# Minutes March 2025



# **ORDER OF BUSINESS**

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#### 10 COMPLIANCE

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#### 11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

#### 12 MOTIONS FROM MEMBERS WITHOUT NOTICE

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

13.1 Blazing Swan Land Use Agreement

#### 14 MEETING IS CLOSED TO THE PUBLIC

14.1 Confidential Items (Meeting Closed to the Public) 14.2 Sale of 53 Johnston Street, Kulin

#### 15 CLOSURE / DATE AND TIME OF NEXT MEETING

# Minutes of an Ordinary Meeting of Council held in the Council Chambers on Wednesday 19 March 2025 commencing at 4:00pm

- 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS The President declared the meeting open at 4:00pm
- 2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER Nil

#### 3. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

<u>Attendance</u>

G Robins	President
B Smoker	Deputy President
T Gangell	Councillor
J Noble	Councillor
R Bowey	Councillor
C Mullan	Councillor
B Miller	Councillor
A Leeson	Chief Executive Officer
F Murphy	Executive Manager Financial Services
T Scadding	Executive Manager Community Services
C Lewis	Executive Manager Governance & Risk
<u>Apologies</u>	

M Lucchesi	Councillor
J Hobson	Executive Manager of Works
N Thompson	Manager Executive Support Services

#### 4. DECLARATIONS OF INTEREST BY MEMBERS

Declaration of Impartiality Interest

- Cr Bowey Item 14.2 Sale of 53 Johnston Street Kulin
- Fiona Murphy (EMFS) Item 14.2 Sale of 53 Johnston Street Kulin

#### 5. PUBLIC QUESTION TIME

Nil

#### 6. APPLICATIONS FOR LEAVE OF ABSENCE Nil

#### 7. CONFIRMATION / RECEIVAL OF MINUTES OF PREVIOUS MEETINGS

#### Shire of Kulin Ordinary Meeting 19 February 2025

#### 01/0325

Moved Cr Mullan Seconded Cr Miller that the minutes of the Shire of Kulin Ordinary Meeting held on 19 February 2025 be confirmed as a true and correct record.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

#### 02/0325

Moved Cr Noble Seconded Cr Gangell that that the minutes of the RoeROC Ordinary Meeting held on 7 March 2025 be received.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Against – Nil

# 8. **PRESENTATIONS / DEPUTATIONS**

Nil

# 9 AGENDA BUSINESS - MATTERS REQUIRING DECISION

#### 9.1 List of Accounts Paid During the Months of February 2025

Responsible Officer:	Chief Executive Officer
File Reference:	12.06
Author:	Executive Manager Financial Services
Strategic Reference:	12.01
Disclosure of Interest:	Nil

#### 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 February 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 tables below summarise the payments made during February 2025. Lists detailing the payments made are attached.

February 2025	
Fund	Amount
Municipal	\$677,721.86
Trust	\$800
Total	\$678,521.86

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 February 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.
- 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:

(3)

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 February 2025, totalling \$678,521.86 as attached; and
- 2. the list of payments made using credit, debit and purchasing cards in February 2025.

#### VOTING REQUIREMENTS:

Simple majority required.

#### 03/0325

Moved Cr Miller Seconded Cr Mullan that that Council note,

- 1. the list of accounts paid from the Municipal and Trust accounts during the month of February 2025, totalling \$678,521.86 as attached; and
- 2. the list of payments made using credit, debit and purchasing cards in February 2025.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

#### 9.2 Financial Reports – February 2025

Responsible Officer:	Chief Executive Officer
File Reference:	12.06
Author:	Executive Manager Financial Services
Strategic Reference:	12.01
Disclosure of Interest:	Nil

#### SUMMARY:

Council is provided with the monthly financial reports for the month ended 28 February 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.
    - - (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 28 February 2025, as presented.

#### **VOTING REQUIREMENTS:**

Simple majority required.

#### 04/0325

Moved Cr Smoker Seconded Cr Noble that Council in accordance with Regulations 34 and 35 of the Local Government (Financial Management) regulations 1996, receive the Statement of Financial Activity ad Statement of Financial Position and supporting documentation for the period ending 28 February 2025, as presented.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

#### 9.3 2024/2025 Annual Budget Review

Responsible Officer:	Chief Executive Officer
File Reference:	12.04
Author:	Executive Manager Corporate Governance & Risk
Strategic Reference:	Finance
Disclosure of Interest:	Nil

#### SUMMARY:

The purpose of this report is to provide Council with a review of the Shire's financial performance against the adopted budget for the period July 2024 – February 2025, identify key variances, and outline proposed adjustments to the Annual Budget.

#### **BACKGROUND & COMMENT:**

The budget review has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The report for the period 1 July 2024 to 28 February 2025 shown in the attachment has been prepared incorporating year to date budget variations and forecasts to 30 June 2025 and is presented for council's consideration.

Consideration of the status of various projects and programs was undertaken to ensure any anticipated variances were captured within the review document where possible.

The material variance levels which have been reported for the budget review, have utilised the same materiality levels as monthly reporting to determine the extent of explanation.

The budget review report includes at Note 3 a summary of predicted variances contained with the Statement of Financial Activity.

Features of the budget review include:

Financial Assistance Grant lower than budgeted	(75,000)
Profit on the sale of the cement truck	(3,000)
Timing difference related to the receipt of capital grants	200,000
Proceeds on the sale of vacant land & plant & equipment	96,000
Cost of Freebairn Recreation Centre changeroom upgrade higher than budgeted	(20,000)
Purchase of the compact roller not budgeted for	(50,000)
Cost of the chambers AV equipment project higher than budgeted	(20,000)
Timing difference related to the receipt of capital grants	(162,567)
Total reduction in closing surplus	(31,567)

In considering the above variances and projections within the attached budget review, the closing position has decreased from \$37,552 to \$5,985, reflected in the Statement of Budget Review.

Following completion of the budget review and to properly consider the impact of estimated projections at 30 June 2025, all items above have been identified as requiring a budget amendment to properly account for these variances where appropriate.

#### STATUTORY AND PLANNING IMPLICATIONS:

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires:

- (1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.
- (2) The review of an annual budget for a financial year must
  - a. Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - b. Consider the local government's financial position as at the date of the review; and
  - c. Review the outcomes for the end of that financial year that are forecast in the budget; and
  - d. Include the following
    - i. The annual budget adopted by the local government;
    - ii. An update of each of the estimates included in the annual budget;

- iii. The actual amounts of expenditure, revenue and income as at the date of the review;
- iv. Adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end of year amount for the item.
- (3) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.
- (4) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
  \*Absolute majority required
- (5) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Section 6.8(1) (b) of the Local Government Act 1995 provides that expenditure can be incurred when not included in the annual budget provided it is authorised in advance by resolution (absolute majority required).

#### FINANCIAL IMPLICATIONS:

Authorisation of expenditure through budget amendments recommended. Other specific financial implications are as outlined in the body of this report.

#### POLICY IMPLICATIONS:

Nil

#### WORKFORCE IMPLICATIONS:

Nil

#### **RECOMMENDATION:**

- 1. That Council adopt by absolute majority the 2024/25 mid-year budget review as attached.
- 2. That Council adopt by absolute majority the following budget amendments to the 2024/25 adopted annual budget:

Financial Assistance Grant lower than budgeted	(75,000)
Profit on the sale of the cement truck	(3,000)
Timing difference related to the receipt of capital grants	200,000
Proceeds on the sale of vacant land & plant & equipment	96,000
Cost of Freebairn Recreation Centre changeroom upgrade higher than budgeted	
Purchase of the compact roller not budgeted for	
Cost of the chambers AV equipment project higher than budgeted	
Timing difference related to the receipt of capital grants	
Total reduction in closing surplus	(31,567)

#### **VOTING REQUIREMENTS:**

Absolute Majority

#### 05/0325

Moved Cr Mullan Seconded Cr Gangell that Shire of Kulin

1. Adopt by absolute majority the 2024/25 mid-year budget review as attached.

2. Adopt by absolute majority the following budget amendments to the 2024/25 adopted annual budget:

Financial Assistance Grant lower than budgeted	(75,000)
Profit on the sale of the cement truck	(3,000)
Timing difference related to the receipt of capital grants	200,000
Proceeds on the sale of vacant land & plant & equipment	96,000
Cost of Freebairn Recreation Centre changeroom upgrade higher than budgeted	(20,000)
Purchase of the compact roller not budgeted for	(50,000)
Cost of the chambers AV equipment project higher than budgeted	(20,000)
Timing difference related to the receipt of capital grants	(162,567)
Total reduction in closing surplus	(31,567)

Carried by Absolute Majority 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Responsible Officer:	Chief Executive Officer
File Reference:	13.07
Author:	Chief Executive Officer
Strategic Reference:	Infrastructure - Housing
Disclosure of Interest:	Nil

#### SUMMARY:

The purpose of this report is to present Council with the Roe Regional Organisation of Councils (RoeROC) Cost-Benefit Analysis and Preliminary Business Case for the investment in 29 key worker dwellings across the region. The report seeks Council's acknowledgment of the findings and consideration of the next steps in advancing the project.

#### **BACKGROUND & COMMENT:**

RoeROC, consisting of the Shires of Narembeen, Corrigin, Kondinin, and Kulin, has been actively exploring solutions to address the critical shortage of key worker housing in the region. Workforce housing shortages have been identified as a barrier to attracting and retaining essential workers, impacting local government operations, businesses, and community services.

A Cost-Benefit Analysis and Preliminary Business Case have been prepared to assess the feasibility, economic impact, and potential funding mechanisms for developing 29 key worker dwellings across the four local governments. This analysis provides a framework for investment, considering factors such as project costs, economic returns, regional workforce sustainability, and potential partnerships.

The Cost-Benefit Analysis and Preliminary Business Case outline:

- The economic viability of investing in key worker housing.
- The projected return on investment and long-term benefits to the region.
- Funding opportunities, including state and federal grants, partnerships, and local government contributions.
- The potential for collaboration with government agencies, employers, and housing providers to maximise outcomes.

Receiving this report enables Council to acknowledge the findings and consider its role in progressing the initiative. The project aligns with Council's strategic objectives to support workforce attraction and retention and improve community sustainability. Further discussions with RoeROC member councils will be necessary to determine the preferred delivery model and funding strategy.

#### STATUTORY AND PLANNING IMPLICATIONS:

There are no statutory or planning implications at this juncture in consideration of this Agenda Item.

#### FINANCIAL IMPLICATIONS:

The Cost-Benefit Analysis and Preliminary Business Case outline the estimated financial commitment required for the development of 29 key worker dwellings across the ROEROC local government areas.

The financial commitment from the Shire of Kulin will depend on the chosen funding model and the extent of any external funding secured. Further financial modelling and analysis will be required before any investment decision is made.

#### **POLICY IMPLICATIONS:**

There are no direct policy implications in consideration of this matter.

**CONSULTATION** Executive Manager Corporate Services Chadwick Consulting Econisis JE Planning RoeROC Council Members – CEO Working Group Wheatbelt Development Commission

#### WORKFORCE IMPLICATIONS:

There are no known direct workforce implications for the Shire on consideration of this matter.

#### **RECOMMENDATION:**

That Council:

- 1. Adopts the RoeROC Key Worker Housing Investment Cost-Benefit Analysis and Preliminary Business Case.
- 2. Notes the findings and recommendations contained in the report.
- 3. Supports continued collaboration with RoeROC member councils to explore funding and delivery options for the key worker housing initiative.
- 4. Requests the CEO to continue to engage with relevant stakeholders, including government agencies and potential funding partners, to progress discussions on investment opportunities.

#### VOTING REQUIREMENTS:

Simple Majority

#### 06/0325

Moved Cr Miller Seconded Cr Smoker that Shire of Kulin

- 1. Adopts the RoeROC Key Worker Housing Investment Cost-Benefit Analysis and Preliminary Business Case.
- 2. Notes the findings and recommendations contained in the report.
- 3. Supports continued collaboration with RoeROC member councils to explore funding and delivery options for the key worker housing initiative.
- 4. Requests the CEO to continue to engage with relevant stakeholders, including government agencies and potential funding partners, to progress discussions on investment opportunities.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Responsible Officer:	Chief Executive Officer
File Reference:	31.03
Author:	Chief Executive Officer
Strategic Reference:	Infrastructure - Waste
Disclosure of Interest:	Nil

#### SUMMARY:

The purpose of this report is for Council to consider authorising the Chief Executive Officer to extend the Waste Services Contract with Avon Waste. The current contract expires on 30 June 2025, with options for extension  $3 \times 1$  year periods.

#### **BACKGROUND & COMMENT:**

The existing Waste Disposal Contract expires on 30 June 2025. This report recommends Council authorise the Chief Executive Officer to extend the service contract with Avon Waste in accordance with the Clause 11 of the Contract Schedule.

#### STATUTORY AND PLANNING IMPLICATIONS:

There are no statutory or planning implications at this juncture in consideration of this Agenda Item.

#### FINANCIAL IMPLICATIONS:

Consistent with the existing contract the financial implications of extending the contract services costs will result in an increase in service costs in line annual percentage Consumer Price Index from the end of March quarter year to year.

The Shire will then make the necessary contingency for waste disposal costs in its annual budget.

#### **POLICY IMPLICATIONS:**

There are no direct policy implications in consideration of this matter.

#### CONSULTATION:

Fellow ROEROC Local Government Chief Executive Officers have discussed this matter. All waste disposal services contracts held with Avon Waste are held individually across each local government, although contract terms are the same. All CEO's have agreed to recommend the respective local governments exercise the option to extend by 3 x 1 year from 30 June 2025.

#### WORKFORCE IMPLICATIONS:

There are no known direct workforce implications for the Shire on consideration of this matter.

#### **RECOMMENDATION:**

That Council authorise the Chief Executive Officer to extend the Waste Disposal Services Contract with Avon Waste on accordance with the Contract Extension clauses i.e. 3 x 1 year term, with the existing contract therefore finishing on the 30 June 2028.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### 07/0325

Moved Cr Bowey Seconded Cr Mullan that Council authorise the Chief Executive Officer to extend the Waste Disposal Services Contract with Avon Waste on accordance with the Contract Extension clauses i.e. 3 x 1 year term, with the existing contract therefore finishing on the 30 June 2028.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

#### 9.6 Kulin Tennis Club – Lighting Application

Responsible Officer:	Chief Executive Officer
File Reference:	15.11
Author:	Executive Manager Community Services
Strategic Reference:	Recreation and Culture – Recreation Facilities
Disclosure of Interest:	Nil

#### SUMMARY:

The purpose of this report is to seek Council approval of the proposed lighting upgrades at the Kulin Tennis Club to be submitted to the Department of Local Government, Sport and Cultural Industries for the Club Night Lights Program (CNLP) and consider relevant funds in 2025/2026 budget process.

The completed application and corresponding Council report are required to be forwarded to DLGSC by 31 March 2025 for assessment.

#### **BACKGROUND & COMMENT:**

The purpose of the CNLP is to provide financial assistance to community groups and local governments to develop sports floodlighting infrastructure. The program aims to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.

Kulin Tennis Club utilise their courts mainly in the evening (mid-week social and cardio tennis) and would like the opportunity to play pennants and competitions later in the day/under lights when the temperatures are high. The lighting will also support the Vipers Hockey Club to train on the surface.

We have an in-principal commitment of \$21,900 (GST excl) from the National Court Rebate program through Tennis Australia.

#### **Indicative Pricing**

Quote - Vizona - Lighting upgrade to Courts 2-5 inclusive

Funding	
Tennis Australia	\$21,900
CNLP	\$24,825
Shire of Kulin	\$27,752

#### STATUTORY AND PLANNING IMPLICATIONS:

Club Night Lights Program floodlighting projects must meet Australian Standards.

#### FINANCIAL IMPLICATIONS:

Expenditure of \$75,000 would be listed in the 2025/2026 annual budget along with \$46,725 in grant revenue. The Shire of Kulin would be required to provide approximately \$28,000 from municipal funds.

#### **POLICY IMPLICATIONS:**

There are no direct policy implications in consideration of this matter.

#### **CONSULTATION:**

Kulin Tennis Club

#### WORKFORCE IMPLICATIONS:

There are no known direct workforce implications for the Shire on consideration of this matter.

#### **OFFICER'S RECOMMENDATION:**

That Council supports the application to CSRFF Club Night Lights Program for the upgrade of the Kulin Tennis Club lighting.

#### **VOTING REQUIREMENTS:**

Simple Majority

#### 08/0325

Moved Cr Noble Seconded Cr Gangell that Council supports the application to CSRFF Club Night Lights Program for the upgrade of the Kulin Tennis Club lighting.

Carried 5/0

For – Cr Robins, Cr Smoker, Cr Noble, , Cr Bowey & Cr Gangell

Against – Cr Mullan, Cr Miller

#### 09/0325

Moved Cr Mullan Seconded Cr Miller that Council seeks confirmation of the financial position of the Kulin Tennis Club with a view of its capacity to contribute to the upgrade of lighting.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

#### 9.7 Formal Variation Approval: Development Application - Liquid Fertiliser Blending Facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning

Responsible Officer:	Chief Executive Officer
File Reference:	09.02
Author:	Chief Executive Officer
Strategic Reference:	Regulatory - Planning
Disclosure of Interest:	Nil

#### SUMMARY:

This report recommends that Council formally notes and endorses two variations to the Development Application Plans approved by Council on 21 August 2024;

- 1. The roller door which was shown on the west elevation of the approved development plans has actually been constructed on the east side of the approved structure.
- 2. The formal access / crossover to the development is adjacent to the new structure and not adjacent to the homestead approximately 850 metres north of the development site.

#### **BACKGROUND & COMMENT:**

The following resolution was caried by Council at its meeting on 21 August 2024;

#### Council Meeting 21st August 2024

#### 08/0824

Moved Cr Noble Seconded Cr Miller that Council

- 1. Determine that the construction and use of a proposed new liquid fertiliser blending facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning is consistent with the objectives of the land's current 'Rural' zoning classification in the Shire of Kulin Local Planning Scheme No.2 and may therefore be permitted in the zone under the use class 'Industry-Rural'; and
- 2. APPROVE the development application submitted by Altus Planning on behalf of Calesi Pty Ltd (Landowner) for the construction and use of a proposed new liquid fertiliser blending facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning subject to the following conditions and advice notes:

#### **Conditions**

- 1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period no development shall be carried out without the further approval of the local government having first been sought and obtained.
- 2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by the local government.
- 3. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of the local government.
- 4. The days and hours of operation as well as staffing numbers for the proposed liquid fertiliser blending facility shall be in accordance with the information contained in the development application unless otherwise approved by the local government.
- 5. A maximum of 5,000 tonnes of liquid fertiliser is permitted to be produced on the land annually unless otherwise approved by the local government. Annual production reports confirming the total quantity of liquid fertiliser produced on the land shall be prepared and maintained on an ongoing basis for submission to the local government when requested.
- 6. Suitable bunding shall be provided within the proposed storage shed and around all external chemical storage tanks prior to occupation and use of the proposed development to contain any future possible chemical spills. The bunding required by this condition shall be equal to or greater than the maximum volume of chemicals to be stored on the land to help minimise the risk of pollution.
- 7. No waste of any type is permitted to be stored outside the proposed storage shed at any time unless otherwise approval by the local government subject to suitable visual screening measures being implemented.
- 8. All stormwater drainage shall be directed away from the proposed storage shed and associated external storage tanks and contained and disposed on-site.

- 9. All vehicle accessways including turnaround areas, parking bays and loading/unloading bays shall be constructed and drained to the specifications and satisfaction of the local government prior to occupation and use of the proposed development to ensure safe and convenient access for all vehicle-types during all weather events and maintained thereafter for the life of the development.
- 10. Any future proposed advertising signage shall be provided in accordance with Schedule 1 of the Shire of Kulin Local Planning Scheme No.2 unless otherwise approved by the local government.

#### Advice Notes

- 1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the landowner and not the local government to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the local government's attention.
- 2. This is a development approval of the Shire of Kulin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
- 3. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application may need to be submitted to and approved by the local government's Building Surveyor prior to the commencement of any construction or earthworks on the land. It is recommended the landowner contact the local government's Building Surveyor to confirm the relevant requirements in this regard.
- 4. All chemical storage within and around the proposed storage shed must be undertaken in a manner consistent with the Dangerous Goods Safety Act 2004 and all associated regulations as well as Australian Standard AS 2507-1998 entitled 'The Storage and Handling of Agricultural and Veterinary Chemicals' as applicable.
- 5. The Department of Water and Environmental Regulation has advised that if the production and design capacity of the proposed facility the subject of this approval exceeds 5,000 tonnes per year a formal Works Approval from the Department pursuant to the Environmental Protection Act 1986 and associated regulations will be required.
- 6. Main Roads WA has advised the proposed development the subject of this approval is acceptable provided the existing crossover to/from the subject land's William-Kondinin Road frontage is upgraded, if required, to Main Roads WA's latest standards and requirements, including preparation and lodgement of the required application to Main Roads WA for any required upgrade works. It is the responsibility of the landowner and not the local government to determine compliance with Main Roads WA's standards and requirements and make application to Main Roads WA for approval to upgrade the existing crossover if required prior to occupation and use of the proposed development.
- 7. The landowner is reminded of their obligation to ensure compliance with the Shire of Kulin Annual Firebreak Notice to help guard against any future potential bushfire risk.
- 8. The landowner is responsible for ensuring the correct siting of the development on the land the subject of this approval. An identification survey demonstrating correct siting and setbacks of structures, fill and final floor levels may be requested by the local government to ensure compliance with this determination notice and all applicable provisions.
- 9. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Kulin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.
- 10. If the landowner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted within 28 days of the determination.
- 11. There shall not be any;
  - storage of goods associated with development east of the eastern wall / alignment of the storage shed;
  - bulk / permanent storage of waste on the overall development site

thus, ensuring the existing rural character and amenity of the locality is maintained and the site is maintained in a neat and tidy state.

Carried 8/0

For – Cr Robins, Cr Smoker, Cr Gangell, Cr Noble, Cr Mullan, Cr Bowey, Cr Miller & Cr Lucchesi



#### STATUTORY AND PLANNING IMPLICATIONS:

- Planning and Development Act 2005 (as amended)
- Planning and Development (Local Planning Schemes) Regulations 2015
- Shire of Kulin Local Planning Scheme No.2

#### **POLICY IMPLICATIONS:**

- State Planning Policy 2.0 Environment and Natural Resources
- State Planning Policy 2.5 Rural Planning
- State Planning Policy 2.9 Water Resources
- State Planning Policy 4.1 Industrial Interface
- WAPC Development Control Policy 5.1 Regional Roads Vehicular Access

#### **COMMUNITY CONSULTATION:**

Public consultation was undertaken for the minimum required period of 28 days in accordance with the specific requirements of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* as they apply specifically to 'complex applications'.

The application was also referred to the Department of Biodiversity, Conservation and Attractions, the Department of Energy, Mines, Industry Regulation and Safety, the Department of Primary Industries and Regional Development, the Department of Water and Environmental Regulation, and Main Roads WA for review and comment.

At the conclusion of the public advertising and agency referral processes a total of five (5) submissions had been received by the Shire, full copies of which are provided in Attachment 5 for Council's information and consideration in association with the various comments previously provided.

#### FINANCIAL IMPLICATIONS:

There are no immediate financial implications for the Shire aside from the administrative costs associated with processing the application which are provided for in Council's annual budget and have been offset in part by the development application fee paid by the applicant.

#### STRATEGIC IMPLICATIONS:

The proposal for Lot 9839 is considered to be consistent with the aims and objectives of the Shire's Strategic Community Plan 2021-2025 as it applies to the following:

- Transport Kulin has connected communities through a safe and efficient transport network throughout the Shire;
- Environment Kulin is an environmentally aware community that endeavours to protect and value the natural environment and investigate sustainable alternative energy solutions;
- Economic Development Kulin has a thriving, diverse and growing economy that provides commercial and industrial infrastructure aligned to economic needs and growth, offering a diverse range of job opportunities to actively support, develop and attract local as well as new businesses and new services to Kulin; and
- Planning Kulin will continue to deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance.

#### WORKFORCE IMPLICATIONS:

There are no known direct workforce implications for the Shire on consideration of this matter.

#### **RECOMMENDATION:**

That Council formally notes and endorses two variations to the Development Application Plans approved by Council on 21 August 2024 - Liquid Fertiliser Blending Facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning;

- 1. The roller door which was shown on the west elevation of the approved development plans has actually been constructed on the east side of the approved structure;
- The formal access / crossover to the development site has been constructed adjacent to the new structure (SLK 134.71 Williams-Kondinin Road) and not adjacent to the homestead approximately 670 metres north of the development site (SLK 135.38) Williams-Kondinin Road).

#### VOTING REQUIREMENTS:

Simple Majority

#### 10/0325

Moved Cr Smoker Seconded Cr Gangell that Council formally notes and endorses two variations to the Development Application Plans approved by Council on the 21<sup>st</sup> August 2024 - Liquid Fertiliser Blending Facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning;

- 1. The roller door which was shown on the west elevation of the approved development plans has actually been constructed on the east side of the approved structure;
- 2. The formal access / crossover to the development site has been constructed adjacent to the new structure (SLK 134.71 Williams-Kondinin Road) and not adjacent to the homestead approximately 670 metres north of the development site (SLK 135.38) Williams-Kondinin Road).

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

### **10 COMPLIANCE**

#### 10.1 Compliance Reporting – General Compliance February 2025

Responsible Officer:	Chief Executive Officer
File Reference:	12.07, 12.06
Author:	Chief Executive Officer
Strategic Reference:	CBP 4.1 Civic Leadership, 4.1.8 Compliance methods
Disclosure of Interest:	Nil

#### SUMMARY:

This report addresses General and Financial Compliance matters for February 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 February 2025

Nil

#### 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:

Nil

#### WORKFORCE IMPLICATIONS:

Nil

#### **OFFICER'S RECOMMENDATION:**

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

#### **VOTING REQUIREMENTS:**

Simple majority required.

#### 11/0325

Moved Cr Noble Seconded Cr Miller that Council receive the General & Financial Compliance Report for February 2025 and note the matters of non-compliance.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

#### 10.2 Compliance Audit Return 2024 - Adoption

Responsible Officer:	Chief Executive Officer
File Reference:	04.02 Local Government Act & Returns
Author:	Executive Manager Corporate Governance & Risk
Strategic Reference:	CBP 4.1 Civic Leadership, 4.1.8 Compliance methods
Disclosure of Interest:	Nil

#### SUMMARY:

To adopt the Compliance Audit Return as recommended by the Audit and Risk Committee.

#### BACKGROUND:

Each year all local governments across the State are required by legislation to undertake a compliance audit for the period 1 January to 31 December. This audit is performed against the requirements of the Compliance Audit Return prepared by the Department of Local Government covering the following business areas considered to be 'high risk':

- Commercial Enterprises by Local Government;
- Delegation of Power / Duty;
- Disclosure of Interest;
- Disposal of Property;
- Elections;
- Finance;
- Local Government Employees;
- Official Conduct; and
- Tendering for Providing Goods & Services
- Optional Questions

#### COMMENT:

The Audit and Risk Committee's consideration and endorsement of the Compliance Audit Return (addressing those areas identified as high risk) is required prior to the report being submitted to the Department of Local Government and Communities. A completed return for the year ended 31 December 2024 is due to the Department by the 31 March 2025.

Please note that the Risk and Audit Committee is required to review the completed CAR and report the results to the Council, prior to the CAR's adoption by Council and submission to the Department by 31 March 2025.

The Compliance Audit Return is attached for the Committee's and Council's consideration.

#### **STATUTORY IMPLICATIONS:**

Regulation 14 of the Local Government (Audit) Regulations 1996 provides:

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under sub-regulation (3A), the compliance audit return is to be —

- (a) presented to the council at a meeting of the council; and
- (b) adopted by the council; and
- (c) recorded in the minutes of the meeting at which it is adopted.

#### Regulation 15 provides that:

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
- (b) any additional information explaining or qualifying the compliance audit,
- (c) is to be submitted to the Executive Director by 31 March next following the period to which the return relates.

(2) In this regulation, certified in relation to a compliance audit return means signed by;

(a) the mayor or president; and

(b) the CEO.

### FINANCIAL IMPLICATIONS:

Nil

#### **POLICY IMPLICATIONS:**

Nil

#### COMMUNITY STRATEGIC PLAN IMPLICATIONS:

Nil

#### AUDIT & RISK COMMITTEE RECOMMENDATION:

That Council: recommend to Council that;

- 1. Council adopt the Compliance Audit Return 2024, as presented;
- 2. Authorise the Chief Executive Officer and the Shire President to sign the Compliance Audit Return 2024;
- **3.** Endorse the return for submission to the Department of Local Government, Sport and Cultural Industries by 31 March 2025.

#### **VOTING REQUIREMENTS:**

Absolute Majority Required

#### 12/0325

Moved Cr Gangell Seconded Cr Miller that Council;

- 1. Adopt the Compliance Audit Return 2024, as presented
- 2. Authorise the Chief Executive Officer and the Shire President to sign the Compliance Audit Return 2024;
- 3. Endorse the return for submission to the Department of Local Government, Sport and Cultural Industries by 31 March 2025.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Against – Nil

# 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

#### 13/0325

Moved Cr Smoker Seconded Cr Gangell that Council agree to the inclusion of Agenda Item 13.1 Blazing Swan Land Use Agreement

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Against – Nil

#### 13.1 Blazing Swan Land Use Agreement

Responsible Officer:	Chief Executive Officer
File Reference:	02.06.02
Author:	Chief Executive Officer
Strategic Reference:	
Disclosure of Interest:	Nil

#### SUMMARY:

Blazing Swan Inc. has advised the Shire of Kulin seeking to renew the License to hold the event. The existing term expired on 31 March 2024. Blazing Swan 2025 set up and event will be held between 24 March and 5 May 2025.

#### **BACKGROUND & COMMENT:**

The Blazing Swan is an annual arts based festival event held at the Kulin Bush Races race track site at Easter of each year.

The Shire has provided a License for the event to be held at Locations 7759 & 10085 (Kulin Bush Races Track) for the period commencing 1 April 2014 with an initial term of 5 years and then options of two five-year extensions on accordance with below schedule. Blazing Swan Inc (BS) have formally advised they wish exercise final extension option for the period commencing 1 April 2024. For a period not exceeding 5 years which will expire on the 31 March 2029.

BS Inc. are keen to renew and have expressed their absolute commitment to continuance of the event and the relationship with the Kulin community.

Unless there are issues of objection to the renewal of the Licence neither party shall unreasonably withhold consent. There are no known or previously identified issues that would require either party to end the licence agreement.

#### The balance of the agreement reads:

# In return for the use of land at Locations 7759 & 10085 Blazing Swan Inc. agrees to pay an annual financial contribution to Shire of Kulin:

- \$12.00 of each Blazing Swan Festival ticket sold
  - The distribution of the \$12.00 amongst Kulin will be left at the discretion of the Shire however the
    - o Shire of Kulin agrees that those providing goods and/or services to Blazing Swan will be suitably
    - compensated. (Note: Council practice has been to equally split the income between Lucca Pty Ltd
    - o and Kulin Bush Races)
- All annual payments to be completed within 60 days of the conclusion of the Blazing Swan Festival. (Note: has not been the case, some years final issue of invoices for the income has not occurred until June/July).
- All Blazing Swan Festival Event financials will be made available annually to the Shire of Kulin
  - within 60 days of the conclusion of each annual Blazing Swan Festival. (Note: Financials have never
  - o normally been provided just the ticket sales information)

In return for an annual financial contribution, Shire of Kulin in partnership with the Lucchesi family and the Kulin Bush Races Committee agrees to provide the following goods and services to Blazing Swan Inc.:

- Use of the land as per this agreement for the festival event (including set-up and bump out) and site visits.
- Cleaning of all permanent onsite toilets prior to the event. Cleaning during and after the event is to be the responsibility of Blazing Swan Inc.
- Event compliance assistance
- Grant application assistance as required
- Public Liability Insurance for the land and adjoining reserve under control of Shire of Kulin.
- Access to surrounding Nature Reserve 15385 (which is vested in the Shire of Kulin). Shire of Kulin will place warning signs saying 'risk area' at Shire Reserve 15385.
- Access to Kulin Bush Races Infrastructure which exists at the site including but not limited to toilets, showers, kitchens, fridges, lights, generators.
- Assistance with initial setup of infrastructure as required such as medium marquee, large marquee as required, water, power and toilets.
- Event signage, road closure, traffic cones, council approvals, information delivered to locals affected
- Shire of Kulin Transfer Station access outside normal opening hours. The Shire of Kulin will also open the Transfer Station to the public on an agreed number of days to allow festival goers to dispose of rubbish following the event. Arrangement for access is to be confirmed prior to each event.
- Dedicated onsite storage area with infrastructure provided by Blazing Swan Inc. with agreement from land owners as to location and scale.
- Acceptance of temporary structures, artwork, fireworks, fire sculptures, music onsite.
- Permanent Artwork with agreement from land owners as to location and scale.

#### Blazing Swan Inc. agrees to undertake the following:

- Promotion of Kulin as location for festival
- Promotion of Shire of Kulin
- Involvement of Kulin Community in participating in the event
- Involvement of Kulin Community in setting up the event
- Promotion of Art Grants to the Kulin Community
- Promotion of supporting Kulin to the Blazing Swan community
- Assistance with Kulin projects as agreed upon

# The items listed below do not form part of this lease agreement and therefore Blazing Swan Inc. agrees to liaise with and negotiate any financials, goods and services required directly with the appropriate business or organisation:

- Access to Camp Hart during the event
- Support from Kulin Services including but not limited to St Johns Ambulance, doctors, hospital access, Fire Brigade and Police.
- Individual payments for other goods and services provided by Kulin individuals or businesses.

#### FINANCIAL IMPLICATIONS:

There are no adverse financial implications for the Shire of Kulin in consideration of this matter. As per ticketing arrangements there is positive financial impact for the Shire and community through the event being held in Kulin;

- \$12 per ticket sold returned to the Shire of Kulin;
- Fundraising for the local Kulin District High School P&F through provisions of refuse removal services for the event (approx. \$9,000) for the 2024 event;
- Support of local businesses as a result of event attendees spending money within local economy / businesses.

#### STATUTORY AND PLANNING IMPLICATIONS:

Under the Licence, BS Inc. are required to seek an event approval each year and get the Shire to sign off on the event prior to commencement. Each year Shire and BS Inc. have refined the process to the point that last year's approval was the most efficient process to date. BS Inc. have excellent systems of "risk management", and this helped. So much so that they were asked to support KBR's. Event planning has involved a pre-event overview / briefing and also a post event de-brief with the following agencies / stakeholders;

- Blazing Swan Inc
- Shire of Kulin Exec Team and EHO
- St John Ambulance Kulin
- Lucchesi Family
- Kulin Town Bush Fire Brigade
- Kulin Bush Races

#### STRATEGIC & POLICY IMPLICATIONS:

The Shire has included the continuation of the Blazing Swan event as a strategic priority in its Community Strategic Plan and undoubtedly as each year unfolds the level of support for BS Inc. improves locally.

Other than improved fuel sales for the week of the event, the Shire is not a direct beneficiary, all turnover falls within businesses within Kulin. Strategically, that is sustainable, many of our other activities cost the Shire funds to hold.

No known Policy implications exist.

#### COMMUNITY/CONSULTATION:

As referenced in event briefing and debrief

#### WORKFORCE IMPLICATIONS:

NIL

#### **RECOMMENDATION:**

That the Shire of Kulin renew the Blazing Swan Inc. License extension for a period not exceeding 5 years for the Blazing Swan event to be held at Locations 7759 & 10085 (Kulin Bush Races Track) for the period commencing 1 April 2024 in accordance with Item 2 of the License Schedule with the following terms and conditions:

- \$12.00 of each Blazing Swan Festival ticket sold;
- The distribution of the \$12.00 will be left to the sole discretion of the Shire;
- All annual payments to be completed within 90 days of the conclusion of the Blazing Swan Festival.
- Blazing Swan festival event financials will be made available annually to the Shire of Kulin within 30 days of the Annual Report to members.

#### **VOTING REQUIREMENTS:**

Simple majority required

#### 14/0325

Moved Cr Noble Seconded Cr Smoker that the Shire of Kulin renew the Blazing Swan Inc. License extension for a period not exceeding 5 years for the Blazing Swan event to be held at Locations 7759 & 10085 (Kulin Bush Races Track) for the period commencing 1 April 2024 in accordance with Item 2 of the License Schedule with the following terms and conditions:

- \$12.00 of each Blazing Swan Festival ticket sold;
- The distribution of the \$12.00 will be left to the sole discretion of the Shire;
- All annual payments to be completed within 90 days of the conclusion of the Blazing Swan Festival.
- Blazing Swan festival event financials will be made available annually to the Shire of Kulin within 30 days of the Annual Report to members.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

# 14 MEETING IS CLOSED TO THE PUBLIC

#### 14.1 Confidential Items (Meeting Closed to the Public)

Responsible Officer:	Chief Executive Officer
File Reference:	13.03
Author:	Chief Executive Officer
Strategic Reference:	
Disclosure of Interest:	Nil

#### SUMMARY:

For Council to discuss a matter of a confidential nature a recommendation to move "in camera" (behind closed doors) is required.

#### **BACKGROUND & COMMENT:**

Section 5.23 (2) of the Local Government Act states:

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a
- matter to be discussed at the meeting; and

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and

- (e) a matter that if disclosed, would reveal
  - (i) a trade secret; or
  - (ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and

(f) a matter that if disclosed, could be reasonably expected to ---

(i) impair the effectiveness of any lawful method or procedure for preventing, detecting,

investigating or dealing with any contravention or possible contravention of the law; or

(ii) endanger the security of the local government's property; or

(iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and

- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary*
- Commissioner Act 1971; and

(h) such other matters as may be prescribed.

#### STATUTORY ENVIRONMENT:

Local Government Act 1995 Section 5.23 (2)

#### POLICY IMPLICATIONS:

Nil

#### FINANCIAL IMPLICATIONS:

Nil

#### WORKFORCE IMPLICATIONS:

Nil

#### **RECOMMENDATION:**

That Council in accordance with Section 5.23(2)(c) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

It is the recommendation of the Responsible Officer that this item be considered "in camera" due to the private and confidential nature of its contents.

#### **VOTING REQUIREMENTS:**

Simple majority required.

#### 15/0325

Moved Cr Noble Seconded Cr Smoker that Council in accordance with Section 5.23(2)(c) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

It is the recommendation of the Responsible Officer that this item be considered "in camera" due to the private and confidential nature of its contents.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Against – Nil

#### 14.2 Sale of 53 Johnston Street, Kulin

#### 16/0325

Moved Cr Miller Seconded Cr Gangell that Council endorse the report and Confidential Recommendation as presented.

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Against – Nil

17/0325

Moved Cr Bowey Seconded Cr Noble that the meeting is re-opened to members of the public

Carried 7/0

For – Cr Robins, Cr Smoker, Cr Noble, Cr Gangell, Cr Mullan, Cr Bowey, Cr Miller

Against – Nil

### 15 CLOSURE / DATE AND TIME OF NEXT MEETING

There being no further business the President declared the meeting closed at 4:30pm

Ordinary Meeting 16 April 2025 at 4:00pm



# **MINUTES**

# **RoeROC Ordinary Meeting**

# Friday 7<sup>th</sup> March 2025

# **Shire of Corrigin Council Chambers**



#### **TERMS OF REFERENCE**

#### 1.0 NAME

The Committee shall be known as the Roe Regional Organisation of Councils (Roe ROC).

#### 2.0 ROLE OF THE COMMITTEE

To undertake projects, deliver services and share resources where there are common interests to provide financial benefit to the Member Councils

#### 3.0 OBJECTIVES OF THE COMMITTEE

The objectives of Roe ROC are:

- to enhances and assist in the advancement of the region,
- 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,
- To encourage cooperation and resource sharing on a regional basis
- 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.

#### 4.0 MEMBERSHIP

The membership of the Roe ROC is governed by a Memorandum of Understanding with the current term expiring 30 June 2029.

Membership of the Committee shall be:

- President of the member Council.
- Deputy Delegate one elected member from each member Council
- Chief Executive Officer of the member shire.
- Deputy Officer –one officer from each member Council

#### 5.0 HOST COUNCIL

The indicative host council rotation will be as follows:

March 2015-2018	Shire of Narembeen
March 2018-2020	Shire of Kulin
March 2020-2023	Shire of Kondinin *
March 2023-2025	Shire of Corrigin
March 2025-2027	Shire of Narembeen
March 2027-2029	Shire of Kulin
* Shire of Kondinin extra year to assist Shire of Corrigin after fire in 2022	

#### Roe ROC Dinner

Member councils generally organise a dinner each year on a rotational basis which is usually held during Local Government Convention.

2018	Shire of Narembeen
2019	Shire of Kulin
2020	Shire of Corrigin
2021	Shire of Kondinin
2022	Shire of Narembeen
2023	Shire of Kulin
2024	Shire of Corrigin
2025	Shire of Kondinin

#### 6.0 PRESIDING MEMBER

The members of the Roe ROC shall elect a Chairperson, Deputy Chairperson on a rotational basis as decided by Member Councils following the bi-annual local government elections.

#### 7.0 CONDUCT OF MEETINGS

Ordinary meetings of the Committee shall be held on the third Thursday of the month commencing at 1pm generally in March, June, September and November each year or as otherwise determined by the Presiding Member. Written notice shall be given to all Committee members, at least 7 days prior to the meeting.

The host council will be responsible for administration support and providing lunch for delegates prior to the meeting.

Each meeting should consider, but not be restricted to, the following matters:

#### **Every meeting**

• Confirmation of financial reports for Roe Environmental Health Scheme and Bendering Waste Facility.

#### March Meeting

- Business Case for potential joint projects for coming year and grant funding.
- Fees and charges for Bendering Tip
- Invitation to Shire of Lake Grace Roe Health Environmental Health Scheme.

#### **June Meeting**

• Invitation to Avon Waste as waste contractor.

#### September Meeting

• Update on joint projects

#### **November Meeting**

- Identify potential joint projects for coming year and grant funding.
- Licences, contracts and agreements due to expire.

#### 8.0 DELEGATED POWERS

The Committee has no delegated powers and is an advisory committee to member Councils only.

#### 9.0 EXISTING AGREEMENTS AND DOCUMENTS

#### Roe Regional Organisation of Councils Memorandum of Understanding (MOU)

Agreement between Shires of Corrigin, Kondinin, Kulin and Narembeen. Current MOU commenced on 1 July 2023 and expires on 30 June 2028.

#### **Roe Health Scheme Memorandum of Understanding**

Agreement between Shires of Corrigin, Kondinin, Kulin, Lake Grace and Narembeen.

Current MOU commenced on 1 July 2023 and expires on 30 June 2028 unless otherwise agreed or extended by the Member Councils in writing.

To be reviewed 6-12 months prior to the expiration of the term.

The MOU includes Operational Guidelines and is currently administered by the Shire of Corrigin including the employment of 1.2 Full time equivalent Environmental Health Officers.

**Bendering Waste Facility Land Details** Avon Location 23945 Kondinin-Narembeen Road, Bendering Deposited Plan 151345 CT 1044/171

#### License to Use Land – Lot 23495 on DP 151345

Agreement with Kondinin Community Recreation Council for cropping lease expires March 2028 with an option to renew for 5 years.

#### **Deed of Easement**

Between Notting Nominees Pty Ltd and Shires of Corrigin, Kondinin, Kulin and Narembeen

#### Certificate of Registration Environmental Protection (Rural Landfill) Regulations 2002

#### Contract for the Supply of Waste Disposal Goods and Services – Avon Waste

Individual contracts between Avon Waste and shires of Corrigin, Kondinin, Kulin and Narembeen expires 30 June 2025 with extension of 3 x 1 year periods.

Avon Waste responsible for management of Bendering Tip Facility. Waste disposal contract supersedes Regional Waste Site Agreement

#### **Bendering Landfill Report**

Site selection and geotechnical assessment for proposed regional landfill June 2007

#### Bendering Landfill Management Plan

Completed in July 2022 by Talis Consultants in conjunction with Roe EHO. Replaces previous 20 year plan.

#### **RoeROC Executive Officer Position**

Contract between RoeROC and 150Square for the provision of Executive Officer Services July 2024 – 30 June 2027.

#### 10.0 Roe ROC Strategic Priorities 2024 – 2026

The following actions coordinate member Shires' resources, time and energy to progress towards achieving the statement of strategic outcomes:

TYPE OF ACTIVITY	ACTION	TIMEFRAME
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 application to upgrade member Shire facilities to evacuation centre standards (as required).	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	Research workforce housing needs and develop an investment strategy including: list of priority housing, cost to deliver the housing and funding strategy.	2024/25
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 a resource to administer the organisation, develop and implement strategic projects as well as governing frameworks.	2024
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

#### 11.0 SITE WORKING GROUP

- Deal with civil work issues associated with the site including planning future cell opening / construction work, cover and fill strategy, fencing, internal roads, access for large machinery, maximising raw materials, etc.
- Group comprises of Works Managers, Roe ROC EHO and Avon Waste (Ashley Fisher or other person as designated by Avon Waste)
- Quorum consists of at least four members of the Working Group
- Develop work strategy and budget in relation to construction of new Stage 2 cells at site as a priority task
- Define technical design limitations associated with cell construction, in particular maximising cell depth, referencing latest Tallis Report 2022 and Rural Landfill Regulations
- Establish and utilise a WhatsApp group for communications
- Discuss site access with Avon waste. Bendering Landfill Operations Plan to include agreement that each Roe ROC Works Manager is to have a key for access to the site for civil works and emergency access.
  - Access to site to be communicated by working group members (prior to access)
  - Access to site limited to site civil works and maintenance issues. Site access for other use should be by prior arrangement with Avon Waste and Roe ROC CEO's
- Roe ROC shires to agree to a Schedule of Plant/Labour rates prior to each yearly budget for works associated with the site operations and management. Individual shire time to be invoiced to RoeROC.
- Current recommended plant rates for all Roe ROC shires:
  - Heavy Plant (Graders, Loaders, Trucks and semi-Trailers) \$130.00/hr (ex GST)
  - Light vehicles (Utility/Small Trucks) \$75.00/hr (ex GST)
- Working group to meet every 6 months, generally March and September.

#### 11.1 SHARED SERVICES WORKING GROUP

- To act as a Working Group for RoeROC Council and support their objectives of RoeROC Council "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."
- Develop a shared services plan outlining key areas for collaboration, resource sharing, and efficiency improvements.
- Identify and recommend strategies / opportunities to improve and enhance member Council's sustainability, resource sharing and capacity building through shared services.
- Investigate referred projects from RoeROC Council or CEO Group.
- To investigate opportunities for shared services that benefit the member RoeROC member Councils.
- Review the progress and outcomes / benefits of implemented shared services.
- Current Project Priorities
  - Investigate and determine a recommendation to RoeROC for the most suitable and beneficial Enterprise Resource Planning (ERP) system.
  - Undertake Staff Key Skills Matrix
  - Develop and distribute a skills audit survey to all Shires, collecting and analysing survey data to identify key skills, gaps, and areas of expertise within each Shire.
  - Establish a digital platform for Shires to share best practices, knowledge, and resources.
  - Populate the platform with expert contacts and initial resources.

#### 1. Opening And Announcements

Chairperson, Cr D Hickey declared the meeting open and welcomed attendees at 4 \_\_\_\_\_ pm

#### 2. Attendance

Cr D Hickey	President, Shire of Corrigin
Cr S Jacobs	Deputy President, Shire of Corrigin
N Manton	CEO, Shire of Corrigin
Cr S Stirrat	President, Shire of Narembeen
Cr H Cusack	Deputy President, Shire of Narembeen
R McCall	CEO, Shire of Narembeen
Cr G Robins	President, Shire of Kulin
Cr B Smoker	Deputy President, Shire of Kulin
A Leeson	CEO, Shire of Kulin
Cr B Browning	Councillor, Shire of Kondinin
Cr B Smith	Councillor, Shire of Kondinin
D Burton	CEO, Shire of Kondinin
B Gerrard	Principal Roe EHO <i>(Via Microsoft Teams) (4.00pm – 4.20pm)</i>
D Mollenoyux	Executive Officer, RoeROC

#### 3. Apologies

Cr K Mouritz	President, Shire of Kondinin
Cr B Gangell	Deputy President, Shire of Kondinin
L Pitman	Environmental Health Officer

Alan George

CEO Shire of Lake Grace,

As part of our annual March actions, an invitation was extended to the Shire of Lake Grace. However, the CEO, Alan George is currently on annual leave and has sent his apologies. I have proposed that he attend the next CEOs meeting, if available.

#### 4. Guests

Cr Bowey – Shire of Kulin

#### 5. Declarations of Interest

Nil

#### 6. Minutes Of Meetings

Minutes of the RoeROC Meeting held on the 21<sup>st</sup> November 2024, included at Attachment 6.1.

Resolution Moved: Cr B Smoker Seconded: Cr S Jacobs

That the Minutes of the RoeROC Ordinary Meeting held on the 21<sup>st</sup> November 2024 are received as a true and correct record of proceedings.

Carried

Minutes of the RoeROC CEO's Meeting held on the 5<sup>th</sup> December 2024, included at Attachment 6.2.

Resolution	
Moved: Cr S Stirrat	Seconded: Cr S Jacobs

That the Minutes of the RoeROC CEO's Meeting held on the 5<sup>th</sup> December 2024 are received.

Carried

Minutes of the RoeROC CEO's Meeting held on the 11<sup>th</sup> February 2025, included at Attachment 6.3.

### Resolution Moved: Cr S Stirrat Seconded: Cr S Jacobs

That the Minutes of the RoeROC CEO's Meeting held on the 11<sup>th</sup> February 2025 are received.

Carried

Minutes of the RoeROC Shared Services Working Group Meeting held on the 26<sup>th</sup> February 2025, included at Attachment 6.4.

Resolution Moved: Cr S Stirrat

Seconded: Cr S Jacobs

That the Minutes of the RoeROC SSWG Meeting held on the 26<sup>th</sup> February 2025 are received.

Carried

#### 7. Presentations

Nil

#### 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 pf this document.

Presented, no actions or comments to status reports

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

#### 9.1. Bendering Waste Site

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

Brendon provided in depth presentation of the report and recent landfill site inspection. Note: that a schedule for the calibration and maintenance of the weigh bridge be included in the Landfill Operations Plan.

#### 9.2. Caravan Park and Camping Regulations

Brendon, Lauren and Tory have been working on shared documents and have drafted Temporary Accommodation Policy, Guidelines and Application Form, which will be reviewed by the RoeROC CEOs at the next meeting.

#### **10. Matters For Decision**

#### 10.1. Financial Report

APPLICANT	Shire of Corrigin
REPORTING OFFICER:	Natalie Manton
DATE:	28 <sup>th</sup> February 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE	10.1 Roe Health Statements
ATTACHMENT NUMBER:	Bendering Waste Statements

#### COMMENT

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

#### RECOMMENDATION

That the financial reports for the RoeHealth Scheme and Bendering Waste Site prepared by the Shire of Corrigin for the period ended 28 February 2025 be received.

Recommendation and Resolution Moved: Cr S Stirrat Seconded: Cr S Jacobs

That the financial reports for the RoeHealth Scheme and Bendering Waste Site prepared by the Shire of Corrigin for the period ended 28 February 2025 be received.

Carried

The following staff left the meeting at 4.20pm and did not return to the meeting;

B Gerrard Principal Roe EHO

#### 10.2. Bendering Waste Site – Workshop Outcomes

APPLICANT	RoeROC CEOs
REPORTING OFFICER:	Darren Mollenoyux
DATE:	28 <sup>th</sup> February 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE	WM.0013
ATTACHMENT NUMBER:	10.2a Bendering Landfill Site Workshop Schedule
	10.2b Internal Assessment of Becoming Licensed Site

#### SUMMARY

RoeROC to consider recommendations from the CEOs on Bendering Waste Site management following the workshop held on the 11<sup>th</sup> February 2025.

#### BACKGROUND

RoeROC considered a request from the Shire of Kondinin regarding access to gravel from the Bendering Waste Site for use on their road works.

RoeROC made the following resolution at its Ordinary Meeting held on the 21<sup>st</sup> November 2024;

- 1. The Bendering Working Group determine a policy and structure around the best options for management of gravel and fill at the site, to be presented to RoeROC for consideration at the next RoeROC Meeting.
- 2. Records of quantities imported to the Bendering Waste Site, such as roadside spoil, excess from building or mine site development or the like are recorded in the waste tracking spreadsheet to offset the projected material deficit soil for waste cover, bund walls and capping requirements and reduce the expected costs.
- 3. The Executive Officer arranges a meeting Bendering Working Group, RoeROC CEO's and Ashley Fisher from Avon Waste to review the management and sorting of fill for the transfer sites and Bendering Waste Site.
- 4. That the Bendering Working Group undertake an internal analysis of the requirements of Bendering Waste Site becoming a licensed waste site and report to the next RoeROC Meeting, for the purpose of maximising the life of the site.

This was considered at the RoeROC CEO's Meeting on the 5<sup>th</sup> December 2024 with the following resolution and action agreed upon;

#### **Resolution**

That an in-person workshop involving RoeROC CEO's, the Bendering Waste Site Working Group and Avon Waste be held on the 11th February 2025 at 9.00am at the Shire of Kondinin.

#### <u>Action</u>

- 1. The Executive Officer will prepare the basic outline of the Workshop Agenda by 20th December 2024.
- 2. The RoeROC Executive Officer will facilitate the Workshop.
- 3. The contents of the workshop will be finalized collaboratively by the Corrigin CEO and the RoeROC Executive Officer.
- 4. Develop a workshop agenda covering governance, meeting procedures, waste plan familiarization, gravel excavation, long-term planning impacts, site management policies, fill sorting, and potential licensing requirements.

#### COMMENT

The workshop was held prior to the CEO's meeting on the 11<sup>th</sup> February 2025, with the following scheduled points being addressed;

- 1 Bendering Landfill Management Plan
- 2 Waste Modelling and Financial Impacts
  - Overview and demonstration of financial impacts from varying the Operations Plan and Tallis Report.
    - · how the waste modelling and waste tracking works,
    - Financial implications of waste consumption, site works and material balance (cover

and bund walls).

- 3 Bendering Landfill Operations Plan
- 4 Bendering Working Group Structure and Governance
- 5 Requirements and Impacts of Being a Licensed Site
- 6 Management of Transfer Stations
- 7 Management of Gravel at Bendering Waste Site
  - Overview of the Tallis Report relevant to gravel / cell fill
  - Policy and approach for the optimal management of gravel and cell fill at the site (with recommendation to RoeROC)

The schedule from the half day workshop has been provided as an attachment for delegates information. Each topic was given consideration, and all participants were provided with opportunity to provide input into the discussions.

CEOs considered the discussions and outcomes of the Bendering Landfill Site Workshop and provided direction to the Executive Officer to present the recommendations to the March 2025 RoeROC meeting.

Amendments to the Bendering Landfill Site Management and Operational Plans were finalized, with final input to be provided to the Corrigin CEO. The 2025 Bendering Landfill Management Plan (Talis) and the Facility Operations Management Plan are presented separately in the agenda for RoeROC's endorsement.

#### STATUTORY ENVIRONMENT

*Environmental Protection Act 1986 Environmental Protection (Rural Landfill) Regulations 2002 Environmental Protection Regulations 1987* 

#### POLICY IMPLICATIONS

Management of gravel at the Bendering Landfill Site RoeROC and Bendering Waste Site Terms of Reference.

#### CONSULTATION

RoeROC Meeting held on 21<sup>st</sup> November 2024 CEO's Meeting held on 5<sup>th</sup> December 2025 CEO's Meeting held on 11<sup>th</sup> February 2025 Natalie Manton, CEO Shire of Corrigin – RoeROC Lead Shire for Bendering Landfill Site RoeROC CEO's Bendering Landfill Site Working Group Avon Waste

#### FINANCIAL IMPLICATIONS

The profit or loss from the Bendering Landfill Site are distributed to shires at the end of each financial year.

#### COMMUNITY AND STRATEGIC OBJECTIVES

ROEROC Strategic Objectives 2024-2026

#### VOTING REQUIREMENT

Simple Majority

#### Recommendation and Resolution Moved: Cr B Smoker

Seconded: Cr S Stirrat

- 1. That all gravel within the Bendering Landfill Site remain onsite for internal use only for the creation of access roads and maintenance.
- 2. That no materials are permitted to be exported offsite from the Bendering Landfill Site. This restriction is to address the current deficit in bunding and cover materials, ensuring that all necessary resources remain onsite to meet operational needs and regulatory requirements.

