

Notice of Meeting

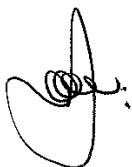
Councillors: Please be advised that the next meeting of the

Kulin Shire Council

will be held on **Wednesday 23 July 2025 at 4:00pm**

Concept Forum
Afternoon Tea
Council Meeting
Dinner

1:00pm
3:30pm
4:00pm
6:30pm



Alan Leeson
Chief Executive Officer
18 July 2025



DISCLAIMER: The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used. Please note this agenda contains recommendations, which have not yet been adopted by Council.

ORDER OF BUSINESS

- 1 DECLARATION OF OPENING**
- 2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER**
- 3 RECORD OF ATTENDANCE**
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 - 4.2 Declarations of Proximity Interest
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- 5 PUBLIC QUESTION TIME**
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- 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
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 - 7.2 Shire of Kulin Special Meeting - Minutes 11 July 2025
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- 12 MOTIONS FROM MEMBERS WITHOUT NOTICE**
- 13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
- 14 MEETING IS CLOSED TO THE PUBLIC**
 - 14.1 Confidential Items (Meeting Closed to the Public)

1 DECLARATION OF OPENING

The President declares the meeting open.

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

In accordance with Section 5.23A of the Local Government Act 1995, and Part 2A of the Local Government (Administration) Regulations 1996, this Council meeting is being digitally recorded (audio). All recordings will be retained as part of the Shire of Kulin's records and will be made available to the public via Council's website, excluding recordings of matters that Council take Behind Closed Doors.

3 RECORD OF ATTENDANCE

ATTENDANCE

G Robins	President
B Smoker	Deputy President
T Gangell	Councillor
J Noble	Councillor
C Mullan	Councillor
R Bowey	Councillor
B Miller	Councillor
M Lucchesi	Councillor
A Leeson	Chief Executive Officer
F Murphy	Executive Manager Financial Services
T Scadding	Executive Manager Community Services
C Lewis	Executive Manager of Governance and Risk
J Hobson	Executive Manager of Works
N Thompson	Manager Executive Support Services

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

4 DECLARATION OF INTEREST BY MEMBERS

- 4.1 Declarations of Financial Interest
- 4.2 Declarations of Proximity Interest
- 4.3 Declarations of Impartiality Interest
- 4.4 Declarations of Indirect Financial Interest

5 PUBLIC QUESTION TIME

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

- 7.1 Shire of Kulin Ordinary Meeting - Minutes 25 June 2025
- 7.2 Shire of Kulin Special Meeting – Minutes 11 July 2025
- 7.3 RoeROC Meeting – Minutes 7 June 2025

8 PRESENTATIONS / DEPUTATIONS

Nil

9 AGENDA BUSINESS - MATTERS REQUIRING DECISION

9.1 List of Accounts Paid During the Month of June 2025

Responsible Officer:	Chief Executive Officer
File Reference:	12.06
Author:	Executive Manager Financial Services
Strategic Reference:	12.01
Disclosure of Interest:	Nil
Attachment:	June 2025 List of Accounts

SUMMARY:

For Council to note the list of accounts paid from the municipal fund and the trust fund and payments made using purchasing cards under the Chief Executive Officer's delegated authority during the month of June 2025.

BACKGROUND & COMMENT:

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council each month. The table below summarises the payments made during May 2025.

June 2025	
Fund	Amount
Municipal	\$1,061,112.14
Trust	\$1,200.00
Total	\$1,062,321.14

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* requires a list of payments made using credit, debit or other purchasing cards to be prepared and presented to Council each month. A list of payments made using credit, debit and other purchasing cards in June 2025 is attached.

FINANCIAL IMPLICATIONS:

Expenditure is in accordance with the Annual Budget as adopted or amended by Council.

STATUTORY AND PLANNING IMPLICATIONS:

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (3) A list prepared under subregulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

13A. Payments by employees via purchasing cards

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment;
 - (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council note,

1. the list of accounts paid from the Municipal and Trust accounts during the month of June 2025, totalling \$1,062,321.14 as attached; and
2. the list of payments made using credit, debit and purchasing cards in June 2025.

VOTING REQUIREMENTS:

Simple majority required.

9.2 Financial Reports – June 2025

Responsible Officer:	Chief Executive Officer
File Reference:	12.06
Author:	Executive Manager Financial Services
Strategic Reference:	12.01
Disclosure of Interest:	Nil
Attachment:	June 2025 Monthly Financial Statements

SUMMARY:

Council is provided with the monthly financial reports for the month ended 30 June 2025.

BACKGROUND & COMMENT:

The monthly financial reports includes:

- an update on revenue and expenditure in comparison to the annual budget;
- a statement of financial position;
- basis of preparation;
- an explanation of material variances (greater than \$10,000 and 10%) is included in the monthly financial report
- other supplementary financial information relevant to the report month

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Local Government Act 1995 s6.4

Under the *Local Government (Financial Management) Regulations 1996*:

34. Financial activity statement required each month

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the relevant month; and
 - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.
- (1B) The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).
- (1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity must be shown according to nature classification.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

35. Financial position statement required each month

- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month and —
 - (a) the financial position of the local government as at the last day of the previous financial year; or

- (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- (2) A statement of financial position must be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council in accordance with Regulations 34 and 35 of the Local Government (Financial Management) regulations 1996, receive the Statement of Financial Activity and Statement of Financial Position and supporting documentation for the period ending 30 June 2025, as presented.

VOTING REQUIREMENTS:

Simple majority required.

9.3 Endorsement of Report of Review – Shire of Kulin Local Planning Scheme No. 2

Responsible Officer:	Chief Executive Officer
File Reference:	18.05
Author:	CEO
Strategic Reference:	SIP 4.1 Economy – Update Town Planning Scheme
Disclosure of Interest:	Nil
Attachments:	Report of Review – Local Planning Scheme No. 2

SUMMARY:

Council is requested to consider and endorse the Report of Review of the Shire of Kulin Local Planning Scheme No. 2, as prepared in accordance with the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015 and as submitted by the Department of Planning, Lands and Heritage (DPLH). Importantly, the Report of Review is also a critical first step in aligning with other ROEROC member Shires (Corrigin, Kondinin & Narembeen) for the collaborative development of a ROEROC Local Planning Strategy.

BACKGROUND:

Under Regulation 65 of the Planning and Development (Local Planning Schemes) Regulations 2015, local governments are required to carry out a review of their local planning scheme every five (5) years. The purpose of the review is to determine whether the scheme:

- Is satisfactory in its existing form;
- Requires amendment; or
- Should be repealed and replaced with a new scheme.

The Department of Planning, Lands and Heritage has completed a Report of Review on behalf of the Shire of Kulin in relation to Local Planning Scheme No. 2. The report assesses the current scheme's relevance, functionality, and alignment with State planning frameworks.

The report recommends that a new Local Planning Strategy be prepared, with the potential for a future omnibus amendment to the Shire's existing scheme or preparation of a new replacement scheme. Council's endorsement of this Report of Review is the first formal step in initiating any future amendment or replacement of the scheme.

In addition, this review forms the foundational step toward a regional planning approach, with ROEROC member Shires working collectively on the development of a ROEROC Local Planning Strategy to ensure consistency, efficiency, and alignment with broader regional planning priorities.

COMMENT:

The Report of Review provides a detailed analysis of the existing Local Planning Scheme and considers:

- Alignment with the Shire's Local Planning Strategy (not applicable in this instance as Shire of Kulin does not have a Local Planning Strategy);
- Consistency with State Planning Policies;
- Future anticipated population growth and changes to land use and development trends; and
- Legislative and procedural updates.

The review finds that while Local Planning Scheme No. 2 continues to function in several key areas, it requires further refinement and alignment with contemporary planning requirements. The scheme currently lacks flexibility in some zones and has definitions and provisions that may no longer reflect best practice or local development trends.

Importantly, the Report of Review represents the first formal step in reviewing the Shire's local planning framework in accordance with Regulation 65 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Progression of the Local Planning Strategy is identified as the immediate next step. This Strategy will inform future land use and development priorities and underpin any subsequent amendments or reviews of the Local Planning Scheme. It will also determine whether the Scheme should be amended via an omnibus amendment or replaced entirely with a new scheme.

In late 2024, the Shire of Kulin initiated discussions with the Department of Planning, Lands and Heritage (DPLH) regarding assistance in progressing a Local Planning Strategy. Around the same time, the neighbouring Shires of Kondinin, Corrigin, and Narembeen made similar requests. As a result, DPLH agreed to assist all four RoEROC member local governments in a coordinated approach toward preparing a joint Local Planning Strategy. This regional approach provides a unique opportunity to align planning objectives across member Councils, improve consistency in planning frameworks, and more efficiently address shared issues and development trends within the region. It is also more cost effective for all participating Shires given the cost to prepare individual Local Planning Strategies is significant.

DPLH will lead the strategy development process, supported by planning consultant Joe Douglas of Exurban Rural & Regional Planning, who will assist the Shire of Kulin in collaboration with other ROEROC member Shire's—with tailored workshops, reporting, and advocacy. This will ensure that local priorities and policy directions are adequately reflected in the broader strategy.

Endorsing the Report of Review does not preclude Council from pursuing individual amendments to its Local Planning Scheme in the short term. Rather, it enables the Shire to position itself strategically within the broader regional framework, while ensuring compliance with statutory planning obligations and positioning itself for improved development outcomes over the medium to long term.

FINANCIAL IMPLICATIONS:

There are no direct financial implications arising from the endorsement of the Report of Review. Future scheme preparation or amendments may require budget consideration. Funding opportunities may also exist through regional collaboration initiatives under the ROEROC framework.

Whilst DPLH will prepare the proposed new Local Planning Strategy, funding will be required to cover the time required by the Shire to review the draft Strategy document and plans prepared by DPLH and deal with all the procedural requirements of the Planning Regulations to allow the Strategy to be finally adopted and finally endorsed by the WAPC in due course.

STATUTORY AND PLANNING IMPLICATIONS:

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015, Regulations 65 and 66

POLICY IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Endorsement of the report aligns with the Shire's commitment to sound land use planning and supports long-term community, economic and environmental objectives as set out in the Strategic Community Plan. The review also facilitates regional collaboration with ROEROC member Shires in progressing a shared Local Planning Strategy.

RECOMMENDATION:

That Council:

1. Pursuant to Regulation 66(1)(b) and (c) of the Planning and Development (Local Planning Schemes) Regulations 2015, approve the Report of Review prepared by the Department of Planning, Lands and Heritage for the Shire of Kulin Local Planning Scheme No. 2 (Attachment 1), and forward a copy of the Report to the Western Australian Planning Commission.
2. Pursuant to Regulation 66(3)(a), (b), and (c) of the Planning and Development (Local Planning Schemes) Regulations 2015, recommend to the Western Australian Planning Commission that the Shire:
 - a. Prepare its first Local Planning Strategy as part of a joint Local Planning Strategy with fellow RoerOC member Shires of Corrigin, Kondinin and Narembeen, setting out the long-term planning directions for the local governments, applying any relevant State or regional planning policy, and providing rationale for any zoning or classification of land under the local planning schemes;
 - b. Amend Local Planning Scheme No. 2 via an omnibus amendment to incorporate recommendations of the new joint Local Planning Strategy and align the Scheme with the Model Scheme Text and the Deemed Provisions contained in the Planning and Development (Local Planning Schemes) Regulations 2015; and
 - c. Assess any structure plans to determine whether they are satisfactory, require amendment, or should have approval revoked.
3. As part of preparing the new joint Local Planning Strategy and amending Local Planning Scheme No. 2, undertake a review of existing local planning policies to determine:
 - a. Which policies are satisfactory;
 - b. Which policies should be amended or revoked; and
 - c. Whether any new local planning policies are required.

VOTING REQUIREMENTS:

Simple majority

9.3 Revised Kulin Caravan Park Fees for 2025/26

Responsible Officer:	Chief Executive Officer
File Reference:	12.08
Author:	Executive Manager Financial Services
Strategic Reference:	SIP 2 Economy – Increase awareness and visitation to our communities
Disclosure of Interest:	Nil
Attachment:	Nil

SUMMARY:

For Council to revise the caravan park user fees and charges for 2025/26.

BACKGROUND & COMMENT:

The Financial Management Review completed by Moore Australia in May 2024 identified that the “Pay What You Think It’s Worth” policy for the Kulin Caravan Park did not meet the requirements of the *Local Government Act 1995*. Specifically, section 6.16 of the Act required that all fees and charges be set by Council and included in the Schedule of Fees and Charges adopted as part of the budget.

2025/26 fees for the caravan park were adopted by Council in May 2025 as follows:

CARAVAN PARK		Fee including GST	
Camp site powered - 2 People own van/tent (TOURISTS) for a maximum of five nights	per day	NA	
Powered site (caravans) - 2 people	per day	35.00	
Unpowered site (caravans) - 2 people	per day	25.00	
Powered site (camping) - 2 people	per day	25.00	
Additional people	per day	11.00	
Vans Parked / Stored (Unpowered)	per week	30.00	On request - Only if there are spare bays
Vans Parked / Stored (Powered)	per week	95.00	On request - Only if there are spare bays
Use of showers at Caravan Park	per wash	11.00	

Since implementation of these fees, staff have noticed anomalies, particularly around the number of people per site and how children are charged. The author has reviewed the fees and charges of other regional caravan parks, along with the notes provided to Council in Concept Forum in March 2025. The following refinements are proposed to simplify the management and receipting of caravan park fees going forward.

CARAVAN PARK		Fee including GST	
Powered site (caravans)	per site per day	35.00	
Powered site (caravans) – weekly	per site per week	195.00	
Powered site (camping)	per site per day	25.00	
Unpowered site	per site per day	25.00	
Unpowered site / Powered site (camping) – weekly	per site per week	140.00	
Powered site (casual Shire employee)	per site per week	125.00	Requires CEO approval
Individual staying in swag	per day	11.00	
Use of showers at Caravan Park	per shower	11.00	
Vans stored on unpowered site	per week	30.00	On request - Only if there are spare bays
Vans stored on powered site	per week	95.00	On request - Only if there are spare bays

Management recommends that the proposed charges be imposed from 1 August 2025.

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Council can set fees and charges under s6.16 of the *Local Government Act 1995*

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Local public notice will be given prior to imposing the new charges on 1 August 2025.

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council adopt the following fees and charges for the Kulin Caravan Park for 2025/26 effective from 1 August 2025.

CARAVAN PARK		Fee including GST	
Powered site (caravans)	per site per day	35.00	
Powered site (caravans) – weekly	per site per week	195.00	
Powered site (camping)	per site per day	25.00	
Unpowered site	per site per day	25.00	
Unpowered site / Powered site (camping) – weekly	per site per week	140.00	
Powered site (casual Shire employee)	per site per week	125.00	Requires CEO approval
Individual staying in swag	per day	11.00	
Use of showers at Caravan Park	per shower	11.00	
Vans stored on unpowered site	per week	30.00	On request - Only if there are spare bays
Vans stored on powered site	per week	95.00	On request - Only if there are spare bays

VOTING REQUIREMENTS:

Absolute majority

9.5 WA Government Draft Guideline for Renewable Energy Projects – Shire Submission

Responsible Officer:	Chief Executive Officer
File Reference:	10.5 Sustainable Energy
Author:	Chief Executive Officer
Strategic Reference:	SIP 3.1 Economy – Collaborate to grow our local economy
Disclosure of Interest:	Nil
Attachment:	Draft CBF Guideline

SUMMARY:

The Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) has released the Draft Guideline for Renewable Energy Projects for public consultation, with submissions due by 5.00pm, Monday 18 August 2025. The draft aims to guide proponents and regulators on planning, development and long-term management of large-scale renewable energy projects in Western Australia.

This report outlines key issues for local government arising from the draft and seeks Council's endorsement to participate in a joint submission being prepared by a regional CEO working group. It is recommended that Council authorise the Chief Executive Officer to lodge a submission on behalf of the Shire of Kulin.

BACKGROUND:

Large-scale renewable energy projects are increasingly targeting rural districts such as the Shire of Kulin. These proposals can generate significant economic opportunity but also place pressure on local infrastructure, housing, water supplies, and the social fabric of small communities.

DEMIRS has released the Draft Guideline for Renewable Energy Projects to improve planning clarity and consistency. It covers site selection, environmental considerations, community consultation, benefit sharing, and decommissioning.

The Shire of Kulin is working collaboratively with other local governments through a regional CEO working group, which is preparing a unified submission on behalf of participating rural and regional Councils. This submission will address matters common to local governments that host or are likely to host major renewable projects. The final submission is expected to be lodged by the deadline of 5.00pm, Monday 18 August 2025.

COMMENT:

While the draft guideline represents a step forward, the Shire of Kulin and its regional peers consider that stronger protections, obligations and frameworks are required to safeguard local community and infrastructure interests.

Key Concerns and Recommendations:

1. Local Government Engagement

Engagement must be a mandatory requirement at early design stages. The current language of "encouraged" consultation lacks the weight needed to ensure timely local input.

2. Use of Shire Roads and Infrastructure

The guideline must require Transport Impact Assessments, Road Condition Assessments, and legally binding agreements for use, upgrades, and cost recovery related to local government infrastructure.

3. Community Benefit Fund (CBF)

The draft guideline references a \$500/kW contribution floor for wind energy projects. The Shire of Kulin strongly supports a higher minimum standard of \$1,000/kW installed capacity, reflective of real community and infrastructure impacts over the life of a wind farm project.

4. Access to Raw Materials

Proponents must prepare a Resource Use and Access Plan demonstrating lawful access and fair payment for all materials sourced locally.

5. Housing Pressure and Workforce Displacement

Proponents should be required to lodge a Workforce Accommodation and Housing Impact Statement, ensuring local housing stability is preserved.

6. Local Procurement

Proponents must provide and report against a Local Procurement Strategy, committing to use of local suppliers, contractors and services wherever feasible.

7. Decommissioning Obligations

The Shire recommends mandatory rehabilitation bonds or bank guarantees to protect landholders and local governments.

FINANCIAL IMPLICATIONS:

There is no immediate financial cost to the Shire in preparing or lodging a submission. However, the financial implications of poorly regulated projects may be significant, including damage to road assets, loss of access to raw materials, and long-term social service pressures.

STATUTORY AND PLANNING IMPLICATIONS:

- Planning and Development Act 2005
- Local Government Act 1995
- Environmental Protection Act 1986
- Land Administration Act 1997

POLICY IMPLICATIONS:

- Shire of Kulin Local Planning Scheme No. 2
- Draft Local Planning Policy – Renewable Energy (in development)

COMMUNITY CONSULTATION:

- Regional CEO Working Group on Renewable Energy
- WALGA
- Department of Energy, Mines, Industry Regulation and Safety (DEMIRS)

STRATEGIC IMPLICATIONS:

GOAL 3. Collaborate to grow our local economy.		DELIVERY YEAR			
PRIORITY STRATEGIES	OUR ROLE	25/26	26/27	27/28	28/29
3.1 Collaborate with key stakeholders to advance economic and community priorities.	Deliver and Partner	●	●	●	●
3.2 Investigate a business incubation hub in Kulin.	Deliver		●		
3.3 Consult with the community and businesses to develop a community benefit framework for renewable energy and mining projects.	Deliver	●	●		
3.4 Advocate for telecommunications infrastructure to eliminate blackspots, improve power reliability to towers and digital access throughout the Shire.	Advocate	●	●	●	●
3.5 Deliver local access to high standard childcare services.	Deliver	●	●	●	●

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council:

1. Notes the release of the Draft Guideline for Renewable Energy Projects by the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS);
2. Endorses the Shire of Kulin's participation in a regional CEO working group preparing a collective submission;
3. Supports the concerns and recommendations identified in this report, including the call for a \$1,000/kW minimum Community Benefit Fund contribution, enforceable infrastructure agreements, material sourcing controls, and housing impact management;
4. Delegates authority to the Chief Executive Officer to finalise and lodge a submission on the Shire's behalf as part of the collective response; and
5. Requests that a copy of the final submission be circulated to Council once lodged with DEMIRS, ahead of the closing date of 5.00pm, Monday 18 August 2025.

VOTING REQUIREMENTS:

Simple majority

10 COMPLIANCE

10.1 Compliance Reporting – General Compliance June 2025

Responsible Officer:	Chief Executive Officer
File Reference:	04.05 Corporate Management Procedures - Compliance
Author:	Chief Executive Officer
Strategic Reference:	SIP 4: Civic Leadership - accurate forward planning to achieve community priorities
Disclosure of Interest:	Nil
Attachment:	June Compliance Checklist

SUMMARY:

This report addresses General and Financial Compliance matters for June 2025. This process is not definitive, each month additional items and/or actions may be identified that are then added to the monthly checklist. Items not completed each month e.g. quarterly action - will be notations.

The report provides a guide to the compliance requirements being addressed as part of staff workloads and demonstrates the degree of internal audit being completed.

BACKGROUND & COMMENT:

The Compliance Checklist is a working document; the Manager of Executive Support Services emails the assigned staff member their compliance requirements for the coming month. This document is tabled at the monthly Management Team meetings where the list is reviewed and updated.

Prior month items not completed previously will be reported in the following month so Council remains aware.

Outstanding April

Staff Performance Reviews

Adjustment of KRA's for Senior Staff & Managers

Outstanding May

Bush Fire Control – Dual Officers Appointment

Equal Employment Management Plan Review

FINANCIAL IMPLICATIONS:

In terms of meeting compliance - normal administration expense.

STATUTORY AND PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Identified as necessary – this report Nil

COMMUNITY CONSULTATION:

N/A

WORKFORCE IMPLICATIONS:

Nil

RECOMMENDATION:

That Council receive the General & Financial Compliance Report for June 2025 and note the matters of non-compliance.

VOTING REQUIREMENTS:

Simple majority

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 MOTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

14 MEETING IS CLOSED TO THE PUBLIC

Nil

15 CLOSURE / DATE AND TIME OF NEXT MEETING

There being no further business the President declared the meeting closed.

Ordinary Meeting 20 August 2025 at 4:00pm

ROEROC

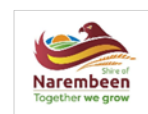
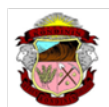
Roe Regional Organisation of Councils
Corrigin | Kondinin | Kulin | Narembeen

MINUTES

RoeROC Ordinary Meeting

Thursday 5th June 2025

Shire of Narembeen Council Chambers



1. Opening And Announcements

Acting Chairperson, Cr Holly Cusack declared the meeting open and welcomed attendees at 1.00pm

2. Attendance

Cr D Hickey	President, Shire of Corrigin
Cr S Jacobs	Deputy President, Shire of Corrigin
N Manton	CEO, Shire of Corrigin
Cr H Cusack	Deputy President, Shire of Narembeen (Acting Chairperson)
R McCall	CEO, Shire of Narembeen
Cr B Smoker	Deputy President, Shire of Kulin
A Leeson	CEO, Shire of Kulin
Cr P Green	Councillor, Shire of Kondinin
D Burton	CEO, Shire of Kondinin
B Gerrard	Principal Roe EHO
L Pitman	Environmental Health Officer
D Mollenoyux	Executive Officer, RoeROC
Cr R Bowey	Guest, Councillor Shire of Kulin Guest

3. Apologies

Cr S Stirrat	President, Shire of Narembeen (Chairperson)
Cr K Mouritz	President, Shire of Kondinin
Cr B Gangell	Deputy President, Shire of Kondinin
Cr G Robins	President, Shire of Kulin

4. Guests

Shire of Wickepin – President Julie Russell will be attending the meeting to present the Shire of Wickepin's case for consideration as a new member of RoeROC. *Deputy President Cr Wes Astbury and Cr Ty Miller will also be in attendance.*

5. Declarations of Interest

David Burton declared an interest in Item 10.7 - Consideration of Membership Request – Shire of Wickepin – as he is the incoming CEO at the Shire of Wickepin.

6. Minutes Of Meetings

Minutes of the RoeROC Meeting held on the 7th March 2025, included at Attachment 6.1.

Minutes of the RoeROC Executive Meeting held on the 1st May 2025, included at Attachment 6.2.

Minutes of the RoeROC Executive Special Meeting held on the 19th May 2025, included at Attachment 6.3.

Minutes of the RoeROC Shared Services Working Group Meeting held on the 5th May 2025, included at Attachment 6.4.

Minutes of the Bendering Landfill Site Working Group Meeting held on the 14th April 2025, included at Attachment 6.5.

Resolution

Moved: Cr Hickey

Seconded: Cr Smoker

The following minutes endorsed en bloc;

Minutes of the Ordinary Meeting held on the 7th March 2025 are received as a true and correct record of proceedings.

The following minutes were received;

- **Executive Meeting held on the 1st May 2025**
- **RoeROC Executive Special Meeting held on the 19th May 2025**
- **RoeROC Shared Services Working Group Meeting held on the 5th May 2025**
- **Bendering Landfill Site Working Group Meeting held on the 14th April 2025**

Carried

7. Presentations

7.1 Shire of Wickepin – Membership Consideration

President Julie Russell attended the meeting to present the Shire of Wickepin's case for consideration as a new member of RoeROC. Deputy President Cr Wes Astbury and Cr Ty Miller also attended.

President Russell delivered a verbal presentation outlining the Shire of Wickepin's strategic objectives, alignment with RoeROC's regional collaboration goals, and the potential value and contributions the Shire could bring to the organisation. Her presentation also addressed the six key focus areas previously identified by RoeROC as essential to assessing prospective membership applications.

Following the presentation, RoeROC delegates engaged in a constructive discussion, posing questions and seeking further clarity on a number of matters. Representatives from the Shire of Wickepin responded to all queries, providing additional insight into the Shire's regional priorities, operational capacity, and commitment to shared outcomes.

The Committee acknowledged and appreciated the professionalism of the presentation and the willingness of the Shire of Wickepin to actively engage in the regional collaborative process.

8. Status Reports

8.1 RoeROC Status Report

The report is provided at item 14 of this document.

8.2 RoeROC Executive Officer Key Performance Indicators Status Report

A copy of the Executive Officer KPI Status Report is provided at item 15 of this document.

Noted

9. Matters for Information / Update – Bendering Landfill Site & RoeHealth

9.1. Bendering Waste Site

Bendering Landfill Compliance Audit Report June 2025 is included at **Attachment 9.1.**

9.2. Public Health Plans

At the request of Brendon Gerrard, the CEOs have been asked to discuss the review of the Public Health Plans.

In 2021, the Roe Health Shires, including Lake Grace, engaged a consultant to develop Public Health Plans, which are now published on each Shire's website. These plans are scheduled for review in 2026, with updated data expected to be informed by the 2026 Census.

It is noted that the timing of Strategic Community Plan reviews across the Shires does not currently align with the Public Health Plan review cycle, creating challenges within the Integrated Planning framework.

CEOs have agreed to revisit this matter in 2026, acknowledging current priorities, workloads, and the need to await updated Census data and public health regulations.

