – means underground water pollution control areas, catchment areas and water reserves that are constituted under the *Metropolitan Water Supply, Sewerage, and Drainage Act 1909* or the *Country Areas Water Supply Act 1947*.

**Rehabilitation** – means a process where disturbed land is returned to a stable, productive and self-sustaining condition, taking future land use into account.

**Renewable energy facility/facilities** – means premises and structures used to generate electricity from a **renewable source/s**. It does not include renewable energy electricity generation where the electricity produced principally supplies and is incidental to an associated domestic, business or community related premises.

**Renewable sources** – has the meaning given in the *Electricity Corporations Act 2005*.

**Repowering** – means the replacement or substantial upgrade of one or more existing **wind turbines** or **associated infrastructure** to extend the facility’s operating life or improve its generating capacity.

**Revegetation** – means returning vegetation (indigenous or otherwise) to an area.

**Rotor swept path** – means the circular area surrounding the nacelle within which the blades rotate (see **Figure 7**). **Sensitive water resources** – means areas in which development has the potential to affect water-dependent ecosystems, natural waterways and estuaries, **wetlands** and selected coastal inlets and embayment that have been recognised at either the state or national level as having high ecological, social, cultural and/or economic values and are sensitive to contamination associated with land use and development. They include:

- a) estuary catchments on the Swan and Scott Coastal Plains;
- b) land that drains to and is within two kilometres of Irwin Inlet, Wilson Inlet, Torbay Inlet, Manarup Lagoon, Lake Powell, Princess Royal Harbour and Oyster Harbour;
- c) land that drains to and is within two kilometres of the estuarine areas of the following: Dampier Creek (Broome), Hill River, Irwin River (Mid West), Margaret River (South West), Murchison River, Hardy Inlet, Chapman River, Walpole-Nornalup Inlet, Wellstead Estuary and Greenough River;
- d) land that drains to and is within two kilometres of the following coastal embayments: Cockburn Sound, Coral Bay, Cowaramup Bay, Flinders Bay, Geographe Bay, Jurien Bay, Koombana Bay, Mangles Bay, Peaceful Bay, Roebuck Bay, Shark Bay (south of the northern tip of Peron Peninsula) and Warnbro Sound;
- e) land that drains to and is within one kilometre of other estuarine areas, except for portions approved by government for uses such as ports;
- f) within one kilometre up groundwater gradient and 250 metres down groundwater gradient of a **significant wetland**; or where the groundwater gradient is unknown or seasonably variable within one kilometre of the **significant wetland**;

<sup>8</sup> Best Practice Note Landscape Assessment and Sustainable Management 10.1, NZ Institute of Landscape Architects 2017)  
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- g) habitats of specially protected water-dependent **fauna** and the area within one kilometre of groundwater-dependent **threatened ecological communities** and groundwater-dependent priority **ecological communities**; and
- h) wild rivers catchments.

Site-specific assessments undertaken during the planning process may identify additional significant **water resources**.

The sensitive **water resource** area boundaries are identified on the policy map of Sensitive Water Resource Areas and may be refined through higher resolution mapping in accordance with the definition provided above.

**Shadow flicker** – means the recurrent flickering effect caused when rotating wind turbine blades cast shadows across the ground or nearby buildings, creating alternating patterns on light and shade.

**Significant landscape** – means a **landscape** area or feature that holds special importance or value, formally recognised in international, national or state legislation or policy and which warrants consideration in planning and development decisions. May include World Heritage areas, national and state parks.

**Significant view** – means a public view that holds special importance or value for its visual qualities or economic or cultural significance, formally recognised in international, national or state legislation or policy which warrants consideration in planning and development decisions. May include views from iconic scenic or tourist routes, trails and lookouts.

**Significant wetland** – means Ramsar wetlands and those listed in the Australian Government's Directory of Important Wetlands in Australia; wetlands categorised as Conservation Category in the Department of Biodiversity, Conservation and Attractions' Swan Coastal Plain wetlands dataset, wetlands listed in the South Coast Significant Wetlands dataset, other endorsed wetland datasets and other wetlands that have been identified for protection during the land planning process.

**Single house** – has the meaning given in the Planning and Development (Local Planning Schemes) Regulations 2015.

**Solar farm** – means a **renewable energy facility** that uses solar energy to generate electricity and includes ground-mounted photovoltaic and thermal technology and any **associated infrastructure**.

**Theoretical shadow flicker modelling** – means a modelling approach used to determine the maximum theoretical extent and duration of shadow flicker at a specific location. It is based on geometric simulation that accounts for the sun's path, topographic variation and the wind turbine specifications such as blade chord length and hub height.

**Threatened ecological community** – has the meaning given in the *Biodiversity Conservation Act 2016* and the *Environmental Protection and Biodiversity Conservation Act 1999* (Cth).

**Threatened species** – has the meaning given in the *Biodiversity Conservation Act 2016* and the *Environmental Protection and Biodiversity Conservation Act 1999* (Cth).

**Transmission system** – has the meaning given in the *Electricity Industry Act 2004*.

**Turbine curtailment** – means the intentional reduction or stopping of blade rotation to avoid or minimise an impact, such as noise, shadow flicker, the risk to wildlife.

**Unreasonable noise impact** – means a level of noise impact that exceeds the lowest assigned level permitted for a "Noise sensitive premises: highly sensitive area" in Table 1 of the Environmental Protection (Noise) Regulations 1997.

**Visually sensitive land use** – means a land use where people live or regularly spend extended periods of time, including residential dwellings, short-stay accommodation, schools, hospitals, recreation areas and generally excludes commercial or industrial premises.

**Water resources** – means watercourses, **waterways** and their estuaries, inlets and floodplains, **wetlands**, groundwater, surface water, stormwater and drainage. A water resource includes all aspects of the water resource, including water, organisms and other components and ecosystems that contribute to the physical condition and ecological health of the water resource.

**Waterway** – means any river, creek, stream or brook, including its foreshore area or reserve, floodplain, estuary and inlet. This includes systems that flow permanently, for part of the year or occasionally; and parts of the waterway that have been artificially modified.

**Wetland** – means an area of seasonally, intermittently or permanently waterlogged or inundated land, whether natural or otherwise, and includes a lake, swamp, marsh, spring.

**Wind farm** – means a renewable energy facility that uses wind energy to generate electricity and includes wind turbines and any **associated infrastructure**.

**Wind turbine** – means a structure that incorporates a machine designed to convert wind energy into electricity and comprises a foundation, tower, nacelle and rotor. It does not include a wind mill, which uses wind energy to generate mechanical energy.

**Wind turbine envelope** – means a defined area of land measured from the centre of an indicative wind turbine location within which a wind turbine and its foundation may be sited.

Western Australian Planning Commission – [Renewable Energy Planning Code and Guidelines](#)

## Appendix 2 – Material to Accompany a Development Application

Clause 1.5.1 of the Code requires the following information to accompany an application for development approval for **energy infrastructure**.

### All Energy Infrastructure

1. Outcomes from any pre-lodgement community and stakeholder engagement undertaken including:
  - a. Details of pre-lodgement engagement activities undertaken.
  - b. Summary of information, plans and images shared.
  - c. Feedback received, including key issues raised.
  - d. Explanation of how feedback was considered or addressed.
2. Confirmation of servicing availability (such as water, power, waste) for any proposed **habitable buildings**.
3. Details of the proposed **transmission system** and transmission line route to connect the **renewable energy facility** and/or **battery energy storage system** to the state's electricity grid and the status of the connection approval where relevant.

### Wind Farms

#### Site Plan Details

1. A plan showing:
  - a. Location and GPS coordinates for each **wind turbine** (where individual siting is confirmed), or GPS-defined boundaries of **wind turbine envelopes**.
  - b. Setbacks of **wind turbines** and **wind turbine envelopes** from **non-host lot** boundaries and reserves.
2. A plan showing the location, design and depth of **wind turbine foundations**, electricity cabling and other underground infrastructure.
3. A plan showing the location of any **associated infrastructure**.

#### Wind Turbine Specifications

1. Total number and characteristics of the **wind turbines**, including:
  - a. **hub height**;
  - b. **blade length** and **rotor diameter**;
  - c. **maximum blade chord**;
  - d. **blade tip height**;
  - e. **ground clearance**;
  - f. **rotor swept path**;
  - g. colours, materials and finishes;
  - h. noise-generation characteristics;
  - i. aviation safety lighting; and
  - j. transformer locations (near to or inside the tower).

#### Reports and Plans

1. Noise Impact Assessment
2. Single House Development Potential Impact Assessment (where relevant)
3. Landscape and Visual Impact Assessment
4. Shadow Flicker Assessment (where relevant)
5. Environment Report
6. Bird and Bat Management Plan
7. Water Management Report
8. Bushfire Attack Level (BAL) Contour Map
9. Bushfire Management Plan
10. Coastal Hazard Risk Management and Adaptation Plan (where relevant)
11. Geotechnical Assessment (where relevant)
12. Aviation Impact Assessment
13. Electromagnetic Interference Assessment
14. Transport Impact Assessment
15. Construction and Environmental Management Plan
16. Preliminary Decommissioning and Rehabilitation Management Plan

*Note: Information required in the above reports and plans is detailed in Part Two – Wind Farms*

## Appendix 3 – Preliminary Engagement – Community and Stakeholders

Proponents of energy infrastructure are encouraged to undertake preliminary engagement with communities, stakeholders and relevant public and statutory authorities prior to lodging a development application. Early engagement helps identify potential issues, build understanding and support, and inform project design and assessment.

Engagement should include, as relevant:

- a. Adjacent and nearby landowners and occupiers, particularly those with noise-sensitive or visually sensitive land uses likely to be affected;
- b. Local governments of the host district and any adjoining districts;
- c. Local communities and community groups, including Aboriginal communities, resident groups and business associations;
- d. The Department of Energy and Economic Diversification and electricity network operators where connection to the electricity network is proposed;
- e. Public and statutory authorities, especially those responsible for issuing other approvals), and any other key stakeholders.

Proponents should seek advice from local governments on:

- relevant stakeholders and community groups to be engaged; and
- appropriate engagement methods tailored to local community needs and expectations.

The following tables identify relevant public and statutory authorities, along with other key stakeholders, that proponents should consult for different types of energy infrastructure.

*Note: Tables for other types of energy infrastructure will be added as the Code is expanded.*

### Wind Farms:

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 – Single House Devt Potential	4 - Landscape	5 – Shadow Flicker	6 – Natural Environment	7 – Natural Hazards	8 - Aviation	9 – Electromagnetic Interference	10 - Transport	11 - Construction	12 – Decommissioning
<b>State Government:</b>												
Department of Biodiversity, Conservation and Attractions	X			X		X						
Department of Fire and Emergency Services	X <sup>1</sup>						X <sup>1</sup>	X <sup>1</sup>	X <sup>1</sup>			
Department of Local Government, Industry Regulation and Safety	X								X			
Department of Planning, Lands and Heritage							X <sup>2</sup>					
Department of Primary Industries and Regional Development						X	X				X	
Department of Transport and Major Infrastructure							X <sup>2</sup>			X		
Department of Water and Environmental Regulation		X				X	X				X	

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
Environmental Protection Authority						X						
Main Roads Western Australia									X			
Public Transport Authority									X			
<b>Australian Government:</b>												
AirServices Australia							X	X				
Australian Communications and Media Authority								X				
Bureau of Meteorology								X				
Civil Aviation Safety Authority							X					
Commonwealth Scientific and Industrial Research Organisation								X <sup>3</sup>				
Department of Climate Change, Energy, the Environment and Water					X							

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 - Single House Devt Potential	4 - Landscape	5 - Shadow Flicker	6 - Natural Environment	7 - Natural Hazards	8 - Aviation	9 - Electromagnetic Interference	10 - Transport	11 - Construction	12 - Decommissioning
Department of Defence								X	X			
Dept of Industry, Science and Resources									X <sup>3</sup>			
<b>Other Key Stakeholders:</b>												
Aircraft Operators								X	X			
Airport / aerodrome owners / operators and users								X	X			
Astronomical observatories									X <sup>4</sup>			
Australian Rail Track Corporation										X		
Local fire and emergency services brigades and emergency management groups								X	X	X		
Port authorities										X		
Royal Flying Doctor Service								X	X			

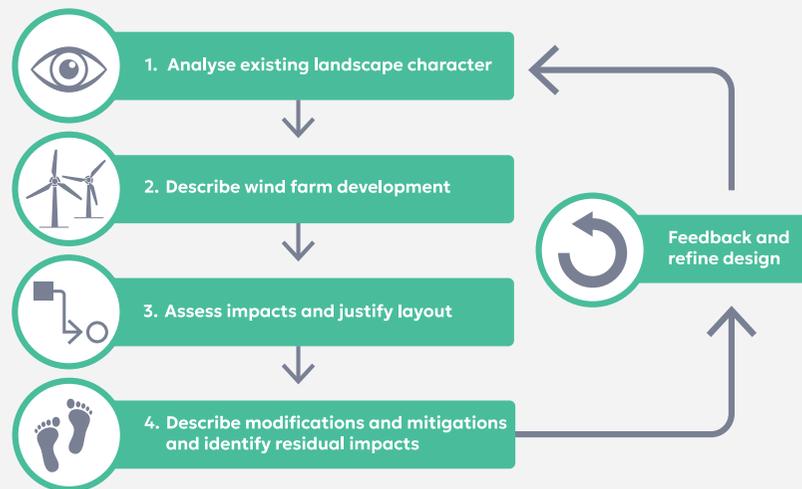
Western Australian Planning Commission - Renewable Energy Planning Code and Guidelines

Authorities/ Stakeholders	Wind Farm Elements											
	1 - Safety	2 - Noise	3 – Single House Devt Potential	4 - Landscape	5 – Shadow Flicker	6 – Natural Environment	7 – Natural Hazards	8 - Aviation	9 – Electromagnetic Interference	10 - Transport	11 - Construction	12 – Decommissioning
Telecommunications providers									X			
Tourism and heritage associations				X								
TV and radio broadcasters									X			
Utility service agencies and companies									X			
<p>Notes:</p> <ol style="list-style-type: none"> <li>1. The Department of Fire and Emergency Services’ Land Use Services Branch and Aviation Services Branch should be specifically consulted.</li> <li>2. The Department of Planning, Lands and Heritage and Department of Transport and Major Infrastructure should be consulted where coastal hazards are present.</li> <li>3. The Commonwealth Scientific and Industrial Research Organisation (CSIRO) and Department of Industry, Science and Resources should be consulted where the wind farm is within the Australian Radio Quiet Zone (260 kilometres from the Inyarrimanha Ilgari Bundara, the CSIRO Murchison Radio-astronomy Observatory and Square Kilometre Array).</li> <li>4. Astronomical observatories should be consulted where the wind farm is within proximity to these.</li> </ol>												

## Appendix 4 – Landscape and Visual Impact Assessment Methodology

This section outlines how the general principles of landscape and visual assessment in Visual Landscape Planning in Western Australia: A manual for evaluation, assessment siting and design (WAPC, 2007) are to be applied to wind farm development applications. These principles should be applied in preparing Visual and Landscape Impact Assessment (VLIA) reports to demonstrate achievement of the Element Objectives and Performance Outcomes for Element 4 - Landscape.

The LVIA should follow the steps outlined below, with each step clearly documented in the LVIA report.



### 1. Analyse Existing Landscape Character

Spatially define and describe the extent of the study area. This includes the preparation of base plans showing:

- a. Wind farm development site and distance bands measured from the development site boundary at 1km, 1.5km, 2km, 5km, 10km, 15km and to the extent of the study area.
- b. Key landscape context features such as national and state reserves, tourist drives, key lookouts and features of high landscape and visual sensitivity such as water features and distinctive landforms.
- c. Location of non-host lot dwellings in proximity to the development site, up to 2km at a minimum.
- d. Topography and substantial areas of remnant bushland and other existing screening vegetation such as roadside vegetation.
- e. Landscape character types<sup>9</sup> and any other landscape areas and specific features, or considerations relevant to landscape and visual assessment.

Refer to examples – **Figure A4.1:** Location and Context and **Figure A4.2:** Landscape Character – Study Area.

### 2. Describe Wind Farm Development

Describe the visual components of the wind farm in its landscape setting. This should be supported by maps and graphics, including:

- a. Diagrams of individual wind turbines, including dimensions and siting locations.
- b. Viewshed mapping showing theoretical turbine visibility (measured from at least nacelle height), graded to show the number of turbines visible. Two viewshed maps should be prepared showing visibility across the full extent of the LVIA study area and visibility for an area up to 5km from the development site boundary.
- c. Identification of potentially affected **significant landscapes** and **significant views** where turbines should be avoided or not be visible or, if visible, should not be visually prominent; and
- d. Other areas in which it would be appropriate to minimise visual disruption and prominence of turbines, acknowledging that some change in landscape character is inevitable.

<sup>9</sup> Landscape character types refers to areas of land that have uniform patterns of landform, vegetation, water form and land use, defined at a range of scales beginning with state level units identified in 'Reading the Remote – Landscape Characters of Western Australia' and which may be developed at finer scales in local or regional landscape studies.