- 3. Acknowledge that the CEOs and Bendering Landfill Site Working Group received a presentation from Avon Waste regarding individual transfer stations and recommended improvements to current practices for each site.
- 4. Following the outcome of the internal analysis of the requirements of Bendering Waste Site becoming a licensed waste site, that;
  - a) RoeROC receives and notes the information provided on the advantages and disadvantages of operating the Bendering Waste Site in line with the Environmental Protection (Rural Landfill) Regulations 2002 or becoming a licenced facility with the Department Water and Environmental Regulation as per the Environmental Protection Act 1986.
  - b) That RoeROC remain operating under the guidelines in the Environmental Protection (Rural Landfill) Regulations 2002 rather than transition to a DWER licenced facility due cost savings, local control, and simplicity.

#### 10.3. Bendering Landfill Management Plan 2025

APPLICANT	Shire of Corrigin
<b>REPORTING OFFICER:</b>	Natalie Manton, Shire of Corrigin CEO
DATE:	28 <sup>th</sup> February 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE	WM.0013
ATTACHMENT NUMBER:	10.3 Bendering Landfill Management Plan 2025

#### SUMMARY

Delegates are asked to receive and endorse the revised Bendering Landfill Management Plan 2025.

#### BACKGROUND

In 2021 Roe Regional Organisation of Councils (Roe ROC) engaged Talis Consultants to produce a Landfill Management Plan to outline the current and future landfill development options and closure requirements for the site in compliance with the WA Landfill Regulations. The plan provides the Roe ROC shires with clear direction on operations and works required to facilitate the future development and rehabilitation of the landfill in accordance with the Western Australia Environmental Protection (Rural Landfill) Regulations, 2002, (Rural Landfill Guidelines).

These regulations outline requirements for the tipping area, covering and containing of waste, the control of surface water runoff, dust suppression, separation distances, disposing of asbestos and clinical waste and a post-closure plan.

The Site, a Category 89 Landfill, can accept the following waste types for landfilling, as defined in the Landfill Waste Classification and Waste Definitions 1996 (as amended 2019):

- Clean fill
- Inert Waste Type 1 Contaminated solid waste meeting acceptance criteria for Class I and Class II Landfills
- Special Waste Type 1 Asbestos
- Special Waste Type 2 Biomedical Wastes
- Putrescible Waste.

#### COMMENT

The Landfill Management Plan will assist the Roe ROC shires in planning the future development and closure of waste cells across the landfill site and associated costs.

The initial Landfill Management Plan was endorsed in July 2021. The plan was reviewed in 2022 and updated to include additional information on the void space modelling and lifespan calculations. The results of electromagnetic imaging and a modified capping design were included in this review.

The Landfill Management Plan was reviewed in 2023 and updated by Talis Consultants following the decision to remain in stage 1 for as long as possible and raise the waste cell wall up to 2 metres.

#### STATUTORY ENVIRONMENT

Environmental Protection Act 1986 Environmental Protection (Rural Landfill) Regulations 2002 Environmental Protection Regulations 1987 Landfill Waste Classification and Waste Definitions 1996 (as amended 2019)

#### POLICY IMPLICATIONS

Nil

#### CONSULTATION

CEO's Meeting held on 5<sup>th</sup> December 2025 Bendering Landfill Site Workshop held on the 11<sup>th</sup> February 2025 RoeROC CEO's Bendering Landfill Site Working Group Avon Waste

#### **FINANCIAL IMPLICATIONS**

The proceeds from the Bendering Landfill site are distributed to shires at the end of each financial year.

Roe ROC delegates previously resolved that each shire would contribute \$5,000 per annum to a reserve for future provision for the Bendering Tip.

The predicted cost of capping works required to close stage 1 of the landfill site will be heavily dependent on the rate of waste intake and availability of soil for cover material and bund walls.

#### COMMUNITY AND STRATEGIC OBJECTIVES

**ROEROC Strategic Objectives 2024-2026** 

Deliver a viable Bendering regional waste site, RoeHealth service and value added waste initiatives to all member Shires.

#### VOTING REQUIREMENT

Simple Majority

Recommendation and Resolution Moved: Cr H Cusack Seconded: Cr B Browning

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.

## 10.4. Bendering Landfill Operational Management Plan

APPLICANT	RoeROC CEOs
REPORTING OFFICER:	Natalie Manton, Shire of Corrigin CEO
DATE:	28 <sup>th</sup> February 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE	WM.0013
ATTACHMENT NUMBER:	10.4 Bendering Landfill Operational Management Plan

#### SUMMARY

Delegates are asked to endorse the Bendering Landfill Facility Operational Management Plan.

#### BACKGROUND

The Shires of Kondinin, Corrigin, Kulin and Narembeen signed an agreement with Avon Waste in 2018 for a seven year period for kerbside and commercial waste collection and recycling. The contract also provides for transfer of waste from local transfer stations and use of hook bins. As part of the contract Avon Waste is responsible for management of the site as the facility operator.

The landfill site has recently seen an increase in the amount of waste entering the facility. There is a need to provide clarification of the types of waste that can be received at the facility such as building rubble, metal and timber. There is a need to document the agreed procedures and policies to ensure there is a shared understanding between all four Shires and to prevent a loss of knowledge when staff or delegates change over time.

#### COMMENT

The initial draft of the Operations Plan was first reviewed in 2020 with subsequent drafts circulated in November 2023 and June 2024. The final draft was circulated in November 2024 with no changes or comments requested by the Chief Executive Officers or members of the Site Working Group.

The Operations Plan will be reviewed and updated annually. Additional procedures may be added following discussion with the Site Working Group such as weighbridge maintenance and calibration, tree planting, use of land outside main waste area and rehabilitation arrangements.

## STATUTORY ENVIRONMENT

Environmental Protection Act 1986 Environmental Protection (Rural Landfill) Regulations 2002 Environmental Protection Regulations 1987 Landfill Waste Classification and Waste Definitions 1996 (as amended 2019)

#### POLICY IMPLICATIONS

Nil

#### CONSULTATION

CEO's Meeting held on 5<sup>th</sup> December 2025 Bendering Landfill Working Group and Avon Waste at the Workshop held on 11 February 2025

#### **FINANCIAL IMPLICATIONS**

Nil

#### COMMUNITY AND STRATEGIC OBJECTIVES

ROEROC Strategic Objectives 2024-2026 - Deliver a viable Bendering regional waste site, RoeHealth service and value added waste initiatives to all member Shires.

VOTING REQUIREMENT

Simple Majority

Recommendation and Resolution Moved: Cr S Jacobs

#### Seconded: Cr B Smith

That RoeROC delegates endorse the Bendering Landfill Facility Operations Management Plan and Procedures for improved management of the waste facility.

## 10.5. Bendering Landfill Site Working Group – Terms of Reference

APPLICANT	RoeROC CEOs
<b>REPORTING OFFICER:</b>	Darren Mollenoyux
DATE:	27 <sup>th</sup> February 2025
DISCLOSURE OF INTEREST:	·
FILE REFERENCE	
ATTACHMENT NUMBER:	10.5 – Bendering Landfill Site Working Group ToR

#### SUMMARY

RoeROC to consider the Draft Bendering Landfill Site Working Group Terms of Reference.

#### BACKGROUND

At RoeROC CEO's meeting on 5th December 2025 discussion was held regarding the alignment and roles and responsibilities between the Bendering Landfill Site Working Group, CEO's, Executive Officer and RoeROC.

It was agreed that the Executive Officer would Draft a new Terms of Reference, enhancing the existing terms so that there is a clear understanding by all parties as to governance, roles, responsibilities, communication and decision making of the Bendering Working Group.

The Executive Officer prepared a draft Terms of Reference, with input from the CEOs, which was presented to Working Group Members and CEOs at the workshop on the 11th February 2025.

#### COMMENT

Following the workshop, the CEOs reviewed feedback from the Working Group members and made final amendments to the terms of reference.

The new Terms of Reference for the Bendering Landfill Site Working Group clearly outline its purpose: to oversee the planning and management of civil works at the landfill site, in accordance with the Bendering Landfill Site Management Plan, Rural Landfill Regulations, and Operational Management Plan. This provides clarity on the management, alignment, and governance of the site, and will also assist in keeping requests from RoeROC on track and actioned in a timely manner.

The only variation from the workshop was to include the following in role of Working Group;

Annual Site Works:

- a) That all Shires participate in an annual on site works program to undertake maintenance and site works.
- b) Dates to be arranged by the Chairperson and to be held each September for 4 to 5 days.
- c) That RoeROC Member Councils include provision of these working in their annual works program.

The final version of the Terms of Reference is attached to this report for consideration and endorsement by RoeROC delegates.

#### STATUTORY ENVIRONMENT

- Bendering Waste Facility Land Details Avon Location 23945 Kondinin-Narembeen Road, Bendering Deposited Plan 151345 CT 1044/171.
- License to Use Land Lot 23495 on DP 151345
- Agreement with Kondinin Community Recreation Council for cropping lease expires March 2028 with an option to renew for 5 years.
- Deed of Easement Between Notting Nominees Pty Ltd and Shires of Corrigin, Kondinin, Kulin and Narembeen.
- Certificate of Registration Environmental Protection (Rural Landfill) Regulations 2002
- Contract for the Supply of Waste Disposal Goods and Services Avon Waste
- Individual contracts between Avon Waste and shires of Corrigin, Kondinin, Kulin and Narembeen expires 30 June 2025 with extension of 3 x 1 year periods.

• Avon Waste is responsible for the management of Bendering Tip Facility. Waste disposal contract supersedes the Regional Waste Site Agreement.

### POLICY IMPLICATIONS

The enhanced Bendering Landfill Site Working Group Terms of Reference will assist in providing clearer guidance, governance, roles and responsibility of the working group. These Terms of Reference will replace the existing Landfill Site Working Group Terms of Reference.

#### CONSULTATION

RoeROC CEOs at the CEO's meeting on the 5<sup>th</sup> December 2024.

CEO's provided input on the Draft document prepared by the Executive Officer.

Bendering Landfill Site Working Group and CEOs held a workshop on the 11<sup>th</sup> February 2025 to review the Draft Terms of Reference.

### FINANCIAL IMPLICATIONS

The RoeROC Executive Officer informed the CEOs that the current Executive Officer contract for 2024/25 has sufficient hours remaining to provide executive support for the remaining Bendering Working Group meeting this financial year.

#### 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 Strategic Objectives 2024-2026
- Deliver a viable Bendering regional waste site, RoeHealth service and value added waste initiatives to all member Shires.

#### VOTING REQUIREMENT

Absolute Majority

Recommendation and Resolution Moved: Cr G Robins

Seconded: Cr S Stirrat

- 1. That RoeROC endorses the Bendering Landfill Site Working Group Terms of Reference, as presented.
- 2. That the Bendering Landfill Site Working Group Terms of Reference be reviewed after a twelve month period.

#### 10.6. RoeROC Governance Structure

APPLICANT	RoeROC CEOs
REPORTING OFFICER:	Darren Mollenoyux
DATE:	28 <sup>th</sup> February 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE	
ATTACHMENT NUMBER:	10.6 – RoeROC Organisational Chart

#### SUMMARY

RoeROC to consider the recommended governance framework review process and endorsement of the RoeROC organisational chart.

#### BACKGROUND

RoeROC set Executive Officer a KPI to *"Effectively manage the process of determining and establishing a governing framework, ensuring a smooth transition and successful implementation. Determine Best governance structure going forward."* To be completed by 30 June 2025.

At the December 2024 CEO's Meeting the following action was agreed upon.

#### ACTION

That the RoeROC Executive Officer commences preparing a draft RoeROC Governance Framework taking into consideration the following points;

- Organisational structure (including infographic)
- Hierarchy and reporting structure
- Alignment to Lead Shire eg waste and housing
- Alignment of Executive Officer within the structure
- Clarification around working group alignment
- Governance structure around Bendering Working Group
- Minor Review of Terms of Reference, including clarity around;
  - voting delegates
  - voting and casting votes
  - lead Council role and alignment to Executive Officer

The Executive Officer commenced work on the draft governance framework and sought clarification and feedback at the CEO's meeting on the 11<sup>th</sup> February 2025 and the following points:

#### 2. RoeROC MOU and Terms of Reference Alignment

• The RoeROC Memorandum of Understanding (MOU) for the period 1 July 2024 – 30 June 2029 and the RoeROC Terms of Reference, as listed at the beginning of agendas, do not always align. In some instances, key references are missing or incorrect (e.g., Clause 4.4 of the MOU refers to Clause 5.3(1), which does not exist).

#### 3. Definition of Organisational Roles and Responsibilities

• Neither the MOU or the Terms of Reference currently outline the organisational structure, roles, or responsibilities of the Executive Officer. Clarity on these points is required.

#### 4. Document Structure and Hierarchy

- Consideration should be given to whether the MOU should serve as the overarching document, with an operational/procedural document replacing the Terms of Reference. This approach would allow for flexibility in addressing operational matters without requiring amendments to the MOU.
- Alternatively, a single standalone MOU could be developed, though this would necessitate a full re-signing process for any future amendments, potentially creating administrative challenges.

#### 5. Clarification on Governance Structure Decision (June 2024 CEO Meeting)

 The Executive Officer seeks clarity on the decision made at the June 2024 CEO meeting, where it was agreed to: "Maintain the current governance structure (Option 1) while concurrently exploring the option of transitioning to an incorporated body. This transition would involve the creation of a constitution delineating roles, functions, and reporting obligations (Option 2)." • It is unclear whether the intention is for RoeROC to pursue incorporation or merely explore the option. This needs to be clarified, as current documentation and KPIs suggest the focus was on exploration rather than commitment to incorporation.

Following discussions at the RoeROC CEO's meeting on the 11<sup>th</sup> February 2025 the following points were resolved;

- 1. That the RoeROC Executive Officer prepares a draft RoeROC Governance Framework to update and align the Memorandum of Understanding and Terms of Reference, to be presented March 2025 RoeROC Meeting.
- 2. That a recommendation be made to RoeROC to vary the RoeROC Executive Officer's KPI 1a to confirm retaining the current governance model (VROC).
- 3. That the RoeROC CEOs endorse the Draft Organisational Chart, to be presented to the March 2025 RoeROC Meeting for adoption.

#### COMMENT

The following updates are provided to RoeROC on the progress made on the Governance Framework Review.

1. <u>RoeROC Governance Framework</u>

Following further investigations and discussions with Caroline Robinson, 150Square Director and other VROC Executive Officers, it is common practice to just have one document, rather than a Memorandum of Understanding and a Terms of Reference.

Having a single Memorandum of Understanding (MOU) instead of separate MOU and Terms of Reference (ToR) offers several benefits:

- 1. **Consistency & Alignment** Eliminates discrepancies between the two documents, ensuring clarity and accuracy in governance references.
- 2. **Simplified Administration** Reduces the need for updates to multiple documents, making amendments more efficient.
- 3. **Clearer Role Definitions** Integrates organisational structure, roles, and responsibilities in one place for better governance.
- 4. **Flexibility in Operations** An overarching MOU can be supplemented by an operational/procedural document, allowing updates without requiring formal re-signing.
- 5. **Reduced Complexity** Streamlines governance by removing unnecessary duplication, making it easier for stakeholders to understand and comply with the framework.

It is recommended that RoeROC delegates consider merging the Terms of Reference into the Memorandum of Understanding to create a stand alone document, this could include an appendix for operational / procedural matters.

2. Executive Officer of KPI

RoeROC is requested to vary the RoeROC Executive Officer's KPI 1a to confirm retaining the current governance model (VROC).

#### Current KPI

Effectively manage the process of determining and establishing a governing framework, ensuring a smooth transition and successful implementation. Determine Best governance structure going forward.

#### New KPI

Effectively manage the transition and implementation of the current governance framework for the VROC review. Combine 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.

#### 3. RoeROC Organisational Chart

Attachment 10.2b includes the recommended RoeROC organisational chart, providing a clear understanding of the structure and alignment of delegates, staff, and working groups.

To enhance clarity and align with other governance structures, it is recommended to identify RoeROC meeting delegates as the "RoeROC Committee," with meetings referred to as RoeROC Committee Meetings. Similarly, the RoeROC CEOs group should be known as the "RoeROC Executive," holding RoeROC Executive Meetings. These changes are intended to clarify meeting titles without impacting the operational structure. Key points to note from the new chart;

- a) Clear hierarchy and reporting structure
- b) Highlights host Shire
- c) Alignment and clarification on to Lead Shire eg waste and housing portfolios
- d) Alignment of RoeROC Executive Officer within the structure
- e) Clarification around working group alignment and reporting

#### STATUTORY ENVIRONMENT

Local Government Act 1995, Volunteer Regional Councils

#### POLICY IMPLICATIONS

Nil

#### CONSULTATION

RoeROC CEOs meetings on the 5<sup>th</sup> December 2024 and 11<sup>th</sup> February 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 <u>RoeROC Terms of Reference</u>

 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 and Resolution Moved: Cr H Cusack

Seconded: Cr B Smoker

- 1. That RoeROC delegates consider 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."

## 10.7. RoeROC Workforce Housing Project

APPLICANT	RoeROC CEOs
<b>REPORTING OFFICER:</b>	Darren Mollenoyux / Rebecca McCall
DATE:	28 <sup>th</sup> February 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE	
ATTACHMENT NUMBER:	Nil

#### SUMMARY

To receive the progress update on the RoeROC Workforce Housing Investigation.

#### BACKGROUND

The Wheatbelt Development Commission, supported by project partners JE Planning and Econosis, provided an update and presentation to the November 2024 RoeROC Meeting.

The reports were considered at the RoeROC CEO's meeting on the 5th December 2024 with the following discussion points noted and recommendations made.

#### **Meeting Discussion Points**

#### Postponement of RoeROC Special Meeting

After reviewing the documents and considering the remaining work and timeframes, it was unanimously agreed that the process is too critical to be rushed. Consequently, the RoeROC Special Meeting scheduled for Monday, 9th December 2024, will be postponed.

#### **Further Review and Feedback**

CEOs will conduct a further review of the documentation and provide any feedback to the Wheatbelt Development Commission and Econosis before the Christmas break.

#### **Next Steps and Action Plan**

The discussion covered the next steps, with CEOs agreeing that the proposed Action Plan is a sound process to follow. It was agreed to develop an Expression of Interest (EOI) from experienced funding consultants to assist in preparing the next steps to secure grants.

#### Formation of Lobby Group

CEOs also addressed the creation of a small delegation to act as the Lobby Group for the Key Worker Accommodation project.

#### Resolution

- 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.

In January 2025 the RoeROC Executive Officer and Narembeen CEO met with Mark Wallce to discuss the feedback. At the meeting we also discussed the Town Action Plans and the request to include additional feasibility modelling.

A Teams meeting was held on the 8th January 2025 with the RoeROC CEO's to discuss the progress of the project.

The documents, including Town Action Plans were addressed at the CEO's meeting on the 11<sup>th</sup> February 2025, a copy of these discussions can be found in the attached meeting minutes.

#### COMMENT

The February 2025 CEOs Meeting resolved;

- 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 development of funding submissions and provide guidance to ensure all components of the business case are comprehensively addressed.

## Rebecca McCall, as the Lead Shire CEO for Housing will provide a verbal update on the status of the project.

#### CONSULTATION

RoeROC CEOs meeting on the 5<sup>th</sup> December 2024 and 11<sup>th</sup> February 2025 Wheatbelt Development Commission Alex McKenzie and Grant Aurthur Mark Wallace from Econosis Janine Erikson from JE Planning,

## FINANCIAL IMPLICATIONS

Budget update for the Key Workforce Housing Project.

Project Plan	Cost (Ex GST)	Cost (Inc GST)	Comment
Total Project	53,929.50	59,322.45	
<b>F</b>			
Expenses	07 000 00	00 700 00	Dunch as a Ondan Daire d
Needs Analysis (JE Planning)	27,930.00	30,723.00	Purchase Order Raised
CBA & Business Case (Econosis)	16,000.00	17,600.00	Purchase Order Raised
CBA & Business Case (Econosis) - Variation	4,750.00	5,225.00	Purchase Order to be Raise
Feasibility Modelling (Chadwick Consulting)	2,720.00	2,992.00	Invoice Paid
Feasibility Modelling (Chadwick Consulting) - Variation	6,000.00	6,600.00	Purchase Order Raised
	57,400.00	63,140.00	
Notation: expenses yet to be reconciled			
Revenue (original scope)			
WDC	13,636.36	15,000.00	
Corrigin	10,073.28	11,080.61	
Kondinin	10,073.28	11,080.61	
Kulin	10,073.28	11,080.61	
Narembeen	10,073.28	11,080.61	
	53,929.48	59,322.44	
Revenue (revised scope)			
WDC	13,636.36	15,000.00	
Corrigin	10,940.91	12,035.00	
Kondinin	10,940.91	12,035.00	
Kulin	10,940.91	12,035.00	
Narembeen	10,940.91	12,035.00	
	57,400.00	63,140.00	
Council Member budgeted allocation \$12,800 per me	ember		

#### **ROEROC Workforce Housing Investigation Project**

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

#### **VOTING REQUIREMENT**

Simple Majority

#### RECOMMENDATION

RoeROC note the update on the RoeROC Workforce Housing project.

Rebecca McCall (RoeROC Lead CEO for Housing) provided a verbal update and advised that the final documents have been received and are to be presented to individual Council meetings for endorsement

## 11. Matters for Information / Update – RoeROC General

#### 11.1. Local Planning Strategies

The RoeROC CEOs discussed a presentation from Tim Reed at Department of Planning, Lands and Heritage regarding the development of a combined Local Planning Strategy for the four shires.

This initiative was prompted by discussions during the RoeROC Key Workforce Housing meeting on January 8, 2025, where it was agreed that a collaborative approach with the Department of Planning, Lands and Heritage (DPLH) could be more efficient. Tim Reed from DPLH expressed openness to the idea, advising of their resource limitations for individual strategies and outlining key considerations, including the need for full participation from all four shires, potential costs, and the statutory processes that must be followed.

Following this meeting, the CEOs considered the information presented and determined the next steps. RoeROC CEOs resolved to formally communicate commitment to the first stage of the process by submitting a letter to DPLH. This includes commencing with a "Report of Review" for each Shire and considering collaborative efforts for a joint strategy, pending the review's recommendations. This project demonstrates a shared interest in a coordinated planning approach, which will have significant cost savings. Full details are contained in the minutes of the CEO Meeting on the 11<sup>th</sup> February 2025.

#### Update provided and no actions

#### 11.2. ERP Project Update

The RoeROC Shared Services Working Group (SSWG) have met with representatives from the Shire of Manjimup and Town of Mosman Park, to discuss their experiences with Datascape and ERP software, focusing on implementation, data migration, system performance, and usability. Additional feedback is being gathered from Local Governments that have transitioned from Synergy to Datacom.

At the RoeROC CEO meeting on February 11, 2025, discussions centered on the ERP procurement process, including implementation timeframes, potential for a joint tender, and timing for issuing tenders. It was agreed to develop a joint Expression of Interest (EOI) for an ERP system, with parameters to be drafted by the SSWG for CEO review.

Research into ERP options is ongoing, but RoeROC may proceed with an expression of interest alongside continued evaluations. WALGA's process for a group procurement approach is expected to be available in early March 2025, and any relevant documents will be reviewed to assist with the EOI preparation.

#### Update provided and no actions

#### **11.3.** Avon Waste Collection Contract

The RoeROC CEOs discussed the upcoming expiry of the Avon Waste contract for waste disposal services, with current agreements for the Shires of Corrigin, Kondinin, Kulin, and Narembeen set to end on June 30, 2025. The contract includes an option for three one-year extensions. While the contract was tendered under RoeROC, individual agreements were signed by each Shire. Narembeen also proposed conducting an audit of bin pick-ups to verify service accuracy.

Following discussions, it was agreed that all RoeROC Councils should extend their Avon Waste contract under Clause 11 for 3 x 1 year periods. Councils may also consider individual bin audits if needed. This decision ensures continuity of waste services while allowing for adjustments where necessary. It is recommended to commence full tender process 6 months prior to the expiry of the extensions.

#### Update provided and no actions

#### **11.4. Evacuation Centre Enhancement Project**

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.

#### <u>Update</u>

The Executive Officer has liaised with Jo Spadaccini from the Department of Communities who has undertaken a review of each of the RoeROC Evacuation Centers. This will form the basis of the assessment undertaken by the Executive Officer.

The Executive Officer has reviewed the assessments and compiled a list of required work in a Needs Assessment Report, which mainly consists of the installation of generators for back up power and ability for adequate electrical connection during outages.

#### KPI #4b

Prepare funding proposal(s), including project scope, budget, timelines, and expected outcomes. Prior to closing date of funding program.

#### <u>Update</u>

The (Disaster Recovery Fund) was announced in January 2025. Unfortunately, the guidelines for this project have changed, with the minimum infrastructure projects now set at \$500,000. Previously no minimum was set. Further research into an alternative funding stream will be investigated.

"The third round of the DRF is now open and will provide up to \$200 million of Australian Government investment in 2025-26. The Round Three Guidelines were released on 22 January 2025 and applications close on the 2<sup>nd</sup> April 2025.

The Guidelines changes:

- Support all projects, with a greater focus on infrastructure (dedicated funding of \$138 million)
- Allow more time to deliver successful infrastructure projects (5 years)
- Set a minimum project value of \$500,000 for infrastructure projects.
- Clarify that 'business as usual' activities are not eligible (i.e. standard capital works or essential services that fall under the remit of state or territory government, local government or other Australian Government departments).

The minimum project value of \$500,000 for infrastructure projects meant that our proposed project for installation of generators and power connections would not have met the minimum value.

The RoeROC Executive Officer participated in a WALGA Webinar with DFES on the 24<sup>th</sup> February 2025 and the question was asked about projects under \$500,000 that were infrastructure and is there an alternative option. It was advised that there are two parts to the funding stream, being;

- 1. \$138 million notionally allocated for infrastructure investment (infrastructure funding stream) encompassing the following primary project activity types as defined in the Glossary.
- 2. \$59 million notionally allocated for other eligible project types.

Other eligible projects include "category 7" - Projects that deliver risk reduction plans at the community, regional and state levels to mitigate identified risks and impacts. If RoeROC agrees to proceed the application will be made under Primary Project Category 7, with infrastructure as a second category. Co-contributions required from the four Shires, would be 10% of the project cost, in line with the remote and very remote categories.

Does RoeROC wish to proceed with the development of a business case and application for the installation of generators and power connection requirements at each evacuation centre, in line with DRF Category 7 projects?

#### Resolution Moved: Cr B Smith

#### Seconded: Cr G Robins

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.

#### 11.5. Audit, Risk and Improvement Committee and Independent Chair

The Department of Local Government have advised of the impending changes to the requirements of Audit and Risk Committees. WALGA provided the following comment during a presentation in December 2024.

"Audit committees are proposed to be revised as 'audit, risk and improvement committees'. Audit, risk and improvement committees will be required to appoint two independent persons, one of which must chair committee meetings.

Local Governments will also be able to establish shared audit, risk and improvement committees with other local governments.

Note: WALGA is currently pursuing advocacy with Salaries and Allowances Tribunal for standardisation of independent audit committee member fee, and additional fee for chairing meetings. WALGA is also in the early stages of developing a panel of independent persons. Panelists will be provided opportunity to train in meeting procedures and onboarded to Code of Conduct requirements."

The RoeROC CEO's discussed the potential for a joint Independent Chair between the four Shires and resolved to present for consideration at *March 2025 RoeROC Meeting for consideration of a joint Independent Chair for their Audit, Risk and Improvement Committees, pending direction from individual Councils.* 

#### No action required

#### 11.6. Windfarm Discussion

The Shire of Kondinin raised concern about the lack of support and consistent approach at a State level for dealing with and managing windfarms. There are various issues that are impacting the Local Governments with planning and development and the communities when dealing with community benefit funds.

#### ACTION

- 1. That the RoeROC Executive Officer contact WALGA to seek a progress update on the development of documents, development application, community benefits and policies for windfarms.
- 2. That the Executive Officer seek a presentation from Powering WA for the next RoeROC meeting in June 2025.

#### 12. Next Meeting

#### **CEO meeting Schedule 2025**

Thursday 1st May 2025 at 1.00pm Thursday 3rd July 2025 at 1.00pm Thursday 6th November 2025 at 1.00pm

**RoeROC Meeting Schedule 2025** Thursday 5th June 2025 at 1.00pm Thursday 4th September 2025 at 1.00pm Thursday 4th December 2025 at 1.00pm Shire of Narembeen Shire of Narembeen Shire of Narembeen

Shire of Narembeen Shire of Narembeen Shire of Narembeen

The next RoeROC meeting will be held on the 25<sup>th</sup> June 2025 at the Shire of Narembeen, commencing at 1.00pm

## 13. Closure

President D. Hickey thanked everyone for their attendance and acknowledged Corrigin's last meeting as host Shire, with Narembeen to take over next. He expressed gratitude to the Corrigin staff for their dedication and noted the successful meeting and progress made by RoeROC. The meeting was declared closed at 5:54pm.



## **14.STATUS REPORT**

The following provides a status report as of 27<sup>th</sup> February 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	
1 July 2018	Avon Waste Operations Plan outlining procedures for the management of the Roe ROC regional landfill site at Bendering	Ashley Fisher Avon Waste EHO's	Draft prepared to be finalised in conjunction with Management Plan This was addressed at the Bendering Landfill Site Workshop on 11 <sup>th</sup> February 2025 with direction to progress to finalisation.	Originally June 2021 Promised Sept 2023 Due June 2024 This was addressed at the Bendering Landfill Site Workshop on 11 <sup>th</sup> February 2025 with direction to progress to finalisation.
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		
15 June 2023	<b>Bendering Capping Schedule</b> Talis be consulted with a view to reviewing the schedule of capping works as detailed in section 4.9 (Schedule of capping works) with the objective of extending stage 1 beyond 2026	B Gerard	This was addressed at the Bendering Landfill Site Workshop on 11 <sup>th</sup> February 2025 and direction provided to finalise.	
21 March 2024	Review previous notes to identify issues and obtain costs associated with getting the weighbridge working and bring back to working group and June meeting for further discussion.	L Pitman	Weighbridge is now working	



				Darrigh (Randless   Rate   Reventees
21 March 2024	<b>Bendering – Fees and Charges</b> The Fees and Charges for 2024/2025 for the Bendering site be increased as per the proposed table (Perth March CPI of 4.1%) Any work carried out at the Bendering Waste Site by the Shires of Corrigin Kondinin, Kulin and Narembeen be charged out at the agreed in-house rates for heavy plant (graders/loaders/trucks-semi trailers) at \$130 per hour (ex GST) and light vehicles (utilities/small trucks) at \$75 per hour (ex GST) Remove power poles from Fees and Charges Remove gravel from Fees and Charges Review administration fee to ensure staff costs are covered and charged at a 1 hour minimum.	N Manton	For adoption with Shire of Corrigin budget	July 2024
19 April 2024	<b>Key Workforce Housing Project</b> Each shire to commit \$12,000 into their 2024/2025 budget towards the development of a business case for Workforce Housing Project.	Roe ROC Shires	For adoption with annual budget	Completed
19 September 2024	<ul> <li>Bendering Landfill Site – Management Plan</li> <li>1. the Bendering Landfill Management Plan 4.0, prepared by Talis Consultants, for the Roe Regional Organisation of Councils (RoeROC) be received.</li> <li>2. A working group consisting of finance staff and the existing Site Working Group be formed to review the calculations and provide feedback to Talis so the plan can be finalised.</li> </ul>	Site Working Group	Addressed and direction provided at the	November 2024
21 November 2024	<b>Caravan and Camping Regulations</b> That RoeROC develop a consistent approach/process and policy regarding the managing of caravan and camping requirements.	B Gerard L Pittman T Young	Staff have developed a draft - Temporary Accommodation Policy, Guidelines and Application Form, which will be considered at the next RoeROC CEO's Meeting.	April 2025
21 November 2024	<ol> <li>Bendering Landfill Site Gravel Access and Management</li> <li>The Bendering Working Group determine a policy and structure around the best options for management of gravel and fill at the site, to be presented to RoeROC for consideration at the next RoeROC Meeting.</li> <li>Records of quantities imported to the Bendering Waste Site, such as roadside spoil, excess from building or mine site development or the like are recorded in the waste tracking spreadsheet to offset the projected material deficit</li> </ol>	RoeROC CEOs Bendering Working Group RoeROC EO	At the RoeROC CEO's meeting on the 5 <sup>th</sup> December 2024 it was agreed to hold a half day workshop to address all matters regarding the Bendering landfill site. CEOs, Works Managers, Roe EHO, Avon Waste and the RoeROC Executive Officer	March 2025



	<ul> <li>soil for waste cover, bund walls and capping requirements and reduce the expected costs.</li> <li>3. The Executive Officer arranges a meeting Bendering Working Group, RoeROC CEO's and Ashley Fisher from Avon Waste to review the management and sorting of fill for the transfer sites and Bendering Waste Site.</li> <li>4. That the Bendering Working Group undertake an internal analysis of the requirements of Bendering Waste Site becoming a licensed waste site and report to the next RoeROC Meeting, for the purpose of maximising the life of the site.</li> </ul>		participated in the workshop on the 11 <sup>th</sup> February 2025. Workshop was productive with update to be provided as part of the agenda at the RoeROC Meeting on the 7 <sup>th</sup> March 2025.	
21 November 2024	<b>Future RoeROC Meetings</b> That RoeROC agree to amend the Terms of Reference to reflect that future Meetings be held on the first Thursday of the March, June, September and December each year.	RoeROC EO	Schedule updated and future meeting dates included at the end of agenda.	December 2024
21 November 2024	<b>Key Worker Housing Project</b> Presentation made by Janine Eriksson from Econosis and Alex McKenzie from Wheatbelt Development Commission the November 2024 RoeROC Meeting on progress of the RoeROC Workforce Housing Reports.	RoeROC CEOs	Referred to the next CEO's meeting in December 2024.	March 2025
5 December 2024	<ul> <li>CEO's reviewed feedback at December 2024 meeting and resolved;</li> <li>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.</li> <li>2. The RoeROC Special Meeting scheduled for 9th December 2024 is hereby cancelled.</li> <li>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.</li> </ul>		The RoeROC EO and Narembeen CEO compiled feedback and presented to Econosis.	
11 February 2025	<ol> <li>That the final reports be presented to individual Councils for endorsement.</li> <li>That the RoeROC CEOs endorse the Draft Request for Quotation for Consultancy Services for development of funding submissions and provide guidance to ensure all components of the business case are comprehensively addressed.</li> </ol>		Consideration at individual Council meetings. Draft expression of interest document prepared and endorsed by RoeROC CEOs. Full update provided in the March 2025 Agenda.	



## **15. EXECUTIVE OFFICER KPI - STATUS REPORT**

The following provides a status report as of 25<sup>th</sup> February 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 11 <sup>th</sup> February 2025. Recommendation for approach to be presented to March 2025 RoeROC meeting with actions and amendments presented to the April 2025 CEO's meeting and adoption at the June 2025 RoeROC meeting.
KPI #1b	Timeline	
Define the Council and CEO Working Group meeting schedule for 2024/25.	July 2024	Schedule of CEOs meetings set for 2025.

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	This is an area raised through WALGA and initial work has commenced. 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	This is an area raised through WALGA and initial work has commenced. EO has had initial discussion and researching with other ROC's as to their approach.

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. <b>CEOs have been liaising with WDC</b> and Econosis, while progressing the reports and next steps during the January/February 2025 period.



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. <b>RoeROC Executive Officer has drafted an Expression of</b> <b>Interest for grant writers, which was endorsed at the</b> <b>February 2025 CEO's Meeting.</b>

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 has been liaising with Jo Spadaccini, Regional Officer for Wheatbelt Emergency Relief and Support at the Department of Communities. The Executive Officer has an in person meeting on the 18 <sup>th</sup> September with JO and will provide a further update at the meeting.
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.
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 close on 2 <sup>nd</sup> 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	<b>Completed</b> - Shared Services Working Group SSWG established in August 2024.	
KPI #5b	Timeline		
Define the working group's objectives, scope, and meeting schedule.	October 2024	<b>Completed</b> - 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	Commenced – Presented at the Shared Services Working Group meeting on the 25 February 2025. Further refinement required prior to presentation to RoeROC CEOs.	

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	<b>Completed</b> - 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. Refer to attached SSWG minutes.
KPI #6c	Timeline	
Populate the platform with expert contacts and initial resources.	December 2024	The RoeROC Executive Officer currently implementing.

Roe ROC Meeting Agenda – 7 March 2025

## Shire of Kulin

EFT & Chq Listing for period ended 28 February 2025

CHQ / EFT No.	DATE	DESCRIPTION	AMOUNT
		TRIP	
		TDUST	
		TRUST	
EFT23019	10/02/2025	NATALIE MURDOCH	\$800.00
		MUNICIPAL	
EFT22984	04/02/2025	WEST COAST COMMERCIAL INDUSTRIES	\$10,989.00
EFT22985	07/02/2025	CREDIT CARD - MASTER CARD	\$4,075.89
EFT22986	07/02/2025	AVON WASTE	\$13,066.17
EFT22987	07/02/2025	AIR LIQUIDE WA	\$21.70
EFT22988	07/02/2025	SERVICES AUSTRALIA CHILD SUPPORT	\$302.61
EFT22989	07/02/2025	AFGRI EQUIPMENT AUSTRALIA	\$4,562.78
EFT22990	07/02/2025	BOC LIMITED - A MEMBER OF THE LINDE GROUP	\$7.13
EFT22991	07/02/2025	BEST OFFICE SYSTEMS	\$90.52
EFT22992	07/02/2025	BLACKWOODS ATKINS	\$520.19
EFT22993	07/02/2025	TEAM GLOBAL EXPRESS	\$213.72
EFT22994	07/02/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND	\$166.74
	- / - /	SAFETY	
EFT22995	07/02/2025	FEGAN BUILDING SURVEYING	\$764.50
EFT22996	07/02/2025	FARMELEC	\$172.00
EFT22997	07/02/2025	GANGELLS AGSOLUTIONS	\$9,221.10
EFT22998	07/02/2025	GREAT SOUTHERN FUEL SUPPLIES	\$101.05
EFT22999	07/02/2025	HERSEY'S SAFETY PTY LTD	\$2,225.00
EFT23000	07/02/2025	HELLO PERTH	\$385.00
EFT23001	07/02/2025	JASON SIGNMAKERS	\$6,924.58
EFT23002	07/02/2025	KULIN HARDWARE & RURAL	\$8,971.49
EFT23003	07/02/2025	KULIN SOCIAL CLUB	\$225.00
EFT23004	07/02/2025	KULIN IGA	\$1,319.04
EFT23005	07/02/2025	KULIN MUSEUM SOCIETY INC	\$1,950.00
EFT23006	07/02/2025	KULIN LIBRARY, POST OFFICE AND MAIL	\$1,370.90
EFT23007	07/02/2025	EXURBAN RURAL & REGIONAL PLANNING	\$2,380.55
EFT23008	07/02/2025	POWERFORCE MIDLAND	\$357.56
EFT23009	07/02/2025	SHIRE OF CORRIGIN	\$3,399.00
EFT23010	07/02/2025	NM & MA SCADDING	\$1,522.40
EFT23011	07/02/2025	STEWART & HEATON CLOTHING CO PTY LTD	\$1,838.56
EFT23012	07/02/2025	SARAH KUHNE	\$376.20
EFT23013	07/02/2025	THE AG SHOP	\$241.00
EFT23014	07/02/2025	PROMPT SAFETY SOLUTIONS	\$3,300.00
EFT23015	07/02/2025	THE STATIONERY CO	\$1,016.40
EFT23016	07/02/2025	WA CONTRACT RANGER SERVICES	\$693.00
EFT23017	07/02/2025	WA DISTRIBUTORS PTY LTD	\$376.25
EFT23018	07/02/2025	WESTERN MECHANICAL CORRIGIN	\$84.99
EFT23019	10/02/2025	NATALIE MURDOCH	\$800.00
EFT23020	13/02/2025	AUSTRALIA POST- MAILWEST	\$520.53
EFT23021	13/02/2025	AUSTRALIAN TAXATION OFFICE	\$14,305.00
EFT23022	13/02/2025	RICK LOREN ANDERSEN	\$6,380.00
EFT23023	13/02/2025	BLACKWOODS ATKINS	\$22.00
EFT23024	13/02/2025	BRANDIS CARPENTRY	\$23,155.00
EFT23025	13/02/2025	TEAM GLOBAL EXPRESS	\$647.19
EFT23026	13/02/2025	LANDGATE	\$34.21
EFT23027	13/02/2025	GARDNERS COMPLETE EARTHMOVING	\$5,142.50
EFT23028	13/02/2025	HERSEY'S SAFETY PTY LTD	\$222.50

EFT23029	13/02/2025	KULIN COMMUNITY HUB PTY LTD	\$29.00
EFT23030	13/02/2025	K2 AUDIOVISUAL PTY LTD	\$24,136.73
EFT23031	13/02/2025	MODERN TEACHING AIDS PTY LTD	\$554.24
EFT23032	13/02/2025	ROE TOURISM ASSOCIATION	\$6,000.00
EFT23033	13/02/2025	SHIRE OF MERREDIN	\$1,660.00
EFT23035	13/02/2025	SAPIO	\$3,813.89
EFT23036	13/02/2025	OFFICEWORKS BUSINESS DIRECT	\$826.06
EFT23037	13/02/2025	WICKEPIN MOTORS	\$3,030.04
EFT23038	21/02/2025	SERVICES AUSTRALIA CHILD SUPPORT	\$302.61
EFT23039	21/02/2025	BLACKBOX CONTROL PTY LTD	\$3,781.00
EFT23040	21/02/2025	TEAM GLOBAL EXPRESS	\$633.92
EFT23041	21/02/2025	CUBALLING WINDSCREENS	\$3,430.90
EFT23042	21/02/2025	G & M DETERGENTS	\$188.65
EFT23043	21/02/2025	GEOGRAPHE FORD	\$15,667.56
EFT23044	21/02/2025	HOWARD PORTER	\$61.60
EFT23045	21/02/2025	ITR WESTERN AUSTRALIA	\$883.10
EFT23046	21/02/2025	ID RENT PTY LTD	\$7,425.00
EFT23047	21/02/2025		\$3,366.00
EFT23048	21/02/2025	KULIN SOCIAL CLUB	\$225.00
EFT23049	21/02/2025	KULIN IGA	\$13.90
EFT23050	21/02/2025	KONDININ BUILDING SERVICE	\$1,645.60
EFT23051	21/02/2025	SHIRE OF KONDININ	\$1,045.00
EFT23052	21/02/2025	LAKE GRACE TRANSPORT	\$64.63
EFT23053	21/02/2025	MCLERNONS BUSINESS BASE	\$1,254.00
EFT23053		NARROGIN CARPETS & CURTAINS	
EFT23054	21/02/2025	NAPA KEWDALE	\$7,150.00
	21/02/2025		
EFT23056	21/02/2025	ROYAL LIFE SAVING AUSTRALIA	\$50.99
EFT23057	21/02/2025	SAFESTART TEST & TAG	\$5,374.60
EFT23058	21/02/2025	STORYPARK	\$954.00
EFT23059	21/02/2025	SSJ TRANSPORT PTY LTD	\$13,513.50
EFT23060	21/02/2025		\$5,396.88
EFT23061	21/02/2025		\$880.00
EFT23062	21/02/2025	WA DISTRIBUTORS PTY LTD	\$511.45
EFT23063	21/02/2025	WARDA KADAK PTY LTD	\$27,630.35
EFT23064	25/02/2025	OCEAN BLU POOLS & SPA	\$8,380.00
EFT23065	27/02/2025	BOC LIMITED - A MEMBER OF THE LINDE GROUP	\$6.44
EFT23066	27/02/2025	COUNTRY WIDE FRIDGE LINES PTY LTD	\$927.89
EFT23067	27/02/2025	TEAM GLOBAL EXPRESS	\$229.65
EFT23068	27/02/2025	CORSIGN WA PTY LTD	\$5,841.00
EFT23069	27/02/2025	DAIMLER TRUCKS PERTH	\$340.91
EFT23070	27/02/2025	DERBAHL PTY LTD	\$1,136.00
EFT23071	27/02/2025	ENVIRONEX INTERNATIONAL PTY LTD	\$687.50
EFT23072	27/02/2025	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	\$18,238.63
EFT23073	27/02/2025	SHIRE OF KONDININ	\$13,559.51
EFT23074	27/02/2025	JOSEPH PAUL LEGENDRE	\$13.19
EFT23075	27/02/2025	MULLAN ELECTRICAL	\$144.25
EFT23076	27/02/2025	NAPA KEWDALE	\$501.65
EFT23077	27/02/2025	QUEST PAYMENT SYSTEMS	\$418.00
EFT23078	27/02/2025	STEWART & HEATON CLOTHING CO PTY LTD	\$621.98
EFT23079	27/02/2025	SULLIVAN LOGISTICS PTY LTD	\$141.58
EFT23080	27/02/2025	SAPIO	\$13,968.10
EFT23081	27/02/2025	SARAH KUHNE	\$568.70
EFT23082	27/02/2025	SSJ TRANSPORT PTY LTD	\$13,959.00
EFT23083	27/02/2025	TRUCKLINE	\$4,223.64
EFT23084	27/02/2025	TAMORA PLUMBING AND GAS	\$792.00
EFT23085	27/02/2025	TIN HORSE AUTOMOTIVE	\$150.00
EFT23086	27/02/2025	WESTRAC PTY LTD	\$1,413.90
EFT23087	27/02/2025	WA DISTRIBUTORS PTY LTD	\$517.20

EFT23088	27/02/2025	WARDA KADAK PTY LTD	\$20,509.5
37520	07/02/2025	PETTY CASH RECOUP - PLEASE PAY CASH	\$358.5
DD9291.1	02/02/2025	AUSTRALIAN SUPERANNUATION	\$703.0
DD9291.2	02/02/2025	AUSTRALIAN RETIREMENT TRUST	\$1,165.9
DD9291.3	02/02/2025	AWARE SUPER	\$14,302.3
DD9291.4	02/02/2025	BENDIGO SMART START SUPERANNUATION FUND	\$242.5
DD9291.5	02/02/2025	HOSTPLUS SUPERANNUATION FUND	\$887.5
DD9291.6	02/02/2025	COLONIAL FIRST STATE FIRST CHOICE WHOLESALE PERSONAL	\$16.6
		SUPER	
DD9291.7	02/02/2025	CBUS SUPER	\$463.9
DD9291.8	02/02/2025	PRIME SUPERANNUATION	\$468.2
DD9291.9	02/02/2025	MLC MASTERKEY SUPERANNUATION	\$279.9
DD9300.1	01/02/2025	BENDIGO BANK	\$3.0
DD9300.2	02/02/2025	WATER CORPORATION	\$2,125.6
DD9300.4	03/02/2025	WATER CORPORATION	\$11,216.0
DD9300.5	01/02/2025	SYNERGY	\$571.2
DD9300.6	03/02/2025	CRISP WIRELESS PTY LTD	\$99.0
DD9300.7	04/02/2025	BENDIGO BANK	\$0.1
DD9300.8	05/02/2025	BENDIGO BANK	\$9.9
DD9300.9	06/02/2025	WATER CORPORATION	\$10,965.4
DD9304.1	16/02/2025	AWARE SUPER	\$14,380.4
DD9304.2	16/02/2025	AUSTRALIAN RETIREMENT TRUST	\$1,058.8
DD9304.3	16/02/2025	AUSTRALIAN SUPERANNUATION	\$639.4
DD9304.4	16/02/2025	BENDIGO SMART START SUPERANNUATION FUND	\$238.2
DD9304.5	16/02/2025	HOSTPLUS SUPERANNUATION FUND	\$889.3
DD9304.6	16/02/2025	COLONIAL FIRST STATE FIRST CHOICE WHOLESALE PERSONAL	\$28.3
009304.0	10/02/2025	SUPER	<b>Υ</b> ΖΟ.ς
DD9304.7	16/02/2025	MLC MASTERKEY SUPERANNUATION	\$415.3
DD9304.8	16/02/2025	CBUS SUPER	\$629.5
DD9304.9	16/02/2025	PRIME SUPERANNUATION	\$469.5
DD9307.1	14/02/2025	WATER CORPORATION	\$96.7
DD9307.2	17/02/2025	TELAIR PTY LTD	\$614.9
DD9307.3	17/02/2025	TYRO PAYMENTS	\$432.0
DD9307.4	17/02/2025	TELSTRA	\$1,248.4
DD9307.5	17/02/2025	SWAN BREWERY COMPANY PTY LTD	\$1,749.2
DD9307.6	17/02/2025	CARLTON & UNITED	\$1,412.6
DD9307.7	19/02/2025	BENDIGO BANK	\$9.6
DD9313.1	17/02/2025	TYRO PAYMENTS	\$125.8
DD9317.1	21/02/2025	BENDIGO BANK	\$3.9
DD9317.2	25/02/2025	SYNERGY	\$102.2
DD9317.2			\$102.2
	25/02/2025	BENDIGO BANK	
DD9317.4	27/02/2025	BENDIGO BANK	\$3.6
DD9291.10	02/02/2025	REST SUPERANNUATION	\$1,215.8
DD9300.10	07/02/2025	SYNERGY	\$2,775.3
DD9300.11	01/02/2025	ST.GEORGE BANK	\$493.7
DD9300.12	07/02/2025	BENDIGO BANK	\$4.9
DD9300.13	10/02/2025	TELSTRA	\$850.0
DD9300.14	11/02/2025	SYNERGY	\$1,230.:
DD9300.15	12/02/2025	WATER CORPORATION	\$3,025.
DD9304.10	16/02/2025	REST SUPERANNUATION	\$1,159.1
	05/02/2025	BENDIGO BULK PAYMENT	\$93,453.3
9195757 9223305	19/02/2025	BENDIGO BULK PAYMENT	\$101,388.6

		CREDIT & BP CARDS SUMMARY	
		28-February-2025	
ransaction Date	Officer	Creditor	Amount
1/02/2025	JUDD HOBSON	BP Walpole	\$105.
		Diesel, MV30	
3/02/2025	JUDD HOBSON	BP Walpole	\$67.
		Diesel, MV30	
5/02/2025	TARYN SCADDING	Kulin Hotel	\$192.
		KCCC Staff Dinner	
6/02/2025	TARYN SCADDING	Awards and Trophies	\$244.
		Triathlon Medals	
6/02/2025	FIONA MURPHY	Stamp Centre	\$139.
		Shire of Kulin Building Permit Stamp	
7/02/2025	TARYN SCADDING	Kmart	\$156.
		KCCC Equipment	
8/02/2025	JUDD HOBSON	Outdoor Supacentre	\$269.
		Battery, MV125	
9/02/2025	TARYN SCADDING	Kmart	-\$19.
		KCCC Equipment refund	
13/02/2025	JUDD HOBSON	Altech	\$1,275
		Solar Invertor & componentry - Transfer Station	
16/02/2025	TARYN SCADDING	Apple	\$12.
		KCCC Apple Music Subscription	
18/02/2025	ALAN LEESON	Petro Fuels Karragullen	\$70.
		Diesel, MV27	
18/02/2025	JUDD HOBSON	SP GetSigns	\$102.
		No smoking/Vaping/E-cigerette Signs - Public Toilets	
19/02/2025	JUDD HOBSON	Kondinin Medical Centre	\$220
		Driver Medical - Dan Pawsey	
19/02/2025	TARYN SCADDING	St John Ambulance	\$866
		KCCC STAFF TRAINING 3X PROVIDE FIRST AID, 4X CPR	
19/02/2025	JUDD HOBSON	Kulin Community Financial Services	\$31
		Change Plates - PE89	
20/02/2025	JUDD HOBSON	Busselton Advanced Driver Training	\$200
20/02/2023	JODD HOBSON		\$200
20/02/2025		MC Upgrade booking - Dan Pawsey Aussie Childcare Network	ter
20/02/2025	TARYN SCADDING		\$66
		KCCC Subscription	
20/02/2025	TARYN SCADDING	Mailchimp	\$81.
		Subscription	
26/02/2025	ALAN LEESON	Landgate	\$31.
		Land Title - Varley Airstrip Reserve	
26/02/2025	ALAN LEESON	Landgate	\$31.
		Management Order - Varley Airstrip Reserve	
26/02/2025	JUDD HOBSON	Main Roads WA	\$50
		Heavy Vehicle Permit Fee	
26/02/2025	JUDD HOBSON	Jaycar Pty Ltd	\$109
		Solar Panel - Standpipe	
27/02/2025		Bendigo Bank	\$20
-,,		Card Fee	
28/02/2025	TARYN SCADDING	Bunnings Group	\$150
-0, 02, 2023		Garden Competition Vouchers	Ş130
			61 172
			\$4,473
		BP CARD PURCHASE	
8/02/2025	ALAN LEESON	BP Forrestfield	\$127
		Diesel 67.05L @ 1.894/L - MV27	

# 📕 Bendigo Bank

## /5490 009650

## 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 Feb 2025 - 28 Feb 2025
Statementnumber	237
Opening balance on 1 Feb 2025	\$4,075.89
Payments & credits	\$4,094.89
Withdrawals & debits	\$4,472.21
Interest charges & fees	\$20.00
Closing Balance on 28 Feb 20	25 \$4,473.21

## Account details

Credit limit	\$30,000.00
Available credit	\$25,526.79
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

## **Payment details**

Payment due	14 Mar 2025
Minimum payment required	\$134.19

## 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).



Learn more at bendigobank.com.au/security/scams

## **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

If you make no additional charges using this card and each month you pay **\$214.75**  You will pay off the Closing Balance shown on this statement in about **15 years and 3 months** 

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 **\$2,722.84** 

And you will pay an estimated total of interest charges of **\$680.79, a saving of \$2,042.05** 

#### Having trouble making payments?

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



Account number

Statement period Statement number **691211254** 01/02/2025 to 28/02/2025 237 (page 2 of 8)

Business	Credit Card			
Date	Transaction	Withdrawals	Payments	Balance
Opening ba	lance			\$4,075.89
1 Feb 25	BP WALPOLE, WALPOLE AUS RETAIL PURCHASE 30/01 CARD NUMBER 552638XXXXXX706 1	105.01		4,180.90
3 Feb 25	BP WALPOLE, WALPOLE AUS RETAIL PURCHASE 01/02 CARD NUMBER 552638XXXXXX706 1	67.22		4,248.12
5 Feb 25	Kulin Hotel, KULIN AUS RETAIL PURCHASE 04/02 CARD NUMBER 552638XXXXXX021 1	192.34		4,440.46
6 Feb 25	AWARDS AND TROPHIES, MILTON AUS RETAIL PURCHASE 04/02 CARD NUMBER 552638XXXXXX021 1	244.50		4,684.96
6 Feb 25	STAMP CENTRE 2442,MO FFAT BEACH AUS RETAIL PURCHASE 05/02 CARD NUMBER 552638XXXXXX716 1	139.80		4,824.76
7 Feb 25	KMART, Mulgrave AUS RETAIL PURCHASE 05/02 CARD NUMBER 552638XXXXXX021 1	156.00		4,980.76
8 Feb 25	Outdoor supacentre, Midland AUS RETAIL PURCHASE 07/02 CARD NUMBER 552638XXXXXX706 1	269.00		5,249.76
9 Feb 25	KMART, Mulgrave AUS RETAIL PURCHASE RETURN 08/02 CARD NUMBER 552638XXXXXX021 1		19.00	5,230.76
13 Feb 25	ALT TECH, WELSHPOOL AUS RETAIL PURCHASE 12/02 CARD NUMBER 552638XXXXXXX706 1	1,275.22		6,505.98

28022025/IES / E-5490 / S-26666 / I-26666 / 0007421415000772

Date Paid \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Amount \$

## **Business Credit Card - Payment options**

2	Bank branch payment.	<b>king:</b> Pay your anking 24 hour	credit			Pay by post: your cheque to PO Box 480 Bendigo VIC If paying by ch complete the d	9 - <b>3552.</b> eque please	with
		obank.com.au			ſ	Biller code:	342949	
6	Banking call 1	iternet or Phone <b>300 BENDIGC</b> s service enable	(1300		L	Ref: 6	91211254	
	make paymen	ts conveniently Bank accounts	between	Bank	(0 P		ny Post Office P <b>ost</b> ^ using yo rd.	
Drawer		Chq No	BSB		ŀ	Account No	\$	¢



Business Cred	lit Card	
BSB number		633-000
Account number		691211254
Customer name Minimum payment required		SHIRE OF KULIN \$134.19
Closing Balance on 28 Feb 2025		\$4,473.21
Payment due		14 Mar 2025
Date Paymer		ent amount

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



Account number

Statement period Statement number **691211254** 01/02/2025 to 28/02/2025 237 (page 3 of 8)

Business	Credit Card (continued).			
Date	Transaction	Withdrawals	Payments	Balance
14 Feb 25	PERIODIC TFR 00074214151201 00000000000		4,075.89	2,430.09
16 Feb 25	APPLE.COM/BILL, SYDN EY AUS RETAIL PURCHASE 14/02 CARD NUMBER 552638XXXXXX021 1	12.99		2,443.08
18 Feb 25	PETRO FUELS KARRAG,K ARRAGULLEN AUS RETAIL PURCHASE 16/02 CARD NUMBER 552638XXXXXX832 1	70.49		2,513.57
18 Feb 25	SP GETSIGNS, PENRITH AUS RETAIL PURCHASE 17/02 CARD NUMBER 552638XXXXXX706 1	102.60		2,616.17
19 Feb 25	Kondinin Medical Cen t,Kondinin AUS RETAIL PURCHASE 18/02 CARD NUMBER 552638XXXXXX706 1	220.00		2,836.17
19 Feb 25	ST JOHN AMBULANCE AU ST,BELMONT AUS RETAIL PURCHASE 18/02 CARD NUMBER 552638XXXXXX021 1	866.00		3,702.17
19 Feb 25	Kulin Community Fina , Kulin AUS RETAIL PURCHASE 18/02 CARD NUMBER 552638XXXXXX706 1	31.10		3,733.27
20 Feb 25	BUSSELTON ADVANCED D RI, WALSALL AUS RETAIL PURCHASE 19/02 CARD NUMBER 552638XXXXXX706 1	200.00		3,933.27
20 Feb 25	AUSSIE CHILDCARE NET WO,HORNSBY AUS RETAIL PURCHASE 19/02 CARD NUMBER 552638XXXXXX021 1	66.00		3,999.27
20 Feb 25	Intuit Mailchimp, Sy dney AUS RETAIL PURCHASE 19/02 CARD NUMBER 552638XXXXXXX021 1	81.74		4,081.01
26 Feb 25	LANDGATE, MIDLAND AUS RETAIL PURCHASE 24/02 CARD NUMBER 552638XXXXXX832 1	31.60		4,112.61
26 Feb 25	LANDGATE, MIDLAND AUS RETAIL PURCHASE 24/02 CARD NUMBER 552638XXXXXX832 1	31.60		4,144.21
26 Feb 25	MAIN ROADS WA HEAVY ,WELSHPOOL AUS RETAIL PURCHASE 24/02 CARD NUMBER 552638XXXXXX706 1	50.00		4,194.21
26 Feb 25	Jaycar Pty Ltd, Sydn ey AUS RETAIL PURCHASE 25/02 CARD NUMBER 552638XXXXXX706 1	109.00		4,303.21
27 Feb 25	CARD FEE 5 @ \$4.00	20.00		4,323.21



Account number

Statement period

Statement number

01/02/2025 to 28/02/2025 237 (page 4 of 8)

691211254

Business Credit Card (continued).					
Date	Transaction	Withdrawals	Payments	Balance	
28 Feb 25	BUNNINGS GROUP 1,HAW THORN EAST AUS RETAIL PURCHASE 26/02 CARD NUMBER 552638XXXXXX021 1	150.00		4,473.21	
Transaction	n totals / Closing balance	\$4,492.21	\$4,094.89	\$4,473.21	

#### 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.

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.