9.3. Bendering Landfill Site Working Group

The Working Group met on the 14th April 2025, and a copy of the minutes from the meeting are attached to this agenda. Below are some of the matters addressed;

- Bendering Landfill Management Plan (Talis) 2025
The Bendering Landfill Site Working Group requested a workshop with Talis to discuss the practical implementation of the adopted Management Plan, including site works and cell management. RoeROC CEOs have accepted a quote from Talis to conduct a workshop in June 2025 at the Shire of Kondinin, including an on-site session with the Working Group, Avon Waste, and the Roe EHO. The RoeROC Executive Officer will coordinate arrangements and invite relevant parties.
- Bendering Landfill Disposal Charges
The complexity of charging for waste disposal—particularly for mixed loads—was discussed, highlighting the need for a clearer, simplified approach to setting fees based on material type and volume (tonnes vs cubic metres). RoeROC will review and establish standardised formulas and charges. The Lead CEO for Bendering Landfill will coordinate a meeting with a finance representative, RoeHealth EHO, and the Site Chairperson to develop proposed fees and charges ahead of the RoeROC Committee meeting on 5th June 2025.

The Corrigin CEO has advised that the EHO's, finance staff and Avon Waste representative reviewed the fees and charges last week. These will be circulated for review by Work Managers and CEO's for feedback.

10. Matters For Decision

10.1. Financial Report

APPLICANT	Shire of Corrigin
REPORTING OFFICER:	Natalie Manton
DATE:	30 th May 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE	
ATTACHMENT NUMBER:	10.1 RoeHealth Statements Bending Waste Statements

COMMENT

Financial report for RoeHealth Scheme and Bending Waste Site is provided in Attachment 10.1.

The financials were not provided at the time of the agenda going out and will be provided as a separate email.

RECOMMENDATION

That the financial reports for the RoeHealth Scheme and Bending Waste Site prepared by the Shire of Corrigin for the period ended 31 April 2025 be received.

Recommendation and Resolution

Moved: Cr Hickey

Seconded: Cr Smoker

That the financial reports for the RoeHealth Scheme and Bending Waste Site prepared by the Shire of Corrigin for the period ended 31 April 2025 be received.

Carried

10.2. RoeROC Temporary Moveable Accommodation Policy

APPLICANT	RoeROC CEOs
REPORTING OFFICER:	Darren Mollenoyux
DATE:	26 th May 2025
DISCLOSURE OF INTEREST:	
FILE REFERENCE	
ATTACHMENT NUMBER:	10.2a – RoeROC Temporary Accommodation Policy 10.2b – RoeROC Temporary Accommodation Guidelines
CONSULTATION:	RoeROC CEOs Brendon Gerrard, Lauren Pitman, Tory Young

SUMMARY

That RoeROC endorse the Draft Temporary Moveable Accommodation Policy and Guidelines to provide a consistent management of temporary moveable accommodation within the RoeROC Shires.

BACKGROUND

At the RoeROC CEOs meeting on 5 December 2024, it was agreed that Brendon with input from Lauren and Tory, would develop a draft framework and policy for managing caravan parks and camping in the RoeROC area.

The documents need to incorporate elements such as application forms with compliance checklists, provisions for living in caravans during construction, a multi-faceted approach for various caravan types, paddock camping, standardised fees, and inspection parameters.

While the draft was originally due by 24 January 2025 for discussion at the February Executive meeting and final consideration in March, progress was delayed due to the policy's complexity and staff leave.

The documents were presented for consideration at the RoeROC Executive Meeting on the 1st May 2025, with the Executive making the following decision;

1. *That RoeROC Executive Committee request that the RoeHealth EHO, Brendon Gerrard incorporates identified changes in the RoeROC Temporary Accommodation Policy (to be provided by the Corrigin CEO), to be finalised and provided to the RoeROC Executive Officer by the 30th May 2025.*
2. *That RoeROC Executive recommend that RoeROC adopt a standardised Temporary Moveable Accommodation application fee of \$300.*
3. *That the finalised RoeROC Temporary Accommodation Policy and supporting documents be presented for approval at the RoeROC Committee Meeting on the 5th June 2025.*
4. *Individual Shires to undertake implementation for the new policy, including adoption at Council Meetings, training for staff on new processes and communication to the public.*

COMMENT

The RoeROC Executive held a special meeting on the 19th May 2025 to consider the final amendments and made the following recommendations;

1. *That the RoeROC Executive endorse the Draft RoeROC Temporary Moveable Accommodation Policy, Guidelines and Application template.*
2. *The final documents to be presented for approval at the 5th June 2025 RoeROC Committee Meeting.*
3. *Implementation - Individual Shires to undertake implementation for the new policy, including adoption at Council Meetings, training for staff on new processes and communication to the public.*

Copies of the updated Draft RoeROC Temporary Moveable Accommodation Policy and guidelines are provided as an attachment. The Draft Template will be provided to individual Councils for formatting and customisation.

These documents outline the application process, guidelines, and policy framework for managing temporary accommodation within RoeROC Shires. Key points include:

- Application requirements and compliance checklists
- Detailed guidelines for temporary accommodation, including kitchen, toilet, shower, and laundry facilities
- Waste and wastewater management
- Emergency management and safety requirements
- Permit duration and conditions

STATUTORY ENVIRONMENT

- *Local Government Act 1995*
- *Caravan and Camping Ground Act 1995*
- *Caravan and Camping Ground Regulations 1997 (as amended 1 September 2024)*
- *Health (Miscellaneous Provisions) Act 1911*
- *Building Code of Australia / National Construction Code*
- *Shire of (each Shire) Local Planning Scheme*

POLICY IMPLICATIONS

The recommended policy and guidelines are to be set as individual Council policies

CONSULTATION

RoeROC Executive Meeting held on 11th February 2025

RoeROC Executive Meeting held on 1st May 2025

RoeROC Executive Special Meeting held on 19th May 2025

Brendon Gerrard, Lauren Pitman, Tory Young

FINANCIAL IMPLICATIONS

No financial implications at a RoeROC level, however RoeROC Executive recommend that RoeROC adopt a standardised Temporary Moveable Accommodation application fee of \$300.

COMMUNITY AND STRATEGIC OBJECTIVES

ROEROC Strategic Objectives 2024-2026

VOTING REQUIREMENT

Simple Majority

Recommendation and Resolution

Moved: Cr Smoker

Seconded: Cr Green

1. That RoeROC endorses the proposed RoeROC Temporary Moveable Accommodation Policy and Guidelines to set a standardised approach across member Councils.
2. Implementation - Individual Shires to undertake implementation for the new policy, including adoption at Council Meetings, customisation of template application form, training for staff on new processes and communication to the public.

Carried

10.3. Key Workforce Housing Project – Appointment of Consultant / Appointment of Lobby Group Members

FILE REFERENCE:**REPORTING OFFICER:**

Darren Mollenoyux / Rebecca McCall

DISCLOSURE OF INTEREST:

Nil

DATE:26th May 2025**ATTACHMENT NUMBER:**

10.3a – Quotes for Grant Consultant

10.3b – RFQ Document

10.3c – Key Worker Accommodation Project Action Plan

10.3d – Nominations for Key Worker Accom. Lobby Group

CONSULTATION:

Rebecca McCall – Housing Project Lead

RoeROC CEOs

SUMMARY

CEO's to consider the quotes received for the development of funding submissions and providing guidance for the RoeROC Key Worker Housing Project and to formalize a RoeROC Lobby Group for this project.

BACKGROUND

The RFQ for development of funding submissions and providing guidance to ensure all components of the business case are comprehensively addressed have been sought with the closing date on the 15th May 2025. RFQ had been sought from;

- Whitney Consulting (Tara Whitney)
- BlueSalt Consulting (Anna Dixon)
- Grants Empire (Tammy King)
- Rural and Regional Economic Solutions (Juliet Grist)

Overview of the quotes received listed below:

Business	RFQ Received	COMPONENT								
		A	B	C	D					
		Cost ex GST	Cost ex GST	Cost ex GST	Hourly Rate for Work - Cost ex GST	Grant Content Development	Comprehensive CBA	Rapid CBA	Project Plan Documenting	Business Case
Whitney Consulting (Tara Whitney)	Yes	Included in the Funding Strategy development cost at item c	\$ 2,500	\$ 3,980	\$200	\$4,980 to \$7,980			\$3,980	\$19,999
BlueSalt Consulting (Anna Dixon)	Yes	\$ 3,460	\$ 4,060	1 x Grant Advisory Report/ local government client annual – no charge	Director & Project Oversight \$280, Project Lead \$260, Consultant \$200	\$6,000 to \$15,000	\$10,000 to \$18,000	\$6,000 to \$8,000	\$2,500 to \$4,500	\$15,000 to \$25,000
Grants Empire (Tammy King)	Did not receive									
RRES (Juliet Grist)	Declined to busy									

The Weighted Price method will be used to evaluate quotes as follows:

Criteria	Weighting
Price	40%
Relevant skills and experience in previous similar work a) Provide details of similar work undertaken. b) Provide scope of the Contractor's involvement including details of outcomes. c) Provide details of issues that arose during the project and how these were managed. d) Demonstrate competency and proven track record of achieving outcomes.	35%
Company resources and availability a) Provide details of all project team members and their role in the project (and subcontractors, if applicable) inclusive of any relevant qualifications, registrations currently held. b) Any contingency measures or backup of resources including personnel (where applicable). c) Other current commitments.	25%

The CEOs assessed the quotes received at a Special RoeROC Executive Meeting on the 19th May 2025 and made the following resolution;

That the RoeROC Executive:

1. *Determined Whitney Consulting as the preferred consultant based on the evaluation of price, relevant experience, and resource availability, as the successful quotation for the development of funding submissions and guidance on the RoeROC Key Worker Housing Project.*
2. *Recommend Whitney Consulting as the preferred consultant for endorsement at the RoeROC Committee on the 5th June 2025, subject to each member Council making the necessary budget allocation in the 2025/2026 financial year for the project.*

With the additional discussion points made;

- *That member Council's make budget provision of \$9,000 in their budgets for consultancy fees for the RoeROC Key Worker Housing Project.*
- *Rebecca McCall, as the lead Shire to issue purchase order to Whitney Consulting for the consultancy work for Key Worker Housing Project.*
- *That the RoeROC Executive Officer and Lead CEO (Narembene to be primary liaison with Whitney Consulting).*

In addition to the consultancy work, the Lead Shire CEO, Rebecca McCall has prepared a Draft Action Plan for Progressing Key Worker Housing Proposal, which was reviewed by CEOs. This included the advocacy and lobbying component of the project and creation of a specific Lobby Group.

The following resolution was made at the RoeROC Executive Meeting on the 1st May 2025.

The CEOs recommend the RoeROC Key Worker Housing Project Lobby Group comprise:

- *1 x CEO Representative – Alan Leeson*
- *2 x Council Representatives – nominations to be made and provided to the RoeROC Executive Officer by the 25th May 2025.*
- *RoeROC EO Darren Mollenoyux (with support from Caroline Robinson)*

COMMENT

1. RoeROC delegates are to consider the recommendation to award the quote for consultancy services to Whitney Consulting, as outlined in the attached.
2. The updated version of the RoeROC Key Worker Accommodation Action Plan is attached and for consideration by RoeROC Committee.
3. Nomination forms were distributed to RoeROC member Councils seeking nominations for Councillor representatives for the RoeROC Key Worker Accommodation Lobby Group. The following nominations have been received and are attached for consideration;
 - Cr Scott Stirrat, President Shire of Narembene
 - Cr Sharon Jacobs, Deputy Shire President Shire of Corrigin

STATUTORY ENVIRONMENT

Local Government Act 1995

State Records Act 2000

Local Government (Functions and General) Regulations 1996

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Shire of Narembene Purchasing Policy

CONSULTATION

RoeROC Lead CEO, Rebecca McCall

RoeROC Executive Meetings on the 1st and 19th May 2025

FINANCIAL IMPLICATIONS

RoeROC Member Councils will need to make budget provision of \$9,000 in the 2025/2026 financial year for the engagement of a consultant to assist with the grant development and application for key workforce accommodation.

COMMUNITY AND STRATEGIC OBJECTIVES

ROEROC Strategic Objectives 2024-2026

RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That the RoeROC:

1. Accept Whitney Consulting as the preferred consultant based on the evaluation of price, relevant experience, and resource availability, as the successful quotation for the development of funding submissions and guidance on the RoeROC Key Worker Housing Project.
2. That each RoeROC member Council make budget provision of \$9,000 in their 2025/2026 budget for grant consultancy for the Key Worker Accommodation project.
3. That RoeROC endorse the RoeROC Key Worker Accommodation Project Action Plan, as presented.
4. That each RoeROC endorse the following representatives to the RoeROC Key Worker Accommodation Lobby Group;
 - CEO Representative – Alan Leeson
 - RoeROC Executive Officer – Darren Mollenoyux
 - Councillor Delegate –
 - Councillor Delegate –

Recommendation changed to include appointment of Councillor delegates and inclusion of a Proxy from Shire of Kondinin to the lobby group.

Resolution

Moved: Cr Smoker

Seconded: Cr Hickey

That the RoeROC:

1. **Accept Whitney Consulting as the preferred consultant based on the evaluation of price, relevant experience, and resource availability, as the successful quotation for the development of funding submissions and guidance on the RoeROC Key Worker Housing Project.**
2. **That each RoeROC member Council make budget provision of \$9,000 in their 2025/2026 budget for grant consultancy for the Key Worker Accommodation project.**
3. **That RoeROC endorse the RoeROC Key Worker Accommodation Project Action Plan, as presented.**
4. **That each RoeROC endorse the following representatives to the RoeROC Key Worker Accommodation Lobby Group;**
 - CEO Representative – Alan Leeson**
 - RoeROC Executive Officer – Darren Mollenoyux**
 - Councillor Delegate – Cr Stirrat**
 - Councillor Delegate –Cr Jacobs**
5. **That RoeROC endorses a proxy delegate from the Shire of Kondinin and that they inform the RoeROC Executive officer following their June 2025 Council meeting.**

Carried

10.4. RoeROC Shared Services and Collaboration Plan

FILE REFERENCE:

REPORTING OFFICER:

Darren Mollenoyux

DISCLOSURE OF INTEREST:

Nil

DATE:

27th May 2025

ATTACHMENT NUMBER:

10.4 – Draft RoeROC Shared Services & Collaboration Plan

CONSULTATION:

RoeROC SSWG

RoeROC CEOs

SUMMARY

RoeROC delegates are asked to endorse the proposed RoeROC Shared Services and Collaboration Plan.

BACKGROUND

With the engagement of an Executive Officer for RoeROC the following Action was included as a key performance area.

KPI #5c - Develop a shared services plan outlining key areas for collaboration, resource sharing, and efficiency improvements.

The following information and attached Draft RoeROC Shared Services and Collaboration Plan has been developed by the Executive Officer in consultation with the RoeROC SSWG and CEOs.

The document has been renamed to the Shared Services and Collaboration Plan, as the plan does not exclusively include shared services and there are many areas of collaboration that have been captured.

The Shared Services and Collaboration Plan covers;

- Introduction
- Objectives
- Key Areas of Shared Services and Collaboration
- Implementation and Framework
- Key Benefits
- Challenges and Mitigation

COMMENT

The Shared Services and Collaboration Plan aims to enhance regional collaboration, resource sharing, and operational efficiencies. RoeROC's strategic alliance focuses on retaining infrastructure, community services, and population, securing funding for local road network development, promoting economic initiatives, and maintaining health services.

The plan outlines objectives such as fostering regional leadership, improving service delivery through shared resources, and supporting sustainable development. Key areas of collaboration include waste management, health, building and planning services, and regional housing, with initiatives to streamline processes, reduce duplication, and secure external funding for regional projects.

The document outlines current and pending projects and collaborations, with additional sections for future input, and is intended as a live document to be updated as needs evolve.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

This plan will assist in guiding future projects and policies that assist in implemented identified actions.

CONSULTATION

The RoeROC Shared Services Working Group have reviewed and provided input into the plan at the previous two meetings.

RoeROC Executive reviewed and provided further input into the draft RoeROC Shared Services and Collaboration Plan at the Executive Meeting on the 1st May 2025.

FINANCIAL IMPLICATIONS

Nil

COMMUNITY AND STRATEGIC OBJECTIVES

KPI #5c - Develop a shared services plan outlining key areas for collaboration, resource sharing, and efficiency improvements.

RoeROC MOU – Objectives

d) - To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

e) - Not to detract from the relationships an individual shire holds within its community, with the state and federal governments and other entities it interacts with in the course of usual business.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That RoeROC endorse the Draft Shared Services and Collaboration Plan - May 2025, as presented.

Recommendation and Resolution

Moved: Cr Hickey

Seconded: Cr Smoker

That RoeROC endorse the Draft Shared Services and Collaboration Plan - May 2025, as presented.

Carried

10.5. RoeROC Priority Actions 2025 - 2027

FILE REFERENCE:

REPORTING OFFICER:

Darren Mollenoyux, RoeROC Executive Officer

DISCLOSURE OF INTEREST:

Nil

DATE:

27th May 2025

ATTACHMENT NUMBER:

10.5 – RoeROC Strategic Priorities 2025 - 2027

CONSULTATION:

Rebecca McCall – RoeROC Lead CEO
RoeROC CEOs

SUMMARY

RoeROC delegates are to consider the proposed RoeROC Strategic Priorities for 2025 – 2027.

BACKGROUND

The following strategic actions were set for 2024 – 2026 to coordinate member Shires' resources, time, and energy to progress towards achieving the statement of strategic outcomes:

TYPE OF ACTIVITY	ACTION	TIMEFRAME
Advocate	Advocate for improvement in health, education and social service delivery.	Ongoing
Advocate	Advocate for the infrastructure required to attract and retain business and projects in the region.	Ongoing
Advocate	Advocate for the development of a shared policy framework for renewable energy and carbon offsets among Shires for the betterment of the region.	2025/26
Advocate, Facilitate and Partner	Research the requirements for workforce housing and develop an investment plan encompassing - identification of key housing priorities, estimation of housing delivery costs, formulation of funding and advocacy strategies.	2024/25
Deliver	Deliver a viable Bendering regional waste site, RoeHealth service and value-added waste initiatives to all member Shires.	Ongoing
Deliver	Develop an external funding proposal aimed at enhancing member Shire facilities to align with local emergency management arrangements and evacuation centre requirements.	2024/25
Facilitate	Establish a shared services working group.	2024/25
Facilitate	Facilitate the sharing of knowledge and understanding between Shires for regional benefit.	Ongoing
Facilitate and Partner	Develop 2-3 discussion papers/project scopes on strategic priorities for collaborative future funding opportunities and partnerships with State and Federal Government.	2024
Resource	Employ an executive officer to administer the organisation, develop and implement strategic projects as well as governing frameworks.	2024

The RoeROC CEOs reviewed these actions at the Executive Meeting on the 1st May 2025 and updated strategic actions to align with progress made and current projects.

COMMENT

Below are the proposed amended priorities, with a full version of the updated RoeROC Strategic Priorities 2025 – 2027 provided as an attachment to this report.

ACTIVITY	ACTION	TIMEFRAME
Advocate	Advocate for improvement in health, education and social service delivery.	Ongoing
Advocate	Advocate for the infrastructure required to attract and retain business and projects in the region.	Ongoing

Advocate	Advocate for the development of a shared policy framework for renewable energy and carbon offsets among Shires for the betterment of the region.	2025/26
Advocate, Facilitate and Partner	Progress the RoeROC Key Worker Housing Project through the engagement of a consultant to finalise the business case and identify and pursue appropriate grant funding opportunities. In collaboration with the RoeROC Key Worker Housing Lobby Group, implement targeted advocacy and lobbying activities aligned with the approved Action Plan.	2025/26 – 2026/27
Deliver	Maintain a viable and functional Bending regional waste site, RoeHealth service and value-added waste initiatives to all member Shires.	Ongoing
Deliver	Support the implementation of the Eastern Wheatbelt Power Resilience Project by progressing initiatives to enhance evacuation centre infrastructure across RoeROC Shires. Pending funding outcomes, coordinate the delivery of the project at identified RoeROC evacuation centres. Continue to identify funding opportunities for additional projects that align with local emergency arrangements and community resilience objectives.	2025/26 – 2026/27
Facilitate	Maintain functioning shared services working groups.	Ongoing
Facilitate	Continue to facilitate the sharing of knowledge and understanding between Shires for regional benefit.	Ongoing
Facilitate and Partner	Identify and develop strategic projects for collaborative future funding opportunities and partnerships with State and Federal Government, or other key stakeholders.	Ongoing
Resource	Retain a RoeROC Executive Officer to administer the organisation, develop and implement strategic projects as well as governing frameworks.	Ongoing

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

CONSULTATION

RoeROC Executive Meeting held on 1st May 2025

FINANCIAL IMPLICATIONS

Nil

COMMUNITY AND STRATEGIC OBJECTIVES

ROEROC Strategic Objectives 2025 – 2027 will guide RoeROC's priority actions over the next two years, with an annual review to be undertaken in May 2026.

The Strategic Priorities 2025 – 2027 will also assist in guiding the RoeROC Executive Officer KPIs.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That RoeROC delegates consider and endorse the proposed RoeROC Strategic Priorities for 2025 – 2027, as presented.

Resolution

Moved: Cr Hickey

Seconded: Cr Green

That RoeROC delegates endorse the RoeROC Strategic Priorities for 2025 – 2027, as presented.

Carried

10.6. RoeROC Executive Officer KPIs 2025/2026

REPORTING OFFICER: Rebecca McCall, RoeROC Lead CEO
DISCLOSURE OF INTEREST: RoeROC Executive Officer, Darren Mollenoyux
DATE: 27th May 2025
ATTACHMENT NUMBER: 10.6 – RoeROC Executive Officer KPIs 2025/2026
CONSULTATION: Rebecca McCall – RoeROC Lead CEO
 RoeROC CEOs

Darren Mollenoyux left at 2.34pm

SUMMARY

This item presents the setting of the RoeROC Executive Officer's Key Performance Indicators (KPIs) and seeks RoeROC Committee endorsement of the proposed 2025/2026 KPIs.

BACKGROUND

The KPIs for the Executive Officer are reviewed annually by the RoeROC Executive, with final endorsement by the RoeROC Committee. The 2024/2025 KPIs were endorsed in June 2024 and are now due for review. The draft 2025/2026 KPIs have been updated to reflect progress made over the past year and to incorporate new RoeROC Strategic Priorities, including:

- Governance reforms and inclusion of the new membership requests
- Advancement of the RoeROC Key Worker Housing Project
- Continued support for the Eastern Wheatbelt Power Resilience Project
- Finalisation and implementation of the Shared Services and Collaboration Plan

COMMENT

The RoeROC CEOs revised the RoeROC Executive Officer's KPIs to retain alignment with RoeROC's updated strategic objectives and provide a clear framework for tracking the Executive Officer's performance over the 2025/2026 financial year. Key updates include refined timelines, clear accountability measures, and new deliverables reflective of ongoing and emerging projects.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

RoeROC MOU, Terms of Reference, Executive Officer Agreement

CONSULTATION

RoeROC Executive Special Meeting held on 19th May 2025

FINANCIAL IMPLICATIONS

Nil

COMMUNITY AND STRATEGIC OBJECTIVES

The Strategic Priorities 2025 – 2027 were referenced in developing the new RoeROC Executive Officer KPIs.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That RoeROC delegates consider and endorse the RoeROC Executive Officer Key Performance Indicators 2025/26, as presented.

Resolution

Moved: Cr Smoker

Seconded: Cr Green

That RoeROC delegates adopt the RoeROC Executive Officer Key Performance Indicators 2025/26, as presented.

Carried

Darren Mollenoyux returned at 2.36pm

10.7. Consideration of Membership Request – Shire of Wickepin

FILE REFERENCE:

REPORTING OFFICER:

Darren Mollenoyux

DISCLOSURE OF INTEREST:

David Burton – Future CEO at Shire of Wickepin

DATE:

27th May 2025

ATTACHMENT NUMBER:

CONSULTATION:

Peter Clarke, Acting CEO, Shire of Wickepin
RoeROC CEO's

SUMMARY

To consider the formal request from the Shire of Wickepin to become a member of the Roe Regional Organisation of Councils (RoeROC) and determine the next steps.

BACKGROUND

The Shire of Wickepin has written to RoeROC seeking consideration to becoming a new member. The letter states;

“Council for some time has been aware of the benefits that membership of a Regional Organisation of Councils can bring to its operations and more particularly, joining like-minded local governments to achieve greater cooperation and the ability to source funding for significant projects.

As you would be aware, the Shire of Wickepin is not a member of a ROC and would very much like to join an existing ROC if it is possible. Council has identified RoeROC as potentially one of those ROCs. With RoeROC's membership currently sitting at four (4) LGs, Council considered that the potential to join RoeROC may be more amenable to the existing members, rather than the 4WDL ROC which already has six (6) existing member LGs.

Council is pursuing its membership request now to allow RoeROC adequate time to consider Wickepin's proposal before the 2025/2026 financial year. Should RoeROC's decision be in the affirmative, it would also allow Council to provide in its 2025/2026 budget necessary joining and annual membership fees.

The Shire President, Cr Julie Russell, would be more than happy to address personally, the Shire of Wickepin's request at a future RoeROC meeting if it is so wished.

Should you require any further information to support the above request, please do not hesitate in contacting me and I thank RoeROC in advance for giving due consideration to this matter.”

This request was received prior to the RoeROC Executive Meeting on 1st May 2025, where initial discussion took place as to addressing the request.

Clause 9 of the RoeROC Memorandum of Understanding 2024–2029, the admission of new members is permissible where:

- *A prospective new member submits a project plan responding to the guidelines in section 6.3 (Project Plan requirements),*
- *And contributes an agreed entry sum and annual financial contribution.*

The directions under the MOU are not clear about considering a new member and the requirement for the requesting member to submit a project does not align with the process. It is recommended that this be reviewed as part of the MOU and ToR review.

The RoeROC CEOs set the following considerations to be addressed by the Shire of Wickepin and agreed for the Shire President from Wickepin to attend the RoeROC Committee meeting on the 5th June 2025.

1. Strategic Alignment:

How do Wickepin's goals and priorities align with RoeROC's member Councils and regional vision?

2. Community and Regional Fit:

What are the key characteristics of the Wickepin community, and how would RoeROC membership benefit both Wickepin and existing members?

3. Value and Contribution:

What value does Wickepin believe it can bring to RoeROC, and what specific skills, resources, or opportunities can it contribute?

4. Project Participation:

Which existing or proposed RoeROC projects or services is Wickepin interested in joining or supporting?

5. Financial and Governance Commitment:

Is the Shire willing and able to meet the financial contributions and governance responsibilities outlined in the RoeROC MOU?

6. Long-Term Engagement:

How does the Shire plan to support ongoing participation in RoeROC, including contributing to shared leadership, collaboration, and regional advocacy over the long term?

COMMENT

Following the presentation from the Shire of Wickepin, RoeROC Delegates need to consider the presentation made by the Wickepin Shire President and how it has addressed the points requested by RoeROC.

In assessing the request, consideration should also be given to:

- The alignment of Wickepin's community and regional priorities with RoeROC's strategic outcomes and regional objectives as outlined in the RoeROC Strategic Priorities 2025–2027.
- The potential benefits of additional collaboration and economies of scale.
- Governance implications, including representation, voting arrangements, and potential adjustments to financial contributions.

To improve clarification on admitting new members to RoeROC, CEOs agreed "That the New Membership clause in the RoeROC MOU be reworded to better align with member requests and how they are considered."