Refer to examples - **Figure A4.3:** Viewshed (Nacelle Height) and Key Viewing Locations – Study Area, and **Figure A4.4:** Viewshed (Nacelle Height) and Key Viewing Locations – Development Site and Surrounds and **Figure A4.5:** Landscape Areas, Features and Key Viewing Locations – Development Site and Surrounds.

### 3. Assess Impacts and Justify Layout

The LVIA should assess and illustrate how the siting and design of the wind farm responds to:

- a. Avoiding or minimising impacts on significant landscapes and significant views, including consideration of the sensitivity of viewers and the magnitude of change to landscape character.
- b. The capacity of the landscape to absorb change, considering factors such as topography, vegetation and opportunities for mitigation through screening or topography.
- c. The location, layout and visual prominence of turbines and associated infrastructure and visual disruption to representative public views, and how the design responds to landscape and visual management objectives<sup>10</sup> in a contextually sensitive manner to the landscape.

At a minimum, this section should include wireframes<sup>11</sup> from representative public viewing locations to illustrate the visual effect of the wind farm, highlighting general public viewing experiences and potentially sensitive public views, with commentary on their sensitivity to change. Photomontages<sup>12</sup> may be included to support wireframes and provide a more realistic illustration of change. Refer to examples such as **Figures A4.6 to A4.8** for visual impact areas, key viewing locations and wireframe/photomontage outputs.

### 4. Describe Modifications and Mitigations and Identify Residual Impacts

Building on the assessment of impacts and justification of layout, this step should demonstrate how the wind farm design has been refined to reduce visual impacts. This includes:

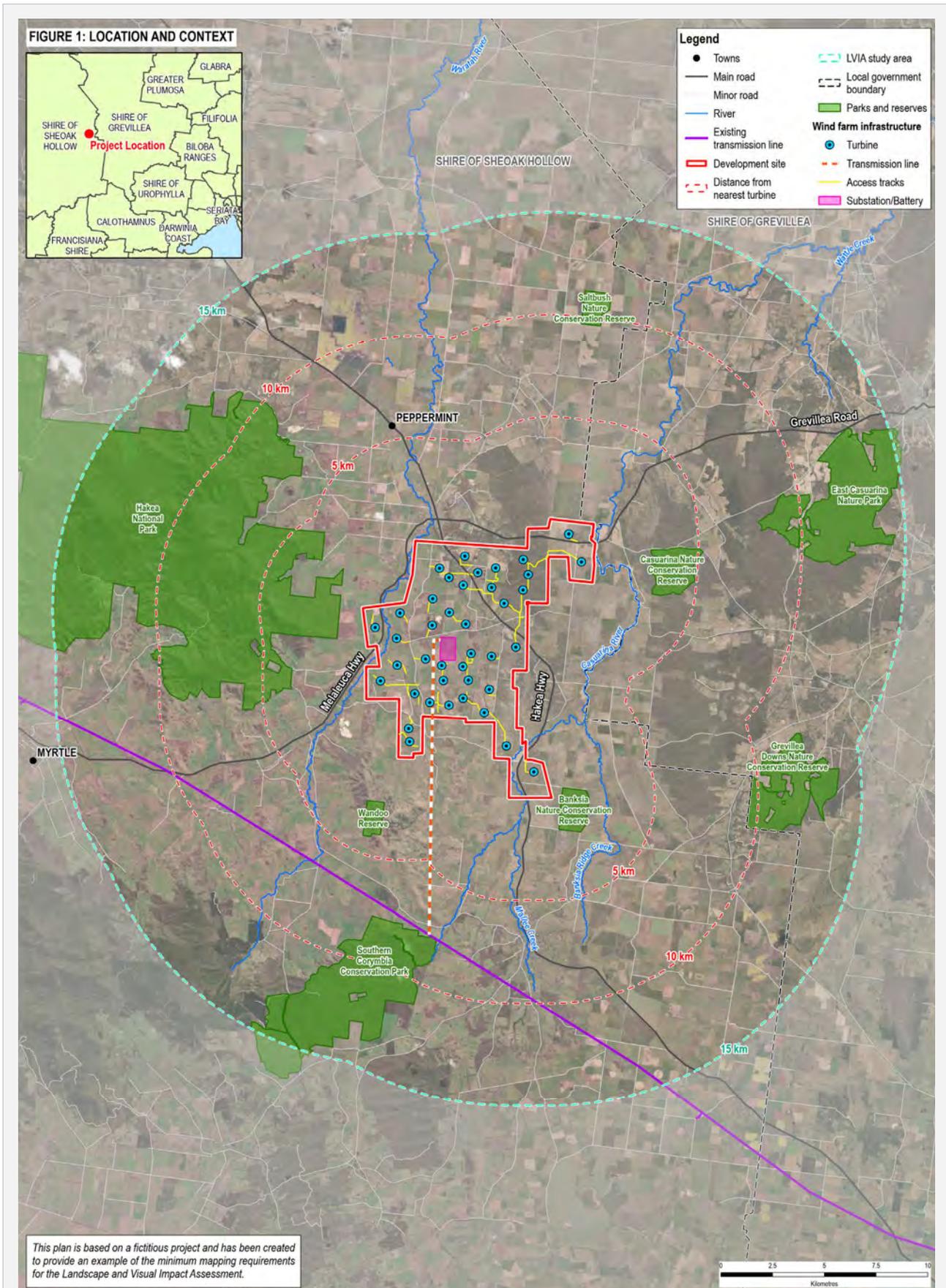
- a. Adjustments to siting and layout of turbines and associated infrastructure to respond to landscape and visual sensitivities.
- b. Measures to minimise lighting effects while meeting aviation requirements, as identified in the Aviation Impact Assessment.
- c. Use of new screening vegetation.
- d. Clear illustration of residual visual effects after mitigation, supported by graphics and a map identifying areas of greatest impact and any proposed mitigation planting (if applicable).

Refer to **Figure A4.8** for example outputs.

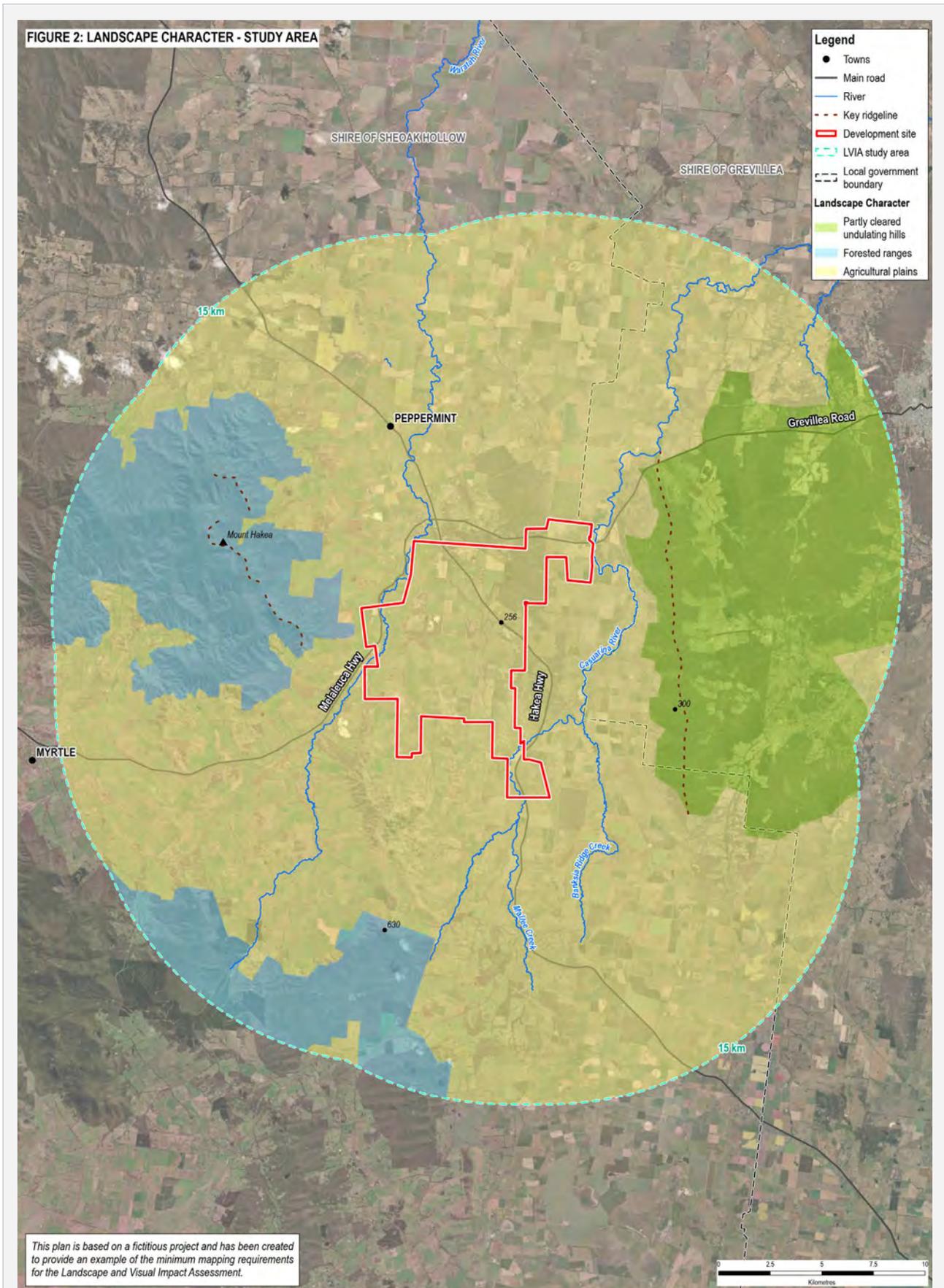
<sup>10</sup> Landscape and visual management objectives means objectives for managing impacts on significant landscapes, significant views or landscape character types.

<sup>11</sup> A wireframe refers to a type of visualisation that is a computer-generated line drawing based on a digital terrain model that illustrates the three-dimensional shape of the landscape and the outline of a development.

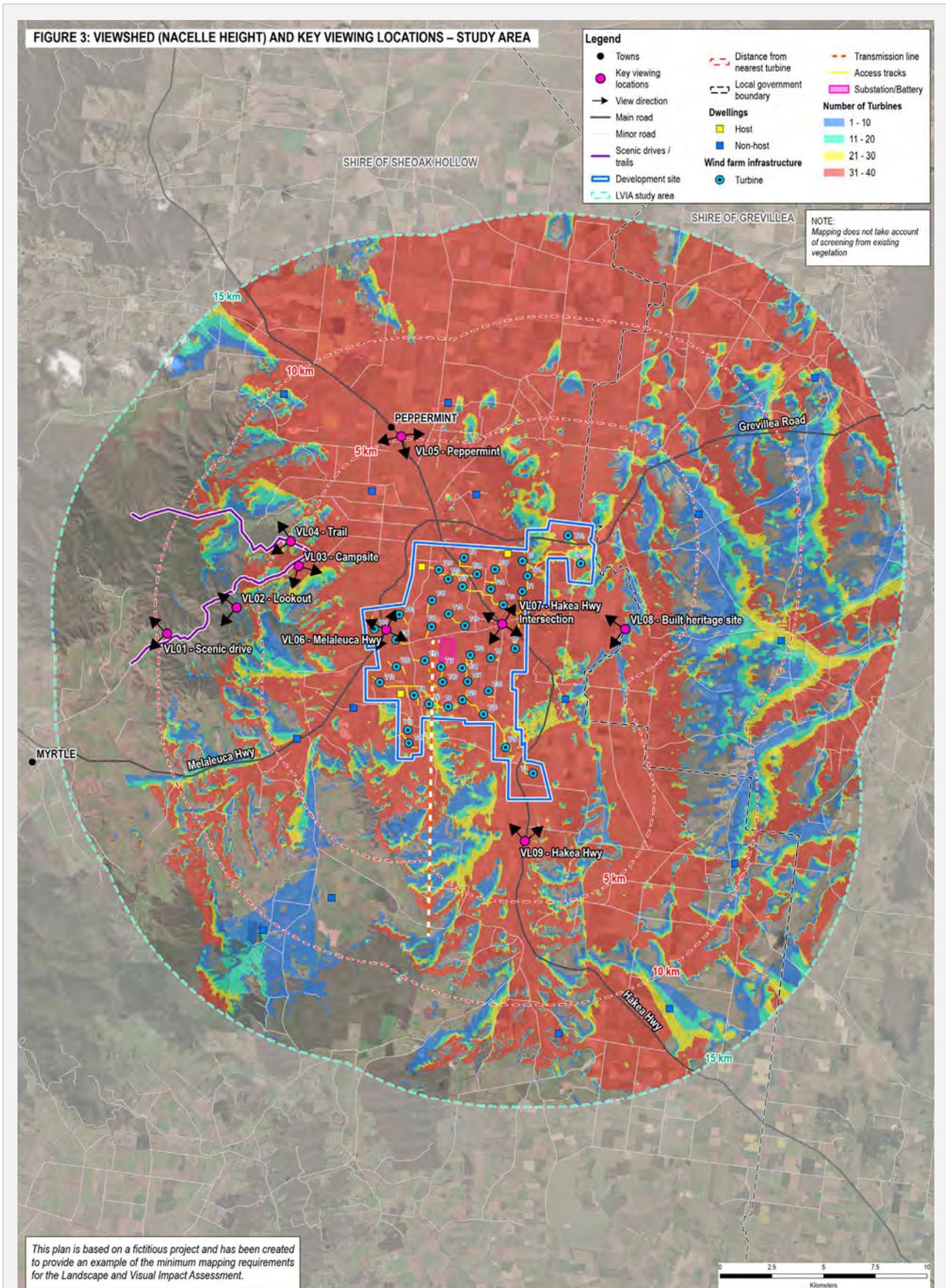
<sup>12</sup> A photomontage is a type of visualisation that superimposes an image of a proposed development onto a photograph or series of photographs to illustrate its appearance within the existing landscape.