#### **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

Stay up to date with the latest scams at bendigobank.com.au/security/scams/alerts





#### Card summary

Account number	691211254
Card number	552638XXXXXX021
Customer number	7421415/M201
Statement period	01/02/2025 to 28/02/2025
Statement number	237 (page 5 of 8)

## 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 (continued).				
Date	Transaction		Withdrawals	Payments
5 Feb 25	Kulin Hotel, KULIN AUS		192.34	
6 Feb 25	AWARDS AND TROPHIES, MILTON AUS		244.50	
7 Feb 25	KMART, Mulgrave AUS		156.00	
9 Feb 25	KMART, Mulgrave AUS			19.00
16 Feb 25	APPLE.COM/BILL, SYDN EY AUS		12.99	
19 Feb 25	ST JOHN AMBULANCE AU ST, BELMONT AUS		866.00	
20 Feb 25	AUSSIE CHILDCARE NET WO,HORNSBY AUS	i	66.00	
20 Feb 25	Intuit Mailchimp, Sy dney AUS		81.74	
28 Feb 25	BUNNINGS GROUP 1, HAW THORN EAST AU	3	150.00	
		TOTALS	\$1,769.57	\$19.00

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 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.

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• 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.

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.



KULIN WA 6365

Card summary

Account number	691211254
Card number	552638XXXXXX706
Customer number	7421415/M201
Statement period	01/02/2025 to 28/02/2025
Statement number	237 (page 6 of 8)

## 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 (continued).				
Date	Transaction		Withdrawals	Payments
1 Feb 25	BP WALPOLE, WALPOLE AUS		105.01	
3 Feb 25	BP WALPOLE, WALPOLE AUS		67.22	
8 Feb 25	Outdoor supacentre, Midland AUS		269.00	
13 Feb 25	ALT TECH, WELSHPOOL AUS		1,275.22	
18 Feb 25	SP GETSIGNS, PENRITH AUS		102.60	
19 Feb 25	Kondinin Medical Cen t, Kondinin AUS		220.00	
19 Feb 25	Kulin Community Fina, Kulin AUS		31.10	
20 Feb 25	BUSSELTON ADVANCED D RI, WALSALL AUS		200.00	
26 Feb 25	MAIN ROADS WA HEAVY ,WELSHPOOL AUS	;	50.00	
26 Feb 25	Jaycar Pty Ltd, Sydn ey AUS		109.00	
		TOTALS	\$2,429.15	\$0.00

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:

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#### Card summary

Account number	691211254	
Card number	552638XXXXXX716	
Customer number	7421415/M201	
Statement period	01/02/2025 to 28/02/2025	
Statement number	237 (page 7 of 8)	

## 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 (continued).					
Date	Transaction		Withdrawals	Payments	
6 Feb 25	STAMP CENTRE 2442, MO FFAT BEACH AUS		139.80		
		TOTALS	\$139.80	\$0.00	

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#### Card summary

Account number	691211254	
Card number	552638XXXXXX832	
Customer number	7421415/M201	
Statement period	01/02/2025 to 28/02/2025	
Statement number	237 (page 8 of 8)	

## 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 (continued).						
Date	Transaction			Withdrawals	Payments	
18 Feb 25	PETRO FUELS KARRAG,K	ARRAGULLEN A	US	70.49		
26 Feb 25	LANDGATE, MIDLAND	AUS		31.60		
26 Feb 25	LANDGATE, MIDLAND	AUS		31.60		
			TOTALS	\$133.69	\$0.00	

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

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## Shire of Kulin

## **MONTHLY FINANCIAL REPORT**

## For the period ended 28 February 2025

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

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- Note 6 Asset Information
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- Note 10 Rate Revenue
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#### Shire of Kulin STATEMENT OF FINANCIAL ACTIVITY For the period ended 28 February 2025

	Ref Note	Adopted Budget (a) \$	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	2,451,414	2,453,336	1,922	0%
Rates excluding general rates (inc discount & write offs)	10	(49,785)	(49,785)	(40,624)	9,161	(18%)
Grants, subsidies & contributions	11	1,089,353	862,303	842,624	(19,679)	
Fees and charges		1,998,822	1,371,905	1,319,983	(51,922)	(4%)
Interest revenue		248,877	145,605	132,851	(12,754)	(9%)
Other revenue	7	169,386	91,700	95,248	3,548	4%
Profit on asset disposals Share of net profit of associates accounted for using the equity	1	73,400	73,400	22,691	(50,709)	(69%)
method		0	0	0	0	
Fair value adjustments to financial assets at fair value through		0	0	0	0	
project or loss		0	0	0	0	
		5,981,467	4,946,542	4,826,110	(120,432)	
Expenditure from operating activities						
Employee costs		(3,062,931)	(2,072,327)	(2,033,957)	38,371	(2%)
Materials and contracts		(2,528,237)	(1,672,942)	(1,371,597)	301,346	(18%)
Utility charges		(384,469)	(274,689)	(226,483)	48,206	(18%)
Depreciation		(3,638,292)	(2,425,528)	(2,399,944)	25,584	(1%)
Interest expenses	9	(28,526)	(14,761)	(13,448)	1,313	
Insurance Other expenditure		(277,621)	(275,821)	(277,594)	(1,773) 0	1% 0%
Loss on asset disposals	7	(10,682)	(10,682)	(11,635)	(953)	0%
Loss on asset disposais	1	(9,930,757)	(6,746,750)	(6,334,656)	412.093	0 /0
		(0,000,101)	(0,140,100)	(0,004,000)	412,000	
Non-cash amounts excluded from operating activities	2	3,575,573	2,362,810	2,388,887	26,077	1%
Amount attributable to operating activities		(373,718)	562,602	880,340	155,171	
INVESTING ACTIVITIES						
Capital grants, subsidies and contributions	11	4,365,339	1,275,220	2,468,095	1,192,875	
Proceeds from disposal of assets	7	397,318	230,318	333,036	102,718	
Payments for property, plant and equipment and infrastructure	7	(7,121,642)	(3,468,316)	(4,167,354)	(699,038)	20%
Amount attributable to investing activities		(2,358,985)	(1,962,778)	(1,366,222)	596,556	
FINANCING ACTIVITIES						
Transfers from reserves	5	65,000	0	0	0	0%
Repayment of borrowings	9	(102,201)	(50,713)	(50,713)	0	
Transfers to reserves	5	(251,877)	(60,938)	(61,186)	(248)	0%
Amount attributable to financing activities		(289,078)	(111,651)	(111,898)	(247)	
MOVEMENT IN SURPLUS OR DEFICIT	~	0.050.000	0.050.000	0.000 70 (	(100 500)	
Surplus or deficit at the start of the financial year	2	3,059,332	3,059,332	2,896,764	(162,568)	(5%)
Amount attributable to operating activities Amount attributable to investing activitivies		(373,718) (2,358,985)	562,602 (1,962,778)	880,340 (1,366,222)	317,738 596,556	56% (30%)
Amount attributable to financing activities		(2,356,965) (289,078)	(1,962,778)	(1,366,222)	(247)	(30%)
Surplus or deficit after imposition of general rates	2	<u>37,551</u>	1,547,505	2,298,984	751,479	49%
englise of action and imposition of general facto	<i>L</i>	57,001	1,0 11,000	_,_00,004	, 51, 475	4070

\* 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 28 February 2025

	30-Jun-24	28-Feb-25
	\$	\$
CURRENT ASSETS Cash at Bank	2,885,819	2,624,961
Cash at Bank (Reserves & Restricted Funds)	2,437,539	2,498,725
Trade and other receivables	86,995	1,447,674
Sundry Debtors - Rates	26,237	83,650
Inventories	126,454	94,427
Accrued income & prepayments	56,851	16,758
Contract Assets	1,321,035	344,382
TOTAL CURRENT ASSETS	6,940,931	7,110,578
	(010.040)	
Sundry Creditors Accruals	(216,840)	(640,175)
ACCIDAIS ATO Liabilities	(127,326) (70,039)	(222,571)
Bonds & deposits held	(102,486)	(102,018)
Contract Liabilities	(647,119)	(905,289)
Borrowings	(102,201)	(102,201)
Employee Provisions	(442,817)	(442,817)
TOTAL CURRENT LIABILITIES	(1,708,828)	(2,415,071)
TOTAL NET CURRENT ASSETS	5,232,103	4,695,507
NON-CURRENT ASSETS		
Investment in Associate	65,977	65,977
Work in Progress	238,223	-
Inventories - Land for Resale	610,000	589,000
Land & Buildings	22,261,647	22,622,128
Plant & Equipment	3,567,039	3,469,197
Furniture & Equipment	257,150	282,898
Motor Vehicles	1,286,328	1,184,104
Infrastructure	76,264,685	77,783,174
Shares - Kulin Community Financial Services	5,000	5,000
Units Held - Local Government House Trust	83,171	83,171
TOTAL NON-CURRENT ASSETS	104,639,218	106,084,648
NON CURRENT LIABILITIES		
Borrowings	(682,357)	(631,644)
Employee Provisions	(17,817)	(17,817)
TOTAL NON-CURRENT LIABILITIES	(700,173)	(649,461)
NET ASSETS	109,171,148	110,130,694
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	2,498,725
Accumulated Surplus	52,971,768	53,870,129
TOTAL EQUITY	109,171,148	110,130,694

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

### 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 acccounting 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.

## Note 2 - Net Current Assets Composition

Note 2 - Net Current Assets Composition			
	Adopted	Last	Year
	Budget	Year	to
	Opening	Closing	Date
	30-Jun-24	30-Jun-24	28-Feb-25
Current Assets			
Cash and Cash Equivalents	5,323,358	5,323,358	5,123,686
Accounts Receivable - Rates	26,237	26,237	83,650
Trade & Other Receivables	86,994	86,994	1,447,674
Prepaid Assets	33,577	33,577	16,758
Accrued Income	19,803	23,274	0
Inventories	95,918	126,454	94,427
Contract Assets	1,299,114	1,321,035	344,382
	6,885,001	6,940,930	7,110,578
Less: Current Liabilities			
Sundry Creditors	(216,840)	(216,840)	(640,175)
Payroll Accruals	(54,391)	(54,391)	0
Accrued expenses	(65,199)	(72,934)	0
ATO Liability	(70,039)	(70,039)	(222,571)
Contract Liabilities	(440,944)	(647,119)	· · · /
Provision for Annual Leave	(224,433)	(224,433)	· · /
Provision for Long Service Leave	(213,797)	(218,384)	(218,384)
Bonds & deposits held	(102,486)	(102,486)	(102,018)
Borrowings	(102,201)	(102,201)	(102,201)
Denominge		(1,708,828)	
	(1,400,000)	(1,700,020)	(2,410,071)
Net current assets	5,394,671	5,232,103	4,695,507
Adjustments to Current Assets			
Less: Reserves	(2,437,539)	(2,437,539)	(2.498.725)
Add: Borrowings	102,201	102,201	102,201
Closing funding surplus/(deficit)	3,059,333	2,896,764	2,298,983

# 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.

### 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%.

Rates excluding general rates (inc       9,161       -18%       Ur         discount & write offs)       9,161       -18%       Ur         Grants, subsidies and contributions       (19,679)       -2%       ce         Grants, subsidies and contributions       (19,679)       -2%       ce         Fees and charges       (51,922)       -4%       un         Interest earnings       (12,754)       -9%       ma         Other revenue       3,548       4%       Ur         Profit on asset disposals       (50,709)       -69%       ha         Expenditure from operating activities       Var %       Var %       Exemployee costs         Materials and contracts       301,346       -18%       re         Utility charges       48,206       -18%       co         Depreciation       25,584       -1%       Ur         Interest expenses       1,313       100%       Ur         Insurance       (1,773)       1%       Ur         Interest expenses       1,313       100%       Ur         Interest expenses       1,313       100%       Ur         Interest expenses       1,313       10%       Ur         Interest expenses       <	Inder \$10,000 and 10% threshold Inder \$10,000 and 10% threshold inancial Assistance Grant quarterly payments \$18k less than budgeted variance of \$54k YTD. Offset by KCCC grant of \$22k for attraction & etention of staff. Received \$7k from Water Corp as contribution to emetery toilet as no potable water on site. ignificant variances include: \$14k Reimbursement from RoeROC for rorks completed at Bendering Tip not budgeted for. Aquatic Centre dmissions income \$18k over YTD budget. Fuel sales \$85k nderbudget - volume on budget however sales price underbudget. hould be a timing difference with a \$700,000 term deposit due to nature in March. Inder \$10,000 and 10% threshold arader & Crew Cab Truck budgeted to be traded in October. Neither ave been sold yet. xplanation RC salaries \$34k underbudget. Currently no CDO. arious line items underbudget - Contract Employment is \$47k nderbudget. Fuel purchase cost for public sales \$79k under budget - verage cost price 20c below budget however sales volume on budget. toeROC \$17k underbudget - some consultancy costs not yet incurred. ennis club & FRC minor equipment costs \$40k underbudget - costs not et incurred. Oval maintenance \$19k overbudget - issues with
discount & write offs)9,161-18%UrGrants, subsidies and contributions(19,679)-2%ceGrants, subsidies and contributions(19,679)-2%ceFees and charges(51,922)-4%unInterest earnings(12,754)-9%miOther revenue3,5484%UrProfit on asset disposals(50,709)-69%Expenditure from operating activitiesVar \$Var %Employee costs38,371-2%Materials and contracts301,346-18%Utility charges48,206-18%Depreciation25,584-1%Interest expenses1,313100%Utility charges1,313100%Utility charges48,206-18%Co25,584-1%Utility charges(1,773)1%Utility charges1,31300%Utility charges1,31300%Utility charges48,206-18%CoCo0%Depreciation25,584Interest expenses1,313Interest expenses1,313Interest expenses1,313Uso on asset disposals(953)O%UrInvesting activitiesVar \$Var %Var %<	inancial Assistance Grant quarterly payments \$18k less than budgeted variance of \$54k YTD. Offset by KCCC grant of \$22k for attraction & etention of staff. Received \$7k from Water Corp as contribution to emetery toilet as no potable water on site. ignificant variances include: \$14k Reimbursement from RoeROC for rorks completed at Bendering Tip not budgeted for. Aquatic Centre dmissions income \$18k over YTD budget. Fuel sales \$85k nderbudget - volume on budget however sales price underbudget. hould be a timing difference with a \$700,000 term deposit due to nature in March. Inder \$10,000 and 10% threshold irader & Crew Cab Truck budgeted to be traded in October. Neither ave been sold yet. xplanation IRC salaries \$34k underbudget. Currently no CDO.
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Interest earnings       (12,754)       -9% ma         Other revenue       3,548       4% Ur         Profit on asset disposals       (50,709)       -69% ha         Expenditure from operating activities       Var %       Var %         Employee costs       38,371       -2% CF         Materials and contracts       301,346       -18% rei         Waterials and contracts       301,346       -18% rei         Utility charges       48,206       -18% co         Depreciation       25,584       -1% Ur         Interest expenses       1,313       100% Ur         Insurance       (1,773)       1% Ur         Loss on asset disposals       (953)       0% Ur         Proceeds from capital grants, subsidies       Var %       Ex	hould be a timing difference with a \$700,000 term deposit due to nature in March. Inder \$10,000 and 10% threshold Grader & Crew Cab Truck budgeted to be traded in October. Neither ave been sold yet. xplanation RC salaries \$34k underbudget. Currently no CDO. Graious line items underbudget - Contract Employment is \$47k nderbudget. Fuel purchase cost for public sales \$79k under budget - verage cost price 20c below budget however sales volume on budget. toeROC \$17k underbudget - some consultancy costs not yet incurred. ennis club & FRC minor equipment costs \$40k underbudget - costs not et incurred. Oval maintenance \$19k overbudget - issues with
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Depreciation25,584-1%UrInterest expenses1,313100%UrInsurance(1,773)1%UrLoss on asset disposals(953)0%UrInvesting activitiesVar \$Var %ExProceeds from capital grants, subsidiesActivitiesActivities	Vater costs \$22k underbudget - timing difference expected to change ver summer. Electricity costs \$16k underbudget - no significant line ems. Plant registration costs included here. This is \$9k underbudget - onsistent with last year so budget too high.
Interest expenses1,313100%UrInsurance(1,773)1%UrLoss on asset disposals(953)0%UrInvesting activitiesVar \$Var %ExProceeds from capital grants, subsidiesActivitiesActivities	Inder \$10,000 and 10% threshold
Insurance       (1,773)       1% Ur         Loss on asset disposals       (953)       0% Ur         Investing activities       Var \$       Var %         Proceeds from capital grants, subsidies       Activities	Inder \$10,000 and 10% threshold
Loss on asset disposals     (953)     0% Ur       Investing activities     Var \$     Var %       Proceeds from capital grants, subsidies     Activities	Inder \$10,000 and 10% threshold
Investing activities         Var \$         Var %         Ex           Proceeds from capital grants, subsidies         Activities         Activities         Activities	Inder \$10,000 and 10% threshold
Proceeds from capital grants, subsidies Ac	xplanation
	ctual revenue recognition linked to expenditure on captial projects. lefer to Grants note
	ales of two blocks on land & cement truck not budgeted for. Additional hange over of Works Manager vehicle also not budgeted for.
	udget spread evenly over full year. Timing difference. Refer to Assets
equipment and infrastructure (699,038) 20% no	
	xplanation
	Inder \$10,000 and 10% threshold
	Inder \$10,000 and 10% threshold
	Inder \$10,000 and 10% threshold
	VSFN revenue reduced by \$206k. Gravel pushing costs moved to Vork in Progress at 30 June 2024 and will be transferred to the Fence

### Note 4 - Cash & Financial Assets

Note 4 - Casil & Emailcial Assets		
	General	Bank
	Ledger	Statement
	Balance	Balance
Cash at Bank - Unrestricted	28-Feb-25	28-Feb-25
Municipal Funds	236,442	356,219
Freebairn Recreation Centre	51,175	53,989
Trust (restricted muni funds)	102,018	102,018
Investments	2,231,406	2,231,406
Till Float	3,420	-
Petty Cash	500	-
	2,624,961	2,743,632
Cash at Bank - Restricted		
Reserve Funds	2,498,725	2,498,725
	2,498,725	2,498,725

### Note 5 - Reserve Accounts

		Full ye	ear Budget		Actual - YTD			
	Opening	Transfer	-	Closing	Opening	Transfer	Transfer	Closing
Reserve	Balance	to	Transfer from	Balance	Balance	to	from	Balance
Leave	405,580	20,279	0	425,859	405,580	10,181	0	415,761
Plant	375,629	18,781	0	394,410	375,629	9,429	0	385,058
Building	513,009	75,650	0	588,659	513,009	12,877	0	525,886
Admin Equipment	81,910	54,096	0	136,006	81,910	2,056	0	83,966
Natural Disaster	90,031	4,502	0	94,533	90,031	2,260	0	92,291
Joint Venture Housing	83,125	4,156	(40,000)	47,281	83,125	2,087	0	85,212
FRC Surface & Equipment	46,814	2,341	0	49,155	46,814	1,175	0	47,989
Medical Services	125,879	6,294	0	132,173	125,879	3,160	0	129,039
Fuel Facility	29,727	11,486	0	41,213	29,727	746	0	30,473
Sportsperson Scholarship	14,913	746	0	15,659	14,913	374	0	15,287
Freebairn Rec Centre	225,888	11,294	0	237,182	225,888	5,670	0	231,558
Bendering Tip Reserve	135,047	6,752	0	141,799	135,047	3,390	0	138,437
Short Stay Accommodation	294,198	14,710	(25,000)	283,908	294,198	7,385	0	301,583
Independent Water Reserve	15,789	20,790	0	36,579	15,789	396	0	16,185
-	2,437,539	251,877	(65,000)	2,624,416	2,437,539	61,186	0	2,498,725

		Anticipated	Informal	Informal
Reserve Details	Reserve Details	Use Date	Min.	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 disaster	-	-	-
Joint Venture Housing	To fund the upkeep of JV housing with the Department of Housing	-	-	-
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	-	-	-

	NOTES TO THE ST	Shire of Ku ATEMENT O		ACTIVITY			
Note 6 - A			8 February 20				
, í	- Asset Acquisitions Description	Original Budget	YTD Budget	YTD Actual	Category	Renewal/ Replace	New Asset
E041100	AV equipment for Chambers & meeting room	20,000	-	36,571	F&E		Y
	Nurses station window and upgrades Units 5/25 Johnston Street renovation	17,313 15,308	-	79 12,650	L&B	Y Y	
	Exterior painting Johnston Street units	25,154	-	12,030	L&B	Y	
	38 Day Street bathroom	20,308	-	-	L&B	Y	
	14 Stewart Street renovation	51,606	-	58,718		Y	
	81 Johnston Street bathroom Cemetery Toilets	10,308 32,390	-	- 30,466	L&B L&B	Y	Y
	Transfer Station	19,740	-	21,710			Y
E110100	Tennis court resurfacing	221,919	147,936	190,671	L&B	Y	
	Aquatic Centre - South side shade	12,123	-		Inf	Y	V
	Aquatic Centre - Splashdown pool FRC Car Park	200,627	35,000	7,728	Inf	Y	Y
	FRC Server Replacement	16,205	-	19,923		Y	
	Bowling Green Lighting	40,000	-	10,728		Y	
	FRC Kitchen Upgrades	102,313 42.313	-	90,851		Y Y	
	FRC Changeroom upgrades FRC Court Fans	42,313	-	28,438	L&B L&B	ř	Y
	Old Skate Park Redevelopment	69,572	-	110		Y	
E117110	Johnston Street Playground Shade Sail	10,000	-	9,247		Y	
	Pingaring Golf Club Air Conditioning & Upgrades	15,000	-		L&B	Y	
	Fleet management software Grader (PE55)	- 460,000	-	6,573	L&B P&E	Y Y	
	Posi Track & Mulcher	175,000	-	173,000	P&E		Y
E123100	Compact Roller	-	-	48,700			
	Tandem Axle Flat Top Trailer	10,000	-	-	P&E		Y
	Truck scan tool & fleet management software Subsite Standard Utiliguard Cable Locating System	20,000	-	- 8,574	P&E		Y Y
	Sundry Plant	10,000	-	- 0,574	P&E		Y
	Ford Everest (CEO)	75,000		73,405		Y	
	Isuzu D-Max (Works Supervisor)	50,000		49,772		Y	
	Ford Everest (Works Manager) Mitsubishi Fuso 4T Single Cab	70,000	223,320	188,507	MV	Y Y	
	Admin Shared Vehicle	40,000	-	33,082		Y	
	RRG Road Construction	799,416	799,416	502,179		Y	
	R2R Road Construction	730,004	486,672	430,963		Y	
	Own Resource Road Construction WSFN Road Construction	225,180	- 622,497	108 600,601	Inf	Y Y	
	RRUPP Road Construction	1,063,954	1,063,954	1,170,296		Y	
E121553	LRCIP Road Construction	89,520	89,520		Inf	Y	
	Black Spot Road Construction	-	-	11,835		Y	
	Footpath Construction Depot Crib Room	95,312 111,995	-	- 155,620	Inf L&B	Y	Y
	Speed signs at Town Entries	15,000	-	17,191			Ŷ
		,	_				
	Tourism project - Macrocarpa Trail Gazebo & seating	-		17,880		N	Y
-	Fence between Depot & Lot 229 & 230 Day Street Caravan Park Camp Kitchen Outdoor Blinds	8,077 9,477	-	8,615	L&B	Ŷ	Y
	Jilakin Rock Gazebo & Interpretation	25,572	-	-	L&B		Ý
	Purchase of Lots 106 & 109 Day & Beard Streets	60,000	-	63,672			Y
		7,121,642	3,468,316	4,167,354			
0401195	Add Work in Progress at 30 June 2024						
0401100	Aquatic Centre Shade Sails			22,727			
	SF003 Gravel crushing & screening			215,495			
				238,223			
				4,405,576			
				4,403,370			
				Budgeted			Actual
		Budgeted	Budgeted	Profit/(loss)		Actual	Profit/(loss)
NOTE 6 (b)	- Disposal of Assets PE177 CAT 12M Grader (PE55)	WDV 121,000	Proceeds 150,000	on sale 29,000	Actual WDV	Proceeds	on Sale
	MV173 Holden Colorado (MV117)	11,200	15,000	3,800		15,000	3,133
	MV199 Toyota Prado (CEO) (MV27)	54,000	60,000	6,000	54,645	58,182	3,537
	MV197 Ford Everest (Works Manager) (MV30)	53,600	60,000	6,400		63,636	6,010
	MV201 Ford Everest (Works Manager) (MV30) MV203 Ford Everest (Works Manager) (MV30)	-	-	0		63,636 54,545	2,920 (1,782)
	MV187 Toyota Prado (Admin) (MV120)	34,500	47,000	12,500		54,545 45,455	(1,782) 7,090
	MV178 Mitsubishi Canter Single Cab (MV81)	19,300	35,000	15,700		.,	0
	PE141 Hino Cement truck (PE141)	-	-	0		9,276	(2,911)
	PE192 Concrete Batching Plant (PE165)	293,600	- 367,000	0 73,400	5,929 297,662	5,831	(99) 17,899
		293,000	307,000	73,400	231,002	315,561	17,039
	Land sales						
	3 Rankin Street, Kulin	41,000	30,318	(10,682)	30,536	30,536	
	8 Bowey Way, Kulin 31 Ellson Street, Kulin	-	-	0		8,718 8,758	(2,282) (1,242)
		\$41,000	\$30,318	(\$10,682)	\$51,536	\$48,011	(\$3,525)
		334,600	397,318	62,718	328,198	333,036	14,374

### Note 7 - Receivables

Rates receivable	30-Jun-24	28-Feb-25
Opening arrears previous years	<b>\$</b> 45,423	<b>\$</b> 45,034
Levied this year	2,566,820	2,717,138
Less - collections to date	(2,567,209)	(2,659,725)
Equals current outstanding	<b>45,034</b>	<b>102,447</b>
Net rates collectable	<b>45,034</b>	<b>102,447</b>
% Collected	98.28%	97.89%

Trade Receivables	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(321)	1,368,306	0	21	500	1,368,507
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Allowance for impairment of re						0
Total receivables general ou	Itstanding					1,368,507
Amounts shown above include	e GST (where appl	licable)				

#### **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	633,128	550	0	(407)	633,271
Percentage	0.0%	0.0%	0.0%	0.0%	
Balance per trial balance					633,271
ATO liabilities	126,641				126,641
Total payables general outstanding					759,912
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	50,713	734,382	13,448
	785,095	102,201	682,894	28,526	785,095	50,713	734,382	13,448

### **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.

## Note 10 - Rate Revenue

		Number of	<b>-</b>	Budgeted Rate	Actual Rate
Rate Type	Rate in \$	properties	Rateable Value	Revenue	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	18,651
5	-	77	1,361,693	41,639	44,017
	_			0 400 050	0.407.050
		606	389,949,360	2,493,053	2,497,353
Discount				(108,489)	(102,138)
Concessions/Write-offs				(11,259)	(10,826)
Total raised from genera	l rates			2,373,305	2,384,389
Ex-Gratia Rates				28,324	28,324
Total Rates				2,401,629	2,412,713

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.

### Note 11 - Grants

### **Operating Grants**

		Original		
Grant Source	Purpose	Budget	YTD Budget	YTD Actual
Grants Commission	Federal financial assistance grants	455,277	341,458	287,201
DFES	Emergency Services Levy Operating Grant	45,000	33,750	25,660
DFES	ESL Admin Contribution	-	-	4,000
Community Childcare Fund Grant	KCCC Operations	145,962	72,981	72,981
Department of Training & Workforce Development	KCCC Staff Training Grant	-	-	22,278
Water Corporation	Contribution to Cemetery Toilets project due			
Water Corporation	to no available potable water on site	-	-	7,365
Main Roads	State Direct Grant (Untied Road Funding)	327,614	327,614	327,614
Department of Primary Industries & Regional	Community Descures Contro Funding			
Development	Community Resource Centre Funding	114,000	85,500	89,571
CRC Community Christmas Party Grant	Community Christmas Party	-	-	4,700
Other CRC Grants & Contributions	Kulin Triathlon & Other sponsorships	1,500	1,000	1,255
		1,089,353	862,303	842,624

### Capital Grants

				YTD Actual	Grant
		Original		(Income	income
Grant Source	Purpose	Budget	YTD Budget	recognised)	received
	Federal Government Stimulus to deliver				
Local Roads & Community Infrastructure Program	priority local raods and community				
	infrastructure projects	662,774	571,720	289,474	540,900
Kulin Bowling Club	Bowling Green Lights	5,000	5,000	-	-
Community Night Lights Program	Bowling Green Lights	13,333	13,333	-	-
Kulin Junior Basketball Club	FRC Court Fans	5,000	5,000	-	-
Kulin Netball Club	FRC Court Fans	5,000	5,000	-	-
Kulin Sporting Clubs	FRC Electronic Honour Board	3,000	3,000	-	-
Kulin Tennis Club	Tennis Court Resurfacing	30,000	30,000	43,301	43,301
Kulin Bush Races	Tennis Court Resurfacing	80,000	80,000	72,727	72,728
Colts Carnival	FRC Changeroom Upgrades	40,000	-	-	-
Main Roads - Regional Road Group	Road Construction	521,194	40,647	298,812	261,327
Federal - Wheatbelt Secondary Freight Network	Road Construction	1,730,792	-	761,419	1,557,899
Federal - Remote Roads Upgrade Pilot Program	Road Construction	573,886	-	567,733	307,200
Federal - Roads to Recovery	Road Construction	695,360	521,520	426,769	522,877
Federal - Black Spot	Road Contruction	-	-	7,860	7,860
•		4,365,339	1,275,220	2,468,095	3,314,092

# SHIRE OF KULIN

# **BUDGET REVIEW REPORT**

# FOR THE PERIOD ENDED 28 FEBRUARY 2025

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

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### SHIRE OF KULIN STATEMENT OF BUDGET REVIEW FOR THE PERIOD ENDED 28 FEBRUARY 2025

		Bu	dget v Actual				
	-		Updated Budget		Estimated Year at End	Predicted	
		Adopted	Estimates	Year to Date	Amount	Variance	
	Note	Budget	(a)	Actual	(b)	(b) - (a)	
OPERATING ACTIVITIES	-	\$	\$	\$	\$	\$	
Revenue from operating activities							
General rates		2,451,413	2,451,413	2,453,337	2,451,413		
Rates excluding general rates		(49,784)	(49,784)	(40,624)	(49,784)		
Grants, subsidies and contributions	4.1	1,089,353	1,089,353	842,624	1,014,353	(75,000)	
Fees and charges		1,998,822	1,998,822	1,319,982	1,998,822		
Interest revenue		248,877	248,877	132,851	248,877		
Other revenue		169,386	169,386	95,248	169,386		
Profit on asset disposals	4.2	73,400	73,400	22,692	76,400	3,000	
For an different for an exception of the later		5,981,466	5,981,466	4,826,110	5,909,466	(72,000)	
Expenditure from operating activities		(2, 2, 2, 2, 2, 4)	(0.000.00.1)	(0.000.057)	(0.000.004)		
Employee costs		(3,062,931)	(3,062,931)	(2,033,957)	(3,062,931)		
Materials and contracts		(2,528,237)	(2,528,237)	(1,371,597)	(2,528,237)		
Utility charges		(384,469)	(384,469)	(226,483)	(384,469)		
Depreciation		(3,638,292)	(3,638,292)	(2,399,944)	(3,638,292)		
Finance costs		(28,526)	(28,526)	(13,448)	(28,526)		
Insurance		(277,621)	(277,621)	(277,594)	(277,621)		
Loss on asset disposals	-	(10,682)	(10,682)	(11,635)	(10,682)		
		(9,930,757)	(9,930,757)	(6,334,656)	(9,930,757)	0	
Non-cash amounts excluded from operating activities		3,575,574	3,575,574	2,388,887	3,572,574	(3,000)	•
Amount attributable to operating activities	-	(373,717)	(373,717)	880,340	(448,717)	(75,000)	
		(010,111)	(010,111)	000,010	(110,111)	(10,000)	
INVESTING ACTIVITIES							
Inflows from investing activities							
Capital grants, subsidies and contributions	4.3	4,365,339	4,365,339	2,468,095	4,565,339	200,000	
Proceeds from disposal of assets	4.4	397,318	397,318	333,036	493,318	96,000	
	-	4,762,657	4,762,657	2,801,131	5,058,657	296,000	
Outflows from investing activities							
Purchase of land and buildings	4.5	(868,794)	(868,794)	(673,203)	(888,794)	(20,000)	•
Purchase of plant and equipment	4.6	(686,000)	(686,000)	(230,274)	(736,000)	(50,000)	•
Purchase of motor vehicles		(335,000)	(335,000)	(344,766)	(335,000)		
Purchase of furniture and equipment	4.7	(36,205)	(36,205)	(63,067)	(56,205)	(20,000)	
Purchase and construction of infrastructure-roads		(5,195,644)	(5,195,644)	(2,856,044)	(5,195,644)		
	-	(7,121,642)	(7,121,642)	(4,167,354)	(7,211,642)	(90,000)	
Non-cash amounts excluded from investing activities Amount attributable to investing activities	-	0 (2,358,985)	0 (2,358,985)	(1.266.222)	0 (2,152,985)	206.000	
Amount attributable to investing activities		(2,356,965)	(2,356,965)	(1,366,223)	(2,152,965)	206,000	
FINANCING ACTIVITIES							
Cash inflows from financing activities							
Transfers from reserve accounts		65,000	65,000	0	65,000		
	-	65,000	65,000	0	65,000	0	
Cash outflows from financing activities		,	,		,		
Repayment of borrowings		(102,202)	(102,202)	(50,713)	(102,202)		
Transfers to reserve accounts		(251,876)	(251,876)	(61,186)	(251,876)		
	-	(354,078)	(354,078)	(111,898)	(354,078)	0	
Non-cash amounts excluded from financing activities	_	0	0	0	0		
Amount attributable to financing activities		(289,078)	(289,078)	(111,898)	(289,078)	0	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	4.8	3,059,332	3,059,332	2,896,765	2,896,765	(162,567)	
Amount attributable to operating activities		(373,717)	(373,717)	880,340	(448,717)	(75,000)	
Amount attributable to investing activities		(2,358,985)	(2,358,985)	(1,366,223)	(2,152,985)	206,000	
Amount attributable to financing activities		(289,078)	(289,078)	(111,898)	(289,078)	0	
Surplus or deficit after imposition of general rates	-	37,552	37,552	2,298,984	5,985	(31,567)	•
calplace et actient aller imposition et general fattes		07,002	01,002	_,_00,004	0,000	(01,007)	*

### SHIRE OF KULIN NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2025

## **1. BASIS OF PREPARATION**

This budget review 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 budget review be prepared in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

Local Government (Financial Management) Regulations 1996, regulation 33A prescribes contents of the budget review.

Accounting policies which have been adopted in the preparation of this budget review have been consistently applied unless stated otherwise. Except for cash flow and statement of financial activity, the budget review 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 Shire of Kulin 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
- · estimation of fair values of provisions

### 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.

### 3 NET CURRENT FUNDING POSTION

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

(a)	Composition of estimated net current assets	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Year to Date Actual 28 February 2025	Estimated Year at End Amount 30 June 2025
		\$	\$	\$	\$
	Current assets				
	Cash and cash equivalents	5,323,358	2,764,457	5,123,686	2,732,890
	Trade and other receivables	113,232	605,249	1,531,324	605,249
	Inventories	126,454	95,918	94,427	95,918
	Other assets	56,851	53,380	16,758	53,380
	Contract assets	1,321,035	90,150	344,382	90,150
		6,940,931	3,609,154	7,110,578	3,577,587
	Less: current liabilities				
	Trade and other payables	(341,270)	(508,956)	(862,746)	(508,956)
	Contract liabilities	(647,119)	0	(905,289)	0
	Borrowings	(102,201)	(105,353)	(102,201)	(105,353)
	Employee related provisions	(442,817)	(438,230)	(442,817)	(438,230)
	Other provisions	(175,421)		(102,018)	0
		(1,708,828)	(1,052,539)	(2,415,071)	(1,052,539)
	Net current assets	5,232,103	2,556,615	4,695,507	2,525,048
	Less: Total adjustments to net current assets	(2,335,338)	(2,519,063)	(2,396,523)	(2,519,063)
	Closing funding surplus / (deficit)	2,896,765	37,552	2,298,983	5,985

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

to agree to the surplus/(deficit) after imposition of general rates.	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Year to Date Actual 28 February 2025	End Amount 30 June 2025
	\$	\$	\$	\$
Adjustments to net current assets				
Less: Reserve accounts	(2,437,539)	(2,624,416)	(2,498,725)	(2,624,416)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	102,201	105,353	102,201	105,353
Total adjustments to net current assets	(2,335,338)	(2,519,063)	(2,396,523)	(2,519,063)

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

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

accordance with Financial Management Regulation 32.	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Year to Date Actual 28 February 2025	End Amount 30 June 2025
	\$	\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	(60,733)	(73,400)	(22,692)	(76,400)
Less: Non-cash grants and contributions for assets	(10,000)			
Less: Fair value adjustments to financial assets at fair value through profit or loss	(1,681)			
Less: Share of net profit of associates and joint ventures accounted for using the equity method	(26,778)			
Impairment of Plant & Equipment	8,329			
Add: Loss on disposal of assets		10,682	11,635	10,682
Add: Depreciation on assets	3,411,162	3,638,292	2,399,944	3,638,292
Non-cash movements in non-current assets and liabilities:				
Employee benefit provisions	(27,111)			
Inventory	41,000			
Non-cash amounts excluded from operating activities	3,334,188	3,575,574	2,388,887	3,572,574

Estimated Year at

Estimated Year at

### 3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

# SIGNIFICANT ACCOUNTING POLICIES

### CASH AND CASH EQUIVALENTS

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

Bank overdrafts are shown as short term borrowings in current liabilities.

### FINANCIAL ASSETS AT AMORTISED COST

The Shire of Kulin classifies financial assets at

amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to
- collect the contractual cashflows, and

- the contractual terms give rise to cash flows that are solely payments of principal and interest.

### TRADE AND OTHER RECEIVABLES

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

#### The Shire of Kulin applies the AASB 9 simplified

approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

### INVENTORIES

### General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

### CONTRACT ASSETS

Contract assets primarily relate to the Shire of Kulin's right to . consideration for work completed but not billed at the end of the period.

### CONTRACT LIABILITIES

Contract liabilities represent the Shire of Kulin's obligation to transfer goods or services to a customer for which the Shire of Kulin has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

### PROVISIONS

Provisions are recognised when the Shire of Kulin

has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

### CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Kulin's operational cycle. In the case of liabilities where the Shire of Kulin does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of Kulin's intentions to release for sale.

### TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire of Kulin prior to the end of the financial year that are unpaid and arise when the Shire of Kulin 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.

### PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of Kulin recognises revenue for the prepaid rates that have not been refunded.

### EMPLOYEE BENEFITS

Short-Term Employee Benefits

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

The Shire of Kulin's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the net current funding position. Shire of Kulin's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding position.

#### Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire of Kulin's obligations for long-term employee benefits where the Shire of Kulin does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.

### SHIRE OF KULIN NOTES TO THE REVIEW OF THE ANNUAL BUDGET FOR THE PERIOD ENDED 28 FEBRUARY 2025

### **4 PREDICTED VARIANCES**

ED VARIANCES		Variance \$	
4.1	Revenue from operating activities Grants, subsidies and contributions Financial Assistance Grant lower than budgeted	(75,000)	•
4.2	Profit on asset disposals Profit on sale of cement truck	3,000	
	Non-cash amounts excluded from operating activities Profit on sale of cement truck	(3,000)	•
4.3	Inflows from investing activities Capital grants, subsidies and contributions Timing difference related to the timing of capital grants	200,000	
4.4	Proceeds from disposal of assets Sale of vacant land and plant and equipment	96,000	
4.5	Purchase of land and buildings Cost of Freebairn Recreation Centre changeroom upgrade higher than budgeted	(20,000)	•
4.6	Purchase of plant and equipment Unbudgeted purchase of the compact roller	(50,000)	•
4.7	Purchase of furniture and equipment Cost of the chambers AV equipment project higher than budgeted	(20,000)	•
4.8	Surplus or deficit at the start of the financial year Timing difference related to the timing of capital grants	(162,567)	•
	Surplus or deficit after imposition of general rates	(31,567)	



# **KEY WORKER HOUSING INVESTMENT: ROEROC** COST BENEFIT ANALYSIS

Client: Roe Regional Organisation of Councils Title: ROEROC KEY WORKING HOUSING CBA Version: FINALB Date: Monday, 10 March 2025



econisis.com.au

### Prepared for:

### **Roe Regional Organisation of Councils**

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### **VERSION CONTROL**

VERSION	PURPOSE	AUTHOR	REVIEWER	APPROVER	APPROVAL DATE
DraftA	Draft for internal review	RS	MW	MW	06/11/2024
DraftB	Draft for client review	MW	RS	MW	07/11/2024
DraftC	Draft with minor edits	MW	RS	MW	27/11/2024
FINALA	Final Report	LP	MW	MW	28/02/2025
FINALB	Final report with minor edits	MW	LP	MW	10/03/2025

### **APPROVAL FOR ISSUE**

APPROVER	CONTACT	SIGNATURE	DATE
Mark Wallace PRINCIPAL	T: 0431 676 254 E: mark.wallace@econisis.com.au	MAL	10/03/2025

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# **EXECUTIVE SUMMARY**

## Introduction

- Roe Regional Organisation of Council (RoeROC), in partnership with the Wheatbelt Development Commission engaged Econisis to prepare a cost benefit analysis and preliminary business case for key worker housing initiatives in the RoeROC region.
- Key worker housing supply and affordability challenges are increasingly common across regional areas in Australia, impacting the ability to attract and retain key workers. The combination of small labour markets, flat and declining populations, comparatively low median housing market prices, and development feasibility issues require coordinated government intervention.
- The ROEROC WORKFORCE HOUSING INVESTIGATION 2024 (RWHI) for the region presents evidence to confirm the extent of the key housing need in the Shires of Narembeen, Kulin, Corrigin and Kondinin.
- The purpose of this report is to assess the benefits and impacts of Key Worker Housing in the RoeROC Region.

# **Project Context**

- The RoeROC region sits within the Wheatbelt of Western Australia. RoeROC encompasses a land area of approximately 18,000 km2 and comprises the four Local Government Areas (LGAs).
- Covering an area of 154,862 square kilometres, the Wheatbelt has diverse landscapes that stretch from the clear waters of the Central Coast to the highly productive lands of the Central Midlands and Wheatbelt South, the gentle hills and streams of the Avon Valley and the spectacular terrain in the Central East<sup>1</sup>. The region has an increasingly diverse economic base with growth in primary industries, transport and logistics, manufacturing and construction sectors underpinned by a strong agriculture sector.
- The total population of the catchment area is 3,514 people according to 2023 ABS data. It has been slowly declining since 2001 and WA Tomorrow forecasts expect it to decline to 3,275 people by 2031. Population growth within the region is constrained by the availability of housing to meet the needs of new workers and their families.
- The project is defined as a shortlist of development-ready sites that have been identified to
  provide key worker housing in the RoeROC region. The shortlisted sites provide 29 key worker
  dwellings (both residential and serviced apartments).

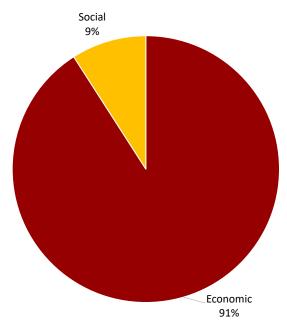
# **Cost Benefit Analysis**

- A cost benefit analysis (CBA) is the most commonly used, and most comprehensive, of the economic evaluation techniques.
- Econisis has identified numerous key benefits for consideration in the Benefit Statement including:
  - Construction Supply Chain Benefits
  - Economic Contribution of Key Workers
  - Household Expenditure-Based Economic Impacts
  - Business and Employment Visitor Expenditure Impacts
  - Social Benefit of Housing Access

<sup>&</sup>lt;sup>1</sup> WDC (2023) The Wheatbelt, accessed at https://www.wheatbelt.wa.gov.au/our-region/wheatbelt/

### ECONISIS

- Housing Market Normalisation
- Residual Asset Value
- The project has a strong economic and social benefit breakdown with a majority split for economic benefits.



# Figure 1 Composition of Benefit Categories, at the 7% Discount Rate

- Econisis estimated the Project is expected to yield a net present value of between 31.27m over 20 years at the 4% discount rate and \$14.36m at the 10% discount rate.
- The positive Net Present Value translates to a Benefit Cost Ratio (ratio of benefits to costs) of between 3.30 at the 4% discount rate to 2.13 at the 10% discount rate. The economic nature of the project means the 7% discount is most relevant, meaning that every \$1 invested in this project is expected to return \$2.62 in economic and social benefits.

Summary	4%	7%	10%
Total Costs	-\$13.62	-\$1 <b>3.0</b> 9	-\$12.68
Capital Costs	-\$12.07	-\$11.90	-\$11.74
Maintenance	-\$1.55	-\$1.19	-\$0.94
Total Benefits	\$44.89	\$34.30	\$27.04
Construction Supply Chain Benefits	\$0.86	\$0.84	\$0.83
Economic Contribution of Key Workers	\$32.99	\$25.23	\$19.86
Household Expenditure-Based Economic Impacts	\$4.58	\$3.51	\$2.76
Business and Employment Visitor Expenditure Impacts	\$1.39	\$1.06	\$0.84
Social Benefit of Housing Access	\$2.39	\$1.83	\$1.44
Housing Market Normalisation	\$1.55	\$1.19	\$0.94
Residual Asset Value	\$1.12	\$0.64	\$0.37
NPV	\$31.27	\$21.21	\$14.36
BCR	3.30	2.62	2.13

### **Table 1Summary of Cost Benefit Analysis Results**

### ECONISIS

• Overall, the BCRs for the project reflect a strong benefit to the community when the identified benefits and costs from the town centre revitalisation are considered.

### **Economic Impact Assessment**

- Econisis has undertaken an Economic Impact Assessment using input/output transaction tables regionalised using detailed local employment data sets.
- The delivery of key worker housing will \$21.4m in economic output and \$6.7m in Gross Value Added over two years. This will support 11.2 FTEs during the 2 year construction phase.

### Conclusion

- The RoeROC housing project would provide a host of benefits to the region, with the project estimated to have a net present value between \$14.36m and \$31.27m.
- The main benefit is the significantly increased economic contributions of key workers both short stay and residential. Current housing shortages are preventing key workers from moving into the area, and increasing housing supply will facilitate for these workers to enter the RoeROC workforce and contribute to the local economy. These new workers would produce significant value added to the local economy, estimated to be between \$19.86m and \$32.99m over 20 years.
- Other benefits are the household and visitor expenditure from these new workers and their households. Increased housing supply brings new families as well as business and employment visitors to the region who will spend at local businesses, stimulating the economy. There are also social benefits to providing housing supply which include enhanced productivity, health savings, and reduced crime, among others.
- This evaluation finds that the sum of these economic and social benefits outweigh the estimated cost of the project. This is reflected in the high NPV and BCR values. At the standard 7% discount rate, the BCR is 2.62. This means that for every dollar spent on the project, there are \$2.62 of benefits produced.
- According to the results of the Economic Impact Assessment, this construction phase of the project is expected to generate \$21.4m in economic output and \$6.7m in Gross Value Added over two years. This economic activity will support 11.2 FTEs across the entire construction phase.
- Overall, the results confirm that the project will generate significant value for the regional and State economies, facilitating economic activity that otherwise would be constrained by housing capacity and availability challenges.
- The inclusion of serviced apartment product to accommodate short-term business and employment visitation provides further additional housing market flexibility and ensuring that key work force requirements are not impacted by a lack of short-term accommodation options or crowd out traditional tourist visitors from the local economy.

# 1 INTRODUCTION

This section provides an overview of the background and context, scope and structure of the report.

# **1.1** Background and Context

Roe Regional Organisation of Council (RoeROC), in partnership with the Wheatbelt Development Commission engaged Econisis to prepare a cost benefit analysis and preliminary business case for key worker housing initiatives in the RoeROC region.

Key worker housing supply and affordability challenges are increasingly common across regional areas in Australia, impacting the ability to attract and retain key workers. The combination of small labour markets, flat and declining populations, comparatively low median housing market prices, and development feasibility issues require coordinated government intervention.

The ROEROC WORKFORCE HOUSING INVESTIGATION 2024 (RWHI) for the region presents evidence to confirm the extent of the key housing need in the Shires of Narembeen, Kulin, Corrigin and Kondinin.

Aggregating data across local government areas in stalled regional markets aims to create sufficient scale for commercially feasible housing development, together with government investment intervention to fund the 'failed market' gap. The RHWI established the scale of demand for purposebuilt and appropriate key worker housing, revealing a lack of accommodation to support lone, small and aged households. The expansive land area of the RoeROC region, combined with the comparatively small size of many communities, impacts the viability (and interest) of private housing construction and supply.

# **1.2** Report Purpose and Structure

The Purpose of this report is to assess the benefits and impacts of Key Worker Housing in the RoeROC Region. This report is comprised of the following sections:

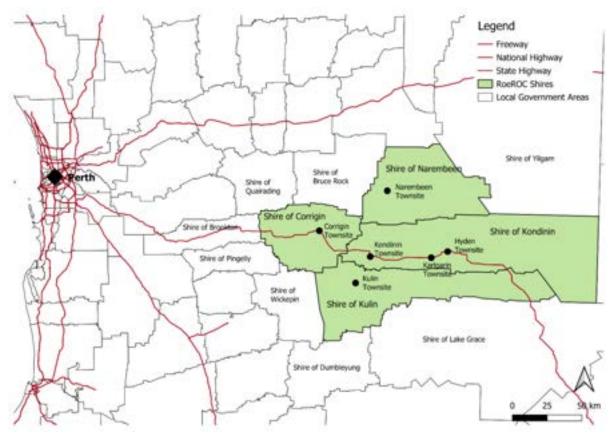
- Introduction An overview of the background, scope, and structure of the report;
- Project Context Outlining the key attributes and drivers of the region and the project;
- Cost Benefit Analysis Outlining the methodology, assumptions, and results of a cost benefit analysis;
- Economic Impact Assessment Results of an input-output based regional assessment of the economic impacts of construction and operational expenditure; and
- Conclusions and Recommendations Outlining the key conclusions and recommendations relating to the project.

# 1.3 Statistical Geography

The Roe Regional Organisation of Councils Local Government Areas (LGA's) is described as the RoeROC subregion for the purposes of this report.

The subregion encompasses a land area of approximately 18,700km2 and comprises the following LGAs:

- The Shire of Kulin
- The Shire of Corrigin
- The Shire of Narembeen
- The Shire of Kondinin



# Figure 2 RoeROC LGAs

# 1.4 Glossary and Abbreviations

The following terms and abbreviations are referenced in this report.

# **Table 2 Glossary and Abbreviations**

Term/Abbreviation	Definition
ABS	Australian Bureau of Statistics
BCR	Benefit Cost Ratio
СВА	Cost Benefit Assessment
EIA	Economic Impact Assessment
Externalities	External Costs or Benefits not captured in market prices
FTE	Full time equivalent
GVA	Gross Value Added
10	Input-output
KWHA	Key Worker Housing Analysis
LGA	Local Government Area
NPV	Net Present Value
OIA	Office of Impact Analysis
SA2	Statistical Area 2
WDC	Wheatbelt Development Commission
YTD	Year to date

# 2 PROJECT CONTEXT

This section outlines the key attributes and drivers of the region and the project.

# 2.1 About the Wheatbelt

### 2.1.1 The Wheatbelt Region

Covering an area of 154,862 square kilometres, the Wheatbelt has diverse landscapes that stretch from the clear waters of the Central Coast to the highly productive lands of the Central Midlands and Wheatbelt South, the gentle hills and streams of the Avon Valley and the spectacular terrain in the Central East<sup>2</sup>.

The Wheatbelt consists of five sub-regions: Avon, Central Coast, Central East, Central Midlands and Wheatbelt South. Each sub-region is serviced by a sub-regional centre (Northam, Jurien Bay, Merredin, Moora and Narrogin) and has unique economic and population drivers.

With a population of 75,000, the Wheatbelt is the third most populous region in the State. This population is highly dispersed with over 200 towns and settlements spread across 154,862 square kilometres. The Region is governed by 42 local governments, with no single dominant regional centre.

With an average annual compound economic growth rate of 8.2% and a diverse economic base, the Wheatbelt is well positioned to make a significant contribution to the State and Nation's growth.

The region has an increasingly diverse economic base with growth in mining, transport and logistics, manufacturing and construction sectors underpinned by a strong agriculture sector.

With abundant renewable energy and a wealth of natural resources, the Wheatbelt is well positioned to capitalise on its competitive advantages. An area that has long benefited from an entrepreneurial spirit, the Wheatbelt is known as a region of innovation. Its proximity to Perth, available land and significant infrastructure see the Wheatbelt poised to build on economic opportunities well into the future<sup>3</sup>.

## 2.1.2 Roe Regional Organisation of Councils

The Roe Regional Organisation of Councils is a voluntary organisation of like minded local governments, consisting of the Shires of Corrigin, Kondinin, Kulin and Narembeen. This voluntary group of Councils seeks to work collaboratively in a manner which enhances and assists in the advancement of the region. This includes supporting industry and economic growth (such as unlocking major tourism assets like Wave Rock in Hyden).

The purpose of RoeROC is to advocate for growth and sustainability of key services and infrastructure across the members local government communities. The group has already had success with a regional waste facility and shared environmental health services.

RoeROC is a voice for the Region's communities and actively collaborates and agrees on collective approaches to regionally significant issues and opportunities.