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 3.65 (as it relates to the amendment of a regional establishment agreement)

POLICY IMPLICATIONS

RoeROC MOU 2024–2029, Section 9 – Admitting New Members

CONSULTATION

Peter Clarke, Acting CEO Shire of Wickepin
RoeROC Executive Meeting on the 1st and 19th May 2025

FINANCIAL IMPLICATIONS

If membership is approved, the Shire of Wickepin would be required to:

- Contribute an agreed entry sum;
- Provide an annual contribution equal to existing member contributions, unless otherwise determined by RoeROC;
- Participate in future shared projects and services on a cost-share basis as outlined in project plans.

COMMUNITY AND STRATEGIC OBJECTIVES

The addition of a new member may enhance RoeROC's regional influence and capability in delivering on shared priorities such as infrastructure, service delivery, and advocacy.

RoeROC MOU

2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

RoeROC Terms of Reference

- To form a strategic alliance for the retention of infrastructure, community services and population, increased funding for development and maintenance/improvement of local road network, economic development initiatives, promotion and marketing initiatives, retention of health services, salinity and environment and general local government industry issues

ROEROC Strategic Objectives 2024-2026

- Facilitate the sharing of knowledge and understanding between Shires for regional benefit.

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION

That RoeROC:

1. Notes the request from the Shire of Wickepin to join RoeROC as a member.
2. Considers the new membership request presentation from the President of Shire of Wickepin and determines the next steps and response to the Shire of Wickepin.

David Burton left the meeting at 1.25pm

Recommendation changed to clarify approach, next steps and to allow further research into financial commitment, MOU and operational impacts.

Resolution

Moved: Cr Smoker

Seconded: Cr Jacobs

That RoeROC

1. **Notes the request from the Shire of Wickepin to join RoeROC as a member.**
2. **That further research be undertaken by the RoeROC Executive Officer and CEOs to determine options and next steps regarding the Wickepin's proposal, with further consideration at the 4 September 2025 RoeROC Committee Meeting.**
3. **The Executive Officer write to the Shire of Wickepin to thank for presentation and inform that RoeROC will consider their request.**

3/1

David Burton returned at 1.45pm

10.8. RoeROC Governance Structure - MOU

APPLICANT	RoeROC CEOs
REPORTING OFFICER:	Darren Mollenoyux
DATE:	28 th May 2025
DISCLOSURE OF INTEREST:	
ATTACHMENT NUMBER:	10.8a – Draft RoeROC MOU
CONSULTATION	RoeROC CEOs RoeROC Committee

SUMMARY

The Draft amended RoeROC Memorandum of Understanding (2024–2029) has been prepared for Committee consideration, in line with previous resolutions to consolidate the existing MOU and Terms of Reference into a single governance document with a supporting operational appendix.

BACKGROUND

Following resolutions from the RoeROC Committee and Executive meetings in December 2024 and February, May 2025, the Executive Officer was tasked with preparing a revised governance framework to clarify structure, roles, and reporting responsibilities. Key decisions included:

- Merging the MOU and Terms of Reference into a single document.
- Clarifying the Executive Officer's role and reporting lines.
- Standardising governance terminology (RoeROC Committee, Executive, and Working Groups).
- Incorporating operational procedures in an appendix to allow flexibility.

The draft MOU presented reflects these objectives and incorporates feedback from prior meetings and regional VROC governance practices.

COMMENT

The development of the Draft RoeROC Memorandum of Understanding (MOU) is the result of a detailed governance review undertaken throughout late 2024 and early 2025, following direction from the RoeROC CEOs. The review identified inconsistencies, duplication, and areas of clarity between the current RoeROC MOU (2024–2029) and the Terms of Reference (2022), particularly regarding the roles and responsibilities of the Executive Officer, the reporting structure, and general operational procedures.

The draft MOU presented to the Committee consolidates both documents into a single, streamlined agreement, improving alignment, clarity, and ease of administration. The proposed structure adopts common practices observed in other regional organisations (VROCs) by embedding key governance elements within the MOU and using an operational appendix to house more flexible or procedural content (such as meeting protocols, working group alignment, and host Shire rotation).

Key changes and inclusions in the draft MOU include:

- A defined governance structure, clearly outlining the roles of the RoeROC Committee (delegate-level), RoeROC Executive (CEO-level), and associated working groups.
- Inclusion of the Executive Officer position within the organisational structure, with clear reporting lines and responsibilities.
- Updates to governance terminology to ensure consistency and avoid ambiguity (e.g., removing references to non-existent clauses).
- A new operational appendix that allows for the inclusion of evolving or routine procedures without requiring full re-execution of the MOU.
- Clarification of membership expectations, voting entitlements, and tenure of Chair and Deputy Chair positions.

The draft MOU has been developed with input from RoeROC CEOs and consideration against similar regional collaborative models. The intent is to present a modern, functional, and flexible

governance framework that supports effective collaboration between member Councils into the future.

STATUTORY ENVIRONMENT

Local Government Act 1995, Volunteer Regional Councils

POLICY IMPLICATIONS

Nil

CONSULTATION

RoeROC Committee Meeting March 2025

CEOs meetings on the 5th December 2024, 11th February and 1st May 2025

Caroline Robinson, Director 150Square

Other VROC EOs

FINANCIAL IMPLICATIONS

Nil

COMMUNITY AND STRATEGIC OBJECTIVES

RoeROC MOU

- 2.d To promote co-operation between member Councils and to realise opportunities for greater efficiency in service delivery where appropriate through the sharing of resources

RoeROC Terms of Reference

- To form a strategic alliance for the retention of infrastructure, community services and population, increased funding for development and maintenance/improvement of local road network, economic development initiatives, promotion and marketing initiatives, retention of health services, salinity and environment and general local government industry issues

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION

That the RoeROC Committee:

1. Consider the Draft RoeROC Memorandum of Understanding (2024–2029), as presented.
2. Provide any final feedback or amendments to be incorporated prior to formal adoption.
3. Note that the final version will be circulated for execution by member Councils following endorsement.

The recommendation was varied to enable further discussion by the CEOs and finalise MOU variations and operational guidelines.

Resolution

Moved: Cr Hickey

Seconded: Cr Smoker

1. That RoeROC Committee provided feedback on the reviewed RoeROC Memorandum of Understanding (2024–2029).
2. That the recommended changes will be assessed for variation at the RoeROC Executive Meeting on July 3, 2025, where the finalised MOU and Operational Guidelines will be completed. Both documents to be presented for endorsement at the RoeROC Committee Meeting on the 4th September 2025.

Carried

10.9. Evacuation Centre Enhancement Project

APPLICANT

REPORTING OFFICER:

Darren Mollenoyux

DATE:

29th May 2025

DISCLOSURE OF INTEREST:

ATTACHMENT NUMBER:

CONSULTATION

RoeROC CEOs

NEWROC Executive Officer

NEWROC CEOs

SUMMARY

To receive an update on the Evacuation Centre Enhancement Project and subsequent grant application under the Federal Government Disaster Resilience Fund.

BACKGROUND

KPI 4 for the RoeROC Executive Officer requires;

KPI #4a

Conduct a needs assessment to identify facility enhancements required for emergency management and evacuation centres.

The following resolution was made at the RoeROC Meeting on the 7th March 2025;

That RoeROC strongly support the development of a business case and submit a joint grant application for the installation of generators and power connection requirements at each of the 5 primary evacuation centres within RoeROC Shires, in line with Disaster Resilience Fund Category 7 projects.

On the 25th March the RoeROC Executive Officer sent the following email to CEOs' for consideration.

Good morning CEOs,

Following discussions with Caroline, she advised that NEWROC are also applying for funding for generators and power switchover set up at each of their evacuation centres. I spoke with Rebecca McCall and it is proposed that we make a joint application with NEWROC which will create a stronger group and project showing collaboration, it also removes us from competing against each other for the same funding (considering the limited number of projects that will be approved for WA. Can you please advise me by the close of business today if you object to this proposal for a joint application.

To assist in the preparation of the grant I need the following from each Shire by Tuesday 25th March 2025 (sooner if possible, even if you send through what you have prepared as you go);

- a) Quote for purchase and installation of generator for your evacuation centre site*
- b) Quote for installation of power switch or other electrical requirements for connection and switching on in an emergency*
- c) Letter of support from each Local Government confirming joint approach and financial commitment (including \$ amount) both monetary and any in kind, (Note required to contribute minimum of 10%) Approval of Delivery partner - TEMPLATE ATTACHED*
- d) An outline of the relevant experience and/or expertise of your key staff member - - INCLUDED IN ATTACHED LETTER TEMPLATE*
- e) Letters of support from key groups that would benefit from the project*
- f) Evidence that the Applicant either owns the land/infrastructure being built/upgraded upon or has the landowner's permission to use the land/infrastructure*
- g) I have the assessments from Department of Communities so I will add them.*

COMMENT

All four RoeROC CEO's confirmed by email that they agreed to make a joint RoeROC/NEWROC application to the Federal Government Disaster Resilience Fund.

The grant application was submitted prior to the close of the extended deadline of 16th April 2025.

Brief snapshot of application

Project Title

Eastern Wheatbelt Power Resilience Project

Short Project Description

The Eastern Wheatbelt Power Resilience Project will enhance resilience and preparedness of 8 rural local governments during bushfires, cyclones and thunderstorms by installing self-sustaining power infrastructure at 8 Evacuation Centres and 1 Medical Centre. It will deliver reliable power (and telecommunications) for emergency services, volunteers, governments, community groups, residents, and businesses when mains power is out as a result of a natural disaster or when an emergency evacuation is required.

Lead Council

Shire of Narembeen

The total project financial component is as follows;

Total Commonwealth funding sought
\$744,180.00

Total Co-contribution being offered
\$124,980.00

Total project value
\$869,160.00

ACTION

No further actions until the announcement of successful projects.

10.10. Proposal to Host a Major Eastern Wheatbelt Projects Update Event

REPORTING OFFICER:	Darren Mollenoyux
DATE:	29 th May 2025
DISCLOSURE OF INTEREST:	
ATTACHMENT NUMBER:	
CONSULTATION	RoeROC CEOs NEWROC and WEROC Executive Wheatbelt Development Commission

BACKGROUND

The Wheatbelt Development Commission recently presented at the Great Eastern Country Zone Conference. Key takeaways from the presentation were that economic development projects and priorities in the region should align with the Federal Government's Future Made in Australia Policy, and the State Government's policies; Diversify WA and Made in WA. There was also a keen focus on the Avon Arc.

The Wheatbelt Futures Forum, is focused on bringing Wheatbelt businesses, local government, and government representatives together to focus on business opportunities in the coming year and beyond. The event is industry focused, with brief presentations from delegates representing a range of Wheatbelt industries. The Forum is aimed at attendees walking away with an informed plan on how they can operate their business in the current economic climate and take advantage of the opportunities that may present themselves in the future.

The Dowerin Down Town event held in July each year focuses on promoting agriculture to government, private and community stakeholders as well as promoting the Dowerin Machinery Field Days.

What is missing from these events is an opportunity for the RoeROC local governments and our key partners to promote the opportunities (aligned to the economic profile) and pitch projects and investment projects to government and gain interest from the private sector that have a major interest in our communities.

COMMENT

The [Midwest & Gascoyne Major Projects Update](#) event, held on April 8-9, 2025, at Novotel Perth Langley, focused on investment, project development, and collaboration across the region. Key topics included economic growth, diversification, renewable energy, and infrastructure development. The attendees of the event are predominantly Federal and State Government representatives, members of Parliament and major industry.

Following initial discussions with the two Executive Officers of the NEWROC and WEROC, we would like to propose that all three ROCs consider collaborating and organising a similar event to:

1. **Showcase Regional Projects:** Highlight ongoing and upcoming projects within the Eastern Wheatbelt (across all three ROCs and a pipeline of projects that the WDC has)
2. **Attract Investment:** Provide a platform for attracting investment and partnership opportunities. For example RoeROC this could encompass the housing study outcomes and business cases etc (which NEWROC and WEROC are currently undertaking).
3. **Promote Collaboration:** Foster collaboration between local government, industry, and community stakeholders through networking time.
4. **Discuss Key Topics:** Address critical issues such as renewable energy, infrastructure development, economic diversification, waste management, provision of health and attracting skilled workers in areas of need.

Key Benefits:

- **Networking Opportunities:** Facilitate connections between regional leaders of the ROCs, investors, and industry experts.
- **Economic Growth:** Stimulate economic growth by promoting what we have, and not what we don't have.
- **Knowledge Sharing:** Share insights and best practices on regional development and evidence of our collaboration already.

The costs of the event would be jointly shared by the three ROCs.

NEWROC and WEROC have discussed and supported the concept.

At the RoeROC Executive Meeting on the 1st May 2025, the following resolution was made and recommended to RoeROC Committee.

That the RoeROC;

- 1. Agree to investigate the feasibility of hosting a major projects update event and approaching the Wheatbelt Development Commission and RDA Wheatbelt for support.*
- 2. Identify a theme for the event.*
- 3. Identify potential dates, venues, and key stakeholders for the second half of 2025, potentially tied in prior to or following another conference.*
- 4. The NEWROC EO, ROEROC EO and WEROC EO to develop a detailed proposal and budget for the event.*

Further discussions have been held over the past month between the three ROC Executive Officers with the following proposed;

- That attendees would generally consist of member Council Presidents and CEOs, with option for additional ROC delegate.
- Potentially using WALGA facilities or similar venue to keep costs down
- Approaching the Minister for the Wheatbelt to 'host' the event
- Including time together to discuss how the three ROCs can collaborate (before or after official proceedings of the day)
- Topics put forward by EO's of WEROC, ROEROC and NEWROC for potential inclusion:
 - Housing Strategy (individually and across all three ROCs) and headworks funding
 - Tourism - NEWTRAVEL, RoeTourism and WEROC
 - Renewable energy, land use and community benefits
 - Local Government sustainability (linked to a WALGA advocacy piece)
 - Freight task
 - NEWROC Brand and NEWROC Economic Development Strategy

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

CONSULTATION

RoeROC Executive Meeting 1st May 2025

Several discussion sessions with WEROC and NEWROC Executive Officer, these two ROCs have agreed to the proposal

FINANCIAL IMPLICATIONS

The aim would be to keep costs to a minimum and share the expenses between the three ROCs, including venue hire. NEWROC has committed to \$2,000 towards the proposal.

Member Councils would also need to consider any travel and accommodation costs for attendees.

STRATEGIC OBJECTIVES

ROEROC Strategic Objectives 2025-2027

- Advocate for improvement in health, education and social service delivery.
- Advocate for the infrastructure required to attract and retain business and projects in the region.
- Advocate for the development of a shared policy framework for renewable energy and carbon offsets among Shires for the betterment of the region.
- Progress the RoeROC Key Worker Housing Project through the engagement of a consultant

to finalise the business case and identify and pursue appropriate grant funding opportunities. In collaboration with the RoeROC Key Worker Housing Lobby Group, implement targeted advocacy and lobbying activities aligned with the approved Action Plan.

- Identify and develop strategic projects for collaborative future funding opportunities and partnerships with State and Federal Government, or other key stakeholders

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That the RoeROC;

1. Agree to investigate the feasibility of hosting a Joint RoeROC, NEWROC and WEROC major projects update event and approaching the Wheatbelt Development Commission and RDA Wheatbelt for support.
2. Provide any key strategic topics or key stakeholders for inclusion in the program.
3. Make preliminary provision of \$2,000 in the 2025/26 financial year towards the event.

Recommendation and Resolution

Moved: Cr Green

Seconded: Cr Smoker

That the RoeROC;

- 1. Agree to investigate the feasibility of hosting a Joint RoeROC, NEWROC and WEROC major projects update event and approaching the Wheatbelt Development Commission and RDA Wheatbelt for support.**
- 2. Provide any key strategic topics or key stakeholders for inclusion in the program.**
- 3. Make preliminary provision of \$2,000 in the 2025/26 financial year towards the event.**

Carried

11. Matters for Information / Update – General

11.1. ERP Project Update

The RoeROC Shared Services Working Group will participate in ERP system demonstrations on 5 June 2025, which will include in-person presentations and hands-on sessions.

The Executive Officer has engaged with WALGA regarding their proposed support framework for Local Governments undertaking ERP procurement. WALGA has commissioned an IT consultancy to develop key resources — Scope of Services, Assessment Tool, and Evaluation Matrix—to complement their Preferred Supplier Panel. These resources are expected to be released between late June and early July 2025.

It has been agreed that we await the WALGA resources prior to the next steps.

11.2. Renewable Energy Policy Framework and Community Benefit Funds

Research work on the RoeROC Renewable Energy Policy Framework is progressing in alignment with Executive Officer KPI #2. WALGA is currently developing a Renewable Energy Community Benefits and Engagement Guide to support Local Governments in engaging with developers and managing community benefits.

The guide, expected to be released in June 2025 and will include practical templates and strategies to assist with policy development, community consultation, and benefit negotiation.

RoeROC CEOs have agreed to defer further action on the joint policy framework until the WALGA guide and templates are available.

11.3. Audit, Risk and Improvement Committee and Independent Chair

The RoeROC CEO's have further discussed the potential for a joint Independent Chair between the four Shires and agreed that prior to progressing with a collective decision and resolved that *“RoeROC prepares an advert for Shires to advertise in July 2025 for a shared Independent Chair of the Audit, Risk and Improvement Committee, to chair individual Committees.”*

12. Next Meeting

CEO meeting Schedule 2025

Thursday 3rd July 2025 at 1.00pm

Shire of Narembreen

Thursday 6th November 2025 at 1.00pm

Shire of Narembreen

RoeROC Meeting Schedule 2025

Thursday 4th September 2025 at 1.00pm

Shire of Narembreen

Thursday 4th December 2025 at 1.00pm

Shire of Narembreen

The next RoeROC meeting will be held on the 4th September 2025 at the Shire of Narembreen, commencing at 1.00pm

13. Closure

The Chair, Cr Holly Cusack thanked delegates for their attendance and declared the meeting closed at 2.58pm.

14. STATUS REPORT

The following provides a status report as of 27th May 2025

MINUTES REFERENCE/DATE	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
27 March 2018	Member shires agreed to allocate \$5,000 to a reserve fund to be included in each shire's annual budget		Proceeds from Bendering Tip fees after expenses distributed to shires and can be used for reserves. Bendering Waste Site Management Plan identified a need for each shire to have a reserve of approximately \$83,000 by 2026 to cap stage 1	
15 June 2023	Roe EHO to identify the highest priority tasks within each shire's Public Health Plan. This initial assessment will help establish specific areas of focus that can be addressed through collaborative efforts. Roe EHO will discuss who will form a working group that will collectively plan and execute strategies to address the identified priority tasks.	B Gerard		
5 December 2024	Key Worker Housing Project CEO's reviewed feedback at December 2024 meeting and resolved; 1. The Executive Officer and the CEO of Narembeen will compile the feedback provided by the CEO group and submit it to the Wheatbelt Development Commission by 17th December 2024. 2. The RoeROC Special Meeting scheduled for 9th December 2024 is hereby cancelled. 3. The RoeROC Executive Officer will prepare an Expression of Interest for the development of funding submissions and provide guidance to ensure all components of the business case are comprehensively addressed.	RoeROC CEOs	The RoeROC EO and Narembeen CEO compiled feedback and presented to Econosis.	March 2025
11 February 2025	1. That the final reports be presented to individual Councils for endorsement. 2. That the RoeROC CEOs endorse the Draft Request for Quotation for Consultancy Services for		Documents finalised for consideration at individual Council meetings.	

	development of funding submissions and provide guidance to ensure all components of the business case are comprehensively addressed.		Draft expression of interest document prepared and endorsed by RoeROC CEOs. Full update provided in the March 2025 Agenda.	
7 March 2025	Bendering Landfill Management Plan 2025 That RoeROC recommend to Councils that: 1. the Bendering Landfill Management Plan 2025, prepared by Talis Consultants, for the Roe Regional Organisation of Councils (RoeROC) be endorsed. 2. the Shire of Corrigin, as the lead agency for the Bendering Landfill Facility, obtain independent accounting advice and interpretation of accounting standards to support the disclosure notes in annual reports for RoeROC shires.	N Manton Bendering Working Group	The Bendering Landfill Management Plan 2025 has been finalized. Bendering Landfill Working Group will be having an onsite meeting in June 2025 with Talis to workshop the siteworks delivery approach.	Completed
7 March 2025	RoeROC Governance Structure 1. That RoeROC delegates agree to merging the RoeROC Terms of Reference into the RoeROC Memorandum of Understanding to create a stand-alone document, to include an appendix for operational / procedural matters. 2. That RoeROC resolve to vary the RoeROC Executive Officer's KPI 1a to confirm retaining the current governance model (VROC). 3. That RoeROC endorses the presented RoeROC Organizational Chart, incorporating the hierarchical terminology of "RoeROC Committee" and "RoeROC Executive."	RoeROC EO	The Executive Officer presented the proposed changes, inclusions, exclusions at the Executive Meeting on the 1 st May 2025 with endorsement provided by CEOs. Draft MOU with appendix has been developed and included in this agenda for consideration.	June 2025
7 March 2025	Evacuation Centre Enhancement Project That RoeROC strongly support the development of a business case and submit a joint grant application for the installation of generators and power connection requirements at each of the 5 primary evacuation centres within RoeROC Shires, in line with Disaster Resilience Fund Category 7 projects.	RoeROC EO	Project scope changed due to request for joint project approach from NEWROC, providing a stronger application. Details provided in June 2025 agenda.	Grant submitted 16 April 2025, awaiting outcome.

15. EXECUTIVE OFFICER KPI - STATUS REPORT

The following provides a status report as of 27th May 2025

ACTION	TIMELINE	STATUS
Employ an executive officer to administer the organisation, develop and implement strategic projects as well as governing frameworks.	2024	Completed
KPI #1a	Timeline	
Effectively manage the process of determining and establishing a governing framework, ensuring a smooth transition and successful implementation. Determine Best governance structure going forward.	June 2025	The Executive Officer presented report and initial directions addressed at the CEO's meeting on the 11th February 2025. Following Resolution was made at the May 2025 Executive Meeting That the RoeROC Executive: - Endorse the development of a draft revised MOU incorporating: - Governance structure and naming - Enhancement of New Member requests - Executive Officer role and responsibilities - An operational appendix for procedures and traditions - The RoeROC Executive Officer prepare a Draft RoeROC MOU in line with resolution 1 and Schedule a Microsoft Teams Executive meeting, to finalise content prior to presentation at the RoeROC Committee meeting scheduled for the 5 June 25.
KPI #1b	Timeline	
Define the Council and CEO meeting schedules for 24/25.	July 2024	Completed

ACTION	TIMELINE	STATUS
Advocate for the development of a shared policy framework for renewable energy and carbon offsets among Shires for the betterment of the region.	2025/26	EO has had initial discussion and researching with other ROC's as to their approach.
KPI #2	Draft	
Develop a shared policy framework for renewable energy and carbon offsets among the Shires for the betterment of the region. Potential planning policy to be drafted.	April 2025	WALGA have appointed a consultant to develop the guide, which is due for completion in June 2025. At the May 2025 Executive Meeting, CEOs agreed to wait to progress the joint RoeROC Renewables policies until WALGA release the Renewable Energy Community Benefits and Engagement Guide for Local Governments and Templates.

ACTION	TIMELINE	STATUS
Research the requirements for workforce housing and develop and investment plan encompassing: identification of key housing priorities, estimation of housing delivery costs, formulation of funding and advocacy strategies.	2024/25	WDC presented draft reports at the November 2024 RoeROC Meeting. CEOs have been liaising with WDC and Econosis and finalizing Town Action Plans. CEOs to discuss further actions. Completed
KPI #3	Lodgement	
Identify funding sources and prepare applications with supporting documentation to secure external funding for the implementation of the strategies outlined in the investment plan.	Prior to closing date of funding program.	The report needs to be completed prior to considering funding. Potential funding may be available through the State Government's recently announced \$50 million housing initiative for Local Governments. The agreed Expression of Interest for grant writers, has been distributed and an update on the submissions received will be provided for consideration by RoeROC at the June 2025 Meeting.

ACTION	TIMELINE	STATUS
Develop an external funding proposal aimed at enhancing member Shire facilities to align with local emergency management arrangements and evacuation center requirements.	2024/25	Executive Officer liaised with Jo Spadaccini, Regional Officer for Wheatbelt Emergency Relief and Support at the Department of Communities. The Executive Officer presented the findings and recommendations at the December 2024 RoeROC Meeting. Completed
KPI #4a	Timeline	
Conduct a needs assessment to identify facility enhancements required for emergency management and evacuation centres.	November 2024	The Department of Communities team have undertaken their review of each of the RoeROC Evacuation Centers. All assessments have now been provided by the Department of Communities and summary prepared and presented to February 2025 CEO's meeting. Completed
KPI #4b	Lodgement	
Prepare funding proposal(s), including project scope, budget, timelines, and expected outcomes.	Prior to closing date of funding program.	Funding stream identified through Federal Grant "Disaster Resilience Fund" progressing through eligibility. Applications extended to close on 16 th April 2025. Grant was submitted on 15th April 2025.

ACTION	TIMELINE	STATUS
Establish a shared services working group.	2024/25	Completed – established in August 2024.
KPI #5a	Timeline	
Establish a shared services working group to promote collaboration and efficiency among the Shires.	September 2024	Completed - Shared Services Working Group SSWG established in August 2024.
KPI #5b	Timeline	
Define the working group's objectives, scope, and meeting schedule.	October 2024	Completed - Terms of Reference endorsed at the September 2024 RoeROC Meeting.
KPI #5c	Timeline	
Develop a shared services plan outlining key areas for collaboration, resource sharing, and efficiency improvements.	December 2024	Draft presented at the Shared Services Working Group meeting on the 25 February 2025. The Draft document has been considered and amended by RoeROC Executive and SSWG and will be presented for consideration at the June 2025 RoeROC Committee Meeting.

ACTION	TIMELINE	STATUS
Facilitate the sharing of knowledge and understanding between Shires for regional benefit.	Ongoing	Ongoing
KPI #6a	Present Findings	
Develop and distribute a skills audit survey to all Shires, collecting and analyzing survey data to identify key skills, gaps, and areas of expertise within each Shire.	October 2024	Completed - The combined skills audit matrix has been completed and endorsed by SSWG.
KPI #6b	Timeline	
Establish a digital platform for Shires to share best practices, knowledge, and resources.	December 2024	SSWG Agreed to a suitable platform at their meeting on the 25 February 2025.
KPI #6c	Timeline	
Populate the platform with expert contacts and initial resources.	December 2024	The RoeROC Executive Officer currently implementing.