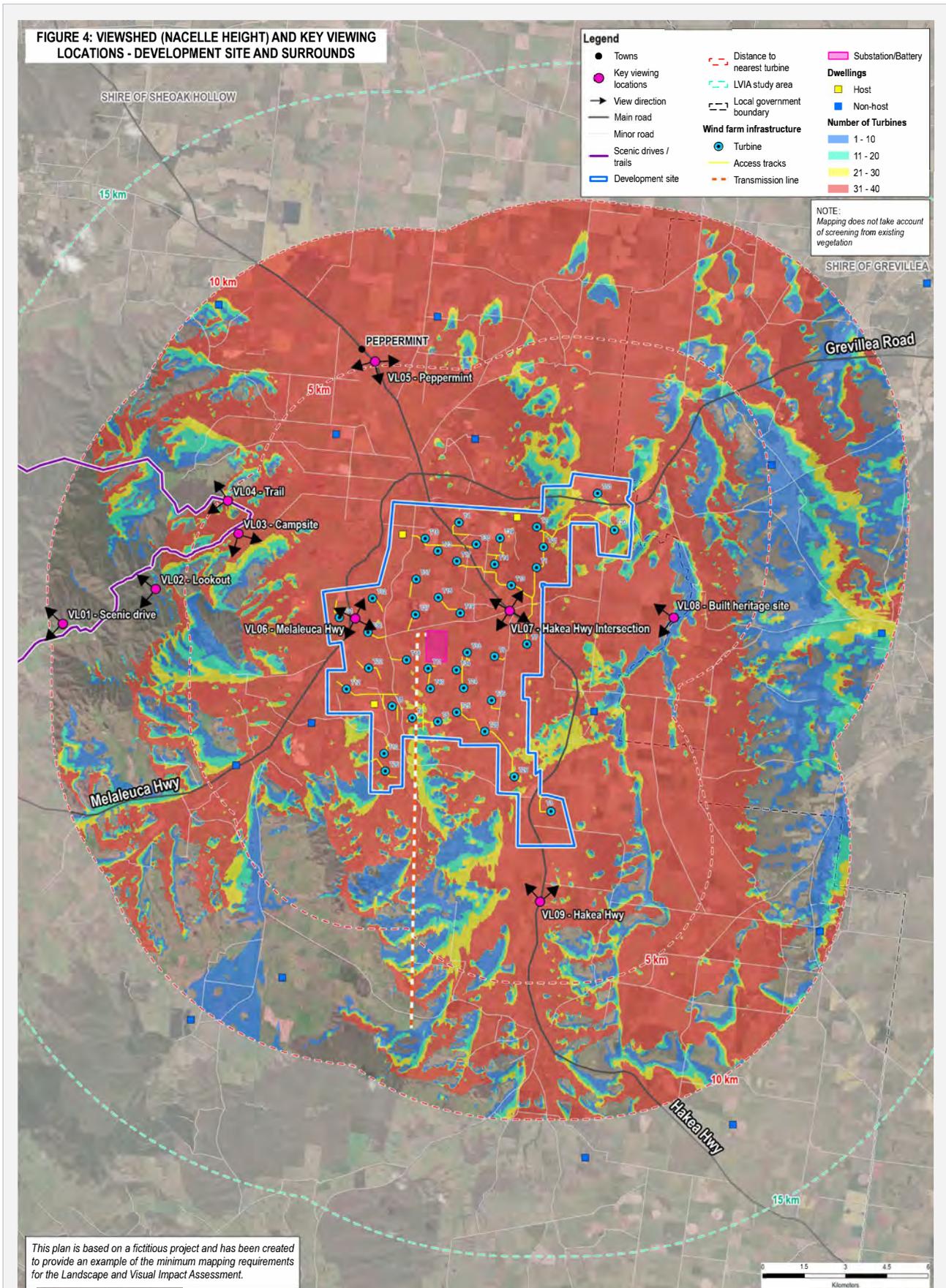
**Figure A4.1: Location and context**



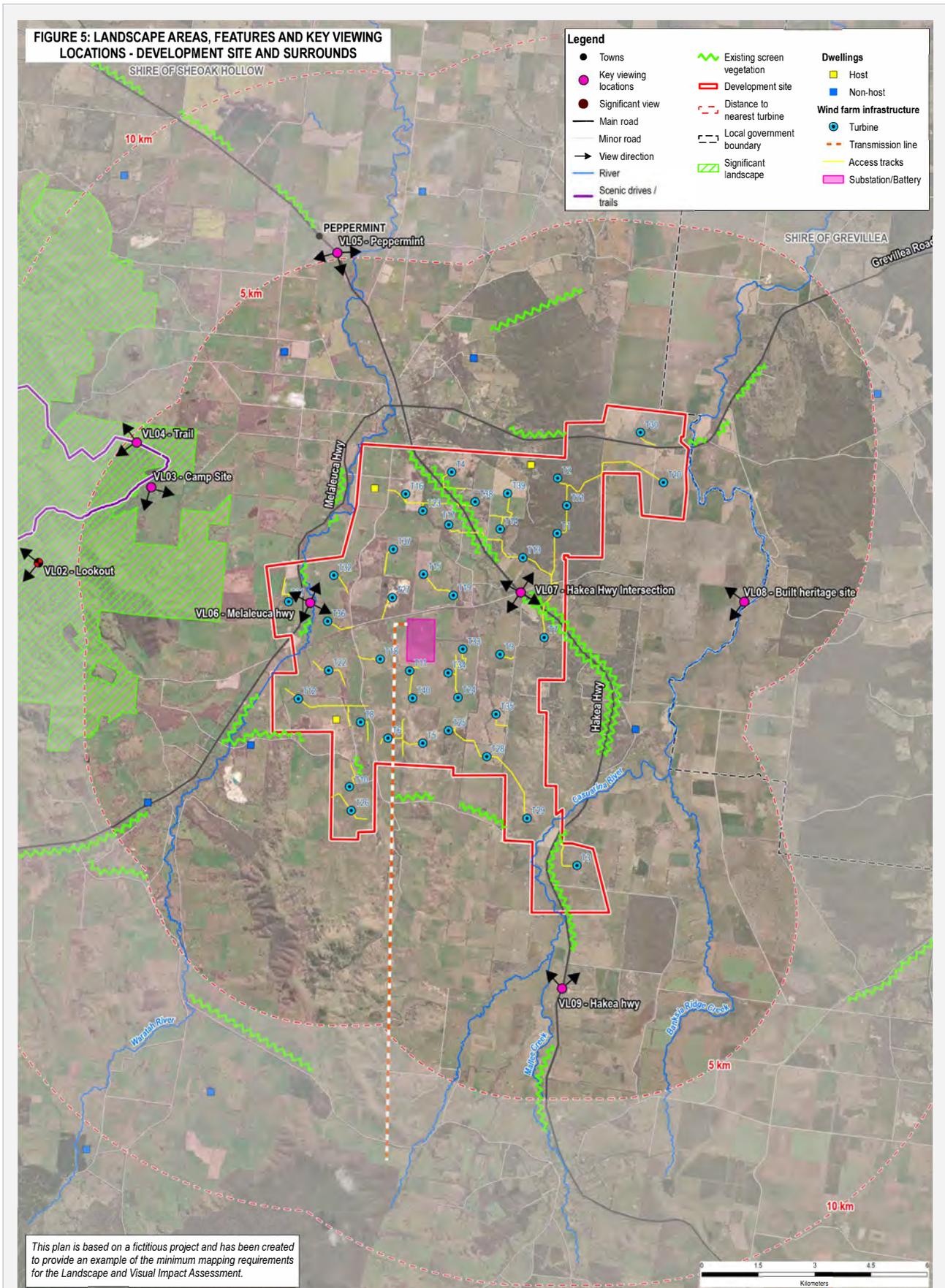
**Figure A4.2: Landscape character – study area**



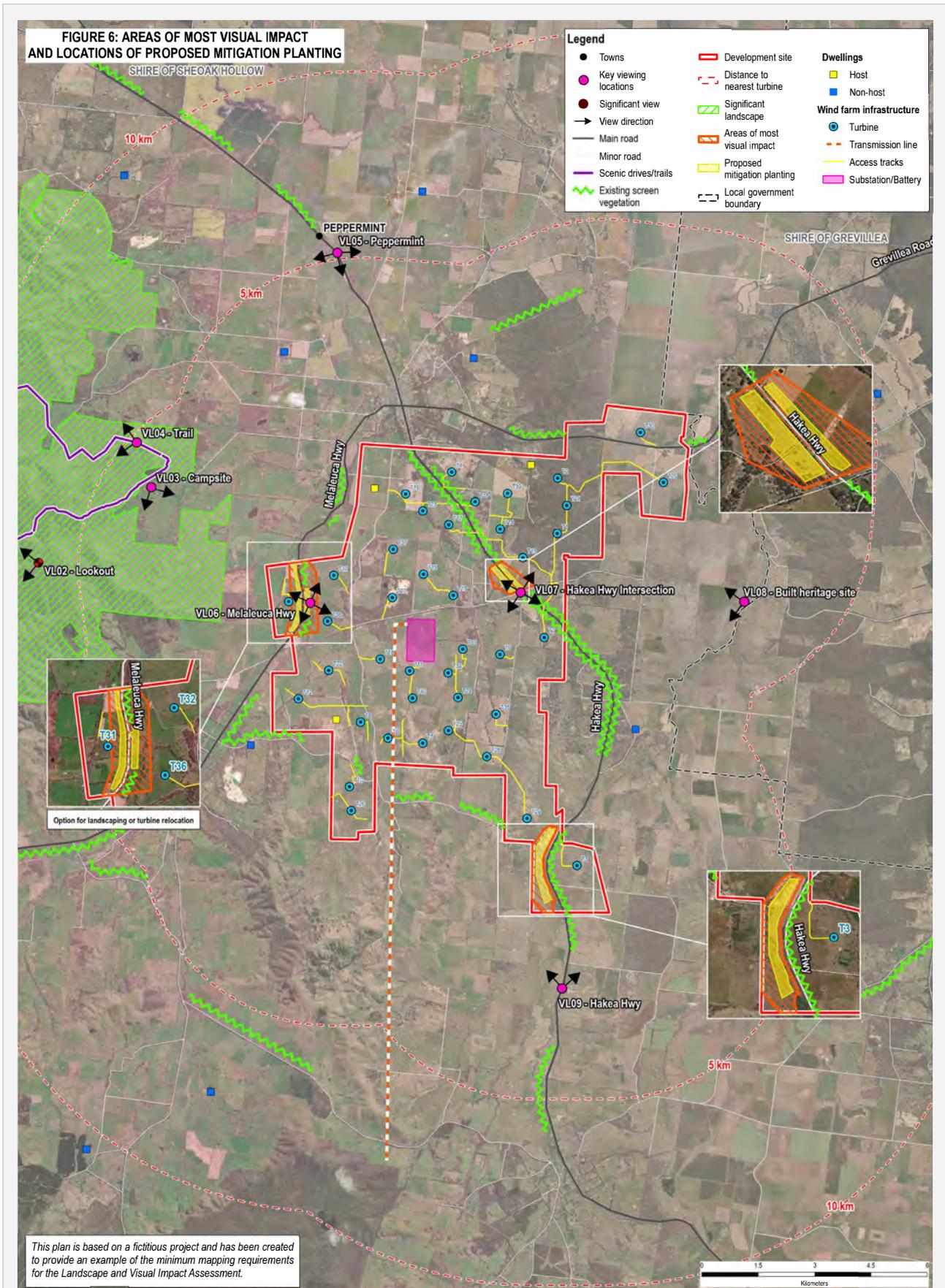
**Figure A4.3: Viewshed (Nacella Height) and key viewing locations – study area**



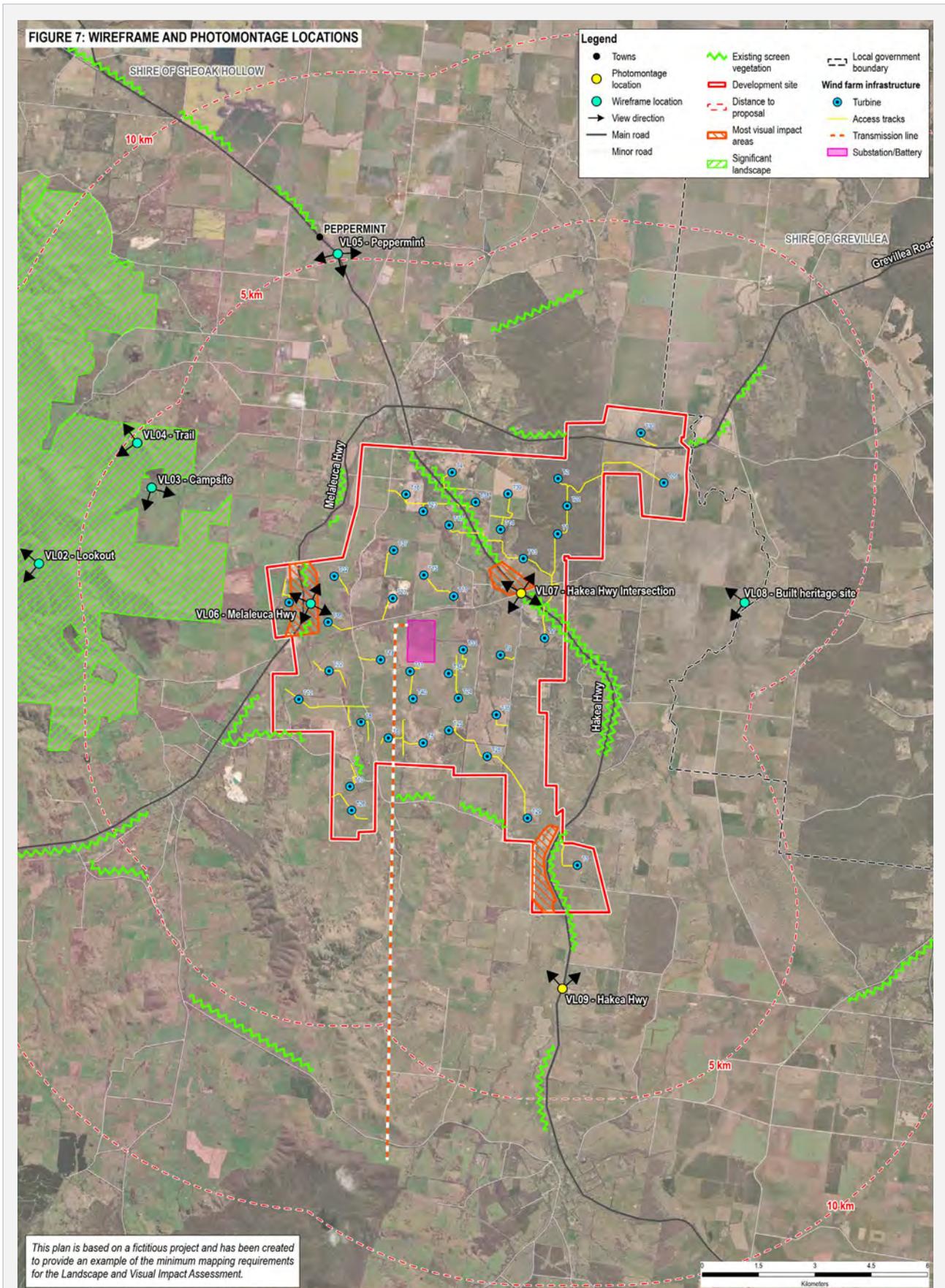
**Figure A4.4: Viewshed (Nacella Height) and key viewing locations – development site and surrounds**



**Figure A4.5: Landscape areas, features and key viewing locations – development site and surrounds**



**Figure A4.6: Areas of most impacted locations of proposed mitigation planting**

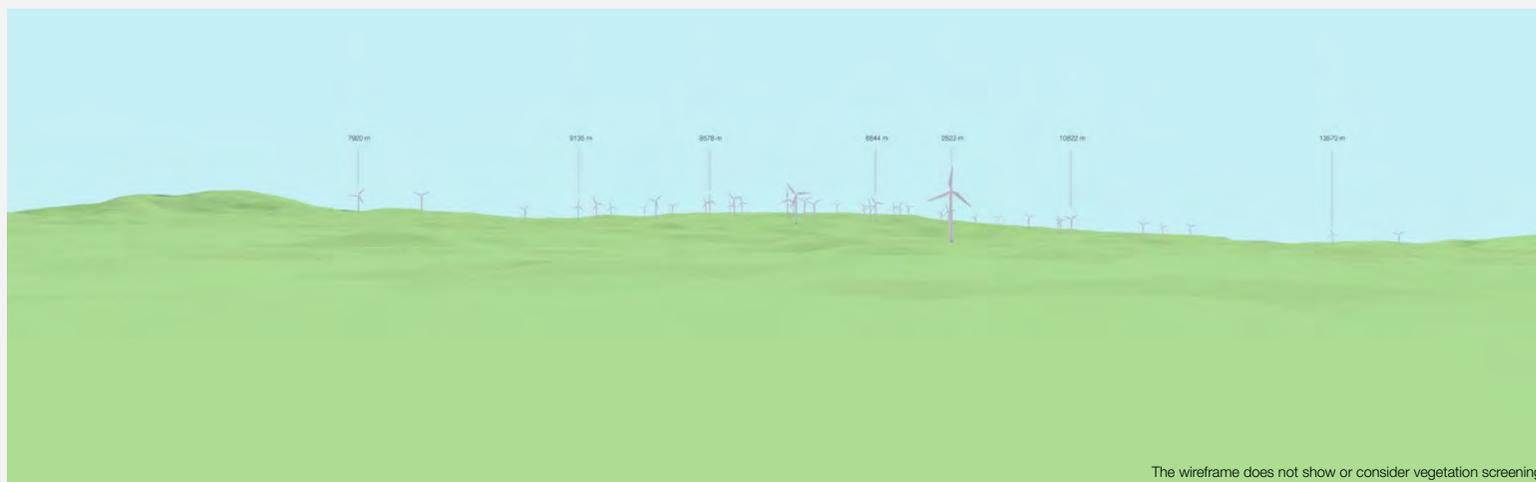


**Figure A4.7: Wireframe and photomontage locations**

EXISTING



WIREFRAME



The wireframe does not show or consider vegetation screening

KEY PLAN



Closest Turbine 2506 m  
 Furthest Turbine 13570 m  
 Turbine Nacelle Height 160 m  
 Tip Height 240 m

View Direction 13° - 103°  
 Horizontal Field Of View 90°  
 Camera Height 1.6 m  
 Camera Type Canon EOS 6D  
 Lens Type 50 mm  
 Photograph Time & Date 1 October 2025 1252

Location Hakea Hwy, Banksia, WA  
 Coordinates 192156, 5874587 (GDA 2020 MGA Zone 50)  
 Viewpoint Elevation 367 m  
 Date of Photomontage 7 November 2025  
 Issue v 01

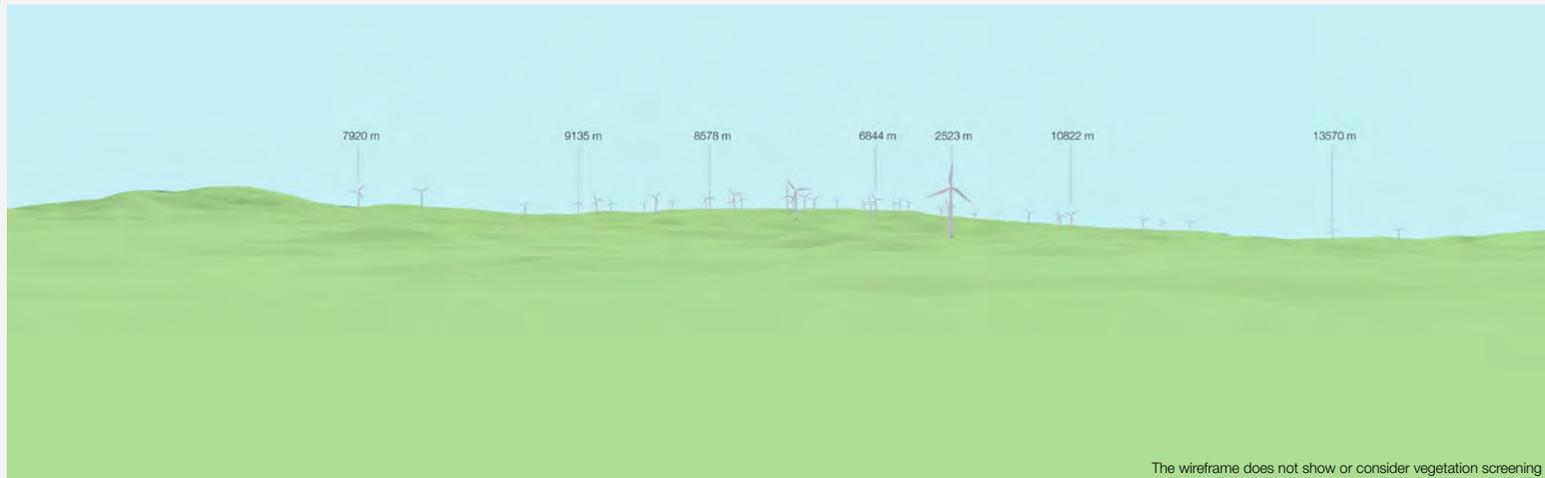
Windturbine Project Example  
 Example Company Name  
**View Location 09: Hakea Hwy**  
 Windturbine Pty Ltd  
 Level 12, 200 Windy Street  
 WindCity WA 6000  
 T 61 8 1234 5678 E info@windturbine.com W www.wtp.com

Western Australia Department of Planning, Lands and Heritage  
**Figure A4.8: Wireframe and photomontage (Part 1)**

EXISTING



WIREFRAME



The wireframe does not show or consider vegetation screening

KEY PLAN



Closest Turbine 2506 m  
 Furthest Turbine 13570 m  
 Turbine Nacelle Height 160 m  
 Tip Height 240 m

View Direction 13° - 103°  
 Horizontal Field Of View 90°  
 Camera Height 1.6 m  
 Camera Type Canon EOS 6D  
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 Windy City WA 6300  
 T 61 8 1234 5678 E info@windturbine.com W www.wtp.com

Western Australia Department of Planning, Lands and Heritage  
**Figure A4.8: Wireframe and photomontage (Part 2)**

## Appendix 5 – Examples of Single House Development Potential Impact Assessment on Non-Host Lots

The following examples are provided to demonstrate how a Single House Development Potential Impact Assessment may be undertaken to demonstrate achievement of the Performance Outcomes of WF Element 3 – Single House Development Potential on Non-Host Lots.