# 2.2 Population and Demographic Profile

## 2.2.1 Population

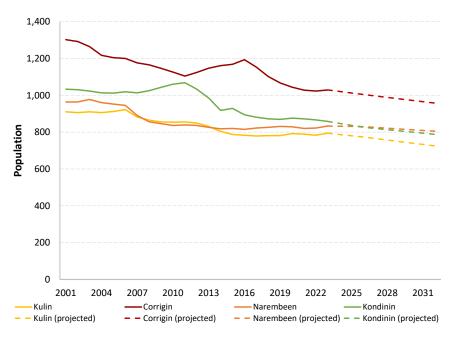
The total population of the catchment area is 3,514 people according to 2023 ABS data<sup>4</sup>. It has been slowly declining since 2001 and WA Tomorrow forecasts expect it to decline to 3,275 people by

<sup>&</sup>lt;sup>2</sup> WDC (2023) The Wheatbelt, accessed at https://www.wheatbelt.wa.gov.au/our-region/wheatbelt/

<sup>&</sup>lt;sup>3</sup> WDC (2023) Our Region, accessed at https://www.wheatbelt.wa.gov.au/our-region/

<sup>&</sup>lt;sup>4</sup> ABS (2023) Regional Population by Age and Sex, accessed at abs.gov.au

2031.<sup>5</sup> Population growth within the region is constrained by the availability of housing to meet the needs of new workers and their families.



# Figure 3 Historical and Projected Population, All LGAs, 2001-2031

# 2.2.2 Census Profile

A summary of key attributes of the "project location" from the 2021 Census of Population and Housing is provided in the table below.

Indicators	Kulin (LGA)	Corrigin (LGA)	Narembeen (LGA)	Kondinin (LGA)	Western Australia
Headline					
Population	769	1,007	787	847	2,660,026
Median Age	44	47	47	46	38
Average Household Size	2.5	2.3	2.3	2.2	2.5
Share of Population 0-14 (%)	20.6%	16.8%	19.3%	17.3%	19.0%
Share of Population 65+ (%)	19.9%	26.2%	24.7%	20.5%	16.1%
Born in Australia	79.5%	83.9%	74.7%	74.3%	62.0%
Total dwellings	394	501	395	460	1,147,872
Share of People Attending Educatio	nal Institutions				
Pre-School	10	21	19	7	45,452
Primary	84	75	62	61	222,555
Primary - Government	38.1%	34.1%	24.5%	26.5%	19.3%
Primary - Catholic	0.0%	0.0%	0.0%	0.0%	4.5%
Primary - other non-Government	0.0%	0.0%	0.0%	0.0%	3.6%
Secondary	24	30	21	24	175,841
Secondary - Government	10.6%	11.4%	4.2%	7.5%	12.7%
Secondary - Catholic	0.0%	0.0%	0.0%	0.0%	4.5%

Table 3 Census Socioeconom	nic Profile. Catchment Area.	<b>2021</b> <sup>6</sup>

<sup>&</sup>lt;sup>5</sup> WAPC (2017) WA Tomorrow No 10 Population Projections accessed at wapc.wa.gov.au

 $<sup>^{\</sup>rm 6}$  ABS (2022) Census of Population and Housing 2021, accessed at abs.gov.au

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Indicators	Kulin (LGA)	Corrigin (LGA)	Narembeen (LGA)	Kondinin (LGA)	Western Australia
Secondary - other non- Government	1.3%	0.0%	1.3%	3.5%	4.6%
Tertiary	19	26	11	20	172,239
Tertiary - Vocational education (including TAFE and private training providers)	4.0%	5.0%	3.0%	4.4%	7.4%
Tertiary - University of other higher education	6.2%	7.8%	3.0%	4.9%	13.9%
Weekly Incomes	1		1		
Personal	\$1,007	\$838	\$923	\$860	\$848
Family	\$2,225	\$2,007	\$1,875	\$1,875	\$2,214
Household	\$1,820	\$1,399	\$1,483	\$1,293	\$1,815
Share of Household	1		1		
Couple family without children	38.0%	37.9%	37.4%	33.2%	27.6%
Couple family with children	30.4%	25.3%	27.9%	22.9%	31.8%
One parent family	3.3%	0.8%	6.5%	9.4%	10.8%
Other family	0.0%	0.0%	0.0%	1.0%	1.1%
Lone Person Households	26.4%	32.2%	26.3%	31.9%	25.4%
Group Households	2.2%	0.8%	1.5%	2.9%	3.4%
Dwelling Occupancy			· ·		
Occupied	75.8%	84.4%	77.1%	77.7%	89.1%
Unoccupied	23.9%	14.5%	21.2%	22.0%	10.9%
Dwelling Type	1		1		-
Separate house	95.6%	94.2%	94.3%	94.9%	79.7%
Semi-detached, row or terrace house, townhouse etc	1.5%	4.3%	6.9%	2.0%	13.0%
Flat or apartment	0.0%	0.0%	0.0%	0.0%	6.5%
Other dwelling	1.5%	1.3%	0.0%	1.3%	0.6%
Tenure					
Owned outright	54.4%	49.6%	56.1%	45.8%	29.2%
Owned with a mortgage	16.3%	21.8%	18.3%	16.5%	40.0%
Rented	18.9%	20.5%	18.7%	25.6%	27.3%
Other tenure type	10.0%	6.8%	7.3%	8.1%	2.1%
Tenure type not stated	0.0%	1.8%	0.0%	3.4%	1.4%

Key findings from the socio-economic profile include:

- All LGAs have significantly older median ages than WA and Australia.
- All of the LGA's have lower tertiary education participation rates than WA.
- The most common type of household is Couple Family without Children. There is also a greater share of lone households in all the LGAs compared to the WA average.
- There is a much higher share of unoccupied homes in the catchment area than the WA average.
- Majority of houses are separate dwellings and are most commonly owned outright. The percentage of outright ownership is much higher than the WA average.

## ECONISIS

# 2.2.3 Number of Registered Businesses

Corrigin has the most registered businesses in the catchment area, with 188 as of 2023. This indicates a higher level of commercial activity in this region, followed by the Shire of Kondinin with 180 registrations.

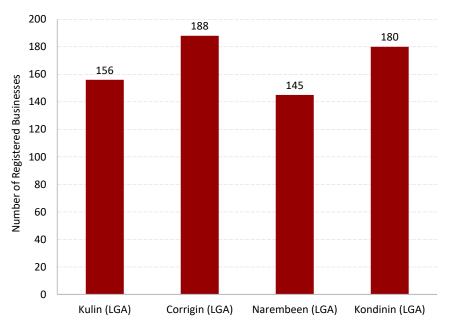


Figure 4 Business Registrations, Catchment Area, 2022<sup>7</sup>

The RoeROC region had 404 businesses in the Agriculture, Forestry and Fishing industry in 2023, which make up the vast majority of businesses in the catchment area. Other industries with a larger number of businesses include Rental, Hiring and Real Estate Services, Construction and Retail Trade.

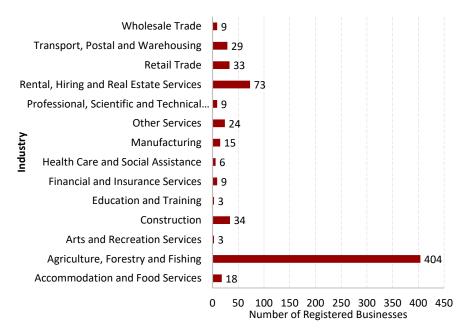


Figure 5 Business Registrations by Industry, Catchment Area, 2023

<sup>&</sup>lt;sup>7</sup>ABS (2023) Count of Businesses accessed at abs.gov.au

# 2.2.4 Unemployment Rate

The most recent unemployment data from March 2024 shows that Narembeen had the highest unemployment rate of 3.8% equal to that of the WA state unemployment rate. The Shires of Kulin and Kondinin both had significantly lower rates at 1.9%.

LGA	Unemployment Rate
Kulin (LGA)	1.9%
Corrigin (LGA) <sup>9</sup>	-
Narembeen (LGA)	3.8%
Kondinin (LGA)	1.9%
Western Australia	3.8%

# Table 4 Unemployment Rate, Select LGAs, March 2024<sup>8</sup>

# 2.3 Role of Housing in Key Worker Attraction and Retention

Housing availability in regional and remote areas plays a critical role in supporting the attraction and retention of key workers. This supports the use of "worker productivity" values in monetising the opportunity cost associated with the non-delivery of the housing needed in subject communities. This reflects the fact that without the required housing, the economic and social activity associated with the accommodated workers will not be realised in the region.

# 2.3.1 What is Worker Productivity?

Worker productivity is the Gross Value Added per Worker in an economy. Gross Value Added is the sum of all value adding activity in the economy and accounts for the vast majority of Gross Product (Regional, State or Domestic).

By dividing GVA by the number of workers in an economy, the relative productivity of an individual worker can be estimated. This same approach can be adopted for individual industries using Industry Value Added and the workers within that industry. This approach provides greater level of detail, recognising the different levels of economic productivity associated with different industries.

Using REMPLAN data for Western Australia, Econisis has provided the following worker productivity estimates by industry and for the economy as a whole.

Industry sector	GVA	Workers	Worker Productivity
Accommodation & Food Services	\$5,549,534,369	89,363	\$62,101
Administrative & Support Services	\$4,809,328,210	42,251	\$113,828
Agriculture, Forestry & Fishing	\$7,760,271,770	31,176	\$248,918
Arts & Recreation Services	\$2,509,121,685	22,117	\$113,448
Construction	\$23,739,219,507	121,303	\$195,702
Education & Training	\$16,264,362,646	119,759	\$135,809
Electricity, Gas, Water & Waste Services	\$7,910,147,864	15,908	\$497,243
Financial & Insurance Services	\$13,779,777,586	29,233	\$471,377
Health Care & Social Assistance	\$24,601,640,140	186,114	\$132,186
Information Media & Telecommunications	\$3,851,503,200	10,442	\$368,847

## Table 5 Worker Productivity, Western Australia, 2023<sup>10</sup>

<sup>&</sup>lt;sup>8</sup> National Skills Commission (2022) Small Area Labour Markets, accessed at https://www.nationalskillscommission.gov.au/topics/smallarea-labour-markets

<sup>&</sup>lt;sup>9</sup> Note there is insufficient data in the quarter for the unemployment rate for Corrigin to be calculated at this time.

<sup>&</sup>lt;sup>10</sup> REMPLAN (2024) Economic and Employment, Western Australia accessed at https://app.remplan.com.au/eda-

Industry sector	GVA	Workers	Worker Productivity
Manufacturing	\$14,980,166,313	72,002	\$208,052
Mining	\$193,587,876,157	105,960	\$1,826,990
Other Services	\$4,606,017,732	52,983	\$86,934
Professional, Scientific & Technical Services	\$17,952,625,971	94,061	\$190,862
Public Administration & Safety	\$17,091,672,587	80,903	\$211,261
Rental, Hiring & Real Estate Services	\$36,242,106,634	19,497	\$1,858,856
Retail Trade	\$11,332,934,557	119,926	\$94,499
Transport, Postal & Warehousing	\$13,009,062,649	62,352	\$208,639
Wholesale Trade	\$7,337,412,752	33,449	\$219,361
Average	\$426,914,782,331	1,308,799	\$326,188
Average Net Real Estate and Mining	\$197,084,799,540	1,082,913	\$181,995
Education, Health, Public Admin/Safety Only Average	\$57,957,675,373	386,776	\$149,848

Overall, the average worker in WA produces \$326,188 worth of value added each year.

However, this figure is inflated by a small number of high value adding sectors, namely Mining and Rental, Hiring and Real Estate Services. Remove these and the worker productivity value falls to \$181,995 per worker.

Additionally, this estimate continues to include a combination of both public and private sector industries. To get a proxy of public sector, the average worker productivity values of Education and Training, Health Care and Social Assistance and Public Administration and Safety industries can be taken. This reduces the worker productivity value to \$149,848.

These values are for Western Australia as a whole to reflect the data available from sources such as REMPLAN and the ABS.

# 2.4 Short-Listed Housing Project

Four sites were identified for development as part of the RoeROC Key Worker Housing project:

- Lot 1 (24) Lynch Street, Corrigin
- Lot 16 (7) & 17 (5) Currall Street, Narembeen
- Lot 16 (35), 17 (37) & 18 (39) Price Street, Kulin
- Lot 151 (43) Radbourne Drive, Hyden

Cost information was developed by Chadwick Consulting and summarised for the four subject sites and associated development here below.

## 2.4.1 24 Lynch Street, Corrigin

The vacant lot at 24 Lynch Street, Corrigin, is zoned 'Commercial' under the Shire of Corrigin Local Planning Scheme No. 2 (Corrigin LPS), with an area of 1,518 m2. The site is vacant, level and clear, with access available from Lynch St to the east.



# **Figure 6 Corrigin Site Context**

The cost estimates below relate to the development of three 2-bedroom/1-bathroom and three 3-bedroom/2-bathroom dwellings. These costings are based on indicative internal floor areas of  $82m^2$  and  $100m^2$  respectively.

Lot 1 (24) Lynch Street, Corrigin	Costs
Headworks, connections and fees	\$45,005
Site works and internal services	\$240,000
Planning and technical costs provision	\$22,000
Construction	\$2,547,000
Three 2-bed, 1-bath	\$393,000 per dwelling
Three 3-bed, 2-bath	\$456,000 per dwelling
Design and construction contingency	10%
TOTAL	\$3,137,206
Per dwelling	\$522,868

# Table 6 Cost Estimates for Lot 1 (24) Lynch Street, Corrigin

# 2.4.2 5 & 7 Currall Street, Narembeen

The vacant, adjoining lots at 5 & 7 Currall Street, Narembeen are zoned 'Town Centre' under the Shire of Narembeen Scheme No. 2 (Narembeen LPS), with a combined area of 4,304m2. The site is vacant, level and clear, with streets adjacent on three sides.



# Figure 7 Narembeen Site

Two development scenarios were identified for the subject site – serviced apartments and traditional residential. For the purpose of this assessment, a mixed development concept has been adopted involving:

- 7 serviced apartments (2-bed, 1-bath)
- 5 standard residential dwellings (2-bed, 1-bath)

The cost estimates below relate to the development of this mixed development concept. Note there is a possible marginal increase in headworks, site and planning costs as a result of the mixed development concept being adopted. However, this is likely to be less than 1.6% of the total non-construction costs at the time of this assessment.

These costings are based on indicative internal floor areas of 82m<sup>2</sup> and 100m<sup>2</sup> respectively.

ECONISIS

5 & 7 Currall Street, Narembeen	Costs
Headworks, connections and fees	\$227,401
Site works and internal services	\$480,000
Planning and technical costs provision	\$29,000
Construction	\$3,187,500
Seven 2-bed, 2-bath (dual-key)	\$282,700 per dwelling
Five 2-bed, 1-bath	\$235,000 per dwelling
Design and construction contingency	10%
TOTAL	\$4,313,391
Per dwelling	\$359,449

## Table 7 Cost Estimates for 5 & 7 Currall Street, Narembeen

# 2.4.3 35, 37, & 39 Price Street, Kulin

The three vacant adjoining lots of 35, 37, and 39 Price Street, Kulin are zoned 'Residential' under the Shire of Kulin Local Planning Scheme No. 2 (Kulin LPS). The combined area of these lots is 2,107m2. The site is generally vacant and level, road access is available from Price Street to the south-east.



# **Figure 8 Kulin Site**

The cost estimates below relate to a mix development of three 2-bedroom/1-bathroom and three 3-bedroom/2-bathroom dwellings. These costings are based on an indicative internal floor area of 76m<sup>2</sup> and 126m<sup>2</sup> respectively.

35, 37, & 39 Price Street, Kulin	Costs
Headworks, connections and fees	\$67,565
Site works and internal services	\$240,000
Planning and technical costs provision	\$29,000
Construction	\$1,951,125
Three 2-bed, 1-bath	\$240,875 per dwelling
Three 3-bed, 2-bath	\$409,500 per dwelling
Design and construction contingency	10%
TOTAL	\$2,516,459
Per dwelling	\$419,410

# Table 8 Cost Estimates for 35, 37, & 39 Price Street, Kulin

# 2.4.4 43 Radbourne Drive, Hyden

The vacant lot of 43 Radbourne Drive, Hyden is zoned "Residential" under the Shire of Kondinin Scheme No. 1 (Kondinin LPS). The total area of this lot is 2,147m<sup>2</sup> and is generally clear and level, road access is available from both north and east from Radbourne Drive.



# **Figure 9 Hyden Site**

The cost estimates below relate to a mix development of two 2-bedroom/1-bathroom and three 3-bedroom/2-bathroom dwellings. These costings are based on an indicative internal floor area of 76m<sup>2</sup> and 126m<sup>2</sup> respectively.

Table 9 Cost	: Estimates	for 43	Radbourne	Drive,	Hyden
--------------	-------------	--------	-----------	--------	-------

43 Radbourne Drive, Hyden	Costs
Headworks, connections and fees	\$104,068
Site works and internal services	\$200,000
Planning and technical costs provision	\$18,000
Bushfire prone construction provision	\$90,600
Construction	\$1,710,250
Two 2-bed, 1-bath	\$240,875 per dwelling
Three 3-bed, 2-bath	\$409,500 per dwelling
Design and construction contingency	10%
TOTAL	\$2,335,210
Per dwelling	\$467,042

# **3** COST BENEFIT ANALYSIS

This section outlines the methodology, assumptions, and results of a cost benefit analysis.

# 3.1 Methodology

A CBA is the most commonly used, and most comprehensive, of the economic evaluation techniques. Essentially, a CBA compares the monetised benefits and costs of a project to evaluate the desirability of a project. This approach is the most appropriate to assess the net economic benefits that accrue from the project.

The CBA steps include:

- 1. Identify the quantifiable benefits that can be monetised;
- 2. Calculate the value (in monetary terms) of the quantified incremental benefits and capital costs in net present value (NPV) terms using the discount rates;
- Calculate the benefit cost ratio (BCR) the total present value of all net benefits compared to the present value of capital costs to determine the ratio to which incremental net benefits exceed (or undershoot) incremental costs related with the upgrade; and
- 4. Undertake a sensitivity assessment.

# **3.1.1** Discount Rates

Discounting is the reverse of adding (or compounding) interest. It reduces the monetary value of future costs and benefits back to a common time dimension – the base date. Discounting satisfies the view that people prefer immediate benefits over future benefits (social time preference), and it also enables the opportunity cost to be reflected (opportunity cost of capital). Recognising the potential for multiple audiences for the business cases, real discount rates of 3, 7 and 10% have been applied. This complies with recommendations set by the Office of Impact Analysis (OIA) at the Federal Government level and Western Australian Treasury guidelines.

Modelling of quantifiable benefits and costs are developed over a 20-year timeframe (post initial year).

# 3.1.2 Cost of Capital Approach

The cost benefit analysis undertaken in this report represents a "cost of capital" assessment. This approach focuses primarily on the up-front capital costs of the project with reduced consideration of ongoing costs (beyond basic operational cost impacts). The reason for this approach is twofold:

- Firstly, it reflects the stage of the project design and concept that the Cost Benefit Assessment is testing – early stage concepts typically have a capital cost estimate but may not have detailed cash flow or maintenance cost estimates. As such, the "cost of capital" approach does not consider ongoing cashflow consideration which includes discounting any financial revenues that could be secured by the harbour to offset unknown maintenance costs;
- Secondly, this economic business case specifically seeks to develop or address the validity of
  potential capital investment in the project. As such, evidence is required, through the CBA, of
  the potential return on investment (in the form of economic and social benefits) to inform this
  capital decision.

# 3.1.3 Comparison with the Base Case

For the purpose of this report, Econisis has undertaken a cost benefit assessment of the net additional benefits and costs above and beyond the "project". All NPVs and BCRs generated as part of the Cost Benefit Analysis are reflective of the net increase in gross value added and economic and social benefit beyond the "project"

# 3.1.4 Key Assumptions

The following assumptions have been considered in the evaluation of the benefits.

Т	able	10	Assum	otions	Table

Assumption	Details
Annual Maintenance Cost	1% of Capital Costs annually
Length of Construction Phase	2 years
Supply Chain Multiplier	7.1% <sup>11</sup>
Average Worker Productivity WA, Education, Health, Public Admin/Safety Industries Only	\$149,848 <sup>12</sup>
Number of New Households	22 long-term residential, 7 serviced apartments
Number of Key Workers per Household	1.25 (based on adjusted household sizes for different dwelling sizes)
Attribution Rate of Worker Productivity to Housing Access	50%
Average Household Yearly Expenditure	\$33,00013
Worker GVA to Expenditure Conversion Rate	50%
Serviced Apartment Occupancy Rate	80%
Nightly Intrastate Visitor Expenditure Average	\$115 <sup>14</sup>
Health Cost Savings per Household	\$2,990.51 <sup>15</sup>
Reduced Domestic Violence per Household	\$2,5990.80 <sup>16</sup>
Enhanced Human Capital per Household	\$1,940.8717
Reduced Costs of Crime per Household	\$891.24 <sup>18</sup>
Education Benefits per Household	\$177.40 <sup>19</sup>
Annual Value of Normalisation of Housing Market	1% of Capital Cost

# **3.2** Benefits Statement

A range of direct economic and social benefits of the Project have been identified. Those benefits which are capable of being monetised for inclusion in the CBA are outlined in the table below. Refer to the assumptions table in Section 3.1.4 for specific values.

# Table 11 Benefit Statement

Benefit	Theme/Description	Method of Calculation	
Construction Supply Chain Benefits	Benefits to the WA and regional construction industry of the non-residential capital investment.	Applied a first round GVA economic multiplier of 7.1% to the capital expenditure. Based on WA specific regionalised input/output transaction table. Assumed a construction phase of 2 years.	
Direct Economic Contribution of New Key Worker Households	The key workers moving into the houses will be able to be work in the region. This benefit measures	The relative productivity of an individual- worker was calculated by dividing the GVA of the Education, Health and Public Safety/Admin	

<sup>&</sup>lt;sup>11</sup> Based on WA specific regionalised input/output table of non-residential capital expenditure.

<sup>12</sup> REMPLAN (2023) Economic and Employment, Western Australia accessed at https://app.remplan.com.au/eda-

westernaustralia/economy/industries/employment?state=

<sup>&</sup>lt;sup>13</sup> Market Info 2022 (Market Data Systems)

<sup>&</sup>lt;sup>14</sup> TRA (2024) Wheatbelt Regional Tourism Profile, Tourism Research Australia

<sup>&</sup>lt;sup>15</sup> SGS (2021) Give Me Shelter accessed at https://sgsep.com.au/projects/give-me-shelter.

<sup>&</sup>lt;sup>16</sup> See above.

<sup>&</sup>lt;sup>17</sup> See above.

<sup>&</sup>lt;sup>18</sup> See above.

<sup>&</sup>lt;sup>19</sup> See above.

Benefit	Theme/Description	Method of Calculation
	their productivity by working in the local economy.	industries in WA by the number of workers in these industries. This was multiplied by the 22 new long-term households. Weighting of 80% applied to remaining 7 dwellings for short-term serviced apartment occupancy rate.
		It was assumed that there will be 1.25 key workers per household. An attribution rate of 50% was applied to account for other factors contributing to a worker's productivity e.g. the company they work for.
Household Expenditure Benefit	The contribution to the local economy of the new households' spending at local retail businesses.	An average household's retail related expenditure is \$33,000 per year <sup>20</sup> . This was applied to the 22 new long-term households and a GVA to expenditure conversion rate of 50% was applied.
Business and Employment Visitor Expenditure Impacts	The expenditure and Gross Value Added contribution of short-term workers accommodated in the dwellings.	Based on an average occupancy rate of the 7 serviced apartments of 80% per year with 1.25 people per apartment and an average intrastate visitor expenditure per night. Converted to GVA in line with Tourism Satellite Account for WA 5 year average. An attribution rate of 50% was applied to reflect non-accommodation share of expenditure impacts
Social Benefit of Housing Access	The social benefits of housing access include health cost savings, reduced domestic violence, enhanced human capital, reduced costs of crime, and education benefits.	These social benefits were quantified and collated by SGS Economics in their 2022 'Give Me Shelter' report. The combined total of these benefits per household is \$8,600 <sup>21</sup> . This was applied to the 22 long-term households.
Housing Market Normalisation	Benefit relating to housing market normalisation due to no functioning housing market currently.	Multiplied the construction cost of the homes by 1% each year.
Residual Asset Value	A static residual value compares the direct and indirect costs associated with the construction of a dwelling with the notional market value of that dwelling.	Calculated by dividing the construction cost by 25 years and multiplying it by 5 (for the remaining years at the end of the assessment. Applied in the final year of the assessment (20 years after construction).

### 3.3 Cost Benefit Analysis Results

This section provides an overview of the present value and composition of costs and benefits for the project. It includes an outline of the Benefit Cost Ratios and Net Present Value results for each project.

#### 3.3.1 Costs

The evaluation estimates the present value of costs to range from \$13.62m at the 4% discount rate to \$12.68m at the 10% discount rate. The majority of this is the capital cost, with the remainder comprising the annual maintenance cost.

<sup>&</sup>lt;sup>20</sup> Market Info 2022 (Market Data Systems)

<sup>&</sup>lt;sup>21</sup> SGS Economics and Planning (2022) Give Me Shelter. Accessed at https://sgsep.com.au/assets/main/SGS-Economics-and-Planning\_Give-Me-Shelter.pdf

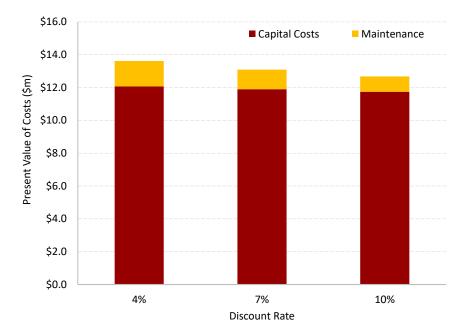
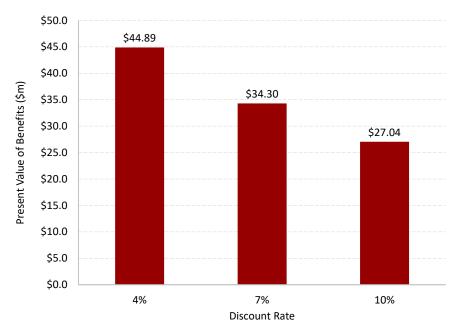


Figure 10 Present Value of Costs

#### 3.3.2 Value of Benefits

Overall, the benefits of the project are approximately \$34.30m at the 7% discount rate. This ranges from \$27.04m at the 10% discount rate to \$44.89m at 4%.





The largest benefit expected over the 20-year assessment period for the project (at a 7% discount rate) is the economic contribution of key workers (both short and long-term stays), accounting for \$25.23m. Following this are Household Expenditure and Social Benefit of Housing Access, which account for \$3.51m and \$1.83m respectively. All other benefits are valued at less than \$1.2m at the 7% discount rate over 20 years.

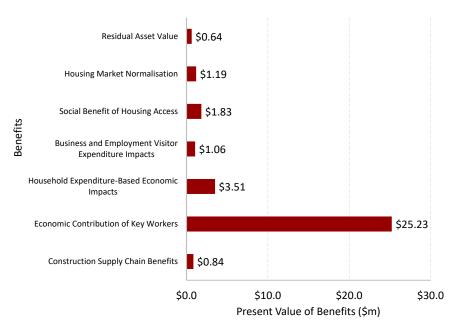
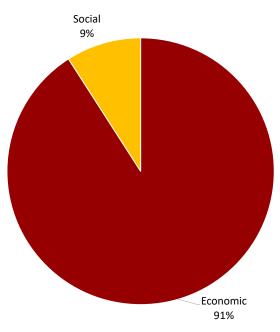
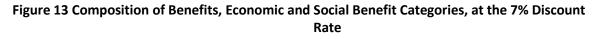


Figure 12 Present Value of Benefits (\$m)

Each benefit was categorised as either social or economic. The majority of the benefit of this project is economic, with 9% of benefits being social. This is due to the significant value of worker contribution benefits.





#### 3.3.3 NPV and BCR

Comparing the present value of benefits to that of costs, Econisis estimates the project will yield a net present value of between \$31.27m over 20 years at the 4% discount rate and \$14.36m at the 10% discount rate. All net present value estimates are above \$0, meaning that the present value of the benefits is greater than that of the costs across all discount rates.

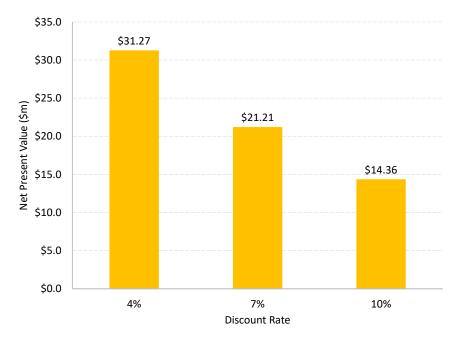


Figure 14 Net Present Value by Discount Rate

The benefit cost ratios ranged from 3.30 at the 4% discount rate to 2.13 at the 10% discount rate. Any BCR above 1.0 is regarded as positive, with BCRs at or approaching 3.0 particularly positive. This reflects the fact that benefits that accrue in the future have a higher degree of uncertainty, and while this is addressed to an extent by the discount rates, a higher BCR provides the project a greater "buffer" that it will indeed yield benefits greater than the costs. In this instance, the predominantly economic nature of the assets means that the 7% discount rate is most relevant.

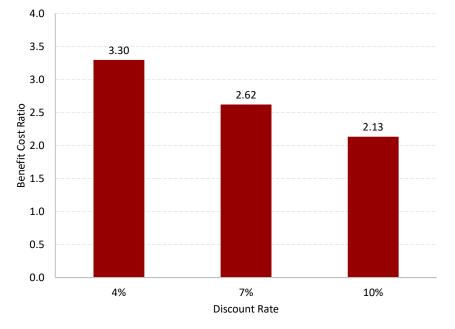


Figure 15 Benefit Cost Ratio by Discount Rate

The below table summarises the results of the cost benefit analysis.

Table 12 Summary of Cost Benefit Analysis Results

Summary	4%	7%	10%
Total Costs	-\$13.62	-\$13.09	-\$12.68
Capital Costs	-\$12.07	-\$11.90	-\$11.74
Maintenance	-\$1.55	-\$1.19	-\$0.94
Total Benefits	\$44.89	\$34.30	\$27.04
Construction Supply Chain Benefits	\$0.86	\$0.84	\$0.83
Economic Contribution of Key Workers	\$32.99	\$25.23	\$19.86
Household Expenditure-Based Economic Impacts	\$4.58	\$3.51	\$2.76
Business and Employment Visitor Expenditure Impacts	\$1.39	\$1.06	\$0.84
Social Benefit of Housing Access	\$2.39	\$1.83	\$1.44
Housing Market Normalisation	\$1.55	\$1.19	\$0.94
Residual Asset Value	\$1.12	\$0.64	\$0.37
NPV	\$31.27	\$21.21	\$14.36
BCR	3.30	2.62	2.13

Overall, the results confirm that the project will generate significant value for the regional and State economies, facilitating economic activity that otherwise would be constrained by housing capacity and availability challenges.

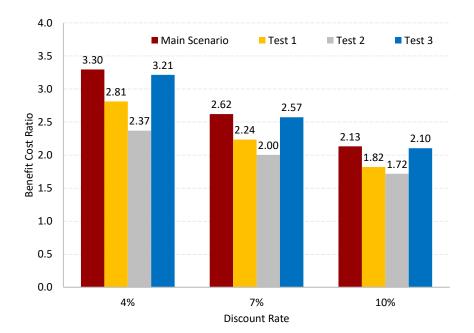
The inclusion of serviced apartment product to accommodate short-term business and employment visitation provides further additional housing market flexibility and ensuring that key work force requirements are not impacted by a lack of short-term accommodation options or crowd out traditional tourist visitors from the local economy.

#### 3.3.4 Sensitivity Tests

Three sensitivity tests of the Program were undertaken which examined:

- Test 1 1 Key Worker per Dwelling
- Test 2 Worker Productivity Benefits Extend for Only 10 Years
- Test 3 No Residual Value

The results of the BCRs at the 7% discount rate for the main scenario and the three Sensitivity Tests are outlined below.



**Figure 16 Sensitivity Tests** 

Test 1 resulted in the BCR decreasing to between 2.81 at the 4% discount rate and 1.82 at 10%. This change is not significant and demonstrates that when the number of key workers per dwelling is decreased, the benefits associated with workforce and household formation remain positive.

Test 2 results in a further decline in the BCR to 2.37 at 4% and 1.72 at 10%, though the BCRs remain positive. This reflects the fact that even if the length of time during which worker economic productivity is effectively halved, the benefits of this initial period of additional workforce capacity continues to generate positive impacts.

Test 3 saw only a marginal decline in BCRs across all discount rates. This test revealed that despite removing residual values, the impact of discounting on the present value of the assets, the short lifespan assumed in the CBA (i.e. 25 years), and the fact that the role of the dwellings is only indirectly related to general housing market dynamics and instead is focused on key worker capacity building, the project still provides a strong value for money opportunity.

### 4 ECONOMIC AND EMPLOYMENT IMPACT ASSESSMENT

This section provides an estimate of the direct and indirect economic and employment impacts of the project construction phase.

### 4.1 Methodology and Approach

At the core of an Economic Impact Assessment is Input–Output (IO) tables. IO tables are part of the national accounts by the ABS and provide detailed information about the supply and use of products in the Australian economy, and the structure of and inter–relationships between Australian industries.

IO tables are converted, through statistical analysis, into a series of Economic Multipliers. These Multipliers represent the relationship between the direct activity (expenditure or production) associated with a Project and the wider economy.

The results of an EIA are generally presented as both direct effects, that is effects from the direct activity of the Project or event, and indirect effects, which are additional effects from further rounds of spending in the supply chain. A third or consumption effect, resulting from rounds of consumer spending generated by the additional income in the region can also be calculated.

There are two broad levels of Multipliers that can be utilised for Impact Assessments:

- 1. **Simple Multipliers** including the Direct or Initial Effect, First Round and Industry Supply Chain effects.
- 2. **Total Multipliers** including the Simple Multipliers plus subsequent Induced Production and Household Consumptions effects.

Impact Assessments can assess:

- **Output** the actual dollar amount spent on the Project in the Region.
- Income the number of wages and salaries paid to labour.
- Employment the full-time equivalent (FTE) per annum employment generated by the Project; and
- Value Added the value added to materials and labour expended on the Project.

Econisis has undertaken an Impact Assessment for the WA state economy, focused solely on **Simple Multipliers**. For the WA economic impacts, this entailed the following tasks:

- 1. Transaction tables were developed from National IO tables for the WA State economy. For the WA economy, the Regional Transaction Table was calculated by applying employment-based location quotients for the Region, based on the results of the 2016/2021 Census of Population and Housing. This has the effect of excluding spending on imports to the Region since they generate no local economic activity.
- 2. Economic Multipliers were then generated for WA economy across 119 industry categories defined by the ABS.
- 3. Construction and operational expenditure and production associated with the development were allocated across 119 industry categories.
- 4. Economic impacts associated with the Project are calculated.
- 4.1.1 Criticisms of Impact Assessments

Economic Impact Assessments based on IO-tables and Economic Multipliers have been criticised by Government and academia. Econisis recognises Economic Multipliers are based on limited

assumptions that can result in multipliers being a biased estimator of the benefits or costs of a Project.

Shortcomings and limitations of multipliers for economic impact analysis include:

- Lack of supply-side constraints: The most significant limitation of economic impact analysis using multipliers is the implicit assumption that the economy has no supply-side constraints. That is, it is assumed that extra output can be produced in one area without taking resources away from other activities, thus overstating economic impacts. The actual impact is likely to be dependent on the extent to which the economy is operating at or if it is near capacity.
- Fixed prices: Constraints on the availability of inputs, such as skilled labour, require prices to act as a rationing device. In assessments using multipliers, where factors of production are assumed to be limitless, this rationing response is assumed not to occur. Prices are assumed to be unaffected by policy and any crowding out effects are not captured.
- Fixed ratios for intermediate inputs and production: Economic impact analysis using multipliers implicitly assumes that there is a fixed input structure in each industry and fixed ratios for production. As such, impact analysis using multipliers can be seen to describe average effects, not marginal effects. For example, increased demand for a product is assumed to imply an equal increase in production for that product. In reality, however, it may be more efficient to increase imports or divert some exports to local consumption rather than increasing local production by the full amount.
- No allowance for purchasers' marginal responses to change: Economic impact analysis using multipliers assumes that households consume goods and services in exact proportions to their initial budget shares. For example, the household budget share of some goods might increase as household income increases. This equally applies to industrial consumption of intermediate inputs and factors of production.
- Absence of budget constraints: Assessments of economic impacts using multipliers that consider consumption induced effects (type two multipliers) implicitly assume that household and government consumption is not subject to budget constraints.
- Not applicable for small regions: Multipliers that have been calculated from the national IO table are not appropriate for use in economic impact analysis of Projects in small regions. For small regions multipliers tend to be smaller than national multipliers since the inter-industry linkages are normally relatively shallow. Inter-industry linkages tend to be shallow in small regions as they usually do not have the capacity to produce the wide range of goods used for inputs and consumption, instead importing a large proportion of these goods from other regions.

#### 4.1.2 Adjustments to Improve EIA Reliability

Despite this, IO tables and Economic Multipliers remain popular due to their ease of use and communication of results. Econisis has undertaken a number of steps and made appropriate adjustments to the EIA methodology to address and mitigate these concerns.

Econisis has only used *Simple Multipliers* in the Assessment. This has the effect of discounting Household Consumption impacts from the assessment. By doing so, only those industries with a first round or supply chain connection are considered. This has the effect of making the results of the EIA conservative and suitable to inform decision making.

Additionally, Econisis has developed economic multipliers for the *Regional WA economy only*. This has the effect of internalising and limiting the extent of the economic impact outside of the State.

Econisis regards the use of Economic Multipliers as part of this Assessment as appropriate and reliable. The results of the assessment are conservative, defensible and suitable for informing decision making.

### 4.2 Summary of Results

#### 4.2.1 Construction Phase

Econisis has allocated the construction costs for the housing development across the following sectors of the WA economy:

- Heavy and Civil Engineering Construction (10%)
- Residential Building Construction (80%)
- Professional, Scientific and Technical Services (5%)
- Public Administration and Regulatory Services (5%).

For the purpose of this assessment, Econisis has assumed a 2 year construction phase in line with the CBA.

Overall, this construction phase of the project is expected to generate \$21.4m in economic output and \$6.7m in Gross Value Added over two years.

#### Table 13 Construction Phase Economic and Employment Impacts, 2 Year Phase

Indicators	Direct Impact	First Round	Industry Support	Simple Multiplier
Output (\$m)	\$12.3	\$6.0	\$3.1	\$21.4
Incomes (\$m)	\$1.7	\$1.3	\$0.7	\$3.6
Employment (FTEs)	3.0	1.8	5.9	11.2
GVA (\$m)	\$3.2	\$2.2	\$1.2	\$6.7

This economic activity will support 11.2 FTEs across the entire construction phase.

#### Table 14 Construction Phase Economic and Employment Impacts, Annual Impact

Indicators	Direct Impact	First Round	Industry Support	Simple Multiplier
Output (\$m)	\$6.2	\$3.0	\$1.5	\$10.7
Incomes (\$m)	\$0.8	\$0.6	\$0.3	\$1.8
Employment (FTEs)	3.0	1.8	5.9	11.2
GVA (\$m)	\$1.6	\$1.1	\$0.6	\$3.3

### 5 CONCLUSION

The RoeROC housing project would provide a host of benefits to the region, with the project estimated to have a net present value between \$14.36m and \$31.27m.

The main benefit is the significantly increased economic contributions of key workers – both short stay and residential. Current housing shortages are preventing key workers from moving into the area, and increasing housing supply will facilitate for these workers to enter the RoeROC workforce and contribute to the local economy. These new workers would produce significant value added to the local economy, estimated to be between \$19.86m and \$32.99m over 20 years.

Other benefits are the household and visitor expenditure from these new workers and their households. Increased housing supply brings new families as well as business and employment visitors to the region who will spend at local businesses, stimulating the economy. There are also social benefits to providing housing supply which include enhanced productivity, health savings, and reduced crime, among others.

This evaluation finds that the sum of these economic and social benefits outweigh the estimated cost of the project. This is reflected in the high NPV and BCR values. At the standard 7% discount rate, the BCR is 2.62. This means that for every dollar spent on the project, there are \$2.62 of benefits produced.

According to the results of the Economic Impact Assessment, this construction phase of the project is expected to generate \$21.4m in economic output and \$6.7m in Gross Value Added over two years. This economic activity will support 11.2 FTEs across the entire construction phase.

Overall, the results confirm that the project will generate significant value for the regional and State economies, facilitating economic activity that otherwise would be constrained by housing capacity and availability challenges.

The inclusion of serviced apartment product to accommodate short-term business and employment visitation provides further additional housing market flexibility and ensuring that key work force requirements are not impacted by a lack of short-term accommodation options or crowd out traditional tourist visitors from the local economy.



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RoeROC Shires of Corrigin, Kondinin, Kulin and Narembeen

# Investment in 29 Key Worker Dwellings in the Roe Regional Organisation of Councils

PRELIMINARY BUSINESS CASE

V1.0 28 February 2025

## VERSION CONTROL

Version	Date	Issued By	Description	Issued To
V0.1	26/11/2024	Econisis	Draft for internal review and QA	Internal
V0.2	26/07/2024	Econisis	Draft for client review	WDC, RoeROC
V0.3	21/02/2025	Econisis	Amended draft for client	WDC, RoeROC
V1.0	28/02/2025	Econisis	Final draft for client	WDC, RoeROC

## DOCUMENT APPROVAL

This document has been endorsed as follows:					
Endorsed by					
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### Abbreviations

Abbreviation	Description
BCR	Benefit Cost Ratio
СВА	Cost Benefit Analysis
EIA	Economic Impact Assessment
10	Input-Output
GFA	Gross Floor Area
GVA	Gross Value Added
HA	Hectare
NPV	Net Present Value
PV	Present Value
RoeROC	Roe Regional Organisation of Councils
RWHI	RoeROC Workforce Housing Investigation 2024
SQM	Square Metres
VROC	Voluntary Regional Organisation of Councils

Juli Orga 

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## **1 EXECUTIVE SUMMARY**

### Proposal

Funding for the construction of 29 residential and services accommodation across the Roe Regional Organisation of Councils (RoeROC) to meet key worker accommodation and housing needs in the regional communities for the benefit of the local economies.

#### Need

Analysis by JE Planning in the *RoeROC- WORKFORCE HOUSING INVESTIGATION 2024* (*RRWHI*) Report estimated figures for housing workforce range between 227 and 331 dwellings by 2031, which correlates to between 32 and 47 additional worker accommodation units across the sub-region needed per annum. This was confirmed through multiple modelling techniques and scenarios drawing on demographic, housing market and survey data and evidence.

#### **Rationale for Investment**

RoeROC is home to a series of regional communities which are susceptible to housing market failure issues due to their comparative remoteness, small size/lack of demand critical mass and labour force constraints.

Private housing markets in Australian communities are experiencing "market failure" conditions due to slowing and declining population growth signals, poor development feasibility attributes (based on traditional development models) and below replacement median house prices. These signals mask significant economic-led demand from public and private sector organisations requiring quality accommodation options for key workers.

### Options

Vacant residential land supplies are constrained by servicing, tenure, ownership, environmental overlays and suitability for investment. The Wheatbelt Development Commission reviewed available land within the major townships of the RoeROC LGAs and confirmed that number of lots across the region meeting short-listing criteria was limited. Across them 29 potential dwellings were identified for development over 4 sites located in across Corrigin, Kondinin, Kulin and Narembeen.

- Lot 1 (24) Lynch Street, Corrigin
- Lot 16 (7) & 17 (5) Currall Street, Narembeen
- Lot 16 (35), 17 (37) & 18 (39) Price Street, Kulin
- Lot 151 (43) Radbourne Drive, Hyden

Local Government Development and Ownership was identified as the preferred delivery model due to the regional and remote nature of the market and the significant gap between market prices and feasibilities. Other options struggle in light of the regional and remote nature of the market and the significant gap between market prices and feasibilities.

### Evaluation

Cost estimates from Chadwick Consulting identified an average development cost per dwelling requirement of \$424,216. This represents a total cost, excluding land value of **\$12.3m** *for the servicing of sites and the construction of the 29 residential and serviced accommodation dwellings*.

A Cost Benefit Analysis of the preferred option was undertaken by Econisis. This identified a series of economic and social benefits including:

- Construction Supply Chain Benefits
- Economic Contribution of Key Workers
- Household Expenditure-Based Economic Impacts
- Business and Employment Visitor Expenditure Impacts
- Social Benefit of Housing Access
- Housing Market Normalisation
- Residual Asset Value

The below table summarises the results of the cost benefit analysis.

Table 1 Summary of Cost Benefit Analysis Results

Summary	4%	7%	10%
Total Costs	-\$13.62	-\$13.09	-\$12.68
Capital Costs	-\$12.07	-\$11.90	-\$11.74
Maintenance	-\$1.55	-\$1.19	-\$0.94
Total Benefits	\$44.89	\$34.30	\$27.04
Construction Supply Chain Benefits	\$0.86	\$0.84	\$0.83
Economic Contribution of Key Workers	\$32.99	\$25.23	\$19.86
Household Expenditure-Based Economic Impacts	\$4.58	\$3.51	\$2.76
Business and Employment Visitor Expenditure Impacts	\$1.39	\$1.06	\$0.84
Social Benefit of Housing Access	\$2.39	\$1.83	\$1.44
Housing Market Normalisation	\$1.55	\$1.19	\$0.94
Residual Asset Value	\$1.12	\$0.64	\$0.37
NPV	\$31.27	\$21.21	\$14.36
BCR	3.30	2.62	2.13

BCRs and NPVs are positive for the 29 dwelling project at all discount rates, with BCRs exceeding 2.0 at 4% and 7% discount rates and 3.0 at the 4% discount rate.

Examining the results of the analysis on a per dwelling basis provides a series of "unit measures or values" which reflect a per dwelling cost and benefit. The purpose of these unit measures is to provide metrics and indicators for use by RoeROC Councils to apply to potential other key worker housing projects.

Based on the CBA results, Econisis estimates (at 7%):

- Present value of per dwelling cost \$451,316
- Present value of per dwelling benefits \$1.18m
- Net Present Value per dwelling \$731,423

The project has the capacity to delivery \$21.4m in economic out to the WA economy over the construction phase (assuming 2 years). This includes \$6.7m over 2 years of Gross Value Added to the regional economy. Approximately 11.2 FTE construction job years will be supported during the construction phase.

Indicators	Direct Impact	First Round	Industry Support	Simple Multiplier
Output (\$m)	\$6.2	\$3.0	\$1.5	\$10.7
Incomes (\$m)	\$0.8	\$0.6	\$0.3	\$1.8
Employment (FTEs)	3.0	1.8	5.9	11.2
GVA (\$m)	\$1.6	\$1.1	\$0.6	\$3.3

Table 2 Summary of Economic Impact, Construction Phase, Total Impact

### **Preliminary Implementation Advice**

A likelihood and consequences based risk assessment of the project identified no Extreme Risks. Only one Major Risk was identified – that Project-related housing assets have a negative value upon delivery. However, such negative value unlikely to be realized due to own-and-lease model proposed in the delivery model analysis and governance options. Financial contribution by the State Government will also alleviate such impacts.

Governance of the Project, from a procurement, delivery and ongoing operational perspective, can take a number of potential forms. While no recommendation on specific governance model was recommended, options for consideration include:

- Individual Local Government project management and delivery
- Coordinated regional project management and delivery
- Establishment of a regional community housing entity to manage the procurement, delivery and operations
- Engagement of an established Community Housing Organisation as a delivery partner
- Partnership with State Government agencies (Development WA, Department of Communities) in the procurement and delivery of the assets

Each options have positive and negative implementations, though retaining a strong involvement and leadership role of Local Government in the operation of the housing assets was viewed as critical to allowing the specific local key worker housing needs to be responded to in a flexible manner.

The following next steps are recommended for consideration:

- Engage with State Government agencies to secure in principle support for the projects and confirm appropriateness of governance and delivery models.
- Seek a design partner on the market to secure designs and costings for the project.
- Provide these details as part of a targeted investment application and funding submission to the State Government (or the relevant identified agencies). This may require minor amendments to financial and CBA elements of this business case.

Upon successfully securing funding, it is recommended that a procurement and project management plan be established to guide further steps in the delivery and implementation of the project.

#### Recommendations

This preliminary business case and associated analysis and evidence confirms the recommendation that:

State Government investment to be provided which will enable the construction of 29 residential and service accommodation dwellings across the RoeROC Councils for the purposes of providing accommodation and housing for key workers in the region.

## 2 PROJECT PURPOSE

### 2.1 Introduction

Key worker housing supply and affordability challenges are increasingly common across regional areas in Australia, impacting the ability to attract and retain key workers. The combination of small labour markets, flat and declining populations, comparatively low median housing market prices, and development feasibility issues require coordinated government intervention.

The RoeROC Workforce Housing Investigation (RRWHI) provides evidence that confirms the scale of demand for worker housing in the RoeROC Shires of Narembeen, Kulin, Kondinin, and Corrigin (the RoeROC subregion) through to 2031.

This Preliminary Business Case has been prepared in the WA Government Business Case Template for use by The Roe Regional Organisation of Councils (RoeROC) in engagement with the State Government to seek funding for land development and construction for key worker housing.

### 2.2 Proposal Background

### 2.2.1 Roe Regional Organisation of Council

The Wheatbelt Development Commission (WDC), in partnership with the RoeROC Shires, engaged JE Planning Services and Econisis to analyse key worker housing needs and challenges and highlight opportunities to stimulate housing development and investment in the RoeROC region.

The subregion encompasses a land area of approximately 18,700km2 and comprises the following LGAs:

- The Shire of Kulin
- The Shire of Corrigin
- The Shire of Narembeen
- The Shire of Kondinin

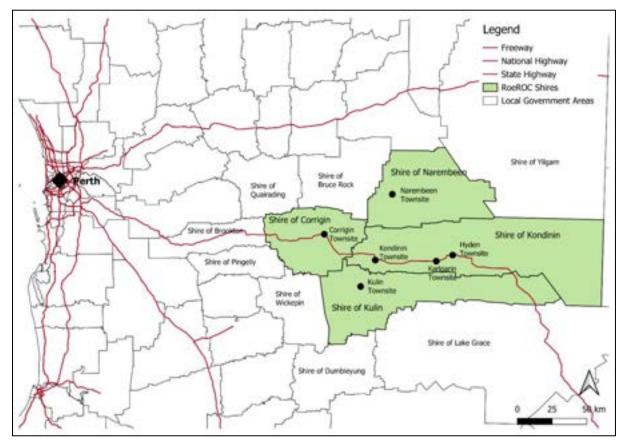


Figure 1 Location Plan – RoeROC Study Area

The *RRWHI Report* identified and quantified housing demand in four local government areas and identifying key development feasibility constraints, land availability, and potential development models to address future regional key worker housing.

While the region continues to experience economic growth, limited capital gains and lending restrictions in recent years have impacted the construction of new houses. The RoeROC Shires have identified a critical shortage of suitable key worker housing, which is impacting the ability of the private and public sectors to attract and retain skilled workers and their families in the region. Subsequently, this has increased reliance on drive-in-drive-out workers and the need for accommodation investment.

### 2.2.2 Socio-Demographic and Housing Profile

According to the ABS census data, the aggregate population of the RoeROC subregion in 2021 was 3,410, representing a gradually declining population of 336 people since 2011. This data also indicates a reduction of 49 dwellings since 2011 (see Table 1).

2011 Population	0.06		W =		
Dopulation	0.04				
Population	826	812	1,063	1,045	3,746
Dwellings	441	435	638	509	2,023
2016					
Population	765	809	1,146	873	3,593
Dwellings	467	412	558	440	1,877
2021					
Population	769	787	1,007	847	3,410
Dwellings	394	395	501	460	1,750

Table 3 Population and Total Dwellings Trends by Local Government Area (LGA), 2011 – 2021

The population distribution across the RoeROC shires is relatively even. The Shire of Corrigin is the largest population centre, comprising 29% of the RoeROC subregion, followed by the Shire of Kondinin at 25%. The Shires of Kulin and Narembeen each account for 24% of the population.

Table 4 RoeROC Population Distribution and Household Size, 2021

Indicators	Kulin	Narembeen	Corrigin	Kondinin	Total
Population	769	787	1,007	847	3,410
Population Percentage	23%	23%	30%	25%	100%
Total Dwellings	394	395	501	460	1,750
Household Size	2.5	2.3	2.3	2.2	2.3

The subregion's average occupancy is 2.3 persons per household (see Table 2). Table 3 indicates that the proportion of lone households represents 29.2%, which remained relatively stable between 2011-2021. The well-aged bracket has increased by 6% since 2011. Family households have reduced, with the representation of children and youth shifting from 21% to 18% of the population.

Table 5 RoeROC Housing Composition

ReeROC Trends	2011	2016	2021
Share of Population 0-14 (%)	21.2%	19.0%	18.5%
Share of Population 65+ (%)	16.8%	20.7%	22.8%
Family Households	69.7%	68.2%	68.9%
Lone Person Households	29.3%	29.4%	29.2%
Group Households	1.0%	2.4%	1.9%

RoeROC Trends	2011	2016	2021
Dwelling Occupancy			
Occupied	73.7%	76.1%	78.8%
Unoccupied	26.3%	23.9%	20.4%
Dwelling Type			
Separate house	93.9%	95.4%	94.8%
Semi-detached, row or terrace house, townhouse etc	2.0%	3.2%	3.7%
Flat or apartment	3.4%	0.0%	0.0%
Another dwelling	0.8%	0.2%	1.0%
Tenure			
Owned outright	46.8%	48.0%	51.5%
Owned with a mortgage	19.3%	19.4%	18.2%
Rented	29.6%	27.9%	20.9%
Other tenure type	1.7%	1.8%	8.1%
Tenure type not stated	2.7%	3.1%	1.3%

Table 6 RoeROC Housing Occupancy, Type and Tenure Trends 2011 – 21

The RoeROC subregion housing occupancy type and tenure indicate the following trends across the census periods:

- The level of dwelling occupancy has increased, with 79% of dwellings occupied and 20% registered as unoccupied.
- Single houses are the dominant dwelling typology, representing 95% of housing stock.
- An increase of 1.7% in grouped dwellings (semi-detached, row or terrace house, flat or apartment).
- An increase in home ownership since 2011, with 70% of properties privately owned or owned with a mortgage.
- There has been a 9% decrease in rented properties since 2011.
- A marked 7.5% increase in 'other tenure type' may represent employer provided housing and other social and community housing (not-for-profit/non-public sector).

The statistical reliability of ABS data based on smaller population catchments can also be low; therefore, the statistics on the rate of occupied/unoccupied dwellings may need verification. Also, understanding the tenure, age, condition, and location of unoccupied dwellings may provide some understanding of why the percentage of unoccupied dwellings is relatively high. A ground truth investigation into the number of unoccupied dwellings in the RoeROC subregion by LGA may be important to uncover the number of unoccupied dwellings available for use or refurbishment.

An investigation into the number of unoccupied dwellings was conducted for the 4WDL Region under the "Key Worker Housing Analysis 2023", may also provide some insight into occupancy rates in other Wheatbelt towns. This analysis found:

 Some of the houses that are vacant may need a fair bit of work – a new bathroom/kitchen, new floor coverings, and paint to get them up to a modern living standard. But they are not worth spending the money on.

- Other dwellings may not have anyone living in them because they are on satellite farms, which the farmer may use when they're working on that property.
- Another category is when older houses on farms are quite close to the newer main farmhouse. Farmers did this to utilise existing infrastructure. The old house is sometimes used for storage or may have a room or two for hobbies. But because it is so close to the main homestead, it would never be suitable as a rental.
- There are farmers who are not willing to rent out a farmhouse based on previous tenant experience.
- Many unoccupied dwellings would be farm dwellings and there has been a reduction in farm dwelling occupancy for several reasons. Rentals are not cared for and have now been left empty rather than dealing with the hassles of renting. Many of these dwellings now deteriorated beyond repair.
- Farmers purchasing adjacent properties but already have their own house and do not need the second house.
- Occupational health and safety prove to be a problem with families on farms. This risk is too high for children on farms, and therefore, farmers are reluctant to rent out these properties.

Population Forecasts provided through WA Tomorrow No.11 are based on growth rates projected from ABS 2016. WA Tomorrow includes a forecast range (A to E), indicating five probable futures. A and B contain the lower forecasts, C is the median forecast and D and E represent the higher forecasts. It is noted that WA Tomorrow No.12 report has been released but LGA breakdown data is still pending release, these forecasts will be based on 2021 ABS census information.

WA Tomorrow No.11 Band C projects a decline in the RoeROC subregional population. The recorded population from ABS 2021 is higher than WA Tomorrow Band C's forecast for 2031, indicating that the forecast does not represent current population trends.

