



*Shire of*  
**Koorda**

*Drive in, stay awhile*

# MINUTES

## Ordinary Council Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 16 July 2025

Commencing 5.00pm

## NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that the next Ordinary Meeting of Council of the Shire of Koorda will be held on Wednesday, 16 July 2025 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda.

The format of the day will be:

|                                         |                 |
|-----------------------------------------|-----------------|
| 5.00pm                                  | Council Meeting |
| Following conclusion of Council Meeting | Council Forum   |

Zac Donovan  
Chief Executive Officer  
11 July 2025

## DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda 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 or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting 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, and statement or intimation of approval made by a member or officer of the Shire of Koorda during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Koorda.

The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed



Zac Donovan  
Chief Executive Officer

## Table of Contents

|       |                                                                                         |    |
|-------|-----------------------------------------------------------------------------------------|----|
| 1.    | Declaration of Opening .....                                                            | 4  |
| 2.    | Record of Attendance, Apologies and Leave of Absence .....                              | 4  |
| 3.    | Public Question Time .....                                                              | 4  |
| 4.    | Disclosure of Interest .....                                                            | 4  |
| 5.    | Applications for Leave of Absence .....                                                 | 5  |
| 6.    | Petitions and Presentations .....                                                       | 5  |
| 7.    | Confirmation of Minutes from Previous Meetings .....                                    | 6  |
| 7.1.  | Ordinary Council Meeting held on 18 June 2025 .....                                     | 6  |
| 8.    | Minutes of Committee Meetings to be Received .....                                      | 6  |
| 8.1.  | Minutes of Internal Committee Meetings to be Received .....                             | 6  |
| 9.    | Recommendations from Committee Meetings for Council Consideration .....                 | 7  |
| 10.   | Announcements by the President without Discussion .....                                 | 7  |
| 11.   | OFFICER'S REPORTS – CORPORATE & COMMUNITY .....                                         | 8  |
| 11.1. | Monthly Financial Statements .....                                                      | 8  |
| 11.2. | List of Accounts Paid .....                                                             | 10 |
| 11.3. | Adoption of 2025/2026 Budget .....                                                      | 12 |
| 12.   | OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE .....                                       | 20 |
| 12.1. | Draft Local Planning Policy – Tree Farms and Plantation Projects (Final Adoption) ..... | 20 |
| 13.   | OFFICER'S REPORTS – WORKS & ASSETS .....                                                | 23 |
| 13.1. | Inadequate Fencing Options .....                                                        | 24 |
| 13.2. | Harvest Roads Application .....                                                         | 28 |
| 14.   | Urgent Business Approved by the Person Presiding or by Decision .....                   | 31 |
| 15.   | Elected Members' Motions .....                                                          | 31 |
| 16.   | Matters Behind Closed Doors .....                                                       | 31 |
| 17.   | Closure .....                                                                           | 31 |

**Shire of Koorda  
Ordinary Council Meeting  
5.00pm, Wednesday 16 July 2025**



**1. Declaration of Opening**

The Presiding person welcomes those in attendance and declares the meeting open at 5.02pm.

**2. Record of Attendance, Apologies and Leave of Absence**

**Councillors:**

|                    |                  |
|--------------------|------------------|
| Cr JM Stratford    | President        |
| Cr GW Greaves      | Deputy President |
| Cr NJ Chandler     |                  |
| Cr KA Fuchsbichler |                  |

**Staff:**

|              |                                |
|--------------|--------------------------------|
| Mr Z Donovan | Chief Executive Officer        |
| Ms L Foote   | Deputy Chief Executive Officer |

**Members of the Public:**

|                |          |
|----------------|----------|
| Mr Bruce Moore | Resident |
|----------------|----------|

**Apologies:**

Cr GL Boyne

**Visitors:**

|                      |                           |
|----------------------|---------------------------|
| Ms Caroline Robinson | Executive Officer, NEWROC |
|----------------------|---------------------------|

**Approved Leave of Absence:**

**3. Public Question Time**

Nil.

**4. Disclosure of Interest**

The following Councillors have disclosed an interest in item 13.1 Inadequate Fencing Options.

Cr Jannah Stratford

Proximity – Lease and farm land near that which is the subject of the agenda item and council's determination.

Cr Kurt Fuchsbichler

Proximity – Lease and farm land near that which is the subject of the agenda item and council's determination.

***Due to a potential loss of quorum resulting from the above proximity interest disclosures, an application for statutory participation approval for Councillor Fuchsbichler under s5.69(3) of Local Government Act 1995, has been submitted so that item 13.1 may be addressed at this meeting.***

Accordingly, Approval has been granted under section 5.69(3)(a) of the Act to allow disclosing member Cr Fuchsbichler to participate and vote on the following item at the Shire's Ordinary Council Meeting on 16 July 2025.

### 13.1 INADEQUATE FENCING OPTIONS

Subject to the following conditions:

1. The approval is only valid for the 16 July 2025 Ordinary Council Meeting when agenda item 13.1 is considered;
2. The above-mentioned councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;
3. The Chief Executive Officer (CEO) is to provide a copy of the Department of Local Government, Sport and Cultural Industries (DLGSC's) letter of approval to the abovementioned councillors;
4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;
5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to DLGSC to verify compliance with the conditions of this approval; and
6. The approval granted is based solely on the interests disclosed by the abovementioned councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.

#### 5. Applications for Leave of Absence

Nil.

#### 6. Petitions and Presentations

Ms Caroline Robinson, Executive Officer, NEWROC

#### Resolution 010725

Moved Cr GW Greaves

Seconded Cr NJ Chandler

Accept the presentation from NEWROC.

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

5.44pm – Caroline Robinson withdrew from the chambers.

## 7. Confirmation of Minutes from Previous Meetings

### 7.1. Ordinary Council Meeting held on 18 June 2025

[Ordinary Council Minutes](#)

**Voting Requirements**    ☒ Simple Majority    ☐ Absolute Majority

#### Officer Recommendation Resolution 020725

Moved Cr NJ Chandler

Seconded Cr GW Greaves

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 18 June 2025, as presented, be confirmed as a true and correct record of proceedings.

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

## 8. Minutes of Committee Meetings to be Received

### 8.1. Minutes of Internal Committee Meetings to be Received

- a. Audit & Risk Committee Meeting Minutes for meeting held 18 June 2025  
[Audit & Risk Committee Meeting Minutes](#)
- b. LEMC Meeting Minutes for meeting held 26 June 2025  
[LEMC Meeting Minutes](#)

**Voting Requirements**    ☒ Simple Majority    ☐ Absolute Majority

#### Officer Recommendation Resolution 030725

Moved Cr NJ Chandler

Seconded Cr KA Fuchsbichler

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the below Internal Committee meetings, as tabled.

- a. Audit & Risk Committee Meeting, 18 June 2025; and
- b. LEMC Meeting, 26 June 2025.

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

## 8.2. Minutes of External Committee Meetings to be Received

- a. NEWROC Council Meeting Minutes for meeting held 27 May 2025  
[NEWROC Council Meeting Minutes](#)
- b. GECZ Meeting Minutes for meeting held 13 June 2025  
[GECZ Meeting Minutes](#)
- c. SRRG Meeting Minutes for meeting held 27 June 2025  
[SRRG Meeting Minutes](#)

### Voting Requirements

☒ Simple Majority    ☐ Absolute Majority

### Officer Recommendation Resolution 040725

Moved Cr GW Greaves

Seconded Cr NJ Chandler

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the below External Committee meetings, as tabled.

- a. NEWROC Meeting, 27 May 2025;
- b. GECZ Meeting, 13 June 2025; and
- c. SRRG Meeting, 27 June 2025.

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

## 9. Recommendations from Committee Meetings for Council Consideration

Nil.

## 10. Announcements by the President without Discussion

Congratulations to Koorda Book Club, celebrating their 50<sup>th</sup> birthday with a luncheon at the Koorda Hotel.

Congratulations to Lesley McNee, President of Koorda CWA for her Honorary Life Membership of CWA – presented to her at the recent CWA State Conference in Albany.

Congratulations to the Central Wheatbelt Football League on participation at Country Week Football at the weekend and congratulations to Jake South (Koorda) for being named in the Country All Stars Squad.

Congratulations to Quentin Davies from Wyalkatchem for his Acknowledgment of Service – serving for 18 years as a Councillor at the Shire of Wyalkatchem.

Sympathy to the Ovens family on the passing of Allan.

## 11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

### 11.1. Monthly Financial Statements

| Corporate and Community |                                                                                                                                              |  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Date                    | 10 July 2025                                                                                                                                 |                                                                                     |
| Location                | Not Applicable                                                                                                                               |                                                                                     |
| Responsible Officer     | Zac Donovan, Chief Executive Officer                                                                                                         |                                                                                     |
| Author                  | Lana Foote, Deputy Chief Executive Officer                                                                                                   |                                                                                     |
| Legislation             | <i>Local Government Act 1995</i> ;<br><i>Local Government (Financial Management) Regulations 1996</i>                                        |                                                                                     |
| Disclosure of Interest  | Nil                                                                                                                                          |                                                                                     |
| Purpose of Report       | <input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information |                                                                                     |
| Attachments             | <a href="#">June 2025 Financial Activity Statement</a>                                                                                       |                                                                                     |

#### Background:

This item presents the Statement of Financial Activity to Council for the period ending 30 June 2025.

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports, which have been prepared and presented to Council.

#### Comment:

All financial reports are required to be presented to Council within two meetings following the end of the month that they relate to.

It should be noted that being June, these reports are not final and merely capture a point in time and as the end of year processes are yet to be finalised and audited.

#### Consultation:

Zac Donovan, Chief Executive Officer  
Finance Officers

#### Statutory Implications:

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

#### Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies.

#### Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024

4.1.1 - Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.



### Risk Implications:

|                                      |                                                                     |
|--------------------------------------|---------------------------------------------------------------------|
| <b>Risk Profiling Theme</b>          | Failure to fulfil statutory regulations or compliance requirements  |
| <b>Risk Category</b>                 | Compliance                                                          |
| <b>Risk Description</b>              | No noticeable regulatory or statutory impact                        |
| <b>Consequence Rating</b>            | Insignificant (1)                                                   |
| <b>Likelihood Rating</b>             | Rare (1)                                                            |
| <b>Risk Matrix Rating</b>            | Low (1)                                                             |
| <b>Key Controls (in place)</b>       | Governance Calendar, Financial Management Framework and Legislation |
| <b>Action (Treatment)</b>            | Nil                                                                 |
| <b>Risk Rating (after treatment)</b> | Adequate                                                            |

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

### Financial Implications:

Nil

### Voting Requirements:

#### Recommendation 1

☒ Simple Majority ☐ Absolute Majority

#### Officer Recommendation Resolution 050725

Moved Cr NJ Chandler

Seconded Cr KA Fuchsbichler

That Council,  
by Simple Majority, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period ending 30 June 2025, as presented.

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

#### Recommendation 2

☒ Simple Majority ☐ Absolute Majority

#### Officer Recommendation Resolution 060725

Moved Cr GW Greaves

Seconded Cr KA Fuchsbichler

That Council endorse the 30 June 2025 Reserve Movements;  
\$95,000 TO Sewerage  
\$50,000 FROM IT & Admin  
\$170,000 FROM Recreation  
\$40,000 FROM Waste Management  
\$35,000 FROM Council Buildings

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

## 11.2. List of Accounts Paid

| Corporate and Community |                                                                                                                                              |  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Date                    | 8 July 2025                                                                                                                                  |                                                                                     |
| Location                | Not Applicable                                                                                                                               |                                                                                     |
| Responsible Officer     | Zac Donovan, Chief Executive Officer                                                                                                         |                                                                                     |
| Author                  | Lana Foote, Deputy Chief Executive Officer                                                                                                   |                                                                                     |
| Legislation             | <i>Local Government Act 1995;</i><br><i>Local Government (Financial Management) Regulations 1996</i>                                         |                                                                                     |
| Disclosure of Interest  | Nil                                                                                                                                          |                                                                                     |
| Purpose of Report       | <input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information |                                                                                     |
| Attachments             | <a href="#">List of Accounts Paid</a>                                                                                                        |                                                                                     |

### Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 12 June 2025 to 30 June 2025.

### Comment:

From 1 September 2023, Regulations were amended that required Local Governments to disclose information about each transaction made on a credit card, debit card or other purchasing cards. Purchase cards may include the following: business/corporate credit cards, debit cards, store cards, fuel cards and/or taxi cards.

The List of Accounts Paid as presented has been reviewed by the Chief Executive Officer.

### Consultation:

Zac Donovan, Chief Executive Officer  
Finance Team

### Statutory Implications:

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegate authority.

### Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies. Payments have been made under delegated authority.

### Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024

4.1.1 - Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.

Risk Implications:

|                               |                                                                    |
|-------------------------------|--------------------------------------------------------------------|
| Risk Profiling Theme          | Failure to fulfil statutory regulations or compliance requirements |
| Risk Category                 | Compliance                                                         |
| Risk Description              | No noticeable regulatory or statutory impact                       |
| Consequence Rating            | Insignificant (1)                                                  |
| Likelihood Rating             | Rare (1)                                                           |
| Risk Matrix Rating            | Low (1)                                                            |
| Key Controls (in place)       | Governance Calendar                                                |
| Action (Treatment)            | Nil                                                                |
| Risk Rating (after treatment) | Adequate                                                           |

Financial Implications:

Funds expended are in accordance with Council’s adopted 2024/2025 Budget.

Voting Requirements:    ☒ Simple Majority    ☐ Absolute Majority

**Officer Recommendation**  
**Resolution 070725**

Moved Cr NJ Chandler

Seconded Cr GW Greaves

That Council, by Simple Majority, pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*;

Receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Koorda Municipal Fund, as presented in the attachment, and as detailed below:

For the period 12 June 2025 to 30 June 2025.

Municipal Voucher V785 to V851  
Purchase Card Transactions (V791)

Totaling \$ 490,214.06  
Totaling \$ 1,077.08  
Total \$ 491,291.14

CARRIED 4/0

For: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

**11.3. Adoption of 2025/2026 Budget**

| <b>Corporate and Community</b> |                                                                                                                                                                                          |  |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <b>Date</b>                    | 10 July 2025                                                                                                                                                                             |                                                                                     |
| <b>Location</b>                | Not Applicable                                                                                                                                                                           |                                                                                     |
| <b>Responsible Officer</b>     | Zac Donovan, Chief Executive Officer                                                                                                                                                     |                                                                                     |
| <b>Author</b>                  | Lana Foote, Deputy CEO                                                                                                                                                                   |                                                                                     |
| <b>Legislation</b>             | <i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>                                                                                               |                                                                                     |
| <b>Disclosure of Interest</b>  | Nil                                                                                                                                                                                      |                                                                                     |
| <b>Purpose of Report</b>       | <input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information                                             |                                                                                     |
| <b>Attachments</b>             | <a href="#">A - 2025/2026 Draft Statutory Budget</a><br><a href="#">B - 2025/2026 Fees and Charges</a><br><a href="#">C - 2025/2026 Draft Detail Budget &amp; Capital Works Programs</a> |                                                                                     |

**Background:**

To consider and adopt the Municipal Fund Budget for the 2025/2026 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, establishment of new reserve account funds, setting of Council members fees for the year and other consequential matters arising from the budget papers.

The draft 2025/2026 budget has been compiled based on the principles contained in the Integrated Strategic Plan (incorporating the Strategic Community Plan & Corporate Business Plan). The 2025/2026 draft budget has been prepared in accordance with the presentations made to councillors at various budget workshops held between April and June 2025.

**Comment:**

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. The main features of the draft budget include:

- The budget has been prepared with a 2.5% rate increase.
- A full list of the 2025/2026 Fees and charges are included in in **Attachment B**.
- Waste and recycling collection fees increased by approximately 2.8% and this has been reflected in the standard collection fees for household and commercial waste/recycling.
- A capital works program totalling \$4.448m for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. Expenditure on road infrastructure is the major component of this (\$2.187m) in line with Council's strategy to increase the investment in road and associated assets. An amount of \$875k is provided other infrastructure, \$1.074m for plant and equipment and \$312k for land and buildings.
- An estimated surplus of \$1.033m is anticipated to be brought forward from 30 June 2025. However, this is unaudited and may change. Any change will be addressed as part of a future budget review. A pre-payment of \$1.315m was made for the 2025/2026 FAGs pre-payment and is approx. 50% of the 2025/2026 allocation. The \$280k variance is due to carry forward reserve transfers.
- Principal grant funding for the year is estimated from:
  - Federal Assistance Grant - General - \$670,000
  - Federal Assistance Grant - Roads - \$350,000
  - Seroja Resilience Funding - \$223,084 (remaining carried forward from 24/25)
  - CSRFF - \$97,816 (remaining carried forward from 24/25)
  - Roads to Recovery - \$706,000

- Regional Road Group - \$575,048
- Main Roads Direct Grant - \$229,560
- Wheatbelt Secondary Freight Network - \$42,762 (remaining carried forward from 24/25)

The draft 2025/2026 budget continues to deliver on other strategies adopted by the council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

### **Carry Forward Projects:**

The 2025/2026 Shire of Koorda Budget includes two major projects carried forward from 24/25;

#### **Phase 2 – Bowling Green**

Build new bowling green with green-side shelters as per concepts previously endorsed by Council.