Non-host Lot	Details	Assessment
<p>Lot 1 Example Road, Scenarioville</p>	<p><b>Lot/Landholding Details</b>                      The lot is 500ha in area.                      The lot does not form part of a broader contiguous landholding.</p> <p><b>Current Land Use</b>                      The lot is predominately cleared of native vegetation and used for cropping purposes.</p> <p><b>Land Use Permissibility</b>                      A single house is a discretionary land use under the local planning scheme.</p> <p><b>Wind Farm Noise Impact</b>                      A small proportion of the lot 10 per cent - 50ha) in the north-western corner is subject to an unreasonable noise impact from wind turbines.</p> <p><b>Other Development Constraints</b>                      A small proportion of the lot (10 per cent - 50ha) is covered by native vegetation.                      No other development constraints have been identified that would affect the potential to accommodate a single house.</p> <p><b>Servicing and Access</b>                      Road and service access to the lot is via Example Road, which runs along its eastern boundary.</p> <p><b>Landowner Consultation</b>                      Landowners have been consulted and have advised they intend to develop a single house on the southern portion of the lot.</p>	<p>The development potential impact of the wind farm is considered acceptable.</p> <p>There is sufficient land (80 per cent of lot - 400ha) without development constraints, including portions that can be easily accessed and serviced.</p>

Non-host Lot	Details	Assessment
<p>Lot 2 Scenario Road, Example town</p>	<p><b>Lot/Landholding Details</b>                      The lot is 100ha in area.                      The lot forms part of a broader contiguous landholding that includes Lot 3 Scenario Road, which has an existing single house.</p> <p><b>Current Land Use</b>                      The lot is used for cropping purposes, however, a significant proportion of the lot is covered by native vegetation.</p> <p><b>Land Use Permissibility</b>                      A single house is a discretionary land use under the local planning scheme.</p> <p><b>Wind Farm Noise Impact</b>                      A large proportion of the (60 per cent - 60ha) of the lot on its western side is subject to an unreasonable noise impact from wind turbines.</p> <p><b>Other Development Constraints</b>                      The lot is constrained by native vegetation and steep topography on its eastern side, which is likely prevent the development of a single house.</p> <p><b>Servicing and Access</b>                      Road and service access to the lot is via Scenario Road, which runs along its western boundary and is remote from the land that is suitable for development.</p> <p><b>Landowner Consultation</b>                      Landowners have been consulted and have advised they do not intend to develop a single house on the lot.</p>	<p>Development potential impact of the wind farm is considered acceptable.</p> <p>Lot 2 operates as part of a larger, consolidated farming property that already accommodates a single house. The landowners have advised they have no intention to develop Lot 2 for an additional dwelling.</p>



Shire of  
**Narrogin**  
*Love the life*

## Shire of Narrogin

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### **Submission to the Western Australian Planning Commission**

#### **Draft Renewable Energy Planning Code and Guidelines**

April 2026

Submitted to: Western Australian Planning Commission

Consultation Closing Date: 10 April 2026

Prepared by:

Shire of Narrogin

Administration Centre, 89 Earl Street, Narrogin WA 6312

Email: [enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)

## Executive Summary

The Shire of Narrogin supports the transition toward renewable energy and recognises the important role renewable energy infrastructure will play in supporting Western Australia's future energy system. However, large-scale renewable energy developments represent one of the most significant land use changes affecting rural Western Australia. These developments have the potential to significantly impact agricultural landscapes, rural communities and local infrastructure.

Key recommendations from the Shire include:

- Recognition and continued validity of existing Local Planning Policies adopted by Local Governments.
- Minimum setbacks of three times turbine height from any non-participating property boundary.
- Minimum separation distances of at least 3 km, and preferably 4 km, from noise-sensitive premises including dwellings.
- Protection of non-host landowner rights and assurance that Local Governments will not face legal liability when assessing dwelling applications near wind farms.
- Mandatory Social Impact Assessments and meaningful Community Benefit Agreements.
- Mandatory Construction Resource and Materials Management Plans addressing gravel, sand and raw material extraction.
- Mandatory Water Resource Management Plans addressing water extraction quantities and impacts.

## **1. Introduction**

The Shire of Narrogin welcomes the opportunity to provide a submission regarding the Draft Renewable Energy Planning Code and Guidelines. Renewable energy investment presents economic opportunities for regional communities; however, it also introduces significant land use change.

The Wheatbelt region is experiencing increasing interest from renewable energy developers due to favourable wind resources and proximity to transmission infrastructure. It is therefore essential that the Renewable Energy Planning Code establishes a planning framework that protects rural communities, agricultural productivity and landowner rights while enabling responsible renewable energy development.

## **2. Recognition of Local Planning Policies**

The Shire of Narrogin has adopted Local Planning Policies addressing renewable energy development and associated impacts. These policies were adopted under the Planning and Development (Local Planning Schemes) Regulations 2015 and reflect local consultation and planning analysis.

Relevant policies include:

- Local Planning Policy – Wind Farms / Turbines
- Local Planning Policy – Social Impact Assessment
- Local Planning Policy – Temporary / Transient Workforce Accommodation

The Shire seeks confirmation that these policies remain valid and must be given due regard during development assessment once the Renewable Energy Planning Code is adopted.

## **3. Setback Distances and Land Use Compatibility**

The Shire supports minimum setbacks of three times turbine height from any non-participating property boundary. This approach reflects a precautionary planning principle designed to minimise land use conflict.

The Shire also recommends a minimum separation distance of at least 2 km, and ideally 3 km, between wind turbines and noise-sensitive premises such as dwellings.

## **4. Protection of Non-Host Landowner Rights**

The Shire is concerned that proposed provisions relating to new dwellings near wind farms may unintentionally restrict the ability of non-host landowners to construct a dwelling on their own land.

The Shire seeks assurance that:

- Local Governments will not face legal liability when refusing dwelling applications due to wind farm proximity.
- Noise attenuation requirements will not expose Local Governments to legal claims.
- Non-host landowners will not have their development rights unreasonably restricted.

## **5. Social Impact Assessment Requirements**

Large renewable energy developments can have significant social impacts including housing pressure, infrastructure demand and community change. The Shire recommends mandatory Social Impact Assessments for major renewable energy developments.

## **6. Community Benefit Mechanisms**

The Shire considers it important that host communities receive meaningful benefits from renewable energy developments. Community benefit mechanisms may include community enhancement funds, infrastructure investment and community programs.

## **7. Construction Resource and Materials Management**

Renewable energy developments require substantial quantities of gravel, sand and other construction materials. The Shire recommends that proponents submit a Construction Resource and Materials Management Plan identifying predicted quantities, extraction locations, transport routes and Traffic Management Plans.

## **8. Water Resource Management**

Construction of renewable energy infrastructure requires significant water for dust suppression, road construction and turbine foundation works. The Shire recommends a Water Resource Management Plan be required addressing water quantities, sources and impacts on local water resources.

## **9. Conclusion**

The Shire of Narrogin supports renewable energy development where it occurs in a manner that protects rural communities, agricultural productivity and local infrastructure. The Renewable Energy Planning Code provides an opportunity to establish a balanced planning framework that enables renewable energy while safeguarding regional communities.

### Attachment:

This submission should be read in conjunction with the complete copy of the Council Report endorsed at the Council Meeting of 25 March 2026

### 10.4.3 COMMUNITY CHEST 2025/26 ROUND 2 APPLICATIONS

File Reference	15.1.1
Disclosure of Interest	The Authorising Officer has an Impartiality Interest that requires disclosure, as the Chief Executive Officer is a financial member of the Narrogin Rotary Club.
Applicant	Nil
Previous Item Numbers	Nil
Date	16 March 2026
Author	Rebecca Miller – Community Development Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Community Chest Applications Round 2 of 2025/26

#### Summary

The Community Chest Reference Group has recommended to the Council the Community Chest 2025/26 Round 2 applications, based on the assessment and eligibility criteria set out in the Community Chest Guidelines.

#### Background

The Shire's Community Chest 2025/26 Round 1 closed 31 August 2025 with an allocation of \$25,000. Round 1 supported 4 projects totalling \$8,782. Round 2 opened on 1 February 2026 with an available amount of \$16,218 to assist eligible groups with a range of community-based projects. Applications for Round 2 closed on 28 February 2026. The maximum amount for which any group could apply is \$2,500.

A total of five (5) Community Chest applications were received for 2025/26 Round 2. The total project cost across all applications is \$19,641.59. The total request for cash from the Community Chest Fund is \$11,032 representing 57% of total project costs.

Across all applications, a total cash contribution of \$7,159.59 as well as \$450 of in-kind contributions are offered by the applicants which represents 38% of total project costs. A further \$1,000 has been committed by external organisations or community members totalling 5% of total project costs.

Table 1 below presents a summary of total project costs, cash and in-kind contributions offered across the five (5) applications, along with the Officers' recommendations. If Officers' recommendations are accepted the total cash contribution for Round 2 will be \$9,232 cash and \$0 in-kind.

		Contribution Offered by Applicant		Community Chest Request				Recommendations
Community Group	Total Project Cost (\$)	Cash (\$)	In-kind (\$)	Co-contributions (\$)	% Project	Cash (\$)	In-kind (\$)	
Creative Bytes Incorporated	\$3,246	\$1,514	\$0	\$0	53%	\$1,732	\$0	Officers': Support
								Ref Group: Support \$1,732
Divine You	\$3,000	\$500	\$0	\$0	83%	\$2,500	\$0	Officers': support
								Ref Group: Support \$2,500
Rotary Club of Narrogin Incorporated	\$5,200	\$1,500	\$200	\$1,000	48%	\$2,500	\$0	Officers': support
								Ref Group: Support \$2,500
Narrogin and District Senior Citizen Centre	\$6,145.59	\$3,645.59	\$0	\$0	41%	\$2,500	\$0	Officers': Support
								Ref Group: Support \$2,500
Narrogin Junior Basketball Association	\$2,050	\$0	\$250	\$0	88%	\$1,800	\$0	Officers': unincorporated & not support
								Ref Group: Not support via community chest. CEO to support \$500 under his delegated authority.
<b>Total</b>	<b>\$19,641.59</b>	<b>\$7,159.59</b>	<b>\$450</b>	<b>\$1,000</b>	<b>57%</b>	<b>\$11,032</b>	<b>\$0</b>	

The Community Chest Reference Group is requested to consider the Round 2, 2025/26 applications, based on the assessment and eligibility criteria set out below, as per the Community Chest Guidelines.

What may be funded

- Professional fees and charges associated with an event or project (e.g. entertainment, adjudicators, printed, fixed equipment, skilled labour).
- Expenses associated with the production of an event or project (e.g. equipment hire, materials, advertising, venue hire).

### What will not be funded

- Deficit funding or retrospective funding.
- Recurrent expenditure (i.e. salaries and operational costs).
- Proposals where alternative sources of funding are available.
- Maintenance, repairs, upgrades or fittings to buildings or property which are privately owned or are the property of the State Government.
- Projects, programs, events or activities coordinated by religious organisations.

### Eligibility

- Only incorporated not for profit community organisations are eligible for support through the Shire's Community Chest program.
- Successful applicants from Round 1, if in the current financial year or from Rounds 1 or 2 in the preceding financial year, are ineligible to apply.
- No individual application shall receive in excess of \$2,500 (cash or in-kind).
- Organisations receiving Shire cash and/or in-kind contributions support through annual contribution/sponsorship (excluding any discount to market lease subsidy) greater than 3 times the value of the current maximum Community Chest Grant, per organisation, are ineligible to apply.
- The applicant group must be able to demonstrate substantial community support for the project.
- Evidence of the association's incorporation should be provided with the application.
- Projects are required to be completed within the financial year of receiving the grant.

### Assessment Criteria

- Applications should be submitted using the Application Form, with copies of quotes attached.
- Applications should be received by the closing date.
- Demonstrated capacity to manage and be accountable for the funds and the project.
- Demonstrated cash, donated and in-kind contributions to the proposed project.
- Copies of quotes for materials and services to deliver the project.
- Membership of the organisation is primarily Shire of Narrogin residents.
- Aims and objectives of the organisation benefit primarily the Narrogin community.
- Provision of a detailed cash budget showing expenditure and income including grant amount requested.
- Demonstrate the extent of community involvement and the contribution in cash or in-kind by the organisation.
- Compliance with all acquittal requirements for any previous Shire funding received.
- Compliance with appropriate Local Laws, Policies, Acts, Regulations and Standards.

### **Consultation**

Community Engagement Policy 1.14 relates and has been complied with.

<https://www.narrogin.wa.gov.au/documents/532/council-policy-manual>

Consultation has also occurred with the following:

- Chief Executive Officer;
- The Community Chest Reference Group; and
- Community Chest Applicants.

## Statutory Environment

There are no known relevant statutory implications.

## Policy Implications

Council Policy 1.14 Community Engagement Policy relates and has been complied with. No other policies relate.

## Sustainability & Climate Change Implications

*Environmental* - The funded projects have minimal environmental impact. Activities are largely community-based programs and events delivered within existing facilities, with no significant environmental disturbance expected.

*Economic* - The Community Chest funding supports local organisations to deliver small projects and events that contribute to local economic activity, volunteer participation, and community capability with relatively modest financial investment.

*Social* - The program delivers strong social benefits by supporting community groups, youth development, cultural events, community safety initiatives, and improved facilities for seniors, strengthening social connection and community wellbeing.

*Climate* – The proposed projects have negligible direct climate change impacts. Most initiatives utilise existing infrastructure and focus on community programs rather than activities that significantly affect emissions or climate resilience.

## Financial Implications

If the officers' recommendations are supported, the balance remaining for the Community Chest Funds, for the current Financial Year are \$5,186.

It should also be noted that all amounts referenced are exclusive of GST and, if any groups are registered for GST, the Shire's contribution can be grossed up to include the additional component of GST.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	1	Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1	Growth in revenue opportunities
Strategy:	1.1.2	Promote Narrogin and the Region
Outcome:	1.2	Increased Tourism
Strategy:	1.2.1	Promote, develop tourism and maintain local attractions
Objective	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.1	Provision of youth services
Outcome:	2.2	Build a healthier and safer community
Strategy:	2.2.2	Advocate for mental health and social support services
Outcome:	2.3	Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.2	Engage and support community groups and volunteers
Strategy:	2.3.3	Facilitate and support community events
Strategy:	2.3.4	Provide improved community facilities (egg library/recreation)

Strategy:	2.3.5	Encourage and support continued development of arts and culture
Outcome:	2.4	Cultural and heritage diversity is recognised
Strategy:	2.4.2	Support our Narrogin cultural and indigenous community

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Non – compliance with eligibility and assessment criteria	Unlikely (2)	Minor (2)	Low (1-4)	Compliance Requirement	Officer has conducted due diligence on eligibility criteria

### Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of four (4) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

Applications requesting a total of \$11,032 cash contributions have been received from five (5) organisations.

The following presents an overall assessment of each application with the Officers' recommendation.