WA Tomorrow (No.11)	2016	2021	2026	2031
Kulin	795	700	670	635
Narembeen	820	795	790	770
Corrigin	1 195	1 135	1 090	1 055
Kondinin	880	820	770	740
Total	3,690	3,450	3,320	3,200

Econisis presents the following population projects below. The projections are based on WA Tomorrow No. 11 projections Band E (higher growth rates due to the population recorded in 2021) rebased and annualised to 2031, using ABS Estimated Residential Populations (ERP) from 2016 to 2023. The forecast predicts a population of 3,442 people by 2031, representing a stable population with a marginal decline from the 2023 ERP (3,466 people).

Population	2016	2021	2026	2031
Kulin	783	789	798	767
Narembeen	815	820	851	840
Corrigin	1193	1028	1033	1000
Kondinin	894	872	884	834
Total population	3685	3509	3566	3442

#### Table 8 Rebased and Annualised Population Forecast (WA Tomorrow Band E)

### 2.3 **Project Context / Service Need**

While the RoeROC subregion is experiencing a population decline, forecasts and trends suggest that this decline will likely be gradual. The observed ERP trends of slight decline followed by slight growth in some LGAs indicate that each town has the potential to sustain economic activities over time. Addressing the shortfall in workers and suitable worker accommodation is crucial for maintaining current activities and supporting future growth.

'State Planning Policy 3.0 (SPP3) Urban Growth and Settlement' (WAPC,2006) recognises that local government should assess housing demand, and the type of additional housing needed to identify sufficient land to meet future population and housing needs. SPP3 states that planning strategies should secure an appropriate mix of housing types considering housing demand and the changing composition of households. The RRWHI housing demand forecast focuses on better-aligning dwelling typology to household composition, as it is recognised that increased housing choice and a greater variety of dwelling types are needed to cater for the varying needs of the subregion's workforce and the broader community.

While the RoeROC subregion is experiencing declining population trends, and forecasts predict this trend will continue; the decline rate is slow. Conversely, some of the LGAs within the area recorded slight growth over the past ten years. These trends may indicate that each town has the potential to sustain economic activities over time. However, addressing a shortfall in key workers and worker accommodation is vital to sustaining current activities.

Business Community and Local Government surveys were undertaken as part of the development of the RRWHI Report.

Survey outcomes and engagement feedback highlight the need for adequate worker accommodation and houses to support families with a yard. Key priorities from business owners regarding housing needs for workers in order of frequency of response included:

- 1. More short-term worker housing is needed/as short-stay accommodation for seasonal workers.
- 2. Lack of availability of any housing.
- 3. Attractive housing options to suit a family and couples with backyards.
- 4. More rental availability is needed for smaller housing units/townhouses for single workers
- 5. Replace or upgrade older accommodation. Modernise houses.
- 6. Housing people in caravan parks or in dongas is undesirable.

The RoeROC sub-regional workforce needs, and the overall 'Study Area' housing needs are based on a detailed analysis by LGA described in the 'Local Government Profile and Workforce Housing Needs' chapter. The forecast trends that apply to the Study Area have been translated to provide a high-level forecast of workforce housing needs for the RoeROC Subregion towards 2031. From 2019 to 2023, a total of 57 new dwellings were constructed in

the RoeROC subregion, averaging 11.4 dwellings per year. If current trends continue, the subregion would see an additional 81 dwellings by 2031, which falls short of the forecasted need.

RoeROC Subregion Housing Needs Analysis (Workforce Housing)									
	Assessment Category	High Scenario (A) 2024-2031	Conservative Scenario (B) 2024-2031	Current Trends (ABS and LGA Survey) Scenario (C)	Scenario A Worker housing	Scenario B Worker Housing			
A	Lone Households (cap figure)	241	144						
A1	Aged Accommodation	56	34						
A2	Public Sector Worker Accommodation	71	53		71	53			
A3	Private Sector Worker Accommodation	123	60		123	60			
в	ABS Building Trends/Shire Building activity\	81	81	81	48	48			
PT.	Additional Dwellings to 2031	331	227	81	242	160			
	Average Per annum	47	32	12	35	22			

Table 9 The Study Area Housing Needs Analysis<sup>1</sup>

The overall dwelling demand is predicted to be 3-4 times greater than current building activity and is estimated to require between 227 and 331 additional dwellings in the RoeROC subregion. To accommodate the public and private sector workforce between 2024 and 2031, an additional 160 (low estimate) to 242 (high estimate) dwellings are required.

To meet current building activity and increased workforce housing requirements, it is recommended that 32-47 dwellings be constructed each year over the next 6-7 years within the RoeROC subregion, with at least 22-35 dwellings being for workforce accommodation. This figure may incrementally address worker housing shortages and maintain ongoing replacement stock and additional dwellings for the broader community.

### 2.4 Policy Setting

### 2.4.1 State Government

### 2.4.1.1 Department of Communities and GROH

The WA Department of Communities operates across the construction, property finance and human services sectors to create affordable housing opportunities for people who would otherwise have difficulty accessing appropriate housing.

<sup>&</sup>lt;sup>1</sup> JE Planning Services (2024) RoeROC Workforce Housing Investigation 2024 Report

The Department of Communities (Communities) works in partnership with the private, government and not-for-profit sectors to deliver social housing across Perth and in regional and remote WA. This includes:

- direct management of more than 36,000 public housing dwellings, and approximately 8,000 dwellings in partnership with community housing organisations
- managing approximately 5,000 properties for Government employees under the Government Regional Officer Housing (GROH) Program
- providing housing for 122 Aboriginal communities in remote locations throughout the state
- constructing new social housing and overseeing the maintenance and refurbishment of social housing properties<sup>2</sup>.

The Department of Housing provides accommodation for government employees through the Government Regional Officers' Housing (GROH) program. This program is managed by the Housing Programs Directorate; property and tenancy management services are provided by Service Delivery staff in the relevant Regional Offices.

The Department of Housing manages over 5,500 GROH properties in over 250 locations across Western Australia. Approximately 55% of the stock is owned by the Department, and the remainder is leased from the private market. Additional accommodation is acquired via leasing, spot purchase and construction.

To meet ever increasing demand for government employee housing, Communities forms partnerships with the private sector. These include:

- Property owners who lease to Communities
- Real e-state agents who source properties to sell and or lease to Communities
- Builders and developers who construct properties for Communities<sup>3</sup>

### 2.4.1.2 Regional Development Assistance Program

Development WA also plays a critical role in regional housing supplies. Development WA's Regional Development Assistance Program (RDAP), with funding support from the State Government, helps Local Authorities build communities across Western Australia.

Established to address the sometimes prohibitive costs associated with development in regional WA, which can make them unviable for private developers, it also frees up land supply in areas where the supply of privately developed land is often limited, or non-existent.

Through the RDAP, the State Government provides funding to deliver regional projects which are essential in supporting revitalisation and growth of regional towns and centres. Potential

<sup>&</sup>lt;sup>2</sup> Department of Communities (2024) Housing accessed at https://www.wa.gov.au/organisation/department-ofcommunities/housing

<sup>&</sup>lt;sup>3</sup> Department of Communities (2024) GROH Fact Sheet accessed at https://www.wa.gov.au/system/files/2023-07/groh\_fact\_sheet.pdf

projects are assessed against established criteria outlined in the submission guide which will lead to built-form outcomes by a third-party participant.

Under the RDAP, local authorities can apply to Development WA for assistance to progress potential land development projects in their local government areas<sup>4</sup>.

### 2.4.1.3 State Infrastructure Strategy

Additionally, housing is identified as a key issue and focus is on the State Infrastructure Strategy. Access to appropriate and affordable housing is a critical enabler for community wellbeing and economic participation. However, WA's population and household structures are changing, living costs are increasing and more people are seeking social housing support services.

Housing has long been recognised as an issue that no state government can address on its own. Participation by federal and local governments, as well as community and not-for-profit providers and private industry, is required for a balanced system that reduces cost and maximises choice.

Five housing related recommendations were identified in the State Infrastructure Strategy including:

- Recommendation 71 Improve long-term planning and inform investment for social and affordable housing
- Recommendation 72 Prioritise further investment in social and affordable housing
- Recommendation 73 Enable and diversify social and affordable housing providers and housing choice
- Recommendation 74 Respond to the need for affordable and available housing in regional areas
- Recommendation 75 Improve Aboriginal housing outcomes and enable options for housing infrastructure<sup>5</sup>

This project relates specifically to Recommendations 72 and 74 of the State Infrastructure Strategy.

### 2.4.1.4 Housing Diversity Pipeline Program

The Department of Planning, Lands and Heritage (the Department) is working collaboratively with other Government agencies, to identify and offer suitable surplus Government owned land to the market for innovative housing developments, that may also provide for social housing and deliver more housing choice for our communities.

This model breaks away from traditional housing development approaches and encouraging the market to propose their specific design solutions to deliver new land and housing supply.

<sup>&</sup>lt;sup>4</sup> Development WA (2024) RDAP accessed at https://developmentwa.com.au/our-work/rdap

<sup>&</sup>lt;sup>5</sup> Infrastructure WA (2024) Housing accessed at https://www.infrastructure.wa.gov.au/state-infrastructure-strategy/term/housing

The Housing Diversity Pipeline is an opportunity for industry to join the Government to develop innovative and fit-for-purpose solutions that deliver better housing outcomes for all Western Australians.

### 2.4.2 Australian Government

The Housing Australia Future Fund (HAFF) and the National Housing Accord are Federal Government initiatives to improve housing outcomes for Australians and will collectively support the delivery of 20,000 new social and 20,000 new affordable homes across Australia over five years. These programs are administered by Housing Australia.

The HAFF is a \$10 billion investment fund established by the Federal Government and managed by the Future Fund. The income generated by the HAFF will provide disbursements used to deliver 20,000 new social and 10,000 new affordable homes over five years, including housing to support acute housing needs. Housing Australia is expected to administer the majority of disbursements from the HAFF which will be provided to the Housing Australia Future Fund Facility (HAFFF).

The National Housing Accord Facility (NHAF) is the instrument through which Housing Australia will support the delivery of affordable homes via financing under the National Housing Accord<sup>6</sup>.

Another part of the Accord is the Australian Government's \$1.5 billion Housing Support Program (HSP). This is one of a range of measures designed to help achieve the National Housing Accord's target of building 1.2 million new, well-located homes over 5 years from 1 July 2024. There are three streams under the HSP.

Up to \$500 million is available for state, territory and local governments over 2023-24 to 2024-25 to support the delivery of increased housing supply by funding projects that seek to deliver enabling infrastructure and provide amenities to support new housing development or improve building planning capability. More specifically the program will support:

- Infrastructure projects that support new housing, such as connecting essential services like water, power, sewage, and roads; and
- Infrastructure projects that provide amenities to support new housing, including shared facilities like community centres and parks.
- Building planning capability, including resources to support increased delivery of new housing and master planning to support increasing housing in well-located areas<sup>7</sup>.

### 2.5 Rationale for Intervention

While private markets are the preferred method in Australia and most Western countries, for the supply of goods and services to the population, such markets are subject to failure. "Market

https://www.housingaustralia.gov.au/housing-australia-future-fund-facility-and-national-housing-accord-facility

<sup>&</sup>lt;sup>6</sup> Housing Australia (2024) Housing Australia Future Fund Facility and National Housing Accord Facility accessed at

<sup>&</sup>lt;sup>7</sup> Infrastructure Australia (2024) Housing Support Program, accessed at https://www.infrastructure.gov.au/territories-regionscities/cities/housing-support-program

failure" represents a situation in which, for a diverse range of reasons, the private sector is unable to meet the needs and requirements of a community. Issues of market depth/liquidity, capital intensity and feasibility are common factors in situations where markets fail.

Regional communities such as those in RoeROC are more susceptible to issues of market failure, due to their comparative remoteness, small size/lack of demand critical mass and labour force constraints. This is particularly the case for housing, where the cost of construction often exceeds the market median price of housing.

The average estimated market cost of housing in the RoeROC subregion between 2014 and 2024 in Table 10 below is based on ABS data which suggests the average estimated market cost of a dwelling in 2024 was \$146,000.

Year	Kulin	Narembeen	Corrigin	Kondinin	Average of Estimated Cost
2015	\$116,000	\$130,000	\$150,000	\$70,000	\$116,500
2016	\$50,000	\$103,000	\$149,000	\$73,000	\$93,750
2017	\$90,000	\$120,000	\$130,000	\$35,000	\$93,750
2018	\$90,000	\$57,000	\$151,000	N/A	\$99,333
2019	\$72,000	\$143,000	\$175,000	\$81,000	\$117,750
2020	\$75,000	\$115,000	\$102,000	\$80,000	\$93,000
2021	\$67,000	\$112,000	\$135,000	\$71,000	\$96,250
2022	\$15,000	\$155,000	\$190,000	\$60,000	\$105,000
2023	\$120,000	\$131,000	\$180,000	\$77,000	\$127,000
2024	\$155,000	\$162,000	\$168,000	\$101,000	\$146,500

#### Table 10 Average Estimated Market Cost of Housing

### 2.6 Stakeholders

Stakeholder engagement underpins the project outline. The collection of data informs the RoeROC workforce housing analysis (worker housing needs analysis) through the following engagement processes:

- Business Community Survey (Business Community Stakeholders)
- Local Government Housing Survey (RoeROC working group)
- State Agency Stakeholder Survey (SGAS)
- Liaison with WA Country Health Service (WACHS) and Department of Communities (Government Regional Officers Housing Program (GROH)).

This Stakeholder Outcomes report summarises the findings and outcomes of the engagement activities. The RoeROC Housing Needs Investigation Report will include a comparative data analysis of the engagement outcomes presented, considering broader ABS data and a Literature Review.

The stakeholder group table identifies the stakeholders involved in the project, the level of engagement, and the terms of reference supporting the engagement activities and outcomes.

#### Table 11 Stakeholder Groups

	Consultation Level – keywords	Communication Methods/Terms of Reference
Project Control Group – • Wheatbelt Development Commission • ROE ROC Organisation of Councils • Consultants (Project Management)	Involve Collaborate	<ul> <li>Confirm Project Process and Content</li> <li>Confirm Objectives</li> <li>Develop Key messages</li> <li>Emails/Phone calls/Teams calls/Meetings</li> <li>Teams Presentation</li> <li>Confirm Recommendations</li> </ul>
ReeROC Working Group Shire of Narembeen Shire of Kondinin Shire of Corrigin Shire of Kulin (Steering Group)	Inform Involve Consult Collaborate Empower	<ul> <li>Provide data, local knowledge and other technical information.</li> <li>Complete the Local Government Survey/Questionnaire.</li> <li>All LGAs to engage local businesses and other key employers (&amp; community stakeholders) to seek responses on the Community Business Survey.</li> <li>Emails/ and phone calls</li> <li>Teams Meeting/ Final Presentation</li> <li>Document Review</li> </ul>
State Agency/ Service Agency Stakeholders • WA Country Health Services • Department of Community Services - GROH • Police • Local Public Schools • Western Power • Water Corporation • Department of Planning Lands and Heritage • Development WA (RDAP)	Inform Consult Involve	<ul> <li>Building awareness</li> <li>Gather views/information</li> <li>Emails/ and phone calls</li> <li>Feedback</li> </ul>
Business Community Stakeholders <ul> <li>Industry</li> <li>Farming</li> <li>Commercial</li> <li>Not for Profit</li> <li>List to be developed by each Shire</li> </ul>	Inform Consult	<ul> <li>Gather views/information.</li> <li>Survey</li> <li>Emails/phone calls</li> <li>Feedback</li> </ul>

## 3 STRATEGIC OPTIONS IDENTIFICATION AND ANALYSIS

### 3.1 **Potential Solutions**

### 3.1.1 Vacant Residential Land Analysis

The Wheatbelt Development Commission undertook a vacant land assessment across the RoeROC main townsites. The assessment details are contained in the 'RoeROC Development Capacity Assessment and Town Action Plan'. Based on the data provided, there are approximately 165 vacant residential zoned lots in the main towns of Corrigin, Kulin, Narembeen, Kondinin, Hyden, and Karlgarin. A high-level review of the forecast housing need and current land supply is provided in Table 42 below. The table reveals that 10% of the vacant land has access to full servicing, 66% of the vacant residential zoned land is partially serviced, and 24% of the vacant land is not serviced.

A comparison of the dwelling forecast data with the vacant land reveals that there may be a shortage of vacant residential zoned land to accommodate additional dwelling demand toward 2031 unless significant efforts are made to improve servicing and planning outcomes (i.e. subdivisions, development and increased density). Short-term housing needs may be addressed with current land supply (subject to servicing) given the high-level assessment that the overall demand of 160 dwellings (Scenario B – Low) may be facilitated on the 165 vacant residential lots (albeit a significant portion of these are not supported by power, water or waste services. Improved planning and servicing may significantly increase the capacity of this land supply. Otherwise, each of the Shires will likely face a shortage of available land to meet the housing forecasts presented in this study.

LGA	Scenario A - H	igh	Scenario B	- Low	Vacant Resi townsite)	dential Zon	e Land (mai	n
	Additional Dwellings to 2031	Total Worker housing	Total dwellings	Total Key Worker housing	Vacant Residential Lots DPLH	Serviced	Partial Servicing	Not Serviced
Shire of Corrigin	125	96	81	59	58	10	41	7
Shire of Kulin	42	29	33	23	37	0	35	2
Shire of Naremebeen	69	42	50	30	30	6	21	3
Shire of Kondinin	95	75	64	48	40	0	13	27
Total	331	242	228	160	165	16	110	39

#### 3.1.2 National Housing Delivery Models Examples

Case study research and review of other key worker housing projects nationally in NSW<sup>8</sup>, Queensland<sup>9</sup>, Victoria<sup>10</sup> and South Australia<sup>11</sup> confirmed that key worker housing supply and affordability challenges are increasingly common across regional areas in Australia. The combination of small labour markets, flat and declining populations, comparative low median house prices and development feasibility issues create an environment in which coordinated government intervention is required.

While State and national governments are best placed to provide financial support to incentivise and address fiscal shortfalls in key worker housing supply and development. Local Governments have the potential to play a critical implementation role in directly facilitating new key worker housing projects. This includes working independently or in collaboration with State Government and community housing organisations.

Local Government responses and actions in recent years have been varied, ranging from providing land supply and planning support, investment and demographic information provision and infrastructure and land development funding incentives and waivers. However, the most direct role of councils in other States has been through the direct development of key worker housing.

This includes through the provision/gifting of residential land to private developers and community housing organisations for agreed development for key worker and affordable housing, as well as direct development and owners of housing under affordable rental models.

A challenge with direct housing ownership for regional local governments however has been the issue of negative equity – with land and construction development costs commonly exceeding market prices in small regional markets, leading to Council budgets and balance sheets being impacted by asset write downs. As such, State and national Government's must play a critical role of removing this fiscal burden from local government, providing bridging grants and finance to allow Councils to play a direct role in key worker housing provision in a targeted and responsive manner.

A review of key worker housing projects nationally has added to this analysis and allowed for the refinement and delineation of 5 potential government-related housing delivery models for the RoeROC area. These include:

- Local Government Development and Ownership the local governments receive capital funding support to develop housing for which they retain ownership and enter short- and long-term leases with key worker households.
- Market/Community Housing Financial Development Subsidy the provision of a financial development subsidy to address the net residual value gap in the development

<sup>&</sup>lt;sup>8</sup> NSW DPI (2022) Regional Housing Taskforce accessed at https://www.planning.nsw.gov.au/Policy-and-

Legislation/Housing/Housing-Package/Regional-housing/Regional-Housing-Taskforce

<sup>&</sup>lt;sup>9</sup> Queensland Treasury (2022) Housing Investment Fund accessed at https://www.treasury.qld.gov.au/programs-andpolicies/housing-investment-fund/ <sup>10</sup> Planning Vic (2022) Big Housing Build accessed at https://www.planning.vic.gov.au/permits-and-applications/big-housing-

build

<sup>&</sup>lt;sup>11</sup> HomeSeeker SA (2022) Welcome to HomeSeeker SA accessed at https://homeseeker.sa.gov.au/

of key worker housing by private market, business and community and social organisations.

- Build to Rent Partnership Model providing local government of occupancy and tenancy for build-to-rent housing providers.
- Local Government Rating Incentives providing local government rating incentives that improve the commercial return on investment of private sector housing development, particularly for build to rent.
- Headworks and Land Services Contributions financial contributions by the State Government to headworks and other infrastructure and servicing costs associated with the development of residential land for key worker housing.

These options all relate specifically to either direct or indirectly facilitating capital investment in key worker housing. They exclude specific models relating to governance and or JVs of the housing once delivered. Advice and recommendations on potential options are included in section 5.0 of the business case.

The delivery options identified have been assessed using a Multi-Criteria Analysis approach in section 3.2.2 of the business case.

### 3.2 **Preferred Project Options**

### 3.2.1 Short-Listed Sites

Vacant residential land supplies are constrained by servicing, tenure, ownership, environmental overlays and suitability for investment. The Wheatbelt Development Commission reviewed available land within the major townships of the RoeROC LGAs and confirmed that number of lots across the region meeting short-listing criteria was limited. Across them 18 potential dwellings were identified for development over 2 sites located in across Corrigin and Narembeen.

- Lot 1 (24) Lynch Street, Corrigin
- Lot 16 (7) & 17 (5) Currall Street, Narembeen
- Lot 16 (35), 17 (37) & 18 (39) Price Street, Kulin
- Lot 151 (43) Radbourne Drive, Hyden

### 3.2.2 Preferred Delivery Options

The suitability and preferences of the housing delivery and development options identified in section 3.1.2 have been assessed using a Multi-Criteria Analysis (MCA) approach.

### 3.2.2.1 MCA Approach

A Multi-Criteria Assessment or MCA is an appraisal and evaluation technique that accounts for the role of economic, social and environmental factors in decision-making. Unlike CBA or SROI it does not require the monetization (monetary valuation) of social and environmental outcomes.

An MCA incorporates a series of measures across a criterion with the results of the measures aggregated up to a single result for the criteria as a whole. The results can be weighted or

unweighted, with the latter providing a simpler and cleaner output at the potential risk of individual criteria/measures disproportionately impacting the results.

This has followed the Guide to Multi-Criteria Analysis – Technical Guide of the Assessment Framework, July 2021 from Infrastructure Australia. This process is outlined in the following diagram.

The key steps in the design and application of the MCA include:

- Setting objectives
- Setting criteria, measures and weights
- Defining how measures are scored
- Applying the MCA.



#### Figure 2 Overview of MCA Design Process<sup>12</sup>

Scoring measures:

- <5: Not suitable</li>
- 5-9: Low level of suitability
- 10-14: Reasonable level of suitability
- 15-20: High level of suitability

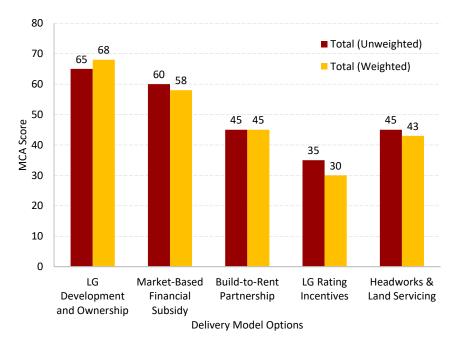
<sup>&</sup>lt;sup>12</sup> IA (2021) Guide to Multi-Criteria Analysis – Technical Guide of the Assessment Framework, July 2021 accessed at https://www.infrastructureaustralia.gov.au/sites/default/files/2021-07/Assessment%20Framework%202021%20Guide%20to%20multi-criteria%20analysis.pdf

## 3.2.2.2 Suitability Criteria

The assessment has utilised a qualitative unweighted and weighted approach to assessing the fundamental suitability of different delivery models to addressing key constraints and barriers to the development of key worker housing in the study area and the extent to which the models will facilitate housing delivery.

Key Criteria and their weightings include:

- **Residual Value/Feasibility Gap** the extent to which residual asset values and feasibility gap are addressed (40%)
- Housing Delivery Certainty extent to which the model delivers housing to the market (20%)
- **Market-Failure Solution** extent to which non-financial barriers causing regional housing market-failure are addressed. This can include infrastructure and servicing (20%)
- **Non-Government Involvement** extent to which non-government investment is induced or supported (10%)
- **Control of Delivery and Operational Risks** extent of government has control or management over risks of delivery and operations of the housing (10%)



The results of the MCA are illustrated below and summarised in the following table.

#### Figure 3 Delivery Option MCA Scores, Weighted and Unweighted

Overall, Local Government Development and Ownership (directly or through a community housing organisation) represents the preferred solution in the RoeROC Study Area. Other options struggle in light of the regional nature of the market and the significant gap between market prices and feasibilities. This is particularly the case for options relating to Local Government Rating Incentives, which is unlikely to be sufficient to change fundamental market failure attributes in the area.

While land availability is an issue in some locations, a small number of suitable sites have been identified for development in the short-term, requiring only facilitatory investments in servicing. This reflects the fact that head works, and land servicing costs are only part of the factors that contribute to feasibility challenges in the area.

The provision of a financial subsidy to private sector and community-based key worker housing models does have some potential, particularly based on a co-investment model with market, employer and community housing partners. However, this model heavily dependent on the rate of take up and capacity of organisations within the region to meet the remaining capital requirements of the developments.

Build-to-Rent models are increasingly attractive where Government and other organisations can provide certainty of long-term leasing and tenancy. This model has potential long-term benefits and there are examples of its implementation in locations in the Pilbara and larger communities where feasibility issues are due to affordability, and not market size and negative residual values. Rental returns are generally positive in the region based on low median house prices according to Regional Economic Analysis research. This is also likely to still require some form of financial or land related contribution to the Project from the public sector to ensure its viability.

# 4 **PROJECT EVALUATION**

## 4.1 Evaluation Approach

The preferred options have been evaluated across several domains including:

- Financial Feasibility Analysis of the preferred option.
- WA Treasury and Australian Government Office of Impact Analysis-compliant cost benefit analysis, assessing economic, social and environmental benefits.
- Economic and Employment Impact Assessment, based on WA-specific regional economic multipliers

## 4.2 Financial Analysis

## 4.2.1 Construction Cost Estimates

Chadwick Consulting was engaged by Wheatbelt Development Commission to provide preliminary construction feasibility and cost estimates for two housing investment concepts.

These housing investment concepts are supported by high-level costings based on the following assumptions, inclusions, and contingencies:

- Dwelling costs are based on average square meter rates for each typology and configuration, account for the cost associated with construction in the Wheatbelt region, and include:
- Pad, house, driveways, carports (one carport for one bedrooms, two carports for two or more bedrooms).
- Liveable but not excessive specification that seeks to balance the cost of delivery against the desire to attract key workers into appropriate and comfortable homes. This includes standard kitchen cabinetry and fit-out specifications, middle-tier vinyl planking, air-conditioning to living spaces, a verandah to the outdoor living space, and carports (not garages).
- Dwelling configuration has been chosen to align with the demand demonstrated in the *RoeROC Workforce Housing Investigation 2024* report prepared by JE Planning, and to provide a comparison of differing development approaches.
- Initial investigations of planning frameworks, bushfire risk, and power, sewer and water network capacities have been undertaken.
- Estimated costs of any required capacity and network extension upgrades are included where necessary.
- No provision has been made for gas supply to the properties.
- A standardised provision is included for onsite drainage. This requirement may differ between sites, but accounting for the relatively small hard surface footprints of the modelled dwellings, it is unlikely these costs will dramatically impact project feasibility.
- Provision has been made for minor earthworks only. Desktop analysis indicates predominantly clear and level terrain on the subject sites.

- A 10% design and construction contingency, representing the uncertainty of costing construction without site surveys, engineering reports and validated design concepts.
- Costs are valid as of November 2024, and do not include escalation to account for inflation or changes in the construction market.

The total cost for the provision of the twenty-nine residential and serviced accommodation dwellings is estimated to be approximately \$12,302,266, with an average estimated cost for servicing and construction of each dwelling being \$424,216. Cost estimates provided for each of the sites, based on the expected yield is outlined in the tables below.

The cost estimates below relate to the development of three 2-bedroom/1-bathroom and three 3-bedroom/2-bathroom dwellings in Corrigin. These costings are based on indicative internal floor areas of 82m<sup>2</sup> and 100m<sup>2</sup> respectively.

Lot 1 (24) Lynch Street, Corrigin	Costs
Headworks, connections and fees	\$45,005
Site works and internal services	\$240,000
Planning and technical costs provision	\$22,000
Construction	\$2,547,000
Three 2-bed, 1-bath	\$393,000 per dwelling
Three 3-bed, 2-bath	\$456,000 per dwelling
Design and construction contingency	10%
TOTAL	\$3,137,206
Per dwelling	\$522,868

Table 13 Cost Estimates for Lot 1 (24) Lynch Street, Corrigin

Note that for the Narembeen site, the Seven 2 bed, 2 bath are expected to be serviced accommodation suitable for short and medium non-permanent residential style living for visiting and contracted key workers. These costings are based on indictive internal floor areas of 82m<sup>2</sup> and 100m<sup>2</sup> respectively.

 Table 14 Cost Estimates for 5 & 7 Currall Street, Narembeen

5 & 7 Currall Street, Narembeen	Costs
Headworks, connections and fees	\$227,401
Site works and internal services	\$480,000
Planning and technical costs provision	\$29,000
Construction	\$3,187,500
Seven 2-bed, 2-bath (dual-key)	\$282,700 per dwelling
Five 2-bed, 1-bath	\$235,000 per dwelling
Design and construction contingency	10%
TOTAL	\$4,313,391
Per dwelling	\$359,449

The cost estimates below relate to a mix development of three 2-bedroom/1-bathroom and three 3-bedroom/2-bathroom dwellings in Kulin. These costings are based on an indicative internal floor area of 76m<sup>2</sup> and 126m<sup>2</sup> respectively.

Table 15 Cost Estimates for 35, 37, & 39 Price Street, Kulin

35, 37, & 39 Price Street, Kulin	Costs
Headworks, connections and fees	\$67,565
Site works and internal services	\$240,000
Planning and technical costs provision	\$29,000
Construction	\$1,951,125
Three 2-bed, 1-bath	\$240,875 per dwelling
Three 3-bed, 2-bath	\$409,500 per dwelling
Design and construction contingency	10%
TOTAL	\$2,516,459
Per dwelling	\$419,410

The cost estimates below relate to a mix development of two 2-bedroom/1-bathroom and three 3-bedroom/2-bathroom dwellings in Hyden (Shire of Kondinin). These costings are based on an indicative internal floor area of 76m<sup>2</sup> and 126m<sup>2</sup> respectively.

#### Table 16 Cost Estimates for 43 Radbourne Drive, Hyden

43 Radbourne Drive, Hyden	Costs
Headworks, connections and fees	\$104,068
Site works and internal services	\$200,000
Planning and technical costs provision	\$18,000
Bushfire prone construction provision	\$90,600
Construction	\$1,710,250
Two 2-bed, 1-bath	\$240,875 per dwelling
Three 3-bed, 2-bath	\$409,500 per dwelling
Design and construction contingency	10%
TOTAL	\$2,335,210
Per dwelling	\$467,042

Based on this, the project will yield 22 residential dwellings and 7 serviced apartment dual key dwellings for a capital value of \$12.302m over two years.

## 4.3 Cost Benefit Analysis

## 4.3.1 Benefits to be Delivered

A range of direct economic and social benefits of the Preferred Option have been identified. Those benefits which are capable of being monetised for inclusion in the CBA are outlined in the table below.

Benefit	Theme/Description	Method of Calculation
Construction Supply Chain Benefits	Benefits to the WA and regional construction industry of the non-residential capital investment.	Applied a first round GVA economic multiplier of 7.1% to the capital expenditure. Based on WA specific regionalised input/output transaction table. Assumed a construction phase of 2 years.
Direct Economic Contribution of New Key Worker Households	The key workers moving into the houses will be able to be work in the region. This benefit measures their productivity by working in the local economy.	The relative productivity of an individual- worker was calculated by dividing the GVA of the Education, Health and Public Safety/Admin industries in WA by the number of workers in these industries. This was multiplied by the 22 new long-term households. Weighting of 80% applied to remaining 7 dwellings for short-term serviced apartment occupancy rate. It was assumed that there will be 1.25 key workers per household. An attribution rate of 50% was applied to account for other factors contributing to a worker's productivity e.g. the company they work for.
Household Expenditure Benefit	The contribution to the local economy of the new households spending at local retail businesses.	An average household's retail related expenditure is \$33,000 per year <sup>13</sup> . This was applied to the 22 new long-term households and a GVA to expenditure conversion rate of 50% was applied.
Business and Employment Visitor Expenditure Impacts	The expenditure and Gross Value Added contribution of short-term workers accommodated in the	Based on an average occupancy rate of the 7 serviced apartments of 80% per year with 1.25 people per apartment and an average intrastate visitor expenditure per night. Converted to GVA in line with Tourism Satellite Account for WA 5 year average. An attribution rate of 50% was applied to reflect non-accommodation share of expenditure impacts
Social Benefit of Housing Access	The social benefits of housing access include health cost savings, reduced domestic	These social benefits were quantified and collated by SGS Economics in their 2022 'Give Me Shelter' report. The combined total of these

<sup>&</sup>lt;sup>13</sup> Market Info 2022 (Market Data Systems)

Benefit	Theme/Description	Method of Calculation
	violence, enhanced human capital, reduced costs of crime, and education benefits.	benefits per household is \$8,600 <sup>14</sup> . This was applied to the 22 long-term households.
Housing Market Normalisation	Benefit relating to housing market normalisation due to no functioning housing market currently.	Multiplied the construction cost of the homes by 1% each year.
Residual Asset Value	A static residual value compares the direct and indirect costs associated with the construction of a dwelling with the notional market value of that dwelling.	Calculated by dividing the construction cost by 25 years and multiplying it by 5. Applied in the final year of the asset lifetime (20 years after construction).

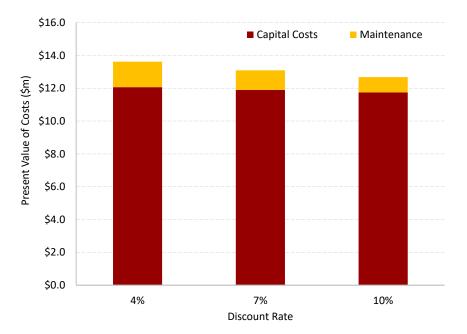
## 4.3.2 CBA Results

This sections provides an overview of the present value and composition of costs and benefits for the project. It includes an outline of the Benefit cost Ratios and Net Present Value results for each project.

## 4.3.2.1 Costs

The evaluation estimates the present value of costs to range from \$13.62m at the 4% discount rate to \$12.68m at the 10% discount rate. The majority of this is the capital cost, with the remainder comprising the annual maintenance cost.

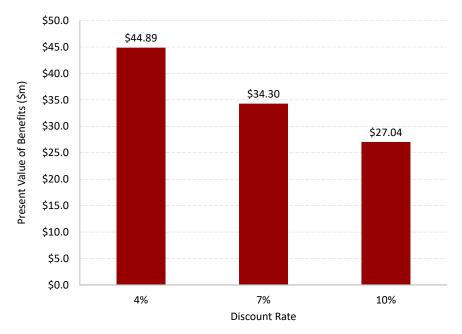
<sup>&</sup>lt;sup>14</sup> SGS Economics and Planning (2022) Give Me Shelter. Accessed at https://sgsep.com.au/assets/main/SGS-Economics-and-Planning\_Give-Me-Shelter.pdf



#### Figure 4 Present Value of Costs

### 4.3.2.2 Value of Benefits

Overall, the benefits of the project are approximately \$34.30m at the 7% discount rate. This ranges from \$27.04m at the 10% discount rate to \$44.89m at 4%.



#### Figure 5 Present Value of Benefits

The largest benefit expected over the 20-year assessment period for the project (at a 7% discount rate) is the economic contribution of key workers (both short and long-term stays), accounting for \$25.23m. Following this are Household Expenditure and Social Benefit of Housing Access, which account for \$3.51m and \$1.83m respectively. All other benefits are valued at less than \$1.2m at the 7% discount rate over 20 years.

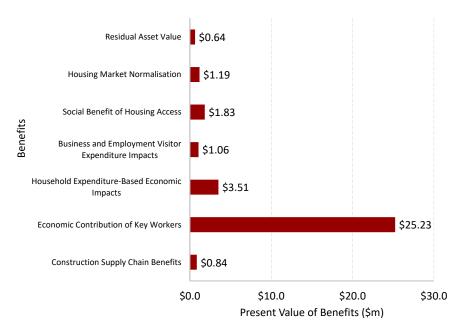
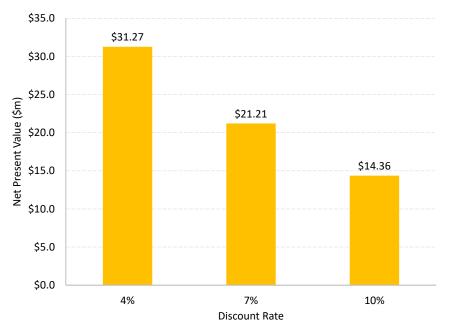


Figure 6 Present Value of Individual Benefits at the 7% Discount Rate

## 4.3.2.3 NPV and BCR

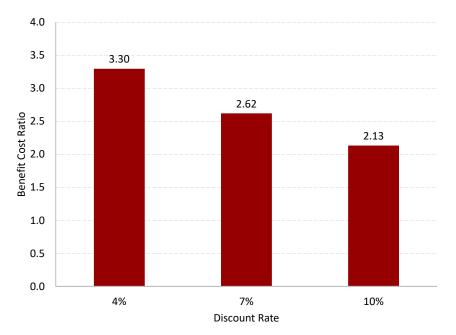
Comparing the present value of benefits to that of costs, Econisis estimates the project will yield a net present value of between \$31.27m over 20 years at the 4% discount rate and \$14.36m at the 10% discount rate. All net present value estimates are above \$0, meaning that the present value of the benefits is greater than that of the costs across all discount rates.



#### Figure 7 Net Present Value by Discount Rate

The benefit cost ratios ranged from 3.30 at the 4% discount rate to 2.13 at the 10% discount rate. Any BCR above 1.0 is regarded as positive, with BCRs at or approaching 3.0 particularly positive. This reflects the fact that benefits that accrue in the future have a higher degree of uncertainty, and while this is addressed to an extent by the discount rates, a higher BCR provides the project a greater "buffer" that it will indeed yield benefits greater than the costs.

In this instance, the predominantly economic nature of the assets means that the 7% discount rate is most relevant.



#### Figure 8 Benefit Cost Ratio by Discount Rate

In this instance, the predominantly economic nature of the assets means that the 7% discount rate is most relevant.

The below table provides a summary of the cost benefit analysis results.

#### Table 18 Summary of Cost Benefit Analysis

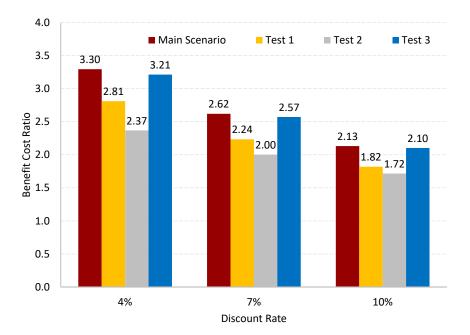
Summary	4%	7%	10%
Total Costs	-\$13.62	-\$13.09	-\$12.68
Capital Costs	-\$12.07	-\$11.90	-\$11.74
Maintenance	-\$1.55	-\$1.19	-\$0.94
Total Benefits	\$44.89	\$34.30	\$27.04
Construction Supply Chain Benefits	\$0.86	\$0.84	\$0.83
Economic Contribution of Key Workers	\$32.99	\$25.23	\$19.86
Household Expenditure-Based Economic Impacts	\$4.58	\$3.51	\$2.76
Business and Employment Visitor Expenditure Impacts	\$1.39	\$1.06	\$0.84
Social Benefit of Housing Access	\$2.39	\$1.83	\$1.44
Housing Market Normalisation	\$1.55	\$1.19	\$0.94
Residual Asset Value	\$1.12	\$0.64	\$0.37
NPV	\$31.27	\$21.21	\$14.36
BCR	3.30	2.62	2.13

#### 4.3.2.4 Sensitivity Tests

Three sensitivity tests of the Program were undertaken which examined:

- Test 1 Reduced number of key workers per household from 1.25 to 1.0.
- Test 2 Worker productivity benefits applied for only 10 years, down from the original 20 years.
- Test 3 There was no residual asset value benefit.

The results of these sensitivity tests and the original main scenario results of the project at the 7% discount rate have been analysed.



## Figure 9 Sensitivity Test BCR's by Discount Rate

Test 1 resulted in the BCR decreasing to between 2.81 at the 4% discount rate and 1.82 at 10%. This change is not significant and demonstrates that when the number of key workers per dwelling is decreased, the benefits associated with workforce and household formation remain positive.

Test 2 results in a further decline in the BCR to 2.37 at 4% and 1.72 at 10%, though the BCRs remain positive. This reflects the fact that even if the length of time during which worker economic productivity is effectively halved, the benefits of this initial period of additional workforce capacity continues to generate positive impacts.

Test 3 saw only a marginal decline in BCRs across all discount rates. This test revealed that despite removing residual values, the impact of discounting on the present value of the assets, the short lifespan assumed in the CBA (i.e. 25 years), and the fact that the role of the dwellings is only indirectly related to general housing market dynamics and instead is focused on key worker capacity building, the project still provides a strong value for money opportunity.

## 4.3.3 Unit Measures

Examining the results of the analysis on a per dwelling basis provides a series of "unit measures or values" which reflect a per dwelling cost and benefit. The purpose of these unit measures is to provide metrics and indicators for use by RoeROC Councils to apply to potential other key worker housing projects.

Based on the CBA results, Econisis estimates (at 7%):

- Present value of per dwelling cost \$451,316
- Present value of per dwelling benefits \$1.18m
- Net Present Value per dwelling \$731,423

This means on average, each key worker dwelling delivered will generate \$1.18m in economic and social benefits for the location over 20 years.

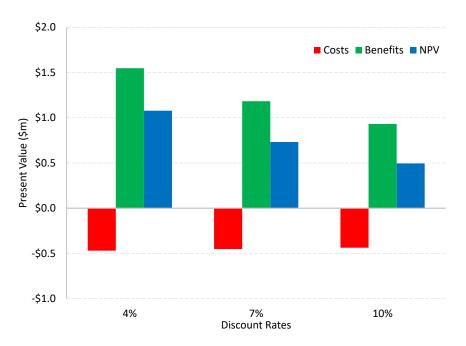


Figure 10 Unit Measures, Costs, Benefits and NPV by Discount Rate

## 4.3.4 Benefits Realisation and Management

The following table outlines the framework for the realisation and management of benefits identified in the CBA.

Benefit	Theme/Description	Responsible Stakeholder	Requirement
Construction Supply Chain Benefits	Benefits to the WA and regional construction industry of the non- residential capital investment.	Proponent	Ensure that procured housing and construction products and solutions are sourced from WA companies.
Direct Economic Contribution of New Key Worker Households	The key workers moving into the houses will be able to be work in the region. This benefit measures their productivity by working in the local economy.	Proponents, Housing Managers	Ensure that tenants of housing are actively engaged in sectors requiring key workers in the regional economy.
Household Expenditure Benefit	The contribution to the local economy of the new	Proponents	Ensure that tenants of housing are able to access key goods and

Table 19 Benefits Realisation Plan

Benefit	Theme/Description	Responsible Stakeholder	Requirement
	households spending at local retail businesses.	Local Governments Local Business	services to support their household's daily functioning.
Social Benefit of Housing Access	The social benefits of housing access include enhanced labour market productivity, health cost savings, reduced domestic violence, enhanced human capital, reduced costs of crime, and education benefits.	Proponents GROH Community Housing Providers	Ensure that tenants of housing are unable to access private market housing and that the key worker housing represents the only accommodation option available.
Housing Market Normalisation	Benefit relating to housing market normalisation due to no functioning housing market currently.	NA	Incidental benefit linked to new housing supply.
Residual Asset Value	A static residual value compares the direct and indirect costs associated with the construction of a dwelling with the notional market value of that dwelling.	Proponent	Ensure ongoing maintenance is undertaken to preserve asset value over the long-term.

## 4.4 Employment and Economic Impact

At the core of an Economic Impact Assessment is Input–Output (IO) tables. IO tables are part of the national accounts by the ABS and provide detailed information about the supply and use of products in the Australian economy, and the structure of and inter–relationships between Australian industries.

IO tables are converted, through statistical analysis, into a series of Economic Multipliers. These Multipliers represent the relationship between the direct activity (expenditure or production) associated with a Project and the wider economy.

The results of an EIA are generally presented as both direct effects, that is effects from the direct activity of the Project or event, and indirect effects, which are additional effects from further rounds of spending in the supply chain. A third or consumption effect, resulting from rounds of consumer spending generated by the additional income in the region can also be calculated.

Econisis has allocated the construction costs for the housing development across the following sectors of the WA economy:

- Heavy and Civil Engineering Construction (10%)
- Residential Building Construction (80%)
- Professional, Scientific and Technical Services (5%)

• Public Administration and Regulatory Services (5%).

For the purpose of this assessment, Econisis has assumed a 2 year construction phase in line with the CBA.

Overall, this construction phase of the project is expected to generate \$21.4m in economic output and \$6.7m in Gross Value Added over two years.

Indicators	Direct Impact	First Round	Industry Support	Simple Multiplier
Output (\$m)	\$12.3	\$6.0	\$3.1	\$21.4
Incomes (\$m)	\$1.7	\$1.3	\$0.7	\$3.6
Employment (FTEs)	3.0	1.8	5.9	11.2
GVA (\$m)	\$3.2	\$2.2	\$1.2	\$6.7

Table 20 Construction Phase Economic and Employment Impacts, Total, Simple Multipliers

Table 21 Construction Phase Economic and Employment Impacts, Annual Average, Simple Multipliers

Indicators	Direct Impact	First Round	Industry Support	Simple Multiplier
Output (\$m)	\$6.2	\$3.0	\$1.5	\$10.7
Incomes (\$m)	\$0.8	\$0.6	\$0.3	\$1.8
Employment (FTEs)	3.0	1.8	5.9	11.2
GVA (\$m)	\$1.6	\$1.1	\$0.6	\$3.3

This economic activity will support 11.2 FTEs across the entire construction phase.

# **5 PRELIMINARY IMPLEMENTATION ANALYSIS**

## 5.1 Risk Evaluation and Management

The following represents a preliminary risk assessment of the Project. This employs a likelihood and consequences based weighted risk assessment methodology to allocate a risk score (1-5 based on the level of certainty of occurring and the severity of the consequences) to each risk assessed. Risks deemed as High or Extreme can then be subject to Project specific mitigation mechanisms to ameliorate the potential impact of those risks.

An overview of the of the risk matrix is outlined below.

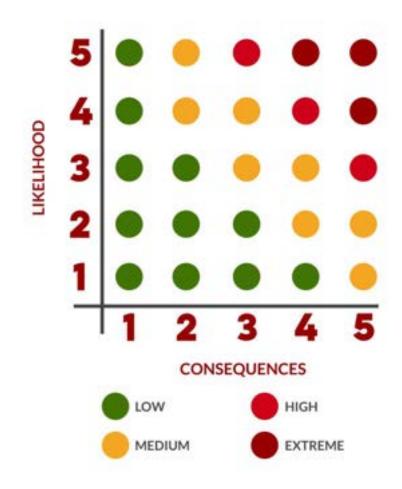


Figure 11 Risk Assessment Matrix

The results of the risk assessment for the Project are summarised in the table below.

#### Table 22 Preliminary Risk Assessment

Risk	Description	Likelihood	Consequences	Score	Explanation
Project-related housing assets have a negative value upon delivery.	The construction value of housing exceeds that of the market value of the product, resulting in negative values and write downs on the assets.	5	4	20	Mitigated by the intention for the Local Governments to retain ownership of the houses and lease them to key workers. Negative residual value will not be realised as no intention for asset to be sold. Portion of negative value write down offset by financial contribution from State Government
Demand for housing by key workers is less than expected	The demand for housing by key workers in the region is less than expected.	2	3	6	Demand analysis provides strong evidence of demand that significantly exceeds proposed supply. Expected that demand and need will outstrip project capacity in the short-term.
Housing construction costs escalate above expected values	Site specific concept designs or market forces may result in housing construction costs escalating above current estimates.	4	3	9	Construction cost escalation rates are expected to continue to moderate in the short-to-medium terms from recent historical highs, decreasing market-related risks. Modular and prefabricated construction methods analysed as part of the financial analysis provide further opportunity for cost management. Financial cost estimates also include regional and project contingencies.
Housing assets devalue over time	Housing assets devalue over time due to use and wear.	2	4	8	Expected that housing will be subject to annualised maintenance. Real 1% maintenance value on assets included as part of whole of lifecycle costings in CBA. Residual asset values based on replacement cost in CBA but included in 20 <sup>th</sup> year.
Economic contribution of workers lower than expected	Economic contribution of key workers accommodated in the housing is lower than expected, reducing	3	3	9	GVA per worker applied in CBA excludes distorting impacts of mining sectors and focuses principally on average worker productivity in sectors linked to key and critical workers. Adjusted to latest data now

Risk	Description	Likelihood	Consequences	Score	Explanation
	economic return on investment				further removed from impact of COVID-19 economic conditions. Sensitivity testing confirmed lower key worker yield per dwelling does not undermine value for money of investment.
Local Government capacity to manage housing assets limited	The local government's lack the financial and operational capacity to manage housing tenancies and assets into the long-term.	2	2	4	All local government involved have experience in assets and lease management including maintenance. Strong occupancy rates expected to generate partial revenue streams from housing assets which will enable a degree of self-funding of financial imposts on Councils.
Procurement efficiency and scale risks from individual Local Government procurement	Governance options below identify opportunity for each individual Local Government to drive their own procurement process for the dwellings, reducing capacity to capture efficiencies and scale economies from a single collective procurement process.	2	4	8	Managed through the governance of the project in partnership with the State Government. Market-based EOI process covering all Council's as a single project recommended.

No Extreme Risks were identified in the project. One Major Risk was identified due to prevailing negative value conditions in the region's housing market. However, such negative value is unlikely to be realized due to own-and-lease model proposed in the delivery model analysis and governance options. Financial contribution by the State Government will also alleviate such impacts.

## 5.2 Governance Arrangements

Governance of the Project, from a procurement, delivery and ongoing operational perspective, can take a number of potential forms.

The most direct is that each Local Government that is a party to this project and has specific housing opportunities within the project, is afforded individual and discrete governance responsibility to procure, delivery and operate the dwellings as the owners. This model recognises the spatial distribution of the investments within the project region, as well as

provides each Council with the opportunity to manage the risks associated with accommodation solutions in their towns.

This decentralised approach however does result in opportunity costs being incurred relative to more centralised governance models. For example, there is a potential for efficiencies to be gained through the collective procurement of housing construction services from the market, through a single Expression of Interest and design and build process. This would likely require a single entity (either one of the Council's or a new entity) to be response for the engagement and procurement of the housing construction (with proportional financial contributions from each of the Local Governments) with ownership and management then decentralising to the Local Government for tenanting, operations and maintenance.

A further alternative is for a bespoke community housing entity to be established with shareholding by each of the Local Governments to act as a single overarching entity to provide procurement, project management and ongoing operational responsibilities. This would vest the ownership of the dwellings with this regional community housing entity that would then act under instructions and guidance from the Local Government's with the respective product in terms of tenanting and maintenance. This approach provides advantages in centralising administration, procurement and asset management, but would require vesting of land and other Council contributing assets to this entity.

An extension of this model is to partner in the delivery of the housing, namely with an existing Community Housing Organisation. This would represent more of an external management approach, where the assets would vest with the Organisation which would be responsible for management, maintenance and tenanting. This approach would shift some risk from the Local Governments to the CHO but would also reduce the Council's input and influence on matters such as tenanting. In addition it also takes jobs, people and knowledge out of the towns and goes against the core premise of trying to build worker accommodation and bolster the local economy.

Finally, a potential governance model is for the State Government, through Department of Communities, Development WA or other entities, to build and own the key worker housing in the RoeROC communities. This approach would align the proposed funding contributions of the State with management and governance responsibilities, as well as leverage existing expertise in community housing management. However, it would significantly disconnect key worker housing supply from Local Government influence and need, creating a situation in which the housing is tenanted based on State Government priorities (such as health, justice and education) to the exclusion of other key worker housing needs identified by the Councils. While the priorities of both Local and State Government key worker housing is likely to be highly aligned, particularly relating to public sector housing, it is viewed as critical in the governance model that a strong nexus is maintained with that of the Local Governments involved.

## 5.3 Next Steps

The following next steps are recommended for consideration:

• Engage with State Government agencies to secure in principle support for the projects and confirm appropriateness of governance and delivery models.

- Seek a design partner on the market to secure designs and costings for the key worker accommodation development project.
- Provide these details as part of a targeted investment application and funding submission to the State Government (or the relevant identified agencies). This may require minor amendments to financial and CBA elements of this business case.

Upon successfully securing funding, it is recommended that a procurement and project management plan be established to guide further steps in the delivery and implementation of the project.

# **6 RECOMMENDATIONS**

This preliminary business case and associated analysis and evidence confirms the recommendation that:

State Government investment to be provided which will enable the construction of 29 residential and service accommodation dwellings across the RoeROC Councils for the purposes of providing accommodation and housing for key workers in the region.

# 7 APPENDICES

## Attached:

- ROEROC WORKFORCE HOUSING INVESTIGATION 2024, JE Planning
- ROEROC DEVELOPMENT CONCEPT FEASIBILITIES 2025 (UPDATED), Chadwick Consulting
- ROEROC KEY WORKER HOUSING INVESTMENT COST BENEFIT ANALYSIS (FINAL), FEBRUARY 2025, Econisis





# **ROEROC WORKFORCE HOUSING INVESTIGATION 2024**

Prepared for the Shires of Narembeen, Kulin, Corrigin and Kondinin

with the Wheatbelt Development Commission





RoeROC Workforce Housing Investigation 2024

Prepared by

# JEPLANNING,

ABS and Population Data provided by



Images provided by RoeROC

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## Acknowledgement of Country

JE Planning Services is located on Gnaala Karla Booja. We acknowledge the Traditional Custodians of the lands on which we live and work throughout Western Australia and pay our respects to Elders past, present and emerging.

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Appendix A - Stakeholder Engagement Outcomes Report

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# **EXECUTIVE SUMMARY**

The Western Australian Wheatbelt is pivotal in the state's economy, contributing over \$7.9 billion annually across mining, agriculture, and renewable energy sectors (Wheatbelt Development Commission Annual Report 2022/203). The region has also seen an 18% growth in small businesses, outpacing the state average (Wheatbelt Development Commission Annual Report 2019-2020). The lack of affordable and available housing makes it increasingly difficult for businesses to attract and retain employees. Addressing the housing shortage through strategic investment and coordinated action from both State and Federal Governments, the industries that drive this region can be supported, creating the foundation for sustainable, flourishing communities.

The RoeROC Workforce Housing Investigation (RRWHI) highlights a significant shortage of worker housing across the region. The RRWHI outlines the scale of demand for worker housing in the RoeROC Shires of Kulin, Kondinin, Narembeen, and Corrigin, projecting needs through to 2031. This demand is estimated to be three times higher than current construction trends. The RRWHI is part of a broader scope of work that supports the development of business cases and grant applications. This broader scope includes the 'RoeROC Development Capacity Assessment and Town Action Plan' (Wheatbelt Development Commission) and Preliminary Business Case (Econisis).

Key insights from the RRWHI include:

- Housing demand in the RoeROC subregion is 3-4 times higher than current construction rates (see Table 40 below extract from RRWHI).
- By 2031, the estimated demand for workforce housing ranges from an additional 160 to 242 dwellings, requiring 22-35 new worker accommodation units annually.
- The current under-provision of housing for the private and public sector workforce is estimated to range between 113-194 dwellings in the RoeROC subregion.
- A survey of the local business community revealed that 61% of businesses with employees reported needing more workers, with an average of 1.3 additional staff required per business to meet current demand.
- Further engagement with employers indicated that 70% of businesses provide some form of housing for their workers, either on farms, private properties in town, or through rentals supported by the business. However, 58% of workers are reportedly dissatisfied with their living conditions. This highlights that while businesses are attempting to meet housing needs, there is still a significant gap in both quantity and quality of housing specifications.
- Short-term housing needs may be addressed with the current land supply (subject to servicing)
- Improved planning and servicing may significantly increase the capacity of this land supply. Otherwise, each of the Shires will likely face a shortage of available land to meet the housing forecasts presented in this study.

	RoeROC Subregion Housing Needs Analysis (Workforce Housing)							
	Assessment Category	High Scenario (A) 2024- 2031	Conservative Scenario (B) 2024-2031	Current Trends (ABS and LGA Survey) Scenario (C)	Scenario A Worker housing	Scenario B Worker Housing		
Α	Lone Households (cap figure)	241	144					
A1	Aged Accommodation	56	34					
A2	Public Sector Worker Accommodation	71	53		71	53		
A3	Private Sector Worker Accommodation	123	60		123	60		
В	Shire Building Activity	81	81	81	48	48		
	Additional Dwellings to 2031	331	227	81	242	160		
	Average Per Annum	47	32	12	35	22		

Table 40: RoeROC subregion Housing Needs Forecast 2024-2031

Source: RRWHI Housing Needs Analysis (based on an aggregate of each Shire housing forecast based on methodology detailed in Table 13) prepared by JE Planning Services.