Total Project Cost: \$1,175,000

Spend to 30 June 2025: \$480,000

Funding Source to 30 June 2025: \$440,000 LRCI. \$33,000 CSRFF

2025/2026 Budget Allocation: \$695,000

Funding Source for 2025/2026: \$97,000 CSRFF, \$100,000 Sports Club, \$495,000 Recreation Reserve.

#### **Seroja Ablution Facilities**

Build additional ablution facilities as the Recreation Centre as the primary evacuation facility.

Total Project Cost: \$267,000

Spend to 30 June 2025: \$43,500

Funding Source to 30 June 2025: \$43,500 Seroja funding

2025/2026 Budget Allocation: \$223,500

Funding Source for 2025/2026: \$223,500 Seroja funding

### **Projects:**

#### **Landfill Site CCTV Addition**

Following installation of perimeter fencing and entrance CCTV in 24/25, inclusion of additional CCTV within the 2025/2026 budget will allow for monitoring inside the landfill site to help determine future service levels and operational management plan.

Budget cost: \$10,000

Funding Source: Waste Reserve

#### **New Playground**

Install new playground at Recreation Precinct (pending grant funding)

Budget cost: \$150,000

Funding Source: \$50,000 Recreation Reserve; \$100,000 Grants (LotteryWest TBC)

#### **Townscape Enhancement**

Works to continue townscape works. As per May OCM Item 11.3, allocations include volunteer wall (\$7,000), 4 additional bin covers (\$15,000) an electric bbq at the volunteer park (\$8,500) and works to entry banners (\$2,000 – painting poles and working with businesses to upgrade their weathered banners).

Budget cost: \$32,500

Funding Source: General Revenue

### **Consultation:**

While no specific consultation has occurred on the draft 2025/2026 budget, community consultation and engagement has previously occurred during development of the Integrated Strategic Plan (which incorporates the Strategic Community Plan and Corporate Business Plan).

Extensive internal consultation has occurred with staff and through briefings and workshops with Council members.

### **Statutory Implications:**

LGA S6.2 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management Regulations 1996 details the form and content of the budget. The draft 2025/2026 budget as presented is considered to meet statutory requirements.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 enables a local government to impose an annual charge in respect of premises provided with a waste service by the local government.

Section 78(2) of the Salaries and Allowances Act 1975 requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine -

- the amount of fees to be paid to Council members;
- the amount of expenses to be reimbursed to Council members;
- the amount of allowances to be paid to Council members.

The Determination on Local Government Chief Executive Officers and Elected Members requires local governments to set an amount within the relevant range determined for fees, expenses or allowances.

Section 5.98 of the Local Government Act 1995 sets out fees, expenses and reimbursements etc payable to Council members as determined by the Tribunal.

Section 5.98A of the Local Government Act 1995 sets out fees etc payable to sets out allowances which may be paid to deputy Presidents or deputy Mayors up to a percentage determined by the Tribunal (Absolute Majority required).

Section 5.99 provides a local government may pay an annual fee in lieu of fees for attending meetings, as determined by the Tribunal (Absolute Majority required).

Section 5.99A sets out a local government may pay an annual allowance for Council members in lieu of reimbursement of expenses, as determined by the Tribunal (Absolute Majority required). Regulations 30, 31, 32, and 34ACA of the Local Government (Administration) Regulations 1996 set the limits, parameters and types of allowances that can be paid to Council members.

### **Policy Implications:**

There are no known policy implications arising from this report.

### **Strategic Implications:**

The draft 2025/2026 budget has been developed having regard for the Shire's Strategic Resourcing and Integrated Strategic Plans adopted by Council.

**Risk Implications:**

|                                      |                                                                                                  |
|--------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Risk Profiling Theme</b>          | Failure to complete the project on time and budget                                               |
| <b>Risk Category</b>                 | Project                                                                                          |
| <b>Risk Description</b>              | Variation to scope and or objective requiring restructure of project requiring Council approval. |
| <b>Consequence Rating</b>            | Major (4)                                                                                        |
| <b>Likelihood Rating</b>             | Unlikely (2)                                                                                     |
| <b>Risk Matrix Rating</b>            | Moderate (8)                                                                                     |
| <b>Key Controls (in place)</b>       | Project reporting.                                                                               |
| <b>Action (Treatment)</b>            | Comprehensive plans provided by the item.                                                        |
| <b>Risk Rating (after treatment)</b> | Adequate                                                                                         |

**Financial Implications:**

Specific financial implications are as outlined in the body of this report and as itemised in the draft 2025/2026 budget attached for adoption.

**Voting Requirements:**

**Recommendation 1**

☐ Simple Majority    ☒ Absolute Majority

**Officer Recommendation 1 – Budget for 2025/2026**

**Resolution 080725**

**Moved Cr GW Greaves**

**Seconded Cr KA Fuchsbichler**

Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopt the Budget as contained in Attachment A of this agenda and the minutes, for the Shire of Koorda for the 2025/2026 financial year which includes the following:

- Statement of Comprehensive Income.
- Statement of Cash Flows.
- Statement of Financial Activity.
- Notes to and Forming Part of the Budget.

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler



Recommendation 2

☐ Simple Majority    ☒ Absolute Majority

**Officer Recommendation 2 – General Rates, Minimum Rates, Instalment Payment Arrangements, Discounts and Interest**  
**Resolution 090725**

Moved Cr NJ Chandler

Seconded Cr GW Greaves

That Council,

1. For the purposed of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Recommendation 1 above, Council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

1.1. General Rates

- GRV                      0.09940 cents in the dollar
- UV & Mining            0.00957 cents in the dollar

1.2. Minimum Payments

- GRV                                      \$440.00
- UV & Mining                            \$440.00

2. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, Council nominates the following due dates for the payment in full by instalments.

- Option 1 (Discount Payment)  
Pursuant to Section 6.46 of the *Local Government Act 1995*, Council offers a discount of 5% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 13 August 2025.
- Option 1 (Full Payment)  
Full amount of rates and charges including arrears, to be paid on or before 27 August 2025 or 35 days after the date of issue appearing on the rate notice whichever is the later.
- Option 2 (Four Instalments)
  - First Instalment to be made on or before 27 August 2025 or 35 days after the date of issue appearing on the rate notice, whichever is later and including all arrears and a quarter of the current rates and service charges;
  - Second Instalment to be made on or before 29 October 2025, or 2 months after the due of the first instalment, whichever is later;
  - Third Instalment to be made on or before 7 January 2026 or 2 months after the due of the second instalment, whichever is later; and
  - Fourth Instalment to be made on or before 11 March 2026 or 2 months after the due of the third instalment, whichever is later.



**3. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 67 and 68 of the *Local Government (Financial Management) Regulations 1996*, Council adopts a \$0.00 instalment administration charge and a 0% interest rates, where the owner has elected to pay rates and service charges through an instalment option.**

**4. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 11% for rates (and services charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.**

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

**Recommendation 3**

☐ Simple Majority    ☒ Absolute Majority

**Officer Recommendation 3 – Fees and Charges for 2025/2026**  
**Resolution 100725**

**Moved Cr GW Greaves**

**Seconded Cr KA Fuchsbichler**

**That, pursuant to the Section 6.16 of the *Local Government Act 1995* and other relevant legislation, Council adopts the Fees and Charges contained in Attachment B of this agenda and minutes.**

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

**Officer Recommendation 4 – Elected Member’ Fees and Allowances for 2025/2026**  
**Resolution 110725**

**Moved Cr NJ Chandler**

**Seconded Cr KA Fuchsbichler**

In accordance with Section 5.98(1)(b) of the *Local Government Act 1995*, Regulation 30 of the *Local Government (Financial Management) Regulations 1996*, Part 6.4(1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, Councillor annual attendance fees in lieu of Council Meeting, Committee Meeting and prescribed Meeting be set at \$6,390.00.

In accordance with Section 5.98(1)(b) of the *Local Government Act 1995*, Regulation 30 of the *Local Government (Financial Management) Regulations 1996*, Part 6.4(1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the President annual attendance fees in lieu of Council Meeting, Committee Meeting and prescribed meeting be set at \$13,128.00.

In accordance with Section 5.98(5) of the *Local Government Act 1995*, Regulation 33 of the *Local Government (Financial Management) Regulations 1996*, Part 7.2(1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the annual allowance for the Shire President be set at \$13,482.00.

In accordance with Section 5.98A(1) of the *Local Government Act 1995*, Regulation 33 of the *Local Government (Financial Management) Regulations 1996*, Part 7.3(2) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the annual allowance for the Deputy Shire President be set at \$3,370.50.

In accordance with Section 5.99A(b) of the *Local Government Act 1995*, Regulation 34A of the *Local Government (Financial Management) Regulations 1996*, Part 9.2(2) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the annual allowance for ICT expenses for Elected Members be set at \$1,900.00 (made up of \$900.00 ICT annual allowance and \$1,000.00 ICT Support Services).

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

**Recommendation 5**

☒ Simple Majority    ☐ Absolute Majority

**Officer Recommendation 5 – Material Variance for 2025/2026**

**Resolution 120725**

**Moved Cr KA Fuchsbichler**

**Seconded Cr NJ Chandler**

**That Council, in accordance with regulation 34(5) of the, Part 7.3(2) of the *Local Government (Financial Management) Regulations 1996*, set the level to be used in the statements of financial activity in 2025/2026 for reporting material variance shall be \$10,000 or 10%.**

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

Shire President commented - thanks to Councillors & Staff for the preparation of the budget and attending workshops beforehand has made the agenda items run smoothly. Thank you for your time and efforts.

## 12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

### 12.1. Draft Local Planning Policy – Tree Farms and Plantation Projects (Final Adoption)

| Governance and Compliance |                                                                                                                                                         |  |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Date                      | 11 July 2025                                                                                                                                            |                                                                                     |
| Location                  | Not Applicable                                                                                                                                          |                                                                                     |
| Responsible Officer       | Zac Donovan, Chief Executive Officer                                                                                                                    |                                                                                     |
| Author                    | Lana Foote, Deputy Chief Executive Officer                                                                                                              |                                                                                     |
| Legislation               | <i>Local Government Act 1995;</i><br><i>Local Government (Financial Management) Regulations 1996</i>                                                    |                                                                                     |
| Disclosure of Interest    | Nil                                                                                                                                                     |                                                                                     |
| Purpose of Report         | <input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information |                                                                                     |
| Attachments               | <a href="#">A - Local Planning Policy – Tree Farms and Plantation Projects</a>                                                                          |                                                                                     |

#### Background:

At its meeting held 18 June 2025, Council resolved to advertise draft Local Planning Policy – Tree Farms and Plantation Projects (draft Policy). A copy of the draft Policy is contained in **Attachment A**.

#### Committee Recommendation Resolution 040625

Moved Cr NJ Chandler

Seconded Cr GL Boyne

That Council:

...

3. With regards to Shire of Koorda Local Planning Policy “P - Tree Farms and Plantation Projects V1.0”:

- (a) endorses the draft local planning policy as resolved,
- (b) requires the CEO to publish a notice of the proposed Policy once a week for 2 consecutive weeks in a newspaper circulating in the Scheme area (and in such other manner and carry out such other consultation as the local government considers appropriate), giving details of -
  - (i) where the draft Policy may be inspected;
  - (ii) the subject and nature of the draft Policy; and
  - (iii) in what form and during what period (being not less than 21 days from the day the notice is published) submissions may be made;
- (c) reports any submissions back to Council for consideration following the closure of the submission period.

**CARRIED 4/0**

For: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne

#### Comment:

At the close of advertising period, no submissions were received on the draft Policy.

It is recommended that the Policy is adopted as contained in **Attachment A**.

#### Consultation:

Following Council's resolution on the matter, the draft Policy was advertised for public comment between 19 June 2025 and 11 July 2025 (21 days) in the following manner:

- On the Shire of Koorda's website;
- On the Shire of Koorda's facebook page on 19 June, 28 June 4 July & 9 July 2025;

- In the Narkal Notes (paper circulating the district) on 24 June, 1 July & 8 July 2025; and
- Copies of the draft Policy and hard copy feedback forms were made available at the Shire of Koorda Administration Office, if requested.

### Statutory Implications:

In accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations), after the expiry of the period within which submissions may be made, the local government must —

*“(a) review the proposed policy in the light of any submissions made; and*

*(b) resolve to —*

*(i) proceed with the policy without modification; or*

*(ii) proceed with the policy with modification; or*

*(iii) not to proceed with the policy.”*

If the local government resolves to proceed with the draft Policy, the local government must publish notice of the Policy in accordance with clause 87 of the Regulations.

### Policy Implications:

This sets out Council's policy when considering future applications.

### Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024

2.1 - Our local economy grows in a sustainable manner.

2.1.1 - Review planning framework and scheme to ensure contemporary and compliant and engage community and business input to confirm will meet needs and expectations of stakeholders.

3.4 - Conservation of our natural environment for future generations.

### Risk Implications:

|                                      |                                                                    |
|--------------------------------------|--------------------------------------------------------------------|
| <b>Risk Profiling Theme</b>          | Failure to fulfil statutory regulations or compliance requirements |
| <b>Risk Category</b>                 | Compliance                                                         |
| <b>Risk Description</b>              | No noticeable regulatory or statutory impact                       |
| <b>Consequence Rating</b>            | Insignificant (1)                                                  |
| <b>Likelihood Rating</b>             | Rare (1)                                                           |
| <b>Risk Matrix Rating</b>            | Low (1)                                                            |
| <b>Key Controls (in place)</b>       | Adoption of the draft Policy in accordance with the Regulations.   |
| <b>Action (Treatment)</b>            | Nil                                                                |
| <b>Risk Rating (after treatment)</b> | Adequate                                                           |

### Financial Implications:

Nil

**Voting Requirements:**    ☒ Simple Majority    ☐ Absolute Majority

**Officer Recommendation**  
**Resolution 130725**

**Moved Cr GW Greaves**

**Seconded Cr NJ Chandler**

**That Council, pursuant to Schedule 2, Part 2, Clause 4 (3) of the Planning and Development (Local Planning Schemes) Regulations 2015 adopts draft Local Planning Policy – Tree Farms and Plantation Projects as contained within the Attachment of this item.**

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

UNCONFIRMED

### 13. OFFICER'S REPORTS – WORKS & ASSETS

The following Councillors have disclosed an interest in item 13.1 Inadequate Fencing Options.

Cr Jannah Stratford

Proximity – Lease and farm land near that which is the subject of the agenda item and council's determination.

Cr Kurt Fuchsbichler

Proximity – Lease and farm land near that which is the subject of the agenda item and council's determination.

***Due to a potential loss of quorum resulting from the above proximity interest disclosures, an application for statutory participation approval for Councillor Fuchsbichler under s5.69(3) of Local Government Act 1995, has been submitted so that item 13.1 may be addressed at this meeting.***

Accordingly, Approval has been granted under section 5.69(3)(a) of the Act to allow disclosing member Cr Fuchsbichler to participate and vote on the following item at the Shire's Ordinary Council Meeting on 16 July 2025.

#### 13.1 INADEQUATE FENCING OPTIONS

Subject to the following conditions:

1. The approval is only valid for the 16 July 2025 Ordinary Council Meeting when agenda item 13.1 is considered;
2. The above-mentioned councillors must declare the nature and extent of their interests at the abovementioned meeting when the matter is considered, together with the approval provided;
3. The Chief Executive Officer (CEO) is to provide a copy of the Department of Local Government, Sport and Cultural Industries (DLGSC's) letter of approval to the abovementioned councillors;
4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;
5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to DLGSC to verify compliance with the conditions of this approval; and
6. The approval granted is based solely on the interests disclosed by the abovementioned councillors, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.

5.58 pm – Cr JM Stratford withdrew from the chambers and did not participate in discussions.

5.59 pm – Cr GW Greaves took the chair.