## 1. Creative Bytes Incorporated

Name of Project: Narrogin Creative Bytes Coding Program

Brief Description: Building on the successful delivery of the Creative Bytes Coding Club over the last three terms at Narrogin Library, this project will continue to deliver a free, 10-week coding club at Narrogin Library for children aged 8–12. Students learn coding, mathematics, and digital problem-solving through hands-on game design using visual programming. The club is delivered in a safe, inclusive library environment and supports digital inclusion, creativity, confidence, and collaboration, while strengthening the library's role as a community hub for learning and youth engagement.

Potential Outcomes: The Creative Bytes Coding Club will benefit the Narrogin community by providing free digital skills education for local children while building library staff capability, strengthening the library as a long-term learning hub and supporting positive education and workforce pathways for young people

Estimated Start Date: School Term 1

Estimated Completion Date: End of School term 2

Total project cost: \$3,246

Request Community Chest Funds: \$1,732

Previous Community Chest Funding: No

Incorporated Organisation: Yes

Officers' Comment: The Narrogin Creative Bytes Coding Program aligns well with the objectives of the Community Chest Grant by supporting youth development, education, and community participation. The project provides accessible digital skills learning opportunities for local children in a safe and inclusive environment while strengthening the Narrogin Library's role as a community learning hub. By delivering a free, structured program that builds coding, mathematics, and problem-solving skills, the initiative supports positive educational pathways and future workforce capabilities for young people in the Shire. The request represents partial project funding and demonstrates strong value for community benefit

Officers' Recommendation: The application for \$1,732 in cash representing 69% total project cost, paid in advance, is supported.

Reference Group Recommendation: Support this program for the \$1,732 cash contribution.

## 2. Devine You

Name of Project: Narrogin Community Food Festival – “Sharing Food, Sharing Community”

Brief Description: The Community Food Festival, hosted by Divine You Inc., is a vibrant celebration of Narrogin's cultural diversity and spirit of service. Designed to strengthen community bonds and promote food security. The event showcases the rich flavours of the Wheatbelt—from global cuisines. Attendees can enjoy live cultural performances, "Cook with Love" kitchen demonstrations.

Through the "Stories of Compassion" exhibition, the festival highlights local volunteerism and Divine You Inc.'s support programs. It's a purposeful gathering where food serves as a bridge for connection, health, and multicultural celebration.

Potential Outcomes: This project directly improves preparedness at the moment drivers gain independence, increasing the chance of early assistance following crashes on isolated roads. The program benefits Narrogin and surrounding districts by improving road safety outcomes, strengthening local partnerships with emergency services, and reinforcing Narrogin's leadership in community safety initiatives.

Estimated Start Date: March 2026

Estimated Completion Date: 25 June 2026

Total project cost: \$3,000

Request Community Chest Funds: \$2,500

Previous Community Chest Funding: No

Incorporated Organisation: Yes

Officers' Comment: The Narrogin Community Food Festival aligns with the objectives of the Community Chest Grant by promoting community connection, cultural diversity, and volunteer recognition within the Shire of Narrogin. The event provides an inclusive opportunity for residents to come together through food, cultural performances, and shared experiences, while highlighting the valuable contributions of local volunteers and community support programs. The project encourages social cohesion, celebrates multiculturalism, and supports community wellbeing. The funding request represents a significant contribution toward delivering a community-focused event with broad local participation and benefit

Officers' Recommendation: The application for \$2,500 in cash representing 83% total project cost, paid in advance is supported.

Reference Group Recommendation: The reference group recognizes Divine You Inc as a welfare organisation and therefore recommends support of this application for \$2,500, cash in advance towards this event.

### 3. Rotary Club of Narrogin Incorporated

Name of Project: Young Drivers First Aid Kit Program - Narrogin & District (Pilot)

Brief Description: The Rotary Club of Narrogin proposes a road-safety pilot providing compact St John vehicle First Aid kits to young drivers undertaking their practical driving test at the Narrogin Department of Transport centre. The program targets new and inexperienced drivers who frequently travel long distances on regional roads. Kits will be supplied at cost by St John Ambulance (Narrogin) and distributed by Rotary volunteers, with co-branding from Rotary and the Shire. The project will operate initially for six months, with a view to establishing a sustainable, multi-year community safety initiative.

Potential Outcomes: This project directly improves preparedness at the moment drivers gain independence, increasing the chance of early assistance following crashes on isolated roads. The program benefits Narrogin and surrounding districts by improving road safety outcomes, strengthening local partnerships with emergency services, and reinforcing Narrogin's leadership in community safety initiatives.

Estimated Start Date: April 2026

Estimated Completion Date: September 2026 (initial funded stage)

Total Project Cost: \$5,200

Request Community Chest Funds: \$2,500

Previous Community Chest Funding: Yes – 2023 Flaming Barbeque Festival

Incorporated Organisation:

Officers' Comment: The Young Drivers First Aid Kit Program supports community safety outcomes within the Shire of Narrogin by equipping new drivers with essential first aid resources at the point of gaining their licence. The initiative targets young and inexperienced drivers who regularly travel on regional roads, improving preparedness and the ability to respond to incidents in remote locations.

The project demonstrates strong community partnership between Rotary, St John Ambulance, and the Shire, and has the potential to develop into a sustainable long-term road safety initiative benefiting Narrogin and surrounding districts.

Officers' Recommendation: The application for \$2,500 cash in advance, representing 48% total project costs, paid in advance is supported.

Reference Group Recommendation: Support this program with the requested \$2,500 as a cash contribution.

#### 4. Narrogin and Districts Senior Citizens

Name of Project: Upgrade of Kitchen and Hotplate

Brief Description: For age and safety reasons the current oven and hotplate appliances need replacing. The current oven in particular has a faulty door and there are no replacement parts available.

Potential Outcomes: Replacing the oven and hotplate will improve safety and reduce risk for users by ensuring reliable, compliant kitchen appliances. The upgrade will support continued delivery of community meals, cooking programs, and events by providing a safe and functional kitchen environment. Overall, the project will enhance user confidence, enable greater participation, and ensure the facility remains a safe and accessible space for the Narrogin community.

Estimated Start Date: April/May 2026

Estimated Completion Date: May 2026

Total project cost: \$6,145.59

Request Community Chest Funds: \$2,500

Previous Community Chest Funding: Yes, 2017 – 25<sup>th</sup> Anniversary Celebrations

Incorporated Organisation: Yes

Officers' Comment: The proposed kitchen upgrade supports the continued safe operation of the Narrogin and Districts Senior Citizens facility, a valued community space that hosts meals, programs, and social activities for local residents. Replacing the ageing oven and hotplate will improve safety, reliability, and functionality within the kitchen, reducing risk for volunteers and users. The project will help ensure the facility remains a welcoming and accessible environment that supports community participation and social connection for senior members of the Narrogin community.

Officers' Recommendation: The application for \$2,500 in cash, representing 41% total project costs, paid in advance is supported.

Reference Group Recommendation: Support the upgrade of kitchen appliances to the amount of \$2,500 cash.

#### 5. Narrogin Junior Basketball Association

Name of Project: Narrogin Junior Basketball iPad upgrade

Brief Description: NJBA is in need of new iPads to successfully run the 2025/2026 season and onwards. The current iPads owned by the association are used for scoring and record keeping ALL

games throughout the season. Their iPads are aging, out of date and have begun glitching and take longer to download information and match details.

The iPads are also utilised preseason for registrations. They state that they are a very inclusive association, ensuring that all community members can play basketball in Narrogin

Potential Outcomes: Community Chest funding for new iPads will support the Narrogin Junior Basketball Association to continue delivering a safe, inclusive, and well-organised sport for over 130 local young people. The devices will enable reliable scoring, scheduling, and volunteer coordination through the State platform, ensuring the season runs smoothly while supporting participation, skill development, and retention in sport — particularly encouraging girls and new volunteers to stay involved

Estimated Start Date: April 2026

Estimated Completion Date: April 2026

Total project cost: \$2,050

Request Community Chest Funds: \$1,800

Previous Community Chest Funding: No

Incorporated Organisation: No

Officers Comment: The Narrogin Junior Basketball iPad Upgrade aims to support the administration and delivery of junior basketball for over 130 local young people by improving the reliability of scoring, registration, and scheduling systems used throughout the season. The association provides an inclusive sporting environment that encourages participation, skill development, and ongoing engagement in community sport.

However, this application is considered ineligible under the Community Chest Grant guidelines as the Narrogin Junior Basketball Association is not an incorporated organisation, which is a requirement of the funding program. In addition, the purchase of iPads for scoring and administrative purposes may be considered operational equipment, which falls outside the intended scope of the grant program

Officers' Recommendation: The application for \$2,500 in cash being 29% of total project cost is not supported due to ineligibility.

Reference Group Recommendation: Not support this application due to the group not being incorporated. However, the CEO will support this project with a \$500 contribution through his delegation for donations.

### Voting Requirements

Simple Majority

## OFFICERS' RECOMMENDATION

That with respect to the Community Chest Fund 2025/26 Round 2 applications, Council approves the following:

- 1) Grant Creative Bytes Incorporated \$2,500 cash, representing 48% total project costs, to continue the Creative Bytes Coding Program at the Narrogin Library, to be paid in advance.
- 2) Grant Divine You Inc \$2,500 cash representing 83% total project cost, contributing to the community food festival, to be paid in advance.
- 3) Grant Rotary \$2,500 in cash, representing 48% total project costs, for purchasing and providing compact St John vehicle First Aid kits to new and young drivers applying for their licences, to be paid in advance.
- 4) Grant Narrogin and Districts Senior Citizens Centre \$2,500 in cash, representing 41% total project costs for kitchen upgrades, to be paid in advance.
- 5) Not support the Narrogin Junior Basketball Association in purchasing new iPads due to ineligibility, that is, not being an incorporated organisation, however the Chief Executive Officer has agreed has support this application with a donation of \$500 from his Officer's Delegations.

## COUNCIL RESOLUTION 250326.08

Moved Cr McNab Seconded: Cr Pomykala

That with respect to the Community Chest Fund 2025/26 Round 2 applications, Council approves the following:

- 1) Grant Creative Bytes Incorporated \$2,500 cash, representing 48% total project costs, to continue the Creative Bytes Coding Program at the Narrogin Library, to be paid in advance.
- 2) Grant Divine You Inc \$2,500 cash representing 83% total project cost, contributing to the community food festival, to be paid in advance.
- 3) Grant Rotary \$2,500 in cash, representing 48% total project costs, for purchasing and providing compact St John vehicle First Aid kits to new and young drivers applying for their licences, to be paid in advance.
- 4) Grant Narrogin and Districts Senior Citizens Centre \$2,500 in cash, representing 41% total project costs for kitchen upgrades, to be paid in advance.
- 5) Grant Narrogin Junior Basketball Association \$1,800 in cash, representing 87% of the total cost for purchasing iPads, subject to confirmation of their incorporation.

**CARRIED 6/0**

For: President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

Reason for change to recommendation:

*At the time of application the Narrogin Junior Basketball Association declared they were not incorporated. It was determined at the meeting that they are incorporated.*

#### 10.4.4 NARROGIN GYMNASTICS CLUB - NEW LEASE (3 + 2 YEARS)

File Reference	A163300
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Narrogin Gymnastics Club
Previous Item Numbers	Nil
Date	12 March 2026
Author	Danielle van Rooyen, Business Development and Innovation Officer
Authorising Officer	Dale Stewart, Chief Executive Officer
Attachments	1. Proposed Narrogin Gymnastics Club Lease

#### Summary

On 1 July 2016, the Shire of Narrogin entered into a lease agreement with the Narrogin Gymnastics Club Inc. for the use of a portion of 105 (Lot 1679) Federal Street, Narrogin, known as the Railway Institute Hall. The current lease term is due to expire on 30 June 2026.

This report seeks Council approval to enter into a new lease agreement with the Narrogin Gymnastics Club for a term of three (3) years with an option for a further two (2) years. The proposed lease will allow the Club to continue operating from the premises while recognising the long-term intention for the Club to secure a purpose-built gymnastics facility within the district.

#### Background

On 1 July 2016, the Shire of Narrogin entered into a lease agreement with the Narrogin Gymnastics Club Inc. for the use of a portion of 105 (Lot 1679) Federal Street, Narrogin, known as the Railway Institute Hall.

The Narrogin Gymnastics Club is a not-for-profit community sporting organisation that provides gymnastics training and recreational opportunities for children and young people within Narrogin and surrounding communities. The Club utilises the premises to conduct weekly training sessions, store equipment and facilitate gymnastics activities.

The Railway Institute Hall provides a suitable indoor space for the Club's operations, allowing equipment to remain stored on site and enabling the delivery of regular gymnastics classes throughout the year.

Under the terms of the existing lease, the Club contributes an annual rental amount and is responsible for maintaining the premises in accordance with the lease conditions. The lease also requires the Club to continue contributing funds towards a building fund to support the long-term goal of establishing or acquiring a purpose-built gymnastics facility within the district.

The current lease term is due to expire on 30 June 2026. The Narrogin Gymnastics Club has indicated its desire to continue occupying the premises to allow the Club to maintain its programs and services for the local community.

Officers have prepared a proposed new lease agreement for Council's consideration for a term of three (3) years with an option for a further two (2) years.

### Consultation

Consultation has taken place between:

- the Chief Executive Officer; and
- the Narrogin Gymnastics Club.

### Statutory Environment

The proposed lease arrangement complies with the provisions of:

- The Local Government Act 1995, Section.3.58, addresses the disposition of property;
- The Local Government Act 1995, s.9.49A, addresses the executing of documents;
- The Local Government 1995, Section 6.47 addresses opportunity for rates concessions;
- The Local Government (Function and General) Regulations 1993, Regulation 30, provides for exemptions from the disposition requirements for not for profit community groups (no need to advertise); and
- The Shire's Delegations Register – 3.4 Disposing of Land – Leases, Rentals etc., provides delegation to the Chief Executive Officer to approve lease arrangements for periods up to two (2) years.

### Policy Implications

The Council's Policy 1.11 Common Seal relates.

### Sustainability & Climate Change Implications

*Environmental* - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

*Economic* - There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

*Social* - The Narrogin Gymnastics Club provides recreational and sporting opportunities for children and young people within the community. Supporting the continued operation of the club assists in promoting physical activity, youth engagement, and community participation in sport. No negative social impacts have been identified arising from adoption of the officer's recommendation.

### Financial Implications

There are no significant new financial implications associated with entering into the proposed lease agreement.

The lease provides for an annual lease fee of \$5,000. The Lessee is responsible for payment of all outgoings associated with the premises in accordance with the lease. At the date of writing this report the Club has not confirmed the retained funds, however it is hoped to provide an update to Elected Members for the Council meeting.

Council may consider waiving local government rates (not refuse or ESL) annually pursuant to section 6.47 of the Local Government Act 1995 – Concessions.

## Strategic Implications

The proposed lease extension supports the continued operation of the Narrogin Gymnastics Club and aligns with the Shire of Narrogin Strategic Community Plan 2017–2027

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.3	Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.1	Develop and activate Sport and Recreation Master Plan
Strategy:	2.3.2	Engage and support community groups and volunteers
Strategy:	2.3.3	Facilitate and support community events
Strategy:	2.3.4	Provide improved community facilities (eg library/recreation)

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
If a new lease is not entered into, there is a risk that the Narrogin Gymnastics Club may be unable to continue operating from the facility, which could result in the loss of gymnastics opportunities for children and young people in the community.	Possible (3)	Minor (2)	Medium (5-9)	Business & Community Disruption	Manage by Council considering approval of a new lease arrangement.

## Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item.

Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### **Comment/Conclusion**

Council is being asked to consider entering into a new lease agreement with the Narrogin Gymnastics Club for the premises currently occupied by the Club.

The Club has operated from the Railway Institute Hall for a number of years and provides an important recreational opportunity for children and young people within the Narrogin community.

Under the proposed lease arrangements, the Lessee would continue to be responsible for the payment of outgoings associated with the premises and would continue to contribute funds annually to the Narrogin Gymnastics Club Building Account. These funds support the long-term goal of establishing or acquiring a purpose-built gymnastics facility within the district.

Entering into a new lease agreement would provide operational certainty for the Club while recognising that the current premises may serve as an interim facility until a dedicated gymnastics venue becomes available.

Approval of the lease would support the continued delivery of gymnastics programs for local children and families and would enable the facility to continue to be utilised for community sporting purposes.

On balance, officers consider that entering into a new lease agreement represents a reasonable and practical approach that supports an established community sporting organisation while maintaining flexibility for future facility planning for any 'higher' strategic use of the facility.

### **Voting Requirements**

Simple Majority

### **OFFICERS' RECOMMENDATION & COUNCIL RESOLUTION 250326.09**

Moved: Cr Fisher Seconded: Cr Wiese

That Council with respect to the proposed lease of the former Railway Institute Hall, being portion 105 (Lot 1679) Federal Street, Narrogin:

- 1) Approves entering into a lease agreement with the Narrogin Gymnastics Club Inc. for a term of three (3) years with an option for a further two (2) years in the substantive form of Appendix 1.
- 2) Requires the Lessee to continue making regular contributions to the Narrogin Gymnastics Club Building Account to support the future development or construction of a designated gymnastics facility within the district.
- 3) Authorises the Shire President and Chief Executive Officer to affix the Common Seal and execute the lease.
- 4) Requests the Chief Executive Officer to have the Administration work with the Narrogin Gymnastics Club to explore long-term mutually beneficial options to support the future needs of a dedicated Narrogin Gymnastics facility.