Shire of Kulin

EFT & Chq Listing for period ended 30 June 2025

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
TRUST			
EFT23430	24/06/2025	HAZEL BULL	\$500.00
EFT23432	24/06/2025	SUE MAREE PRITCHARD	\$700.00
MUNICIPAL			
EFT23364	09/06/2025	AIR LIQUIDE WA	\$21.70
EFT23365	09/06/2025	AFGRI EQUIPMENT AUSTRALIA	\$410.32
EFT23366	09/06/2025	BOC LIMITED - A MEMBER OF THE LINDE GROUP	\$7.13
EFT23367	09/06/2025	COUNTRY WIDE FRIDGE LINES PTY LTD	\$437.91
EFT23368	09/06/2025	TEAM GLOBAL EXPRESS	\$560.12
EFT23369	09/06/2025	WINC AUSTRALIA LTD	\$314.09
EFT23370	09/06/2025	DAIMLER TRUCKS PERTH	\$1,613.42
EFT23371	09/06/2025	DR VIVIENNE CHUKWUNEKE	\$480.00
EFT23372	09/06/2025	FEGAN BUILDING SURVEYING	\$220.00
EFT23373	09/06/2025	FUEL DISTRIBUTORS OF WA PTY LTD	\$60,616.09
EFT23374	09/06/2025	HERSEY'S SAFETY PTY LTD	\$5,417.50
EFT23375	09/06/2025	ITR WESTERN AUSTRALIA	\$1,010.46
EFT23376	09/06/2025	KEVREK	\$76.12
EFT23377	09/06/2025	KULIN MUSEUM SOCIETY INC	\$1,950.00
EFT23378	09/06/2025	LINEMARKING WA PTY LTD	\$31,166.74
EFT23379	09/06/2025	MCINTOSH & SON	\$623.36
EFT23380	09/06/2025	NARROGIN CARPETS & CURTAINS	\$19,470.00
EFT23381	09/06/2025	NARROGIN GLASS QUICKFIT WINDSCREENS	\$402.85
EFT23382	09/06/2025	NAPA KEWDALE	\$1,436.60
EFT23383	09/06/2025	EXURBAN RURAL & REGIONAL PLANNING	\$2,979.86
EFT23384	09/06/2025	TRUCK CENTRE (WA) PTY LTD	\$355.14
EFT23385	09/06/2025	TAMORA PLUMBING AND GAS	\$12,162.70
EFT23386	09/06/2025	TIN HORSE AUTOMOTIVE	\$2,115.83
EFT23387	09/06/2025	OFFICEWORKS BUSINESS DIRECT	\$542.61
EFT23388	09/06/2025	VIZONA PTY LTD	\$17,729.25
EFT23389	09/06/2025	WESTRAC PTY LTD	\$320.35
EFT23390	09/06/2025	WA DISTRIBUTORS PTY LTD	\$968.50
EFT23391	10/06/2025	MCKENZIE CONCRETE CO	\$16,128.86
EFT23392	12/06/2025	OCEAN BLU POOLS & SPA	\$7,670.00
EFT23393	19/06/2025	AVON WASTE	\$14,916.02
EFT23394	19/06/2025	SERVICES AUSTRALIA CHILD SUPPORT	\$302.61
EFT23395	19/06/2025	AUSTRALIA DAY COUNCIL OF WA	\$800.00
EFT23396	19/06/2025	ABLE WESTCHEM	\$2,750.00
EFT23397	19/06/2025	COUPLERS PTY LTD	\$143.51
EFT23398	19/06/2025	DAIMLER TRUCKS PERTH	\$315.67
EFT23399	19/06/2025	DUN DIRECT NORTHAM	\$46,454.52
EFT23400	19/06/2025	DR VIVIENNE CHUKWUNEKE	\$80.00
EFT23401	19/06/2025	ECO RENEWABLE ENERGY	\$11,715.00
EFT23402	19/06/2025	GANGELLS AGSOLUTIONS	\$15,856.70
EFT23403	19/06/2025	GREAT SOUTHERN FUEL SUPPLIES	\$349.34
EFT23404	19/06/2025	GT AUDITING SERVICES	\$748.00
EFT23405	19/06/2025	IT VISION	\$38,190.21
EFT23406	19/06/2025	KULIN HARDWARE & RURAL	\$5,290.88
EFT23407	19/06/2025	KULIN SOCIAL CLUB	\$225.00
EFT23408	19/06/2025	KULIN BUSH RACES INC.	\$15,979.00
EFT23409	19/06/2025	KULIN LIBRARY, POST OFFICE AND MAIL	\$1,370.90
EFT23410	19/06/2025	SHIRE OF KONDININ	\$209.34
EFT23411	19/06/2025	TRINITEQ INTERNATIONAL PTY LTD	\$363.00

EFT23412	19/06/2025	LITTLE EVIL ADVERTISING & DESIGN	\$1,522.40
EFT23413	19/06/2025	SD, MT & MS LUCCHESI	\$17,946.00
EFT23414	19/06/2025	MOORE AUSTRALIA (WA) PTY LTD	\$3,080.00
EFT23415	19/06/2025	KOMATSU AUSTRALIA PTY LTD	\$1,321.52
EFT23416	19/06/2025	NAPA KEWDALE	\$704.83
EFT23417	19/06/2025	THE ROYAL LIFE SAVING SOCIETY WA	\$175.00
EFT23418	19/06/2025	SHIRE OF NAREMBEEN	\$11,087.18
EFT23419	19/06/2025	SYRED MECHANICAL SERVICES	\$8,233.06
EFT23420	19/06/2025	TRUCK CENTRE (WA) PTY LTD	\$1,412.40
EFT23421	19/06/2025	TAMORA PLUMBING AND GAS	\$3,302.20
EFT23422	19/06/2025	LAKE VARLEY & DISTRICTS PROGRESS ASSOCIATION	\$709.76
EFT23423	19/06/2025	WESTRAC PTY LTD	\$1,305.79
EFT23424	19/06/2025	INDUSTRIAL AUTOMATION GROUP	\$798.60
EFT23425	19/06/2025	WESTARP PTY LTD	\$21,032.00
EFT23426	20/06/2025	CREDIT CARD - MASTER CARD	\$15,150.84
EFT23431	24/06/2025	SHIRE OF KULIN	\$40,800.00
EFT23433	27/06/2025	ARM SECURITY	\$128.70
EFT23434	27/06/2025	SERVICES AUSTRALIA CHILD SUPPORT	\$302.61
EFT23435	27/06/2025	AUSTRALIAN TAXATION OFFICE	\$21,874.00
EFT23436	27/06/2025	AREA SAFE PRODUCTS PTY LTD	\$16,643.00
EFT23437	27/06/2025	RA & RJ BOWEY	\$1,624.23
EFT23438	27/06/2025	COUNTRY WIDE FRIDGE LINES PTY LTD	\$850.50
EFT23439	27/06/2025	TEAM GLOBAL EXPRESS	\$321.50
EFT23440	27/06/2025	WINC AUSTRALIA LTD	\$280.63
EFT23441	27/06/2025	CORSIGN WA PTY LTD	\$891.00
EFT23442	27/06/2025	COUPLERS PTY LTD	\$177.76
EFT23443	27/06/2025	LANDGATE	\$31.60
EFT23444	27/06/2025	CLEANAWAY DANIELS SERVICES PTY LTD	\$397.97
EFT23445	27/06/2025	FARMBOT MONITORING SOLUTIONS	\$1,742.40
EFT23446	27/06/2025	GANGELLS AGSOLUTIONS	\$17,525.29
EFT23447	27/06/2025	G & M DETERGENTS	\$4,776.00
EFT23448	27/06/2025	TROY GANGELL	\$1,150.00
EFT23449	27/06/2025	KULIN SOCIAL CLUB	\$240.00
EFT23450	27/06/2025	KULIN BUSH RACES INC.	\$310.00
EFT23451	27/06/2025	SHIRE OF KONDININ	\$22,170.43
EFT23452	27/06/2025	MICHAEL LUCCHESI	\$781.68
EFT23453	27/06/2025	MAIN ROADS WESTERN AUSTRALIA	\$16,421.90
EFT23454	27/06/2025	MODERN TEACHING AIDS PTY LTD	\$121.99
EFT23455	27/06/2025	MCINTOSH & SON	\$136.81
EFT23456	27/06/2025	MOORE AUSTRALIA (WA) PTY LTD	\$825.00
EFT23457	27/06/2025	CLINTON MULLAN	\$1,478.52
EFT23459	27/06/2025	NARROGIN PACKAGING AND MOTORCYCLES & ACCESSORIES	\$315.00
EFT23460	27/06/2025	NEWGROUND WATER SERVICES PTY LTD	\$11,260.55
EFT23461	27/06/2025	JARRON NOBLE	\$1,236.94
EFT23462	27/06/2025	NAPA KEWDALE	\$3,565.47
EFT23463	27/06/2025	OCEAN BLU POOLS & SPA	\$12,570.00
EFT23464	27/06/2025	PINGARING PROGRESS ASSOCIATION	\$6,000.00
EFT23465	27/06/2025	PROGRAMMED ESSENTIAL SERVICES PTY LTD	\$27,588.00
EFT23466	27/06/2025	GRANT ROBINS	\$6,300.00
EFT23467	27/06/2025	SHIRE OF CORRIGIN	\$3,619.00
EFT23468	27/06/2025	SMOKER, BRADLEY	\$2,150.00
EFT23469	27/06/2025	CHRISTIE PARKSAFE	\$17,256.80
EFT23470	27/06/2025	SUPAGAS PTY LTD	\$1,158.13
EFT23471	27/06/2025	STABILISATION TECHNOLOGY	\$1,666.50
EFT23472	27/06/2025	T-QUIP	\$1,435.64
EFT23473	27/06/2025	SOUTH REGIONAL TAFE	\$243.60
EFT23474	27/06/2025	TAMORA PLUMBING AND GAS	\$539.00
EFT23475	27/06/2025	OFFICEWORKS BUSINESS DIRECT	\$350.55
EFT23476	27/06/2025	WA CONTRACT RANGER SERVICES	\$837.38

EFT23477	27/06/2025	WA DISTRIBUTORS PTY LTD	\$3,648.30
37522	27/06/2025	PETTY CASH RECOUP - PLEASE PAY CASH	\$246.65
DD9404.1	06/06/2025	BEST OFFICE SYSTEMS	\$815.75
DD9419.1	08/06/2025	AWARE SUPER	\$15,063.24
DD9419.2	08/06/2025	CBUS SUPER	\$339.76
DD9419.3	08/06/2025	MLC MASTERKEY SUPER FUNDAMENTALS	\$55.92
DD9419.4	08/06/2025	SUNSUPER SUPERANNUATION FUND	\$344.63
DD9419.5	08/06/2025	AUSTRALIAN SUPERANNUATION	\$795.56
DD9419.6	08/06/2025	BENDIGO SMART START SUPERANNUATION FUND	\$251.25
DD9419.7	08/06/2025	HOSTPLUS SUPERANNUATION FUND	\$923.04
DD9419.8	08/06/2025	GOVERNMENT EMPLOYEES SUPERANNUATION BOARD	\$84.07
DD9419.9	08/06/2025	MLC MASTERKEY SUPERANNUATION	\$394.59
DD9424.1	11/06/2025	WATER CORPORATION	\$7,458.63
DD9424.2	10/06/2025	WATER CORPORATION	\$8,570.94
DD9424.3	10/06/2025	BENDIGO BANK	\$0.15
DD9424.4	10/06/2025	SYNERGY	\$1,147.91
DD9424.5	09/06/2025	BENDIGO BANK	\$4.05
DD9424.6	06/06/2025	BENDIGO BANK	\$0.15
DD9424.7	05/06/2025	WATER CORPORATION	\$15,062.27
DD9424.8	11/06/2025	BENDIGO BANK	\$8.25
DD9424.9	05/06/2025	SYNERGY	\$798.03
DD9427.1	16/06/2025	TYRO PAYMENTS	\$237.98
DD9431.1	12/06/2025	BENDIGO BANK	\$0.15
DD9431.2	16/06/2025	SYNERGY	\$9,368.12
DD9431.3	16/06/2025	TELAIR PTY LTD	\$1,164.45
DD9431.4	16/06/2025	WATER CORPORATION	\$1,914.77
DD9431.5	16/06/2025	LION - BEER, SPIRITS & WINE PTY LTD	\$2,513.41
DD9431.6	16/06/2025	AUSTRALIAN LIQUOR MARKETERS PTY. LIMITED	\$4,689.16
DD9431.7	16/06/2025	TELSTRA	\$605.79
DD9431.8	17/06/2025	HOUSING AUTHORITY	\$400.00
DD9431.9	18/06/2025	SYNERGY	\$327.13
DD9442.1	22/06/2025	AWARE SUPER	\$18,469.17
DD9442.2	22/06/2025	CBUS SUPER	\$290.13
DD9442.3	22/06/2025	MACQUARIE INVESTMENT MANAGEMENT	\$41.66
DD9442.4	22/06/2025	SUNSUPER SUPERANNUATION FUND	\$351.57
DD9442.5	22/06/2025	AUSTRALIAN SUPERANNUATION	\$849.18
DD9442.6	22/06/2025	BENDIGO SMART START SUPERANNUATION FUND	\$238.57
DD9442.7	22/06/2025	HOSTPLUS SUPERANNUATION FUND	\$1,093.93
DD9442.8	22/06/2025	GOVERNMENT EMPLOYEES SUPERANNUATION BOARD	\$162.61
DD9442.9	22/06/2025	MLC MASTERKEY SUPERANNUATION	\$442.75
DD9446.2	24/06/2025	SYNERGY	\$1,521.71
DD9446.3	25/06/2025	BENDIGO BANK	\$8.25
DD9448.1	30/06/2025	TELSTRA	\$535.18
DD9419.10	08/06/2025	AUSTRALIAN RETIREMENT TRUST	\$854.77
DD9419.11	08/06/2025	PRIME SUPERANNUATION	\$466.76
DD9419.12	08/06/2025	REST SUPERANNUATION	\$807.58
DD9424.10	04/06/2025	SYNERGY	\$936.27
DD9424.11	03/06/2025	ST.GEORGE BANK	\$508.18
DD9424.12	03/06/2025	HOUSING AUTHORITY	\$400.00
DD9424.13	01/06/2025	CRISP WIRELESS PTY LTD	\$99.00
DD9424.14	02/06/2025	LION - BEER, SPIRITS & WINE PTY LTD	\$1,256.71
DD9424.15	02/06/2025	BENDIGO BANK	\$3.39
DD9424.16	10/06/2025	LION - BEER, SPIRITS & WINE PTY LTD	\$1,598.52
DD9424.17	10/06/2025	W.A. TREASURY CORPORATION	\$62,724.72
DD9431.10	13/06/2025	WATER CORPORATION	\$5,326.97
DD9431.11	19/06/2025	BENDIGO BANK	\$4.95
DD9431.12	16/06/2025	TYRO PAYMENTS	\$172.19
DD9442.10	22/06/2025	AUSTRALIAN RETIREMENT TRUST	\$938.90
DD9442.11	22/06/2025	PRIME SUPERANNUATION	\$469.73

DD9442.12	22/06/2025	REST SUPERANNUATION	\$807.58
9450387	11/06/2025	BENDIGO BULK PAYMENT	\$93,209.45
9479154	24/06/2025	BENDIGO BULK PAYMENT	\$108,151.79
Sub-total: EFT & Chq Payments			\$1,062,321.14
TOTAL PAYMENTS FOR MONTH EN 30 June 2025			\$1,062,321.14

CREDIT & BP CARDS SUMMARY
30/06/2025

Transaction Date	Officer	Creditor	Amount
3/06/2025	FIONA MURPHY	NISBETS	\$2,761.58
		Folding Tables for Golf/Tennis Club & Mats for FRC Kitchen	
5/06/2025	JUDD HOBSON	EXPERT HEARING	\$450.00
		Hearing Test: James Bennell, Michael Clack, Mark Young	
6/06/2025	JUDD HOSBSON	CHUBB FIRE SAFETY	\$308.00
		Staff, Wardens Training	
6/06/2025	CASSI LEWIS	KULIN FOODWORKS	\$666.73
		Office Statement April 2025	
6/06/2025	CASSI LEWIS	KULIN FOODWORKS	\$134.20
		Freebairn Statement April 2025	
6/06/2025	CASSI LEWIS	KULIN FOODWORKS	\$160.86
		Child Care Statement April 2025	
11/06/2025	TARYN SCADDING	DEPARTMENT OF COMMUNITIES	\$319.00
		KCCC Annual Fee	
13/06/2025	ALAN LEESON	TENDERWEST MEATS	\$397.30
		Meat, Scotch Fillet for Colts Carnival	
13/06/2025	ALAN LEESON	ADINA HOTELS	\$300.05
		Accommodation CEO- Renewables Seminar - WALGA Perth	
13/06/2025	ALAN LEESON	ADINA HOTELS	-\$30.36
		Credit	
14/06/2025	ALAN LEESON	CITY OF PERTH PARKING	\$31.30
		Parking - OKU	
14/06/2025	ALAN LEESON	ADINA HOTELS	\$44.53
		Meal CEO - Renewables Seminar - WALGA Perth	
16/06/2025	TARYN SCADDING	APPLE	\$12.99
		Music Subscription, Kulin Child Care Centre	
17/06/2025		MJ BENNIER & NJ THOMPSON	-\$200.00
		Payment for Meat that did not get used at Colts Carnival	
18/06/2025	TARYN SCADDING	TUDOR HOUSE	\$288.00
		Aboriginal Flag	
18/06/2025	JUDD HOBSON	VIMEL TECHNOLOGY	\$723.13
		CCTV Camera Holt Rock Depot & Depot	
18/06/2025		TJ & FE MURPHY	-\$197.30
		Payment for Meat that did not get used at Colts Carnival	
19/06/2025	TARYN SCADDING	AUSTRALIAN GOLDEN OUTBACK	\$356.13
		Membership 2025/26	
19/06/2025	FIONA MURPHY	SAFEWEST INSURANCE	\$1,802.37
		Freebain Centre Club Inc - Liability Insurance Renewal	
20/06/2025	TARYN SCADDING	MAILCHIMP	\$80.05
		Subscription	
22/06/2025	JUDD HOBSON	4WD SUPACENTRE	\$119.90
		Jump Start Kit MV22	
24/06/2025	ALAN LEESON	ATLAS FUEL	\$68.88
		Diesel MV27	
25/06/2025	JUDD HOBSON	BILLABONG ROADHOUSE	\$120.35
		Diesel MV30	
25/06/2025	TARYN SCADDING	LINKWEST	\$550.00
		Linkwest Conference Registration ,Taryn Scadding & Kirra Pederick	
25/06/2025	JUDD HOBSON	EXMOUTH NIGALOO FUELS	\$136.11
		Diesel MV30	
25/06/2025	JUDD HOBSON	BP CARNARVON	\$74.60
		Diesel MV30	
28/06/2025	FIONA MURPHY	DEPARTMENT OF JUSTICE	\$82.00
		Magistrates Court Filling Fee	
28/06/2025	ALAN LEESON	HP STORE/INGRAM	\$2,972.00
		A1 Printer, CEO's Office -Design Jet TB30 & Ink Cartridges	
29/06/2025		BENDIGO	\$20.00
		Card Fees	
			\$12,552.40
BP CARD PURCHASE			
21/06/2025	JUDD HOBSON	WONGAN HILL BP	\$111.41
		64.81 Litres Diesel	
21/06/2025	JUDD HOBSON	MINGENEW OPT BP	\$88.98
		49.73 litres Diesel	
2/06/2026	ALAN LEESON	BP BREMER BAY	\$84.57
		40.53 litres Diesel	
			\$284.96

/5473 009650



SHIRE OF KULIN
PO BOX 125
KULIN WA 6365

Your details at a glance

BSB number	633-000
Account number	691211254
Customer number	7421415/M201
Account title	SHIRE OF KULIN SHIRE OF KULIN

Account summary

Statement period	1 Jun 2025 - 30 Jun 2025
Statement number	241
Opening balance on 1 Jun 2025	\$15,150.84
Payments & credits	\$15,578.50
Withdrawals & debits	\$12,960.06
Interest charges & fees	\$20.00
Closing Balance on 30 Jun 2025	\$12,552.40

Account details

Credit limit	\$30,000.00
Available credit	\$17,447.60
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$376.57
Payment due	14 Jul 2025

Any questions?

Contact Charmaine King at Shop 1, Lot 157 Bull St, Kulin 6365 on **08 9880 1422**, or call **1300 BENDIGO** (1300 236 344).



Business Credit Card

Minimum Payment Warning. If you make only the minimum payment each month, you will pay more interest and it will take you longer to pay off your balance.

If you make no additional charges using this card and each month you pay the minimum payment

You will pay off the Closing Balance shown on this statement in about **19 years and 11 months**

And you will pay an estimated total of interest charges of **\$7,858.46**

If you make no additional charges using this card and each month you pay **\$602.61**

You will pay off the Closing Balance shown on this statement in about **2 years**

And you will pay an estimated total of interest charges of **\$1,910.24, a saving of \$5,948.22**

Having trouble making payments?

If you are having trouble making credit card repayments, please contact our Mortgage Help Centre on 1800 652 146.

Business Credit Card

Date	Transaction	Withdrawals	Payments	Balance
Opening balance				\$15,150.84
3 Jun 25	NISBETS AUSTRALI,SME ATON GRANG AUS RETAIL PURCHASE 02/06 CARD NUMBER 552638XXXXXXX716 1	2,761.58		17,912.42
5 Jun 25	EXPERT HEARING CAR1, CANNINGTON AUS RETAIL PURCHASE 04/06 CARD NUMBER 552638XXXXXXX706 1	450.00		18,362.42
6 Jun 25	CHUBB FIRE SAFETY LT ,rydalmere AUS RETAIL PURCHASE 04/06 CARD NUMBER 552638XXXXXXX706 1	308.00		18,670.42
6 Jun 25	KULIN FOODWORKS, KUL IN AUS RETAIL PURCHASE 05/06 CARD NUMBER 552638XXXXXXX052 1	666.73		19,337.15
6 Jun 25	KULIN FOODWORKS, KUL IN AUS RETAIL PURCHASE 05/06 CARD NUMBER 552638XXXXXXX052 1	134.20		19,471.35
6 Jun 25	KULIN FOODWORKS, KUL IN AUS RETAIL PURCHASE 05/06 CARD NUMBER 552638XXXXXXX052 1	160.86		19,632.21
11 Jun 25	DEPARTMENT OF COMMUN , PERTH AUS RETAIL PURCHASE 09/06 CARD NUMBER 552638XXXXXXX021 1	319.00		19,951.21
13 Jun 25	TENDERWEST MEATS, CL OVERDALE AUS RETAIL PURCHASE 12/06 CARD NUMBER 552638XXXXXXX832 1	397.30		20,348.51
13 Jun 25	ADINA PERTH, PERTH AUS RETAIL PURCHASE 11/06 CARD NUMBER 552638XXXXXXX832 1	300.05		20,648.56

Date Paid ____ / ____ / ____ Amount \$ _____

Business Credit Card - Payment options



Pay in person: Visit any **Bendigo Bank** branch to make your payment.



Internet banking: Pay your credit card using ebanking 24 hours a day, 7 days a week.
www.bendigobank.com.au



Register for Internet or Phone Banking call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.



Pay by post: Mail this slip with your cheque to -
PO Box 480
Bendigo VIC 3552.
If paying by cheque please complete the details below.



Bill code: 342949
Ref: 691211254

Bank@Post™ Pay at any Post Office by **Bank@Post™** using your credit card.

Business Credit Card

BSB number	633-000
Account number	691211254
Customer name	SHIRE OF KULIN
Minimum payment required	\$376.57
Closing Balance on 30 Jun 2025	\$12,552.40
Payment due	14 Jul 2025
Date	
Payment amount	

Drawer	Chq No	BSB	Account No	\$	¢

[^]Fees will apply for payments made using Bank@Post. Refer to Bendigo Bank Schedule of Fees & Charges and Transaction Account Rebates.

Business Credit Card *(continued)*

Date	Transaction	Withdrawals	Payments	Balance
13 Jun 25	ADINA PERTH, PERTH AUS RETAIL PURCHASE RETURN 11/06 CARD NUMBER 552638XXXXXXX832 1		30.36	20,618.20
14 Jun 25	PERIODIC TFR 00074214151201 000000000000		15,150.84	5,467.36
14 Jun 25	CPP Convention Centr e, Perth AUS RETAIL PURCHASE 12/06 CARD NUMBER 552638XXXXXXX832 1	31.30		5,498.66
14 Jun 25	ADINA PERTH, PERTH AUS RETAIL PURCHASE 12/06 CARD NUMBER 552638XXXXXXX832 1	44.53		5,543.19
16 Jun 25	APPLE.COM/BILL, SYDN EY AUS RETAIL PURCHASE 14/06 CARD NUMBER 552638XXXXXXX021 1	12.99		5,556.18
17 Jun 25	OSKO PAYMENT M J BENNIER & N J TH Reimburse - Tenderwest Meats		200.00	5,356.18
18 Jun 25	PAYPAL *TUDORHOUSEW, 4029357733 AUS RETAIL PURCHASE 16/06 CARD NUMBER 552638XXXXXXX021 1	288.00		5,644.18
18 Jun 25	VIMEL TECHNOLOGY, CA STEL HILL AUS RETAIL PURCHASE 16/06 CARD NUMBER 552638XXXXXXX706 1	723.13		6,367.31
18 Jun 25	OSKO PAYMENT T J & F E MURPHY Fiona Murphy Steak		197.30	6,170.01
19 Jun 25	EZI*AUSTRALIAS GOLDE N, Perth AUS RETAIL PURCHASE 17/06 CARD NUMBER 552638XXXXXXX021 1	356.13		6,526.14
19 Jun 25	DEFT*CBN, SYDNEY AUS RETAIL PURCHASE 18/06 CARD NUMBER 552638XXXXXXX716 1	1,802.37		8,328.51
20 Jun 25	Intuit Mailchimp, Sy dney AUS RETAIL PURCHASE 19/06 CARD NUMBER 552638XXXXXXX021 1	80.05		8,408.56
22 Jun 25	Outdoor Supacentr,OI ympic Park AUS RETAIL PURCHASE 20/06 CARD NUMBER 552638XXXXXXX706 1	119.90		8,528.46
24 Jun 25	ATLAS FUEL AND REST, JARRAHDALE AUS RETAIL PURCHASE 22/06 CARD NUMBER 552638XXXXXXX832 1	68.88		8,597.34
25 Jun 25	BILLABONG HS, MEADOW AUS RETAIL PURCHASE 22/06 CARD NUMBER 552638XXXXXXX706 1	120.35		8,717.69
25 Jun 25	EZI*Linkwest, Nedlan ds AUS RETAIL PURCHASE 23/06 CARD NUMBER 552638XXXXXXX021 1	550.00		9,267.69

Business Credit Card *(continued).*

Date	Transaction	Withdrawals	Payments	Balance
25 Jun 25	BP CARNARVON 6663, C ARNARVON AUS RETAIL PURCHASE 23/06 CARD NUMBER 552638XXXXXX706 1	74.60		9,342.29
26 Jun 25	Exmouth Ningaloo Fue Is,Exmouth AUS RETAIL PURCHASE 24/06 CARD NUMBER 552638XXXXXX706 1	136.11		9,478.40
28 Jun 25	DEPT OF JUSTICE-CTG PA, PERTH AUS RETAIL PURCHASE 26/06 CARD NUMBER 552638XXXXXX716 1	82.00		9,560.40
28 Jun 25	HP STORE/INGRAM MICR O,ROSEBERY AUS RETAIL PURCHASE 27/06 CARD NUMBER 552638XXXXXX832 1	2,972.00		12,532.40
29 Jun 25	CARD FEE 5 @ \$4.00	20.00		12,552.40
Transaction totals / Closing balance		\$12,980.06	\$15,578.50	\$12,552.40

**AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED
FOR YOUR ACCOUNT.**

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see

<https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit [/mybusinesscard](https://bendigobank.com.au/mybusinesscard).

An International Transaction Fee of 3% of the transaction amount (in AUD) is payable for each transaction which is conducted in a currency other than Australian dollars (AUD), or conducted in Australian dollars (AUD) but with or using a merchant, payment processor, financial institution or other entity (including an online merchant) who is outside of Australia. (Fee does not apply to Bendigo Ready Credit Card). Note: It may not always be apparent to you that an online merchant is located outside of Australia. Additional charges may apply for cash transactions.