### 13.1 Inadequate Fencing Options

| Works and Assets       |                                                                                                                                              |  |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Date                   | 9 July 2025                                                                                                                                  |                                                                                     |
| Location               | Not Applicable                                                                                                                               |                                                                                     |
| Responsible Officer    | Zac Donovan, Chief Executive Officer                                                                                                         |                                                                                     |
| Author                 | As above                                                                                                                                     |                                                                                     |
| Legislation            | <i>Local Government Act 1995</i><br><i>Local Government (uniform Local Provisions) Regulations 1996.</i>                                     |                                                                                     |
| Disclosure of Interest | Nil                                                                                                                                          |                                                                                     |
| Purpose of Report      | <input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information |                                                                                     |
| Attachments            | Nil                                                                                                                                          |                                                                                     |

#### Background:

The Shire of Koorda has an ongoing problem with a small number of property owners who fail to maintain fencing to an extent that ensures stock remain retained within their land. While escaped stock cause issues for neighbouring land owners, the impact is increased when stock stray onto public roads and create a risk to road users.

The Shire has available to it, powers under the Local Government Act 1995 to give notice in writing – Section 3.25 (1)(a) – to compel land owners to ensure that land adjoining a public thoroughfare is suitably enclosed to separate it from a public space – Schedule 3.1 (4)(1)(a). The notice is required to be given to the owner of the property and not an occupier who is not an owner – Sch. 3.1 (4)(2).

On issuing the notice to the owner to ensure their land is enclosed sufficiently to separate it from public space, the owner has the right, to which they are to be advised, to object to the Shire decision within 28 days – Sec. 9.5 (1)(2) and given reasonable grounds to make submissions – Sec. 9.6 (3). The objection is required to be dealt with by the Council - Sec. 9.6 (1).

The property owner may also apply to the State Administrative Tribunal for a review of the decision by Council on the objection – Sec. 9.7 (2)(3) – within 42 days of the Council decision on the objection – Sec. 9.7(3) and the owner should be advised of such in the initial notice by the Shire – Sec. 9.4.

Should following the exhaustion of the notice, objection and review periods, the land owner does not comply with the notice then the Shire may do anything that it considers necessary to achieve, as far as practicable, the purpose for which the notice is given – Sec. 3.26 (2) – and recover the cost of anything it does as a due debt from the person who failed to comply with the notice – Sec. 3.26 (3).

The land owner is entitled to apply to court to recover all or part of any costs charged by the Shire to comply with the notice – Sec. 3.26 (4)(b). On making any such determination the court is required to consider the type of land, the terms on which it is occupied and “any other matter” considered by the court to be relevant – Sec. 3.26 (7)(a)(b)(c).

In addition, at the expiration of the notice and review period, the Shire also has the option of issuing a \$5000 fine to the land owner as per Local Government (Uniform Local Provisions) Regulations 1996 – Reg. 8 – which requires land owners to keep in good repair any fence or gate that separates land from a public thoroughfare. Such action while penalising the land owner does not redress the straying stock.

**Comment:**

The property currently the subject of community concern and complaint over stock escaping onto the public thoroughfare via inadequate fencing is located at 383 Henning Road, Badgerin Rock. The property is jointly owned by absent owners, with a relative of both currently residing on the property. The Shire Ranger has twice spoken to the occupier of the property about the need to redress the condition of the fences so to contain stock and limit the risk to road users.

The occupier of the property, also a previous owner, has twice in the past five years also received written correspondence from the Shire regarding stock roaming on public roads and the need to redress. The previous correspondence from the Shire encouraged the land owner to take responsibility and stated that the Shire would not at the time be initiating enforcement action.

Significantly the owners of the property, who reside in Perth and Chittering – are currently also in arrears of their Shire rates by approximately \$23,000, however only \$900 is currently actionable under the three-year sale of property. Previously the Shire had to enact the three-year process to recover outstanding rates on the property, which were paid just prior to the scheduled auction of the property.

The owner of the property, nominated as the contact to receive Shire rates notices, has been advised via correspondence of the issues with the fencing on the property and the options open to the Shire. To this end the Shire Work Supervisor and a local fencing contractor has inspected the property with a quote of \$87,000 to fully repair the fences. For the minimum repairs to the existing fence, to remove the immediate issue, the contractor quoted \$20,000 but qualifies this as likely a temporary solution.

As detailed previously, under the Local Government Act 1995, the Shire can take any action it deems necessary to achieve the purpose for which the notice is given and to recover costs. If the Council decided to pursue this action, the Shire would need to meet the costs of the repairs and likely, given the response to rates notices, initiate legal action to recover the monies owed, which would also incur a cost to the Shire in addition to lost opportunity and time value of money for that owed.

There also remains the option for the Shire to issue an infringement notice to the property owners following the required advisory period. As stated earlier, such action would not in itself have the fencing secured and stock prevented from escaping to public roads, however non-payment of the fine could be enforced with the land owners having their drivers' licences suspended until payment is made. There is also no limit to the number of times a land owner can be fined for repeated offences.

It is therefore proposed that the Shire again correspond with the land owners, to provide the notice period with clarification of the owner's rights and detail in full the Shire options. Detail of the options would include the quoted cost of repairs received by the Shire that would be implemented and that the Shire would initiate action to recover payment; or that the Shire may issue a substantial fine and the implications of non-payment.

Given the complexity of the legislation in this regard and the provision for the land owners to seek recompense through the courts for costs incurred, it is proposed that the Shire engage legal counsel to draft necessary correspondence on the matter, which is supported by WALGA governance advice.

If supported by Council, it is proposed that following the expiration on the notice and any objections and reviews, and depending on the response from the land owner, the matter can return to Council to determine if it would prefer to commit to the cost of making repairs to the fencing or issue a fine.

**Consultation:**

Lynn Fogg, Governance, WALGA  
Darren West, Works Supervisor  
Josh Smith, Koorda Ag Parts

**Statutory Implications:**

*Local Government Act 1995*  
*Local Government (uniform Local Provisions) Regulations 1996.*

**Policy Implications:**

Nil.

**Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024  
3.2 – Safe and efficient and well-maintained road and footpath infrastructure.

**Risk Implications:**

|                                      |                                                                                                                                                                                                                         |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Risk Profiling Theme</b>          | Financial risk in delay to recovery of fine or remediation costs.                                                                                                                                                       |
| <b>Risk Category</b>                 | Financial                                                                                                                                                                                                               |
| <b>Risk Description</b>              | Given the land owners repeated delays in paying rates it is unlikely any charge for repairs would be paid in a timely manner and as such would require legal action with the possibility of not receiving full payment. |
| <b>Consequence Rating</b>            | Minor (2)                                                                                                                                                                                                               |
| <b>Likelihood Rating</b>             | Possible (3)                                                                                                                                                                                                            |
| <b>Risk Matrix Rating</b>            | Moderate (6)                                                                                                                                                                                                            |
| <b>Key Controls (in place)</b>       | Early engagement of legal advice                                                                                                                                                                                        |
| <b>Action (Treatment)</b>            | Adequate                                                                                                                                                                                                                |
| <b>Risk Rating (after treatment)</b> | Unchanged                                                                                                                                                                                                               |

**Financial Implications:**

Minor costs anticipated with initial engagement of legal support for correspondence.

**Voting Requirements:** ☒ Simple Majority ☐ Absolute Majority

**Officer Recommendation:  
Resolution**

**Moved Cr KA Fuchsbichler**

**Seconded Cr NJ Chandler**

~~That Council, endorse the engagement of legal support to give notice to the relevant land owner of the need to ensure their land is suitably enclosed to separate it from a public space; detail the property owner's rights; and outline the Shire's options including fines and cost recovery.~~

**CARRIED**

**6.04pm - SUSPEND STANDING ORDERS**  
**Resolution 140725**

**Moved Cr KA Fuchsbichler**

**Seconded Cr NJ Chandler**

**That standing orders be suspended to discuss item 13.1. Inadequate Fencing Options.**

**CARRIED 3/0**

**For:** Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

**6.11pm - RESUMPTION OF STANDING ORDERS**  
**Resolution 150725**

**Moved Cr KA Fuchsbichler**

**Seconded Cr NJ Chandler**

**That standing orders be resumed as per the attendance register.**

**CARRIED 3/0**

**For:** Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

**AMENDED MOTION**  
**Resolution 160725**

**Moved Cr GW Greaves**

**Seconded Cr KA Fuchsbichler**

**That Council;**

**1. Endorses the engagement of legal support to**

- i) Give notice to relevant Land owner of the need to ensure their land is suitably enclosed to separate from public space;**
- ii) Detail the property owners rights; and**
- iii) Outline the Shire's options including fines and cost recovery.**

**2. Gives CEO authority to fine the land owner for inadequate at the conclusion of notice period.**

**CARRIED 3/0**

**For:** Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

6.13pm – Cr GW Greaves left the chair.

6.14pm – Cr JM Stratford returned to the chambers and took the chair.

**13.2 Harvest Roads Application**

| <b>Works and Assets</b>       |                                                                                                                                                                 |  |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <b>Date</b>                   | 4 July 2025                                                                                                                                                     |                                                                                     |
| <b>Location</b>               | Not Applicable                                                                                                                                                  |                                                                                     |
| <b>Responsible Officer</b>    | Zac Donovan, Chief Executive Officer                                                                                                                            |                                                                                     |
| <b>Author</b>                 | As above                                                                                                                                                        |                                                                                     |
| <b>Legislation</b>            | <i>Road Traffic Act 1974; Road Traffic (Vehicle) Regulations 2014<br/>Land Administration Act 1997 Section 55<br/>Local Government Act 1995 Section 3.53(2)</i> |                                                                                     |
| <b>Disclosure of Interest</b> | Nil                                                                                                                                                             |                                                                                     |
| <b>Purpose of Report</b>      | <input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information                    |                                                                                     |
| <b>Attachments</b>            | <a href="#">Harvest Roads and Conditions</a>                                                                                                                    |                                                                                     |

**Background:**

For the past two seasons the Shire of Koorda has requested a list of key roads be allocated Restricted Access vehicle ratings of RAV 7 for the period between 1 October and 31 January of the following year so to assist local industry during harvest.

On both occasions, Main Roads Western Australia (MRWA) Heavy Vehicle Services (HVS) has ceded to the Shire's request for the roads listed below, subject to various conditions (as per attachment):

| Road No. | Road Name          | Origin                  | Terminus                  |
|----------|--------------------|-------------------------|---------------------------|
| 4110140  | Burakin - Wialki   | Kalannie-Kulja (6.14)   | East Boundary (36.63)     |
| 4110141  | Felgate            | CBH access (0.80)       | Cadoux - Koorda (1.50)    |
| 4110138  | Haig               | Railway (0.00)          | Koorda - Bullfinch (0.96) |
| 4110006  | Kalannie - Kulja   | LGA boundary (0.00)     | Burakin - Wialki (14.33)  |
| 4110139  | Koorda - Bullfinch | Haig (0.00)             | East Boundary (10.47)     |
| 4110004  | Koorda - Kulja     | Cadoux - Koorda (0.00)  | Kulja Central (48.30)     |
| 4110001  | Koorda - Mollerin  | Koorda - Kulja (0.00)   | Burakin - Wialki (36.25)  |
| 4110088  | Kulja Central      | Koorda - Kulja (0.00)   | Warren (26.79)            |
| 4110017  | Martin             | Warren(0.00)            | Graves (16.39)            |
| 4110137  | Railway            | Haig (0.64)             | Cadoux - Koorda (0.74)    |
| 4110128  | Scotsman           | Kulja Central (0.00)    | Remlap (26.85)            |
| 4110103  | Warren             | Kulja Central (5.64)    | LGA boundary (14.05)      |
| 4110085  | Stockyard          | Cadoux - Koorda (0.00)  | Stockyard (end)           |
| 4110030  | Graves             | Kalannie – Kulja (0.00) | Martin (0.124)            |

**Comment:**

The experience of the past two seasons of allocating the RAV7 rating to the various roads has not had a detrimental impact sufficient for the Shire to abandon the annual practice. The Shire Works Supervisor attributes the lower impact due to the time of year that the RAV7 rating is permitted, that is during the warmer months when the base is harder and less susceptible to shifting.

Consequently, the Shire is proposing to again request from MRWA that the list of roads (and applicable conditions) be again afforded a RAV7 rating for the period between 1 October 2025 and 31 January 2026. The item to Council and any request to MRWA has been brought forward this year, as from 4 September the Shire will be in caretaker mode due to the Local Government elections on 18 October.

During the caretaker mode, Council is restricted from making critical decisions such as on senior staff and major financial transactions or commitments. It is not likely the RAV7 roads request will fall under the caretaker provisions, but as it is the first time these requirements will be enacted, and given the importance to local industry, it is prudent that Council make a determination prior to the period.

Therefore, it is proposed that the Shire reapply to MRWA HVS for the same roads and conditions as last year for a similar period of 1 October 2025 to 31 January 2026.

#### **Consultation:**

Darren West, Works Supervisor

#### **Statutory Implications:**

The Road Traffic Act 1974 and the Road Traffic (Vehicle) Regulations 2014 govern the use of heavy vehicles on roads within Western Australia.

The Land Administration Act 1997 Section 55 and Local Government Act 1995 Section 3.53(2) gives the Shire of Koorda management responsibility for roads within its boundaries.

#### **Policy Implications:**

Nil.

#### **Strategic Implications:**

Shire of Koorda Integrated Strategic Plan 2024

3.2 – Safe and efficient and well-maintained road and footpath infrastructure.

4.1.1 – Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.

#### **Risk Implications:**

|                                      |                                                                                            |
|--------------------------------------|--------------------------------------------------------------------------------------------|
| <b>Risk Profiling Theme</b>          | Possible negative impact on affected roads and increased maintenance costs for ratepayers. |
| <b>Risk Category</b>                 | Property Damage and Financial Impact                                                       |
| <b>Risk Description</b>              | Localised damaged rectified by routine internal procedures.                                |
| <b>Consequence Rating</b>            | Minor (2)                                                                                  |
| <b>Likelihood Rating</b>             | Likely (4)                                                                                 |
| <b>Risk Matrix Rating</b>            | Moderate (8)                                                                               |
| <b>Key Controls (in place)</b>       | Reallocation of road grant funding.                                                        |
| <b>Action (Treatment)</b>            | Advocacy                                                                                   |
| <b>Risk Rating (after treatment)</b> | Adequate                                                                                   |

#### **Financial Implications:**

Nil immediate financial implications.

**Voting Requirements:**    ☒ Simple Majority    ☐ Absolute Majority

**Officer Recommendation**  
**Resolution 170725**

**Moved Cr GW Greaves**

**Seconded Cr NJ Chandler**

**That Council, endorse an application to Main Roads WA for RAV7 status for the listed schedule of roads, with relevant and specific conditions as detailed, for the period of 1 October 2025 to 31 January 2026.**

**CARRIED 4/0**

**For:** Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr KA Fuchsbichler

UNCONFIRMED

**14. Urgent Business Approved by the Person Presiding or by Decision**

Nil.

**15. Elected Members' Motions**

Nil.

**16. Matters Behind Closed Doors**

Nil.

**17. Closure**

The Presiding person thanked everyone for their attendance and communication between agenda and meeting. The meeting was declared closed at 6.24pm.

**Signed: \_\_\_\_\_**

**Presiding Person at the meeting at which the minutes were confirmed.**

**Date: 20 August 2025**





## Minutes – GENERAL MEETING

**General Meeting to be held on Thursday 24th July 2025, in Bencubbin at the Bencubbin Sporting Complex. A Strategic Planning Workshop with Caroline Robinson was held prior.**

### **Opening 12.57pm**

Cr Christy Petchell welcomed all to the meeting and will Chair the meeting in the absence of Cr Sandie Ventris.

### **Attendees:**

#### **NEWTRAVEL MEMBER**

Shire of Westonia  
Mukinbudin CRC

Shire of Mt Marshall

Shire of Nungarin  
Shire of Koorda  
Shire of Wyalkatchem  
Shire of Dowerin/Dowerin CRC  
Nungarin CRC  
Bencubbin CRC  
Shire of Mukinbudin  
Shire of Trayning

#### **MEMBER VOTING DELEGATE**

Stacey Geier

Megan Beagly

Cr Kerry Dayman  
Lana Foote  
Cr Christy Petchell (Vice Chairperson)

Sharon Kett  
Tanika McLennan  
Peter Naylor

#### **ASSOCIATE MEMBERS & OTHERS**

Linda Vernon (NEWTRAVEL TO)  
Lily Haeusler (Events Project Officer)  
Lani Hale

Jessica McCartney  
James Kerr  
Georgina McKay  
Desiree Waters  
David Nayda  
Charli West

Shelley Mathews  
Tanya Stobie

Kerry Walker

### **Apologies:**

Shire of Mukinbudin  
Shire of Westonia  
Koorda CRC  
Shire of Dowerin/Dowerin CRC  
Shire of Wyalkatchem

Sandie Ventris  
Cr. Bill Huxtable  
Kim Storer  
Manisha Barthakur  
Ian McCabe

## **1. Previous Minutes**

1.1 Confirmation (Previous Meeting Minutes [click Here](#))

### **OFFICER RECOMMENDATION:**

**That the Minutes of the NEWTRAVEL Meeting held in Mukinbudin on 28<sup>th</sup> February 2025 be confirmed as a true and correct record of proceedings.**

**Moved: Lana Foote      Seconded: Kerry Walker      CARRIED**

1.2 Business arising from previous minutes - Nil

## 2. Correspondence

### 2.1 Correspondence In

- 2.1.1 Various General Emails inward.
- 2.1.2 WDC Grant Agreement

### 2.2 Correspondence Out

- 2.2.1 Various General Emails outward.