**CARRIED 6/0**

For: President Ballard, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

Lease Portion of Railway Institute Building, Portion of Lot 1679 on Deposited Plan 222890) 105 Federal Street, Narrogin.

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Shire of Narrogin  
&  
Narrogin Gymnastics Club Inc.

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# Details

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## Parties

### Shire of Narrogin

of PO Box 1145, Narrogin, Western Australia  
(Lessor)

### Narrogin Gymnastics Club Inc.

ABN 39 541 394 755  
of 105 Federal Street Narrogin WA 6312  
(Lessee)

## Background

- A The Lessor is registered as the proprietor of the Land.
- B The Lessor has agreed to lease, and the Lessee has agreed to take a lease of the Premises upon the terms and conditions contained in this Deed.

## Agreed terms

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### 1. Definitions

Unless otherwise required by the context or subject matter the following words have these meanings in this Lease:

**Amounts Payable** means the Rent and any other money payable by the Lessee under this Lease;

**Basic Consideration** means all consideration (whether in money or otherwise) to be paid or provided by the Lessee for any supply or use of the Premises and any goods, services or other things provided by the Lessor under this Lease (other than tax payable pursuant to this clause);

**CEO** means the Chief Executive Officer for the time being of the Lessor or any person appointed by the Chief Executive Officer or Council of the Shire of Murray to perform any of her or his functions under this Lease;

**Commencement Date** means the date of commencement of the Term specified in **Item 5** of the Schedule;

**Contaminated Sites Act** means the *Contaminated Sites Act 2003 (WA)*;

**CPI** means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics;

**CPI Review** means the Rent review process described in **clause 4.2**;

**Encumbrance** means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat or anything described as an encumbrance on the Certificate of Title for the Land;

**Environmental Contamination** has the same meaning as the word “contaminated” in the Contaminated Sites Act;

**EPA** means the Environment Protection Authority of Western Australia;

**Further Term** means the further term(s) specified in **Item 4** of the Schedule;

**Good Repair** means good and substantial tenantable repair and in clean, good working order and condition;

**GST** has the meaning that it bears in the GST Act;

**GST Act** means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and any legislation substituted for, replacing or amending that Act;

**GST Adjustment Rate** means the amount of any increase in the rate of tax imposed by the GST Law;

**GST Law** has the meaning that it bears in section 195-1 of the GST Act;

**GST Rate** means 10%, or such other figure equal to the rate of tax imposed by the GST Law;

**Input Tax Credit** has the meaning that it bears in section 195-1 of the GST Act.

**Interest Rate** means the rate at the time the payment falls due being 2% greater than the Lessor’s general overdraft rate on borrowings from its bankers on amounts not exceeding \$100,000.00;

**Land** means the land described at **Item 1** of the Schedule;

**Lease** means this deed as supplemented, amended or varied from time to time;

**Lessee’s Agents** includes:

- (a) the sublessees, employees, agents, contractors, invitees and licensees of the Lessee; and
- (b) any person on the Premises by the authority of a person specified in paragraph (a);

**Lessee’s Covenants** means the covenants, agreements and obligations set out or implied in this Lease or imposed by law to be performed and observed by the Lessee;

**Lessor’s Covenants** means the covenants, agreements and obligations set out or implied in this Lease, or imposed by law to be performed and observed by the Lessor;

**Lessor's Fixtures and Fittings** means all fixtures, fittings and equipment installed in or provided to the Premises by the Lessor at the Commencement Date or at any time during the Term, and includes without limitation the items listed in **Annexure 4** (if any);

**Notice** means each notice, demand, consent or authority given or made to any person under this Lease;

**Party** means the Lessor or the Lessee according to the context;

**Permitted Purpose** means the purpose set out in **Item 7** of the Schedule;

**Premises** means the area of the Land to be leased to the Lessee as more particularly described at **Item 2** of the Schedule;

**Rent** means the rent specified in **Item 6** of the Schedule as varied from time to time under this Lease;

**Schedule** means the Schedule to this Lease;

**Tax Invoice** has the meaning which it bears in section 195-1 of the GST Act;

**Taxable Supply** has the meaning which it bears in section 195-1 of the GST Act.

**Term** means the term of years specified in **Item 3** of the Schedule; and

**Termination** means the date of:

- (a) expiry of the Term or any Further Term by effluxion of time;
- (b) sooner determination of the Term or any Further Term; or
- (c) determination of any period of holding over.

## 2. Grant of lease

(1) The Lessor leases to the Lessee the Premises for the Term subject to:

- (a) all Encumbrances;
- (b) the payment of the Amounts Payable; and
- (c) the performance and observance of the Lessee's Covenants.

## 3. Quiet enjoyment

Except as provided in the Lease and subject to the performance and observance of the Lessee's Covenants, the Lessee may quietly hold and enjoy the Premises during the Term without any interruption or disturbance from the Lessor or persons lawfully claiming through or under the Lessor.

## 4. Rent and other payments

### 4.1 Rent

The Lessee covenants with the Lessor to pay to the Lessor the Rent in the manner set out at **Item 6** of the Schedule on and from the Commencement Date clear of any deductions.

### 4.2 Rent Review

- (1) The Rent will be reviewed by CPI on and from each Rent Review Date to determine the Rent to be paid by the Lessee until the next Rent Review Date.
- (1) The CPI rent review will increase the amount of Rent payable during the immediately preceding period by the percentage of any increase in CPI having regard to the quarterly CPI published immediately prior to the later of the Commencement Date or the last Rent Review Date as the case may be and the quarterly CPI published immediately prior to the relevant Rent Review Date. If there is a decrease in CPI having regard to the relevant CPI publications the Rent payable from the relevant Rent Review Date will be the same as the Rent payable during the immediately preceding period.
- (2) Notwithstanding the provisions of this clause, the Rent payable from any Rent Review Date will not be less than the Rent payable in the period immediately preceding such Rent Review Date.
- (3) The Lessor may institute a rent review notwithstanding the Rent Review Date has passed and the Lessor did not institute a rent review on or prior to that Rent Review Date, and in which case the Rent agreed or determined shall date back to and be payable from the Rent Review Date for which such review is made.

### 4.3 Outgoings

- (1) The Lessee covenants with the Lessor to pay to the Lessor or to such person as the Lessor may from time to time direct punctually all the following outgoings or charges, assessed or incurred in respect of the Premises:
  - (a) local government rates, services and other charges, including but not limited to rubbish collection charges and the emergency services levy;
  - (b) water, drainage and sewerage rates, charges for disposal of stormwater, meter rent and excess water charges;
  - (c) telephone, electricity, gas and other power and light charges including but not limited to meter rents and the cost of installation of any meter, wiring or telephone connection AND where possible the Lessee shall ensure that any accounts for all charges and outgoings in respect of telephone, electricity, gas and other power and light charges are taken out and issued in the name of the Lessee; and
  - (d) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Lessee's use and occupation of the Premises.
- (2) If the Premises are not separately charged or assessed the Lessee will pay to the Lessor a proportionate part of any charges or assessments referred to in **clause 4.3(1)** being the proportion that the Premises bears to the total area of the land or premises included in the charge or assessment.

#### **4.4 Interest**

Without affecting the rights, power and remedies of the Lessor under this Lease, the Lessee covenants to pay to the Lessor interest on demand on any Amounts Payable which are unpaid for 7 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

#### **4.5 Costs**

- (1) The Lessee covenants with the Lessor to pay to the Lessor on demand:
  - (a) all duty, fines and penalties payable under the *Duties Act 2008* and other statutory duties or taxes payable on or in connection with this Lease;
  - (b) all registration fees in connection with this Lease; and
  - (c) all legal costs of and incidental to the instructions for the preparation, execution and stamping of this Lease and all copies.
- (2) The Lessee covenants with the Lessor to pay to the Lessor all costs, legal fees, disbursements and payments incurred by or for which the Lessor is liable in connection with or incidental to:
  - (a) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
  - (b) any breach of covenant by the Lessee or the Lessee's Agents
  - (c) the preparation and service of a notice under Section 81 of the *Property Law Act 1969* requiring the Lessee to remedy a breach even though forfeiture for the breach may be avoided in a manner other than by relief granted by a Court;
  - (d) any work done at the Lessee's request; and
  - (e) any action or proceedings arising out of or incidental to any matters referred to in this **clause 4.5** or any matter arising out of this Lease.

#### **4.6 Payment of Money**

Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in this Lease or as otherwise directed by the Lessor by Notice from time to time.

#### **4.7 Accrual of amounts payable**

Amounts Payable accrue on a daily basis.

### **5. Insurance**

#### **5.1 Public Liability Insurance**

The Lessee must effect and maintain with insurers approved by the Lessor in the joint names of the Lessor and the Lessee for their respective rights and interests in the Premises for the time being adequate public liability insurance for a sum not less than the sum set out at **Item 8** of the

Schedule in respect of any one claim or such greater amount as the Lessor may from time to time reasonably require.

## **5.2 Lessor to obtain building insurance**

- (1) The Lessor will obtain building insurance for any of its buildings constructed on the Premises and the Lessee will reimburse the Lessor for any premiums, excess or other costs arising therefrom. For the avoidance of doubt, the parties agree:
  - (a) that if such premium or cost does not include a separate assessment or identification of the Premises or the Land, the Lessee must pay a proportionate part of such premium or cost determined by the Lessor acting reasonably; and
  - (b) such insurance will include insurance for the full replacement value of such buildings.

## **5.3 Details and receipts**

In respect of the insurances required to be obtained by the Lessee pursuant to this clause the Lessee must:

- (a) supply to the Lessor annually on each anniversary of the Commencement Date and upon written demand details of the insurances and copies of the certificates of currency in relation to those insurances;
- (b) promptly pay all premiums and produce to the Lessor each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (c) notify the Lessor immediately:
  - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
  - (ii) when a policy of insurance is cancelled.

## **5.4 Not to invalidate**

The Lessee must not do or omit to do any act or thing or bring or keep anything on the Premises which might:

- (a) render any insurance effected under this clause, or any insurances on adjoining premises, void or voidable; or
- (b) cause the rate of a premium for the Premises or any adjoining premises (except insofar as an approved development may lead to an increased premium) to be increased.

## **5.5 Report**

Each Party must report to the other promptly in writing, and in addition verbally in an emergency:

- (a) any damage to the Premises of which they are aware; and

- (b) any circumstances of which they are aware and which are likely to be a danger or cause any damage or danger to the Premises or to any person in or on the Premises.

## **5.6 Lessee's equipment and possessions**

The Lessee acknowledges it is responsible to obtain all relevant insurances to cover any damage and/or theft to its property. The Lessor does not take any responsibility for the loss or damage of the Lessee's property.

# **6. Indemnity**

## **6.1 Lessee responsibilities**

- (1) The Lessee is subject to the same responsibilities relating to persons and property to which the Lessee would be subject if during the Term the Lessee were the owner and occupier of the freehold of the Premises.
- (2) The Lessee is responsible and liable for all acts or omissions of the Lessee's Agents on the Premises and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Lessee.

## **6.2 Indemnity**

- (1) The Lessee indemnifies, and shall keep indemnified, the Lessor from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor, or brought, maintained or made against the Lessor, in respect of:
  - (a) any loss whatsoever (including loss of use);
  - (b) injury or damage of, or to, any kind of property or thing; and
  - (c) the death of, or injury suffered by, any person,caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:
  - (d) the use or occupation of the Premises by the Lessee or the Lessee's Agents;
  - (e) any work carried out by or on behalf of the Lessee on the Premises;
  - (f) the Lessee's activities, operations or business on, or other use of any kind of, the Premises;
  - (g) the presence of any Contamination, Pollution or Environmental Harm in on or under the Premises or adjoining land caused or contributed to by the act, neglect or omission of the Lessee or the Lessee's Agents;
  - (h) any default by the Lessee in the due and punctual performance, observance and compliance with any of the Lessee's covenants or obligations under this Lease; or
  - (i) a negligent or wrongful act or omission of the Lessee.

### **6.3 Obligations Continuing**

The obligations of the Lessee under this clause:

- (a) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by the Lessor for any of the obligations set out in this clause then the Lessee's obligations under **clause 6.2** will be reduced by the extent of such payment; and
- (b) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

### **6.4 No indemnity for Lessor's negligence**

The parties agree that nothing in this clause shall require the Lessee to indemnify the Lessor, its officers, servants, or agents against any loss, damage, expense, action or claim arising out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

### **6.5 Release**

- (1) The Lessee:
    - (a) agrees to occupy and use the Premises at the risk of the Lessee; and
    - (b) releases to the full extent permitted by law, the Lessor from:
      - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Lessee's use or occupation of the Premises by the Lessee;
      - (ii) loss of or damage to the Premises or personal property of the Lessee; and
      - (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Premises or surrounding area
- except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.
- (2) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

### **6.6 Limit of Lessor's liability**

- (1) The Lessor is only liable for breaches of the Lessor's Covenants set out in this Lease which occur while the Lessor is the management body or registered proprietor of the Premises.
- (2) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

## 7. Maintenance, repair and cleaning

### 7.1 Generally,

- (1) Subject to paragraph (3) below, the Lessee AGREES during the Term and for so long as the Lessee remains in possession or occupation of the Premises to maintain, replace, repair, clean and keep the Premises (which for the avoidance of doubt includes the Lessor's fixtures and fittings) clean and in Good Repair having regard to the age of the Premises at the Commencement Date PROVIDED THAT this subclause shall not impose on the Lessee any obligation:
  - (a) to carry out repairs or replacement that are necessary as a result of fair and reasonable wear and tear, EXCEPT when such repair or replacement is necessary because of any act or omission of or on the part of the Lessee or the Lessee's Agents, or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee or the Lessee's Agents; and
  - (b) in respect of any structural or capital maintenance, replacement or repair EXCEPT when such maintenance, repair or replacement is necessary because of any act or omission of or on the part of the Lessee or the Lessee's Agents, or by the Lessee's particular use or occupancy of the Premises.
- (2) In discharging the obligations imposed on the Lessee under this subclause, the Lessee shall where maintaining, replacing or repairing in or on the Premises:
  - (a) any electrical fittings and fixtures;
  - (b) any plumbing;
  - (c) any air-conditioning fittings and fixtures;
  - (d) any gas fittings and fixtures; and
  - (e) any painting

use only licensed trades persons, or such trades persons as may be approved by the Lessor and notified to the Lessee, which approval shall not be unreasonably withheld.
- (3) For the avoidance of doubt, the Lessee is responsible for minor internal repairs to the Premises. For example, repair and replacement of door handles, door locks, light fittings, globe replacement, and internal glass breakages.
- (4) For the avoidance of doubt, the Lessor is responsible for all structural repairs, sewerage, plumbing, electrical, air-conditioning and external glass breakages to the Premises EXCEPT when such repair or replacement is necessary because of any act or omission of or on the part of the Lessee or the Lessee's Agents, or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee or the Lessee's Agents.
- (5) Notwithstanding paragraph (4) above, the Lessee acknowledges and agrees that the Lessor may have limited, or no, funds set aside within its budget for structural maintenance of the Premises, and as a consequence the Lessor will not be able to rectify any major maintenance or structural defect or problem unless it has sufficient monies set aside in its budget for such purpose and/or the Lessor's Council has approved such expenditure.

- (6) Notwithstanding any other provision of this Lease, the Lessee will be responsible for any repair or replacement which is necessary because of any act or omission of or on the part of the Lessee or the Lessee's Agents, or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee or the Lessee's Agents.

## **7.2 Comply with all reasonable conditions**

The Lessee must comply with all reasonable conditions that may be imposed by the Lessor from time to time in relation to the Lessee's maintenance of the Premises (and any structures or buildings constructed on the Premises).

## **7.3 Comply with all reasonable conditions**

The Lessee must comply with all reasonable conditions that may be imposed by the Lessor from time to time in relation to the Lessee's maintenance of the Premises (and any structures or buildings constructed on the Premises).

## **7.4 Cleaning**

The Lessee must at all times keep the Premises clean, tidy, unobstructed and free from rubbish.

## **7.5 Pest control**

- (1) The Lessee must keep the Premises free of any vermin or any other recognised pests and the cost of extermination will be borne by the Lessee.
- (2) The Lessor will arrange for termite inspections to be undertaken and the cost will be borne by the Lessor.[]

## **7.6 Lessor's Fixtures and Fittings**

The Lessee covenants and agrees that the Lessor's Fixtures and Fittings:

- (a) will remain the property of the Lessor and must not be removed from the Premises at any time; and
- (b) must be present and accounted for at the termination of each twelve month period of the Term.

## **7.7 Responsibility for Securing the Premises**

The Lessee must ensure the Premises, including Lessor's Fixtures and Fittings, are appropriately secured at all times.

## **7.8 Maintain surroundings**

- (1) The Lessee must regularly inspect and maintain in good condition any part of the Premises which surrounds any buildings including but not limited to any flora, gardens lawns, shrubs, hedges and trees.
- (2) The Lessee must comply with and implement any landscaping, reticulation and similar plans approved by the Lessor (in its capacity as responsible local authority) pursuant to any condition or conditions of development approval for the Premises.