Card Security

For information on how to securely use your card and account please visit bendigobank.com.au/mycard for all card related information. Business customers visit [/mybusinesscard](https://bendigobank.com.au/mybusinesscard).

Resolving Complaints

If you have a complaint, please contact us on 1300 361 911 to speak to a member of our staff. If the matter has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers. You can contact AFCA at:

Website: www.afca.org.au

Telephone: 1800 931 678 (free call)

Email: info@afca.org.au

In writing to: Australian Financial Complaints Authority, GPO Box 3, Melbourne VIC 3001



Shire of Kulin

MONTHLY FINANCIAL REPORT

For the period ended 30 June 2025

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

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Shire of Kulin
STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

	Ref Note	Adopted Budget (a) \$	Amended Budget (b) \$	YTD Budget (b) \$	YTD Actual (c) \$	Variance (c) - (b) \$	Variance ((c) - (b))/(b) %
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	2,451,414	2,441,608	2,451,414	2,453,336	1,922	0%
Rates excluding general rates (inc discount & write offs)	10	(49,785)	(39,979)	(49,785)	(39,979)	9,806	(20%)
Grants, subsidies & contributions	11	1,089,353	1,014,353	1,014,353	2,683,448	1,669,095	165%
Fees and charges		1,998,822	1,998,823	1,998,822	2,093,760	94,938	5%
Interest revenue		248,877	248,877	248,877	266,712	17,835	7%
Other revenue		169,386	169,386	169,386	224,318	54,932	32%
Profit on asset disposals	7	73,400	76,400	76,400	22,691	(53,709)	(70%)
		5,981,467	5,909,467	5,909,467	7,704,286	1,791,268	
Expenditure from operating activities							
Employee costs		(3,062,931)	(3,062,930)	(3,062,931)	(3,066,330)	(3,400)	0%
Materials and contracts		(2,528,237)	(2,528,237)	(2,528,237)	(2,267,192)	261,045	(10%)
Utility charges		(384,469)	(384,469)	(384,469)	(385,802)	(1,333)	0%
Depreciation		(3,638,292)	(3,638,292)	(3,638,292)	(3,627,741)	10,551	(0%)
Interest expenses	9	(28,526)	(28,526)	(28,526)	(28,354)	171	100%
Insurance		(277,621)	(277,621)	(277,621)	(279,247)	(1,626)	1%
Other expenditure		0	0	0	0	0	0%
Loss on asset disposals	7	(10,682)	(10,682)	(10,682)	(21,099)	(10,417)	98%
Fair value adjustments to financial assets at fair value through project or loss		0	0	0	(3,551)	(3,551)	
Share of net profit of associates accounted for using the equity method		0	0	0	(6,154)	(6,154)	
		(9,930,757)	(9,930,756)	(9,930,757)	(9,685,471)	254,991	
Non-cash amounts excluded from operating activities	2	3,575,573	3,572,574	3,572,574	3,637,843	65,269	2%
Amount attributable to operating activities		(373,718)	(448,715)	(448,717)	1,656,657	2,111,530	
INVESTING ACTIVITIES							
Capital grants, subsidies and contributions	11	4,365,339	4,565,339	4,565,339	4,130,991	(434,348)	(10%)
Proceeds from disposal of assets	7	444,318	444,318	444,318	363,572	(80,746)	(18%)
Payments for property, plant and equipment and infrastructure	7	(7,121,642)	(7,211,642)	(7,211,642)	(6,118,335)	1,093,307	(15%)
Amount attributable to investing activities		(2,311,985)	(2,201,985)	(2,201,985)	(1,623,772)	578,213	
FINANCING ACTIVITIES							
Transfers from reserves	5	65,000	65,000	65,000	40,000	(25,000)	(38%)
Repayment of borrowings	9	(102,201)	(102,201)	(102,201)	(102,201)	(0)	0%
Transfers to reserves	5	(251,877)	(251,877)	(251,877)	(705,130)	(453,253)	180%
Amount attributable to financing activities		(289,078)	(289,078)	(289,078)	(767,332)	(453,254)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2	3,059,332	2,896,762	2,896,762	2,896,764	2	0%
Amount attributable to operating activities		(373,718)	(448,715)	(448,717)	1,656,657	2,105,374	(469%)
Amount attributable to investing activities		(2,311,985)	(2,201,985)	(2,201,985)	(1,623,772)	578,213	(26%)
Amount attributable to financing activities		(289,078)	(289,078)	(289,078)	(767,332)	(478,254)	100%
Surplus or deficit after imposition of general rates	2	84,551	(43,016)	(43,018)	2,162,318	2,205,336	(5127%)

* Refer to Note 3 for an explanation of the reasons for the variance.

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

Shire of Kulin
STATEMENT OF FINANCIAL POSITION
For the period ended 30 June 2025

	30-Jun-24 \$	30-Jun-25 \$
CURRENT ASSETS		
Cash at Bank	2,885,819	2,880,474
Cash at Bank (Reserves & Restricted Funds)	2,437,539	3,102,669
Trade and other receivables	86,995	155,104
Sundry Debtors - Rates	26,237	13,695
Inventories	126,454	68,185
Accrued income & prepayments	56,851	61,091
Contract Assets	1,321,035	135,985
TOTAL CURRENT ASSETS	6,940,931	6,417,202
CURRENT LIABILITIES		
Sundry Creditors	(216,840)	(391,030)
Accruals	(127,326)	(179,773)
ATO Liabilities	(70,039)	(76,511)
Bonds & deposits held	(102,486)	(64,266)
Contract Liabilities	(647,119)	0
Borrowings	(102,201)	(105,353)
Employee Provisions	(442,817)	(440,636)
TOTAL CURRENT LIABILITIES	(1,708,828)	(1,257,568)
TOTAL NET CURRENT ASSETS	5,232,103	5,159,634
NON-CURRENT ASSETS		
Investment in Associate	65,977	65,977
Work in Progress	238,223	17,880
Inventories - Land for Resale	610,000	549,000
Land & Buildings	22,261,647	22,673,801
Plant & Equipment	3,567,039	3,323,685
Furniture & Equipment	257,150	262,184
Motor Vehicles	1,286,328	1,101,338
Infrastructure	76,264,685	78,685,797
Shares - Kulin Community Financial Services	5,000	5,000
Units Held - Local Government House Trust	83,171	79,620
TOTAL NON-CURRENT ASSETS	104,639,218	106,764,281
NON CURRENT LIABILITIES		
Borrowings	(682,357)	(577,004)
Employee Provisions	(17,817)	(25,959)
TOTAL NON-CURRENT LIABILITIES	(700,173)	(602,963)
NET ASSETS	109,171,148	111,320,951
Asset Revaluation - Infrastructure	37,546,160	37,546,160
Asset Revaluation - Property, Plant & Equipment	1,461,803	1,461,803
Asset Revaluation - Land & Buildings	14,753,878	14,753,878
Accumulated Reserves	2,437,539	3,102,669
Accumulated Surplus	52,971,768	54,456,443
TOTAL EQUITY	109,171,148	111,320,952

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

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 1 - Basis of Preparation & Significant Accounting Policies

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Notes 4-11 do not form part of the financial report.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

Judgements and estimates

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

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

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 2 - Net Current Assets Composition

	Adopted Budget Opening 30-Jun-24	Last Year Closing 30-Jun-24	Year to Date 30-Jun-25
Current Assets			
Cash and Cash Equivalents	5,323,358	5,323,358	5,983,143
Accounts Receivable - Rates	26,237	26,237	13,695
Trade & Other Receivables	86,994	86,994	155,104
Prepaid Assets	33,577	33,577	44,303
Accrued Income	19,803	23,274	16,787
Inventories	95,918	126,454	68,185
Contract Assets	1,299,114	1,321,035	135,985
	<u>6,885,001</u>	<u>6,940,930</u>	<u>6,417,202</u>
Less: Current Liabilities			
Sundry Creditors	(216,840)	(216,840)	(391,030)
Payroll Accruals	(54,391)	(54,391)	(71,334)
Accrued expenses	(65,199)	(72,934)	(108,438)
ATO Liability	(70,039)	(70,039)	(76,511)
Contract Liabilities	(440,944)	(647,119)	0
Provision for Annual Leave	(224,433)	(224,433)	(178,366)
Provision for Long Service Leave	(213,797)	(218,384)	(262,269)
Bonds & deposits held	(102,486)	(102,486)	(64,266)
Borrowings	(102,201)	(102,201)	(105,353)
	<u>(1,490,330)</u>	<u>(1,708,828)</u>	<u>(1,257,568)</u>
Net current assets	5,394,671	5,232,103	5,159,634
Adjustments to Current Assets			
Less: Reserves	(2,437,539)	(2,437,539)	(3,102,669)
Add: Borrowings	102,201	102,201	105,353
Closing funding surplus/(deficit)	<u>3,059,333</u>	<u>2,896,764</u>	<u>2,162,317</u>

CURRENT AND NON-CURRENT CLASSIFICATION

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

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 3 - Explanation of Material Variances

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

The material variance adopted by Council for the 2024/25 year is \$10,000 and 10.00%.

Revenue from operating activities	Var \$	Var %	Explanation
General Rates	1,922	0%	Under \$10,000 and 10% threshold
Rates excluding general rates (inc discount & write offs)	9,806	-20%	Under \$10,000 and 10% threshold
Grants, subsidies and contributions	1,669,095	165%	\$1,623,901 advance of 2025/26 Financial Assistance Grant received in June 2025.
Fees and charges	94,938	5%	Under \$10,000 and 10% threshold
Interest earnings	17,835	7%	Under \$10,000 and 10% threshold
Other revenue	54,932	32%	Budgeted for Blazing Swan income of \$15,000 being 1,250 tickets at \$12 each. Actual ticket sales higher with income being \$29,974. In addition, insurance claim income of \$6k not budgeted for.
Profit on asset disposals	(53,709)	-70%	Grader & Crew Cab Truck budgeted to be traded in October. Neither have been sold with trades now expected in 2025/26.
Expenditure from operating activities	Var \$	Var %	Explanation
Employee costs	(3,400)	0%	Under \$10,000 and 10% threshold
Materials and contracts	261,045	-10%	Various line items underbudget - significant variances include Contract Employment is \$78k underbudget. Fuel purchase cost for public sales \$77k under budget - average cost price 20c below budget however sales volume on 19k litres overbudget. Plant related material costs \$48k underbudget and road maintenance (including chemical for spraying road verges etc) \$30k underbudget.
Utility charges	(1,333)	0%	Under \$10,000 and 10% threshold
Depreciation	10,551	0%	Under \$10,000 and 10% threshold
Interest expenses	171	100%	Under \$10,000 and 10% threshold
Insurance	(1,626)	1%	Under \$10,000 and 10% threshold
Loss on asset disposals	(10,417)	98%	Disposal of additional blocks of land.
Investing activities	Var \$	Var %	Explanation
Proceeds from capital grants, subsidies and contributions	(434,348)	-10%	WSFN & Regional Road Group road projects cost less than budgeted. Grant income for these projects is 93% & 66% of expenditure respectively and therefore lower than budgeted.
Proceeds from disposal of assets	(80,746)	-18%	Additional sale of land and trade ins of Works Manager vehicles.
Payments for property, plant and equipment and infrastructure	1,093,307	-15%	Refer to Assets note
Financing activities	Var \$	Var %	Explanation
Transfer from reserves	(25,000)	-38%	In line with Unbudgeted Reserve Transfer Agenda Item from June 2025 - \$25,000 not transferred from Short Term Accommodation Reserve as expense was not incurred.
Repayment of borrowings	(0)	0%	Under \$10,000 and 10% threshold
Transfer to reserves	(453,253)	180%	In line with Unbudgeted Reserve Transfer Agenda Item from June 2025 - additional \$400,000 transferred to plant reserve for grader and crew cab not received in 2024/25. Additional \$50,000 also transferred to the Building Reserve.
Surplus or (deficit) at the start of the financial year	2	0%	Under \$10,000 and 10% threshold

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 4 - Cash & Financial Assets

	General Ledger Balance 30-Jun-25	Bank Statement Balance 30-Jun-25
Cash at Bank - Unrestricted		
Municipal Funds	1,602,401	1,600,971
Freebairn Recreation Centre	33,133	33,133
Trust (restricted muni funds)	64,266	64,266
Investments	1,177,075	1,177,075
Till Float	3,100	-
Petty Cash	500	-
	2,880,474	2,875,444
Cash at Bank - Restricted		
Reserve Funds	3,102,669	3,102,669
	3,102,669	3,102,669

Note 5 - Reserve Accounts

Reserve	Full year Budget				Amended Budget			
	Opening Balance	Transfer to	Transfer from	Closing Balance	Opening Balance	Transfer to	Transfer from	Closing Balance
Leave	405,580	20,279	0	425,859	405,580	20,279	0	425,859
Plant	375,629	18,781	0	394,410	375,629	18,781	0	394,410
Building	513,009	75,650	0	588,659	513,009	75,650	0	588,659
Admin Equipment	81,910	54,096	0	136,006	81,910	54,096	0	136,006
Natural Disaster	90,031	4,502	0	94,533	90,031	4,502	0	94,533
Joint Venture Housing	83,125	4,156	(40,000)	47,281	83,125	4,156	(40,000)	47,281
FRC Surface & Equipment	46,814	2,341	0	49,155	46,814	2,341	0	49,155
Medical Services	125,879	6,294	0	132,173	125,879	6,294	0	132,173
Fuel Facility	29,727	11,486	0	41,213	29,727	11,486	0	41,213
Sportsperson Scholarship	14,913	746	0	15,659	14,913	746	0	15,659
Freebairn Rec Centre	225,888	11,294	0	237,182	225,888	11,294	0	237,182
Bendering Tip Reserve	135,047	6,752	0	141,799	135,047	6,752	0	141,799
Short Stay Accommodation	294,198	14,710	(25,000)	283,908	294,198	14,710	(25,000)	283,908
Independent Water Reserve	15,789	20,790	0	36,579	15,789	20,790	0	36,579
	2,437,539	251,877	(65,000)	2,624,416	2,437,539	251,877	(65,000)	2,624,416

Reserve Details	Reserve Details	Anticipated Use Date	Informal Min.	Informal Max.
Leave	To fund employee long service and annual leave entitlements	-	-	As req
Plant	To fund the purchase of plant.	-	350,000	-
Building	To fund the construction of staff housing	-	-	-
Admin Equipment	To fund the replacement of administration equipment.	-	50,000	100,000
Natural Disaster	To assist in the funding of preparations following a natural	-	-	-
Joint Venture Housing	To fund the upkeep of JV housing with the Department of	-	-	-
FRC Surface & Equipment	To fund the replacement of equipment and sports surfaces at the Freebairn Recreation Facility	-	-	-
Medical Services	To fund the upgrade of medical facilities & costs related to the recruitment of a doctor for the Shire	-	100,000	150,000
Fuel Facility	To fund the replacement of the equipment at the fuel facility. Net profit from the sale of fuel is transferred to this reserve.	-	75,000	200,000
Sportsperson Scholarship	To fund scholarships for local sportspersons	-	-	15,000
Freebairn Rec Centre	To fund the ongoing asset management of the FRC	-	100,000	-
Short Stay Accommodation	To fund the construction of short stay accommodation units	-	-	250,000
Bendering Tip Reserve	To fund the rehabilitation of the Bendering Tip site	-	-	-
Independent Water Reserve	To fund the replacement and maintenance of water infrastructure within the Shire	-	-	-

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 6 - Asset information

Note 6 (a) - Asset Acquisitions

Description	Original Budget	Amended Budget	YTD Budget	YTD Actual	Category	Renewal/ Replace	New Asset
E041100 AV equipment for Chambers & meeting room	20,000	40,000	40,000	36,571	F&E		Y
E077110 Nurses station window and upgrades	17,313	17,313	17,313	-	L&B	Y	
E091107 Units 5/25 Johnston Street renovation	15,308	15,308	15,308	12,650	L&B	Y	
E091107 Exterior painting Johnston Street units	25,154	25,154	25,154	27,588	L&B	Y	
E091113 38 Day Street bathroom	20,308	20,308	20,308	19,470	L&B	Y	
E091115 14 Stewart Street renovation	51,606	51,606	51,606	60,793	L&B	Y	
E091117 81 Johnston Street bathroom	10,308	10,308	10,308	-	L&B	Y	
E107131 Cemetery Toilets	32,390	32,390	32,390	33,881	L&B		Y
E101100 Transfer Station	19,740	19,740	19,740	22,280	L&B		Y
E110100 Tennis court resurfacing	221,919	221,919	221,919	190,671	L&B	Y	
E112100 Aquatic Centre - South side shade	12,123	12,123	12,123	12,123	Inf	Y	
E112101 Aquatic Centre - Splashdown pool	200,627	200,627	200,627	213,761	Inf		Y
E113700 FRC Car Park	17,444	17,444	17,444	-	Inf	Y	
E113900 FRC Server Replacement	16,205	16,205	16,205	19,923	F&E	Y	
E113901 Bowling Green Lighting	40,000	40,000	40,000	64,048	L&B	Y	
E113905 FRC Kitchen Upgrades	102,313	102,313	102,313	83,912	L&B	Y	
E113908 FRC Changeroom upgrades	42,313	62,313	62,313	65,666	L&B	Y	
E113909 FRC Court Fans	40,000	40,000	40,000	49,245	L&B		Y
E117100 Old Skate Park Redevelopment	69,572	69,572	69,572	104,413	Inf	Y	
E117110 Johnston Street Playground Shade Sail	10,000	10,000	10,000	9,248	Inf	Y	
E117040 Pingaring Golf Club Air Conditioning & Upgrades	15,000	15,000	15,000	9,897	L&B	Y	
E122222 Fleet management software	-	-	-	6,573	L&B	Y	
E123100 Grader (PE55)	460,000	460,000	460,000	-	P&E	Y	
E123100 Posi Track & Mulcher	175,000	175,000	175,000	173,000	P&E		Y
E123100 Compact Roller	-	50,000	50,000	48,700			
E123100 Tandem Axle Flat Top Trailer	10,000	10,000	10,000	-	P&E		Y
E123100 Truck scan tool & fleet management software	20,000	20,000	20,000	-	P&E		Y
E123100 Subsite Standard Utiliguard Cable Locating System	11,000	11,000	11,000	8,574	P&E		Y
E123100 2018 Pegasus Mower	-	-	-	12,000	P&E		Y
E123100 Sundry Plant	10,000	10,000	10,000	-	P&E		Y
E123105 Ford Everest (CEO)	75,000	75,000	75,000	73,405	MV	Y	
E123105 Isuzu D-Max (Works Supervisor)	50,000	50,000	50,000	49,772	MV	Y	
E123105 Ford Everest (Works Manager)	70,000	70,000	70,000	188,507	MV	Y	
E123105 Mitsubishi Fuso 4T Single Cab	100,000	100,000	100,000	-	MV	Y	
E123105 Admin Shared Vehicle	40,000	40,000	40,000	33,082	MV	Y	
E121500 RRG Road Construction	799,416	799,416	799,416	635,040	Inf	Y	
E121520 R2R Road Construction	730,004	730,004	730,004	683,875	Inf	Y	
E121550 Own Resource Road Construction	225,180	225,180	225,180	50,006	Inf	Y	
E121551 WSFN Road Construction	1,867,492	1,867,492	1,867,492	1,502,858	Inf	Y	
E121552 RRUPP Road Construction	1,063,954	1,063,954	1,063,954	1,170,607	Inf	Y	
E121553 LRCIP Road Construction	89,520	89,520	89,520	97,433	Inf	Y	
E121750 Black Spot Road Construction	-	-	-	11,835	Inf	Y	
E121580 Footpath Construction	95,312	95,312	95,312	58,347	Inf	Y	
E121570 Depot Crib Room	111,995	111,995	111,995	171,224	L&B		Y
E121593 Speed signs at Town Entries	15,000	15,000	15,000	17,191	Inf		Y
E121605 Tourism project - Macrocarpa Trail Gazebo & seating	-	-	-	-	Inf		Y
E122220 Fence between Depot & Lot 229 & 230 Day Street	8,077	8,077	8,077	-	L&B	Y	
E132500 Caravan Park Camp Kitchen Outdoor Blinds	9,477	9,477	9,477	8,615	L&B		Y
E132710 Jilakin Rock Gazebo & Interpretation	25,572	25,572	25,572	-	L&B		Y
E136116 Purchase of Lots 106 & 109 Day & Beard Streets	60,000	60,000	60,000	63,672	L&B		Y
	7,121,642	7,211,642	7,211,642	6,100,455			
OA01195 Add Work in Progress at 30 June 2024							
Aquatic Centre Shade Sails				22,727			
SF003 Gravel crushing & screening				215,495			
				238,223			
Add Work in Progress at 30 June 2025							
Gazebo & Seating for Macrocarpa Trail				17,880			
				6,356,558			

Note 6 (b) - Disposal of Assets

	Budgeted WDV	Budgeted Proceeds	Budgeted Profit/(loss) on sale	Actual WDV	Actual Proceeds	Actual Profit/(loss) on Sale	
PE177 CAT 12M Grader (PE55)	121,000	150,000	29,000			0	Oct
MV173 Holden Colorado (MV117)	11,200	15,000	3,800	11,867	15,000	3,133	Aug
MV199 Toyota Prado (CEO) (MV27)	54,000	60,000	6,000	54,645	58,182	3,537	Dec
MV197 Ford Everest (Works Manager) (MV30)	53,600	60,000	6,400	57,626	63,636	6,010	Dec
MV201 Ford Everest (Works Manager) (MV30)	-	-	0	60,716	63,636	2,920	Jan
MV203 Ford Everest (Works Manager) (MV30)	-	-	0	56,328	54,545	(1,782)	Feb
MV187 Toyota Prado (Admin) (MV120)	34,500	47,000	12,500	38,364	45,455	7,090	Dec
MV178 Mitsubishi Canter Single Cab (MV81)	19,300	35,000	15,700			0	Oct
PE141 Hino Cement truck (PE141)	12,000	16,000	3,000	12,187	9,276	(2,911)	Feb
PE192 Concrete Batching Plant (PE165)	-	-	0	5,929	5,831	(99)	Feb
	305,600	383,000	76,400	297,662	315,561	17,899	
Land sales							
3 Rankin Street, Kulin	41,000	61,318	20,318	30,536	30,536	(0)	Aug
8 Bowey Way, Kulin	-	9,000	9,000	11,000	8,718	(2,282)	
31 Ellson Street, Kulin	-	9,000	9,000	10,000	8,758	(1,242)	
15 Rankin Street, Kulin	-	31,000	31,000	40,000	30,536	(9,464)	
	\$41,000	\$110,318	\$69,318	\$91,536	\$78,547	(\$12,989)	
	346,600	444,318	145,718	328,198	363,572	4,909	

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 7 - Receivables

Rates receivable	30-Jun-24	30-Jun-25
	\$	\$
Opening arrears previous years	45,423	45,034
Levied this year	2,566,820	2,717,138
Less - collections to date	(2,567,209)	(2,719,861)
Less - write offs	0	(28,616)
Equals current outstanding	45,034	13,695
Net rates collectable	45,034	13,695
% Collected	98.28%	100.10%

Trade Receivables	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(447)	65,979	10,047	450	1,000	77,029
Percentage	-0.6%	85.7%	13.0%	0.6%	1.3%	
Allowance for impairment of receivables						0
Total receivables general outstanding						77,029
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.

Note 8 - Payables

Payables - general	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Sundry Creditors	374,882	10,446	0	4,878	390,206
Percentage	0.0%	0.0%	0.0%	0.0%	
Balance per trial balance					390,206
ATO liabilities	(1,574)				(1,574)
Total payables general outstanding					388,633
Amounts shown above include GST (where applicable)					

KEY INFORMATION

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

Note 9 - Borrowings

	Budget				Actual			
	Principal 01/07/2024	Principal Repayments	Principal 30/06/2025	Interest Repayments	Principal 01/07/2024	Principal Repayments	Principal 30/06/2024	Interest Repayments
Loan 1 Administration Building	785,095	102,201	682,894	28,526	785,095	102,201	682,894	28,354
	785,095	102,201	682,894	28,526	785,095	102,201	682,894	28,354

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 10 - Rate Revenue

Rate Type	Rate in \$	Number of properties	Rateable Value	Budgeted Rate Revenue	Actual Rate Revenue
General Rate					
Gross Rental Value					
Residential	0.111592	136	1,371,293	153,025	153,092
Industrial	0.111592	12	115,443	12,883	12,882
Commercial	0.111592	28	435,496	48,598	48,235
Rural	0.111592	11	102,750	11,466	13,062
Unimproved Value					
Rural	0.005757	342	386,562,685	2,225,442	2,226,065
Mining	0.005757	0		-	-
Sub-total		529	388,587,667	2,451,414	2,453,336
Minimum Payment					
Gross Rental Value					
Residential	540.77	9	11,173	4,867	5,898
Industrial	540.77	5	11,452	2,704	2,704
Commercial	540.77	4	8,282	2,163	2,163
Rural	540.77	7	8,127	3,785	3,785
Unimproved Value					
Rural	540.77	20	1,098,515	10,815	10,815
Mining	540.77	32	224,144	17,305	18,288
		77	1,361,693	41,639	43,654
		606	389,949,360	2,493,053	2,496,990
Discount				(108,489)	(102,138)
Concessions/Write-offs				(11,259)	(28,616)
Reversal of Provision for doubtful debts					18,797
Total raised from general rates				2,373,305	2,385,033
Ex-Gratia Rates				28,324	28,324
Total Rates				2,401,629	2,413,357

All land (other than exempt land) in the Shire of Kulin is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Kulin.