**RESOLUTION:**

**That the NEWTRAVEL inward correspondence is accepted, and the outward correspondence be endorsed.**

**Moved: Lana Foote**

**Seconded: Stacey Geier**

**CARRIED**

2.3 Business arising from Correspondence - Nil

## 3. Financial Report

| <b>Cheque Acc Opening Balance 1 February 2025</b> |                                                           | <b>\$144,121.22</b> |
|---------------------------------------------------|-----------------------------------------------------------|---------------------|
| <b>INCOME</b>                                     |                                                           |                     |
| Memberships                                       | Shire of Wyalkatchem                                      | \$8,605.00          |
| Other Income                                      | AGO Annual Destination Development Agreement              | \$12,000.00         |
|                                                   | DLGSC – Tails Forum Payment 1                             | \$4,000.00          |
|                                                   | Wheatbelt Development Commission – Accommodation          | \$25,000.00         |
|                                                   | Australia’s Golden Outback – Accommodation                | \$10,000.00         |
|                                                   | Mukinbudin Community Bank 2025/26 Sponsorship             | \$25,000.00         |
|                                                   | Wheatbelt Development Commission – Accommodation          | \$25,000.00         |
|                                                   | DLGSC – Tails Forum Payment 2                             | \$1,000.00          |
|                                                   | <b>Total Income</b>                                       | <b>\$110,605.00</b> |
| <b>EXPENSES</b>                                   |                                                           |                     |
| Marketing                                         | Beacon Bulletin                                           | \$17.00             |
|                                                   | Executive Media – advertising                             | \$2,000.00          |
|                                                   | Australia’s Golden Outback – Perth Caravan & camping Show | \$357.50            |
|                                                   | Premium Publishers – Annual AGO Planner                   | \$3,624.50          |
|                                                   | Shire of Merredin – Ed 8 Eastern Wheatbelt Visitor Guide  | \$1,325.00          |
|                                                   | Shire of Mukinbudin – social media, Muka CRC              | \$1,200.00          |
|                                                   | Network 24                                                | \$261.36            |
|                                                   | Dixie Battersby Media                                     | \$350.00            |
|                                                   | Dowerin Events Management                                 | \$1,300.00          |
|                                                   | Rural Press                                               | \$176.00            |
|                                                   | Shire of Mukinbudin – social media, Muka CRC              | \$400.00            |
|                                                   | CJ Maddock – content                                      | \$3,000.00          |
|                                                   | Network 24                                                | \$308.00            |
|                                                   | Vanguard Print – Guidebook re-print                       | \$5,406.50          |

|                                                  |                                                                   |                     |
|--------------------------------------------------|-------------------------------------------------------------------|---------------------|
|                                                  | Vanguard Print – Brochure re-print                                | \$2,057.00          |
|                                                  | Shire of Mukinbudin - social media, Muka CRC                      | \$400.00            |
|                                                  | Sally J design                                                    | \$198.00            |
| <b>Tourism Officer &amp; Support</b>             | Alyce Smith – Social Media support July – Dec 2024                | \$1,650.00          |
|                                                  | Vernon Contracting – January 2025                                 | \$4,070.00          |
|                                                  | Vernon Contracting – February 2025                                | \$3,960.00          |
|                                                  | Vernon Contracting – March 2025                                   | \$3,960.00          |
|                                                  | Alyce Smith – Social Media support Jan-Mar 2025                   | \$825.00            |
|                                                  | Vernon Contracting – April 2025                                   | \$4,572.27          |
|                                                  | Vernon Contracting – May 2025                                     | \$4,393.66          |
|                                                  |                                                                   |                     |
| <b>Event Project Officer Project</b>             | Lily Haeusler – February 2025                                     | \$4,438.44          |
|                                                  | ACRE – Event Management Short Course                              | \$1,538.90          |
|                                                  | Lily Haeusler – March 2025                                        | \$4,723.90          |
|                                                  | Mukinbudin Hotel Motel – catering                                 | \$450.00            |
|                                                  | Lily Haeusler – April 2025                                        | \$3,378.81          |
|                                                  | Lily Haeusler – May 2025                                          | \$4,772.22          |
|                                                  | Sally J Design                                                    | \$968.00            |
|                                                  |                                                                   |                     |
| <b>Postage</b>                                   | Shire of Merredin – 2024 postage                                  | \$107.80            |
|                                                  | Muka Mail & Merchandise                                           | \$9.10              |
|                                                  | Muka Mail & Merchandise                                           | \$3.80              |
| <b>Administration</b>                            | Ausure Insurance                                                  | \$608.85            |
|                                                  | Muka Mail & Merchandise – NEWTRAVEL Shirts                        | \$260.00            |
|                                                  | 150 Square – Strategic Planning Workshop                          | \$2,200.00          |
|                                                  | Town Team Movement – Speaker Fees                                 | \$715.00            |
|                                                  | Njaki Njaki Noongar Cultural Tours                                | \$2,000.00          |
|                                                  | Shire of Merredin – venue hire                                    | \$252.60            |
|                                                  | Dimensions Café                                                   | \$797.00            |
|                                                  | Eamonn Lourey – speaker fee                                       | \$650.00            |
|                                                  | The Merredin Treasury                                             | \$572.00            |
|                                                  |                                                                   |                     |
| <b>Wheatbelt Trails Forum</b>                    | <b>Total Expenses</b>                                             | <b>\$29,257.26</b>  |
| <b>Cheque Acc Closing Balance 30 June 2025</b>   |                                                                   | <b>\$180,468.01</b> |
| <i>Income</i>                                    | <i>Shire of Wyalkatchem – Event Support – Rodeo</i>               | <i>\$10,320.00</i>  |
| <i>Outstanding Payments</i>                      | <i>Alyce Smith - Social Media support Apr - Jun 2025</i>          | <i>\$825.00</i>     |
|                                                  | <i>Lily Haeusler – June 2025</i>                                  | <i>\$4,397.80</i>   |
|                                                  | <i>Vernon Contracting – June 2025</i>                             | <i>\$4,888.31</i>   |
|                                                  | <i>Shire of Mukinbudin - social media, Muka CRC + office hire</i> | <i>\$470.00</i>     |
|                                                  | <i>Australia's Golden Outback – Gold Membership 2025/26</i>       | <i>\$350.00</i>     |
| <b>Ending Financial Position on 17 July 2025</b> |                                                                   | <b>\$179,856.90</b> |
| <b>Signage Funds Remaining</b>                   |                                                                   |                     |
| <b>Total Signage Funds Remaining</b>             |                                                                   | <b>\$1,113.10</b>   |

**RESOLUTION:**

That authorisation be given to purchase Xero/accounting software to manage the associations funds.

Moved: Lana Foote

Seconded: Stacey Geier

**CARRIED**

That the NEWTRAVEL financial report is accepted as presented.

Moved: Kerry Walker

Seconded: Megan Beagly

**CARRIED**

#### 4.0 NEWTRAVEL Tourism Officer (0.4FTE) October 2024 Report

| Main Activities                                                                                                  | Description                                                                                                                        | Progress/Update                                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. NewTravel Administration</b>                                                                               |                                                                                                                                    |                                                                                                                                                                                                                                                   |
| a. Organise, attend and minute NEWTRAVEL meetings. Attending to any correspondence or motions at these meetings. | Organise and attend NEWTRAVEL Meetings                                                                                             | <ul style="list-style-type: none"> <li>Attended February NEWTRAVEL meeting</li> <li>Presented a Nungarin, Westonia, Mukinbudin and Koorda Council Meetings as well as to NEWROC Executive on future funding requirements of NEWTRAVEL.</li> </ul> |
| b. Undertake governance and financial reporting activities.                                                      | Prepare Agendas and Minutes; attend to correspondence and motions as directed.                                                     | <ul style="list-style-type: none"> <li>February Meeting Minutes prepared and circulated.</li> </ul>                                                                                                                                               |
|                                                                                                                  | Undertake financial responsibility for NEWTRAVEL including invoicing, paying accounts, preparing and presenting financial reports. | <ul style="list-style-type: none"> <li>Monthly financials completed and accounts paid.</li> </ul>                                                                                                                                                 |
| <b>2. Marketing</b>                                                                                              |                                                                                                                                    |                                                                                                                                                                                                                                                   |
| a. Implement the Wheatbelt Way Marketing Plan                                                                    | Develop, adopt and implement annual marketing plan.                                                                                | <ul style="list-style-type: none"> <li>Implementation of 2024-25 Marketing Plan</li> </ul>                                                                                                                                                        |
| b. Support NEWTravel to undertake tourism marketing activities to the benefit of the members.                    | Promote the Wheatbelt Way through press advertising and any other opportunities as they arise.                                     | <ul style="list-style-type: none"> <li>Implemented An Open Road Adventure Wheatbelt Way Campaign</li> <li>Participated in planning for 2024-25 AGO Cooperative Marketing activities with Tiffany from AGO</li> </ul>                              |
|                                                                                                                  | Update and distribute Wheatbelt Way Brochures and Booklets.                                                                        | <ul style="list-style-type: none"> <li>Completed Brochure and Guidebook update and re-print.</li> </ul>                                                                                                                                           |
|                                                                                                                  | Arrange for the preparation of promotional packages for individuals, groups, companies and arrange appropriate distribution        | As required.                                                                                                                                                                                                                                      |
| <b>3. Website and Social Media</b>                                                                               |                                                                                                                                    |                                                                                                                                                                                                                                                   |
| a. Develop and maintain a presence for the Wheatbelt Way on internet and social media.                           | Maintain the Wheatbelt Way website                                                                                                 | <ul style="list-style-type: none"> <li>Updated weekly as required.</li> </ul>                                                                                                                                                                     |
|                                                                                                                  | Answer all Wheatbelt Way enquiries via the website and respond to requests for merchandise as required.                            | <ul style="list-style-type: none"> <li>Wheatbelt Way enquiries (website, email, socials, chat and phone).</li> </ul>                                                                                                                              |
|                                                                                                                  | Create a Wheatbelt Way Facebook Page and maintain it regularly.                                                                    | <ul style="list-style-type: none"> <li>Management of Wheatbelt Way social media with team of Jessica McCartney, Alice Smith and Lily Haeusler.</li> </ul>                                                                                         |
| <b>4. Stakeholder Communications</b>                                                                             |                                                                                                                                    |                                                                                                                                                                                                                                                   |
| a. Maintain relationships with Central Wheatbelt Visitors Centre and Australia's Golden Outback                  | Attend Regional Working Group Meetings                                                                                             | <ul style="list-style-type: none"> <li>AGO Member Online Meeting</li> <li>AGO Destination Development Online Meeting</li> </ul>                                                                                                                   |
| b. Communicate with members.                                                                                     | Quarterly Newsletter to Stakeholders                                                                                               | <ul style="list-style-type: none"> <li>Bi-Monthly E-news to NEWTRAVEL stakeholders sent.</li> <li>Quarterly newsletter subscribers sent.</li> </ul>                                                                                               |
|                                                                                                                  | Provide information and updates as identified.                                                                                     | <ul style="list-style-type: none"> <li></li> </ul>                                                                                                                                                                                                |

| <b>5. Maintenance and Monitoring</b>                                                                                                               |                                                                                                                           |                                                                                                                                                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. <i>Assist in the maintenance of the Wheatbelt Way Infrastructure and monitoring of Tourism across NEWROC</i>                                    | Coordinate and collate tourism data for the region.                                                                       | <ul style="list-style-type: none"> <li>Compiled the Visitor Statistics to February 2025.</li> <li>Quarterly Marketing Report produced</li> </ul>                                                                                                                              |
|                                                                                                                                                    | Coordinate annual auditing of Wheatbelt Way sites with individual shires and reporting of recommendations back to shires. | <ul style="list-style-type: none"> <li>Sent our reminder to Councils to undertake annual site audits, provided signage upgrade support to some sites/Councils.</li> </ul>                                                                                                     |
| <b>6. Supporting additional activities</b>                                                                                                         |                                                                                                                           |                                                                                                                                                                                                                                                                               |
| a. <i>Any other duties within the Contractors range of abilities as directed by the Director of Economic Services if time and resources allow.</i> | Assist with planning and conducting tourism initiatives as required (incl. local famils and trade shows).                 | -                                                                                                                                                                                                                                                                             |
|                                                                                                                                                    | Carry out research and manage projects as required                                                                        | <ul style="list-style-type: none"> <li>Near completion of the Wheatbelt Way Walks – Bushwalking Trails Masterplan, including consultation with stakeholders.</li> <li>Supporting the Wheatbelt Way Rail Trail Project through formation of project steering group.</li> </ul> |
|                                                                                                                                                    | Other                                                                                                                     | <ul style="list-style-type: none"> <li>Continued NEWTRAVEL Events Support project management and support to Lily Haeusler as Events Project Officer.</li> <li>Oversight of the Wyalkatchem Rodeo Event Planning.</li> </ul>                                                   |

## 5.1 Wheatbelt Way Visitor Statistics

*A reminder that the reporting periods are:*

- 1. July – October*
- 2. November – February*
- 3. March – June*

*If Shires could please submit their complete Excel spreadsheets for the period 1 July 2025 – 31 October 2025 and email them in by the 14<sup>th</sup> November it would be greatly appreciated.*

The June 2025 Snapsnot Report can be viewed [here](#).

## 5.2 Social Media and Marketing Report

NEWTRAVEL's primary purpose is to market and promote the Wheatbelt Way self-drive route and the tourism assets in the NEWTRAVEL area. We also engage with visitors and tourists through our promotional activities.

A brief verbal summary on NEWTRAVEL's Social Media analytics and marketing activities will be provided at the meeting and a report circulated with the minutes.

View the 2024 – 2025 NEWTRAVEL Marketing Plan Budget [here](#).

Key highlights for this period include:

- Reaching 1000 Tik Tok Followers! Thank you to Jess McCartney from the Mukinbudin CRC for all her work in this space over the last 12 months.
- Marketing Collaboration with Alex Baxter from Baxter Backpacks with additional collaborations with Camplify and Drive Locations Australia.
- Lily Haeusler attended this years Perth Caravan and Camping show on the Wheatbelt stand.
- AGO Autumn Wheatbelt Weekends Campaign.
- Securing another year (2025/2026) of Mukinbudin Community Bank Sponsorship to the value of \$25,000.

## 6.0 General Business

### 6.1 NEWTRAVEL/NEWROC Events Support Project

*Lily Haeusler asked to leave the room for this item.*

#### BACKGROUND:

Lily Haeusler has commenced as the NEWTRAVEL Events Project Officer. This project concludes at 30 June 2024 and will have five key outcome areas:

1. Support Governance and Compliance of Wheatbelt Way Events
2. Build Event Organiser Skills
3. Event Management Support
4. Funding Support
5. Marketing Support

It has a project budget of \$90,000.00, made up of \$63,554 in grant funding, \$14,446.00 NEWTRAVEL and \$16,000 Council contribution over the 16 months of the project.

#### COMMENT:

- The FRRR Helping Regional Communities in Drought project has now concluded at 30 June 2025.
- Final report is underway and due 25<sup>th</sup> July 2025.
- NEWTRAVEL has a contract with the Shire of Wyalkatchem to provide Event Management support for the 2025 Wyalkatchem Rodeo with the value of \$9,000.
- With the successful WDC Accommodation project funding of up to \$15,000 available for Project Management which Linda will undertake.
- This next 6 months would be funded by:

| Activity/Project Funding                                                       | Anticipated Expense for contract Extension | Income to NEWTRAVEL to fund contract extension |
|--------------------------------------------------------------------------------|--------------------------------------------|------------------------------------------------|
| Lily contract extension<br>24 weeks @ 24hrs per week<br>@ \$40/hour            | \$23,040.00                                |                                                |
| Shire of Wyalkatchem –<br>Rodeo Event Support                                  |                                            | \$9,000.00                                     |
| WDC Accommodation Project<br>Funding (reallocation to free<br>up Linda's time) |                                            | \$15,000.00                                    |
| Total                                                                          | \$23,040.00                                | \$24,000.00                                    |

#### RECOMMENDATION:

- Endorse Lily Haeusler contract extension to 31 December 2025.