Image - Shire of Narembeen

# **INTRODUCTION AND CONTEXT**

The Roe Regional Organisation of Councils (RoeROC) partnered with the Wheatbelt Development Commission (WDC) to investigate workforce housing needs and challenges in the RoeROC subregion. The working group engaged JE Planning Services to undertake the investigation.

The 'RoeROC Workforce Housing Investigation (2024)' (RRWHI defined on page 5) provides both quantitative and qualitative evidence, including insights from stakeholder engagement, demonstrating that housing shortages are affecting the subregion's ability to attract and retain workers.

The RRWHI is part of a broader scope of work and serves as the foundation for establishing a Business Case, with the primary objective of seeking financial support for servicing and developing workforce housing. The RRWHI provides the evidence base and forms a technical appendix to a Preliminary Business Case and associated 'Cost Benefit Analysis' prepared by Econisis Consulting.

# CONTEXT

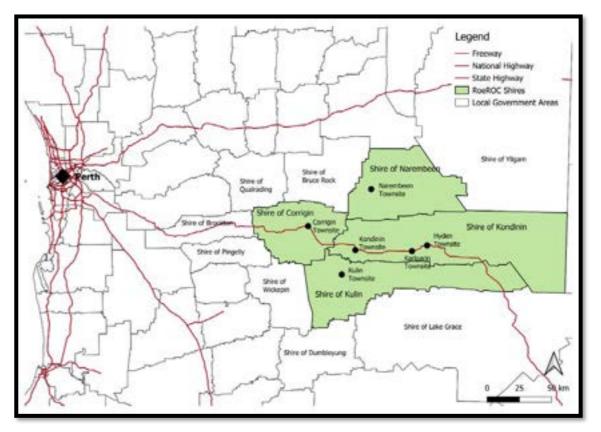
The Roe Regional Organisation of Councils Local Government Areas (LGA's) is described as the RoeROC subregion for the purposes of this report. The subregion encompasses a land area of approximately 18,700km<sup>2</sup> (See Figure 1) and comprises the following Local Government Areas (LGAs):

- The Shire of Kulin
- The Shire of Kondinin
- The Shire of Narembeen
- The Shire of Corrigin



Image: Shire of Corrigin

Figure 1: Location Plan – RoeROC subregion



Source: Wheatbelt Development Commission

# Purpose

The RoeROC subregion LGA's have identified a shortage of suitable workforce housing, which is impacting the ability of the private and public sectors to attract and retain skilled workers and their families in the subregion. Subsequently, this has increased the need for investment in accommodation. The RRWHI focuses on identifying and quantifying housing demand in subregion, and intends to provide the following evidence:

- Current housing demand for the public and private workforce in the RoeROC subregion.
- Provide aggregate and individual data for each of RoeROC LGA's to forecast workforce housing needs towards 2031.
- Estimate the RoeROC subregional workforce accommodation and housing needs by 2031 via aggregating the LGA's housing needs forecast.
- Understand stakeholder impediments or constraints to supply housing.

The '4WDL Key Worker Housing Analysis 2023 (KWHA 2023)' conducted for the Shires of Williams, Wagin, West Arthur, Woodanilling, Lake Grace, and Dumbleyung and the 'AROC-Dandaragan Workforce Housing Investigation (ADWHI 2024)' for the Shires of Dandaragan, Toodyay, Goomalling, and Victoria Plains presented similar evidence, confirming a shortage of workforce accommodation across the Wheatbelt subregions.

The KWHA 2023 housing demand analysis and regional economic review identified that the most cost-effective way to provide suitable workforce housing is through smaller, footprint-efficient

standalone and semi-detached dwellings. The feasibility analysis of these small housing products demonstrated an opportunity to manage construction costs by focusing on infill grouped dwellings and ancillary accommodation. The KWHA 2023 outcomes are relevant to the market conditions of the RoeROC subregion, indicating a focus on providing feasible housing options.

Both the 4WDL and ADWHI investigations expanded on the workforce housing needs analysis, providing evidence of land availability to meet housing demand and identifying potential sites for cost-effective housing investment. Despite existing planning and servicing constraints, these findings suggest an opportunity for the short-term delivery of workforce housing in key townsites.

The Wheatbelt Development Commission, in collaboration with RoeROC, is preparing a similar document entitled 'RoeROC Development Capacity Assessment and Town Action Plans'. This involves evaluating land availability, servicing capacity, and development constraints and identifying suitable development sites to provide the necessary context for attracting funding and investment. These findings, presented in conjunction with the RRWHI form the foundation for the Preliminary Business Case aimed at securing support for the servicing and developing worker accommodation in the subregion.



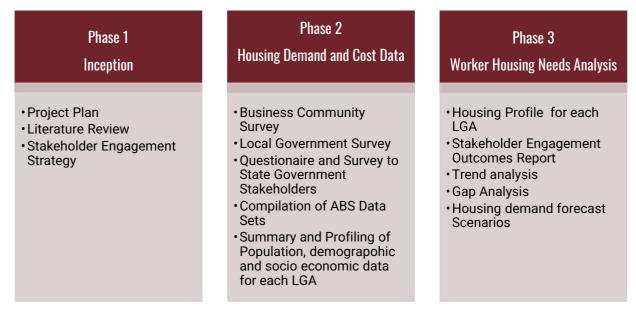
Image: Shire of Narembeen

# **Report Structure and Methodology**

The Research and Analysis components of the RRWHI include qualitative and quantitative analysis and are described in Figure 2 below and detailed in the following chapters:

- RoeROC Subregional Context Trend Analysis
- Local Government Profile and Workforce Housing Needs
- RoeROC Workforce Housing Needs Investigation

#### Figure 2: Research and Analysis Components of RRWHI



## Interpretation

#### **WORKERS- WORKFORCE- LABOUR FORCE**

The term 'worker 'or 'workforce' or 'labour force' has been applied throughout RRWHI. The definition considers a broad definition in alignment with the State Infrastructure Strategy and ABS labour force classifications as 'Anyone employed or self-employed to undertake a role in childcare, retail, service industry, commercial, tourism, education, government, community organisations, industrial and agricultural workforces either for the public service, or private business which contributes to the economy of RoeROC subregion.'

The State Infrastructure Strategy (WAPC, 2022) 'Housing Chapter' uses the term' key worker', and while there isn't a specific definition in the Strategy (or under the WAPC State Planning Framework), key workers are referenced in the following context:

'A lack of affordable rental housing targeting essential workers, including childcare, retail, service industry, tourism, and agricultural workforces, impacts service delivery and the overall economy. It is an area of particular concern for regional housing sector stakeholders. Key worker housing has been provided by state and local government and CHOs (Community Housing Organisations), but this occurs on a discrete, project basis rather than through formal programs.'

#### HOUSING TYPOLOGY

The documentation, data review, and stakeholder engagement processes highlight the housing typologies used to describe accommodation. The descriptions noted include single dwellings, detached dwellings, townhouses, apartments, flats, units, and smaller accommodations. The Residential Planning Codes refer to single houses, grouped dwellings and apartments/multiple dwellings. The ABS census data refers to the following terms:

- Separate house
- Semi-detached, row or terrace house, townhouse etc.
- Flat or apartment
- Other dwelling

The density and nature of development, such as flats, apartments, and even townhouses, may not necessarily reflect the type of development occurring in the RoeROC towns. The report will refer to the housing typologies as Single Dwellings or Grouped Dwellings to generally mean the following:

- Single dwelling one dwelling per site. A typical standard detached dwelling.
- Grouped dwellings range of detached dwellings, attached dwellings, townhouses etc. grouped together on one site.

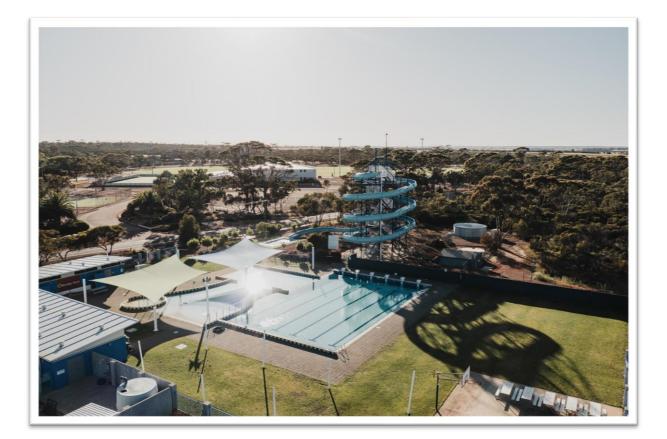


Image: Shire of Kulin (Aquatic Centre)

# SUBREGIONAL CONTEXT - TREND ANALYSIS

The RRWHI trend analysis and workforce housing demand modelling individually models each local government area (LGA) within RoeROC subregion. The 'Local Government Profile and Workforce Housing Needs' chapter explores each Shire's unique socio-economic, land development, and housing trends. The data has been compiled and aggregated to explore a comparative analysis with the RoeROC subregion, and the following section presents:

- RoeROC subregion's current situation (examining the population and housing trends and WA Tomorrow's population forecasts).
- RoeROC subregion construction activity and housing costs.
- RoeROC public and private sector workforce current situation.

# **RoeROC Current Situation**

According to the ABS census data, the aggregate population of the RoeROC subregion in 2021 was 3,410, representing a gradually declining population of 336 people since 2011. This data also indicates a reduction of 49 dwellings since 2011 (see Table 1). These statistics may be due to some ABS classification changes (boundary shift) over time or actual activity (i.e., demolition or dwelling deemed uninhabitable), and they may need further study.

LGA	Kulin	Kondinin	Narembeen	Corrigin	Total
2011					
Population	826	1,045	812	1,063	3,746
Dwellings	441	509	435	638	2,023
2016					
Population	765	873	809	1,146	3,593
Dwellings	467	440	412	558	1,877
2021					
Population	769	847	787	1,007	3,410
Dwellings	394	460	395	501	1,750

Table 1: Population and Total Dwellings Trends by Local Government Area (LGA) from 2011-2021

Source: ABS 2021

The population distribution across the RoeROC shires is relatively even. The Shire of Corrigin is the largest population centre, comprising 29% of the RoeROC subregion, followed by the Shire of Kondinin at 25%. The Shires of Kulin and Narembeen each account for 24% of the population.

Indicators					
	Kulin	Kondinin	Narembeen	Corrigin	Total
Population	769		787	1,007	3,410
Population Percentage	23%	25%	23%	30%	100%
Total Dwellings	394	460	395	501	1,750
Household Size	2.5	2.2	2.3	2.3	2.3

 Table 2: RoeROC Population Distribution and Household Size 2021

Source: ABS 2021

The subregion's average household size (i.e. average household occupancy) is 2.3 persons per household (see Table 3). Table 3 indicates that the proportion of lone households represents 29.2%, which remained relatively stable between 2011-2021. The well-aged bracket has increased by 6% since 2011. Family households have reduced, with the representation of children and youth shifting from 21% to 18% of the population. The proportion of grouped households (non-related people sharing a house) has increased by 0.9 % between 2011 -2021.

## Table 3: Housing Composition

RoeROC Trends	2011	2016	2021
Share of Population 0-14 (%)	21.2%	19.0%	18.5%
Share of Population 65+ (%)	16.8%	20.7%	22.8%
Family Households	69.7%	68.2%	68.9%
Lone Person Households	29.3%	29.4%	29.2%
Group Households	1.0%	2.4%	1.9%

Source: ABS 2021

## Table 4: RoeROC Housing Occupancy, Type and Tenure Trends 2011- 2021

RoeROC Trends	2011	2016	2021
Dwelling Occupancy			
Occupied	73.7%	76.1%	78.8%
Unoccupied	26.3%	23.9%	20.4%
Dwelling Type			
Separate house	93.9%	95.4%	94.8%
Semi-detached, row or terrace house, townhouse etc	2.0%	3.2%	3.7%
Flat or apartment	3.4%	0.0%	0.0%
Another dwelling	0.8%	0.2%	1.0%
Tenure			
Owned outright	46.8%	48.0%	51.5%
Owned with a mortgage	19.3%	19.4%	18.2%
Rented	29.6%	27.9%	20.9%
Other tenure type	1.7%	1.8%	8.1%
Tenure type not stated	2.7%	3.1%	1.3%

Source: ABS 2021

The RoeROC subregion housing occupancy type and tenure, as set out in Table 4, indicate the following trends across the census periods:

- The level of dwelling occupancy has increased, with 79% of dwellings occupied and 20% registered as unoccupied.
- Single houses are the dominant dwelling typology, representing 95% of housing stock.
- An increase of 1.7% in grouped dwellings (semi-detached, row or terrace house, flat or apartment).
- An Increase in home ownership since 2011, with 70% of properties privately owned or with a mortgage.
- There has been a 9% drop in rented properties since 2011.
- A marked 7.5% increase in 'other tenure type' may represent employer-provided housing and other social and community housing (not-for-profit/non-public sector).

The statistical reliability of ABS data based on smaller population catchments can also be low; therefore, the statistics on the rate of occupied/unoccupied dwellings may need verification. Also, understanding the tenure, age, condition, and location of unoccupied dwellings may provide some understanding of why the percentage of unoccupied dwellings is relatively high. A ground truth investigation into the number of unoccupied dwellings in the RoeROC subregion by LGA may be important to uncover the number of unoccupied dwellings available for use or refurbishment.

An investigation into the number of unoccupied dwellings was conducted for the 4WDL Region under the "Key Worker Housing Analysis 2023", which may also provide some insight into occupancy rates in other Wheatbelt towns.

'The Shire of West Arthur and Dumbleyung undertook an engagement process with landowners and provided some insight into some reasons for statistics on unoccupied dwellings with the following comments:

- Some of the houses that are vacant may need a fair bit of work new bathroom/kitchen, new floor coverings, and paint to get them up to a modern living standard. But they are not worth spending the money on.
- Other dwellings may not have anyone living in them because they are on satellite farms, which the farmer may use when they're working on that property.
- Another category is when older houses on farms are quite close to the newer main farmhouse. Farmers did this to utilise existing infrastructure. The old house is sometimes used for storage or may have a room or two for hobbies. But because it is so close to the main homestead, it would never be suitable as a rental.
- There are farmers who are not willing to rent out a farmhouse based on previous tenant experience.
- Many unoccupied dwellings would be farm dwellings and there has been a reduction in farm dwelling occupancy for several reasons. Rentals are not cared for and have now been left empty rather than dealing with the hassles of renting. Many of these dwellings have now deteriorated beyond repair.
- Farmers purchasing adjacent properties but already have their own house and do not need the second house.
- Occupational health and safety prove to be a problem with families on farms. This risk is too high for children on farms, and therefore, farmers are reluctant to rent out these properties. '

Population Forecasts provided through WA Tomorrow No.11 are based on growth rates projected from ABS 2016 (See Table 5). WA Tomorrow includes a forecast range (A to E), indicating five probable futures. A and B contain the lower forecasts, C is the median forecast and D and E represent the higher forecasts. It is noted that WA Tomorrow No.12 report is due to be released in 2024, and the forecasts will be based on 2021 ABS census information.

WA Tomorrow No.11 Band C projects a decline in the RoeROC subregional population. The recorded population from ABS 2021 is higher than WA Tomorrow Band C's forecast for 2031, indicating that the forecast does not represent current population trends (See Table 5).

#### Table 5: WA Tomorrow Population Forecast Band C

WA Tomorrow (No.11)	2016	2021	2026	2031
Kulin	795	700	670	635
Kondinin	880	820	770	740
Narembeen	820	795	790	770
Corrigin	1 195	1 135	1 090	1 055
Total	3,690	3,450	3,320	3,200

Source: WA Tomorrow (WAPC)

Econisis presents population projections in Table 6 below. The projections are based on WA Tomorrow No. 11 projections Band E (higher growth rates due to the population recorded in 2021) rebased and annualised to 2031, using ABS Estimated Residential Populations (ERP) from 2016 to 2023. The forecast predicts a population of 3,442 people by 2031, representing a mildly fluctuating yet relatively stable population from the 2023 ERP (3,466 people).

Population	2016	2021	2026	2031
Kulin	783	789	798	767
Narembeen	815	820	851	840
Corrigin	1193	1028	1033	1000
Kondinin	894	872	884	834
Total population	3685	3509	3566	3442

Table 6: Rebased and Annualised Population Forecast (WA Tomorrow Band E) (Econisis, 2024)

Source: Rebased Population on Estimated Resident Population (ERP) (WA Tomorrow Band E) – Econisis. Note: Rebased means updating the Band projections based on the 2016 ABS statistics, with the ERP from 2016-2023.

### **RoeROC Construction Activity**

Over the past five years, the RoeROC subregion housing construction activity averaged 7-8 dwellings per annum, according to the ABS statistics. The Stakeholder Engagement Outcomes Report (Local Government Survey) provides building licence statistics for each Shire in RoeROC subregion, indicating an average of 8 building licences per annum since 2014. Tables 7 and 8 present data acknowledging relatively comparative and accurate data.

Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total
Kulin	2	1	1	2	2	2	1	4	1	2	18
Kondinin	3	3	1	4	0	1	5	3	5	0	25
Narembeen	0	0	1	0	0	2	4	3	2	2	14
Corrigin	1	1	1	1	2	6	7	2	0	5	26
Total	6	5	4	7	4	11	17	12	8	9	83

Table 7: RoeROC Housing Construction Activity 2019-2023

Source: RRWHI Stakeholder Engagement Outcomes (Local Government Survey)

LGA	2019	2020	2021	2022	2023	Total
Kulin	2	1	4	1	2	10
Kondinin	0	1	1	1	0	3
Narembeen	1	1	4	2	0	8
Corrigin	0	6	4	0	3	13
Total	3	9	13	4	5	34

#### Table 8: RoeROC Building Licences approval 2019 - 2023 by LGA

Source: ABS data

The LGA statistics over the past five years reveal a trend of increased construction and higher statistics with an average of 11 dwellings per annum (Table 9 below). These statistics will provide the formal figure for the current construction trends for the RoeROC subregion for the purposes of this report.

#### Table 9: RoeROC Building Licences approval 2019 - 2023 by LGA (Shire statistics)

Year	2019	2020	2021	2022	2023	Total	Average
Kulin	2	1	4	1	2	10	2
Kondinin	1	5	3	5	0	14	2.8
Narembeen	2	4	3	2	2	13	2.6
Corrigin	6	7	2	0	5	20	4
Total	11	17	12	8	9	57	11.4

Source: RRWHI Stakeholder Engagement Outcomes (Local Government Survey)

# **RoeROC Workforce and Housing Supply**

The ABS census separates the labour force into national, state, local government, and private sector categories. This report describes all government employees as the 'public sector employee' group. The following agencies employ public sector workers within the RoeROC subregion:

- Shire of Kulin
- Shire of Kondinin
- Shire of Narembeen
- Shire of Corrigin
- WA Country Health Services (WACHS)
- Department of Education
- WA Police

The total labour force in the RoeROC subregion comprises 2,113 people based on the ABS census data 2023, with approximately 11% representing the public sector workforce of approximately 235 employees (see Table 10). State government employees comprise 4%, and local government employees comprise 7%. The private sector workforce comprises the agricultural, commercial, industrial, tourism, hospitality, and retail sectors, accounting for 89% of the workforce. ABS census local government employee figures in Table 10 (150 employees) closely correlate with the Shire employee data (156 employees) provided in Appendix A (Table 10), indicating the validity of the data available and collected.



Image: Shire of Kondinin (Kondinin Hospital)

LGA	Total Labour Force 2023	Local Govt Employees	State Govt Employees	% State and Local public sector of workforce
Kulin	522	38	20	11.1%
Kondinin	581	37	26	10.8%
Narembeen	481	40	19	12.3%
Corrigin	529	35	20	10.4%
Total	2,113	150	85	11%

#### Table 10: Total RoeROC Labour force and % of State and Local Public Sector Workforce by LGA

Source: ABS Census 2023 (Note: Shire of Corrigin data is based on 2021 Census data)

Public sector housing data can be found in Appendix A (Tables 12, 14, and 15). The outcomes of stakeholder engagement are summarised in Table 11 below. Based on these outcomes, approximately 36% of public sector staff have access to government-provided housing, which includes 53% of state government employees and 26% of local government employees. The local government survey highlights a shortfall in housing provision for staff, indicating that if the identified additional housing needs are met, 37% of local government employees could be accommodated.

According to Appendix A (see Table 12), 53% of Shire properties are rented to Shire employees, with the remaining 47% rented to GROH, WACHS, community housing, and the private market, which may limit the ability to adequately provide housing for local government staff. Meeting the identified additional housing needs of local government staff would increase the proportion of local government housing occupied by Shire workers to 74%.

Which LGA do you represent?	Staff occupied Shire Housing	WACHS Current Housing Stock		Current GROH Housing Stock	Current GROH Housing Stock	Total
		Leased	Owned	Leased	Owned	
Shire of Kulin	16	0	0	4	2	22
Shire of Kondinin	13	1	1	8	2	25
Shire of Narembeen	6	1	4	5	4	20
Shire of Corrigin	6	5	2	6	0	19
Total	41	7	7	23	8	86

#### Table 11: Summary of Public Sector Housing Stock in RoeROC

Source: Appendix A Stakeholder Engagement Outcomes Report

Appendix A identifies additional housing needs for local and state government employees. Local governments collectively estimate that 16 additional dwellings are needed to address current housing shortages for their workforce. WACHS plans to replace several dwellings, including the nurse's quarters, and also intends to increase its housing stock by six new dwellings. While

GROH has no immediate plans to expand housing stock, a survey of locally based state government agencies indicates that at least two more dwellings are required to meet their current needs. Stakeholders mentioned that when there's an urgent need for extra accommodation, or when staff who own homes retire, GROH doesn't have enough flexibility in its housing stock to accommodate staff on short notice. Appendix A includes information on the market rental value of local government properties, which range between \$150 – \$480 per week.

Table 12 below lists the number of businesses registered in the 2021 ABS census by LGA, indicating that approximately 299 businesses employ workers in the RoeROC subregion.

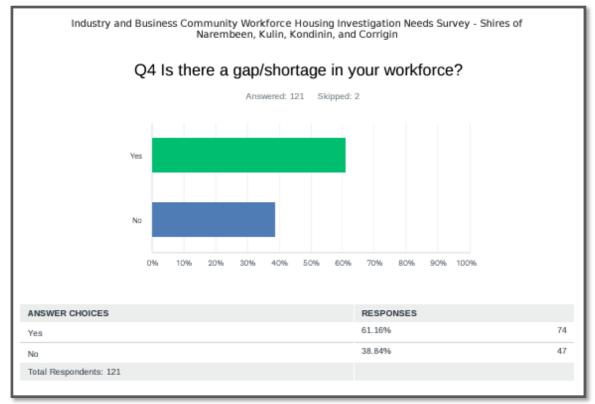
LGA	Number of Businesses	Number of Businesses with employees
Kulin	161	74
Kondinin	180	87
Narembeen	144	63
Corrigin	189	75
Total	674	299

Source: ABS 2021

The business community survey (Appendix A, Page 7, Table 3) indicates that around 61% of businesses in the RoeROC subregion reported a worker shortage, averaging 1.2 workers per business (see Figure 3 below). Based on this, it can be estimated that the RoeROC subregion may need approximately 358 additional workers to address current workforce gaps, noting that the demand for extra workers varies between an average of 0.4 to 2.1 workers per business across the four shires.



Image: Shire of Kondinin (Kondinin Shops)



#### Figure 3: Extract from Stakeholder Engagement Outcomes Report

Source: Stakeholder Outcomes Report

The Stakeholder Engagement Outcomes Business Community Survey (Appendix A, Page 8, Figure 4) indicates that 70% of the respondents provide some form of accommodation for their workers.

Employers provide a variety of accommodation options. The survey reveals that 43% of the businesses with employees provide housing for workers on farms or in town with approximately 80% being owned by the business and 20% being rented by owners of the business. Business owners consider that 52% of workers are dissatisfied with the conditions and standard of the housing stock provided. The comments received from business owners regarding housing needs for workers are summarised in order of frequency of response to include:

- Lack of Housing/Rentals
- Require smaller accommodation
- Demand for additional family dwellings
- Shortage of short-term accommodations
- Lack of quality of accommodation
- Limited available workforce
- Access to affordable housing
- Planning to provide lifestyle properties

The Business Community Survey revealed that 75% of responding businesses would invest in additional housing either to purchase or lease, with the enablers to be having access to constructed housing, lower interest rates, and investment partnership options.

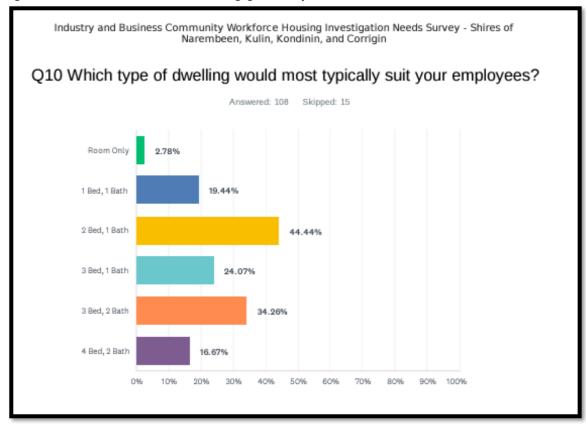
### **Housing Needs and Forecast Modelling**

While the RoeROC subregion is experiencing a population decline, forecasts and trends suggest that this decline will likely be gradual. The observed ERP trends of slight decline followed by slight growth in some LGAs indicate that each town has the potential to sustain economic activities over time. Addressing the shortfall in workers and suitable worker accommodation is crucial for maintaining current activities.

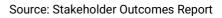
'State Planning Policy 3.0 (SPP3) Urban Growth and Settlement' (WAPC,2006) recognises that local government should assess housing demand, and the type of additional housing needed to identify sufficient land to meet future population and housing needs. SPP3 states that planning strategies should secure an appropriate mix of housing types considering housing demand and the changing composition of households. The RRWHI housing demand forecast focuses on better-aligning dwelling typology to household composition, as it is recognised that increased housing choice and a greater variety of dwelling types are needed to cater for the varying needs of the subregion's workforce and the broader community.

The RRWHI housing composition trends reveal a significant shortage of alternative housing options. Currently, 95% of housing stock consists of single dwellings, while 70% of the population comprises families and grouped households. With 30% of households being lone households and just 7% in grouped dwellings, there is an inadequate supply of smaller housing options for older age groups, youth, seasonal workers, and drive-in/drive-out workers. Targeted action to increase infill and grouped dwelling developments could help address this shortfall. Transitioning some lone or couple/grouped households from single dwellings to grouped accommodations may better meet their needs and increase the market availability for existing single dwellings.

The Stakeholder Engagement Outcomes reveal an unmet and growing demand for additional, appropriate accommodation within the RoeROC subregion. Survey results and anecdotal evidence emphasise the need for suitable worker housing. Specifically, Question 10 of the Business Community survey asked property owners, "Which type of dwelling would most typically suit your employees?" (see Figure 4). The most common response was a 2-bedroom, 1-bathroom unit.



#### Figure 4: Extract from RRWHI Stakeholder Engagement Report



The RRWHI housing demand forecast uses a bottom-up compositional analysis to predict housing demand for the RoeROC subregion between 2024 and 2031. The forecast uses three different scenarios, High Scenario (A), Low Scenario (B), and Current Building Activity (C), to estimate additional workforce housing required. The ABS data sets relating to population, housing composition, typology, labour force, business registrations; and the stakeholder engagement data relating to building trends, and workforce shortage are utilised to present the forecast scenarios. This analysis focuses on the provision of smaller housing options for lone and group households, which may cater for the following demographics:

- Seasonal workers
- Increase in proportion of population comprising 65 +
- Singles and group share households
- Drive-in and drive-out workers (lock and leave)

The workforce housing forecast methodology (See Table 13) includes the following considerations:

**Housing Categories**: Estimated dwelling demand is divided into categories for public and private-sector workers and aged accommodation (See rows B, C and D of Table 13). Social housing, tourist accommodation, and other general housing needs are not specifically categorised and may be absorbed (into current housing trends) or expanded based on estimated figures. Row A of Table 13 provides a guide to the number of smaller dwellings that may be needed to support a percentage of lone households.

**Modelling Approach**: The proportion of lone households (within occupied dwellings) recorded in the 2021 census data guides the extent of demand for smaller housing products. This model considers that an adequate supply of smaller dwellings may, in turn, accommodate the demand for families in the existing single-dwelling housing stock. The model also presumes that 60% (conservatively) of the current housing construction trends support the workforce.

**Population Change:** The forecast addresses the accommodation needs for unmet worker demand while maintaining current building activity. The analysis predicts a modest increase in the workforce population to bridge the demand gap, assuming a stable population. Broader population growth scenarios, such as an influx of families with workers or a high population growth projection are not included in the figures, making the forecast relatively conservative. The forecast aims to balance housing needs with workforce demands, keeping the option for significant population change out of the scope for an attainable and realistic estimate.

**Scenario Analysis:** The methodology involves a consistent approach to arrive at High Scenario (A) and Conservative Scenario (B) estimates for each LGA, with varying percentage weightings between the high and low scenarios. Scenario C, which represents business as usual, serves as a comparison for Scenarios A and B. Each Shire was assessed using this methodology, and the results combined for the overall forecast presented in the

		Scenario A	Scenario B	Scenario C
Ass	essment Category	High Scenario Dwellings Demand	Low Scenario Dwelling Demand	Current LGA
				Building Trends
A B C	Lone households Aged accommodation Public Sector	50% Cap (occupied households) Shire % proportion of 65+ of AA (ABS census 2021) 60% of public sector	30% Cap (occupied households) Shire % proportion of 65+ of AB(ABS census 2021) 45% of the public sector	Current average LGA Building action per annum x 7 years.
	Worker Accommodation	workforce (ABS 2021)	workforce	0.6 of current
D	Private Sector Worker accommodation	Number of Businesses with Employees (ABS 2021) X BCS % of businesses needing additional workers =Businesses with a shortage of workers X BCS Additional workers needed per business = Number of employees needed. Divide the number of employees needed by 2.0 (average person per household) = Number of worker dwellings	Number of Businesses with Employees (ABS 2021) X 50% of BCS % of businesses needing additional workers =Businesses with a shortage of workers X BCS Additional workers needed per business = Number of employees needed. Divide the number of employees needed by 2.0 (average person per household.)	development is estimated to comprise additional and replacement workers' accommodation for the purpose of the forecast.
E	Building Trends	Based on LGA Building Activity (5 Years) Survey x7.	Based on LGA Building Activity (5 Years) Survey x7.	

Table 13: Methodology to Forecast Housing Needs by LGA (Compositional Analysis)

Source: JE Planning Services (Note: BCS = Business Community Survey)

### LOCAL GOVERNMENT PROFILE AND WORKFORCE HOUSING NEEDS

The Local Government Area Housing Profiles address each LGA in RoeROC subregion. The profile includes a range of tables and information, including:

- Population and dwelling Trends between 2011-2021
- Population Forecast to 2031
- Household Composition and Dwelling Trends 2011-2021
- Dwelling Tenure and Occupancy Trends
- State and Local Public Sector Workforce

The majority of the data for each LGA is presented in the tables as LGA (shire wide) and UCL (urban centres and localities). The UCL data focused on the urban centres or townsites to compare the overall Shire trends.

Each Shires *Workforce Housing Needs Analysis* is described following the *Shires Housing Profile* and presents three housing demand scenarios based on the current, high and low scenario modelling.

The local government profile data and the stakeholder engagement outcomes (Appendix A) inform the workforce housing demand analysis. The data provides valuable information to verify or meet gaps in available data from the ABS Census. Appendix A provides the detailed outcomes of the Stakeholder engagement methods, which included the following engagement processes:

- Business Community Workforce and Housing Survey (Business Community Survey)
- Local Government Workforce and Housing Survey (AROC working group)
- State Government Stakeholders Survey
- WACHS and GROH information

The Business Community Survey received one hundred and twenty-three responses within the four Shires of the RoeROC subregion.



Image: Shire of Kulin (Kulin Primary School)

# SHIRE OF NAREMBEEN HOUSING PROFILE

The Shire of Narembeen currently supports approximately 24% of the RoeROC subregion with a population of 787 people; with the largest centre in the town of Narembeen.

According to ABS census data, the Shire population declined by 359 people between 2011 and 2021. Table 14 below also indicates a reduction of 163 dwellings during this time. These statistics may be due to some ABS classification changes over time or actual activity and may need further study.

	0			
Narembeen LGA	2011	2016	2021	Trend
Population	1,146	809	787	-359
Total Dwellings	558	412	395	-163
Household Size	2.5	2.3	2.2	
Narembeen (UCL)				
Population	460	472	423	-37
Total Dwellings	218	253	254	36
Household Size	2.1	2.2	2.1	

Table 14: Shire of Narembeen Population and Total Dwellings Trends 2011- 2021

Source: ABS 2021

The ERP trends for the Shire of Narembeen indicate a fairly stable population with some years experiencing slight decline and others experiencing minimal growth. The ERP in 2023 suggested a population of 821 people. Table 15 (rebased WA Tomorrow Band E) forecasts an increase in the Shire's population to 840 people by 2031 based on the 2023 ERP and fluctuating trends.

Table 15: Shire of Narembeen Rebased and Annualised Population Forecast (Econisis, 2024))

Population	2016	2021	2026	2031			
Narembeen	815	820	851	840			
Osumer, Debased Deputetion on Estimated Desident Deputetion (NAA Tensemous band E) Estatisis							

Source: Rebased Population on Estimated Resident Population (WA Tomorrow band E) - Econisis



Table 16: Shire of Narembeen Age Profile, Household Composition, and Dwelling Type (Trends 2011- 2021)								
		2011		2016		2021	Trend	Trend
Household Size	Narembeen LGA	Narembeen UCL	Narembeen LGA	Narembeen UCL	Narembeen LGA	Narembeen UCL	Narembeen LGA	Narembeen UCL
Share of Population 0-14 (%)	18.1%	20.2%	16.9%	15.5%	19.3%	15.7%	1.2%	-4.5%
Share of Population 65+ (%)	21.9%	28.2%	22.6%	29.0%	24.7%	34.8%	2.8%	6.6%
Family Households	73.1%	67.8%	72.1%	67.0%	72.1%	65.4%	-1.0%	-2.4%
Lone Person Households	26.9%	32.2%	26.5%	31.3%	26.3%	32.0%	-0.6%	-0.2%
Group Households	0.0%	0.0%	1.3%	1.7%	1.5%	2.6%	1.5%	2.6%
Occupied	76.6%	85.3%	77.7%	76.6%	77.1%	74.3%	0.5%	-11.0%
Unoccupied	23.4%	14.7%	22.3%	23.4%	21.2%	27.6%	-2.2%	12.9%
Separate house Semi-detached, row or terrace house, townhouse etc	92.9%	<u>87.4%</u> 3.8%	98.3%	97.3%	94.3% 6.9%	87.4%	4.7%	0.0%
Flat or apartment	4.0%	7.1%	0.0%	0.0%	0.9%	0.0%	-4.0%	-7.1%
Other dwelling	0.9%	1.6%	0.0%	0.0%	0.0%	0.0%	-0.9%	-1.6%
Owned outright	47.4%	41.2%	49.8%	40.6%	56.1%	49.7%	8.7%	8.5%
Owned with a mortgage	18.0%	19.8%	18.5%	21.7%	18.3%	18.9%	0.3%	-0.9%
Rented	30.3%	35.2%	26.4%	31.7%	18.7%	27.7%	-11.6%	-7.5%
Other tenure type	2.5%	1.6%	1.0%	0.0%	7.3%	1.9%	4.8%	0.3%
Tenure type not stated	1.9%	2.2%	4.3%	6.1%	0.0%	0.0%	-1.9%	-2.2%

### Table 16: Shire of Narembeen Age Profile, Household Composition, and Dwelling Type (Trends 2011- 2021)

Source: ABS 2021

The Shire of Narembeen indicates population and age distribution trends (Table 16) consistent with the RoeROC subregion between 2011-2021, including:

- A reduction in the number of children and youth of 1.2% overall with 4.5% decline in the townsite of Narembeen.
- An increase in the number of the well-aged by 2.8% Shire wide and 6% increase in town representing an aging population.
- Lone-person households have remained stable in the townsite of Narembeen comprising relatively high proportion (32%) of the population.
- Family households have seen a decline across the Shire of 1% however have reduced in the townsite of Narembeen by 2.5%.
- The proportion of group households has seen an increase of 2.6%.

- The number of dwellings owned outright has increased by 8%, with those owned with a mortgage relatively stable.
- The representation of rental properties across the Shire has significantly decreased by 11% across the LGA.
- An increase in other tenure types indicates employee-provided housing or not-for-profit community or social housing.
- Single houses comprise 94% of the housing stock.

The Shire of Narembeen ABS figures for dwelling occupancy indicate dominance of occupied dwellings, and unoccupied dwellings represent 21.2% (Table 17). A ground truth investigation into the number of unoccupied dwellings in the Shire of Narembeen may be important to uncover the number of unoccupied dwellings available for use or refurbishment.

Indicators	Narembeen LGA	Narembeen (UCL
Population	787	423
Total Dwellings	395	254
Occupied	77.1%	74.3%
Unoccupied	21.2%	27.6%
Separate house	94.3%	87.4%
Semi-detached, row or terrace house, townhouse etc	6.9%	11.3%
Flat or apartment	0.0%	0.0%
Other dwelling	0.0%	0.0%
Owned outright	56.1%	49.7%
Owned with a mortgage	18.3%	18.9%
Rented	18.7%	27.7%
Other tenure type	7.3%	1.9%
Tenure type not stated	0.0%	0.0%

Table 17: 2021 Shire of Narembeen Dwellings Tenure and Occupancy Trends by LGA and Townsite

Source: ABS 2021

The total labour force in the Shire of Narembeen comprises 481 people based on the ABS census data 2023, with approximately 12.3% representing the Public Sector Workforce of approximately 59 employees (see Table 18). State government employees comprise 4%, and local government employees comprise 8%. The private sector workforce comprises the agricultural, commercial, industrial, tourism, hospitality, and retail sectors, accounting for 88% of the workforce. ABS census local government employee figures in Table 18 (40 employees LGA and 31 UCL) closely correlate with the Shire employee data (33 employees) provided in Appendix A (Table 10), indicating the validity of the data.

#### Table 18: Shire of Narembeen % State and Local Public Sector Workforce

Indicators	Narembeen LGA	Narembeen (UCL
Sum of Local Govt	40	31
Sum of State/Territory Govt	19	14
Total State and Local Public Sector	59	45
Population	955	463
Public Workers per 1,000 people	60	97

Source: ABS 2021

#### Table 19: Summary of Public Sector Housing Stock in the Shire of Narembeen

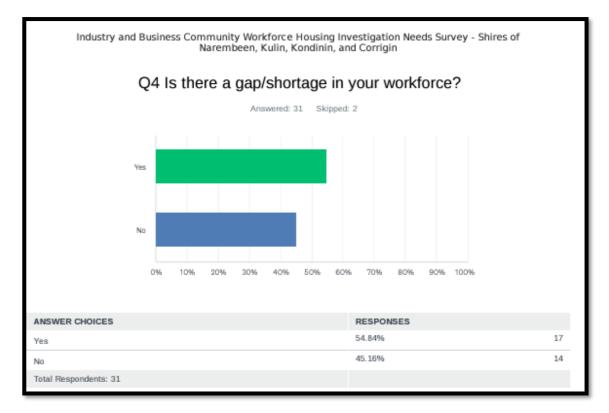
Which LGA do you represent?	Staff occupied Shire Housing		WACHS Current Housing Stock		Current GROH Housing Stock	Total
		Lease	Owned	Leased	Owned	
Shire of Narembeen	6	1	4	5	4	20

Source: Appendix A Stakeholder Engagement Outcomes Report

Public sector housing data can be found in Appendix A (Tables 12, 14, and 15). The outcomes of stakeholder engagement are summarised in Table 19 above. Based on these outcomes and Table 18 above it is evident that approximately 33% of public sector staff have access to government-provided housing, which includes 73% of state government employees and 15% of local government employees in the Shire of Narembeen. The local government survey highlights a shortfall in housing provision for staff, indicating that if the additional housing needs are met, 25% of local government employees could be accommodated.

According to Appendix A (Table 12), 35% of Shire of Narembeen properties are rented to Shire employees, with the remaining 65% rented to support community housing and essential workers. Meeting the additional housing needs of local government staff would increase the proportion of local government employees who occupy housing to 47%. Currently, the majority of Shire housing is provided to support eligible community housing residents (based on criteria set by the Department of Communities). Three houses are rented by essential workers (2 doctors and one childcare worker).

The trends from the Community Business survey are described for the RoeROC subregion and detailed in Appendix A. According to the survey responses shown in Figure 5 below, 55% of responding businesses in the Shire of Narembeen recognise an average workforce gap of 0.8 workers.

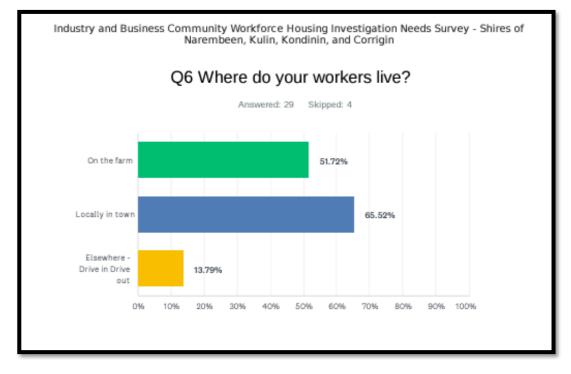


#### Figure 5: Shire of Narembeen Business Community Survey Response – Worker Shortage

Source: Business Community Survey (Survey Monkey)

The Shire workers housing location generally represent the trends across the RoeROC area (Figure 6).

Figure 6: Shire of Narembeen Business Community Survey Response – Worker Living Location



Source: Business Community Survey (Survey Monkey)

## Shire of Narembeen Workforce Housing Needs Analysis

According to the Register of Businesses, the Shire of Narembeen has approximately 144 businesses, with 63 businesses actively employing staff. The Business Community survey identified a need for an average gap of 0.8 workers from responding businesses (55% of businesses that employed staff require additional workers), equating to an estimated 27 workers required to cover the current worker shortage in the Shire of Narembeen.

Table 20 presents the housing needs analysis forecast to 2031 for the Shire of Narembeen.

	Shire of Narembeen Housing Needs Analysis (Workforce Housing)									
	Assessment Category	High Scenario (A) 2024- 2031	Conservative Scenario (B) 2024-2031	Current Trends (ABS and LGA Survey) Scenario (C)	Scenario A Worker housing	Scenario B Worker Housing				
Α	Lone Households (cap figure)	80	48							
A1	Aged Accommodation	20	12							
A2	Public Sector Worker Accommodation	18	13		18	13				
A3	Private Sector Worker Accommodation	14	7		14	7				
В	Shire Building activity	18	18	18	10	10				
	Additional Dwellings to 2031	69	50	18	42	30				
	Average Per annum	10	7	3	6	4				

Table 20: Shire of Narembeen Housing Needs Analysis (Workforce Housing)	Table 20: Shire of Narembeen Housing	Needs Analysis	(Workforce Housing)
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Source: JE Planning Services

**Construction from 2019 to 2023:** During this period, 13 new dwellings were built in the Shire of Narembeen, an average of 2.6 dwellings per year.

**Estimated Dwelling Demand:** The overall dwelling demand is predicted to be 2.6 - 3.8 times greater than current building activity and is estimated to require between 50 and 69 additional dwellings by 2031. There is an estimated shortage of 20-32 public and private sector workforce dwellings in the Shire of Narembeen. To accommodate the public and private sector workforce between 2024 and 2031, an additional 30 (low estimate) to 42 (high estimate) dwellings are required.

**Construction Recommendations:** To meet current building activity and increased workforce housing requirements, it is recommended that 7-10 dwellings be constructed each year over the next 6-7 years within the Shire, with at least 4-6 dwellings being for workforce accommodation. This figure may incrementally address worker housing shortages and maintain ongoing replacement stock and additional dwellings for the broader community.

# Shire of Kulin Housing Profile

The Shire of Kulin currently supports approximately 24% of the RoeROC subregion, with a population of 769 people and the largest centre in the town of Kulin. According to ABS census data, the Shire population declined by 57 people between 2011 and 2021. Table 21 below also indicates an increase in 5 dwellings during this time.

Kulin LGA	2011	2016	2021	Trend
Population	826	765	769	-57
Total Dwellings	441	467	394	-47
Household Size	2.4	2.3	2.5	
Kulin (UCL)				
Population	330	299	294	-36
Total Dwellings	169	178	174	5
Household Size	2.3	2.1	2.2	

Table 21: Shire of Kulin (LGA and Kulin) Population and Total Dwellings Trends 2011- 2021

Source: ABS 2021

The ERP trends for the Shire of Kulin indicate a fairly stable population, with some years experiencing a slight decline and others experiencing minimal growth. The ERP in 2023 suggested a population of 790 people. Table 22 (rebased WA Tomorrow Band E) forecasts an increase in the Shire's population to 767 people by 2031 based on the 2023 ERP and fluctuating trends.

Table 22: Shire of Kulin Rebased and Annualised Population Forecast (Econisis, 2024)

Population	2016	2021	2026	2031
Kulin	783	789	798	767

Source: Rebased Population on Estimated Resident Population (WA Tomorrow band E) – Econisis

The Shire of Kulin indicates the following population and age distribution trends in Table 23 below:

- There was a 3% reduction in the children and youth populations.
- Kulin's proportion of well-aged people has increased consistently with the subregional trends, at 7.5% within the townsite and higher throughout the Shire overall, at 11%.
- Lone-person households have seen a slight decline however, they currently comprise a relatively high proportion (35%) of the population.
- Family households have maintained a stable figure.
- The proportion of group households has significantly increased in the Kulin townsite.
- Trends indicate a reduction in unoccupied dwellings.
- There has been an increase of 3.8% in the number of dwellings owned outright, with those owned with a mortgage relatively stable.
- The representation of rental properties across the Shire has decreased by 6% across the LGA.
- A marked increase in other tenure types (7.8%) indicates an increase in employeeprovided housing, not-for-profit community, or social housing.
- Single houses comprise 96% of the housing stock.

Table 25: Shire of Ruini Ag		•	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			,	<b>T</b> 1	<b>T</b> 1
		2011		2016		2021	Trend	Trend
Household Size	Kulin LGA	Kulin UCL	Kulin LGA	Kulin UCL	Kulin LGA	Kulin UCL	Kulin LGA	Kulin UCL
Share of Population 0-14 (%)	24.8%	25.5%	20.1%	21.1%	20.6%	22.3%	-4.2%	-3.2%
Share of Population 65+ (%)	12.4%	18.0%	18.6%	25.5%	19.9%	29.7%	7.5%	11.7%
Family Households	70.4%	61.6%	68.4%	58.8%	71.4%	61.5%	1.0%	-0.1%
Lone Person Households	28.1%	35.2%	29.2%	38.7%	26.4%	34.9%	-1.7%	-0.3%
Group Households	1.5%	3.2%	2.3%	2.5%	2.2%	3.7%	0.7%	0.5%
Occupied	74.1%	78.0%	68.5%	76.4%	75.8%	71.0%	1.7%	-7.0%
Unoccupied	25.9%	22.0%	31.5%	23.6%	23.9%	29.0%	-2.0%	7.0%
Separate house	93.8%	86.6%	92.4%	82.5%	95.6%	95.5%	1.8%	8.9%
Semi-detached, row or terrace house, townhouse etc	2.5%	5.5%	6.3%	15.1%	1.5%	3.6%	-1.0%	-1.9%
Flat or apartment	3.7%	7.9%	0.0%	0.0%	0.0%	0.0%	-3.7%	-7.9%
Other dwelling	0.0%	0.0%	0.0%	0.0%	1.5%	0.0%	1.5%	0.0%
Owned outright	50.6%	33.6%	51.0%	37.9%	54.4%	47.3%	3.8%	13.7%
Owned with a mortgage	19.1%	25.0%	17.3%	17.7%	16.3%	19.1%	-2.8%	-5.9%
Rented	25.6%	39.1%	24.5%	38.7%	18.9%	34.5%	-6.7%	-4.6%
Other tenure type	2.2%	0.0%	3.6%	2.4%	10.0%	0.0%	7.8%	0.0%
Tenure type not stated	2.5%	2.3%	3.6%	3.2%	0.0%	0.0%	-2.5%	-2.3%

Table 23: Shire of Kulin Age Profile, Household Composition, and Dwelling Type (Trends 2011- 2021)

Source: ABS 2021

The Shire of Kulin ABS figures for dwelling occupancy reflect RoeROC trends with unoccupied dwellings representing 29%. A ground truth investigation into the number of unoccupied dwellings in the Shire of Kulin may be important to uncover the number of dwellings available for use or refurbishment.

The total labour force in the Shire of Kulin comprises 522 people based on the ABS census data 2023, with approximately 11% representing the Public Sector Workforce with approximately 58 employees (see Table 24). State government employees comprise 4%, and local government employees comprise 7%. The private sector workforce comprises the agricultural, commercial, industrial, tourism, hospitality, and retail sectors, accounting for 89% of the workforce. ABS census local government employee figures in Table 24 (38 employees LGA and 24 UCL) are lower than the current Shire employee data (50 employees) provided in Appendix A.

#### Table 24: Shire of Kulin % State and Local Public Sector Workforce

Indicators	Kulin LGA	Kulin UCL
Sum of Local Govt	38	24
Sum of State/Territory Govt	20	12
Total State and Local Public Sector	58	36
Population	769	294
Public Workers per 1,000 people	75	122

Source: ABS 2021

Table 25: Summary of Public Sector Housing Stock in RoeROC

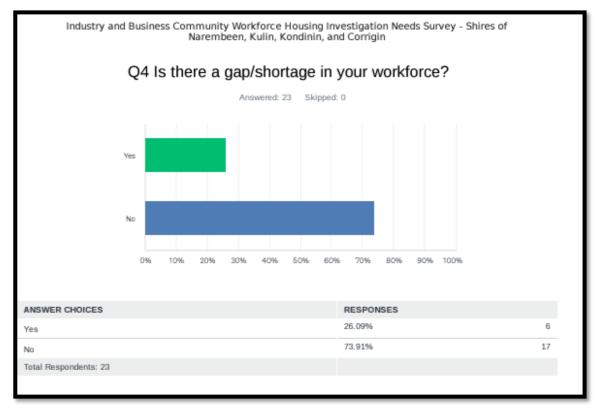
Which LGA do you represent?	Staff occupied Shire Housing	WACHS Current Housing Stock		Current GROH Housing Stock	Current GROH Housing Stock	Total
		Lease	Owned	Leased	Owned	
Shire of Kulin	16	0	0	4	2	22

Source: Appendix A Stakeholder Engagement Outcomes Report

Public sector housing data can be found in Appendix A (Tables 12, 14, and 15). The outcomes of stakeholder engagement are summarised in Table 26 above. Based on these outcomes and Table 25 above, it is evident that approximately 37% of public sector staff have access to government-provided housing, which includes 30% of state government employees and 42% of local government employees. The local government survey highlights a shortfall in housing provision for staff, indicating that if the additional housing needs are met, 57% of local government employees could be accommodated.

According to Appendix A (Table 12), 70% of Shire of Kulin properties are rented to Shire employees, with the remaining 30% rented to support GROH and private rentals. Meeting the additional housing needs of local government staff would increase the proportion of local government employees occupied housing to 75%.

The trends from the Business Community survey are described for the RoeROC subregion above and detailed in Appendix A. The Business Community survey from the Shire of Kulin revealed a largely supported workforce, with only 26% of the businesses noting a gap or lack of employees, which shows a disparity with the overall RoeROC region, which had an average of 61% of businesses registering a need for additional workers.



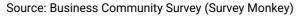
#### Figure 7: Shire of Kulin Business Community Survey Response – Worker Shortage

Source: Business Community Survey (Survey Monkey)

The Shire of Kulin worker living location in Figure 8 below indicates a higher proportion of workers live on farms than other LGA's within RoeROC subregion. The proportion of drive in drive out is consistent with the RoeROC trends.



Figure 8: Shire of Kulin Business Community Survey Response – Worker Living Location



# Shire of Kulin Workforce Housing Needs Analysis

According to the Register of Businesses, the Shire of Kulin has approximately 424 businesses, with 74 businesses actively employing staff. The Business Community survey identified an average gap of 0.4 workers from responding businesses (26% of businesses employed staff require additional workers), equating to an estimated additional seven workers required to cover the current private sector worker shortage in the Shire of Kulin; which is lower than other Shires within the RoeROC subregion. However, the surveys revealed that the public sector worker accommodation is currently underprovided in Kulin in comparison with other RoeROC shires and represents the majority of the worker housing demand.

Table 26 presents the housing needs analysis forecast for 2031 for the Shire of Kulin.

	Shire of Kulin Housing Needs Analysis (Workforce Housing)									
	Assessment Category	High Scenario (A) 2024-2031	Conservative Scenario (B) 2024-2031	Current Trends (ABS and LGA Survey) Scenario (C)	Scenario A Worker housing	Scenario B Worker Housing				
	Lone Households (guide									
A	for small housing product)	36	21							
A1	Aged Accommodation	7	4							
A2	Public Sector Worker Accommodation	17	13		17	13				
A3	Private Sector Worker Accommodation	4	2		4	2				
В	Shire Building activity	14	14	14	8	8				
	Additional Dwellings to 2031	42	33	14	29	23				
	Average Per annum	6	5	2	4	3				

Table 26: Shire of Kulin Housing Needs Analysis (Workforce Housing)

Source: JE Planning Services

**Construction from 2019 to 2023:** During this period, 10 new dwellings were built in the Shire of Kulin, an average of 2 dwellings per year.

**Estimated Dwelling Demand:** The overall dwelling demand is predicted to be 2.5 – 3 times greater than current building activity and is estimated to require between 33 and 42 additional dwellings by 2031. There is an estimated shortage of between 15-21 public and private sector workforce dwellings in the Shire of Kulin. To accommodate the public and private sector workforce between 2024 and 2031, an additional 23 (low estimate) to 29 (high estimate) dwellings are required.

**Construction Recommendations:** To meet current building activity and increased workforce housing requirements, it is recommended that 5-6 dwellings be constructed each year over the next 6-7 years within the Shire, with at least 3-4 dwellings being for workforce accommodation. This figure may incrementally address worker housing shortages and maintain ongoing replacement stock and additional dwellings for the broader community.

# Shire of Corrigin Housing Profile

The Shire of Corrigin currently supports approximately 29% of the RoeROC Subregion with a population of 1007 people; with the largest centre in the town of Corrigin.

According to ABS census data, the Shire population declined by 56 people between 2011 and 2021. Table 27 below also indicates a reduction of 40 dwellings during this time. These dwelling statistics may be due to some ABS classification changes over time or actual activity and may need further study.

Corrigin LGA	2011	2016	2021	Trend
Population	1,063	1,146	1,007	-56
Total Dwellings	638	558	501	-137
Household Size	2.2	2.3	2.3	
Corrigin (UCL)				
Population	649	742	625	-24
Total Dwellings	392	368	352	-40
Household Size	2	2.1	2	

Table 27: Shire of Corrigin Population and Total Dwellings Trends 2011- 2021

Source: ABS 2021

The ERP trends for the Shire of Corrigin indicate a fairly stable population, with some years experiencing slight decline and others experiencing minimal growth. The ERP in 2023 suggested a population of 1028 people. Table 28 (rebased WA Tomorrow Band E) forecasts a slight decrease in the Shire's population to 1000 people by 2031 based on the 2023 ERP and fluctuating trends.