The general rates detailed for the 2022/23 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

Shire of Kulin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2025

Note 11 - Grants

Operating Grants

Grant Source	Purpose	Original Budget	Amended Budget	YTD Budget	YTD Actual	
Grants Commission	Federal financial assistance grants	455,277	380,277	380,277	2,006,842	
DFES	Emergency Services Levy Operating Grant	45,000	45,000	45,000	40,823	
DFES	ESL Admin Contribution	-	-	-	4,000	
Community Childcare Fund Grant	KCCC Operations	145,962	145,962	145,962	145,961	
Department of Training & Workforce Development	KCCC Staff Training Grant	-	-	-	22,278	
Water Corporation	Contribution to Cemetery Toilets project due to no available potable water on site	-	-	-	7,365	
Main Roads	State Direct Grant (Untied Road Funding)	327,614	327,614	327,614	327,614	
Department of Primary Industries & Regional Development	Community Resource Centre Funding	114,000	114,000	114,000	119,428	
CRC Community Christmas Party Grant	Community Christmas Party	-	-	-	4,700	
Other CRC Grants & Contributions	Kulin Triathlon & Other sponsorships	1,500	1,500	1,500	4,437	
		1,089,353	1,014,353	1,014,353	2,683,448	

Capital Grants

Grant Source	Purpose	Original Budget	Amended Budget	YTD Budget	YTD Actual (Income recognised)	Grant income received
Local Roads & Community Infrastructure Program	Federal Government Stimulus to deliver priority local roads and community infrastructure projects	662,774	662,774	662,774	662,774	811,350
Kulin Bowling Club	Bowling Green Lights	5,000	5,000	5,000	5,000	5,000
Community Night Lights Program	Bowling Green Lights	13,333	13,333	13,333	16,305	16,305
Kulin Junior Basketball Club	FRC Court Fans	5,000	5,000	5,000	5,000	5,000
Kulin Netball Club	FRC Court Fans	5,000	5,000	5,000	5,000	5,000
Kulin Sporting Clubs	FRC Electronic Honour Board	3,000	3,000	3,000	-	-
Kulin Tennis Club	Tennis Court Resurfacing	30,000	30,000	30,000	43,301	43,301
Kulin Bush Races	Tennis Court Resurfacing	80,000	80,000	80,000	72,727	72,728
Colts Carnival	FRC Changeroom Upgrades	40,000	40,000	40,000	40,000	40,000
Main Roads - Regional Road Group	Road Construction	521,194	521,194	521,194	423,361	423,360
Federal - Wheatbelt Secondary Freight Network	Road Construction	1,730,792	1,930,792	1,930,792	1,602,248	1,602,248
Federal - Remote Roads Upgrade Pilot Program	Road Construction	573,886	573,886	573,886	567,733	614,400
Federal - Roads to Recovery	Road Construction	695,360	695,360	695,360	679,682	633,847
Federal - Black Spot	Road Construction	-	-	-	7,860	7,860
		4,365,339	4,565,339	4,565,339	4,130,991	4,280,399

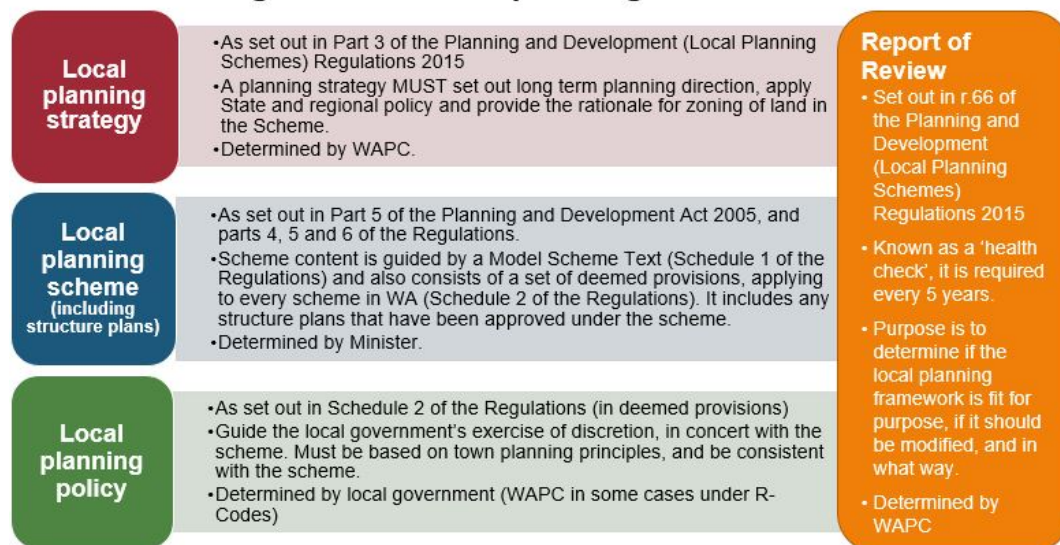
Shire of Kulin – Report of Review

PART 1 - BACKGROUND

About the WA planning system

The key decision-makers in the Western Australian Planning system are the Minister for Planning, Western Australian Planning Commission (Commission) and local governments. Their roles and responsibilities are set out in legislation and regulation, principally the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations). As shown in **Figure 1**, the local planning framework consists of four key components - a local planning strategy, local planning scheme, structure plans and local planning policies.

Figure 1 - the local planning framework



What is a Report of Review?

A Report of Review (RoR) is a health-check for the local planning framework, which is required to be prepared every 5 years to assess how the framework is operating, and if adjustments need to be made. A RoR is required to consider whether a local government's local planning strategy and local planning scheme, and any structure plans approved under the scheme are:

1. Satisfactory in their existing form; or
2. Should be amended; or
3. Should be revoked and/or have a new one prepared.

It is also recommended that local planning policies be considered as part of this review, but this is at the local government's discretion.

This RoR will examine the Shire of Kulin's local planning framework and make recommendations to the Commission.

About the Shire of Kulin

The Shire of Kulin (Shire) is a local government area in the State's Wheatbelt planning region, that is situated about 300km east of Perth. The Shire covers an area of approximately 4,714km² (**Attachment 1 - Location plan**).

According to the Australian Bureau of Statistics (ABS), the Shire's Estimated Resident Population (ERP) was 794 persons in 2023. The main population centre is the Kulin townsite (294 persons) and there smaller gazetted townsites such as: Dudinin, Holt Rock, Jitarning and Pingaring that

support much smaller residential populations. Outside of the townsites, the remaining population resides in the rural hinterland. The Shire's key economic activity is broadscale agriculture.

PART 2 - EXISTING LOCAL PLANNING FRAMEWORK

The Shire's Local Planning Framework consists of:

Local Planning Strategy – the Shire does not currently have a local planning strategy.

Local Planning Scheme – the Shire Local Planning Scheme No. 2 (Scheme), which applies to the whole of the Shire, was gazetted in 1999. Since gazettal, the Scheme has been amended twice, including a Scheme consolidation to incorporate changes introduced to the planning system following the introduction of the Regulations in 2015 (refer to **Attachment 2** for an overview of these amendments).

Structure Plans – the Scheme provides that the Shire or the Commission may require the preparation of a structure plan prior to considering a subdivision in the Urban Development zone. A structure plan was endorsed for Lots 8 and 9838 (now 9001 and 51) Kulin Road West (now Rankin Street), Kulin on 18 July 2007, and is valid until 19 October 2025. This structure plan provides for urban expansion for the provision 94 residential and 22 rural living lots.

Local planning policies - the Shire has eleven active local planning policies that address:

1. Development of outbuildings in Residential areas
2. Development of moveable buildings (including relocated buildings)
3. Development of caretaker's dwellings in the Industrial zone
4. Home occupations
5. Installation of satellite dishes, microwave antennae and radio masts
6. Parking of commercial vehicles in Residential areas
7. Use of sea containers and other similar transportable structures
8. Extractive industries
9. Advertising signs
10. Exemption to requirement for development approval for non-habitable farm buildings and incidental farm structures
11. Workforce accommodation

PART 3 - PLANNING CONTEXT

This section identifies some anticipated drivers of change that are currently or anticipated to have implications for future land use planning over the next 10-15 years.

3.1 Population

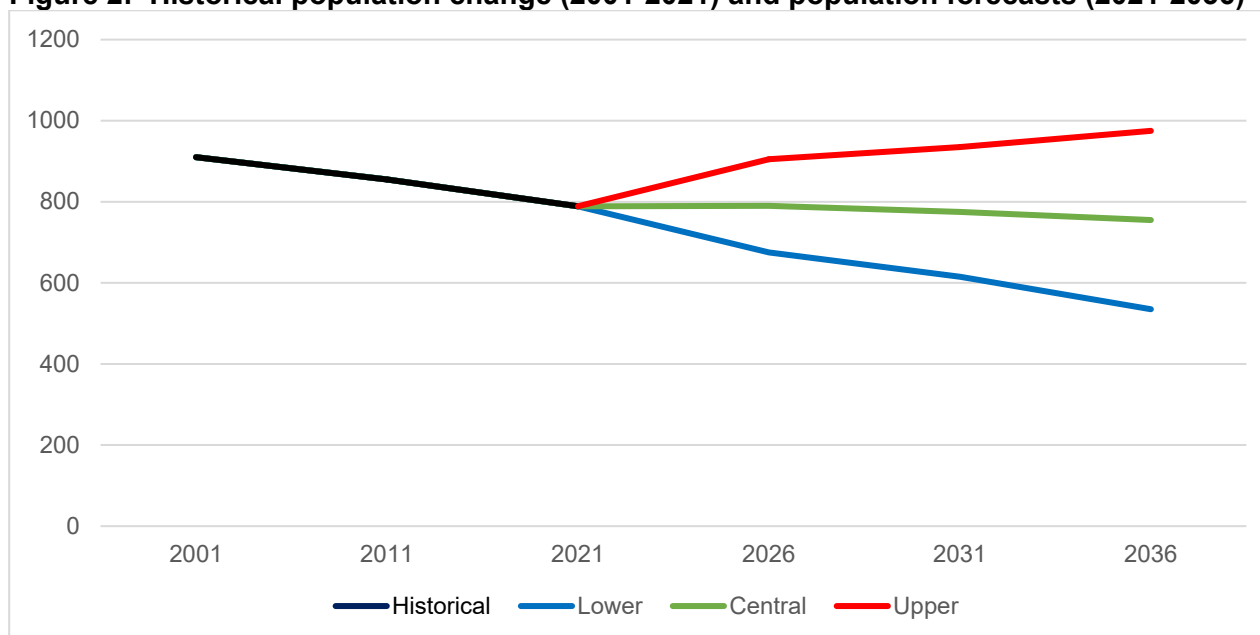
Historical trends and forecasts

Between 2001 and 2021, the Shire's Estimated Resident Population (ERP) decreased from 910 (2001) to 789 (2021). This decline can be attributed to various factors such as the aging population and changing economic activity/employment opportunities and is consistent with other inland local governments across the Wheatbelt region.

Population forecasts published in the Commission's *Western Australia Tomorrow Series 12* (WA Tomorrow) (WAPC, 2025), indicate that the number of people living in the Shire between 2021 and 2036 is expected to range between a slight decrease of 34 persons (Central Band) or an increase of approximately 186 persons (Upper Band) (refer to **Table 1** and **Figure 2**).

Table 1: Historical ERP (2001-2021) and population forecasts (2021-2036)

Historical population change (ERP)			WA Tomorrow Forecasts			
2001	2011	2021	Band	2026	2031	2036
910 (ERP)	855 (ERP)	789 (ERP)	Lower Band	675	615	535
835 (Census)	826 (Census)	769 (Census)	Central Band	790	775	755
			Upper Band	905	935	975
Source(s): ABS (2021), ABS (2024), WAPC (2025)						
Notes:						
- Data for historic population was sourced from ABS Estimated Resident Population data (ABS, 2024) and the ABS's Quickstats database (2021 Australia, Census All persons QuickStats Australian Bureau of Statistics) (ABS, 2021) - Population forecasts are based on the WAPC's WA Tomorrow Series 12 publication (WAPC, 2025). These forecasts are a series of possible population scenarios that are presented in 'bands'. Lower Band is the most conservative forecast while Upper Band is the most optimistic. These forecasts are based on historical fertility, mortality and migration trends.						

Figure 2: Historical population change (2001-2021) and population forecasts (2021-2036)

Source: ABS (2024); WAPC (2025)

This forecast population change is expected to generate demand for between 0 additional dwellings (~ 0 p.a. for Central Band) and 74 additional dwellings (~ 5 p.a. for Upper Band) between 2021 and 2036 (refer to **Table 2**). An analysis of past population trends and future forecasts and land supply requirements is provided in **Part 4 - Land supply**.

Table 2: Estimated population and dwelling requirements based on WA Tomorrow forecasts (2021-2036)

Timeframe	Forecast population		Estimated additional dwellings	
	Central Band	Upper Band	Central Band	Upper Band
Base population and dwellings (2021)	769 (2021 ERP - Shire) 294 (2021 Census – Kulin townsite)		355 (2021 Census - Shire) 155 (2021 Census – Kulin townsite)	
Change (2021-2036)	- 34 (~0 p.a.)	+186 (~12 p.a.)	+0 (~0 p.a.)	+74 (~5 p.a.)

Source: ABS (2024), ABS (2021), WAPC (2025)

Notes:				
- Base population and dwellings reflect historic ABS ERP (ABS, 2024) and Census data (ABS, 2021). - The 2021 Census identified the Shire's household size as 2.5 persons per dwelling. - The dwelling change calculations are based on the forecast population change for the Central and Upper bands for 2036-2021 divided by the average household size. - Almost all the existing housing stock within the Shire is detached housing - none of the dwelling calculations in this contemplate medium (or higher) density housing typologies.				

Population retention

Retaining and growing the population requires the Shire to be proactive by advocating to retain its population by ensuring there is land available to meet demand, providing a range of housing types (including accommodation for the ageing), working with infrastructure providers to maintain and develop community services, providing opportunities for commerce.

Population distribution

In 2021, the Shire's main population centre was the Kulin townsite (294 persons – or 38% of the Shire's population) with the remaining 62% of the population dispersed across the rural hinterland in the localities of: Kulin West (88 persons); Jitarning (63 persons); Pingaring (60 persons); Dudinin (59 persons); Jilakin (49 persons); Holt Rock (46 persons); and Walyurin (32 persons). It is anticipated that the Kulin townsite will continue to be the focus for population in the Shire.

Ageing population

Census data for the Shire indicates proportion of population over 65 years of age has increased from 12.7% in 2001 to 27.8% in 2021. This is significantly above the State's average (17.2%). The ageing of the population has implications for decision making, including land use planning. It may be necessary as part of preparing a new local planning strategy to identify specific strategic directions and to define actions to ensure the Shire's townsites can cater for the specific accommodation needs of this age cohort. Additionally, the Shire along with other stakeholders, may also have a role to play in ensuring services are sufficient to respond to changing demand of this cohort. At the present time, most of the health and allied services accessed by the Shire's population are provided by the Kondinin Hospital (WA Country Health Service). The Shire and the neighbouring Shire of Kondinin provide a general practitioner under a shared services arrangement.

Transient workforce populations

Currently there are no large transient workforce populations in the Shire. However, this may change in the short-term given that there are several proposed developments relating to renewable energy facilities.

Economy

In 2021, the Shire's economic output was \$219.407m or 1.2% of the total economic output of the Wheatbelt region. At this time, 395 persons were employed within the Shire or 1.3% of the region's employment. The key sectors in terms of output/employment were 'Agriculture, Forestry and Fishing' (\$146.271m/246 jobs), 'Construction' (\$15.240m/21 jobs) and Public Administration and Safety (\$11.310/28 jobs)

Agriculture/rural land uses

The agricultural sector is expected to remain as one of the Shire's primary economic activities. The key commodities produced by the Shire's agriculture sector are wheat, barley, canola and lupins. Cattle and sheep grazing is the other major agricultural activity.

Co-operative Bulk Handling (CBH) maintains a presence in the Shire with grain receival/storage/distribution facilities located at Kulin, Pingaring, Dudinin, Jitarning, Southeast Hyden and Holt Rock. Kulin and Pingaring are the only two sites which remain operational on an annual/seasonal basis. CBH links growers to the wider supply chain so their produce can be exported to interstate and overseas markets. CBH's grain receival/storage/distribution facility also provides opportunities for permanent and seasonal employment (particularly during the harvest period). CBH is currently implementing its Network Strategy, which seeks to upgrade facilities across its supply chain network.

Challenges to the agricultural sector include adoption of climate-resilient agriculture management practices, access to water resources, , provision and adaption of infrastructure, management of dryland salinity, reducing carbon emissions, protecting and enhancing biodiversity values and other land care practices, management of off-site impacts, farming businesses becoming larger, labour shortages and catering for workforce accommodation, government policy (e.g. banning the live sheep export trade) and the need to provide and maintain safe road (and rail) networks that are fit-for-purpose for freight traffic. The Shire's priority is to protect and support agricultural activity as well as encouraging other appropriate land uses that do not have local adverse impacts, or for which any impacts can be managed.

There may opportunities for tree farming in the Shire which can provide economic benefits to the farmer (owner), the local community, and various industries as well as environmental and social benefits. The opportunities include carbon sequestration and carbon farming in context to government schemes, arresting rising dryland salinity around valley floors, regenerating native vegetation to arrest soil erosion and provide habitat for endemic fauna, growing native sandalwood for pharmaceutical production and oil mallees for biofuel production.

To support the agricultural sector and protect rural land, preparing a new Strategy and updating the Scheme should seek to:

- discourage fragmentation of rural land through implementation of *State Planning Policy 2.5 – Rural planning* and *Development Control Policy 3.4 – Subdivision of Rural land*;
- incorporate contemporary model land uses;
- prescribe suitable land use permissibility in the zoning table;
- updating existing or introduce new development standards/requirements and local planning policies; and
- provide contemporary guidance on relevant issues (including consideration and assessment of rural intensive agriculture proposals, and provision of housing for workers and family members involved in farming operations and tree farms/plantations).

Mineral resources and basic raw materials

There currently are no active mining operations in the Shire, although one kaolin clay mine site (62km east of Kulin) is under care and maintenance and a gypsum mine, which now forms part of the Kondinin Salt Marsh Nature Reserve, has ceased operations. There are 'live' exploration licenses across the Shire relating to current investigations to determine the prospectivity of nickel, cobalt, copper, platinum group elements (PGEs), silver and gold deposits. The most significant of these are in the western portion of the Shire and are associated with the Calesi and Kulin Gold projects.

The Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) have identified prospective mineral resource sites in the Shire and the prospects for discovering new mineral resource areas and future mining activity are good when noting the following:

- large sections of the western and central parts of the Shire are represented by a geologic formation known as 'greenstone belts'. These greenstone geologic formations often contain gold, silver, copper, zinc, lead and other mineral ores.
- the substantial areas of the salt lake chains are a source of gypsum and other minerals.
- mining companies have confirmed presence of 'critical minerals' within the Shire which includes magnesium (extracted from magnesite), graphite, rare earth elements (REE), platinum, palladium, nickel and high purity alumina (extracted from kaolin clays), as well as in surrounding Shires with similar geology (refer to Attachment 3 for definitions).

Extractive industries are important for the supply of basic raw materials (BRM) essential for the construction of housing, roads, other infrastructure and agricultural production. BRM extracted, or have potential for extraction, in the Shire include gravel and gypsum. Mapping

of BRM significant geological supply areas and extraction sites has not been undertaken for the Shire.

Future mining operations need to be demonstrated to be economically viable and capable of addressing Aboriginal cultural heritage, environmental and social concerns. There is a need for the local planning framework to support the mining and BRM extractive industry sectors. This includes the local planning scheme and associated local planning policy protecting the mineral/BRM resources areas from sterilisation and not significantly constraining such activity. Therefore, the planning direction would require restricting the siting of sensitive/incompatible land uses, such as dwellings. All mineral/BRM resource areas will need to be initially identified under the local planning strategy and reviewed from time to time.

Renewable energy

Renewable energy projects are an emerging driver for local economies across regional Western Australia, including the Wheatbelt region.

The Kulin West Wind Farm (Atmos Renewables and Nomad Energy) is a proposed wind farm in the Shire(s) of Kulin and Corrigin. If approved, the project will erect 78 wind turbines that are expected to generate 560 MW of electricity into Western Australia's power grid. The initial site selection investigations to investigate an appropriate site were completed in 2024 and the project has now entered the early stages of development. Comprehensive environmental studies and community consultation have commenced and will occur through 2025. A Final Investment Decision is expected in 2027. The construction phase is expected to last for two years concluding in 2029-30. The project is expected to realise a range of benefits to the region including job opportunities, support for local businesses and suppliers, and substantial direct investment in the region ([Kulin West Wind Farm Information Sheet](#)).

Renewable energy projects continue to present challenges for rural local governments, including the Shire. Future renewable energy related projects could include hydrogen production and BESS at energy hubs, associated upgrading of electricity transmission networks, the production of renewable diesel from agricultural waste products and the production of liquid biofuel from a range of plants including oil mallee. The key issues include determining the impacts of these projects on adjoining properties and, more generally, on local communities. The Shire's view is that changes are required to its local planning framework to provide more guidance when assessing these significant projects. A new local planning strategy is an appropriate starting place to identify issues/opportunities associated with renewable energy projects. Changes may also be required to the Scheme to better address planning considerations for these projects. This could include work to provide greater alignment with the State Planning Framework, such as the Commission's policy statement on renewable energy facilities, by inserting the 'renewable energy facility' land use; providing greater guidance for assessment of these proposals into Part 4. There may also be opportunities to develop additional local planning policies to guide decision making in respect to this issue.

Tourism

Tourism attractions within the Shire, including the Tin Horse Highway, historical heritage buildings and trails (including Macrocarpa Trail), and the Jilakin Rock Reserve. The Shire is also a participant in the Pathways to Wave Rock initiative which is a self-drive trail that offers a wide range of unique experiences across the region that links the Shire(s) of Corrigin, Bruce Rock, Narembeen, Lake Grace, Kulin, Kondinin and Quairading and settlements with Wave Rock. The Kulin townsite provides most of the Shire's tourism accommodation, including a 'pay as you like' caravan park, hotels/motel and bed and breakfast.

The Shire's Strategic Community Plan 2022-2032 acknowledges the importance of the tourism sector to the local economy and identifies the need for tourism planning that:

- coordinates and promotes visitor and tourist experiences;
- provides amenities for visitors at the caravan park while ensuring the Shire's settlements are 'friendly' for recreational vehicles; and
- implements key tourism-related projects such as construction of the Tin Horse Highway and the management of the Kulin Bush Races.

The South West Native Title Settlement process and the Aboriginal Heritage Survey Program may identify and unlock other sites, such as UCL or unmanaged Crown reserves, for future tourism purposes.

A new local planning strategy could investigate opportunities to facilitate tourism across the Shire, such as planning for and development of tourist attractions and accommodation, protection of key values (environmental, landscape and amenity); and addressing potential land use conflicts. It is also recommended that the Scheme be updated so that it reflects the strategic directions/actions identified in the Strategy that relate to tourism and achieving alignment with the State's Land Use Planning Framework, including alignment with current government reforms relating to short-stay accommodation.

Commercial/Retail

The Kulin townsite is the Shire's key centres for commerce (business and retail). Businesses within this town provide services to meet the needs of townsite population as well as people living in the Rural hinterland. The Shire acknowledges that the survival and future growth of Kulin depends on maintaining the current level of servicing but identifies that it is becoming increasingly difficult to attract people to run small businesses.

Industry

Key support industries within the Shire include bulk grain storage and handling, transport (freight services), engineering, agricultural supplies, agricultural machinery servicing, building and other household services, motor vehicle supplies/repairs and government services (road construction/maintenance). There are three distinct land areas zoned General Industry in the Kulin townsite that accommodate a range of businesses that mostly service the needs of the agriculture sector. These businesses are important to local employment and the local economy so the risk of land use conflict risk with sensitive land uses should be avoided.

Environment

Land use planning plays a key role in ensuring that the impacts of subdivision and development on the environment and natural resources are appropriately managed. The State Land Use Planning Framework through State Planning Policy 2.0 – Environment and natural resources (SPP 2.0) and outlines environment and natural resource management needs to be integrated with the broader land use planning and decision making such that the natural environment is protected, conserved and enhanced. Other more specific State Planning Policies more specifically address issues such as management of water resources and bushfire risk. A brief outline of environmental issues within the Shire is provided below:

Landforms

Most of the Shire, including Kulin townsite, is situated within the Mallee bioregion and Western Mallee sub-region (*Interim Biogeographic Regionalisation of Australia*) which consists of gently undulating landscape and is traversed by significant salt lake chains within broad valley floors. A small section of the Shire is within the Avon Wheatbelt bioregion (*Interim Biogeographic Regionalisation of Australia*), which is comprised of gently undulating landforms with low relief and isolated granite outcrops. Kulin town is situated on undulating slopes (ranging in height from 304-320m) and is surrounded by several rock outcrops and hills to the west, north and east while a broad flat valley lies to the south (mostly below 300m AHD).

Soils

There are a variety of soils, including clays and silts over kankar, sand, granite outcrops and gypsum dunes. More specifically, the soils within the Kulin townsite are mainly colluvial duplex soils in the upper slopes and alluvial sandy and loamy duplex soils in the lower slopes and valley floors.

Biodiversity

Much of the remnant flora in the Western Mallee sub-region consists of eucalypt woodlands and mallee communities of the *Eucalyptus* species. Much of the remaining flora in the Avon bioregion consists of mixed eucalypt woodlands on granite-derived and alluvial soils, while the sandplains and lateritic uplands are species-rich scrub-heath vegetation. Important environmental assets include vegetation classified as Western Australia Threatened and Priority Ecological Communities, Commonwealth Threatened Ecological Communities, valley floor and saline land vegetation associated with salt lake wetlands, rare and priority flora and habitat trees for threatened/endangered/vulnerable fauna. Over time the altered environment has resulted in rising groundwater levels, salinity, and loss of biodiversity.

Conservation areas

Across the Shire, there are approximately 260ha (or 5.78% of total area) identified for the purposes of nature conservation. The largest conservation and nature reserves include Kondinin Salt Marsh Nature Reserve, Dragon Rocks Nature Reserve, Lake Varley Nature Reserve and Lake Hurlstone Nature Reserve.

The land comprising the undeveloped gazetted townsites is either unallocated Crown land (UCL) or reserves vested in the Shire for the purposes of nature reserves, conservation, water or recreation. Where such Crown land sites are zoned Rural Townsite or Rural zoning, alternative classification on the scheme map may be required where it is necessary to protect land within these areas for conservation purposes.

Bushfire

Large areas throughout the Shire are designated as 'bushfire prone areas', as published by the Fire and Emergency Services Commissioner. Land use planning in bushfire prone areas must have due regard to the Commission's State Planning Policy 3.7 - Bushfire and associated Guidelines. These areas include the fringes of Kulin townsite that are associated with large areas of remnant vegetation on Crown reserves and UCL. The other gazetted townsites are entirely declared bushfire prone area due to the dense vegetation coverage on adjacent Crown land, although the bushfire hazard classified vegetation affecting Pingaring is located on private land.

Water Resources

Surface water

Surface water within the Shire, including Kulin townsite, is largely contained within the Swan-Avon River-Lockhart catchment while much smaller areas contained in the Main Avon (north-west) and Blackwood (south-west) catchments. There are no major waterways or water bodies that are close to the Kulin townsite or any of the other gazetted townsites. There are 27 dams in the Shire managed by Water Corporation, the Shire of Kulin, Department of Biodiversity, Conservation and Attractions and Department of Water and Environmental Regulation. There are several large salt lakes in a wide chain formation east of Kulin one being approximately 10km away and another 115km away, near Holt Rock.

Drainage/hydrology

Most of the Shire of Kulin, including the salt lake chains, falls within the South-eastern Zone of Ancient Drainage hydrological zone. Some of western part falls within the South-western Zone of Ancient Drainage hydrological zone, which both consists of smooth to irregularly undulating plains of low relief, with a sluggish drainage system dominated by salt lake

systems within broad valley floors. The ancient valley drainage system (also known as palaeo-channels) will not function as a continuous entity and water will not flow to the Avon and Blackwood Rivers unless there is heavy and prolonged rainfall due to low valley floor gradients and low rainfall. The Department of Water and Environmental Regulation has not prepared floodplain mapping for the Shire. It appears there is a low risk of flooding at Kulin townsite due to the 10km distance from the salt lake chain and a height difference of approximately 30-40 metres. However, the broad flat valley and minor creek line to the south is classified as a valley hazard area.

Groundwater

Groundwater within the Swan-Avon-Lockhart River Catchment, which includes Kulin townsite, is generally within two metres of ground level in valley floors increasing to ten metres in upper slope areas. Groundwater salinity is very high in the valley floors and beneath the salt lakes and in deep aquifers in lower sub-catchment areas. Perched water tables and dams provide fresh to brackish water. Groundwater depth at Kulin has been gauged at 7.95m below ground level. No groundwater readings have been recorded at the other gazetted townsites.