#### RESOLUTION:

**That Lily Haeusler contract extension to 31 December 2025 be endorsed.**

**Moved: Lana Foote**

**Seconded: Stacey Geier**

**CARRIED**

*Lily Haeusler invited back to the meeting and informed of the decision.*



## 6.2 6.3 Wheatbelt Development Commission

### BACKGROUND:

The Wheatbelt Development Commission held its October Board Meeting in Mukinbudin and Linda was invited to present to them on the Wheatbelt Way and Wheatbelt Tourism. In preparation for this they asked that a background briefing paper be provided. Linda developed the Wheatbelt Way Impact Report which can be viewed [here](#).

NEWTRAVEL was then extended the opportunity to develop a project for WDC Wheatbelt funding consideration.

### COMMENT:

The Wheatbelt Way Accommodation & Market Expansion Project Steering Committee is:

- NEWTRAVEL Chairperson - Cr Sandie Ventris
- NEWROC Executive Officer – Caroline Robinson
- Australia’s Golden Outback CEO – Marcus Falconer
- WDC representative – Renee Manning
- RDA representative – Josh Pompkalya
- Local Government – Tanika McLennan (Mukinbudin) and Lana Foote (Koorda).

We have now received five consultant quotes in response to our Request for Quote from the following:

1. BlueSalt Consulting
2. DTM
3. Econsisis
4. Lumenesse & Co
5. Urbis

All the quote documents from the 5 consultants can be [found here](#). The Scope of Works Request of for Scope that was sent out to the identified consultants for your reference is [available here](#). A suggested assessment template has been provided to Steering Committee members [here for guidance](#). and they are meeting on Tuesday 22 July at 9:00am -10.00am to:

- Discuss the quotes received
- Review assessments using the provided scorecard
- Confirm the preferred/successful consultant (or combination of consultants)
- Agree on any conditions or next steps prior to engagement

### RECOMMENDATION:

Linda will present the recommendations from the Project Steering Committee to NEWTRAVEL to endorse at the meeting.

### RESOLUTION:

**That NEWTRAVEL accept the BlueSalt Consulting Quote as recommended by the Project Steering Committee.**

**Moved: Megan Beagly**

**Seconded: Kerry Walker**

**CARRIED**

## 6.3 Social Media

### BACKGROUND:

In 2024 NEWTRAVEL agreed to [engage the services](#) of the Mukinbudin CRC to assist with its marketing through TikTok Creation and Management for the Wheatbelt Way for a 12 month trial period for a

### COMMENT:

The 12 month trial of working with the Mukinbudin CRC concludes at the 31 July 2025. 83 pieces of video content was created over the 12 months on the TikTok platform, which was also utilised on Wheatbelt Way's other social media platforms where appropriate. Jessica McCartney has professionally produced and managed the TikTok platform over this time. This has seen a TikTok following of 1009 followers and 7,043 likes grow over this time.

### RECOMMENDATION:

That the Mukinbudin CRC be offered a 12-month contract extension to continue with content creation at:

### Deliverables

- Minimum 4 TikTok posts per month, professionally produced and managed.
- Quarterly performance reports.
- Ongoing community engagement and content strategy adjustments.

### Budget:

Content Creation: \$300 per month (4 posts)

Account Management: \$50 per month

Reporting and Analytics: \$50 per month

Total Monthly Cost: \$400

Note: Prices are indicative based on the Mukinbudin CRC Administration services charge of \$50/hr and subject to final agreement.

### Terms and Conditions

- The agreement is valid for 12 months, commencing from the date of signing.
- Either party can terminate the agreement with a 30-day written notice.
- All content produced is the property of NEWTRAVEL.
- Payment terms: invoiced monthly

### RESOLUTION:

That NEWTRAVEL renew the Social Media – TikTok & video content agreement with the Mukinbudin CRC for another 12 months from 1 July 2025-30 June 2026 at a fee of \$400 per month.

Moved: Lana Foote

Seconded: Stacey Geier

CARRIED

## **7. Reports**

*Opportunity for members to provide meeting with a (very!) short update or exchange on key tourism related activities and initiatives. A quick verbal report to be presented by member delegates. If members wish to submit a full written report this is welcomed and will be circulated with the minutes.*

### **7.1 Member Reports**

#### **Wyalkatchem**

- Ian McCabe is the Acting CEO is to 2 February 2026
- Successful Pioneer Park Opening with new statues.
- Wyalkatchem Rodeo, 23 August 2025

#### **Westonia**

- Wessy on the Green event had over 600 people in attendance.
- Masquerade Ball set for September has been postponed until March 2026.

#### **Koorda**

- Dom Sheed Guest Speaker evening
- Anticipated that the Bowling Green will be finished in late September
- 20<sup>th</sup> September Koorda Ag Show
- The Koorda Hotel has new owners.
- The Koorda Museum committee is in recess, Shire is planning to undertake some strategic planning to review both the museum and drive-in going forward.

#### **Mukinbudin**

- Pre-Mangowine Event at the Mukinbudin Caravan Park
- 13<sup>th</sup> September Mukinbudin DHS Centenary event, starts with a movie night on 12<sup>th</sup> September.
- Mukinbudin CRC will be holding Wildflower and Brewery Tours this spring.
- Planning underway for annual community Seniors dinner.

#### **Nungarin**

- The Nungarin Army Museum Campfire Dinners will be starting up again in August & September.
- Community will be hosting a Daffodil Day event (regional focus – taking over from the Burracoppin event).
- Mangowine Concert is the 4<sup>th</sup> October 2025.

#### **Mt Marshall**

- The June Long-weeked Off Road racing event was another successful event.
- Beacon Wildflowers Tours will be on again this Spring.
- Desiree Waters is the new Shire Community Development Officer.

### **Trayning**

- Peter Naylor introduced himself as the new Trayning Shire CEO.
- The Trayning Hotel is currently closed, but has new managers and anticipate it opening in about 2 weeks.
- Council has committed to investing in 2 x 1 bedroom units for the Caravan Park.
- This year the TTPA Burnout event has relocated to Kellerberrin at the committees decision - not Council decision.

### **Dowerin**

- Successful Youth Engagement program on Financial Management.
- Dowerin Hotel has new owners and is open.
- Shire of Dowerin has received WALGA Road Safety Award
- Dowerin Field Days 27<sup>th</sup> & 28<sup>th</sup> August.

### **7.0 Other Business**

None

### **8.0 Next Meeting**

*The 2025 NEWTRAVEL General Meetings will be held on:  
Thursday 30<sup>th</sup> October in Koorda – Annual General Meeting to be followed by a General Meeting.*

### **9.0 Meeting Close: 1.49pm**



**North Eastern Wheatbelt  
Regional Organisation of Councils**

## **Council Meeting**

Tuesday 5 August 2025

Shire of Koorda Council Chambers

### **MINUTES**

9.30am Morning Tea  
10am Council Meeting

[www.newroc.com.au](http://www.newroc.com.au)

E caroline@newroc.com.au

## ANNUAL CALENDAR OF ACTIVITIES

| MONTH     | ACTIVITY                                                                                                                                                                                                                          | MEETING   |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| January   |                                                                                                                                                                                                                                   | Executive |
| February  | <ul style="list-style-type: none"> <li>👉 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year)</li> <li>👉 Council reviews NEWROC project priorities / strategic plan</li> </ul> | Council   |
| March     | <ul style="list-style-type: none"> <li>👉 WDC attendance to respond to NEWROC project priorities</li> <li>👉 Submit priority projects to WDC, Regional Development and WA Planning</li> </ul>                                       | Executive |
| April     | 👉 NEWROC Budget Preparation                                                                                                                                                                                                       | Council   |
| May       | <ul style="list-style-type: none"> <li>👉 NEWROC Draft Budget Presented</li> <li>👉 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2027)</li> </ul>                                            | Executive |
| June      | 👉 NEWROC Budget Adopted                                                                                                                                                                                                           | Council   |
| July      |                                                                                                                                                                                                                                   | Executive |
| August    | <ul style="list-style-type: none"> <li>👉 Information for Councillors pre-election</li> <li>👉 NEWROC Audit</li> </ul>                                                                                                              | Council   |
| September |                                                                                                                                                                                                                                   | Executive |
| October   | <ul style="list-style-type: none"> <li>👉 NEWROC CEO and President Handover (every 2yrs)</li> <li>👉 NEWROC Dinner</li> </ul>                                                                                                       | Council   |
| November  | <ul style="list-style-type: none"> <li>👉 NEWROC Induction of new Council representatives (every other year)</li> <li>👉 Review NEWROC MoU (every other year)</li> </ul>                                                            | Executive |
| December  | 👉 NEWROC Christmas / End of Year Drinks                                                                                                                                                                                           | Council   |

### **ONGOING ACTIVITIES**

Compliance

Media Releases

### **NEWROC Rotation**

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda

Shire of Mukinbudin

Shire of Trayning (Oct 2023 – Oct 2025)

Shire of Dowerin

## TABLE OF CONTENTS

|              |                                                                      |                  |
|--------------|----------------------------------------------------------------------|------------------|
| <b>1.</b>    | <b><u>OPENING AND ANNOUNCEMENTS.....</u></b>                         | <b><u>4</u></b>  |
| <b>2.</b>    | <b><u>RECORD OF ATTENDANCE AND APOLOGIES.....</u></b>                | <b><u>4</u></b>  |
| <b>2.1.</b>  | <b>ATTENDANCE</b>                                                    | <b>4</b>         |
| <b>2.2.</b>  | <b>APOLOGIES</b>                                                     | <b>4</b>         |
| <b>2.3.</b>  | <b>GUESTS</b>                                                        | <b>4</b>         |
| <b>2.4.</b>  | <b>LEAVE OF ABSENCE APPROVALS / APPROVED</b>                         | <b>4</b>         |
| <b>3.</b>    | <b><u>DECLARATIONS OF INTEREST AND DELEGATIONS REGISTER.....</u></b> | <b><u>4</u></b>  |
| <b>3.1.</b>  | <b>DELEGATION REGISTER</b>                                           | <b>4</b>         |
| <b>4.</b>    | <b><u>PRESENTATIONS .....</u></b>                                    | <b><u>5</u></b>  |
| <b>5.</b>    | <b><u>MINUTES OF MEETINGS .....</u></b>                              | <b><u>5</u></b>  |
| <b>5.1.</b>  | <b>BUSINESS ARISING</b>                                              | <b>5</b>         |
| <b>6.</b>    | <b><u>NEWROC EO KPI STATUS REPORT .....</u></b>                      | <b><u>7</u></b>  |
| <b>7.</b>    | <b><u>FINANCIAL MATTERS .....</u></b>                                | <b><u>9</u></b>  |
| <b>7.1.</b>  | <b>INCOME, EXPENDITURE AND PROFIT AND LOSS</b>                       | <b>9</b>         |
| <b>8.</b>    | <b><u>MATTERS FOR DECISION .....</u></b>                             | <b><u>11</u></b> |
| <b>8.1.</b>  | <b>PROVISION OF RURAL GP SERVICES</b>                                | <b>11</b>        |
| <b>8.2.</b>  | <b>WASTE SORTED GRANT</b>                                            | <b>13</b>        |
| <b>9.</b>    | <b><u>MATTERS FOR INFORMATION .....</u></b>                          | <b><u>14</u></b> |
| <b>9.1.</b>  | <b>BENCUBBIN MICROGRID FEASIBILITY</b>                               | <b>14</b>        |
| <b>9.2.</b>  | <b>LIVE SHEEP TRANSITION</b>                                         | <b>16</b>        |
| <b>10.</b>   | <b><u>MATTERS FOR DISCUSSION.....</u></b>                            | <b><u>17</u></b> |
| <b>10.1.</b> | <b>MAJOR EASTERN WHEATBELT PROJECTS UPDATE EVENT</b>                 | <b>17</b>        |
| <b>10.2.</b> | <b>IN PERSON PRESENTATION TO MEMBER COUNCILS</b>                     | <b>18</b>        |
|              | <b><u>GENERAL UPDATES .....</u></b>                                  | <b><u>19</u></b> |
| <b>11.</b>   | <b><u>2025 MEETING SCHEDULE.....</u></b>                             | <b><u>19</u></b> |
| <b>12.</b>   | <b><u>CLOSURE.....</u></b>                                           | <b><u>19</u></b> |

## NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes of the Council Meeting held on 5 August 2025 at the Koorda Council Chambers  
commencing at 10.04am

### MINUTES

#### 1. OPENING AND ANNOUNCEMENTS

Cr Brown welcomed everyone and opened the meeting at 10.04am

#### 2. RECORD OF ATTENDANCE AND APOLOGIES

##### 2.1. Attendance

|                     |                                            |
|---------------------|--------------------------------------------|
| Cr Melanie Brown    | President, Shire of Trayning, NEWROC Chair |
| Cr Gary Shadbolt    | President, Shire of Mukinbudin             |
| Cr Pippa De Lacy    | President, Shire of Nungarin               |
| Cr Jannah Stratford | President, Shire of Koorda                 |
| Cr Tony Sachse      | President, Shire of Mt Marshall            |
| Cr Owen Garner      | President, Shire of Wyalkatchem            |
| Peter Naylor        | CEO NEWROC, CEO Shire of Trayning          |
| David Nayda         | CEO, Shire of Nungarin                     |
| Tanika McLennan     | A/CEO Shire of Mukinbudin                  |
| Zac Donovan         | CEO Shire of Koorda                        |
| Ben McKay           | CEO, Shire of Mt Marshall                  |
| Ian McCabe          | A/CEO, Shire of Wyalkatchem                |
| Caroline Robinson   | Executive Officer, NEWROC                  |

##### 2.2. Apologies

|                   |                             |
|-------------------|-----------------------------|
| Cr Robert Trepp   | President, Shire of Dowerin |
| Manisha Barthakur | CEO, Shire of Dowerin       |

##### 2.3. Guests

Janine Erikson, JE Planning (online)

##### 2.4. Leave of Absence Approvals / Approved

Nil

#### 3. Declarations of Interest and Delegations Register

Nil

##### 3.1. Delegation Register

Please find below a delegations register as per the new policy adopted in March 2017:



| Description of Delegations                   | Delegatee | Delegated to | Approval          |
|----------------------------------------------|-----------|--------------|-------------------|
| Records Management                           | CEO       | NEWROC EO    | Council           |
| NEWROC Financial Management                  | CEO       | NEWROC EO    | Council Dec 2017  |
| Bendigo Bank Signatory (NEWROC)              | CEO       | NEWROC EO    | Council Dec 2017  |
| Bendigo Bank Signatory (Shire of Mukinbudin) | Council   | CEO          | Council Dec 2017  |
| NEWROC Website                               | CEO       | NEWROC EO    | Council June 2017 |

#### 4. Presentations

Janine Erikson, JE Planning 10.04am – 10.34am (Key Worker Housing Presentation) via TEAMS. Please see attached presentation.

#### 5. MINUTES OF MEETINGS

Minutes of the Executive Meeting held on 1 July 2025 have previously been circulated.

##### RESOLUTION

**That the Minutes of the Executive Meeting held on 1 July 2025 be received.**

**Moved Cr Sachse**

**Seconded Cr Stratford**

**CARRIED 6/0**

Minutes of the Council Meeting held on 27 May 2025 have previously been circulated.

##### RESOLUTION

**That the Minutes of the Council Meeting held on 27 May 2025 be received as a true and correct record of proceedings.**

**Moved Cr Sachse**

**Seconded Cr Stratford**

**CARRIED 6/0**

#### 5.1. Business Arising

##### 5.1.1 Town Team Movement – Builder

Project based funding for 2026 will proceed. TTM will continue to service the NEWROC.

##### 5.1.2 Community Benefit Framework (Powering WA submission)

NEWROC members supported the Collective Local Government Submission on the Community Benefits Guidelines, submitted by the Shire of Narrogin. Originally the NEWROC were going to make a submission, however the Shire of Narrogin's submission was of a very high standard and they had engaged an external consultant. Over 30 Wheatbelt Local Government's supported their submission.

##### 5.1.3 Key Worker Housing Report (review in progress)

An action from the Executive meeting in July was for the NEWROC EO to develop case studies and testimonials to support the NEWROC Key Worker Housing Project. Suggested businesses for this work are welcomed.

NEWROC EO to pass on 2 x 2 (rather than 2 x 1) to Wheatbelt Development Commission.

Janine will check on vacant residential lot numbers provided by Wheatbelt Development Commission.

#### **5.1.4 RPPP Funding**

NEWROC EO has enquired about progress of the funding with RDA Wheatbelt and the Department. No outcome as yet.

#### **5.1.5 Wheatbelt Futures Forum**

White paper has been updated, NEWROC EO to follow up.