Table 28: Shire of Corrigin Rebased and Annualised Population Forecast (Econisis, 2024)

Population	2016	2021	2026	2031
Corrigin	1193	1028	1033	1000

Source: Rebased Population on Estimated Resident Population (WA Tomorrow band E) - Econisis



Image: Shire of Corrigin ROEROC WORKFORCE HOUSING INVESTIGATION 2024

Table 29: Shire of Corrigin Age Profile, Household Composition, and Dwelling Type (Trends 2011- 2021)

		2011		2016		2021	Trend	Trend
Household Size	Corrigin LGA	Corrigin (UCL)	Corrigin LGA	Corrigin (UCL)	Corrigin LGA	Corrigin (UCL)	Corrigin LGA	Corrigin (UCL)
Share of Population 0-14 (%)	17.6%	14.5%	20.0%	19.1%	16.8%	13.7%	-0.8%	-0.8%
Share of Population 65+ (%)	21.1%	27.1%	24.2%	25.9%	26.2%	33.4%	5.1%	6.3%
Family Households	65.6%	58.4%	63.4%	61.0%	67.0%	57.6%	1.4%	-0.8%
Lone Person Households	33.3%	39.2%	32.9%	34.9%	32.2%	41.3%	-1.1%	2.1%
Group Households	1.1%	2.4%	3.7%	4.1%	0.8%	1.1%	-0.3%	-1.3%
Occupied	70.9%	76.5%	80.8%	85.3%	84.4%	82.9%	13.5%	6.4%
Unoccupied	29.1%	23.5%	19.2%	14.7%	14.5%	16.8%	-14.6%	-6.7%
Separate house Semi-detached, row or terrace	92.7%	88.4%	93.2%	92.0%	94.2%	92.6%	1.5%	4.2%
house, townhouse etc	1.8%	3.1%	3.1%	4.3%	4.3%	6.3%	2.5%	3.2%
Flat or apartment	4.8%	7.1%	0.0%	0.0%	0.0%	0.0%	-4.8%	-7.1%
Other dwelling	0.7%	1.4%	0.7%	1.0%	1.3%	1.1%	0.6%	-0.3%
Owned outright	46.0%	41.2%	47.3%	40.5%	49.6%	43.2%	3.6%	2.0%
Owned with a mortgage	22.0%	23.1%	20.5%	22.5%	21.8%	23.6%	-0.2%	0.5%
Rented	28.6%	33.3%	28.7%	34.9%	20.5%	29.2%	-8.1%	-4.1%
Other tenure type	0.9%	0.0%	1.2%	0.0%	6.8%	3.7%	5.9%	3.7%
Tenure type not stated	2.5%	2.4%	2.4%	2.1%	1.8%	2.6%	-0.7%	0.2%

Source: ABS 2021

The Shire of Corrigin indicates population and age distribution trends (Table 29) consistent with the RoeROC Subregion between 2011 - 2021, including:

- A reduction in the number of children and youth of 0.8%.
- An increase in the number of the well-aged by 5% Shire wide and 6% increase in town representing an aging population.
- Lone-person households have increased by 2.1% in the townsite of Corrigin comprising a significantly high proportion (41%) of the townsite population.
- Family households are relatively stable with a slight decline across the Shire.
- The proportion grouped dwellings has increased by 3.2% in the townsite.
- The number of dwellings owned outright has increased by 2%, with those owned with a mortgage relatively stable.

- The representation of rental properties across the Shire has decreased by 8% across the LGA.
- An increase in other tenure types indicates employee-provided housing or not-for-profit community or social housing.
- Single houses comprise 93% of the housing stock.

The Shire of Corrigin ABS indicate an increase in occupied dwellings of 13.5% since 2011, with unoccupied dwellings representing 14.5% of dwellings, which is the lowest statistics for unoccupied dwellings in RoeROC.

The total labour force in the Shire of Corrigin comprises 529 people based on the ABS census data 2023, with approximately 10% representing the Public Sector Workforce of approximately 55 employees (see Table 11). State government employees comprise 4%, and local government employees comprise 7%. The private sector workforce comprises the agricultural, commercial, industrial, tourism, hospitality, and retail sectors, accounting for 90% of the workforce. ABS census local government employee figures in Table 30 (35 employees) closely correlate with the Shire employee data (37 employees) provided in Appendix A (Table 10), indicating the validity of the data.

	· ·	
Indicators	Corrigin LGA	Corrigin (UCL)
Sum of Local Gov	35	21
Sum of State/Territory Govt	20	14
Total State and Local Public Sector	55	35
Population	802	198
Public Workers per 1,000 people	68	176
Public Workers per 1,000 people	68	176

Table 30: Shire of Corrigin (% State and Local Public Sector Workforce )

Source: ABS 2021

#### Table 31: Summary of Public Sector Housing Stock in RoeROC

Which LGA do you represent?	Staff occupied Shire Housing	WACHS Current Housing Stock		Current GROH Housing Stock	Current GROH Housing Stock	Total
		Lease	Owned	Leased	Owned	
Shire of Corrigin	6	5	2	6	0	19

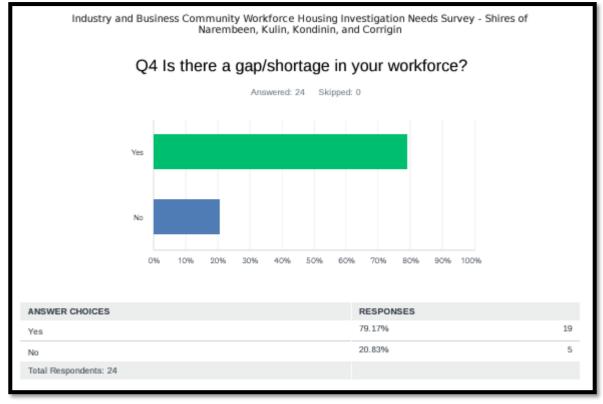
Source: Appendix A Stakeholder Engagement Outcomes Report

Public sector housing data can be found in Appendix A (Tables 12, 14, and 15). The outcomes of stakeholder engagement are summarised in Table 31 above. Based on these outcomes and Table 31 above it is evident that approximately 35% of public sector staff have access to government-provided housing, which includes 65% of state government employees and 17% of local government employees. The local government survey highlights a shortfall in housing provision for staff, indicating that if the additional housing needs are met, 23% of local government employees could be accommodated.

According to Appendix A (Table 12), 35% of Shire of Corrigin properties are rented to Shire employees, with the remaining 65% rented to support community housing and essential workers.

Meeting the additional housing needs of local government staff would increase the proportion of local government employee occupied housing to 47%. Currently, the majority of Shire housing is provided to GROH and private rentals.

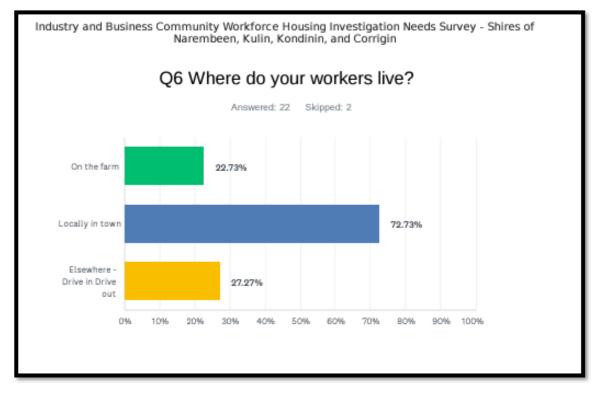
The trends from the Business Community survey are described for the RoeROC subregion above and detailed in Appendix A. According to the survey responses shown in Figure 9 below, 79% of responding businesses recognised an average workforce gap of 2.1 workers, which is greater than the average trends for the RoeROC subregion. These higher-than-average responses signal that the Shire of Corrigin has the greatest need for worker accommodation in the RoeROC subregion.



#### Table 9: Shire of Corrigin Housing Needs Analysis (Workforce Housing)

Source: Business Community Survey (Survey Monkey)

According to the survey responses shown in Figure 10 below, The Shire of Corrigin Business Community survey revealed that in contrast with the RoeROC trends the majority of workers reside in town, with an equal number of employees who otherwise live on a farm or access work through drive-in/drive-out.



#### Figure 10: Shire of Corrigin Business Community Survey Response - Worker Living Location

Source: Business Community Survey (Survey Monkey)



Image: Shire of Corrigin

# Shire of Corrigin Workforce Housing Needs Analysis

According to the Register of Businesses, the Shire of Corrigin has approximately 189 businesses, with 75 businesses actively employing staff. The Business Community survey identified an average gap of 2.1 workers from responding businesses (79% of businesses that employed staff require additional workers), equating to an estimated additional 124 workers required to cover the current worker shortage in the Shire of Corrigin.

Table 32 presents the housing needs analysis forecast to 2031 for the Shire of Corrigin

	Shire of Corrigin Housing Needs Analysis (Workforce Housing)									
	Assessment Category	High Scenario (A) 2024- 2031	Conservative Scenario (B) 2024-2031	Current Trends (ABS and LGA Survey) Scenario (C)	Scenario A Worker housing	Scenario B Worker Housing				
А	Lone Households (cap figure)	68	41							
A1	Aged Accommodation	18	11							
A2	Public Sector Worker Accommodation	17	12		17	12				
A3	Private Sector Worker Accommodation	62	30		62	30				
В	Shire Building activity	28	28	28	17	17				
	Additional Dwellings to 2031	125	81	28	96	59				
	Average Per annum	18	11	4	14	8				

Table 32: Shire of Corrigin Housing Needs Analysis (Workforce Housing)

Source: JE Planning Services

**Construction from 2019 to 2023:** During this period, 20 new dwellings were built in the Shire of Corrigin, an average of 4 dwellings per year.

Estimated Dwelling Demand: The overall dwelling demand is predicted to be 2.75 - 4 times greater than current building activity and is estimated to require between 81 and 125 additional dwellings by 2031. There is an estimated shortage of between 42 -79 public and private sector workforce dwellings in the Shire of Corrigin. To accommodate the public and private sector workforce between 2024 and 2031, an additional 59 (low estimate) to 96 (high estimate) dwellings are required.

Construction Recommendations: To meet current building activity and increased workforce housing requirements, it is recommended that 11-18 dwellings be constructed each year over the next 6-7 years within the Shire, with at least 8-14 dwellings being for workforce accommodation. This figure may incrementally address worker housing shortages and maintain ongoing replacement stock and additional dwellings for the broader community.

# Shire of Kondinin Housing Profile

The Shire of Kondinin currently accounts for approximately 25% of the RoeROC subregion's population, with a total of 847 residents. The Shire of Kondinin encompasses the towns of Hyden, Kondinin, and Karlgarin. The largest town within the Shire is Hyden, which had a population of 384 according to the 2021 ABS data. The ABS data, used for comparing trends across the entire Shire and individual towns, provides an example in Kondinin, as shown in Table 33 below.

According to ABS census data, the Shire population declined by 198 people between 2011 and 2021. Table 33 below also indicates a reduction of 2 dwellings during this time. These statistics may be due to some ABS classification changes over time or actual activity and may need further study.

Kondinin LGA	2011	2016	2021	Trend
Population	1,045	873	847	-198
Total Dwellings	509	440	460	-49
Household Size			2.2	
Kondinin (UCL)				
Population	281	230	226	-55
Total Dwellings	148	120	146	-2
Household Size	2.4	2.1	2	

Table 33: Shire of Kondinin Population and Total Dwellings Trends 2011- 2021

Source: ABS 2021

The ERP trends for the Shire of Kondinin indicate a fairly stable population with some years experiencing slight decline and others experiencing minimal growth. The ERP in 2023 suggested a population of 855 people. Table 34 (rebased WA Tomorrow Band E) forecasts an increase in the Shire's population to 834 people by 2031 based on the 2023 ERP and fluctuating trends.

Table 34: Shire of Kondinin Rebased and Annualised Population Forecast (Econisis, 2024)

Population	2016	2021	2026	2031
Kondinin	894	872	884	834

Source: Rebased Population on Estimated Resident Population (WA Tomorrow band E) – Econisis

The Shire of Kondinin indicates population and age distribution trends (Table 35) consistent with the RoeROC subregion between 2011-2021, including:

- A reduction in the number of children and youth of 7% overall with 10% decline in the townsite of Kondinin.
- An increase in the number of the well-aged by 8.7% Shire wide and 7% increase in town, representing an aging population.
- Lone-person households increased shire-wide (3%) and by 5% in the townsite of Kondinin, representing a significant proportion (40%) of households.
- Family households have decreased across the Shire and townsite by approximately 5%.
- The proportion of group households has seen an increase of 1.7%.

- The number of dwellings owned outright has increased by 9.2% in the townsite, with those owned with a mortgage decreasing.
- The representation of rental properties across the Shire has significantly decreased with by 8% across the LGA.
- An increase in other tenure types indicates employee-provided housing or not-for-profit community or social housing.
- Single houses comprise 97% of the housing stock.

Table 35: Shire of Kondinin Age Profile, Household Composition, and Dwelling Type (Trends 2011- 2021)

		2011		2016		2021	Trend	Trend
Household Size	Kondinin LGA	Kondinin (UCL)	Kondinin LGA	Kondinin (UCL)	Kondinin LGA	Kondinin (UCL)	Kondinin LGA	Kondinin (UCL)
Share of Population 0-14 (%)	24.2%	24.8%	18.9%	9.7%	17.3%	14.9%	-6.9%	-9.9%
Share of Population 65+ (%)	11.8%	12.8%	17.3%	22.8%	20.5%	19.9%	8.7%	7.1%
Family Households	69.8%	61.5%	68.9%	56.0%	65.2%	56.1%	-4.6%	-5.4%
Lone Person Households	29.0%	35.8%	28.9%	44.0%	31.9%	40.8%	2.9%	5.0%
Group Households	1.2%	2.8%	2.2%	0.0%	2.9%	3.1%	1.7%	0.3%
Occupied	73.2%	75.9%	77.4%	82.9%	77.7%	75.0%	4.5%	-0.9%
Unoccupied	26.8%	24.1%	22.6%	17.1%	22.0%	22.7%	-4.8%	-1.4%
Separate house Semi-detached, row or terrace house, townhouse etc	96.0%	<u>88.8%</u> 6.5%	97.6%	93.8%	<u>94.9%</u> 2.0%	96.9%	-1.1%	-1.3%
Flat or apartment	0.9%	0.0%	0.0%	3.1%	0.0%	0.0%	-0.9%	0.0%
Other dwelling	1.7%	4.7%	0.0%	0.0%	1.3%	0.0%	-0.4%	-4.7%
Owned outright	43.1%	24.1%	43.9%	35.2%	45.8%	33.3%	2.7%	9.2%
Owned with a mortgage	18.2%	26.9%	21.2%	22.7%	16.5%	17.7%	-1.7%	-9.2%
Rented	33.8%	46.3%	31.9%	42.0%	25.6%	35.4%	-8.2%	-10.9%
Other tenure type	1.2%	0.0%	1.2%	0.0%	8.1%	5.2%	6.9%	5.2%
Tenure type not stated	3.8%	2.8%	2.0%	0.0%	3.4%	9.4%	-0.4%	6.6%

Source: ABS 2021

The Shire of Kondinin ABS figures for dwelling occupancy indicates unoccupied dwellings represent 23%. A ground truth investigation into the number of unoccupied dwellings in the Shire of Kondinin may be important to uncover the number of unoccupied dwellings available for use or refurbishment.

The total labour force in the Shire of Kondinin comprises 581 people based on the ABS census data 2023, with approximately 11% representing the Public Sector Workforce of approximately

63 employees (see Table 37). State government employees comprise 4%, and local government employees comprise 6%. The private sector workforce comprises the agricultural, commercial, industrial, tourism, hospitality, and retail sectors, accounting for 89% of the workforce. ABS census local government employee figures in Table 11 (37 employees) closely correlate with the Shire employee data (36 employees) provided in Appendix A (Table 10), indicating the validity of the data.

Indicators	Kondinin LGA	Kondinin (UCL)
Sum of Local Govt	37	21
Sum of State/Territory Govt	26	22
Total State and Local Public Sector	63	43
Population	847	226
Public Workers per 1,000 people	74	190

Table 36: Shire of Kondinin % State and Local Public Sector Workforce

Source: ABS 2021

#### Table 37: Summary of Public Sector Housing Stock in RoeROC

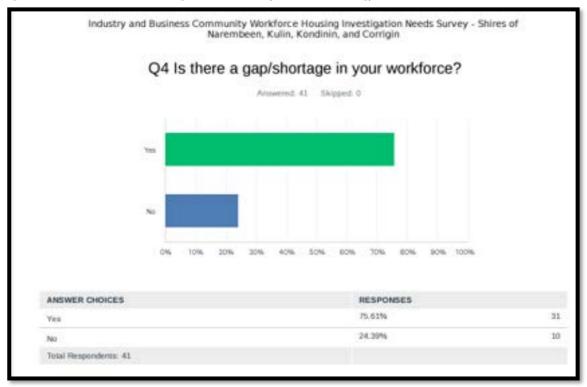
Which LGA do you represent?	Staff occupied Shire Housing	WACHS Current Housing Stock		Current GROH Housing Stock	Current GROH Housing Stock	Total
		Leased	Owned	Leased	Owned	
Shire of Kondinin	13	1	1	8	2	25

Source: RRWHI Stakeholders Engagement Outcomes

Public sector housing data can be found in Appendix A (Tables 12, 14, and 15). The outcomes of stakeholder engagement are summarised in Table 37 above. Based on these outcomes and Table 37 above, it is evident that approximately 40% of public sector staff have access to government-provided housing, which includes 46% of state government employees and 35% of local government employees. The local government survey highlights a shortfall in housing provision for staff, indicating that if the additional housing needs are met, 46% of local government employees could be accommodated.

According to Appendix A (Table 12), 65% of Shire of Kondinin properties are rented to Shire employees, with the remaining 35% rented to support community housing and essential workers. Meeting the additional housing needs of local government staff would increase the proportion of local government employees who occupy housing to 85%. Currently, rental of Shire housing to external parties includes WACHS, GROH and private leases.

The trends from the Business Community survey are described for the RoeROC subregion above and detailed in Appendix A. According to the survey responses shown in Figure 11 below, 76% of businesses with employees recognised an average workforce gap of 1.3 workers which is greater than the average trends for the RoeROC subregion.

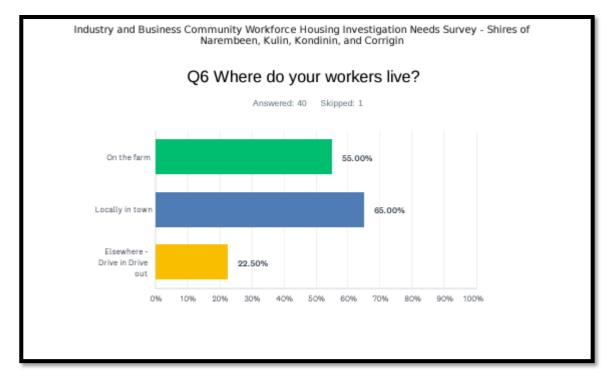


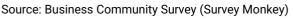
#### Figure 11: Shire of Kondinin Housing Needs Analysis (Workforce Housing)

Source: Business Community Survey (Survey Monkey)

The Shire of Kondinin worker living location in Figure 10 below indicates trends similar to the average response withing the RoeROC subregion.

Figure 12: Shire of Kondinin Business Community Survey Response – Worker Living Location





## Shire of Kondinin Workforce Housing Needs Analysis

According to the Register of Businesses, the Shire of Kondinin has approximately 180 businesses, with 87 businesses actively employing staff. The Business Community survey identified an average gap of 1.3 workers from responding businesses (76% of businesses that employed staff require additional workers), which if applied may equate to an estimated 85 workers required to cover the current worker shortage in the Shire of Kondinin.

Table 38 presents the housing needs analysis forecast to 2031 for the Shire of Kondinin.

	Shire of Kondinin Housing Needs Analysis (Workforce Housing)									
	Assessment Category	High Scenario (A) 2024-2031	Conservative Scenario (B) 2024-2031	Current Trends (ABS and LGA Survey) Scenario (C)	Scenario A Worker housing	Scenario B Worker Housing				
А	Lone Households (cap figure)	57	34							
A1	Aged Accommodation	12	7							
A2	Public Sector Worker Accommodation	19	14		19	14				
A3	Private Sector Worker Accommodation	43	21		43	21				
В	Shire Building activity	21	21	21	13	13				
	Additional Dwellings to 2031	95	64	21	75	48				
	Average Per annum	14	9	3	11	7				

Table 38: Shire of Kondinin Housing Needs Analysis (Workforce Housing)
--

Source: JE Planning Services

**Construction from 2019 to 2023:** During this period, 14 new dwellings were built in the Shire of Kondinin, an average of 3 dwellings per year.

**Estimated Dwelling Demand:** The overall dwelling demand is predicted to be 3 - 4 times greater than current building activity and is estimated to require between 64 and 95 additional dwellings by 2031. There is an estimated shortage of between 35 -62 public and private sector workforce dwellings in the Shire of Kondinin. To accommodate the public and private sector workforce between 2024 and 2031, an additional 48 (low estimate) to 75 (high estimate) dwellings are required.

**Construction Recommendations:** To meet current building activity and increased workforce housing requirements, it is recommended that 9-14 dwellings be constructed each year over the next 6-7 years within the Shire, with at least 7-11 dwellings being for workforce accommodation. This figure may incrementally address worker housing shortages and maintain ongoing replacement stock and additional dwellings for the broader community.

### **ROEROC SUBREGIONAL WORK FORCE HOUSING NEEDS INVESTIGATION**

Investigating workforce housing trends at a subregional level aims to assess the demand across a wide geographical area. By aggregating data from local government areas within regional markets, the goal is to establish a scale large enough to support economically viable housing development and government investment to address gaps in the market. The expansive land area of the RoeROC subregion, coupled with the relatively small size of several of the regional towns, impacts the feasibility and attractiveness of private housing construction and supply.

The Stakeholder Engagement Outcomes demonstrate an unmet and increasing demand for additional and suitable accommodation in the RoeROC subregion. Despite market failure issues, construction trends remain consistent, reflecting the need to replace housing stock, and construct suitable workforce housing. Both building trends and stakeholder feedback signal a growing demand for housing across the RoeROC subregion.

A review of local government profiles shows that the townsites of Corrigin and Kondinin have a notably high proportion of lone households. While the LGA figures align with broader RoeROC data, townsite-specific data (UCL) reveals that lone households account for 42% in the Corrigin townsite and 40% in the Kondinin townsite. Additionally, the Business Community Survey indicates that most workers live in the townsites and report that businesses are experiencing workforce shortages, with an average gap of 2.1 employees per business in Corrigin and 1.3 in Kondinin (see Table 40 below). This information suggests a significant need for additional accommodation in these townsites particularly.

The RoeROC Regional Workforce Housing Investigation (RRWHI) highlights demand for purposebuilt, suitable housing for workers, emphasising the need for accommodation that meets the requirements of lone households, small families, and aging populations.

# **RoeROC Workforce Housing Needs 2031**

The RoeROC subregional workforce needs and housing demand for the overall study area are based on a detailed analysis of each local government area, as outlined in the 'Local Government Profile and Workforce Housing Needs' chapter. When aggregated, these figures forecast workforce housing demand across the RoeROC subregion through 2031.

Businesses in Local Government Area	Number of workers employed by responding businesses	Additional Workers required	Number of Businesses Responding	Average additional workers required per business
Shire of Kulin	93	8	22	0.4
Shire of Kondinin	158	52	40	1.3
Shire of Narembeen	178	26	32	0.8
Shire of Corrigin	104	48.5	23	2.1
Total	533	134.5	117	1.2

Table 39: Business Community Survey Outcomes - Current Workers and Workforce Gaps by Shire

Source: Appendix A Stakeholder Engagement Outcomes Report

The aggregate housing demand for the RoeROC subregion (as shown in Table 40) suggests that the scale of demand is estimated to be conservatively 3 to 4 times higher than current building activity. Projections indicate that between 227 and 331 additional dwellings will be needed by 2031, which translates to an annual requirement of 32 to 47 dwellings. Of this, 22 to 35 dwellings per year will need to be dedicated specifically to workforce accommodation to meet existing and future demand.

	RoeROC Subregion Housing Needs Analysis (Workforce Housing)							
	Assessment Category	High Scenario (A) 2024-2031	Conservative Scenario (B) 2024-2031	Current Trends (ABS and LGA Survey) Scenario (C)	Scenario A Worker housing	Scenario B Worker Housing		
А	Lone Households (cap figure)	241	144					
A1	Aged Accommodation	56	34					
A2	Public Sector Worker Accommodation	71	53		71	53		
A3	Private Sector Worker Accommodation	123	60		123	60		
В	Shire Building activity	81	81	81	48	48		
	Additional Dwellings to 2031	331	227	81	242	160		
	Average Per annum	47	32	12	35	22		

Table 40: RoeROC subregion Housing Needs Forecast 2024-2031

Source: JE Planning Services

From 2019 to 2023, a total of 57 new dwellings were constructed in the RoeROC subregion, averaging 11.4 dwellings per year. If current trends continue, the subregion will see an additional 81 dwellings by 2031, which falls short of the forecasted need.

Construction from 2019 to 2023: During this period, 57 new dwellings were built in the RoeROC subregion with an average of 11.4 dwellings per year.

**Estimated Dwelling Demand:** The overall dwelling demand is predicted to be 3 - 4 times greater than current building activity and is estimated to require between 227 and 331 additional dwellings by 2031. There is an estimated shortage of between 113 -194 public and private sector workforce dwellings in the RoeROC subregion. To accommodate the public and private sector workforce between 2024 and 2031, an additional 160 (low estimate) to 242 (high estimate) dwellings are required.

Construction Recommendations: To meet current building activity and increased workforce housing requirements, it is recommended that 32-47 dwellings be constructed each year over the next 6-7 years within the RoeROC subregion, with at least 22-35 dwellings being for workforce accommodation. This figure may incrementally address worker housing shortages and maintain ongoing replacement stock and additional dwellings for the broader community.

# Land Supply

The Wheatbelt Development Commission undertook a vacant land assessment across the RoeROC main townsites. The assessment details are contained in the 'RoeROC Development Capacity Assessment and Town Action Plan'. An initial high level review is provided below, and may be updated when the vacant land assessment is detailed. Based on the data provided, there are approximately 165 vacant residential zoned lots in the main towns of Corrigin, Kulin, Narembeen and Kondinin. A high-level review of the forecast housing need and current land supply is provided in Table 42 below. The table reveals that 10% of the vacant land has access to full servicing, 66% of the vacant residential zoned land is partially serviced, and 24% of the vacant land is not serviced.

A comparison of the dwelling forecast data with the vacant land reveals that there may be a shortage of vacant residential zoned land to accommodate additional dwelling demand toward 2031 unless significant efforts are made to improve servicing and planning outcomes (i.e. subdivisions, development and increased density). Short-term housing needs may be addressed with current land supply (subject to servicing) given the high-level assessment that the overall demand of 160 dwellings (Scenario B – Low) may be facilitated on the 165 vacant residential lots (albeit a significant portion of these are not serviced). Improved planning and servicing may significantly increase the capacity of this land supply. Otherwise, each of the Shires will likely face a shortage of available land to meet the housing forecasts presented in this study.

	Scenario A - High Scenario B - Low			Vacant Residential Zone Land (main townsite)				
LGA	Additional Dwellings to 2031	Total Worker housing	Total dwellings	Total Key Worker housing	Vacant Residential Lots DPLH	Serviced	Partial Servicing	Not Serviced
Kulin	42	29	33	23	37	0	35	2
Kondinin	95	75	64	48	40	0	13	27
Naremebeen	69	42	50	30	30	6	21	3
Corrigin	125	96	81	59	58	10	41	7
Total	331	242	228	160	165	16	110	39

Table 41: LGA vacant lots and RRWHI forecast worker housing demand

Source: WDC and RRWHI

## CONCLUSIONS

The RRWHI housing demand analysis indicates that the housing needs in the RoeROC subregion are 3-4 times greater than the current building activity. Specifically, the demand for workforce housing is projected to require between 22 and 35 new dwellings annually across the subregion by 2031 to meet the current shortage and maintain current building trends, which alone triples the current housing construction rates for RoeROC subregion.

The private sector faces challenges such as limited rental options, land availability, affordable construction, and suitable financing. The state government housing models, which rely in part on leasing or renting properties, further compound these issues. As a result, local governments are increasingly pressured to meet worker accommodation needs.

The RRWHI recommends developing grouped dwellings with smaller housing products at a consistent rate to address the unmet demand for worker households while also maintaining existing construction trends. Given the market failure conditions in the RoeROC region, supplementary State and Federal Government funding is crucial for successful workforce housing development.

The RRWHI provides an evidence-based workforce housing demand analysis as part of a broader scope of work to support the development of business cases and grant applications. This broader scope includes the following actions:

- 1. 'RoeROC Development Capacity Assessment and Town Action Plan' (Wheatbelt Development Commission)
  - o Vacant land Assessment
  - Shires identify specific sites suitable for development of grouped dwellings within key townsites. These sites should ideally be council-owned (or available for purchase), already serviced, and suitable for one or more smaller dwellings.
  - For shortlisted sites, small housing concepts are provided, focusing on managing construction costs and optimising dwelling numbers and product mix. This involves considerations of dwelling size, construction format, land/site servicing costs, and estimated construction costs.
- 2. Preliminary Business Case (Econisis)
  - This outlines potential housing investment opportunities and establishes a preliminary business case to support the proposed housing development program, reflecting the need for grant funding. Key components include:
    - Cost-Benefit Analysis: Assessing shortlisted housing investment options.
    - **Financial Analysis**: Examining housing costs and the ongoing operational and financial impacts on councils and private investors.



# **WORKFORCE HOUSING INVESTIGATION 2024**

## **APPENDIX A**

# **STAKEHOLDER ENGAGEMENT - Summary of Outcomes**



Prepared by JE Planning Services for the Roe ROC Shires and the Wheatbelt Development Commission

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Appendix A: Summary of Business Community Survey by Shire
Appendix B: Summary of LGA Housing Survey by Shire
Appendix C: Summary of State Government Agency Survey

## STAKEHOLDER ENGAGEMENT OBJECTIVES

Objectives of the Stakeholder Engagement Communication Framework in preparation for the RoeRoc Workforce Housing Investigation are to:

- Inform recommendations and outcomes from stakeholder representation as engaged through the process.
- Effectively engage with relevant stakeholders to collect qualitative data to support and expand on findings from quantitative data. Stakeholders include the ROEROC Shires, the Wheatbelt Development Commission, State Government Service Agencies, Local businesses and Industry.
- Ensure that stakeholders understand their role under the engagement framework (Table 1), which is described as:
  - Informing
  - Consulting
  - Involving
  - Collaborating
  - Empowering
- Create a portal for ongoing communication with stakeholders.
  - Avoid misinformation or speculation.
  - Improve efficiency with study timeframes.
  - Provide accurate information about the study outcomes.
  - Create pathways for stakeholder interaction and feedback that are open and transparent.
- Document and collate feedback to inform study recommendations.
- Provide a clear process and consistent key messages to engender confidence within/in the RoeROC subregion.

## **STAKEHOLDER ENGAGEMENT ACTIVITIES**

Stakeholder engagement underpins the project outline. The collection of data informs the RoeROC workforce housing analysis (worker housing needs analysis) through the following engagement processes:

- Business Community Survey (Business Community Stakeholders)
- Local Government Housing Survey (RoeROC working group)
- State Agency Stakeholder Survey (SGAS)
- Liaison with WA Country Health Service (WACHS) and Department of Communities (Government Regional Officer Housing Program (GROH)).

This Stakeholder Outcomes report summarises the findings and outcomes of the engagement activities. The RoeROC Housing Needs Investigation Report will include a comparative data analysis of the engagement outcomes presented, considering broader ABS data and a Literature Review.

Table 1 below identifies the stakeholder groups involved in the project, the level of engagement, and the terms of reference supporting the engagement activities and outcomes.

## Table 1: Stakeholder Groups

	Consultation Level – keywords	Communication Methods/Terms of Reference
<ul> <li>Project Control Group –</li> <li>Wheatbelt Development Commission</li> <li>ROE ROC Organisation of Councils</li> <li>Consultants</li> <li>(Project Management)</li> </ul>	Involve Collaborate	<ul> <li>Confirm Project Process and Content</li> <li>Confirm Objectives</li> <li>Develop Key messages</li> <li>Emails/Phone calls/Teams calls/Meetings</li> <li>Teams Presentation</li> <li>Confirm Recommendations</li> </ul>
RoeROC Working Group• Shire of Narembeen• Shire of Kondinin• Shire of Corrigin• Shire of Kulin(Steering Group)	Inform Involve Consult Collaborate Empower	<ul> <li>Provide data, local knowledge and other technical information.</li> <li>Complete the Local Government Survey/Questionnaire.</li> <li>All LGAs to engage local businesses and other key employers (&amp; community stakeholders) to seek responses on the Community Business Survey.</li> <li>Emails/ and phone calls</li> <li>Teams Meeting/ Final Presentation</li> <li>Document Review</li> </ul>
State Agency/ Service AgencyStakeholders• WA Country Health Services• Department of Community Services - GROH• Police• Local Public Schools• Western Power• Water Corporation• Department of Planning Lands and Heritage• Development WA (RDAP)	Inform Consult Involve	<ul> <li>Building awareness</li> <li>Gather views/information</li> <li>Emails/ and phone calls</li> <li>Feedback</li> </ul>
Business Community Stakeholders         Industry         Farming         Commercial         Not for Profit         List to be developed by each Shire	Inform Consult	<ul> <li>Gather views/information.</li> <li>Survey</li> <li>Emails/phone calls</li> <li>Feedback</li> </ul>

## **BUSINESS COMMUNITY WORKFORCE HOUSING SURVEY OUTCOMES**

The Business Community Survey (BCS) commenced on 2 July 2024 and ended at the close of business on 31 July 2024. One hundred and twenty-three responses were received from the business community within the Shires of Kulin, Narembeen, Corrigin, and Kondinin. Two responses omitted details about which Shires they represented in the submission. Thus, Figure 1 indicates only 121 responses.

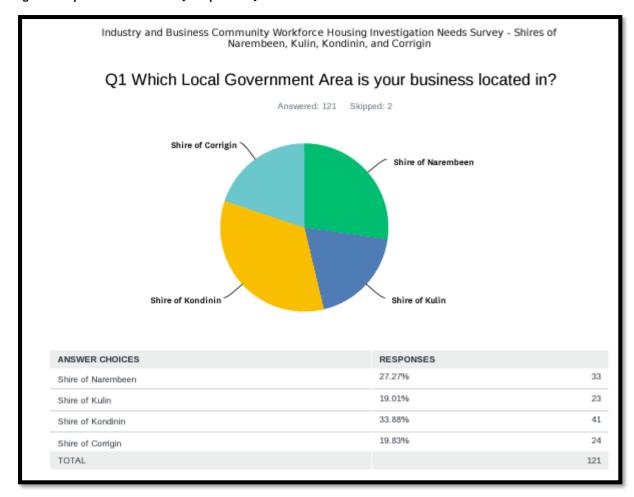


Figure 1: Representation of Survey Responses by LGA

The BCS targeted business owners to help understand current worker and housing supply and identify gaps and additional demand. The survey sought information on housing provision and standards based on thirteen questions outlined in Table 2.

The response rate for this survey may represent 40% of businesses with employees or 13% of the total business in RoeROC.

Business Con	nmunity Survey Questions	Response Rate
Question 1	Which Local Government Area is your business located in?	121
Question 2	Name of Business/Farming Enterprise	115
Question 3	How many workers do you employ?	119
Question 4	Is there a gap/shortage in your workforce?	121
Question 5	If Yes to question 4 above, how many additional workers do you need?	113
Question 6	Where do your workers live?	113
Question 7	Does your Business supply housing/accommodation for your workers?	120
Question 8	If your business/farm supplies worker housing, please indicate the number and type of accommodation.	91
Question 9	Generally, do you consider that the type of housing stock you provide meets your employee's needs?	100
Question 10	Which type of dwelling would most typically suit your employees?	108
Question 11	What are the housing needs or gaps for your employees?	71
Question 12	Would you consider investing (lease or purchase/build) in additional housing for your employees?	112
Question 13	What would enable you to purchase or build housing for your employees?	89

Appendix A includes the summary of the BCS outcomes for each Local Government.

## NUMBER OF WORKERS AND WORKFORCE GAPS

A high proportion of businesses (61%) identified a gap in their workforce.



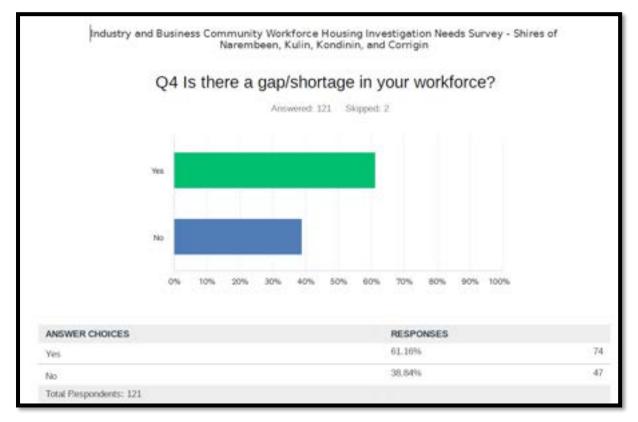


Table 3 below is the aggregate summary of responses to Questions 1, 3, and 5 of the BCS. This helps identify the number of average employees per business and additional workers currently needed. These statistics relate to the 123 businesses that responded to the survey and do not include a complete understanding of all businesses in each Shire. According to the BCS response, please note that the average number of workers currently employed by each business is 4.5. The number of additional employees or employee gap averages 1.2 workers per business across the subregion. The Shire of Corrigin businesses indicate an average of 2.1 additional workers required, while the other three Shires businesses require between 0.4 – 1.3 additional workers each.

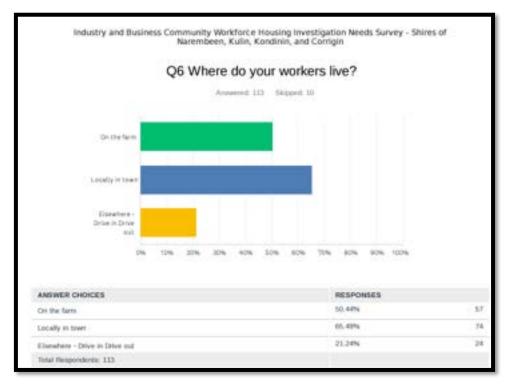
#### Table 3: Business Community Survey Outcomes - Current Workers and Workforce Gaps by Shire

Businesses in Local Government Area	Number of workers employed by responding businesses	Additional Workers required	Number of Businesses Responding	Average additional workers required per business
Shire of Kulin	93	8	22	0.4
Shire of Kondinin	158	52	40	1.3
Shire of Narembeen	178	26	32	0.8
Shire of Corrigin	104	48.5	23	2.1
Total	533	134.5	117	1.2

## HOUSING SUPPLY, LOCATION AND CONDITION

According to the survey results, most workers live locally in town, with a high representation of workers living on a farm; only some live elsewhere and drive in and out.

#### Figure 3: Location of Worker Accommodation



Question 7 responses revealed that 70% of responding businesses provide housing for their workers (See Figure 4).

Figure 4: Business-supplied Housing for Workers



Figure 5: Accommodation Type and number provided to Employees

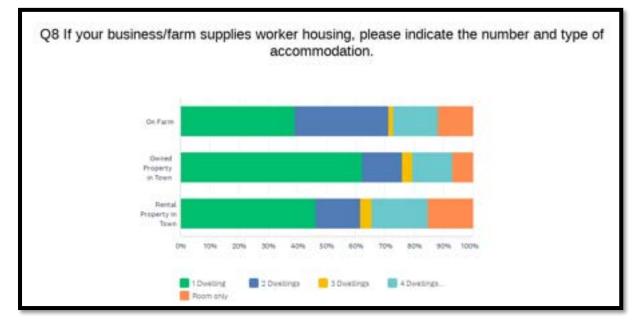


Figure 5 indicates that 73% of responding businesses provide a range of accommodations to support employees, from one room to 4 dwellings. Table 4 below indicates that 43% of businesses provide at least one dwelling to support their workers. Most accommodation is owned by businesses either on a farm or in town. Rentals account for 20% of the housing provided by the business. The "other" relates to renting an Airbnb, renting on another farm, or employees having access to their own homes.

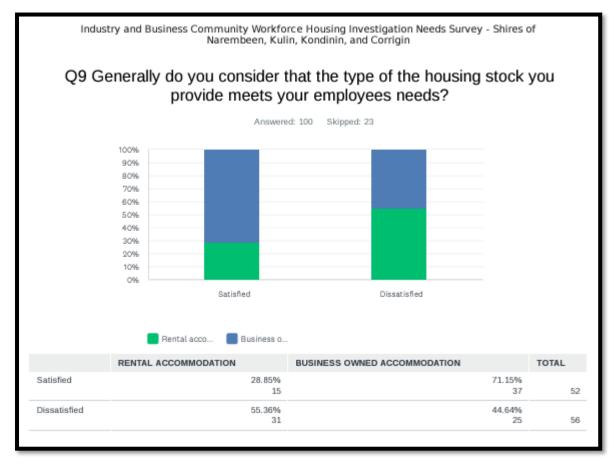
#### Table 4: Location, Type and number of accommodations provided by Business owners

Dwellings	1 Dwelling	2 Dwellings	3 Dwellings	4 Dwellings	Room Only	Total
On Farm	23	19	1	9	7	59
Owned Property in Town	18	4	1	4	2	29
Rental Property in Town	12	4	1	5	4	26
Other (please specify)						10
Total	53	27	3	18	13	124
Percentage	43%	22%	2%	15%	10%	100%

Source: RoeROC Business Community Survey – Housing Needs 2024

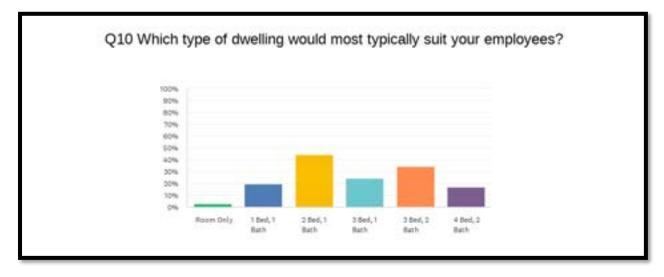
Business owners consider that 52% of workers are dissatisfied, and 48% are satisfied with the conditions and standards of the housing stock provided. The outcomes revealed that workers were more satisfied with business-owned housing than rental accommodation (See Figure 6).

#### Figure 6: Employee Satisfaction with Housing Standard



In Question 10, business owners were surveyed to provide feedback on the type of dwellings they consider most typically suit employees. Question 10 revealed that a range of accommodations would be suited to the workforce's needs, with the most prevalent typology being two-bedroom, one-bath or three-bedroom, two-bath dwellings.

#### Figure 7: Suitable worker accommodation



Seventy-one comments were received from business owners regarding housing needs or gaps for workers. Several submissions indicated no issues or gaps. Otherwise, concerns were raised in the order of frequency of response summarised below, and expanded in Table 5, including:

- Lack of Housing/Rentals
- Require smaller accommodation
- Demand for additional family dwellings
- Shortage of Short-term accommodations
- Lack of quality of accommodation
- Limited available workforce
- Access to affordable housing
- Planning to provide lifestyle properties

## Table 5: Question 11 – Housing Needs or Gaps for Workers

Key Theme	Type of comments	F					
Lack of Housing/	Need housing for a family for a worker who currently drives from Merriden	27					
rentals	A gap of housing if we were to employ someone with a family	1					
	We need housing to bring Educators to the centre. Our ECEC centre is running at less than 50% of its standard operational	1					
	hours/days due to not having the appropriate level of staffing.						
	We are hoping to employee someone in the near future that would potentially require housing. In the past our employee was						
	not satisfied with the housing options available to rent and he had to live in share house, this was a part of the reason he left.						
	Number of acceptable available properties in town. We currently have 3 staff members who have sourced their own rental						
	accommodation in town. These properties are often have cheaper rent that the GROH renters are paying.						
	Most people would prefer to own rental housing, but none is available.						
	Accommodation on the farm could not employ someone with a family.						
	There aren't many housing options if we needed to expand our workforce or need to replace existing staff						
	We require a 2-3 bedroom unit/ house to house staff in town. Without these employees, we simply cannot operate. We have not						
	been successful in employing local staff, so we are required to employ people from out of town.						
	No housing available for local employees.						
	Lack of long-term rentals						
	Accommodation in town would be an advantage for school access as no bus out to the farm.						
	More houses in town for employees to purchase						
Smaller	Multiple single room accommodations would be required	12					
Accommodation	Smaller style units for singles and backpackers						
	1 or 2 bed private accommodation	1					
	Fine at the moment because all the staff needing houses are singles.	-					
	Our staff are usually young adults or empty nesters, small units would suffice.	-					
	We also have 4 employees that are staying in the local hotel as there is no rentals available.	-					
	A Variety of properties would be useful to rent as not all require large homes. Difficult to entice permanent nurses to the hospital	-					
	if there is no accommodation for them.						
Family Housing	Family housing	7					
, , , , , , , , , , , , , , , , , , ,	Accommodation on the farm could not employ someone with a family.	-					
	Need housing for a family for worker who currently drives from Merriden	-					
	Housing for families	-					
	more availability of quality family housing	1					
Short term housing	Need places in Hyden town that are small liveable units and able to be rented for the busy periods of the year, seeding and	5					
	harvest	-					

	Short term employees							
	Seasonal Employees							
	Short term housing							
	Suitable							
Quality	They need easy to clean but comfortable housing	5						
	Bring up to modern standard/expectation							
	Quality of available houses							
	more availability of quality family housing							
	Require good quality brick housing.							
Lack of workforce	Lack of Seasonal Workers	4						
	No sure housing is the solution							
	Live too far from town to attract overseas workers							
	People willing to work							
	Flexibility and availability							

## **ENABLERS FOR INVESTMENT IN WORKER HOUSING**

Question 12 asked business owners, 'Would you consider investing (lease or purchase/build) in additional housing for your employees?' One hundred and twelve responses were received to this question, with 75% of respondents indicating interest in investing in additional housing for workers and 55% indicating interest in purchasing housing if available.

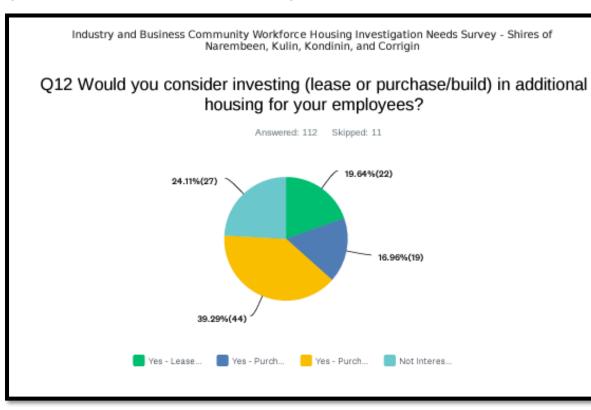
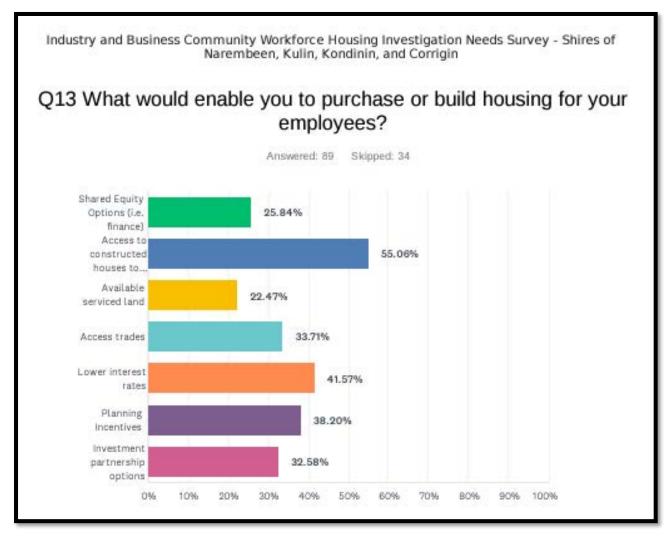


Figure 8: Business owner investment in additional housing

The final question was, 'What would enable you to invest in housing for your employees?' The highest enabler was simply having access to constructed housing. Forty-one percent of respondents stated that lower interest rates would enable investment in housing, and a high percentage would consider shared equity options and investment partnerships to facilitate the provision of housing. The responses to all criteria were reasonably strong, with access to trades, available serviced land, and planning incentives also seen as enablers. See Figure 9 below.





*The ROEROC Worker Housing Survey – Local Government Information* supported the data collection process from each local government in the ROEROC. The four participating Shires completed the Survey responding to questions in Table 6, to the extent that information was available.

#### Table 6: ROEROC Worker Housing Survey Questions

ROEROC Worker	Housing Survey – Local Government information
Question 1	Which LGA do you represent?
Question 2	Based on rates information how many dwellings are located in residential zones?
Question 3	Based on rates information how many dwellings are located in Rural areas?
Question 4	Based on building licence statistics, please provide the number of dwellings
	approved in townsite/residential areas each year since 2014.
Question 5	Based on building licence statistics, indicate the year of construction, the dwelling
	typology (size and type) and estimated development cost for up to 10 most recently
	approved dwellings. Please tick the relevant boxes that apply to each dwelling.
Question 6	How many staff are currently employed by the Shire?
Question 7	Does the Shire have any staff vacancies?
Question 8	How many dwellings are owned by the Shire?
Question 9	How many Shire Dwellings are occupied by Shire Staff?
Question 10	Does the Shire need to supply additional housing for Shire workers?
Question 11	Does the Shire rent out Shire owned properties?
Question 12	What is the current weekly market rental value for Shire properties? Please list
	associated weekly rental values in the comment box below for up to 5 properties.
Question 13	Do you consider that there is an adequate supply of State government owned
	housing to cater for public sector workers within your Shire?
Question 14.	In your opinion what is one major barrier restricting the investment in new housing in your Shire?

A summary of the Local Government Information Survey by LGA is included in Appendix B.

## NUMBER OF DWELLINGS AND BUILDING TRENDS

The responses to Questions 2 and 3 are summarised in Table 7 below.

Which LGA do you represent?	Based on rates information how many dwellings are located in Residential zones?	Based on the rate information, how many dwellings are located in rural areas?			
Shire of Kulin	213	257			
Shire of Corrigin	469	373			
Shire of Narembeen	242	361			
Shire of Kondinin	365	533			
Total	1289	1524			

#### Table 7: ROEROC Total Dwellings based on LGA Rates data

Table 7 above shows that 46% of dwellings are in residential zones, with the majority, (54%) located in Rural areas.

Building activity in the ROEROC area is documented in building licence statistics. Based on the Shire statistics, the number of dwellings approved in the RoeROC sub-region has averaged eight per annum since 2014, with increasing constructions since 2019, indicating an average of eleven houses per annum over the past five years (see table 8).

Total

#### Year Shire of Kulin Shire of Corrigin Shire of Narembeen \_ Shire of Kondinin Total

#### Table 8: Building Approvals in Residential Areas

The data captured in Table 9 below was received from each local government in answer to question 5: 'Based on building licence statistics, indicate the year of construction, the dwelling typology (size and type) and estimated development cost for up to 10 most recently approved dwellings. Please tick the relevant boxes that apply to each dwelling.'.

						Modular	Traditional	3x1	Av0 (ar	Cinala	Oround	Less	\$150K	\$250K	\$350K	¢лгои
	2021	2022	2023	2024	Total	dwelling construction	dwelling construction	(or less)	4x2 (or greater)	Single Dwelling	Grouped dwellings	than \$150K	- \$250K	- \$350K	- \$450K	\$450K +
1	0	1	0	3	5	3	1	2	2	3	1	0	1	0	1	3
2	1	0	2	1	6	3	1	1	3	3	1	1	0	0	0	3
3	1	0	2	1	7	1	3	1	3	4	0	1	1	0	1	1
4	2	1	1	0	8	3	1	0	3	4	0	1	1	1	0	1
5	1	1	1	0	8	3	0	0	3	3	0	0	0	0	0	3
6	2	0	1	0	9	3	1	1	2	3	0	0	1	2	0	0
7	2	0	1	0	10	2	2	1	2	3	0	0	1	0	1	1
8	0	0	1	0	9	0	1	0	1	1	0	0	0	0	0	1
9	1	0	0	0	10	1	0	0	1	1	0	0	0	1	0	0
10	1	0	0	0	11	1	0	1	0	1	0	0	0	1	0	0
Total	11	3	9	5	28	20	10	7	20	26	2	3	5	5	3	13

 Table 9: Dwelling construction, typology and cost

The data in Table 9 reveals the following trends:

- The construction of modular dwellings has occurred twice as often as traditional dwelling construction in the past four years.
- Most dwellings constructed are single 4x2 dwellings.
- 55% of the dwelling construction costs are greater than \$350,000.
- 27% of dwelling construction costs are below \$250,000.

## **RENTAL TRENDS AND RENTAL MARKET VALUE OF SHIRE PROPERTY**

According to the survey results, Table 10 below reveals that 24% of Shire properties are rented to Shire employees, with the remainder rented to GROH, WACHS, community housing, and the private market. Ideally, the RoeROC Shires would aim to provide accommodation for 29% of local government staff. The RoeRoc shires councils are currently experiencing a low employee vacancy rate.

#### Table 10: Shire provided housing for Staff and Shire Housing Demand

Which LGA do you represent?	How many staff are currently employed by the Shire?	have	the Shire any staff ancies?	lf Yes, How many vacancies?	How many dwellings are owned by the Shire?	How many Shire Dwellings are occupied by Shire Staff?	Additional housing required for Shire workers?	lf yes, how many additional dwellings	Does the Shire rent out Shire owned properties?	Tenants
Shire of Kulin	50	Yes		3	23	16	Yes	6	Yes	Police, Teachers, Private
Shire of Corrigin	35		No		15	5		-	Yes	Private Market
Shire of Corrigin	37		No		17	6	Yes	2	Yes	GROH- Police, teachers plus private
Shire of Narembeen	33		No		17	6	Yes	4	Yes	Community Housing
Shire of Kondinin	36	Yes		2.5	20	13	Yes	4	Yes	State Government Agency (WACHS); Private Market; State Government Agency (GROH)
Total	191	100		5.5	92	46		10		

Data on the rental market value of shire housing was also collected. While some properties are rented to staff at a subsidy as part of the remuneration package, the market rental value is indicated in Table 11 below. Market rental values vary and range between \$150 and \$480.

Which LGA do you represent?		Average Rent of Shir	e owned housing per w	eek
Shire of Kulin	\$220 (2x1)	\$340-\$400 (4x2)	\$285(3x2 Transportable)	\$225- \$260 (3x1/3x2)
Shire of Corrigin	\$350-400	\$350-400	\$350-400	\$150- \$250
Shire of Narembeen	Staff - \$65/week	Social Housing - portion of income	Management - nil	Other-by negotiation
Shire of Kondinin	WACHS - \$480 week	GROH - \$430 per week	Private - \$170 per week	Shire employees not on contract- \$7- per week.

Table 11: Market Rental Value of Shire-owned housing

The RoeROC Shires each consider there to be a shortage of state government-owned housing in the subregion. Each shire answered "No" to the question 'Do you consider that there is an adequate supply of State government owned housing to cater for public sector workers within your Shire? and collectively provided the following comments:

- There are examples of empty State Government Employee Houses (Education) for example and at the same time Education are leasing/renting Shire houses or AIRBNB for short term secondments.
- The Shire of Kulin approached the Department of Communities regarding potential for purchasing an empty GROH house recently, only to get a response they are retaining the house. This particular house has been empty for 5 + years.
- It is also common for local government to field enquiries from Teachers who are looking to find alternative rentals due to low quality housing and cost of rent.
- State government employees renting shire houses could be used for shire staff or private rentals.
- The Shire of Kondinin and the Kondinin Community Recreation Council have just secured loans and engaged a builder to construct two 3 x 2 dwellings on their respective vacant private lots for WACHS housing to support the Kondinin Hospital through 15-year tenancy agreements with WACHS.

## MAJOR BARRIERS RESTRICTING THE INVESTMENT IN NEW HOUSING INFRASTRUCTURE

The responses from the RoeROC shires to question 14, "In your opinion, what is one major barrier restricting the investment in new housing in your Shire?" emphasize affordability, high construction costs, and access to suitable finance as the major barriers. Upon reviewing the responses, it is evident that these concerns resonate across the local governments in the subregion. The comments received are generally reflective of the broader challenges faced throughout the area and include the following:

- Construction costs/lack of supplies/lack of available trades.
- Financial availability

- Housing construction companies do not offer reasonable price estimates without a real and genuine enquiry. Tendered prices submitted to the Local Governments are exorbitant.
- Tendering requirements and procurement is an issue, particularly with traditional dwelling construction (i.e. there are a number of Modular Companies on the WALGA Preferred Supplier Panel, which, as a result, negates the need for Local Governments to go to tender for this method of construction.)
- Businesses do not see value in investing in housing for their staff. Some existing businesses expect the Shire to provide housing.
- Existing and prospective businesses may not have the capital to build new housing or purchase existing. They would rather rent and not worry about maintenance issues or getting a return on their property.
- The re-sale value of dwellings is less than the cost of constructing a new dwelling.

## **STATE AGENCY STAKEHOLDERS**

State Government agencies in the RoeROC subregion include WA Country Health Services (WACHS), the Education Department, and the WA Police.

GROH provides housing for 30 State Agencies across WA and, in the RoeROC subregion, supports the Department of Education and WA Police housing needs. The GROH portfolio is broken down into GROH-owned and privately leased properties. Privately leased properties represent approximately 50% of the portfolio; as such, the competitive leasing market in the current climate plays a large role in the housing supply in towns.