Climate change

The issues associated with climate change impacting the Shire include more frequent extreme weather events resulting in drought, bushfires, water/soil erosion and flood risk from intensive rainfall events and shortage of potable water impacting biodiversity, agricultural production and general liveability. Consequently, the key challenges for the Shire include the management issues associated with agriculture, the remaining natural areas/biodiversity, water resources, salinity and responding to bushfire risk generally and within and around townsites.

A new Strategy could identify specific land use actions and strategic directions relating to protection, conservation and management of the Shire's environmental assets and management of bushfire risk. This could include reflecting the requirements of the current State Planning Framework relevant to local planning strategies and may consider whether new model zones, such as Environmental Conservation zones should be inserted into the Scheme. Consideration should also be given to whether additional provisions should be inserted into Part 3 and Part 4 to manage environmental considerations.

PART 4 - LAND SUPPLY

This section evaluates land supply requirements in response to the key drivers identified in **Part 3**.

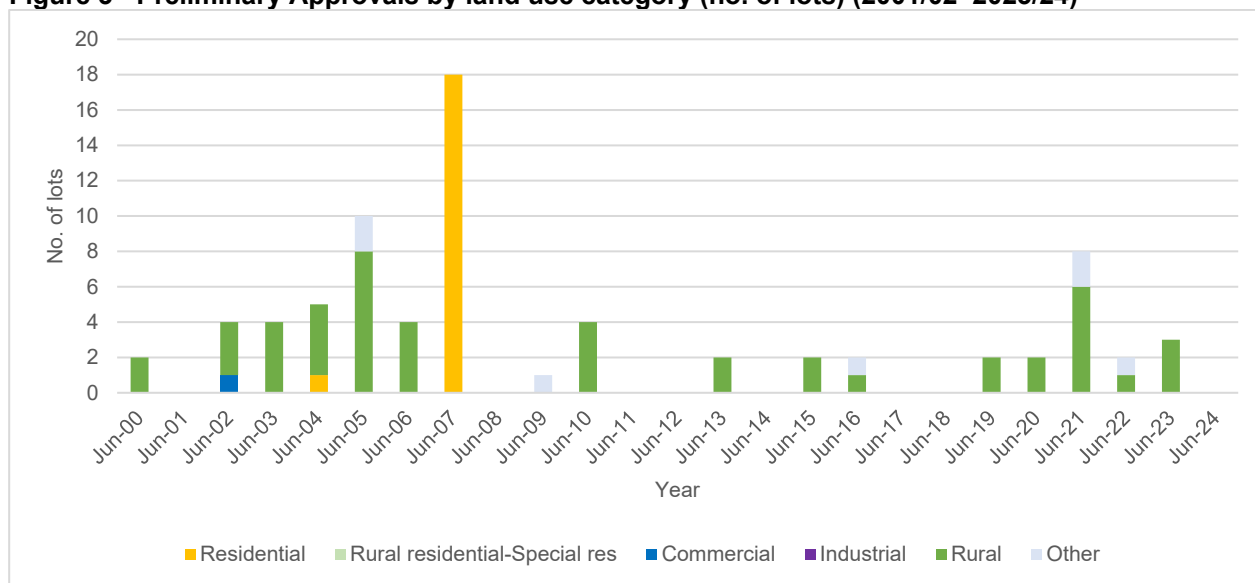
4.1 Subdivision activity

When the Commission determines subdivision applications, these are typically given preliminary approval, subject to conditions. When conditions have been fulfilled, applicants may then proceed to final approval, where new lot titles are issued.

Preliminary Subdivision approvals

Since 2000/01, 75 lots (~ 3 lots p.a.) received Preliminary Approval across the Shire. Most of this preliminary approval activity (66%) occurred prior to 2011 but after this time approval activity has been far more subdued. Of the total lots given Preliminary Approval, 46 were for Rural purposes (63% ~ 2 lots p.a.) in the rural hinterland. Within the Kulin townsite, prior to 2011, 19 lots were given Preliminary Approval on land zoned Residential with one lot for Commercial purposes. No lots have received Final Approval in the townsite since 2011. At, 31 December 2024, there were no lots that have an outstanding Preliminary Approval.

Figure 3 - Preliminary Approvals by land use category (no. of lots) (2001/02–2023/24)

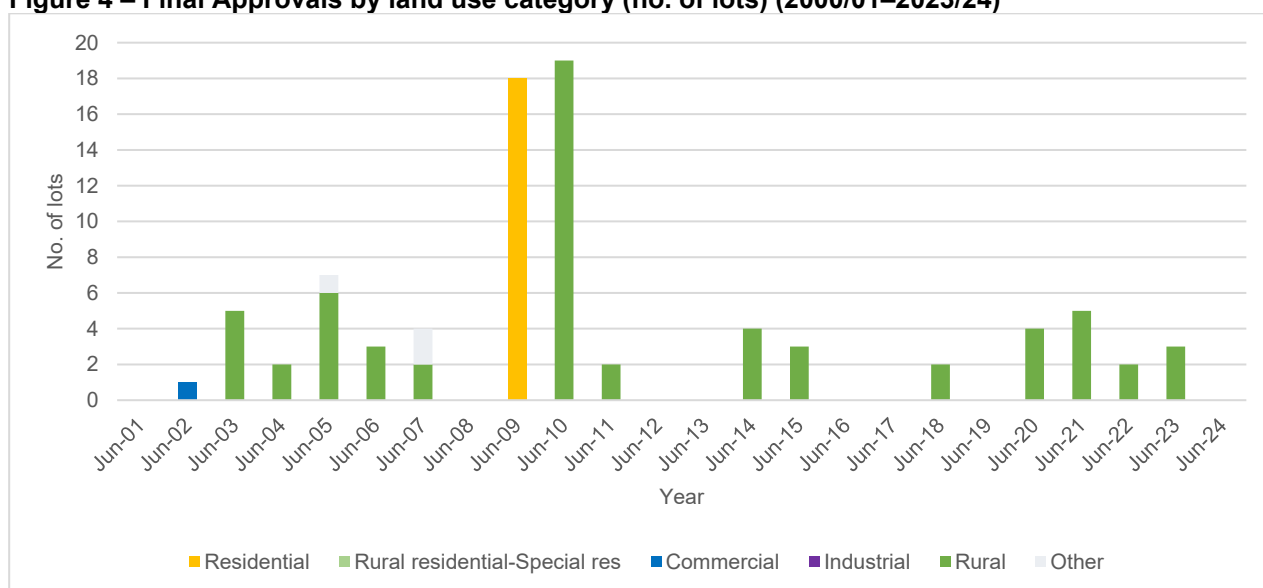


Source: DPLH (2025)

Final Subdivision approvals

Since 2000/01, 84 lots (~ 4 lots p.a.) received Final Approval across the Shire. Most of this activity occurred prior to 2011 and activity after this time has been more subdued. Of the lots that received Final Approval, 62 were for Rural purposes in the Shire's Rural hinterland. Within the Kulin townsite, prior to 2011, 18 lots received Final Approval on land zoned Residential and for one lot was zoned for Commercial purposes. No lots have received Final Approval in the townsite since 2011.

Figure 4 – Final Approvals by land use category (no. of lots) (2000/01–2023/24)



Source: DPLH (2025)

4.2 Development activity

Development applications are typically determined by the Shire, Regional Development Assessment Panel or Western Australian Planning Commission and are typically approved with conditions that must be complied with.

Building commencements

Since 2017/18, there have been 99 building commencements (12 p.a.) for - Residential dwellings (12/1.5 p.a.), Alterations (22/2.75 p.a.), Outbuildings (40/5 p.a.) Commercial/Industrial purposes (5/<1 p.a.) and Community Services (12/1.5 p.a.).

Regional Development Assessment Panel

No applications have been lodged with the relevant Joint Development Assessment Panels.

Western Australian Planning Commission

No applications have been lodged with the State Development Assessment Unit for consideration and final determination by the Western Australian Planning Commission.

4.3 Future demand and land supply requirements

To evaluate future land supply, this analysis utilises data collated by the Valuer General's Office. This dataset provides a breakdown of land development status by classifying zoned land as 'developed', 'undeveloped' and 'unrated' (refer to **Attachment 3** for a description of these terms). **Table 5** provides an overview of land development status for the Shire.

Residential

Within the Kulin townsite there are 171 lots that are zoned Residential and most of these have a split residential density code of R10/30. Of these, 144 are 'developed' while 27 lots were 'Vacant'. The 2021 Census indicated that of the 125 private dwellings in the Kulin townsite 29 were 'unoccupied'.

Additionally, there is 45ha zoned Urban Development on the southern western boundary of the townsite in Proudview Estate which is owned by the Shire of Kulin 17 one hectare lots - five are 'Developed' while 12 are 'Vacant' - that are serviced with water and power but not sewer) and two large 'Unrated' land parcels, which are owned by the Shire of Kulin, north of Rankin Street.

The biggest constraint to developing additional lots residential and rural living purposes in the Shire is the high cost of providing all essential service infrastructure, particularly electricity. This can sometimes mean that the market value of new lots is significantly less than the cost to develop them. As such, there is no financial incentive for the private sector to develop and release land for these purposes and can result in the burden for land release falling upon the Shire. If the Shire assumes the responsibility for releasing land it will be necessary for it to receive external financial support from the Federal or State Government(s).

There may also be an opportunity for further subdivision of larger lots in accordance with the minimum lot size requirements. There are approximately 5-10 lots that are between 2,000m² and 1ha. There may also be opportunities for some re-subdivision of existing lots at the (higher) R30 density (minimum lot size = 330m²) given that the town has a reticulated sewer network.

Adequacy of residential land supply

Responding to anticipated population and economic change (as discussed in Part 3) over the next 15 years requires that there is a sufficient stock of Residential land. At the present time, opportunities to release additional land/dwellings consists of:

- approximately 27 lots zoned Residential in the Kulin townsite that are 'Vacant';
- approximately 29 'unoccupied' private dwellings in the Kulin;
- there is approximately 45ha of land zoned Urban Development in the Kulin town site but releasing this land will require various constraints to be addressed and resolved; and

- within Kulin, there may be opportunities to subdivide larger lots to yield additional Residential lots or re-subdivision at a higher R30 density given that the town has a reticulated sewer network.

This current situation is adequate to meet the requirements of the Central Band population growth forecast and assumes that economic drivers remain as they are presently. However, should population change occur in accordance with the Upper Band forecasts, as may occur if there is a significant new economic driver(s), it could be necessary for additional Residential land to be released. In this circumstance, there may be a requirement for land classified as 'unrated' to be released but this will require constraints to be addressed and resolved.

Rural Townsite

There is land zoned Rural Townsite in the localities of Jitarning and Dudinin. Of this land approximately 25 lots are 'Developed' with two lots classified as 'Vacant' and a further 182 lots that are 'Unrated'. However, releasing this land will require various constraints to be addressed and resolved. These constraints include cost of providing all necessary essential service infrastructure, resolution of Native Title, identification/management of bushfire risk, and the process for converting Crown land to Freehold land, which can be time consuming and costly.

Transient workforce accommodation

There are currently no transient workforce accommodation facilities in the Shire aside from commercial accommodation providers which are limited. Demand for this type of accommodation is expected to increase in the short-term future due to the proposed development of renewable energy facilities.

Aged Persons Accommodation

The Shire supports aged persons accommodation at two sites – Kulinda Village and Workman Estate that are run by the Kulin Retirement Homes Committee. These facilities are within walking distance of Kulin's town centre and health centre. There's no land immediately available to extend the Kulinda Village but there may be capacity to increase the number of units in Workman Estate but the land will need to be further subdivided.

Commercial

There are 47 lots that are zoned Commercial in the Kulin townsite. Of these, 22 are 'Developed', two lots are 'Vacant' and four are 'Unrated'. Given a significant proportion of the land zoned 'Commercial' in the Kulin townsite has not been developed there is sufficient supply of land of this land use into the medium term at least.

Industrial

There are 44 lots that are zoned Industrial in the Kulin townsite. Of these, 22 are 'Developed', six lots are 'Vacant' and 16 are 'Unrated'. The Shire reports that it is experiencing some new demand for industrial land from new businesses providing services such as civil works and traffic management given that land in the Shire is more affordable when compared to larger population centres to the west (i.e. Perth and Bunbury). Given that the existing supply of 'General Industry' zoned land in the Kulin townsite has not been developed to its full potential there is a sufficient supply of land of this land use into the medium term to accommodate new businesses. The provision of key essential services to some lots with potential for further subdivision will, however, likely be problematic due to the cost which is a disincentive to investment by the private.

Rural land

Outside of the townsites land is mostly zoned Rural or as local reserves for various purposes.

Table 5 - Land development status (Kulin townsite)

Townsite	Zone (Land use)	Developed		Vacant		Unrated	
		Lots	Ha	Lots	Ha	Lots	Ha
Kulin	Residential	144	16.81	27	2.16	9	1.66
	Urban Development	5	5.01	13	35.06	2	3.30
	Commercial	41	5.46	2	0.20	4	0.40
	Industrial	22	17.35	6	9.49	16	9.42
Dudinin	Rural Townsite	18	2.82	2	2.02	115	422.69
Jitarning	Rural Townsite	7	0.71	0	0.00	67	6.70
Source: VGO (2024), DLPH (2025)							
Notes: - Refer to Attachment 3 for definitions of 'developed', 'undeveloped' and 'unrated'. - The boundary of the Kulin townsite used for this analysis corresponds to the gazetted townsite boundary.							

PART 5 - EVALUATION OF EXISTING LOCAL PLANNING FRAMEWORK

This part evaluates the Shire's existing local planning framework given the planning context presented in **Part 3** and the assessment of land supply and demand in **Part 4**.

As required by the Regulations, this part of the report considers whether the Shire's Local Planning Strategy, Local Planning Scheme, Structure Plans and Local Planning Policies are satisfactory in their existing form; or should be amended; or should be revoked and new instruments prepared.

5.1 Local Planning Strategy

At the present time, the Shire does not have a local planning strategy. This has implications for responsiveness of the local planning framework to current and emerging land use issues/opportunities that are influencing the Shire (as outlined in Part 3 of this Report of Review) such as:

- promoting different and new forms of housing;
- providing for workforce accommodation;
- expanding tourism opportunities (for both attractions and accommodation);
- regulating short-term rental accommodation;
- facilitating renewable energy proposals;
- managing use of rural land; and
- providing protections for the agricultural sector.

A local planning strategy also plays a key role in investigating how Local Planning Scheme No.2 could be updated (see Section 5.2 below).

Therefore, it is recommended that the Shire prepare its first (new) local planning strategy to:

- set out the long-term planning directions for the local government;
- apply any State or regional planning policy that is relevant to the strategy; and
- provide the rationale for any zoning or classification of the land under the local planning scheme;

The new local planning strategy will be prepared in accordance with the Commission's Local Planning Strategy Guidelines (published in 2023) ([Local Planning Strategy Guidelines](#)). These guidelines provide the guiding principles, procedural steps and recommended content for a Strategy. A Strategy is comprised of two parts – **Part 1** and **Part 2**:

- **Part 1** outlines the 15-year vision for how land use change and development will occur within the Shire; identifies relevant planning issues/opportunities and defines planning directions/actions under key themes that are generally identified in the State's Land

Use Planning Framework, such as: urban growth and settlement, economy, environment, and infrastructure.

- **Part 2** provides the background, context and justification for the planning issues/opportunities, planning directions, and actions identified in Part 1.

5.2 Local Planning Scheme No. 2

The local planning scheme and supporting local planning instruments (such as local planning policies) give effect to local strategic planning through statutory land use and development control.

The Shire of Kulin's Local Planning Scheme No. 2 was gazetted in July 1999 and has been amended twice to rezone land and address the (then) Deemed provisions set out in the Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (refer to **Attachment 2**).

While Local Planning Scheme No.2 has provided for flexible decision making, it has not been regularly updated to:

- address contemporary land use planning issues/opportunities as would be identified in a new (possibly joint) local planning strategy;
- apply the current State Land Use Planning Framework;
- reflect recent updates/changes to the Regulations;
- reflect changes to cadastral boundaries arising from subdivision development; and
- reflect changes to reserve classifications to reflect the current approved purpose of all reserved land in the Scheme area.

Therefore, to ensure the Scheme is contemporary and fit-for-purpose it is recommended that the Scheme be amended. This amendment will include changes identified during preparation of the new Strategy and, more generally, to achieve alignment with the Model Scheme Text and the Deemed Provision. Implementing the required changes to the Scheme is best achieved via an omnibus amendment process, in accordance with processes set out in the Regulations, where a suite of changes to the Scheme are actioned as part of one process.

In broad terms, amending Local Planning Scheme No.2 will require:

- a) actioning recommendations from the new Strategy that relate to the Scheme;
- b) aligning the document structure and clauses with the updated Model Scheme Text;
- c) incorporating contemporary use classes, land use terms and definitions;
- d) considering whether new zones (such as Rural Residential, Environmental Conservation and Rural Enterprise) should be incorporated;
- e) prescribing appropriate permissibilities in the zoning table;
- f) rationalising/updating existing clauses and adding new provisions relating to zone-specific and general development (e.g. re-purposed and second-hand dwellings, caretaker's dwelling, amenity of non-residential development, sea containers, use of street setback areas, vehicle access and road construction, Wastewater Disposal, drainage, water supply, extractive industries, regional facilities, and development of lots abutting distributor roads);
- g) identifying development that does not require development approval;
- h) rationalising/updating special control areas, schedules; and
- i) modifying the scheme maps to align with the updated scheme text and account for changes to cadastral boundaries and reserve classifications throughout the Scheme Area.

5.3 Structure Plans

Local Planning Scheme No.2 provides that the Shire or the Commission may require the preparation of a structure plan prior to consideration of a subdivision or development proposal in the Rural Residential zone. A structure plan for residential and rural living purposes was endorsed for Lot 8 and Lot 9838 (now Lot 9001 and Lot 51) Kulin Road West (now Rankin Street), Kulin on 18 July 2007. This plan is valid until 19 October 2025. There are no other approved structure plans in the Shire.

5.4 Local planning policies

It is recommended that these policies be reviewed as part of amending the Scheme to ensure they reflect contemporary guidance on the specific issues. The Shire could also investigate whether any additional local planning policies are required as part of preparing the new (joint) Strategy to address current land use issues such as hosted/unhosted short-term rental accommodation and renewable energy proposals.

5.5 Review of local planning framework

It is understood that two of the Shires neighbouring local governments – the Shire of Kondinin and the Shire of Narembeen requested assistance to update their local planning frameworks in late 2024. Following preliminary discussions with the Shire(s) of Narembeen and Kondinin, the Department accepted a request to address the four local governments comprising the Roe Regional Organisation of Councils (RoeROC) (the Shire(s) of Corrigin, Kondinin, Kulin, and Narembeen) about reviewing their respective local planning frameworks in February 2025.

5.5.1 Report of review

At the RoeROC meeting, the Department broadly outlined that the first step in reviewing a local planning framework is to prepare a report of review (RoR). The RoeROC subsequently advised that its members are each committed to preparing an RoR to examine their respective local planning frameworks. This RoR fulfils this first requirement agreed and the document, including Council's recommendations, will now be forwarded to the Commission for its consideration.

5.5.2 Local planning strategy

The discussion during the RoeROC meeting also highlighted that none of the local planning frameworks of RoeROC members currently have a local planning strategy. In addressing the requirement for a strategy, the Department advised that there may be an opportunity for the RoeROC members to work collaboratively to jointly prepare a Strategy.

Some of the key reasons for preparing a joint Strategy include the opportunity to share costs (i.e. mapping); and production of a streamlined Strategy document that has a singular Part 1 and a singular Part 2 relevant to each participating local government instead of four separate documents as would be the case if each local government prepared its own Strategy.

Joint local planning strategies have been prepared for several locations across the Wheatbelt region, including Quairading/Cunderdin/Tammin in 2021 and, more recently, for the Shire(s) of Williams, West Arthur and Wagin during 2023-2024. Both strategy documents identified land use planning issues/opportunities and defined strategic directions/actions common to each participating local government while also investigating specific issues/opportunities and directions/actions affecting the individual LGAs.

Following this discussion, the RoeROC advised the Department that its members will give 'consideration to working collaboratively (pending Report of Review recommendations) to develop a joint Local Planning Strategy'. Shire officers consider a joint approach to be a pragmatic and more affordable option as the RoeROC local governments comprise a geographic cluster where population, economic, and environmental drivers are (likely to be) relatively homogenous.

The Department has advised that once each RoeROC member has considered its RoR and advised of their willingness (or otherwise) to collaborate in preparing a joint Strategy it will then work further with participants to prepare a detailed project and communications plan that will guide preparation of a joint Strategy through 2025 and 2026.

5.5.3 Local planning scheme

The omnibus amendment is the preferred approach to updating the Scheme. The required amendment will commence after the local planning strategy has been finalised. Given that the Strategy will inform the amendment, it is anticipated that the earliest commencement for this phase of the review would be mid/late 2026 with finalisation by mid/late 2027. The amendment will be progressed by the Shire in consultation with the Department. This work will build on a scope of work to amend the Scheme that was previously presented to and endorsed by Council at its Ordinary Council Meeting in September 2024.

5.5.4 Structure plans

The review of the existing structure plan can commence during preparation of the Strategy and is likely to be completed at the same time as the Scheme amendment.

5.5.5 Local planning policies

The required review of the Shire's local planning policies is expected to be completed after the Scheme amendment as this process have some implications for the policy framework.

PART 6 – RECOMMENDATION

That Council:

1. pursuant to Regulation 66(1)(b) and (c) of the *Planning and Development (Local Planning Schemes) Regulations 2015* approve the Report of Review and forward a copy of the Report to the Western Australian Planning Commission.
2. pursuant to Regulation 66(3) (a), (b) and (c) of the *Planning and Development (Local Planning Schemes) Regulations 2015* recommend to the Western Australian Planning Commission that the Shire:
 - (a) prepare its first Local Planning Strategy to set out the long-term planning directions for the local government; apply any State or regional planning policy that is relevant to the strategy; and provide the rationale for any zoning or classification of the land under the local planning scheme;
 - (b) amend Local Planning Scheme No. 2 via an omnibus amendment to incorporate recommendations of the new Local Planning Strategy and align it with the Model Scheme Text and the Deemed Provisions; and
 - (c) as part of preparing the new Local Planning Strategy and amending Local Planning Scheme No. 2, assess any structure plans and determine whether these are satisfactory or should be amended or revoked.
3. as part of preparing the new Local Planning Strategy and amending Local Planning Scheme No. 2 assess its existing local planning policies to determine which policies are satisfactory or should be amended or should be revoked and whether any new local planning policies are required.

[illegible]

Figure 2 - Location plan (Shire of Kulin)

Attachment 2 - Summary of amendments to Local Planning Scheme No. 2

No.	Gazettal Date	Details (summary)
1	22/01/08	Schedule 1 - modify by adding interpretation "tourist accommodation". Schedule 4 - modifying by adding Special Use Area "3. Portion of Reserve 26116 (Lot 224) Johnston Street, KULIN" together with permitted special uses and scheme map designation.
2	03/10/17	Scheme consolidation to incorporate the model provisions contained in Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015 and the scheme provisions with the deemed provisions contained in Schedule 2 of the regulations.

Attachment 3 – Definition of critical and strategic minerals

Critical minerals', as listed by the Australian Government under 'Critical Minerals List' in 2024 (which is reviewed every two years), are minerals of strategic national importance insofar as transitioning to a modern economy (e.g. advanced manufacturing, advanced computer technology and zero-carbon emissions) and national security reasons. Critical minerals are vulnerable to supply chain disruption, such as geopolitical turmoil. Some critical minerals can also be extracted as a by-product of mining/processing of gold, nickel, copper, lead, tin and zinc, which again may be present around the greenstone belts.

Strategic Materials', which are also listed by the Australian Government in 2024, are also minerals of strategic national importance but are not vulnerable to supply chain disruption, and includes aluminium (sourced from bauxite), copper, phosphorus, tin and zinc resources. There is an occurrence of copper 70km east of Kulin townsite, which lies within a greenstone area, and further discoveries of such minerals may be present within the greenstone belts.

Attachment 3 - Explanation of Land Supply Data (Landgate Property Valuation Database)

The Landgate Property Valuation Database (PVD) gives each cadastral lot in the Residential, Industrial and Commercial zones one of three values (developed, undeveloped or unrated). These values are defined below.

Developed	Refers to lots that are zoned for development for the purposes of the specified primary land use category (Residential, Industrial and Commercial) for which premises valuation information is captured in Landgate's PVD.
Undeveloped	Refers to lots that are zoned for development for the purposes of the specified primary land use category (Residential, Industrial and Commercial) for that are recorded as vacant in Landgate's PVD.
Unrated	Refers to lots that are zoned for development for the purpose of the specified primary land use category (Residential, Industrial and Commercial) for which no vacant land or premises valuation information has been captured in Landgate's PVD. This may include State, or local government owned lots or premises exempt from rates, Crown allotments, common property within lots on survey, newly created lots on survey, land otherwise exempt from rates and some public roads which are zoned for the primary land use category (Residential, Industrial and Commercial) under the local planning scheme.



Department of **Energy, Mines,
Industry Regulation and Safety**
Energy Policy WA



PoweringWA

2025

Draft Guideline on Community Benefits for Renewable Energy Projects

Consultation Paper



An appropriate citation for this paper is: Draft Guideline on Community Benefits for Renewable Energy Projects - Consultation Paper

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Glossary

Term	Definition
Renewable Energy	Electricity generated from renewable resources, such as wind and solar energy.
Wind Projects	Renewable energy projects that predominantly comprise of wind turbines, with an installed capacity of more than 25MW ¹ .
Large-scale solar Projects	Renewable energy projects that predominantly comprise of solar panels, with an installed capacity of more than 25MW ² .
SWIS	South West Interconnected System, the main electricity grid in WA.
MW	Megawatt, a unit to measure electricity output.

¹ As defined under eligibility for the LRET; [Eligibility for the Renewable Energy Target | Clean Energy Regulator](#).

² As above.

Overview

The energy transition is underway in Western Australia (WA). To meet our State's future energy needs, we need to decarbonise our energy system, moving away from carbon intensive resources (such as coal) to renewable resources, firmed by storage and gas.

The energy transition will have significant benefits and opportunities for regional communities hosting this infrastructure, such as economic growth and investment, but will also bring challenges and changes to the local landscape. Benefits are not always experienced in proportion to the impact these projects have on hosting communities.

The larger benefits of renewable energy infrastructure are often strategic and shared across the State, including major industries and export sectors. Unlike other projects which have high levels of employment and economic activity created throughout the life of the project, renewable energy projects are characterised by large assets with much lower ongoing activity in the surrounding regions.

Community benefit sharing involves sharing the rewards of renewable energy development with local communities. It aims to integrate a development in the local community by contributing to the future vitality and success of the region. It is based on a desire to establish and maintain positive long-term connections to the area and to be a good neighbour.

Ultimately community benefits flow through to electricity costs, and so policy frameworks for community benefits must balance the need to recognise and support the contribution played by host communities with ensuring that electricity prices remain affordable.