**6. NEWROC EO KPI Status Report**

| <b>PROGRAM</b>                                     | <b>KEY PERFORMANCE INDICATORS<br/>2025</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>STATUS REPORT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>INFRASTRUCTURE<br/>AND SERVICE<br/>DELIVERY</b> | <ol style="list-style-type: none"> <li>1. Regional shared engineering resource model presented to members</li> <li>2. Continued advocacy on power, telecommunications and provision of GP services (demonstrated)</li> <li>3. Community benefit framework (renewable energy) developed for the NEWROC (and individual Shire adoption)</li> <li>4. Regional subsidiary application completed and submitted for one service in the NEWROC</li> <li>5. Volunteer first responders (ambulance) report completed with associated action plan and presented to all branches, St Johns and key stakeholders.</li> </ol> | <p>1a. Shared services model options in the July Executive meeting – progressed with a HR EOI</p> <p>2a. GP advocacy in Canberra (see report). Support of Rural Health Funding Alliance put forward at this meeting. Correspondence from Melissa Price included.</p> <p>2a. Presentation to ARENA on microgrid on 11 August. Presentation to Powering WA on 19 August.</p> <p>5a. Volunteer first responders policy position adopted by Council</p> <p>3a. NEWROC supported the Shire of Narrogin et al submission to Powering WA regarding CBF</p> |
| <b>TOURISM SECTOR<br/>DEVELOPMENT</b>              | <ol style="list-style-type: none"> <li>1. NEWTRAVEL Accommodation Strategy completed, adopted and funding avenues identified, with one application submitted in 2025</li> <li>2. Continued oversight of the NEWROC Town Team Builder.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                 | <p>1a. NEWTRAVEL accommodation strategy working group meeting one conducted (EO was not present), consultant currently being engaged</p> <p>2a. NEWROC Town Team Builder contract negotiation with TTM</p>                                                                                                                                                                                                                                                                                                                                          |
| <b>SMALL BUSINESS<br/>DEVELOPMENT</b>              | <ol style="list-style-type: none"> <li>1. Wheatbelt Business Network presentation to members with one collaborative low cost project pitched</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>1a. TEAMS meeting with WBN CEO to discuss proposals. Work in progress.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>LOCAL<br/>COMMUNITY<br/>REVITALISATION</b>      | <ol style="list-style-type: none"> <li>1. Continued oversight of the NEWROC Town Team Builder with forward projects presented to Council</li> <li>2. Regional waste site identified and endorsed by host Council</li> <li>3. Funding received towards the waste project that assists with implementation</li> <li>4. Community engagement and education completed across all Shires regarding changes to waste management</li> </ol>                                                                                                                                                                             | <p>2a. Waste Education Grant to be discussed at this meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

**REGIONAL BRAND  
ESTABLISHMENT**

- |                                                                                                                                              |                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| 1. Brand guidelines adopted                                                                                                                  | 1a. Logo refreshed.                                  |
| 2. Website updated and current                                                                                                               | 2a. New website live.                                |
| 3. Regular communication across Instagram, Facebook and LinkedIn                                                                             | 4a. Presentation at WFF                              |
| 4. Presentation at Wheatbelt Futures Forum                                                                                                   | 5a. Attendance at ALGA. President's report attached. |
| 5. Attendance at ALGA.                                                                                                                       |                                                      |
| 6. Advocacy plan implemented and reported against (during ALGA attendance).                                                                  |                                                      |
| 7. Demonstrated regular communication with Wheatbelt Development Commission and RDA Wheatbelt. Attendance annually at NEWROC Council (once). |                                                      |
-

**7. FINANCIAL MATTERS****7.1. Income, Expenditure and Profit and Loss**

|                                |                                   |
|--------------------------------|-----------------------------------|
| <b>FILE REFERENCE:</b>         | 42-2 Finance Audit and Compliance |
| <b>REPORTING OFFICER:</b>      | Caroline Robinson                 |
| <b>DISCLOSURE OF INTEREST:</b> | Nil                               |
| <b>DATE:</b>                   | 1 August 2025                     |
| <b>ATTACHMENT NUMBER:</b>      | #1 Balance Sheet                  |
| <b>CONSULTATION:</b>           |                                   |
| <b>STATUTORY ENVIRONMENT:</b>  | Nil                               |
| <b>VOTING REQUIREMENT:</b>     | Simple Majority                   |

Account transactions for the period 1 May 2025 to 30 June 2025:

**Account Transactions**

North Eastern Wheatbelt Regional Organisation of Councils

For the period 1 May 2025 to 30 June 2025

| Date                        | Description                                                              | Reference | Credit            | Debit            | Running Balance   |
|-----------------------------|--------------------------------------------------------------------------|-----------|-------------------|------------------|-------------------|
| <b>BB NEWROC Funds-5557</b> |                                                                          |           |                   |                  |                   |
|                             | <b>Opening Balance</b>                                                   |           | <b>144,680.79</b> | <b>0.00</b>      | <b>144,680.79</b> |
| 01 May 2025                 | Bendigo Bank                                                             |           | 0.00              | 2.80             | 144,677.99        |
| 01 May 2025                 | Xero Australia                                                           | XERO      | 0.00              | 66.50            | 144,611.49        |
| 30 May 2025                 | Payment: Shire of Dowerin                                                | INV-0135  | 200.00            | 0.00             | 144,811.49        |
| 30 May 2025                 | Payment: Shire of Dowerin                                                | INV-0134  | 7,450.00          | 0.00             | 152,261.49        |
| 02 Jun 2025                 | Xero Australia                                                           | XERO      | 0.00              | 66.50            | 152,194.99        |
| 04 Jun 2025                 | Bank Transfer from ATO Integrated Client Account to BB NEWROC Funds-5557 | ATO       | 3,876.00          | 0.00             | 156,070.99        |
| 06 Jun 2025                 | Payment: Shire of Trayning                                               | INV-0130  | 7,450.00          | 0.00             | 163,520.99        |
| 06 Jun 2025                 | Payment: Shire of Koorda                                                 | INV-0132  | 7,450.00          | 0.00             | 170,970.99        |
| 10 Jun 2025                 | Payment: 150Square                                                       | INV-0405  | 0.00              | 4,140.63         | 166,830.36        |
| 10 Jun 2025                 | Payment: 150Square                                                       | INV-0404  | 0.00              | 4,412.63         | 162,417.73        |
| 10 Jun 2025                 | Payment: Alyce Smith                                                     | 2099      | 0.00              | 2,420.00         | 159,997.73        |
| 10 Jun 2025                 | Payment: Alyce Smith                                                     | 2101      | 0.00              | 1,936.00         | 158,061.73        |
| 10 Jun 2025                 | Payment: 150Square                                                       |           | 0.00              | 2,927.69         | 155,134.04        |
| 13 Jun 2025                 | Payment: Shire Of Nungarin                                               | INV-0128  | 7,450.00          | 0.00             | 162,584.04        |
| 20 Jun 2025                 | Payment: Shire Of Mukinbudin                                             | INV-0129  | 7,450.00          | 0.00             | 170,034.04        |
| 23 Jun 2025                 | Payment: Shire of Wyalkatchem                                            | INV-0133  | 7,450.00          | 0.00             | 177,484.04        |
|                             | <b>Total BB NEWROC Funds-5557</b>                                        |           | <b>48,776.00</b>  | <b>15,972.75</b> | <b>177,484.04</b> |
|                             | <b>Closing Balance</b>                                                   |           | <b>177,484.04</b> | <b>0.00</b>      | <b>177,484.04</b> |
| <b>Total</b>                |                                                                          |           | <b>48,776.00</b>  | <b>15,972.75</b> | <b>32,803.25</b>  |

Note in the balance sheet the Sundry Creditors is the JE Planning invoice for the workforce housing project, which had not been allocated last financial year.

**RESOLUTION**

**That the income and expenditure from 1 May – 30 June 2025 and 30 June 2025 balance sheet be received.**

**Moved Cr De Lacy**

**Seconded Cr Garner**

**CARRIED 6/0**

## 8. MATTERS FOR DECISION

### 8.1. Provision of Rural GP Services

|                                |                                                                                                                                                                                                |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>FILE REFERENCE:</b>         | Provision of Rural GP Services                                                                                                                                                                 |
| <b>REPORTING OFFICER:</b>      | Caroline Robinson                                                                                                                                                                              |
| <b>DISCLOSURE OF INTEREST:</b> | 150Square is engaged by the Alliance for professional services                                                                                                                                 |
| <b>DATE:</b>                   | 1 August 2025                                                                                                                                                                                  |
| <b>ATTACHMENT NUMBER:</b>      | Alliance media release<br>NEWROC President's report<br>Unconfirmed Alliance meeting minutes (outside of attachments)<br>150Square presentation to the Alliance<br>Melissa Price correspondence |
| <b>CONSULTATION:</b>           | Alliance                                                                                                                                                                                       |
| <b>STATUTORY ENVIRONMENT:</b>  | Nil                                                                                                                                                                                            |
| <b>VOTING REQUIREMENT:</b>     | Simple Majority                                                                                                                                                                                |

The Local Government Rural Health Funding Alliance has been established. 150Square (Caroline Robinson) is undertaking work for the Alliance. The Alliance website is [www.ruralhealthfundingalliance.au](http://www.ruralhealthfundingalliance.au)

The Alliance wrote a report and presented a motion at the 2025 ALGA Conference, which was unanimously supported (see media release attached).

There is synergies in the work the Alliance is undertaking and the current GP arrangements in the NEWROC. The NEWROC provision of medical services policy also supports the position that the Alliance has taken. The NEWROC President and EO also met with Hon Melissa Price to raise the NEWROC's policy position on provision of GP services.

The NEWROC President and EO attended meetings with the Alliance whilst in Canberra (see the President's report attached).

The Alliance recently met again in Lake Grace (see attached unconfirmed minutes and presentation by 150Square). The Alliance is seeking support from remote and very remote local governments in WA and shortly across Australia to advocate on two fronts:

1. An increase to the Medical Facilities Cost Adjustor within the Financial Assistance Grants; and
2. Block funding for their preferred rural generalist service delivery model (which is similar to what is delivered in the Kununoppin Medical arrangements, the Alliance is not advocating for the service provider).

**RESOLUTION**

**That the NEWROC writes to the Alliance (lead Shire of Lake Grace) in support of their work and thanks them for inclusion in their Canberra meetings.**

**That each local government in the NEWROC becomes a supporter of the Alliance (no cost presently) by signing up through the Alliance website.**

**NEWROC CEO's distribute the information and President's report to their Councils.**

**Moved Cr Shadbolt**

**Seconded Cr Garner**

**CARRIED 6/0**

NEWROC EO to update BLOCK explanation.



## 8.2. WASTE SORTED GRANT

|                                |                              |
|--------------------------------|------------------------------|
| <b>FILE REFERENCE:</b>         | 103-2 Regional Waste Project |
| <b>REPORTING OFFICER:</b>      | Caroline Robinson            |
| <b>DISCLOSURE OF INTEREST:</b> |                              |
| <b>DATE:</b>                   | 1 August 2025                |
| <b>ATTACHMENT NUMBER:</b>      |                              |
| <b>CONSULTATION:</b>           |                              |
| <b>STATUTORY ENVIRONMENT:</b>  | Nil                          |
| <b>VOTING REQUIREMENT:</b>     | Simple Majority              |

Community groups, not-for-profits, local governments and other eligible organisations across Western Australia can now apply for a share in \$250,000 through the WasteSorted Community Education Grants program.

Administered by the Waste Authority, the program provides up to \$25,000 per project for initiatives that promote waste avoidance, resource recovery and environmental protection through education and better waste practices.

Projects may include workshops, campaigns, research and other community-based initiatives that align with the Waste Avoidance and Resource Recovery Strategy 2030.

The NEWROC EO has provided this information back to the CEO's for their feedback with their support to apply for funding for the following:

- Community awareness and education on waste management and behaviour change (which we will need if we pursue a regional solution).
- Educational signage at the various sites to direct people where to separate their loads (and why)

This year's grant funding will focus on:

- communicating messages for behaviour change consistent with the 'WasteSorted' and 'Be a GREAT Sort' communications materials; and
- developing and implementing targeted waste behaviour change initiatives with an emphasis on focus materials.

Focus materials are:

- Construction and demolition materials – concrete, asphalt, rubble, bricks, sand and clean fill
- Glass – packaging and containers
- Metals – steel, non-ferrous metals, packaging and containers
- Organics – food organics and garden organics
- Paper and cardboard – office paper, newspaper and magazines
- Plastics – packaging and containers
- Textiles – clothing and other fabric-based materials
- Hazardous waste – non-household

### RESOLUTION

**NEWROC (Lead Shire of Trayning) apply for \$25,000 for a Waste Sorted Grant.**

**Moved Cr Sachse**

**Seconded Cr De Lacey**

**CARRIED 6/0**

## 9. MATTERS FOR INFORMATION

### 9.1. BENCUBBIN MICROGRID FEASIBILITY

|                                |                                                      |
|--------------------------------|------------------------------------------------------|
| <b>FILE REFERENCE:</b>         | 107-1 Power                                          |
| <b>REPORTING OFFICER:</b>      | Caroline Robinson                                    |
| <b>DISCLOSURE OF INTEREST:</b> | Nil                                                  |
| <b>DATE:</b>                   | 1 August 2025                                        |
| <b>ATTACHMENT NUMBER:</b>      |                                                      |
| <b>CONSULTATION:</b>           | Sunrise Energy – Matt and Neil<br>Grant Arthur - WDC |
| <b>STATUTORY ENVIRONMENT:</b>  | Nil                                                  |
| <b>VOTING REQUIREMENT:</b>     | Simple Majority                                      |

#### COMMENT

At the July Council meeting the following was resolved:

#### RESOLUTION

NEWROC Council receives the Bencubbin Microgrid Feasibility Study.

NEWROC EO seek additional information on stage 2 of the project and costs involved.

NEWROC presents the project to the Wheatbelt Development Commission and seeks assistance in engaging with Western Power.

NEWROC EO contact the City of Geraldton Greenough (Mullewa) to discuss ways to collaborate.

NEWROC President and Executive Officer meet with ARENA when in Canberra for ALGA.

NEWROC Executive recommends to Council to engage with DLGSC and Sunrise Energy to further investigations on a regional subsidiary for the ownership and management of a microgrid.

Moved Cr Shadbolt

Seconded Cr De Lacy

CARRIED 6/0

An update:

Cr Brown and the Executive Officer could not secure a meeting with ARENA in Canberra, however NEWROC has been invited to present the feasibility study via TEAMS to the ARENA Regional Microgrids Funding Team on 11 August. This is a jump in the usual process however after discussion with Sunrise Energy we will take this opportunity.

Sunrise Energy is happy to support us with a letter indicating they have funders that are interested in the project, however the risks to investment needs to be reduced and ROI need to be improved – something which ARENA funding can do.

It is recommended that the NEWROC EO and Shire of Mt Marshall CEO present to ARENA. Sunrise Energy are supporting the key messages of the presentation and have supplied some information for the slides.

The pitch to ARENA will include the following key points:

- Community led submission (not private developer)

- Opportunity for ARENA to invest in a pilot project for the SWIS
- We will request the \$200K start up funding and 10-20% of the capital cost of the project that essentially reduces the risks of the project, reduces hurdles for additional investment and will activate additional funding

The NEWROC EO has also discussed the project with the Wheatbelt Development Commission. We have submitted our final REDS report, however they require additional information from us regarding how we are attracting investors (ARENA etc).

The NEWROC EO has supplied this information to the Wheatbelt Development Commission. They are interested in combining the Mullewa and Bencubbin projects together as a position / pilot to Western Power to improve reliability and power capacity.

NEWROC has also been invited to present to the Electricity Network Regulation team, Powering WA and Energy Policy WA on 19 August. Sunrise Energy will support this meeting.

|                                 |
|---------------------------------|
| <b>Information is received.</b> |
|---------------------------------|

Discussion:

- Discussion regarding SPS deployment as a risk on this project, however it was deemed this was minimal.
- Request to engage a President in the August presentation to ARENA

## **9.2. LIVE SHEEP TRANSITION**

|                                |                                 |
|--------------------------------|---------------------------------|
| <b>FILE REFERENCE:</b>         | 130-1 Economic Services General |
| <b>REPORTING OFFICER:</b>      | Caroline Robinson               |
| <b>DISCLOSURE OF INTEREST:</b> | Nil                             |
| <b>DATE:</b>                   | 1 August 2025                   |
| <b>ATTACHMENT NUMBER:</b>      | Media release                   |
| <b>CONSULTATION:</b>           |                                 |
| <b>STATUTORY ENVIRONMENT:</b>  | Nil                             |
| <b>VOTING REQUIREMENT:</b>     | Simple Majority                 |

### **COMMENT**

A media release on NEWROC's Live Sheep Transition Policy work is included.

The NEWROC has written to both the Federal Minister for Agriculture and State Minister for Agriculture requesting funding of the policy position.

