



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

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**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
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Apologies:

Cr GL Boyne

Visitors:

Ms Caroline Robinson	Executive Officer, NEWROC
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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 50th 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> ; <i>Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	☐ Executive Decision ☒ Legislative Requirement ☐ Information	
Attachments	June 2025 Financial Activity Statement	

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:

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, Financial Management Framework and Legislation
Action (Treatment)	Nil
Risk Rating (after treatment)	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> <i>Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	☐ Executive Decision ☒ Legislative Requirement ☐ Information	
Attachments	List of Accounts Paid	

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

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

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:

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

Recommendation 4

☐ Simple Majority ☒ Absolute Majority (for some parts)

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> <i>Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	☒ Executive Decision ☒ Legislative Requirement ☐ Information	
Attachments	A - Local Planning Policy – Tree Farms and Plantation Projects	

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:

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)	Adoption of the draft Policy in accordance with the Regulations.
Action (Treatment)	Nil
Risk Rating (after treatment)	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

CONFIRMED

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> <i>Local Government (uniform Local Provisions) Regulations 1996.</i>	
Disclosure of Interest	Nil	
Purpose of Report	☒ Executive Decision ☐ Legislative Requirement ☐ 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:

Risk Profiling Theme	Financial risk in delay to recovery of fine or remediation costs.
Risk Category	Financial
Risk Description	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.
Consequence Rating	Minor (2)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (6)
Key Controls (in place)	Early engagement of legal advice
Action (Treatment)	Adequate
Risk Rating (after treatment)	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

Works and Assets		
Date	4 July 2025	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	<i>Road Traffic Act 1974; Road Traffic (Vehicle) Regulations 2014 Land Administration Act 1997 Section 55 Local Government Act 1995 Section 3.53(2)</i>	
Disclosure of Interest	Nil	
Purpose of Report	☐ Executive Decision ☒ Legislative Requirement ☐ Information	
Attachments	Harvest Roads and Conditions	

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:

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

CONFIRMED

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: Stratford

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

Date: 20 August 2025