- (3) The Lessee must care for such trees on the Premises as the Lessor may from time to time reasonably require.
- (4) Unless permitted to do so under a development approval, the Lessee may not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Lessor, except where necessary for urgent safety reasons.

## **7.9 Comply with Maintenance Schedule**

- (1) The Lessee shall comply with the Lessee's maintenance obligations as set out in the Maintenance Schedule annexed as **Annexure 3**.
- (2) The Lessor shall use reasonable endeavours, subject to any budgetary and resourcing constraints, to comply with the Lessor's maintenance obligations as set out in the Maintenance Schedule annexed as **Annexure 3**.

## **7.10 Acknowledgement of state of repair of Premises**

- (1) The Lessee accepts the Premises in its present condition relying upon its own enquiries and investigations.
- (2) The Lessor does not expressly or impliedly warrant that the Premises is or will remain suitable or adequate for all or any of the purposes of the Lessee or for the business which the Lessee is authorised to conduct thereon and to the extent permitted by law, all warranties (if any) as to suitability and adequacy of the Premises implied by law are hereby expressly negated.

# **8. Alterations**

## **8.1 Restriction**

- (1) The Lessee must not without prior written consent:
    - (a) (i) from the Lessor;
    - (ii) from any other person from whom consent is required under this Lease;
    - (iii) required under statute in force from time to time, including but not limited to the planning approval of the Lessee under a Shire planning scheme of the Lessee;
  - (b) install any new signage;
  - (c) make or allow to be made any alteration, addition or improvements to or demolish any part of the Premises;
  - (d) remove alter or add to any fixtures, fittings or facilities in or on the Premises; or
  - (e) subject to the performance of the Lessee's obligations in **clause 7**, remove any flora or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or other materials from the Premises.
- (2) The Lessee acknowledges and agrees that all alterations must be in strict accordance with any planning or building approvals for such alterations.

## 8.2 Consent

- (1) If the Lessor and any other person whose consent is required under this Lease or at law consents to any matter referred to in **clause 8.1** the Lessor may:
- (a) consent subject to conditions; and
    - (i) require that work be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent;
    - (ii) require that work be carried out in accordance with the Building Code of Australia; and
    - (iii) require that any alteration be carried out to the satisfaction of the Lessor under the supervision of an engineer or other consultant; and
  - (b) if the Lessor consents to any matter referred to in **clause 8.1**:
    - (i) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
    - (ii) the Lessee must apply for and obtain all such consent, approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions and must strictly comply with such consents or approvals.

## 8.3 Cost of Works

All works undertaken under this clause will be carried out at the Lessee's expense.

## 8.4 Conditions

If any of the consents given by the Lessor or other persons whose consent is required under this Lease or at law require other works to be done by the Lessee as a condition of giving consent, then the Lessee must at the option of the Lessor either:

- (a) carry out those other works at the Lessee's expense; or
  - (b) permit the Lessor to carry out those other works at the Lessee's expense,
- in accordance with the Lessor's requirements.

# 9. Use

## 9.1 Restrictions on use

The Lessee must not and must not suffer or permit a person to:

- (a)
  - (i) use the Premises or any part of it for any purpose other than the Permitted Purpose; or
  - (ii) use the Premises for any purpose which is not permitted under any local planning scheme or any law relating to health;
- (b) do or carry out on the Premises any harmful, offensive or illegal act, matter or thing;

- (c) do or carry out on the Premises any thing which causes a nuisance, damage or disturbance to the Lessor or to owners or occupiers of adjoining properties;
- (d) store any dangerous compound or substance on or in the Premises without prior written approval of the Lessor;
- (e) do any act or thing which might result in excessive stress or harm to any part of the Premises;
- (f) display from or affix any signs, notices or advertisements on the Premises without the prior written consent of the Lessor;
- (g) to use or allow the Premises to be used for the consumption of alcohol without first obtaining the written consent of the Lessor; or
- (h) use the Premises as the residence or sleeping place of any person or for auction sales without prior written approval of the Lessor.

## **9.2 Sale of Alcohol**

The Lessee must not sell or supply liquor from the Premises or allow liquor to be sold or supplied from the Premises without the prior written consent of the Lessor and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Health (Food Hygiene) Regulations 1993*, *Liquor Licensing Regulations 1989* and any other relevant written laws that may be in force from time to time.

## **9.3 Minimise nuisance to neighbours**

- (1) The Lessee acknowledges that the Premises are located in close proximity to other premises.
- (2) The Lessee must take all reasonable action to minimise and prevent disruption, nuisance and disturbance to surrounding premises, particularly during and following social events held at the Premises.
- (3) The Lessee must comply with all reasonable conditions and directions that may be imposed by the Lessor from time to time in relation to the minimisation and prevention of disruption, nuisance and disturbance to surrounding premises.

## **9.4 No Warranty**

The Lessor gives no warranty:

- (a) as to the use to which the Premises may be put; or
- (b) that the Lessor will issue any consents, approvals, authorities, permits or licences required by the Lessee under any statute for its use of the Premises.

## **9.5 Premises Subject to Restriction**

The Lessee accepts the Premises for the Term subject to any existing prohibition or restriction on the use of the Premises.

## **9.6 Indemnity for Costs**

The Lessee indemnifies the Lessor against any claims or demands for all costs incurred by the

Lessor by reason of any claim in relation to any matters set out in this this clause.

## 10. Lessor's right of entry

### 10.1 Entry on Reasonable Notice

The Lessee must permit entry by the Lessor onto the Premises without notice in the case of an emergency, and otherwise upon reasonable notice:

- (a) (i) at all reasonable times;
- (ii) with or without workmen and others; and
- (iii) with or without plant, equipment, machinery and materials;
- (b) for each of the following purposes:
  - (i) to inspect the state of repair of the Premises and to ensure compliance with the terms of this Lease;
  - (ii) to carry out any survey or works which the Lessor considers necessary, however the Lessor will not be liable to the Lessee for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Lessee;
  - (iii) to comply with the Lessor's Covenants or to comply with any notice or order of any authority in respect of the Premises for which the Lessor is liable; and
  - (iv) to do all matters or things to rectify any breach by the Lessee of any term of this Lease but the Lessor is under no obligation to rectify any breach and any rectification under this clause is without prejudice to the Lessor's other rights, remedies or powers under this Lease.

### 10.2 Costs of Rectifying Breach

All costs and expenses incurred by the Lessor as a result of any breach referred to in **clause 10.1(b)(iv)** together with any interest payable on such sums will be a debt due to the Lessor and payable to the Lessor by the Lessee on demand.

### 10.3 Lessor's rights to utilise the Premises in emergency

In the event of an emergency or natural disaster which has an actual or possible impact on residents of the Shire of Narrogin, the Lessor may issue a notice requiring the Lessee to immediately permit the Lessor to have access to and use of the Premises for public purposes.

## 11. Statutory obligations and notices

### 11.1 Comply with Statutes

The Lessee must:

- (a) comply promptly with all statutes and local laws from time to time in force relating to the Premises, including without limitation all relevant laws relating to occupational health and safety and the health and safety of all persons entering upon the Premises;

- (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Premises specified at **clause 9**;
- (c) comply with all relevant state and commonwealth law and all relevant codes, including without limitation the Building Code of Australia, and all relevant standards published by Standards Australia;
- (d) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises; and
- (e) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or to the business the Lessee carries on at the Premises.

## 11.2 Safety & Testing Obligations

- (1) The Lessee acknowledges and agrees that it is fully responsible at its cost for ensuring that the Premises, and any fixtures or fittings located on the Premises, are regularly tested, maintained and inspected to ensure that the Premises and such fixtures and fittings comply with all statutory requirements and are safe for use.
- (2) To comply with its obligation pursuant to **clause 11.2(1)** above, the Lessee acknowledges that it will be required to, amongst other things:
  - (a) comply with the requirements of the *Occupational Safety and Health Act 1984*, including without limitation the requirement for all portable plug-in electrical equipment and residual current devices to be safe and appropriately inspected, tested and maintained by a competent person;
  - (b) comply with all relevant requirements of the Department of Fire & Emergency Services (**DFES**), including without limitation the requirement to ensure that all fire protection and firefighting equipment located, or installed at or on the Premises, is tested regularly for compliance with Australian Standards and DFES's requirements; and
  - (c) ensure that the emergency/exit lighting systems on the Premises (if applicable) are adequately maintained in accordance with the requirements of the Building Code of Australia and relevant Australian Standards.

## 11.3 Indemnity if Lessee Fails to Comply

The Lessee indemnifies the Lessor against:

- (a) failing to perform, discharge or execute any of the items referred to in **clauses 11.1 and 11.2**; and
- (b) any claims, demands, costs or other payments of or incidental to any of the items referred to in **clauses 11.1 and 11.2**.

## 11.4 No Fetter

Notwithstanding any other provision of this Lease, the Parties acknowledge that the Lessor is a local government established by the *Local Government Act 1995*, and in that capacity, the Lessor may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any written law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Lessor

shall not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Lease fetter the Lessor in performing its statutory obligations or exercising any discretion.

## 12. Report to Lessor

The Lessee must immediately report to the Lessor:

- (a) any act of vandalism or any incident which occurs on or near the Premises which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Lessee is aware or should be aware;
- (b) any occurrence or circumstances in or near the Premises of which it becomes aware, which might reasonably be expected to cause, in or on the Premises, pollution of the environment; and
- (c) all notices, orders and summonses received by the Lessee and which affect the Premises and immediately deliver them to the Lessor.

## 13. Default

### 13.1 Events of Default

A default occurs if:

- (a) the Lessee is in breach of any of the Lessee's Covenants for 28 days after a Notice has been given to the Lessee to rectify the breach or to pay compensation in money;
- (b) the association is wound up whether voluntarily or otherwise;
- (c) the Lessee passes a special resolution under the *Associations Incorporation Act 2015* altering its rules of association in a way that makes its objects or purposes inconsistent with the use permitted by this Lease;
- (d) a mortgagee takes possession of the property of the Lessee under this Lease;
- (e) any execution or similar process is made against the Premises on the Lessee's property;
- (f) the Premises are vacated, or otherwise not used, in the Lessor's reasonable opinion, for the permitted purpose for six month period;
- (g) a person other than the Lessee or a permitted sublessee or assignee is in occupation or possession of the Premises or in receipt of a rent and profits.

### 13.2 Forfeiture

On the occurrence of any of the events of default specified in **clause 13.1** the Lessor may:

- (a) without notice or demand at any time enter the Premises and on re-entry the Term will immediately determine;
- (b) by notice to the Lessee determine this Lease and from the date of giving such notice this Lease will be absolutely determined; and

- (c) by notice to the Lessee elect to convert the unexpired portion of the Term into a tenancy from month to month when this Lease will be determined as from the giving of the notice and until the tenancy is determined the Lessee will hold the Premises from the Lessor as a tenant from month to month under **clause 15**,

but without affecting the right of action or other remedy which the Lessor has in respect of any other breach by the Lessee of the Lessee's Covenants or releasing the Lessee from liability in respect of the Lessee's Covenants.

### **13.3 Lessor may remedy breach**

If the Lessee:

- (a) fails or neglects to pay the Amounts Payable by the Lessee under this Lease; or
- (b) does or fails to do anything which constitutes a breach of the Lessee's Covenants,

then, after the Lessor has given to the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Lessee and the Lessee must pay to the Lessor on demand the Lessor's cost and expenses of remedying each breach or default.

### **13.4 Acceptance of Amount Payable By Lessor**

Demand for or acceptance of the Amounts Payable by the Lessor after an event of default has occurred will not affect the exercise by the Lessor of the rights and powers conferred on the Lessor by the terms of the Lease or at law and will not operate as an election by the Lessor to exercise or not to exercise any right or power.

### **13.5 Essential Terms**

Each of the Lessee's Covenants in **clauses 4** (Rent and Other Payments), **5** (Insurance), **6** (Indemnity), **7** (Maintenance, Repair and Cleaning), **9** (Use), **17** (No Assignment or charging, limited right to sublet) and **22** (Goods and Services Tax) are essential terms of this Lease but this clause **13.5** does not mean or imply that there are no other essential terms in this Lease.

### **13.6 Breach of Essential Terms**

If the Lessee breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Lessor:

- (a) the Lessee must compensate the Lessor for the loss or damage suffered by reason of the breach of that essential term;
- (b) the Lessor will be entitled to recover damages against the Lessee in respect of the breach of an essential term; and
- (c) the Lessee covenants with the Lessor that if the Term is determined:
  - (i) for breach of an essential term or the acceptance by the Lessor of a repudiation of this Lease by the Lessee; or
  - (ii) following the failure by the Lessee to comply with any notice given to the Lessee to remedy any default,

the Lessee must pay to the Lessor on demand the total of the Amounts Payable under this Lease which would have been payable by the Lessee for the unexpired balance of the Term as if the Term had expired by effluxion of time together with the losses incurred or reasonably expected to be incurred by the Lessor as a result of the early determination including but not limited to the costs of re-letting or attempting to re-let the Premises;

- (d) the Lessee agrees that the covenant set out in this **clause 13.6(c)** will survive termination or any deemed surrender at law of the estate granted by this Lease;
- (e) the Lessee may deduct from the amounts referred to at **clause 13.6(c)** the Rent and other money which the Lessor reasonably expects to obtain by re-letting the Premises between the date of Termination and the date on which the Term would have expired by effluxion of time; and
- (f) the Lessor must take reasonable steps to mitigate its losses and endeavour to re-let the Premises at a reasonable rent and on reasonable terms but the Lessor is not required to offer or accept rent or terms which are the same or similar to the rent or terms contained or implied in this Lease.

## 14. Option to renew

If the Lessee at least three months, but not earlier than six months, prior to the date for commencement of the Further Term gives the Lessor a Notice to grant the Further Term and:

- (a) all consents and approvals required by the terms of this Lease or at law have been obtained; and
- (b) there is no subsisting default by the Lessee at the date of service of the Notice in :
  - (i) the payment of Amounts Payable; or
  - (ii) the performance or observance of the Lessee's Covenants,

the Lessor will grant to the Lessee a lease for the Further Term at the Rent and on the same terms and conditions other than this clause in respect of any Further Terms previously taken or the subject of the present exercise and on such other terms and conditions as the Lessor may consider appropriate.

## 15. Holding over

If the Lessee remains in possession of the Premises after the expiry of the Term with the consent of the Lessor, the Lessee will be a monthly tenant of the Lessor at a rent equivalent to one twelfth of the Rent for the period immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Lease provided that all consents required under this Lease or at law have been obtained to the Lessee being in possession of the Premises as a monthly tenant.

## 16. Obligation on Termination

### 16.1 Restore premises

Prior to Termination, the Lessee at the Lessee's expense must restore the Premises to a condition consistent with the observance and performance by the Lessee of the Lessee's Covenants under this Lease.

### 16.2 Peacefully surrender

On Termination the Lessee must:

- (a) peacefully surrender and yield up to the Lessor the Premises in a condition consistent with the observance and performance of the Lessee's Covenants under this Lease; and
- (b) surrender to the Lessor all keys and security access devices and combination for locks providing an access to or within the Premises held by the Lessee whether or not provided by the Lessor.

### 16.3 Remove property prior to termination

Prior to Termination, unless otherwise mutually agreed between the parties, the Lessee must remove from the Premises all property of the Lessee which is not a fixture other than air-conditioning plant and fire equipment, security alarms and security systems and other fixtures and fittings which in the opinion of the Lessor form an integral part of the Premises and promptly make good, to the satisfaction of the Lessor, any damage caused by the removal.

### 16.4 Lessor can remove property on re-entry

- (1) On re-entry the Lessor will have the right to remove from the Premises any property of the Lessee and the Lessee indemnifies the Lessor against all damage caused by the removal of and the cost of storing that property.
- (2) The Lessor may, at any time after the expiration or sooner determination of the Term, give the Lessee a notice (**Abandonment Notice**) requiring the Lessee to remove all fittings, plant, equipment or other articles not previously removed by the Lessee in accordance with the requirement of this clause (**Remaining Items**). On the Lessee's receipt of an Abandonment Notice, the Lessee shall have TWO (2) days within which to remove all Remaining Items and failing removal within that TWO (2) day period, all Remaining Items still on the Premises or in the Lessor's custody shall be deemed absolutely abandoned by the Lessee and shall automatically become the absolute property of the Lessor and may be sold by the Lessor or disposed of at any time and without further notice or obligation to the Lessee. The Lessor shall be entitled to keep the proceeds of any sales and those proceeds shall not be taken into account to reduce any arrears, damages or other moneys for which the Lessee may be liable.

### 16.5 Lessor may require Lessee to remove all buildings and improvements

- (1) Notwithstanding any other provision of this Lease, the Lessor may, by written notice with six months prior to Termination or within 30 days after the earlier determination of this Lease (**Removal Notice**), require the Lessee at its cost and to the Lessor's satisfaction:
  - (a) remove any improvements, the buildings and fixtures constructed or located on the Premises; and

- (b) following the removal of any improvements, the buildings and fixtures in accordance with paragraph (a) restore the Premises the same or substantially the same condition as it was immediately prior to the erection or construction of such improvements, buildings and fixtures.
- (2) If the Lessee fails to comply with paragraph (1) above within 90 days of the Removal Notice, the Lessor may at its option:
  - (a) remove all structures, the building, fixtures and property and recover the cost of doing so from the Lessee as a liquidated debt payable on demand; and
  - (b) rehabilitate and restore the Premises and recover the cost of doing so from the Lessee as a liquidated debt payable on demand.