We have also followed up with the DAFF Transition Team and Dr Chris Rodwell (informed Dr Rodwell of our meeting outcomes).

**Information is received.**

|                                   |
|-----------------------------------|
| <b>10. MATTERS FOR DISCUSSION</b> |
|-----------------------------------|

|                                                            |
|------------------------------------------------------------|
| <b>10.1. MAJOR EASTERN WHEATBELT PROJECTS UPDATE EVENT</b> |
|------------------------------------------------------------|

|                                |                                                                                |
|--------------------------------|--------------------------------------------------------------------------------|
| <b>FILE REFERENCE:</b>         | 130-1 Economic Services General                                                |
| <b>REPORTING OFFICER:</b>      | Caroline Robinson                                                              |
| <b>DISCLOSURE OF INTEREST:</b> | Nil                                                                            |
| <b>DATE:</b>                   |                                                                                |
| <b>ATTACHMENT NUMBER:</b>      | Draft Joint ROC Agenda                                                         |
| <b>CONSULTATION:</b>           | Cr Brown and Peter Naylor<br>ROEROC EO and President<br>WEROC EO and President |
| <b>STATUTORY ENVIRONMENT:</b>  | Nil                                                                            |
| <b>VOTING REQUIREMENT:</b>     | Simple Majority                                                                |

Each ROC has allocated \$2000 to the event.

Invitation extended to the Minister for the Wheatbelt Hon Sabine Winton to invite her to host the Eastern Wheatbelt Major Projects Update.

Possible venue is ANZAC House. Estimated that each ROC local government will be represented by their Shire President and CEO.

The three ROC EOs identified possibly a Friday in September as the preferred date, however have left this open to the Minister. State Parliament sits in the middle two weeks of September Tues to Thursday.

A verbal update will be provided at the meeting. Draft agenda attached.

|                        |
|------------------------|
| <b>Update received</b> |
|------------------------|

## 10.2. IN PERSON PRESENTATION TO MEMBER COUNCILS

|                                |                   |
|--------------------------------|-------------------|
| <b>FILE REFERENCE:</b>         |                   |
| <b>REPORTING OFFICER:</b>      | Caroline Robinson |
| <b>DISCLOSURE OF INTEREST:</b> | Nil               |
| <b>DATE:</b>                   | 1 August 2025     |
| <b>ATTACHMENT NUMBER:</b>      | Nil               |
| <b>CONSULTATION:</b>           | Nil               |
| <b>STATUTORY ENVIRONMENT:</b>  | Nil               |
| <b>VOTING REQUIREMENT:</b>     | Simple Majority   |

Feedback from presentations at the Shires of Mukinbudin, Wyalkatchem and Koorda:

- Advocacy role is commendable however we have incurred costs with no tangible results e.g. Live Sheep.
- Can some of the role of NEWROC be to promote our communities and industry to metropolitan areas? Other key stakeholders?
- General lack of understanding of NEWROC's key priorities.

Further verbal updates at the meeting.

### Update received

Discussion:

- NEWROC's strength in partnerships and seeking relationships with our neighbours
- Joint ROC event will increase our profile
- Find what funding is available and target it, aligned to our economic development priorities

## GENERAL UPDATES

- Discussion on upcoming Local Government Elections and Supreme Court decision on mining land rates
- Discussion on education in the NEWROC and some emerging issues in Mukinbudin

## 11. 2025 MEETING SCHEDULE

|                                                  |           |                      |
|--------------------------------------------------|-----------|----------------------|
| 4 September (amended)                            | Executive | Shire of Nungarin    |
| 7 October<br>(note Cr Sachse will be an apology) | Council   | Shire of Wyalkatchem |
| 4 November                                       | Executive | Shire of Mt Marshall |
| 2 December                                       | Council   | Shire of Mukinbudin  |

## 12. CLOSURE

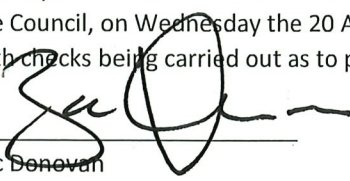
Cr Brown thanked the NEWROC for supporting her attendance at ALGA.

NEWROC Chair thanked everyone and closed the meeting at 11.44pm.



**Monthly Report - List of Accounts Paid  
Submitted to Council 20 August 2025**

The following list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from V001 to V102 and direct bank transactions totalling \$1,129,935.67 submitted to each member of the Council, on Wednesday the 20 August 2025, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

  
Zac Donovan  
Chief Executive Officer

| No.  | Payment Date | Supplier Name                  | Description of Purchase                                                                                  | Payment made by delegated authority |
|------|--------------|--------------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------------|
| V001 | 1/07/2025    | Credit Card                    | See Below                                                                                                | \$ 4,074.26                         |
| V002 | 2/07/2025    | Shire of Koorda                | Employee Wages                                                                                           | \$ 53,334.19                        |
| V003 | 2/07/2025    | Beam Superannuation            | Employee Superannuation Payment                                                                          | \$ 11,820.69                        |
| V004 | 4/07/2025    | Alarm Monitoring Perth         | L253 24hr Monitoring 1/07/2025 - 30/09/2025                                                              | \$ 125.00                           |
| V005 | 4/07/2025    | CW Plumbing & Contracting      | L271 Repairs Damaged Sewer & Water Line                                                                  | \$ 3,228.50                         |
| V006 | 4/07/2025    | Evergreen Synthetic Grass      | Deposit Ultra Plus Bowling Green Surface                                                                 | \$ 100,000.00                       |
| V007 | 4/07/2025    | G Thorpe Enterprises PL        | Contract Maintenance Various Buildings                                                                   | \$ 1,714.56                         |
| V008 | 4/07/2025    | Koorda Ag Parts                | P021 4 x Tyres + Repairs, P050 Hydraulic Hose Repair, L271 Extra Fencing Works                           | \$ 10,979.10                        |
| V009 | 4/07/2025    | Koorda LPO - Anjele PL         | Postage & A4 Paper                                                                                       | \$ 76.65                            |
| V010 | 4/07/2025    | Readytech - IT Vision          | IT Vision Software Annual Subscription                                                                   | \$ 57,177.81                        |
| V011 | 7/07/2025    | Dept of Transport              | Plate Change 2 vehicles                                                                                  | \$ 64.00                            |
| V012 | 11/07/2025   | Bitutek PL                     | Bitumen Cadoux Koorda Road + Thomas St                                                                   | \$ 45,300.75                        |
| V013 | 11/07/2025   | BOC Limited                    | Container Service 29/05/2025 to 27/06/2025                                                               | \$ 117.08                           |
| V014 | 11/07/2025   | CW Plumbing & Contracting      | L98 Replacement of Gas Line to Kitchen                                                                   | \$ 1,270.70                         |
| V015 | 11/07/2025   | Great Southern Fuel Supplies   | Grease 20kg + Cartridges Admin Cards (See Below)                                                         | \$ 1,495.96                         |
| V016 | 11/07/2025   | Koorda Supermarket PL          | June Statement                                                                                           | \$ 136.68                           |
| V017 | 11/07/2025   | KTY Electrical Services        | L17 Repair Lights & Air Conditioner, L550 UF Repairs to Solar Tank, 2 Exhaust Fans Football Change Rooms | \$ 2,350.40                         |
| V018 | 11/07/2025   | Landgate                       | Consolidated Mining Tenement Roll                                                                        | \$ 259.60                           |
| V019 | 11/07/2025   | LG Best Practices PL           | Debt Collection & Rates Modelling                                                                        | \$ 1,914.00                         |
| V020 | 11/07/2025   | Lincox Armaguard PL            | ATM Top Up - June                                                                                        | \$ 321.04                           |
| V021 | 11/07/2025   | Market Creations Agency        | CouncilConnect Annual Tier 3                                                                             | \$ 8,756.00                         |
| V022 | 11/07/2025   | MCG Architects PL              | Contract Administration 60% Complete                                                                     | \$ 4,059.00                         |
| V023 | 11/07/2025   | Moore Australia (WA) PL        | Final Billing - Strategic Resource Planning                                                              | \$ 8,030.00                         |
| V024 | 11/07/2025   | MWB Cont TAs Brickmart         | Rec Ground - Limestone Pavers 410.4m2                                                                    | \$ 15,767.75                        |
| V025 | 11/07/2025   | Saffron Cakes & Catering       | Council Suppers                                                                                          | \$ 333.00                           |
| V026 | 11/07/2025   | WA Contract Ranger Services PL | Ranger Services Including Travel 17/6 & 26/06/2025                                                       | \$ 627.00                           |
| V027 | 11/07/2025   | Wheatbelt Native Gardens       | Replacement Trees Various Locations                                                                      | \$ 315.00                           |
| V028 | 11/07/2025   | Whisper Corp - Koorda Hotel    | Lunches - Quarterly Admin Meeting                                                                        | \$ 226.00                           |
| V029 | 11/07/2025   | Wongan Hills Pharmacy          | Vaccines - Works Crew Staff                                                                              | \$ 158.19                           |
| V030 | 16/07/2025   | Shire of Koorda                | Employee Wages                                                                                           | \$ 51,149.02                        |
| V031 | 16/07/2025   | Beam Superannuation            | Employee Superannuation Payment                                                                          | \$ 12,324.35                        |
| V032 | 18/07/2025   | AMPAC Debt Recovery            | Commissions and Costs for the month of June                                                              | \$ 456.50                           |
| V033 | 18/07/2025   | Avon Waste                     | June Refuse and Recycling Collection                                                                     | \$ 6,079.51                         |
| V034 | 18/07/2025   | Elders Rural Services          | 2 x LPG 45kg Gas Bottles - Rec Centre                                                                    | \$ 310.00                           |
| V035 | 18/07/2025   | G Thorpe Enterprises PL        | Contract Maintenance Various Buildings                                                                   | \$ 1,800.19                         |
| V036 | 18/07/2025   | Heavy Automatics PL WA         | P004 Onsite Service & Repairs                                                                            | \$ 6,624.23                         |
| V037 | 18/07/2025   | Koorda CRC                     | CDO Role & ATM Transaction Fees April - June 2025                                                        | \$ 8,317.00                         |
| V038 | 18/07/2025   | KTY Electrical Services        | L274 Labour to Install Hot Water System                                                                  | \$ 528.00                           |
| V039 | 18/07/2025   | LG Best Practices              | Rates End of Year 2024-2025                                                                              | \$ 3,960.00                         |
| V040 | 18/07/2025   | LG Professionals               | 2025-2026 Bronze Local Government Subscription                                                           | \$ 660.00                           |
| V041 | 18/07/2025   | LGISWA - JLT                   | Insurance Marine Cargo & Salary Continuance                                                              | \$ 7,277.44                         |
|      |              |                                |                                                                                                          |                                     |
|      |              |                                | Subtotal                                                                                                 | \$ 433,519.15                       |



|             |                   |                                               |                                                                                                |                      |
|-------------|-------------------|-----------------------------------------------|------------------------------------------------------------------------------------------------|----------------------|
| V042        | 18/07/2025        | Local Health Authorities Analytical Committee | 2025/2026 Analytical Services                                                                  | \$ 414.93            |
| V043        | 18/07/2025        | OneMusic Australia                            | 2025/2026 Councils Music Rural                                                                 | \$ 387.64            |
| V044        | 18/07/2025        | ORH Truck Solutions                           | P004 Hydraulic Water Pump & Valve Priority Flow Control                                        | \$ 7,621.44          |
| V045        | 18/07/2025        | Petchell Mechanical                           | P004 Site Visit to Investigate Faults                                                          | \$ 533.17            |
| V046        | 18/07/2025        | Planwest (WA) PL                              | Planning Services - Various Projects                                                           | \$ 3,630.00          |
| V047        | 18/07/2025        | R Munns Engineering Consulting Services       | 1/8 Share of WNSRRG & WSNF Costs inc Travel & Technical Support                                | \$ 2,327.97          |
| V048        | 18/07/2025        | RBC Rural                                     | Monthly Meterplan Charge                                                                       | \$ 241.54            |
| V049        | 18/07/2025        | ReadyTech User Group                          | 2025/2026 Membership Fees                                                                      | \$ 847.00            |
| V050        | 18/07/2025        | Shire of Wongan Ballidu                       | Medical Services for July 2025                                                                 | \$ 10,083.34         |
| V051        | 18/07/2025        | Stallion Homes                                | June Progress Claim                                                                            | \$ 81,150.30         |
| V052        | 18/07/2025        | Supagas                                       | L203 Rental & Equipment Charge                                                                 | \$ 99.00             |
| V053        | 18/07/2025        | Synergy                                       | Bulk Accounts                                                                                  | \$ 12,018.78         |
| V054        | 18/07/2025        | T-Quip                                        | P049 1 x Wheel ASM Rear Pneumatic                                                              | \$ 2,618.77          |
| V055        | 18/07/2025        | Thinkproject Australia PL                     | Rental of Pocket RAMM Software, Thinkproject Digital Asset Register, Support & Maintenance Fee | \$ 10,772.93         |
| V056        | 18/07/2025        | WA Contract Ranger Services                   | Ranger Services Inc Travel 01/07 & 07/07/2025                                                  | \$ 679.25            |
| V057        | 18/07/2025        | WCS Concrete PL                               | 1m/3 Vegie Soil Mix for South Paddock Trees                                                    | \$ 188.00            |
| V058        | 18/07/2025        | WALGA                                         | State Employment Law Essentials Course                                                         | \$ 654.50            |
| V059        | 18/07/2025        | Wheatbelt Agcare                              | Contribution to Rural Family Counselling Service for 2025/2026                                 | \$ 990.00            |
| V060        | 25/07/2025        | AC Healthcare PL                              | Pre-Employment Medical - Staff                                                                 | \$ 265.00            |
| V061        | 25/07/2025        | AFGRI Equipment PL                            | P014 Part                                                                                      | \$ 107.82            |
| V062        | 25/07/2025        | Chatfields Engineering                        | Repairs to Tree Planter                                                                        | \$ 1,050.50          |
| V063        | 25/07/2025        | G&S Industries                                | Refuse Site - Camera Pole                                                                      | \$ 3,029.13          |
| V064        | 25/07/2025        | Harcher Wheatbelt                             | L267 - Hand Towels, Public Toilets - Toilet Paper, Hand Towels & Cleaner                       | \$ 851.30            |
| V065        | 25/07/2025        | Hersey's Safety                               | Works PPE, Spray Mark Cans, Window Cleaner, Shovel Handle, Telescopic Squeegee, Cable Ties     | \$ 1,253.81          |
| V066        | 25/07/2025        | LGISWA                                        | 6 Months Insurance                                                                             | \$ 104,161.27        |
| V067        | 25/07/2025        | Paramount Pictures                            | Movie - Smurfs                                                                                 | \$ 162.00            |
| V068        | 25/07/2025        | Sony Pictures                                 | Movie - Materialists                                                                           | \$ 275.00            |
| V069        | 25/07/2025        | Sunny Industrial Brushware                    | Replacement Brooms (6)                                                                         | \$ 1,908.50          |
| V070        | 25/07/2025        | Team Global Express PL                        | Freight - T-Quip P49, Corsign & Watershed                                                      | \$ 473.72            |
| V071        | 25/07/2025        | Telstra Corporation Ltd                       | June & July Bulk + July Mobiles                                                                | \$ 1,049.63          |
| V072        | 25/07/2025        | WH Bookeman Toyota                            | P300 10,000km Service                                                                          | \$ 390.01            |
| V073        | 25/07/2025        | WH Hardware M10                               | Various Hardware Items for Rec Ground Repairs                                                  | \$ 186.35            |
| V074        | 30/07/2025        | Shire of Koorda                               | Employee Wages                                                                                 | \$ 49,940.27         |
| V075        | 30/07/2025        | Beam Superannuation                           | Employee Superannuation Payment                                                                | \$ 12,119.24         |
| V076        | 31/07/2025        | B & K Auto Electric Services                  | Spare Two Way Radio                                                                            | \$ 621.50            |
| V077        | 31/07/2025        | Great Eastern Freightlines                    | Freight - Rec Ground Cleaners Cupboard                                                         | \$ 271.15            |
| V078        | 31/07/2025        | Gups Mobile Welding PL                        | P022 Repairs to Plan Trailer, P004 Customise Water Lines, Mount Pump, Install Tow Hitch        | \$ 2,656.50          |
| V079        | 31/07/2025        | KTY Electrical Services                       | L550 UE AC Replace Remote, L164 UB Replace Loungeroom AC, L17 Repair Fuse Light Box            | \$ 3,588.75          |
| V080        | 31/07/2025        | Port Jarrah Furniture                         | Chambers Replacement Council Table                                                             | \$ 5,445.00          |
| V081        | 31/07/2025        | SD Mechanical Solutions PL                    | P019 -1000hr Service in Koorda                                                                 | \$ 5,371.27          |
| V082        | 31/07/2025        | WA Contract Ranger Services                   | Ranger Services Including Travel 14/7 & 24/7/25                                                | \$ 627.00            |
| <b>V083</b> | <b>31/07/2025</b> | <b>Credit Card</b>                            | <b>See Below</b>                                                                               | <b>\$ 1,860.62</b>   |
| V084        | 1/08/2025         | G Thorpe Enterprises PL                       | Contract Maintenance Various Buildings                                                         | \$ 1,568.84          |
| V085        | 7/08/2025         | Water Corporation                             | Bulk Accounts                                                                                  | \$ 20,026.48         |
| V086        | 8/08/2025         | Koorda Sports Club                            | Community Grants Programme - Koorda Darts Club                                                 | \$ 1,057.13          |
| V087        | 8/08/2025         | CW Plumbing & Contracting                     | L164B Replaced Tap, L274 Replaced HWU                                                          | \$ 2,050.62          |
| V088        | 8/08/2025         | The Walt Disney Company                       | Movie Hire: Snow White                                                                         | \$ 312.50            |
| V089        | 8/08/2025         | Reward Hospitality                            | L253 - Paper Towel                                                                             | \$ 359.70            |
|             |                   |                                               |                                                                                                |                      |
|             |                   |                                               | <b>Subtotal</b>                                                                                | <b>\$ 791,818.32</b> |