The purpose of this paper is to respond to requests from communities and renewable energy developers to provide a resource for determining appropriate community benefits arrangements for renewable energy infrastructure. This guideline can be applied to renewable energy generation infrastructure such as wind turbines, solar farms and batteries. The principles in this guideline are broad and can be applied across WA. However, many of the suggested benefits values are most relevant to projects in the State's South-West, especially those intending to connect to the South West Interconnected System (SWIS).

Community benefits are only one part of social performance for renewable energy projects, and there are many other ways that projects can contribute to local communities. It is expected that projects will follow best practice in how they are developed, including local training and employment, procurement of goods and services and development and use of local infrastructure. Renewable energy projects are only a subset of electricity infrastructure – for instance, social performance for transmission infrastructure is also important and will be considered separately.

Feedback is sought on the proposed guideline as outlined in this paper; as well as case studies for inclusion in the final paper.

Introduction

The Energy Transition

The energy transition is underway in Western Australia (WA), bringing clean, reliable and affordable energy to Western Australians that can underpin our economic diversification and create opportunities. To meet our State's future energy needs, we need to decarbonise our energy system, moving away from carbon intensive resources (such as coal) to renewable resources.

Increasing demand for electricity from households and industry, coupled with projected economic growth, means that we may need to produce as much as ten times the current level of electricity for the State's main grid to reach WA's target of net zero by 2050.

The most cost-effective way to manage this transition is to build large-scale wind and solar power, supported by storage and gas, to maintain reliability. The transition from coal-fired generation to large-scale renewable energy generation projects represents a significant change to the energy system and surrounding landscape. These projects will need to be located throughout the state in areas where there is strong renewable resource availability and proximity to high voltage transmission infrastructure.

Many of these projects will be in regional areas, consistent with planned extensions and upgrades to the state's main transmission network, the South West Interconnected System (SWIS).

Communities and the Energy Transition

Large-scale renewable energy brings significant benefits to Western Australia, reducing our emissions and helping to deliver more affordable and reliable power supply.

Regional communities located where there is strong renewable resource availability will play a key role in this energy transition. Many communities are located close to new electricity infrastructure.

Importantly, this transformation will ensure cleaner, affordable and more reliable energy for all Western Australians and growing WA industry into the future. The energy transition will bring significant benefits and opportunities to communities, such as economic growth and investment, but will also bring challenges and changes to the local landscape.

In addition to direct benefits to hosting landholders and sometimes neighbours, wider community opportunities can include local jobs and business procurement, community infrastructure, and local economic development. However, the greater benefits of renewable energy infrastructure are often strategic and shared across the State. Benefits are not always experienced in proportion to the impact these projects have on hosting communities. Hosting renewable energy infrastructure can also present challenges for regional communities. The construction process can cause disruption in the community, and objections by some community members may cause social and economic division.

Community benefits seek to promote equitable outcomes and participation by regional communities throughout the transition, and to recognise impacts on those hosting the infrastructure. These arrangements encourage greater empowerment of communities to derive equitable benefit from the energy transition, as well as improve investor certainty and reduce delays in the development of large-scale electricity infrastructure.

Renewable energy project proponents and communities are actively discussing community benefits, but to date these discussions have been inconsistent. This guideline is intended to support these discussions through providing a tool for developers and communities to refer to when negotiating community benefits contributions. Reflecting the diverse makeup of regional communities is key to developing a benefits framework that serves each unique community. This includes a reflection of the

local government needs, representation of diverse groups within a community, and other features specific to each community and project.

While community benefits are important, it is vital that they are based on specific community needs and proportionate to the impacts of the project. Early and continuous consultation with the community, local government, and impacted groups is crucial to maintain social licence and social performance throughout the lifecycle of the project. By prioritising transparent communication and proactive engagement, proponents can foster strong community relationships that support the success of their projects.

At the same time, it is important to ensure that these projects remain viable. This includes considering the cumulative costs, and local government rates. Striking the right balance is essential to keep energy affordable for households and businesses while delivering real outcomes for regional communities.

Purpose of this Paper

The purpose of this paper is to:

- Provide information to communities about the types of benefit sharing arrangements available for the renewable energy infrastructure they are hosting,
- Provide information to developers about State Government expectations for community benefits arrangements,
- Provide a guide on appropriate value of community benefits in different contexts,
- Provide suggestions for the governance and administration of community benefits funds, and
- Provide confidence and clarity for proponents and investors by setting out a clear framework for benefit-sharing arrangements across Western Australia.

This guideline can be applied to large-scale, grid-connected renewable energy generation and storage projects, such as wind turbines and solar farms, and battery installations. It is not intended for behind the meter or embedded generation projects. The principles in this guideline are broad and can be applied across WA, particularly to projects located within the South West Interconnected System (SWIS) in Western Australia. It is important to note that projects in the North West Interconnected System (NWIS) may require tailored approaches due to different network characteristics and community contexts. Many of the suggested benefits values are most relevant to projects in the State's South-West, especially those intending to connect to the SWIS.

Invitation for Submission

On behalf of the State Government, PoweringWA is seeking feedback on this guideline.

Making a Submission

The closing date for providing comments is 18 August 2025.

Submissions should be sent by email to poweringwa@demirs.wa.gov.au.

Submissions may also be sent by post, addressed to:

PoweringWA
Locked Bag 100
East Perth WA 6892

Publication

PoweringWA will publish a summary of submissions received on the [Energy Policy WA website](#).

Please indicate in your submission any information you would prefer to keep confidential, for example your name or organisations name, or information or data in your submission which should be redacted.

Please note that submissions made in response to this paper will be subject to freedom of information requests and will be treated in accordance with the *Freedom of Information Act 1992* (WA).

Next Steps

PoweringWA will review submissions and publish a finalised guideline, informed by the submissions received.

Detailed documentation will also be developed to enable and support the implementation of the final positions, including case studies which may support engagement between proponents and communities. The timing of the implementation of these positions will be dependent on the nature of any changes.

Community Benefits

Community benefits seek to recognise the contribution hosting communities are making to the energy transition and share value from renewable energy projects with host communities, through direct support for local projects or financial contribution towards a local or regional fund. This has historically been referred to as ‘benefit sharing’. Many new renewable energy projects provide community funds and negotiate these proposals with local communities to deliver meaningful benefits. These payments are considered separately and in addition to landholder agreements and compensation, planning / environmental conditions applied to manage and mitigate impacts, and in some other jurisdictions, payment in lieu of rates.

Community benefits can be financial or non-financial, and the appropriate mix of community benefits for each project can be negotiated between the developer and community. A financial commitment to a community fund is one of the clearest and most practical ways to deliver lasting benefits. It also gives proponents confidence they’re meeting community expectations, especially when funds are managed appropriately and reflect best practice. This guideline sets out clear expectations to help get good projects off the ground and deliver benefits for communities and the broader energy system.

Community benefits should be based on the desire to establish and maintain the project’s positive connection to an area in the long term – a legacy for the community. Benefit sharing for the community brings positive economic and social outcomes to the broader community – not just landholders hosting projects. It is vital that benefit sharing should reflect the needs and desires of each host community, as what is appropriate for one community doesn’t always fit another. Flexibility is also important to ensure that lasting economic benefits can be achieved, particularly where there are multiple projects in a location.

It is important to ensure that benefits-sharing arrangements reflect the unique nature of renewable energy projects. These projects differ to mineral and petroleum projects, transmission infrastructure or other significant energy infrastructure developments. These are established industries embedded in regional WA which provide a range of benefits. Renewable energy is creating new opportunities in regions with strong wind and solar resources, and community benefit arrangements are a way to ensure locals see real value. Community benefits are about making sure the regions that power WA’s clean energy future also share in the jobs, investment and long-term benefits that come with it.

Current Situation

Increasingly, developers are recognising that community benefits are a fundamental part of project development. These community benefits arrangements differ in value, governance and longevity. This lack of consistency creates uncertainty for both communities and proponents.

Often, these arrangements are managed by the developer, in consultation with stakeholders who they have identified as being impacted by the development. The developer will provide benefits to some part of the community through a mechanism such as sponsorship, or through a central fund that community members can apply to. This approach may favour small, visible contributions rather than those most highly valued by the community, and those which can build lasting economic benefits. Of the community benefit examples available, those undertaken collaboratively and with community can be the most effective arrangement for community benefits.

Therefore, a more consistent approach to agreeing benefits arrangements between community representatives, the relevant Local Government(s), regions and the developer is proposed.

Types of Community Benefit

Community benefit sharing arrangements can take many forms. The approach for each community should be tailored to that community's needs and provide benefit throughout the renewable energy infrastructure's life.

These arrangements can be financial or non-financial, however there is usually some financial contribution from the developer. Some examples of different benefit-sharing arrangements are outlined below.

Benefit sharing can include:

- *Legacy funding and grant fund initiatives.* These financial arrangements are explained in greater detail below, along with a suggested range for contribution.
- *Sponsorship.* This contributes to local groups and/or activities and can also build the local reputation of a project. Sponsorship can work well in combination with more long-term funding or support.
- *Community Infrastructure.* Infrastructure for the use of the community, such as local housing used as worker accommodation during construction of the development, can be donated to the community by the developer or constructed with direct financial support by the developer. Where there is a community need for these services, project proponents can also fund or supply upgraded solar, battery and/or telecommunications infrastructure.
- *Innovative financing and co-ownership.* Developers may choose to offer the local community additional opportunities to become involved in local projects.

Principles for community benefit arrangements

The following principles should be considered when developing community benefit arrangements.

- *Appropriate:* the arrangements should consider the project size and its impact on the host community, with the contribution being commensurate to the scale of the project.
- *Provide Opportunity:* the arrangements should support the community to benefit from hosting a project and reap lasting economic benefits.
- *Equitable and Inclusive:* the arrangements should aim to include affected community as much as practicable and distribute benefits equitably.
- *Legacy Building:* the arrangements should leave a lasting positive impact on the community.
- *Bespoke:* the arrangements should be created with local input to address specific needs and concerns in the area.
- *Transparent:* the arrangements should be clearly communicated, with local involvement and collaboration whenever possible.

Community Benefits Arrangements in WA

As outlined above there is currently significant variability across individual projects in terms of the agreed approach to community benefit sharing. For new developments, there is an opportunity to improve consistency and provide upfront guidance to developers, local governments, and the broader community. To assist in building a more consistent approach and managing expectations across parties, the WA Government suggests community benefits be designed in line with the below guidelines, in accordance with the principles detailed above. Payment into a defined community benefits fund is presented as an option and to assist in providing a standard baseline for approaching these negotiations.

Application of this guideline

This guideline can be applied to communities hosting renewable energy projects across Western Australia. However, many of the suggested benefits values are most relevant to projects intending to connect to the SWIS. In areas of the State where communities can look very different – such as the Pilbara – it is important that a benefit sharing program takes the uniqueness of that community into account. These guidelines are not intended to apply to embedded renewable generation projects (such as those directly supplying mining operations) as these are by their nature part of a larger project with associated economic activity.

Benefit value guidelines

Guidance for community benefits values is informed by benchmarking of best practice arrangements across Australia. Recognising that each project is unique, flexibility is encouraged within a range of:

- \$500–\$1,500 per MW per annum for wind projects; and
- \$150–\$800 per MW per annum for solar projects,

paid over the life of the development and indexed to inflation.

While no range is proposed for storage projects (there is no industry benchmark for this currently), it is expected that these projects also provide some benefit to the hosting community. Where projects have multiple elements, benefits should be paid for each.

Under this guideline, a 200MW wind project would contribute between \$100,000 and \$300,000 in benefits per annum.

The final benefits offering should be informed by the impact of the project on the community, the size of the impacted community, whether there are multiple communities impacted and the extent that neighbouring landholders have also shared in benefits. This includes factors such as the impact on community services and amenity for community members, the ability of the community to access economic value from ongoing maintenance of renewable energy infrastructure (e.g. availability of accommodation and housing), and the cumulative impact multiple projects may have on a single community or region. In sparsely populated areas, a lower per MW amount may be appropriate compared to areas of higher population or small landholdings or multiple communities/Local Government areas impacted. Additionally, a wider spread of benefits might be appropriate where services are delivered through a regional centre.

Note on this draft:

It is intended that the final version of this guideline will showcase some of the innovative benefits sharing arrangements that some developers and communities have negotiated, which recognise the needs and aspirations of the community in question.

Criteria for application of guidelines

Factors considered by developers and communities when agreeing a community benefits arrangement with a value within the proposed range could include:

- the population and population density of the community (or communities) most impacted by the renewable energy infrastructure;
- the impact a potential renewable energy project will have on the amenity of the area;
- the scale and staging of the renewable energy project;
- whether a high proportion of community members experiencing impacts to their amenity are also receiving neighbour or landholder compensation;
- the application of other fees and charges incurred by the developer, including local government rates and any pre-existing community focused financial commitments;
- the ability of the community or regional centre to support the ongoing maintenance of the infrastructure and infrastructure deficits that need to be addressed to ensure ongoing community benefits;
- the community benefits experienced as a result of the project's construction, such as local employment and supply chain opportunities and improved housing or temporary worker facilities that can be repurposed for ongoing use;
- the cumulative impact of multiple renewable energy projects on the community; and
- other unique factors specific to each project and community.

Developing Community Benefits arrangements

Effective community engagement is crucial to developing a community benefits solution that will help maintain community acceptance throughout the project lifecycle. The following engagement principles are based on the National Guidelines for Community Engagement and Benefits for Transmission Projects, which provide a strong foundation that can be applied to developing community benefit arrangements for generation projects.

To achieve best practice in community engagement for developing community benefits, developers should adhere to the following principles:

- Engage early, to ensure community benefits arrangements can be agreed to in principle before the Development Application is submitted.
- Ensure engagement is diverse, equitable and inclusive, through ensuring members of the community have an ability to have a direct say or direct participation in the design of benefits arrangements.
- Be responsive to community input and enable participation.
- Engage with Aboriginal people and be responsive to their input and influence.
- Partner with the community.
- Provide accurate, transparent and accessible information.
- Engage impacted groups in the process.
- Be aware of community expectations.
- Build long-term legacy.
- Measure broadly and regularly.
- Report accurately and transparently.

Benefits for Aboriginal Western Australians

The First Nations Clean Energy Strategy sets out the principles and actions that all governments, industry and community should take to ensure that First Nations peoples across the country are supported to participate in the energy transition. The WA State Government has endorsed the vision, goals and objectives of the Strategy, which considers the intersection between the clean energy transition and the rights and interests of all First Nations peoples.

Western Australia is a geographically diverse state, with equally diverse communities. An Aboriginal perspective should be included all community consultation and consideration of benefits programs to ensure a social licence to operate renewable energy projects. This is particularly the case in parts of the State where the proximate communities have a predominantly Aboriginal population. This social licence to operate is separate, but related to specific statutory rights and processes under State and Federal legislation such as the *Aboriginal Heritage Act 1972* and the *Commonwealth Native Title Act 1993* (which includes a statutory right to compensation), as well as specific rights held by the parties in the South West Native Title Settlement and Yamatji Nation Indigenous Land Use Agreement areas.

Governance and Administration

Governance Structure

There are several options for the administration and governance of a community benefits fund, should this option form part of the community benefits arrangement. These arrangements must also contemplate the delivery of the scheme, in particular recognising the varying level of interest and capacity of Local Governments in implementing such arrangements. A series of models are suggested here; however, the exact governance structure will depend on the hosting community.

- *Local Government Administered* – Suitable in a community where the Local Government has the capacity and resources to manage community benefit programs but not the resources to set up and manage an additional trust structure. Several Local Governments have expressed a preference for this option.
- *Community Trust Fund* – Suitable where the community has the capacity and resources to set up and manage a trust fund. Members would need to be representative of the community, and it would aim to support programs, services or infrastructure that reflects local needs and delivers enduring benefits for local communities. Decisions on funding would include representatives from the relevant Local Government/s, community and proponent/s. This would take the form of a consultative community panel and could include representatives from existing community organisations. The panel would identify, review and recommend appropriate funding opportunities for a local community benefits fund.
- *Local Government-led Community Trust Fund* – Suitable where a Local Government has the capacity to set up a trust fund to support the allocation of funding. Decisions on funding would ideally be made in a consultative way similar to the above option, but governance would ultimately sit with the Local Government. This is similar to the model proposed in some other jurisdictions, where community benefits are attached to Renewable Energy Zones. Involvement in this structure would be subject to restrictions placed on Local Governments under the *Local Government Act 1995*.

Often, multiple projects will fall in one area due to the renewable resource availability and/or grid connections. Where there are multiple projects in one area, developers are encouraged to collaborate on a benefit sharing arrangement where possible. Governance through a community trust fund is well suited to this.

Commencement of benefit sharing arrangements

The WA Government recognises that renewable energy infrastructure development impacts hosting communities starting in the planning phase, peaking in the construction phase, through operation to decommissioning. Local communities may have an expectation that benefits will begin to be delivered during the construction phase to compensate for this.

However, in the case of a community benefits fund arrangement, commencing payment into the fund before a project is generating income may adversely impact the viability of a project. There can be a significant gap between the first construction stages of a renewable energy project, and the date that revenue is first received from the electricity generated by that infrastructure.

Discussion between the developer and affected community is encouraged to agree on a commencement date for community benefits, taking both perspectives into account. The facilitation of these arrangements could be staggered, providing different benefits between construction and operation periods, but this is at the discretion of the developer and the hosting community.

Length of Arrangements

Community Benefits arrangements are suggested to take place throughout the life of the project. All members of the community should have an opportunity to derive benefits from the proposal, as opposed to the benefits being distributed within the first 1 – 5 years of operations. This means that community benefits arrangements should be tied to a specific project, rather than the project proponent, and should be maintained regardless of any change in project ownership.

Ongoing contributions into a fund, as an alternative to single one-off payment benefit arrangement, may assist in maintaining a project's social licence over time and assist in the building of longer-term legacy benefits for proponents.

Consistent with the above principles, community benefits arrangements are most successful where there is an ongoing commitment tailored to the needs of unique communities, and the knowledge that these may change over the project lifecycle.

Reporting and Review

Renewable energy projects have a long lifespan. For example, a wind farm can operate for up to 30 years, so it is crucial that evaluation of impact on the community is reviewed over time, as local needs and priorities may shift. Developers need certainty too, as projects age and maintenance increases. There are ongoing roles for communities and developers over the life of a project, and benefit sharing should strike a balance between supporting communities while giving proponents the confidence to plan ahead.

What is considered effective for a community now might not be the same in a decade, so evaluating the role and effectiveness of community benefits should always be an ongoing process. How often evaluation takes place is dependent on project needs.

Some key considerations include:

- Clearly setting evaluation objectives is an important first step. Benefits arrangements vary by community and project, so evaluation of outcomes should be clearly linked to the success of the project. Methods of evaluation should always be highly tailored to project needs. Where benefits are delivered through a fund, responsibility for monitoring outcomes will rest with the fund administrator and should be addressed through the fund's governance arrangements.
- The identification of key questions, concepts, or factors to measure community benefits consistently throughout the project should be considered early.
- Evaluation needs to encompass measurement across diverse community groups for greater accuracy.

- Using indirect and direct sources of data can be useful when reviewing community benefits. For example, a direct source of evaluation could be the amount of money distributed through a community-run grants program, while an indirect source could be the reported satisfaction with the project and benefits program from the community.
- Communicating results and establishing a feedback loop between the developer and community is important for productive evaluation.

Monitoring Implementation of the Framework

Consistency with this guideline will support a project's progression through the planning, regulatory and connection processes, as well as eligibility for Commonwealth Government support, such as the Capacity Investment Scheme.

Other considerations

Nearby communities

Communities or regional centres outside of the hosting local government area, but near where the renewable energy project is located should be considered in the allocation of community benefits. There may be instances where broader regional investment would assist the whole region to support the energy transition (i.e., where the project is far from population areas, but regional centres will be important for hosting the servicing and maintenance of the infrastructure). There may also be impacts on nearby communities that should be considered (e.g., in terms of traffic flows, wear and tear on roads, water use, sand and gravel available for local road maintenance). Providing community benefits for projects is an opportunity for a mutual win for both members of the community and developers. Community benefits assist in ensuring both parties see benefits and minimal costs associated with renewable energy projects.

Neighbours

Neighbours are a part of the community, and the relationship between landholders directly hosting renewable energy projects and the neighbouring property can be a key part of the community's acceptance of a new renewable energy development. While any neighbour payments are separate to community benefits arrangements, they can be considered in ensuring an appropriate split of landholder payments, neighbour payments and community benefits. Suggestions for agreements with neighbours, and other considerations for neighbours to those hosting, are outlined in the Australian Energy Infrastructure Commissioner's Observations and Recommendations.

The role of rates

Most Local Governments are not currently collecting rates revenue from renewable energy projects but at the same time are incurring costs from these projects. Unless otherwise agreed, community benefits should be viewed as separate to any cost recovery undertaken by Councils, including rates specific to renewable energy projects. Nevertheless, communities and Local Governments should consider the cumulative impact of any change in ratings approach along with any independently negotiated community benefits program. This will ensure commerciality is maintained, sovereign risk is reduced, and that additional revenue is split fairly between hosting councils seeking to recover their costs, and communities seeking benefits for hosting new renewable energy projects.

Landholders considering hosting renewable energy infrastructure should ensure that consideration of rate increases on their land, and how these are passed through, is included in their agreement with the developer.

Development benefits

The way in which developers undertake projects can also result in lasting benefits for communities. For instance, the development of local skills, job opportunities and housing. Where possible, projects should optimise their overall impact on the community. Development benefits may offer a way to accelerate the delivery of planned regional economic development activities. For example, contributions to headworks for residential or industrial land development that may support the ongoing operation of renewable energy projects.

Flexibility in community benefits acknowledges that some important benefits may be able to be delivered through a considered approach to project development, and that this should be acknowledged.

Additional Resources

- [Clean Energy Council \(CEC\) guide to benefit sharing options for renewable energy projects](#) – This CEC guide has provided communities and developers with a resource since 2019. The suggestions in this guide provide a good overview of the options available for benefit sharing. This paper aims to supplement the CEC guide by providing current, WA-specific guidance and resources.
- [CEC best practice charter for developers](#) – This charter outlines a commitment by signatories to engage respectfully with the communities in which they plan and operate projects, to be sensitive to environmental and cultural values and to make a positive contribution to the regions in which they operate.
- [Australian Energy Infrastructure Commissioner's Observations and Recommendations](#) – This includes a number of observations and recommendations for consideration in relation to the governance, development and operation of wind farms, solar farms and energy storage facilities.
- [National guidelines for community engagement and benefits for electricity transmission projects](#) – These guidelines were developed following extensive consultation. While they are specific to transmission infrastructure, the principles are also relevant for generation projects in WA.
- [First Nations Clean Energy Strategy](#) – This is a useful resource for inclusion of First Nations people in a community benefits arrangement. The Strategy is a national framework to guide investment, influence policy, and support First Nations people to self-determine how they participate in, and benefit from, Australia's clean energy transition.
- [CEC/KPMG Leading Practice Principles: First Nations and Renewable Energy Projects](#) – This provides a national guide on First Nations engagement, participation and benefit sharing for renewable energy projects.
- [On the frontline: climate change and rural communities](#) – This provides an overview of the opportunities for rural communities in the energy transition. It also outlines the effects of climate change on rural communities, and the long-term role that renewable energy can play in mitigating these.

GENERAL COMPLIANCE CHECKLIST JUNE 2025

Class	Task	Date	Frequency	Detail	Yes/No
Governance	Elections	1/06/2025	Biannual	Calculate dates for various activities associated with Election	Yes
Governance	Varley Progress Association Cropping Lease	30/06/2030		Lease of 230ha expires 30 June 2030 - to be reviewed 6 months prior	N/A
EMCGR	Risk Management Report	30/06/2025	Annual	Risk Management report to Council	No
EMCGR	Annual Report CCC	31/07/2025	Annual	Prepare Annual CCC report on any reports made in past financial year - Due July On-line options - watch for email	No
MESS	Elected members remuneration fees & allowances on Website	30/06/2025	Annual	As per LG Admin Regs from 1 July 2020 - published by 14 July each year	Yes
MESS	Update Records Management Disaster Plan	April	As required	Submit to State Records by Sept	N/A
CEO/MESS	RoeROC & Roe Regional Environmental Health Scheme	30/06/2025		MOU's 1 July 2025 - 30 June 2028	No
Governance/EMCGR	Audit Committee to Meet Quarterly	June	Quarterly	Include agenda for June Council Meeting	No
CEO/MESS	LEMC Meeting - June Dec	30/06/2025	Twice Year	LEMC Meeting	30 July
EMCGR	Delegation Review	01/06/25	Annual	CEO to confirm in writing to employees Delegations approved by Council for each year	Yes
CEO/WM	RRG Direct Grant Payments	July	Annual	Councils to provide Certificate of Completion for financial year plus tax invoice without GST	
EMCGR	Report Staffing changes and Wages Review for Budget	30/06/2025	Annual	Report staffing changes and complete Salaries and Wages projections incorporating changes to Council for consideration in Budget	
EMCGR	Prepare Budget in AAS27 Format for August meeting	1/07/2025	Annual		In Progress
EMFS	Reserve Fund Budgeted Transfers	1/06/2025	Annual	Transfer before 30 June	Yes
EMFS	Private Works charges	1/06/2025	Annual	Check revenue against expenses for each private works carried out to review estimation process (and that accounts have been sent for each job!)	Yes
Finance	Petty Cash & Other Advances Recoup	30/06/2025	Annual	Recoup prior to closing off Accounts to ensure all expenditure is included in Accounts and avoid accruals	Yes
MESS	Workers Compensation Wages Declaration	1/03/2025	Annual	Remind Staff when completing declaration of wages paid, exclude wages paid for workers compensation	Yes
Finance	DrumMuster	1/06/2025	Annual	Submit annual DrumMuster Reimbursement Claim	
Finance	Check Recurrent Debtors		6 months		Yes
Finance	Rate Notices	1/02/2025	Annual	Check stock of rate notices for next year - reprint as required. Revise information on reverse, update as necessary before ordering.	Yes
EMW	Road Construction & Maintenance Review	01/06/25	Monthly	Review previous month road construction and maintenance - complete recoups, MRD line marking requests, MRD Form 8 etc. as required - Advise DCEO of invoices required for MRD and private works recovery - complete report to CEO/Council	
EMW	Occupational Health Safety Meeting	31/06/2025	Quarterly	Occ Health Safety Committee meeting - review all incidents accidents and commence 1/2 yearly inspections - make recommendations for Budget	
EMW	Smoke Alarms	June	Annual	GEHA Houses - require RCD testing and smoke alarm testing annually by electrician - use Mullan Electrics	
EMW	Varley Airstrip	30/11/2025	Monthly	Is the strip in good condition? Note last date it was checked and report.	

GENERAL COMPLIANCE CHECKLIST JUNE 2025

EMCS	Conduct staff performance reviews and report to CEO	30/06/2025	Annual	Childcare & CRC	Yes CRC KCCC - scheduled
EMCS	Kulin CCC Annual Service Fee	1/06/2025	Annual	Fee to be paid to Dept. Local Government & Communities. Due 1 July each year.	Yes
Tech	Administration Building Monthly Inspection	30/06/2025	Monthly	Jayde	
FRC	Final EOY Stocktake	30/06/2025	Annual	Report to EMFS	Yes
EHO	Transfer Station - DWER Annual License Fee		Annual	EHO to forward license fee invoice to Shire's finance officer seeking payment by mid July	Yes