## **16.6 Clause to survive termination**

The Lessee's obligations under this clause shall survive Termination.

## **16.7 Right to terminate upon notice**

Notwithstanding any other provision of this Lease, the parties agree either party may terminate this Lease for any reason upon 90 days' written notice to the other party. If this Lease is terminated in accordance with this clause, the Lessee must comply with its obligations set out in this clause.

## **16.8 Lessor's right to terminate for redevelopment**

In the event that major redevelopment is to be carried out in the vicinity of the Land, the Lessor may, by six months' notice, terminate the Lease and the Lessor shall not be liable for any loss or damage arising from that termination.

# **17. Assignment, subletting and charging**

## **17.1 No assignment without consent**

The rights in this Lease are personal to the Lessee, and Lessee must not in any circumstances assign this Lease without prior written consent of the Lessor which may be withheld in the Lessor's absolute discretion and may be given on conditions acceptable to the Lessor.

## **17.2 Sub-letting with Lessor's consent**

Subject always to **clause 17.1**, the Lessee may not sublet or otherwise part with possession or any way dispose of any of its rights or obligations under this Lease without the prior written consent of the Lessor, and the Lessor's consent may be withheld for any reason whatsoever in the Lessor's absolute discretion.

## **17.3 No Mortgage or Charge**

The Lessee must not mortgage or charge the Premises.

## 17.4 Property Law Act 1969

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

## 17.5 Casual hire of Premises

- (1) Notwithstanding any other provision of this Lease, the Lessee may hire out the Premises or any part thereof on a casual basis only PROVIDED:
  - (a) such use is consistent at all times with the Permitted Purpose;
  - (b) the Lessee ensures any hirer complies strictly with the relevant terms of this Lease; and
  - (c) the hirer has appropriate insurances (including in particular public liability insurance) and the Lessee has obtained copies of the certificates of currency for such insurances prior to the hire taking place.
- (2) For the purposes of this Lease, “casual hire” means any hire of the Premises by the Lessee to a third party for temporary, short term or ad hoc periods of time and does not include any exclusive use of the Premises in excess of one month or the formal transfer, assignment or sublease of the Premises. Exclusive use of the Premises for a period in excess of one month will be considered a ‘sublease’ or ‘assignment’ of the Premises.
- (3) The Lessee acknowledges that at all times, including when the Premises are hired to a third party, it remains responsible for the Premises, including without limitation any damage that may be caused or occurs during any hire period.
- (4) The Lessee must keep accurate and comprehensive records of all hire arrangements. The Lessee must provide to the Lessor, annually and on written demand, a report outlining all hires within the relevant specified period of time. The format of the report and the content of the report must be to the Lessor’s reasonable satisfaction.

## 18. Provision of information

### 18.1 Provision of information

The Lessee agrees to provide to the Lessor:

- (a) a copy of the Lessee’s audited annual statement of accounts for each year;
- (b) advice of any changes in its office holders during the Term; and
- (c) any other information on the Lessee reasonably required by the Lessor

### 18.2 Prior notice of proposal to change rules

The Lessee agrees that it will not change its rules of association under the *Associations Incorporations Act 2015* without notifying the Lessor of its intention to make such a change prior to consideration of the required special resolution.

## 19. Damage or Destruction

If the Premises are at any time during the Term destroyed or damaged to an extent as to be unfit for the occupation and use of the Lessee, either party may be notice in writing to the other of them given within sixty (60) days after the event elect to cancel and terminate this Lease. The

Term will terminate upon such notice being given and the Lessee must vacate the premises and surrender the same to the Lessor, but such termination will be without prejudice however to the liability of the Lessee under this Lease up to the date of termination.

## 20. Disputes

### 20.1 Referral of Dispute: Phase 1

Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the Lessor's Representative as nominated in writing by the Lessor from time to time (**Lessor's Representative**) who shall convene a meeting within 10 days of receipt of such notice from the Lessee or such other period of time as is agreed to by the parties between the Lessor's Representative and an officer of the Lessee for the purpose of resolving the dispute (**Original Meeting**).

### 20.2 Referral of Dispute: Phase 2

In the event the dispute is not resolved in accordance with **clause 20.1** of this Lease then the dispute shall be referred in writing to the CEO of the Lessor who shall convene a meeting within 10 days of the Original Meeting or such other date as is agreed to by the parties between the CEO and a senior representative of the Lessee for the purpose of resolving the dispute.

### 20.3 Appointment of Arbitrator: Phase 3

In the event the dispute is not resolved in accordance with **clause 20.2** of this Lease then the dispute shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 2012* (as amended from time to time) and the Lessor and the Lessee may each be represented by a legal practitioner.

### 20.4 Payment of Amounts Payable to Date of Award

The Lessee must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Lessee is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Lessor and the Lessee then the Lessor will refund to the Lessee the monies paid

## 21. Caveat

The Lessee nor any person on behalf of the Lessee must not lodge any absolute caveat at Landgate against the certificate of title to the Premises.

## 22. Goods and services tax

### 22.1 Lessee must Pay

If GST is payable on the Basic Consideration or any part thereof or if the Lessor is liable to pay GST in connection with the lease of the Land or any goods, services or other Taxable Supply supplied under this Lease then, unless the Lessor is liable for the payment of a given Taxable Supply, as from the date of any such introduction or application:

- (a) the Lessor may increase the Basic Consideration or the relevant part thereof by an amount which is equal to the GST Rate; and

- (b) the Lessee shall pay the increased Basic Consideration on the due date for payment by the Lessee of the Basic Consideration.

## **22.2 Increase in GST**

If, at any time, the GST Rate is increased, the Lessor may, in addition to the GST Rate, increase the Basic Consideration by the GST Adjustment Rate and such amount shall be payable in accordance with **clause 22.1(b)**.

## **22.3 GST invoice**

Where the Basic Consideration is to be increased to account for GST pursuant to **clause 22.2** the Lessor shall in the month in which the Basic Consideration is to be paid, issue a Tax Invoice which enables the Lessee to submit a claim for a credit or refund of GST.

# **23. Notice**

## **23.1 Form of delivery**

A Notice to a Party must be in writing and may be given or made:

- (a) by delivery to the Party personally; or
- (b) by addressing it to the Party and leaving it at or posting it by registered post to the address of the Party appearing in this Lease or any other address nominated by a Party by Notice to the other.

## **23.2 Service of notice**

A Notice to a Party is deemed to be given or made:

- (a) if by personal delivery, when delivered;
- (b) if by leaving the Notice at an address specified in **clause 23.1(b)**, at the time of leaving the Notice, provided the Notice is left during normal business hours; and
- (c) if by post to an address specified in **clause 23.1(b)**, on the fourth business day following the date of posting of the Notice.

## **23.3 Signing of notice**

A Notice to a Party may be signed:

- (a) if given by an individual, by the person giving the Notice;
- (b) if given by a corporation, by a director, secretary or manager of that corporation;
- (c) if given by a local government, by the CEO or their delegate;
- (d) if given by an association incorporated under the *Associations Incorporation Act 2015*, by any person authorised to do so by the board or committee of management of the association; or
- (e) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

## 24. General Provisions

### 24.1 Lessor's Consent

The Lessee acknowledges and agrees with the Lessor that:

- (a) if the Lessor consents to any matter referred to in this Lease, the Lessor may consent subject to any conditions that it deems reasonably necessary; and
- (b) if the Lessor consents to any matter referred to in this Lease, the Lessee must, to the reasonable satisfaction of the Lessor, comply with any condition imposed by the Lessor.

### 24.2 Acts by agents

All acts and things which the Lessor is required to do under this Lease may be done by the Lessor, the CEO, an officer or the agent, solicitor, contractor or employee of the Lessor.

### 24.3 Statutory powers

The powers conferred on the Lessor by or under any statutes for the time being in force are, except to the extent that they are inconsistent with the terms and provisions expressed in this Lease, in addition to the powers conferred on the Lessor in this Lease.

### 24.4 Severance

If any part of this Lease is or becomes void or unenforceable, that part is or will be severed from this Lease to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

### 24.5 Variation

This Lease may be varied only by deed executed by the parties subject to such consents as are required by this Lease or at law.

### 24.6 Moratorium

The provisions of a statute which would but for this clause extend or postpone the date of payment of money, reduce the rate of interest or abrogate, nullify, postpone or otherwise affect the terms of this Lease do not, to the fullest extent permitted by law, apply to limit the terms of this Lease.

### 24.7 Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Lease.

### 24.8 Waiver

- (1) Failure to exercise or delay in exercising any right, power or privilege in this Lease by a Party does not operate as a waiver of that right, power or privilege.
- (2) A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.

## 24.9 Governing law

This Lease is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

## 25. Additional terms, covenants and conditions

Each of the terms, covenants and conditions (if any) specified in **Item 9** of the Schedule are part of this Lease and are binding on the Lessor and the Lessee as if incorporated into the body of this Lease. If there is any inconsistency between the provisions of **Item 9** of the Schedule and the remaining provisions of this Lease, the provisions of **Item 9** of the Schedule will prevail to the extent of that inconsistency.

# Schedule

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## Item 1 Land

Portion of Lot 1679 on Deposited Plan 222890 comprised in DP222890 Volume 2600 Folio 800.

## Item 2 Premises

That part of the Land depicted on the plan annexed hereto as **Annexure 1**, including all buildings, structures, alterations, additions and improvements on that part of the Land, or erected on that part of the Land during the Term.]

## Item 3 Term

3 years commencing on 1 July 2026 and expiring on 30 June 2029.

## Item 4 Further Term

2 years commencing on 1 July 2029 and expiring on 30 June 2031.

## Item 5 Commencement Date

1 July 2026

## Item 6 Rent

\$5,000 plus GST per annum, payable pro rata monthly in advance with the first payment due on the Commencement Date.

## Item 7 Permitted Purpose

Activities associated with the operation of a Gymnastics Club, including training, classes, practice sessions, competitions, meetings and other activities reasonably ancillary to those purposes.

## Item 8 Public Liability Insurance

Twenty million dollars (\$20,000,000.00).

## Item 9 Additional terms and conditions

- a) The Lessee is to pay all outgoings including but not limited to all rates and refuse charges, emergency service levies and water, power and gas utilities on the demised premises.
- b) Notwithstanding clause a) above the Council will consider waiving the local government's rates (not refuse or ESL) each year, pursuant to section 6.47 of the Local Government Act 1995.

- c) The Lessor's Building Surveyor or appointed agents shall, at least on an annual basis (in conjunction with the Lessee) inspect all leased buildings and land to ascertain their state of maintenance pursuant to the lease to determine the priority future and long term maintenance to be undertaken by either party pursuant to the lease.
- d) The Lessee must ensure that funds are regularly deposited into the Narrogin Gymnastics Club Building Account. Upon request by the Lessor, the Lessee must provide evidence of these deposits, including bank statements or other documentation reasonably required by the Lessor.
  - a. The Lessee is required to set aside funding for the purchase or construction of a designated gymnastics facility.
- e) Notwithstanding Clauses 9.1 and 9.2 and acknowledging that the Lessee will organise special events on the Premises from time to time the Lessor approves the Premises to be used for the occasional consumption and sale of alcohol without application to the Lessor in accordance with an approved and appropriate Liquor License issued by the Director of Liquor Licensing.
- f) The Lessor will pay the sewerage rate and water servicing charges.
  - a. Water consumption charges will be paid in full by the Lessee, except where there is a lessee of the adjoining leased area (currently occupied by Arts Narrogin), in which case the water utility charges will be divided equally between both lessees.
  - b. Electricity consumption charges will be paid in full by the Lessee, except where there is a lessee of the adjoining leased area (currently occupied by the Arts Narrogin) where the electricity charges will be divided equally amongst both lessees.
- g) A security bond of \$1,000, originally paid under the previous lease of the Premises, is currently held by the Lessor and will continue to be held as the bond for this Lease.

# Signing page

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**EXECUTED by the parties as a Deed**

202

THE COMMON SEAL of THE SHIRE OF )  
NARROGIN was hereunto affixed by authority )  
of a resolution of the Council in the presence )  
of:

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
Dale Stewart

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
Leigh Ballard

**THE COMMON SEAL** of Narrogin Gymnastics Club Inc. was hereunto affixed pursuant to the constitution of the Lessee in the presence of each of the undersigned each of whom hereby declares by the execution of this document that he or she holds the office in the Lessee indicated under his or her name-

\_\_\_\_\_  
Office Holder Sign

\_\_\_\_\_  
Office Holder Sign

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

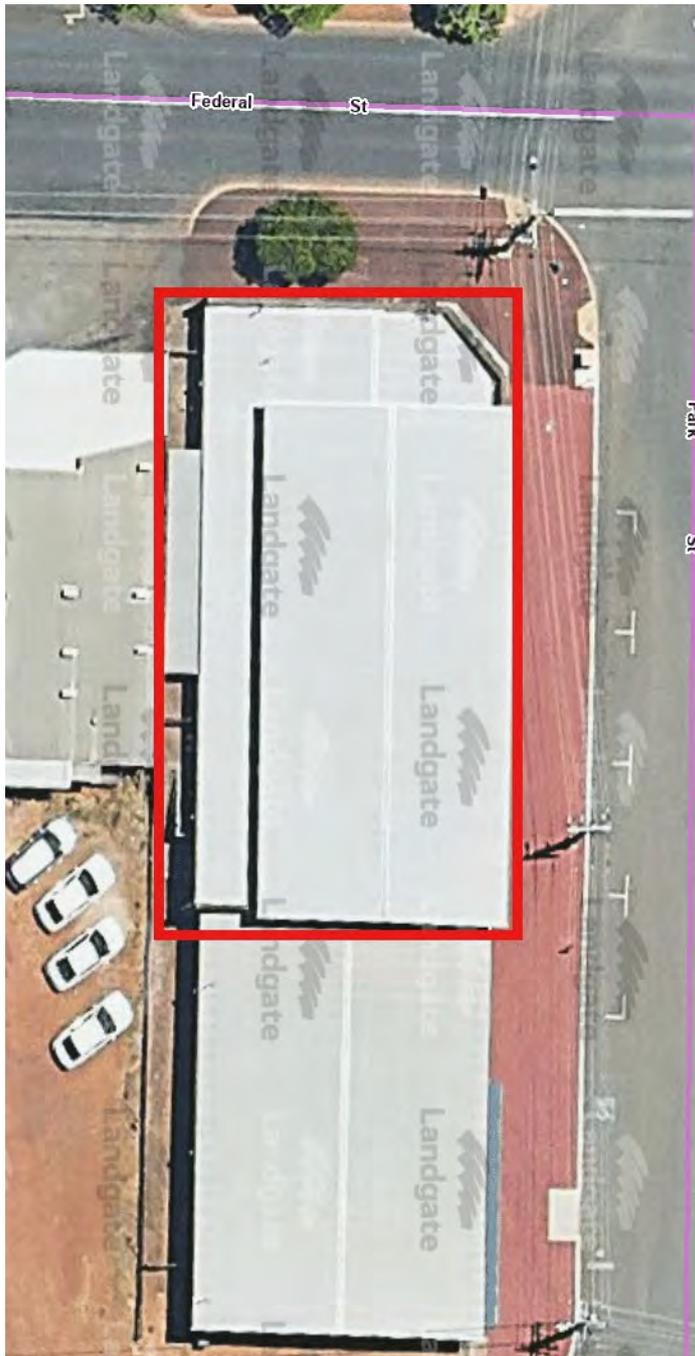
\_\_\_\_\_  
Address:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Office Held:

\_\_\_\_\_  
Office Held:

# Annexure 1 – Sketch of Premises



# Annexure 2 – Minister for Lands' consent

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n/a

# Annexure 3 – Maintenance obligations

## Maintenance Responsibilities – Shire Owned Building Leases

<b>Responsibility of Lessee</b>
General Cleaning
Window Cleaning
Portable Appliance Testing
Carpet Cleaning
RCD Testing
Grease Trap Service
Filters / UV Lamps
Heating Ventilation and Cooling (Air conditioner/heater) - Cleaning
Vinyl Floor cut & polish
Emergency/Exit Light Testing
Fire equipment testing
Painting
All Plumbing repairs
All Electrical repairs
All Fixings repair
Appliance repairs (Shire Owned)
Auto Door Servicing
Heating Ventilation and Cooling (Air conditioner/heater) - Maintenance (Shire Owned)
RPZD & Check Valves
<b>Responsibility of Lessor</b>
Annual Building Inspection
Pest Control – Termites only
Structural Repairs
Roofing Repairs

# Annexure 4 – Lessor’s Fixtures and Fittings

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Nil

**11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

Nil

**13. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at 8.28pm and, pursuant to resolution 221025.05 of 22 October 2025, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Wednesday 22 April 2026, at this same venue.



Shire of  
**Narrogin**

*Love the life*

89 Earl Street, Narrogin  
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