|                                     |                   |                                     |                                                                                |                        |
|-------------------------------------|-------------------|-------------------------------------|--------------------------------------------------------------------------------|------------------------|
| V090                                | 8/08/2025         | Redcliffe McIntosh & Son WA         | P059 - Front Door Assembly                                                     | \$ 1,866.68            |
| V091                                | 12/08/2025        | Agri-Stock                          | Hose Fittings, NPK Blue & 2 x 20L Glyphosate                                   | \$ 578.37              |
| V092                                | 12/08/2025        | Harcher Wheatbelt                   | Foam Soap Toilet Cleaner Bin Liners Various Locations                          | \$ 906.73              |
| V093                                | 12/08/2025        | IP Cameras Australia                | Solar Powered CCTV Camera at Tip Entrance                                      | \$ 8,695.50            |
| <b>V094</b>                         | <b>12/08/2025</b> | <b>Great Southern Fuel Supplies</b> | <b>10,000L Diesel + Admin Cards (See Below)</b>                                | <b>\$ 16,493.70</b>    |
| V095                                | 12/08/2025        | Koorda LPO - Anjele PL              | Postage & Photocopying Paper                                                   | \$ 396.60              |
| V096                                | 12/08/2025        | KTY Electrical Services             | L267 Replace Site 9-10 Power Points, L253 Chambers Table Power Point Refitting | \$ 863.05              |
| V097                                | 12/08/2025        | LG Best Practices PL                | Rates Billing 2025-26                                                          | \$ 2,376.00            |
| V098                                | 12/08/2025        | M Gregory Legal                     | Koorda Caravan Park Local Law & Legal Review Fencing Notice Correspondence     | \$ 3,491.40            |
| V099                                | 12/08/2025        | Moore Australia (WA) PL             | Annual Statutory Budget 25/26                                                  | \$ 16,500.00           |
| V100                                | 12/08/2025        | SMS Security - Servicing            | L253 Repairs to Alarm System                                                   | \$ 1,230.90            |
| V101                                | 12/08/2025        | Stallion Homes                      | July Progress Claim                                                            | \$ 284,678.43          |
| V102                                | 12/08/2025        | Wongan Hills Pharmacy               | Works Staff Vaccination                                                        | \$ 39.99               |
|                                     |                   |                                     |                                                                                |                        |
|                                     |                   |                                     | <b>GRAND TOTAL</b>                                                             | <b>\$ 1,129,935.67</b> |
| <b>Credit Card</b>                  |                   |                                     |                                                                                |                        |
| <b>V001</b>                         | 28/05/2025        | The West Australian                 | The West Subscription - Digital Edition                                        | \$ 32.00               |
|                                     | 27/05/2025        | Dept Premier & Cabinet              | Caravan Park Local Law 20255                                                   | \$ 1,170.96            |
|                                     | 2/06/2025         | CRISP Wireless                      | Admin Office, ES, CEO, DCEO, WS, Caravan Park & Recreation Centre Internet     | \$ 934.64              |
|                                     | 4/06/2025         | Vacuum Spot                         | 4pkts Henry Vacuum Bags                                                        | \$ 96.71               |
|                                     | 13/06/2025        | Big W                               | Wall Mounted Storage Rack Brooms & Camera                                      | \$ 115.95              |
|                                     | 18/06/2025        | Aust Institute Management           | Staff Training                                                                 | \$ 1,692.00            |
|                                     | 24/06/2025        | The West Australian                 | The West Subscription - Digital Edition                                        | \$ 32.00               |
|                                     |                   |                                     |                                                                                | \$ 4,074.26            |
| <b>Great Southern Fuel Supplies</b> |                   |                                     |                                                                                |                        |
| <b>V015</b>                         | 6/06/2025         | CEO Admin Card                      | P100 106.52L Diesel                                                            | \$ 180.98              |
|                                     | 19/06/2025        | CEO Admin Card                      | P100 93.49L Diesel                                                             | \$ 158.84              |
|                                     | 20/06/2025        | Admin Card                          | Mowers 78.2L Unleaded                                                          | \$ 133.64              |
|                                     | 28/06/2025        | DCEO Admin Card                     | P300 81.43L Diesel                                                             | \$ 145.68              |
|                                     |                   |                                     |                                                                                | \$ 619.14              |
| <b>Credit Card</b>                  |                   |                                     |                                                                                |                        |
| <b>V083</b>                         | 1/07/2025         | CRISP Wireless                      | Admin Office, ES, CEO, DCEO, WS, Caravan Park & Recreation Centre Internet     | \$ 842.90              |
|                                     | 3/07/2025         | Endeavour Life & Care               | Universal Access Shower Curtains                                               | \$ 549.00              |
|                                     | 3/07/2025         | K-Mart                              | Yalambee - 6 x Shower Curtains                                                 | \$ 78.00               |
|                                     | 3/07/2025         | K-Mart                              | Yalambee - Mattress Protectors & Pillows                                       | \$ 282.00              |
|                                     | 21/07/2025        | City of Perth                       | Training Parking CEO                                                           | \$ 76.72               |
|                                     | 22/07/2025        | The West Australian                 | The West Subscription - Digital Edition                                        | \$ 32.00               |
|                                     |                   |                                     |                                                                                | \$ 1,860.62            |
| <b>Great Southern Fuel Supplies</b> |                   |                                     |                                                                                |                        |
| <b>V094</b>                         | 4/07/2025         | CEO Admin Card                      | P100 112.24L Diesel                                                            | \$ 204.16              |
|                                     | 18/07/2025        | CEO Admin Card                      | P100 95.71L Diesel                                                             | \$ 174.10              |
|                                     | 29/07/2025        | Admin Card                          | Jerry Cans 99.74L Unleaded                                                     | \$ 176.44              |
|                                     |                   |                                     |                                                                                | \$ 554.70              |



Mr Zac Donovan  
Chief Executive Officer  
Shire of Koorda  
Via email to: [ceo@koorda.wa.gov.au](mailto:ceo@koorda.wa.gov.au)

Dear Mr Donovan

## **ABORIGINAL HERITAGE PROCESSES IN THE SOUTH WEST REGION**

The State Government is committed to the continued growth of our world class South West region, partnering with local government authorities, Aboriginal organisations and industry to deliver long-term benefits for the community.

The South West Native Title Settlement (Settlement) is an integral component of this objective, delivering important benefits to Aboriginal people of the Noongar nation. Under the Settlement, six Regional Corporations were established as key partners to, among other functions, support the management and protection of Aboriginal heritage across the region.

There has been some recent confusion about how Aboriginal heritage processes work and the role of Regional Corporations and options for agreement making. Like all other native title parties, the Regional Corporations play an important role in protecting Aboriginal heritage and – along with other Traditional Owners and knowledge holders – should be consulted when planning activities that may impact on their Aboriginal Heritage.

A Noongar Standard Heritage Agreement (NSHA) developed under the six Settlement Indigenous Land Use Agreements (ILUAs) sets heritage requirements for State Government Proponents on how they engage with the Regional Corporations. While local government authorities are not a party to the Settlement ILUAs, and are not bound to enter into and follow the NSHA, a modified version of the agreement tailored for local government regulations was developed with the Western Australian Local Government Association. Some local governments and Regional Corporations have entered into a partnership through that Noongar Heritage Agreement for Local Government (NHALG). The Department can assist with more information and a copy of the NHALG.

It should be noted that while some Regional Corporations have developed alternative heritage agreements, the NSHA and the NHALG remain the only Government endorsed form of heritage agreements. When negotiating agreements for Aboriginal heritage, other forms may seek to contract a broader range of services than the standard provided for in the Settlement, or as required under the *Aboriginal Heritage Act 1972*.

Each local government is encouraged to seek independent advice to ensure that any such agreement meets their requirements.

If a local government chooses to enter a new Aboriginal heritage agreement, consultation should happen directly with the Regional Corporation in the first instance. Some of the Regional Corporations have taken up the task of entering new agreements, while others have asked that the South West Aboriginal Land and Sea Council (SWALSC) manage agreement making on their behalf. If you have an existing NSHA or NHALG, then the contact point should be the party the agreement has been signed with.

A statutory or regulatory consent is only required where harm to Aboriginal heritage cannot be avoided. When planning activities that may impact Aboriginal heritage, consult the [Aboriginal Heritage Act 1972 Guidelines](#) or contact the Department's Aboriginal heritage team for advice. Please note that consent of the respective landowner must be obtained prior to submitting an Aboriginal heritage application. We have recently published additional information on our website clarifying the roles and responsibilities of native title parties and decision makers, and the role of heritage agreements. This information can be found at [www.wa.gov.au/aboriginal-heritage](http://www.wa.gov.au/aboriginal-heritage).

I encourage all local governments to continue engaging and procuring the services of the Regional Corporations and supporting Aboriginal groups and Traditional Owners who hold local knowledge and rights and can provide cultural heritage, community and professional services to support your events and projects on Country.

Yours sincerely



Anthony Kannis PSM  
Director General

28 July 2025



Department of **Planning,  
Lands and Heritage**



Our ref: P15390  
Enquiries: Karina Williams / 6552 4054

Zac Donovan  
Chief Executive Officer  
Shire of Koorda  
[shire@koorda.wa.gov.au](mailto:shire@koorda.wa.gov.au)

Dear Mr Donovan,

**Government Heritage Property Disposal Process  
P15390 School, East Dukin**

This letter is to advise you that the place known as *School, East Dukin* was recently considered by the Department of Planning, Lands, and Heritage, for potential inclusion in the State Register of Heritage Places.

As the delegate of the Heritage Council, I consider that while *School, East Dukin* has heritage value, it is unlikely to have the cultural heritage significance required to meet the condition for entry in the State Register and therefore does not warrant a full assessment. A copy of the preliminary review is enclosed for your information.

I note that *School, East Dukin* is included in your Local Heritage Survey. You may wish to consider protecting the place through the Heritage List associated with your local planning scheme.

If you would like to discuss this decision, please contact Senior Heritage Officer Karina Williams, at the Department of Planning, Lands and Heritage on (08) 6552 4054 or at [karina.williams@dplh.wa.gov.au](mailto:karina.williams@dplh.wa.gov.au)

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kristi Clarke'.

Kristi Clarke  
A/Assistant Director General  
Heritage and Property Services  
Enc.

30 July 2025



**HERITAGE  
COUNCIL**  
OF WESTERN AUSTRALIA

## PRELIMINARY REVIEW

### P15390 School – East Dukin

*School – East Dukin* comprises the site of the former limestone brick building on Maher Rd, Dukin in the Shire of Koorda.<sup>1</sup> No physical fabric of the school remains on the vacant lot.

The place is included in the Shire of Koorda's Local Heritage Survey. The inHerit entry, including the curtilage within Reserve 22087 can be found at:

[P15390 School, East Dukin](#)

*School - East Dukin* is 4.3 km east of [P15359 Dukin - Town & Siding Site](#), a townsite north of Wyalkatchem in the eastern Wheatbelt region. The townsite was named after the railway siding and gazetted in 1921.<sup>2</sup>

The school opened in 1940 and in August 1941 the school hosted a concert to celebrate the opening of the new schoolroom and raise money for the school's war effort.<sup>3</sup> The school was only in operation for two years, closing in 1942 due to low attendance.<sup>4</sup>

### Thematic Analysis

There is one thematic history relevant to the consideration of this place:

- Thematic History of Western Australia<sup>5</sup> (WA Thematic)

**Analysis:** The original use of this place, as a school, reflects the following State themes in the WA Thematic.

#### *Services – Education*

- 1903-1913 – Approximately 300 new government schools opened in agricultural areas to cater for expanding rural population. Most were single-teacher schools with 10-20 students.
- 1925 – A government high school opens in Albany, reflecting a focus on regional areas by the state government in 1920s.
- 1934 – At least 910 Government schools in WA but many schools consolidating in response to increasing motorised transport.

<sup>1</sup> Carnamah Historical Society and Museum, WA State School Teachers 1900-1980, [School Teachers of Western Australia](#)

<sup>2</sup> Landgate, Town Names 2021 ([Town names - Landgate](#))

<sup>3</sup> The Wheatbelt Tribune (Wyalkatchem, WA : 1940–1954), 29 August 1941, Pg 4 DUKIN, [29 Aug 1941 - DUKIN. - Trove](#)

<sup>4</sup> WA Schools Gazetteer, 10 September 2018, [Schools gaz 5 excl preschools 10Dec2018.pdf](#)

<sup>5</sup> 'A Thematic History of Western Australia' (incl. Framework Spreadsheet & Narratives). Prepared for the Heritage Council of WA by Clare Menck, Historian, June 2018.

- 1943 – School leaving age raised to 15, previously approximately 30% of students continued beyond 14 years.

#### *Infrastructure – Development of Settlements & Services*

- 1901-29 – Country towns established to serve expanding Wheatbelt, generally begin with general store and/or hotel at railway siding, followed by agricultural hall and school. Larger settlements soon include roads board offices, banks, more diverse businesses, town hall, churches, government services such as police and post office.
- 1939-46 – War halts attempts to modernise townscape. Only building to support war effort permitted. Infrastructure and housing fall behind requirements.

#### **Comparative Analysis**

A search of the Historic Heritage Database for places constructed between 1920 and 1950, associated with the provision of educational services in the Wheatbelt region, returned 61 results, including four places entered in the State Register of Heritage Places, and one identified by the Heritage Council as warranting assessment for consideration for the State Register. Further interrogation of the database indicates the following four examples that reflect the key phases in the WA Thematic identified above.

- P1883 *Northam Senior High School* (RHP) - a complex of brick and tile buildings constructed in 1921 and extended in 1945. It is a good example of a purpose-built secondary education facility in the agricultural regions of Western Australia. The school was expanded in 1945 demonstrating the growing need for education in the 1940s throughout the Wheatbelt region as bus routes were extended and students moved to larger schools causing attendance to drop in the local schools.
- P4914 *Quairading State School and Quarters (fmr)* (RHP) - a modest weatherboard and iron building built in 1913 and later expanded. It is an early example of a school building constructed and extended to meet growing community needs for education services in the Wheatbelt region.
- P2877 *York Primary School* (RHP) - a single-story brick structure with a corrugated iron roof, constructed in stages between the 1880s and 1950s. It was the first purpose built school in the York district.
- P2650 *Our Lady of Lourdes Convent and St Joseph's Old Primary School* (Assessment Program) – a Catholic complex in Wagin and valued for its community, religious and educational associations from 1894 up to 2003. The presbytery was built in 1913 and initially used as a school. The convent and primary school buildings were constructed in 1915, replaced by in 1959 by a new Catholic School.

The above examples were constructed prior to 1920, and later expanded to reflect growing numbers of students. As noted above there were 910 government schools in WA in 1934. As motorised transport improved in regional areas students could take a bus to larger schools further away and the smaller schools consolidated or closed. *School - East Dukin* was one of at least four small local schools in the Shire of Koorda that closed in the 1940s as educational resources were directed towards larger secondary schools. The other three schools which also closed around this time due to



dwindling numbers are included on the Shire of Koorda's Local Heritage Survey. Information suggests little fabric remains.

### **Conclusion**

*School – East Dukin* is an example of a small regional school constructed to respond to the growing needs for education relating to the expansion of the Wheatbelt region. There are other examples which retain extant fabric from this period which address the above state themes.



P15390 Site of the former School, East Dukin. Aerial Imagery. 31 March 2025.