WACHS provide housing for health workers in the RoeROC subregion. The WACHS development model for housing delivery is through the WACHS Investor partnership scheme <u>WA Country Health Service - Country Health housing</u>.

WACHS and GROH provided data for this project identifying current and future recommended housing stock in the Shires within the RoeROC subregion. In addition to this process, a survey was forwarded to each of the local schools, health facilities and police stations to gauge a sense of demand from the state agency employees from a local perspective.

## WA COUNTRY HEALTH SERVICES (WACHS)

WACHS indicates current staff levels and housing stock in Table 14 below. WACHS currently employs 84 staff in the RoeROC Shires of Narembeen, Corrigin, and Kondinin. The health services in these Shires also support the Shire of Kulin. WACHS currently owns and leases seven dwellings in the Shires, which may accommodate between 17% (1 staff per dwelling) or 33% (average of 2 staff per dwelling) of WACHS employees.

Locality	Number of Doctors Number of Nurses		Allied health, Administration and support	Current H Stock	lousing	Recommended Future Housing	
		1101 303	workers	Leased	Owned		
Shire of Kulin	0	0	0	0	0	Staffed from Kondinin	
Shire of Narembeen	1	10	14	5	2	4 x 2 bed room, 2 bathroom (Replace)	
Shire of Corrigin	1 (3 days)	10	13	1	4	4 x 2 bed room, 2 bathroom (replace nurses quarters and increase stock by 3)	
Shire of Kondinin	1	22	12	1	1	4 x 2 bed room, 2 bathroom (Replace 1 and Increase stock by 3)	
Totals	3	42	39	7	7	16 (2 Bed 2 Bath)	

Table 14: WA Country Health Service Staff and Housing

WACHS requires additional suitable high-amenity dwellings in Corrigin, Kondinin, and Narembeen townsites and recognises that the need is predominantly for two-bedroom, two-

bathroom dwellings. The recommended future housing will make low amenity leased dwellings available to the market and replace the current nurses' quarters, which are no longer suitable or desirable as staff accommodation. The recommended housing would include 16 new dwellings. These dwellings will replace five of the existing dwellings and the nurses' quarters to ultimately provide 20 WACHS dwellings in the RoeROC subregion. This accommodation will cater for a minimum of 23% of staff. However, if more than one staff member is accommodated in each dwelling, the figure may likely reach 50%.

## **GOVERNMENT REGIONAL OFFICER HOUSING PROGRAM (GROH)**

GROH provided the details of current and future proposed housing stock in the RoeROC subregion in Table 15 below. Information on workforce planning is not provided and needs to be sourced from agencies individually.

There are 577 GROH properties throughout the Wheatbelt, with a total of 31 dwellings currently provided in the RoeROC subregion, of which 23 are leased and 8 are owned. GROH advises that based on client-agency workforce planning requirements, there is no current need identified for additional housing and that this data is relevant as of July 2024. GROH advises that no additional housing stock is planned based as there have been no requests from the client agencies for additional housing in the RoeROC shires.

GROH request that the following is noted:

- Client agencies provide GROH with a forecast of current and future workforce planning needs.
- Data does not reflect a waitlist of government workers waiting for accommodation.
- Client agency needs are fluid and subject to change.
- Client agencies review and adjust their workforce planning regularly.

Locality	Current GROH Hous	ing Stock	Proposed GROH Housing Stock		
Locality	Leased	Owned	Replacement	Additional	
Shire of Kulin	4	2	0	0	
Shire of Narembeen	6	0	0	0	
Shire of Corrigin	5	4	0	0	
Shire of Kondinin	8	2	0	0	
Totals	23	8	0	0	

#### Table 15: GROH's current and proposed housing

Source: GROH Data base 2024 (Data is not to be reproduced or used for any other purpose)

## STATE GOVERNMENT AGENCY SURVEY

A separate State government agency survey (SGAS) was emailed to all the Police Stations and Schools in the area at the same time as the Business Community Survey (BCS) was widely canvassed on social media. Some of the agencies chose to fill out the BCS instead of the SGAS or both, and therefore, the data collected from both surveys has been used to collate the following outcomes.

The State Government Agency Survey included the following questions:

 Table 16: State Government Agency Survey

ROEROC Wor	kforce Housing Analysis – State Government Agency information					
Question 1	Which state government agency do you represent?					
Question 2	How many dwellings are provided by GROH for staff in the Shire?					
Question 3	Local Government Area Location?					
Question 4	How many staff are currently employed?					
Question 5	Are there any staff vacancies?					
Question 6	How many staff live in the Shire?					
Question 7	How many staff drive in and drive out?					
Question 8	How many staff have access to GROH or agency housing?					
Question 9	Is there a demand for additional housing to accommodate agency staff in the Shire?					
Question	What is the current weekly market rental value for Agency/GROH properties? Please					
10	list associated weekly rental values in the comment box below for up to 5 properties.					

The following agencies responded to the State Government Agency Survey:

- Kondinin Police
- Kulin Police
- Narembeen Police
- Kulin District Highschool
- Kondinin Primary School

The following agencies provided responses to the Business Community Survey:

- Narembeen School
- Kulin District High School
- Hyden Primary School
- Corrigin Health Services

Kulin District High School responded to both surveys, and therefore, the SGAS data was used for this outcome.

The BCS Questions that align with SGAS questions include the following:

- Question 1 Which Local Government Area is your business located in?
- Question 2 Name of Business/Farming Enterprise (SGAS Q1)
- Question 3 How many workers do you employ? (SGAS Q4)
- Question 4 Is there a gap/shortage in your workforce? (SGAS Q5)
- Question 5 If Yes to question 4 above, how many additional workers do you need?
- Question 7 Does your Business supply housing/accommodation for your workers?
- Question 8 If your business/farm supplies worker housing, please indicate the number and type of accommodation.
- Question 11 What are the housing needs or gaps for your employees?

The responses provide data from a cross-section of state agencies in the RoeROC subregion, representing most individual agencies. They are set out with a combination of information from both surveys in Table 17 below. The feedback from Corrigin Health Services has been excluded as the information is reflected and consistent with the WACHS response.

#### Table 17: State Government Agency Feedback

Which state government service or agency do you represent?	How many dwellings are provided by GROH?	Local Government Area Location?	How many staff are currently employed?	Are there any staff vacancies?	lf Yes, how many vacancies?	How many staff live in the Shire?	How many staff drive in and drive out?	How many staff have access to GROH or agency housing?	Is there demand for additional housing to accommodate agency staff in the Shire?
Police	2	Shire of Kondinin	3	No	0	3	0	2	No
Department of Education	4	Shire of Kulin	28	No	0	28	0	4	Yes
Police	2	Shire of Kulin	2	No	0	2	0	2	No
Police Department of	2	Shire of Narembeen	2	No	0	2	2	2	No
Education	3	Shire of Kondinin	10	No	0	9	1	3	No
Education	4	Shire of Narembeen	36	No	0	-		4	Yes
Regional Early Education & Development Inc Shire of		Shire of			3				
Narembeen	n/a	Narembeen	4	yes		-		not applicable	
Hyden Primary School		Shire of Kondinin	17	No	0	-			No
Total	17		102		3	44	3	17	

A summary of outcomes from the state government agency survey includes:

- Police and Education State Agency stakeholders have no staff vacancies.
- The provision of GROH housing tends to accommodate one staff member per dwelling.
- There is some registered demand for additional GROH housing.
- Feedback from the State Agency survey included that many of the teachers and staff own their own properties. For this reason, should the teachers or other staff retire or move, there will be a lack of GROH housing availability to support Department of Education staff. It is difficult to foresee the changes, and therefore the agencies may not have registered for the waitlist; however, at the time that the houses are required, there is often a delay or lack of availability.
- Feedback revealed that Education Department staff will source their rental accommodation in town as it is often cheaper rent than the GROH rent.
- Department of Education will charge rent ranging between \$190 \$280 a week.
- Police WA will generally pay for the accommodation for workers.
- Based on the respondents to the State Agency Survey from the local perspective it seems that GROH accommodate 16% of their staff. Further review of public sector housing figures and the information from GROH in Table 15 above may alter this figure.



# **ROEROC Development Concept Feasibilities**

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## Introduction

On behalf of the Wheatbelt Development Commission and RoeROC Shires, and as an input to broader investigations around workforce housing in the RoeROC Shires of Narembeen, Kulin, Kondinin and Corrigin, Chadwick Consulting presents the following development concept feasibilities in the townsites of Corrigin, Narembeen, Kulin and Hyden.

These housing investment concepts are supported by high-level costings based on the following assumptions, inclusions, and contingencies:

- Dwelling costs are based on average square meter rates for each typology and configuration, account for the cost associated with construction in the Wheatbelt region, and include:
  - Pad, house, driveways, carports (one carport for one bedrooms, two carports for two or more bedrooms).
  - Liveable but not excessive specification that seeks to balance the cost of delivery against the desire to attract key workers into appropriate and comfortable homes. This includes standard kitchen cabinetry and fit-out specifications, middle-tier vinyl planking, air-conditioning to living spaces, a verandah to the outdoor living space, and carports (not garages).
- Dwelling configuration has been chosen to align with the demand demonstrated in the *RoeROC Workforce Housing Investigation 2024* report prepared by JE Planning, with input from the relevant Shires, and to provide a comparison of differing development approaches.
- Initial investigations of planning frameworks, bushfire risk, and power, sewer and water network capacities have been undertaken.
- Estimated costs of any required capacity and network extension upgrades are included where necessary.
- No provision has been made for gas supply to the properties.
- A standardised provision is included for onsite drainage. This requirement may differ between sites, but accounting for the relatively small hard surface footprints of the modelled dwellings, it is unlikely these costs will dramatically impact project feasibility.
- Provision has been made for minor earthworks only. Desktop analysis indicates predominantly clear and level terrain on the subject sites.
- A 10% design and construction contingency, representing the uncertainty of costing construction without site surveys, engineering reports and validated design concepts.
- Costs are valid as of February 2025, and do not include escalation to account for inflation or changes in the construction market.

## Lot 1 (24) Lynch Street, Corrigin

The vacant lot at 24 Lynch Street, Corrigin, is zoned 'Commercial' under the Shire of Corrigin Local Planning Scheme No. 2 (Corrigin LPS), with an area of 1,518 m<sup>2</sup>. The site is generally vacant, level and clear, with access available from Lynch St to the east.



Figure 1. Corrigin Site Context

Under the current zoning, development as Grouped Housing is a 'D' use (permitted only at the discretion of the Shire). As per Table 3 of the Corrigin LPS, development requirements are reflective on a R12.5 residential density zoning. At the instruction of the WDC, an R-Code density of R40 has been assumed with regards to the modelling below, providing for a maximum yield of six dwellings, with an average lot size of 253m2. A provision for planning and technical consultancy fees has been included to account for the costs associated with applying to vary the applicable planning requirements to achieve this outcome.

Water, sewer and power connections are all available in the adjacent road reserves. There is an existing water connection to the site. Desktop investigations indicate that current utility network capacities are sufficient.

The lot is not within a Bush Fire Prone area.

Given its location and context in an established area of Corrigin surrounded by existing brick houses, a traditional (masonry exterior) development typology has been chosen rather than modular or flat-pack.

The cost estimates below relate to the development of three 2-bedroom/1-bathroom and three 3-bedroom/2-bathroom dwellings. These costings are based on indicative internal floor areas of  $82m^2$  and  $100m^2$  respectively.

Lot 1 (24) Lynch Street, Corrigin	Costs			
Headworks, connections and fees	\$	45,005		
Site works and internal services	\$	240,000		
Planning and technical costs provision	\$	22,000		
Construction	\$	2,547,000		
Three 2-bed, 1-bath	\$393,000 per dwelling			
Three 3-bed, 2-bath	\$456,000	\$456,000 per dwelling		
Design and construction contingency		10%		
TOTAL	\$	3,137,206		
Per dwelling	\$	522,868		

## Lot 16 (7) & 17 (5) Currall Street, Narembeen

The vacant, adjoining lots at 5 & 7 Currall Street, Narembeen are zoned 'Town Centre' under the Shire of Narembeen Scheme No. 2 (Narembeen LPS), with a combined area of 4,304m<sup>2</sup>. The site is vacant, level and clear, with streets adjacent on three sides.



Figure 2. Narembeen Site Context

Under the 'Town Centre' zoning, development as Grouped Dwellings is an 'AA' use (permitted only at the discretion of the Shire). R-Code densities do not apply to the 'Town Centre' zone; site and development requirements are set in section 4.12 of the Narembeen LPS. At the instruction of the WDC, an R-Code density of R40 has been assumed to guide the modelling below. A provision for planning and technical consultancy fees has been included to account for the costs associated with a planning application in this context. This provision also covers the cost of lot amalgamation, which would be necessary if the whole site was to be developed.

Water, sewer and power services are all available in the adjacent road reserves. There is an existing sewer connection to the site. Advice from Water Corporation indicates the junction associated with this connection will likely require an upgrade from DN100 to DN150 to accommodate the proposed development. This has been reflected in the headworks cost breakdown.

Desktop investigations indicate that current utility network capacities are sufficient.

The lot is not within a Bush Fire Prone area.

Latent worker housing demand in Narembeen is significant and forecast to increase without meaningful intervention. In this context, two development profiles are presented below. The first is for a 'serviced apartment' style model, designed to maximise the lot yield and number of individuals serviced in short-to-medium term accommodation. The second is for a more standard residential development providing housing for workers that wish to base themselves in Narembeen, designed to accommodate couples and young families.

The costs breakdowns provided below do not consider the efficiencies of building multiple identical, modular dwellings on the same site. Should these development proposals be progressed, this should be considered in liaison with a builder specialising in modular housing.

#### 1.1. 'Serviced Apartment' Style Development

This development model provides a cost breakdown for 2-bedroom, small footprint, modular dwellings. Their description as 'serviced apartments' refers to their configuration and construction typology rather than their mode of operational and management, which remains flexible.

With an assumed R-Code density of R40, a maximum of 19 dwellings are permitted on the site. To account for communal space, internal roads and servicing, a nominal 20% of the site area is reserved, giving a yield of 14 dwellings with an average lot area of 240m<sup>2</sup>.

This development model includes seven 2-bedroom/2-bathroom dwellings which provide a 'dualkey' configuration, allowing two separate tenancies to access their single bedroom/bathroom section of the dwelling separately, with each provided a separate and private kitchen/living space. These have an internal area of  $63m^2$ , or  $31.5m^2$  for each tenancy. While these dwellings have a relatively high cost per square meter, the ability to accommodate two tenancies increases their financial viability.

The other seven dwellings are non-specific 2-bedroom/1-bathroom, modular dwellings with an internal area of approximately 76m<sup>2</sup> based on average square meter rates for this dwelling typology in the region.

Lots 16 (7) & 17 (5) Currall St, Narembeen	Costs		
Headworks, connections and fees	\$	164,313	
Site works and internal services	\$	560,000	
Planning and technical costs provision	\$	24,000	
Construction	\$	3,623,900	
Seven 2-bed, 1-bath	\$235,000 per dwelling		
Seven 2-bed, 2-bath (dual-key)	\$282,700 per dwelling		
Design and construction contingency		10%	
TOTAL	\$	4,807,034	
Per dwelling	\$	343,360	

#### **1.2. Standard Residential Development**

This development model demonstrates a more typical residential development designed to provide housing for workers and their families looking to base themselves in the region for a longer period. It includes a mix of modular 2-bedroom/1-bathroom and 3-bedroom/2-bathroom dwellings, with indicative internal floor areas of 76m<sup>2</sup> and 126m<sup>2</sup> respectively.

To provide an example that is applicable to other RoeROC Shires and townsites this example includes costings for septic tank systems. This reduces the available land area for development, reducing the yield to approximately 10 dwellings, while increasing development costs.<sup>1</sup> It also increases the need for technical investigations when obtaining planning approval, marginally increasing this cost.

Lots 16 (7) & 17 (5) Currall St, Narembeen	Costs		
Headworks, connections and fees	\$ 227,401		
Site works and internal services	\$ 480,000		
Planning and technical costs provision	\$ 29,000		
Construction	\$ 3,187,500		
Five 2-bed, 1-bath	\$235,000 per dwelling		
Five 3-bed, 2-bath	\$402,500 per dwelling		
Design and construction contingency	10%		
TOTAL	\$ 4,313,391		
Per dwelling	\$ 431,339		

<sup>&</sup>lt;sup>1</sup> In the cost breakdown table septics are included in the Headworks category.



## Lot 16, 17 & 18 Price Street, Kulin

The three adjoining vacant lots at Lots 16, 17 & 18 (35, 37 & 39) Price Street, Kulin, are zoned 'Residential' under the Shire of Kulin Local Planning Scheme No. 2 (Kulin LPS), with an R-Code density of R10/30. The lots have a combined area of 2,107 m<sup>2</sup>. The site is generally vacant and level, with gravel and sandy soils, and some cover of remnant vegetation. Road access is available from Price Street to the south-east. The site is well-located within the Kulin townsite.



Figure 3. Kulin Site Context

Under the current zoning, development as Grouped Housing is a 'D' use (permitted only at the discretion of the Shire). Under the dual R10/40 density code, as per Clause 4.2.2 of the Kulin LPS, development at an R30 density requires "an effective method of effluent disposal, satisfactory to the local government's requirements". The lots are service by underground sewer infrastructure. Therefore, this development concept assumes an R30 density.

This density provides for a maximum yield of 7.02 dwellings. Due to the need for communal driveways and servicing areas, this yield is unlikely to be practical. Therefore, a maximum yield of 6 dwellings has been applied, providing for a maximum average lot size of 351 m<sup>2</sup>. Amalgamation of the three lots would be required to achieve this outcome. A provision for planning and technical consultancy fees has been included to account for the costs associated with achieving this outcome.

Water services are available on the far side of Price St. Underground sewer is available on the northwest edge of the lots. Overhead power is available on the near side of Price St. Provision has been included to bring connections for these services into the lot as required. Desktop investigations indicate that current utility network capacities are sufficient.

The lot is not within a Bush Fire Prone area.

This development model demonstrates a residential development designed to provide housing for workers and their families looking to base themselves in the region. It includes a mix of modular 2-bedroom/1-bathroom and 3-bedroom/2-bathroom dwellings, with indicative internal floor areas of 76m<sup>2</sup> and 126m<sup>2</sup> respectively.

Lots 16, 17 & 18 Price St, Kulin	Costs	
Headworks, connections and fees	\$	67,565
Site works and internal services	\$	240,000
Planning and technical costs provision	\$	29,000
Construction \$ 1,951		1,951,125
Three 2-bed, 1-bath	\$240,875 per dwelling	
Three 3-bed, 2-bath	\$409,500 per dwelling	
Design and construction contingency		10%
TOTAL	\$	2,516,459
Per dwelling	\$	419,410

# Lot 151 Radbourne Drive, Hyden

Lot 151 (#43) Radbourne Drive, Hyden, is a vacant lot zoned Residential under the Shire of Kondinin Scheme No. 1 (Kondinin LPS), with an R-Code density of R10/25. The lot has a total area of 2,147 m<sup>2</sup>, and is generally clear and level, with minor remnant vegetation. Road access is available from both the north and east from Radbourne Drive.

The lot is within a residential subdivision approximately 800m west of the Hyden main townsite, with residential lots and dwellings to the south and bushland surrounding



Figure 4. Hyden Site Context

Under the current zoning, development as Grouped Housing is a 'D' use (permitted only at the discretion of the Shire). Under the dual R10/25 density code, development at an R25 density requires meeting effluent disposal and amenity requirements as determined by the Shire and Department of Health. The lot is serviced by a hybrid, reticulated, Septic Tank Effluent Disposal (STED) system, which takes wastewater that has already been treated in household septic tanks through a pipeline system to a disposal pond located outside of town. Other residential developments in the area have met Department of Health requirements for the application of R25 density by utilising this system. Noting this precedent and the Shire's support of this proposal, an R25 density is assumed for this development concept.

This density provides for a maximum yield of 6.1 dwellings. Due to the need for communal driveways, servicing areas and septic effluent disposal, this yield is unlikely to be practical. Therefore, a maximum yield of 5 dwellings has been applied, providing for a maximum average lot size of 429  $m^2$ .

Connection to the STED sewer system is available on the southwest corner of the lot. Provision has been made for a septic tank system and connection to the STED service. These charges are grouped under the headworks line item in the table below. Water services are available on the near side of Radbourne Dr. Underground power is available on the near side of Radbourne Dr. Provision has been included to bring connections for these services into the lot as required. Desktop investigations indicate that current utility network capacities are sufficient.

The lot is within a Bush Fire Prone area, and there is significant bushland to the east and north of the lot. Provision has been included to cover the increased building costs and technical reports required. These costs are based on development industry averages. Confirmation by an accredited bushfire planning consultant is be required to validate final requirements.

This development model demonstrates a residential development designed to provide housing for workers and their families looking to base themselves in the region. It includes a mix of modular 2-bedroom/1-bathroom and 3-bedroom/2-bathroom dwellings, with indicative internal floor areas of 76m<sup>2</sup> and 126m<sup>2</sup> respectively.

Lot 151 Radbourne Drive, Hyden	Costs	
Headworks, connections and fees	\$	104,068
Site works and internal services	\$	200,000
Planning and technical costs provision	\$	18,000
Bushfire prone construction provision	\$ 90,600	
Construction	\$	1,710,250
Two 2-bed, 1-bath	\$240,875 per dwelling	
Three 3-bed, 2-bath	\$409,500 per dwelling	
Design and construction contingency		10%
TOTAL	\$	2,335,210
Per dwelling	\$	467,042



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- (a) have all the necessary skills, training, and qualifications (proof of which, along with an up-to-date resume, must be supplied to the Principal within 2 Business Days of request) to carry out the Services in accordance with the Contract; and
- (b) are able to:
  - perform the Services without the supervision of the Principal's Personnel; and
  - (ii) resolve any matters arising from the performance of the Services.

## 19 SUPPLY OF GOODS AND SERVICES

- 19.1 The Contract commences on the Start Date and continues for the Initial Term.
- 19.2 The Principal may, at its discretion, extend the Contract by giving notice in writing to the Contractor before expiry of the Initial Term, for an Extended Period to commence on the day after the end of the Initial Term and ending after the period of the Extended Period has elapsed.
- 19.3 The Contractor must supply the Goods and/or Services to the Principal in accordance with the Contract during the Term.
- 19.4 The Contractor must:
  - (a) obtain, at the Contractor's expense, any Approvals necessary for the supply of the Goods and/or Services to the Principal; and
  - (b) comply with any applicable Legal Requirements in supplying the Goods and/or Services to the Principal.
- 19.5 The Contractor must comply with all reasonable directions issued by the Principal's Representative in relation to the Goods and/or Services.
- 19.6 The Contractor acknowledges and agrees that the Principal may enter into arrangements or agreements with third parties for the purchase of goods or services the same as and/or similar to the Goods and/or Services.
- 19.7 If the Contractor:
  - (a) delivers more Goods than the quantity specified in the Contract, the Principal may return any quantity of Goods provided by the Contractor in excess of that specified in the Contract to the Contractor at the Contractor's sole risk and expense; or
  - (b) performs more Services than the quantity specified in the Contract, the Principal is not liable to pay for the additional quantity.

## 20 PLANT AND EQUIPMENT

- 20.1 The Principal will supply Principal Supplied Plant and Equipment (if any) and the Contractor must supply all other things necessary to provide the Goods and/or Services, including labour and Plant and Equipment, at its expense.
- 20.2 The Contractor must ensure that all Plant and Equipment and any other items which the Contractor uses or supplies in conjunction with the Services are of merchantable quality, comply with the Contract and all Legal Requirements, and are fit for their usual and intended purpose.
- 20.3 Principal Supplied Plant and Equipment remains the Principal's property and the Contractor may only use the Principal Supplied Plant and Equipment for the purpose of fulfilling the Contractor's obligations under the Contract.
- 20.4 The Contractor must compensate the Principal for any loss or damage to the Principal's premises or property (including the Principal Supplied Plant and Equipment) caused by the acts or omissions of the Contractor or the Contractor's Personnel.
- 20.5 The Contractor must promptly return to the Principal:

#### KULIN CONTRACT 2018 PAGE 22 FOR THE SUPPLY OF WASTE DISPOSAL GOODS AND SERVICES

# Schedule 1 - General Contract Specifics

Item No	Contract Specific	Description	Clause Reference
in respect (	ote: Items 1 to 31 must be completed to t of that item delete the contents of the rele	he extent relevant to the Contract. If an item is not relevant evant cell in the "Description" column and insert "Not Used" am below for guidance on how to complete this section.	to your Contract,
1.	Goods and/or Services to be provided by the Contractor	Collection Services, Bin Services, Landfill Management Services and Transfer Station Services	4
2.	OH&S Management System	Required for Collection Services.	10.4
3.	EMS	Required for Collections Services.	11.3(c)
4.	EMP	Required for Collection Services.	11.3(d)
5.	Operational Plan	Required for Collections Services.	11.4(b)
6.	Quality System	Required for Collection Services.	11.4(b) and 18.2
7.	Framework Agreement	No.	16.1
8.	Initial Term	7 years	19.1 and 1.1
9.	Start Date	1 July 2018	19.1 and 1.1
10.	End Date	The earlier of: (a) 30 June 2025 and (b) the date the Contract is terminated under Clause 37.	19.1 and 1.1
11.	Extended Period	3 x 1 year periods	19.2 and 1.1
12.	Goods to be supplied	The Goods are described in the Goods Specification.	19.3 and 1.1
13.	Services to be provided	Those Services listed in Item 1 of the General Contract Specifics.	19.3 and 1.1
14.	Principal Supplied Plant and Equipment	N/A	20.1 and 1.1
15.	Principal's Representative	Name: Noel Mason, CEO Address: 38 Johnston Street, Kulin WA 6365	22 and 1.1

# **ATTACHMENT 1**





# **Development Application for a Use Not** Listed – Fertiliser Blending Facility

Lot 9839 (No. 13251) Williams-Kondinin Road, Jitarning

May 2024

TOWN PLANNING | MEDIATION | ADVOCACY

#### **Disclaimer:**

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#### **Prepared for:**

South West Liquids Pty Ltd

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Ver.	Date	Description	Author	Approved
1	23/04/2024	Initial draft for client review	LY	JA
2	14/05/2024	For Lodgement	LY	JA
3	27/05/2024	Revision on setback	LY	JA

#### TOWN PLANNING | MEDIATION | ADVOCACY

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# 1.0 Executive Summary

The following application seeks planning approval for a liquid fertiliser blending facility at Lot 9839 (No. 13251) Williams-Kondinin Road, Jitarning.

The land use is considered to be 'Industry – Rural' in nature which is a 'Use Not Listed' pursuant to the Shire of Kulin's Local Planning Scheme No. 2. The proposal intends to blend fertiliser which is used for agriculture, in support of the surrounding rural land uses. The proposal has been assessed as complying with the applicable State and local planning frameworks and is considered compatible with both the existing rural activities being conducted on-site, as well as those in the broader locality.

Due to the nature and scale of the operations, total vehicle movements for the proposed fertiliser blending facility during its peak operation period, is anticipated to have an average of eight (8) vehicular movements per day and therefore a Transport Impact Statement is not considered necessary.

As for bushfire matters, whilst part of the site is designated as being bushfire prone, the areas associated with this proposal are located outside of the designated areas and therefore the application does not need to address State Planning Policy 3.7 – Planning in Bushfire Prone Areas.

It is therefore considered that the proposal warrants approval.

# 2.0 Background

## 2.1 Purpose

This submission has been prepared by Altus Planning on behalf of South West Liquids Pty Ltd (**Applicant**) to provide justification for a Development Application (**DA**) for a Use Not Listed (**proposed development** or **proposal**) at Lot 9839 (No. 13251) Williams-Kondinin Road, Jitarning (**subject land** or **site**). The Applicant lease a minor portion of the subject site for the proposed development.

The proposal is for a liquid fertiliser blending facility, which is considered to be 'Industry – Rural' in nature and is a 'Use Not Listed' under the relevant planning framework.

In accordance with the Shire of Kulin's (**Shire**) requirements, the following are included with this application:

- Shire's Form 1 Application for Development Approval;
- Certificate of Title (refer Attachment 1 of this Report);
- •
- ASIC Company Extract (refer **Attachment 2** of this Report); and
- Site and Development Plans (refer **Attachment 3** of this Report)

# 2.2 Property Description

The subject site measures approximately 304.6752 hectares (**ha**) and is located west of Williams-Kondinin Road, approximately 2km to the south-west of the Kulin Townsite. An existing singular vehicular access is located in the middle portion of the site via William-Kondinin Road, which services an existing dwelling and its associated agricultural use.

There are several rural outbuildings and dams on the site which are used for the existing agricultural use, similar to surrounding rural lots in its locality. The subject land is mostly cleared for farming, apart from some sections of scattered remnant vegetation to the south.

The Yilliminning Kulin Railway line runs along the rear (western) boundary of the subject site.

An aerial image of the subject site and immediate surrounds with cadastral overlay is provided in Figure 1.



Figure 1: Aerial/cadastre of subject site and surrounds (Source: SLIP Locate 2022)

# 3.0 Proposal

The Applicant proposes the development of a liquid fertiliser blending facility on a portion of the leased area on subject site. The intention of such facility is to support the fertilising needs of broadacre agricultural uses within the Shire and the broader region.

Proposed development will take the built form of a rural outbuilding, much similar in character and nature to those within the rural zone. The remnant of the site is to retain and continue its existing use for agriculture.

A set of development plans can be referred to at **Attachment 3**.

## 3.1 Description of Activities

The proposed operation involves the production (via blending) and distribution of liquid fertiliser used for broadacre agricultural purpose. Liquid fertiliser is preferred and well-suited for broadacre agriculture for its ease of use and has relatively low odour impact compared to traditional methods.

Source materials are transported onto site in bulk form, which is stored in bulk storage tanks with the amounts required extracted for mixing as part of the process. Storage tanks are anticipated to be 4.5m in diameter x 3.4m high. The production process of the facility involves the mixing of source elements, at a specific ratio, for a complete all-purpose liquid fertiliser that can be used for broadacre farming. Source materials will be loaded into the blending machine which will be pumped directly into storage containers once it is ready.

The finished product, in the form of liquid fertiliser, consists of trace elements and various compounds held in solution form for the optimum absorption and fertilising method. These elements include manganese sulphate, zinc sulphate, magnesium sulphate, boron, ferrous sulphate, mono potassium phosphate, amino acid, sodium molybdate, kelp, molasses, and sea minerals.

It is anticipated that the annual production rate will be about 1,000 - 2,000 tonnes of liquid fertiliser, with most of the production happening during the peak season between February to April. It is not envisioned that the proposal will fall under the category of prescribed premises.

All finished products are stored and sold in bulk containers with an approximate capacity of 1,250L. The production process and storage of products is to be wholly contained within the proposed facility (refer to **Attachment 3**) to minimise any risk of spillage.

Finished product will be delivered by third-party commercial vehicle on consignment.

## **3.2 Equipment and Machinery**

The processing operations requires the following equipment:

- 2 x large tanks (15kL) with rotary mixer.
- 1 x forklift

The mixing of products will be wholly contained within the proposed facility. The rest of the source material will be contained in large individual storage tanks. The forklift is used to move products within the facility and to load/unload items from the trucks.

It is unlikely that the proposed equipment and machinery will have any off-site impact given the production is wholly contained within the proposed building and is setback sufficiently in accordance with the Scheme.

The operation of forklift to load and unload items should not be dissimilar to any other existing rural activities.

## **3.3 Operating Period**

At this stage, it is anticipated that the facility will only operate full time during peak season between the month of February to April, for about four (4) to six (6) weeks out of a year. During this period, the operations can run any time between Monday to Friday, 7am till 5pm.

Outside of the peak season, it is anticipated that the facility will only operate sporadically up to six (6) hours per week on a part time basis, as required.

No operations are proposed to occur during weekends or public holidays.

## **3.4 Staff and Visitors**

The Applicant, being the owner-operator of the business, will primarily run the operations alone for the majority of time.

Should there be additional requirement arising due to labour shortage during peak operating period, the Applicant will employ one (1) additional part-time staff for that period.

Visitors to the site will mostly consist of limited personnels for supporting services (e.g. suppliers, servicing and maintenance). The majority of the product will be delivered in bulk directly to customers by the Applicant, and occasionally there might be a handful of customers attending the site, from time to time.

## 3.5 Traffic Movements and Access

Private vehicle movement from the operation is likely to be on average four (4) per day during peak operating season between February till April. Outside of this period, it is likely to have sporadic traffic movement which will be two (2) per day when it is in operation.

Commercial vehicle movement is to be a combination of commercial tankers (B-double or pocket road train) and generic freight trucks of a smaller size. It is anticipated that at peak season and during full time operation of the facility, total vehicle movements will average around eight (8) per day, with in-house delivery generally scheduled for once per day or up to twice, if required. This also takes into consideration of any possible customers attending the site themselves for pick up, which is less of a likely occurrence.

Access to the facility is via the existing crossover at the subject site. A proposed extension of the internal driveway will connect the crossover to the facility (refer to **Attachment 3**).

## 3.6 Parking and Loading/Unloading

All parking and loading/unloading can be easily accommodated on site within proximity to the proposed facility. No specific location has been identified on the proposal as this is not likely to have an impact on the surrounding area.

## 3.7 Waste Management

All proposed equipment as part of the production process is contained within a spill bund to contain any accidental spillage. Any accidental spills of the liquid can be recaptured and used. In addition, the production process is wholly confined within the warehouse to ensure that there is no nutrient export to surrounding land.

General waste is collected in bulk bins which will then be disposed of by the Applicant at the local waste transfer station every week or as frequent as required.

#### 3.8 Infrastructure

The subject site has access to 3-phase power and is in proximity to scheme water infrastructure.

# 4.0 Planning Framework

## 4.1 Shire of Kulin Local Planning Scheme No. 2

The subject land is zoned 'Rural' under the Shire's Local Planning Scheme No. 2 (**LPS2** or **Scheme**). The subject site is not located within a structure plan or any other defined planning policy area.

The objectives for the 'Rural' zone as set out in clause 3.1.2 (vi) of LPS2 are as follows:

- *(i)* To provide for a wide range of activity that is predominantly rural in nature.
- (ii) To protect land from uses that may jeopardise the future development of that land for other planned purposes which are compatible with its Rural zoning.
- *(iii)* To protect land from closer development that would detract from the rural character and amenity of the area.
- *(iv)* To prevent any development which may detrimentally affect the commercial viability of Rural zoned landholdings.
- (v) To provide for the development of a range of local government approved non-rural uses which accord with the provisions of the Scheme and the local government's policies.

The proposed development is considered consistent with the abovementioned objectives, in particular with objectives (v) that is to provide for a range of non-rural uses that is compatible and in support of rural use. The proposal is for the production of liquid fertiliser which is used for broadacre farming.

In addition, the proposed development takes on the built form of a rural outbuilding and therefore, is not considered to be different or detract from the rural character and amenity of the area.

Furthermore, the proposed facility is only intended to be on a small portion of the site which does not compete with the subject land's existing rural use and will not jeopardise any intended future development of the land.

## 4.1.1 Land Use

Having regard to the land use definitions contained within clause 3.2 Table 1 of LPS2, the proposed development is considered to be a 'Use Not Listed'.

Firstly, the definition of 'Industry':

"means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes -(a) the storage of goods; (b) the work of administration or accounting; (c) the selling of goods by wholesale or retail; (d) the provision of amenities for employees; (e) incidental purposes.

The proposal is for blending of fertiliser that is operated by the Applicant and potentially one (1) additional staff. In this instance, it is considered that the scale of the proposal will not fit into a traditional category of 'Industry' albeit it does involve the process of producing a product.

Furthermore, the definition of 'Industry – Primary Production' is defined as:

"means land used -(a) to carry out a primary production business as that term is defined in the Income Tax Assessment Act 1997 (Commonwealth) section 995-1; or (b) for a workshop servicing plant or equipment used in primary production businesses." Whilst it is considered that the proposed use supports the primary production, it does not directly fit under the described land use, nor is it a workshop for servicing plant or equipment.

It is submitted that the proposed land use is considered to be more closely aligned with the use as a 'Industry – Rural' which is still found as a land use classification in the local planning schemes of other rural shires where it is a permitted or discretionary use in the Rural zone. For example, the definition of 'Industry-Rural' within the Shire of Serpentine-Jarrahdale's Local Planning Scheme No.3 is as follows:

#### industry - rural means —

- *(a) an industry handling, treating, processing or packing rural products; or*
- (b) a workshop servicing plant or equipment used for rural purposes;

Unfortunately, such a definition does not exist in LPS2.

For all the above reason, it is submitted that the use should be a considered as Use Not Listed.

Specifically, the proposed use is closely aligned with the rural use and purpose, as it is beneficial and in support of broadacre farming practices, in the rural locality. Accordingly, pursuant to Clause 3.3.4 of the Scheme, a proposal can be considered subject to being in accordance with the objectives of the Rural zone.

In this instance, and as per Section 4.1 of this Report, it is submitted that the proposed use is consistent with the objectives of the zone and therefore can be considered on its merits.

#### *4.1.2 Development Standards and Requirements*

Clause 4.7.7 does not provide specific requirements for development within Rural zone except to be in compliance with the objectives of the zone. Local Government might consider any other relevant and appropriate requirements to the proposal.

As such the proposal made consideration to general site and development requirements of 'Industry' use pursuant to clause 4.7.1 which indicate a minimum boundary setback of 7.5m.

The proposed location of the warehouse for the facility in this instance is setback 20m from the front (eastern) boundary and is considered to be appropriate in its location.

# 4.2 State Planning Policy 3.7 – Planning in Bushfire Prone Areas

Some areas of the subject land are designated as bushfire prone in accordance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas (**SPP3.7**), refer to Figure 2 below.



Figure 2: Map of Bushfire Prone Areas (Source: PlanWA)

It is submitted that the proposed development is located outside of the designated area and therefore, in accordance with Section 1.2 of the Guidelines for Planning in Bushfire Prone Areas, the application does not need to address the requirements of SPP3.7.

# 4.3 State Planning Policy 5.4 – Road and Rail Noise

The subject site is located within State Planning Policy 5.4 – Road and Rail Noise (**SPP5.4**) 'Other Significant Freight/ Traffic Rought Trigger', refer to Figure 3 below.

In this instance, given that the proposal does not include any noise sensitive land use, there is no further requirement to address this policy.

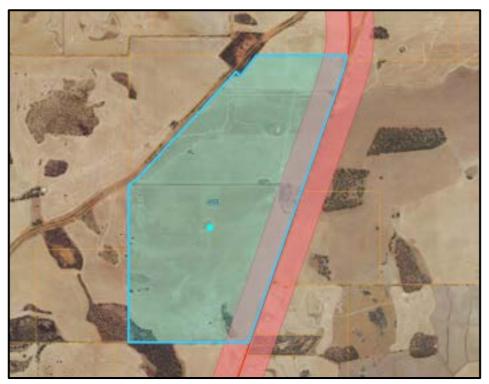


Figure 3: Map of Road and Rail Noise Trigger Area (Source: PlanWA).

# 4.4 Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Schedule 2 (**Deemed Provisions**) of the *Planning and Development* (*Local Planning Schemes*) *Regulations 2015* (**LPS Regulations**), the local government is to have due regard to the relevant matters for consideration outlined under Clause 67(2).

The following matters are considered relevant to the proposed development and are addressed in the following table.

	LPS Regulations Schedule 2: Clause 67(2)		
	rement	Proposed Development	
(a)	The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;	The relevant provisions under the Shire's LPS2 have been addressed under Section 4.1 of this Report. The proposed development is principally for an 'Industry – Rural' land use which must be determined as a 'Use Not Listed' in LPS2 The proposal is considered to be consistent with the objectives of the 'Rural' zone given the production of liquid fertiliser is something that is associated with and in support of agricultural need.	
(b)	The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;	This Report has justified the proposal under the relevant provisions of LPS9 and the broader planning framework. In addition, there are no known local planning schemes, amendments or other proposed planning instruments that the Shire is considering adopting or approving. The proposal is therefore considered to	
(c)	any approved State planning policy;	be in accordance with the requirements of orderly and proper planning. Whilst portions of the subject land are designated as bushfire prone, the location of the proposed development is outside the designated area and therefore, in accordance with Section 1.2 of the Guidelines for Planning in Bushfire Prone Areas, the application does not need to address SPP3.7. In addition, whilst the subject site is identified within SPP5.4 trigger area, the proposed land use is not considered a sensitive land use and therefore the policy	

Table 3: Assessment of proposed development under Deemed Provisions Clause 67(2).

LPS Re	gulations Schedule 2: Clause 67(2)	
Requir	ement	Proposed Development
(m)	the compatibility of the development with its setting, including — (i) the compatibility of the development with the desired future character of its setting; and (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;	The site is located in a rural area that is predominantly used for farming purposes. The proposed use is considered to be a 'Industry-Rural' use which is intended to support the agricultural industry in the area and will not prejudice future development of the locality. In terms of built form, the proposed building used for the operations will be similar in nature to a rural outbuilding, in terms of scale, appearance and height and therefore is not likely to impact the surrounding development.
(n)	the amenity of the locality including the following — (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;	The proposal is within an already cleared site for an existing farm. A spill bund has been proposed for the proposed facility to contain any accidental spillage to mitigate any environmental concern. The proposed fertiliser blending facility is within a building which is not dissimilar to a rural outbuilding that can be generally found on such rural lots. Therefore, it is considered to be consistent with the character of the locality.
		In addition, the traffic impact is considered to be minor and similar to most rural use with a combination of private vehicles and commercial vehicles movement. There is no considered social impact
(0)	the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate	arising from the proposal. Should any accidental spillage occurred, the product processing area has been bunded within the warehouse for the containment of spill.

LPS Regulations Schedule 2: Clause 67(2)	
Requirement	Proposed Development
impacts on the natural environment or the water resource;	Liquid spillage can be captured within a container to be reused. There is no anticipated product waste expected from the production process.
	General waste is to be collected within a bulk bin and disposed of weekly or as often as required by the Applicant at the local waste transfer station.
<ul> <li>(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;</li> </ul>	The proposal does not require removal of any vegetation. The land has already been substantially cleared for existing farming operations. The proposed development is located within an existing cleared area on the site.
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;	Whilst a portion of the land is located within identified bushfire prone area, given the proposed structure is outside of the mapped area, it is exempted from the requirements of the policy. In addition, the subject site has been significantly cleared for existing farming operation.
<ul> <li>(s) the adequacy of —         <ul> <li>(i) the proposed means of access to and egress from the site; and</li> <li>(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;</li> </ul> </li> </ul>	An existing vehicular crossover with an extension to the internal access driveway will provide access to the facility. There is ample of space on the subject site to accommodate car parking and manoeuvring. A site plan has been provided at <b>Attachment 3</b> .
<ul> <li>(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;</li> </ul>	As mentioned, the proposal only intends to operate full time during peak season period between February till April, lasting between 4 – 6 weeks. For the remainder of the year, the facility will only operate about 6 hours per week.

LPS Regulations Schedule 2: Clause 67(2)	
Requirement	Proposed Development
	Anticipated traffic movement during the
	peak period be on average 4 private
	vehicular movements and 8 commercial
	vehicular movement.
	Outside of peak period, this will likely go
	down to 4 vehicular movements in total
	per day on days that it is in operation.
	The proposal is therefore considered to
	have little to no impact on the adjoining
	road network.
(u) the availability and adequacy for the	The site is located within a rural area and
development of the following —	as such, public transport, walking and
(i) public transport services;	cycling are not considered desirable
(ii) public utility services;	options for travelling to the site.
(iii) storage, management and	
collection of waste;	All liquid waste or spillage will be bunded
(iv) access for pedestrians and cyclists	within the facility and reused. General
(including end of trip storage, toilet and	waste will be collected and disposed off
shower facilities);	by the Applicant at the local waste
(v) access by older people and people	transfer station weekly or as often as
with disability;	required.
(w) the history of the site where the	The subject site has an existing farming
development is to be located;	and will continue to operate, alongside
	the proposed fertiliser blending facility.

# 5.0 Other Considerations

In preparing this application, Altus Planning have investigated and considered licensing requirements under the *Environmental Protect Act 1986* (**EP Act**). As a result of these investigations, it has been advised that a Part V licence pursuant to the EP Act is not required.

Specifically, as the proposal relates to the blending of liquid fertiliser, with no discharge, it would not fit within Category 33, which is for blending of chemical products which is likely to be discharged into the environment.

In addition, the proposal does not fit into Category 67A, given that this is mainly for compost manufacturing and soil blending whereby organic material and waste is turned into compost.

# 6.0 Conclusion

The Applicant is seeking development approval for the liquid fertiliser blending facility at the subject land. The proposal seeks to mix different source elements at a specific ratio for a comprehensive all-in-one liquid fertiliser for broadacre farming practice.

The proposed use is considered to be a 'Use Not Listed' in LPS2 as the best-fit would have been 'Industry – Rural' which unfortunately is not contained in this scheme. The intended land use only takes up a portion of the subject site, with the remnant of the site being retained for its existing farming purpose.

For the reasons outlined in this Report, the proposal is suitable for the site and is consistent with both the applicable Local and State planning framework, and compatible with the existing rural activities on-site and within the locality. The proposal will not have an adverse impact on the character or the amenity of the locality as it is in a built form, height and scale that is similar to the surrounding locality and accordingly, it is submitted that the proposal warrants approval.

We trust that this information is to your satisfaction and welcome the opportunity to review a draft suite of conditions of approval. We otherwise look forward to your prompt and favourable determination.

Altus Planning

# Attachment 1 - Certificate of Title

TOWN PLANNING | MEDIATION | ADVOCACY

TITLE NUMBER Volume Folio 1281 428

WESTERN



**RECORD OF CERTIFICATE OF TITLE** 

UNDER THE TRANSFER OF LAND ACT 1893

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

KGRObe

REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 9839 ON DEPOSITED PLAN 141122

#### **REGISTERED PROPRIETOR:** (FIRST SCHEDULE)

CALESI PTY LTD OF POST OFFICE BOX 58, KULIN

(T E063910) REGISTERED 3/4/1989

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

TITLE EXCLUDES THE LAND SHOWN ON PLAN 24095. 1.

L579447 2. MORTGAGE TO NATIONAL AUSTRALIA BANK LTD REGISTERED 18/3/2011.

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

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

#### **STATEMENTS:**

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

SKETCH OF LAND: PREVIOUS TITLE: PROPERTY STREET ADDRESS: LOCAL GOVERNMENT AUTHORITY: 1281-428 (9839/DP141122) 1036-935 13251 WILLIAMS-KONDININ RD, JITARNING. SHIRE OF KULIN



Attachment 2 – ASIC Company Extract

TOWN PLANNING | MEDIATION | ADVOCACY



#### Australian Securities & Investments Commission

# **Current Company Extract**

ASIC

Name: CALESI PTY LTD ACN: 008 698 226

Date/Time: 22 May 2024 AEST 01:12:37 PM

This extract contains information derived from the Australian Securities and Investments Commission's (ASIC) database under section 1274A of the Corporations Act 2001.

Please advise ASIC of any error or omission which you may identify.

EXTRACT

Organisation Details		Document Number
Current Organisation Details	5	
Name:	CALESI PTY LTD	SCD010N
ACN:	008 698 226	
ABN:	53008698226	
Registered in:	Western Australia	
Registration date:	13/04/1966	
Next review date:	13/04/2025	
Name start date:	UNKNOWN	
Previous state number:	C0660142S	
Status:	Registered	
Company type:	Australian Proprietary Company	
Class:	Limited By Shares	
Subclass:	Proprietary Company	

Address Details		Document Number
Current		
Registered address:	Unit 6 Level 3, 170 Burswood Road, BURSWOOD WA 6100	2E1358597
Start date:	14/01/2015	
Principal Place Of Business address:	12038 Williams-Kondinin Road, JITARNING WA 6365	7E9057057
Start date:	27/04/2017	
Historical		
Principal Place Of Business address:	Loc, 8808 Kulin Via Wickepin Road, KULIN WA 6365	5E0683032
Start date:	07/01/2000	
Cease date:	03/05/2004	

#### **Contact Address**

Section 146A of the Corporations Act 2001 states 'A contact address is the address to which communications and notices are sent from ASIC to the company'.

Current

Address:	PO BOX 373, VICTORIA PARK WA 6979
Start date:	28/06/2003

Officeholders and Other Role	Document Number	
Director		
Name:	EDITH ANN LUCCHESI	7E9057057
Address:	12038 Williams-Kondinin Road, JITARNING WA 6365	
Born:	09/02/1948, DONNYBROOK, WA	
Appointment date:	25/11/2005	
Name:	PETER ELISEO LUCCHESI	7E9057057
Address:	12038 Williams-Kondinin Road, JITARNING WA 6365	

#### CALESI PTY LTD ACN 008 698 226

Born:	10/06/1949, CORRIGIN, WA	
Appointment date:	01/10/1974	
Secretary		
Name:	PETER ELISEO LUCCHESI	7E9057057
Address:	12038 Williams-Kondinin Road, JITARNING WA 6365	
Born:	10/06/1949, CORRIGIN, WA	
Appointment date:	18/07/1998	

#### **Share Information**

	-
Share	Structure

Class	Description	Number issued	Total amount paid	Total amount unpaid	Document number
ORD	B CLASS	66	66.00	0.00	5E0890978
ORD1	C CLASS	66	66.00	0.00	5E0683032
ORD2	ORDINARY	1	1.00	0.00	5E0890978

#### Members

Note: For each class of shares issued by a proprietary company, ASIC records the details of the top twenty members of the class (based on shareholdings). The details of any other members holding the same number of shares as the twentieth ranked member will also be recorded by ASIC on the database. Where available, historical records show that a member has ceased to be ranked amongst the top twenty members. This may, but does not necessarily mean, that they have ceased to be a member of the company.

#### Name: PETER ELISEO LUCCHESI

Address: 12038 Williams-Kondinin Road, JITARNING WA 6365

Class	Number held	Beneficially held	Paid	Document number
ORD	66	yes	FULLY	7E9057057

#### Name: EDITH ANN LUCCHESI

Address: 12038 Williams-Kondinin Road, JITARNING WA 6365

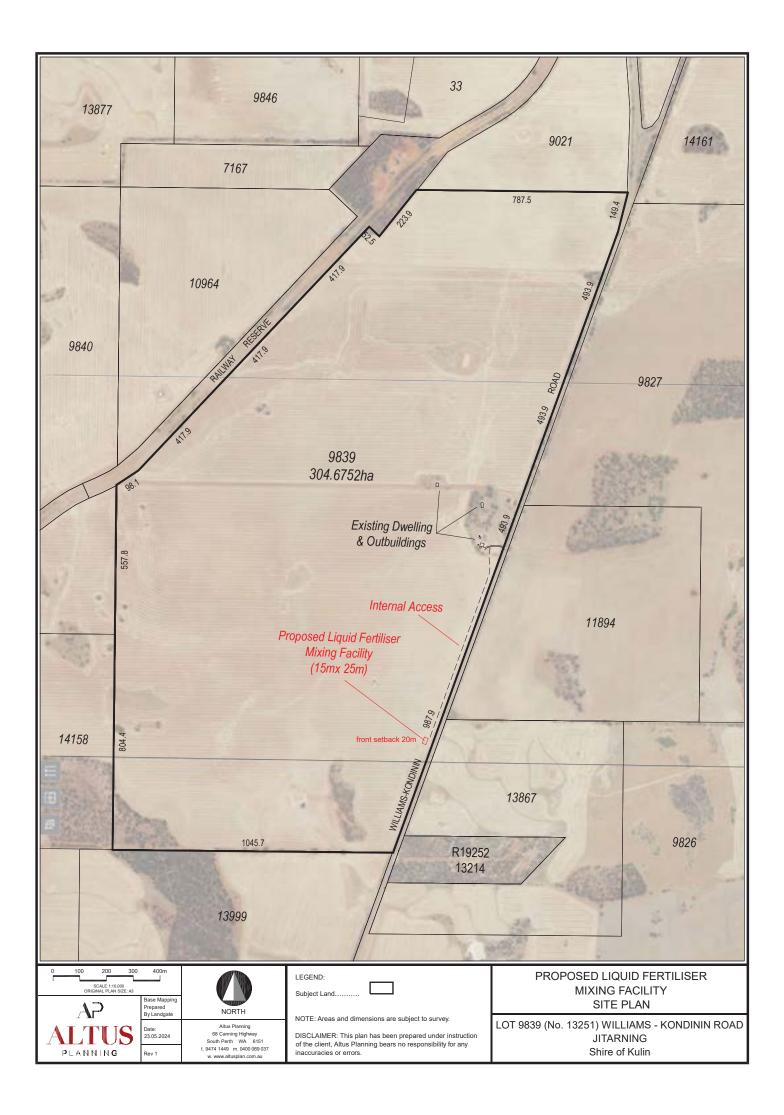
Class	Number held	Beneficially held	Paid	Document number
ORD1	66	yes	FULLY	7E9057057

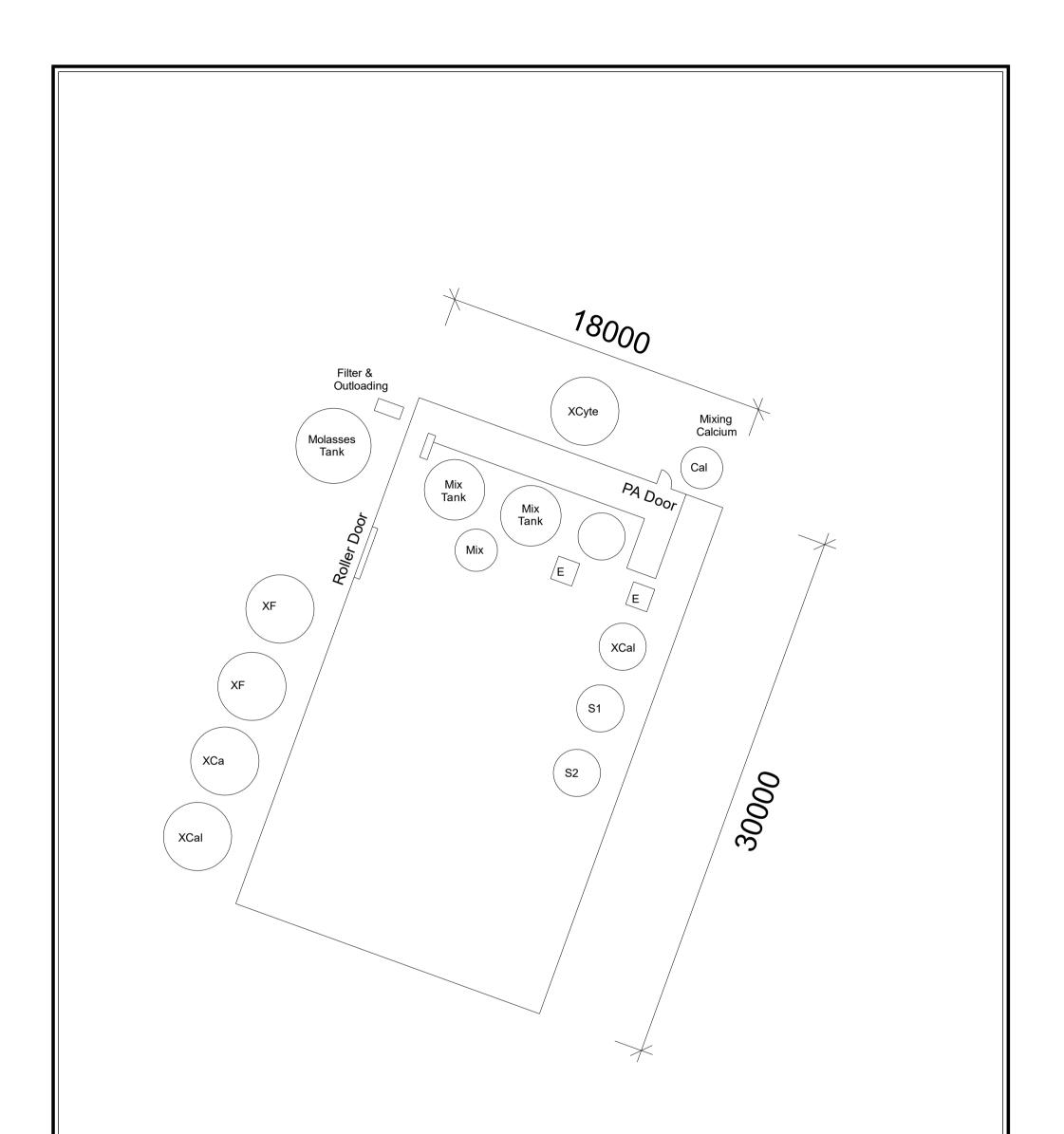
Note: Where the expression 'Unknown' is shown, the precise date may be available from records taken over on 1 January 1991 and held by ASIC in paper or microfiche.

#### \*\*\*End of Extract of 2 Pages\*\*\*

Attachment 3 - Site and Development Plans

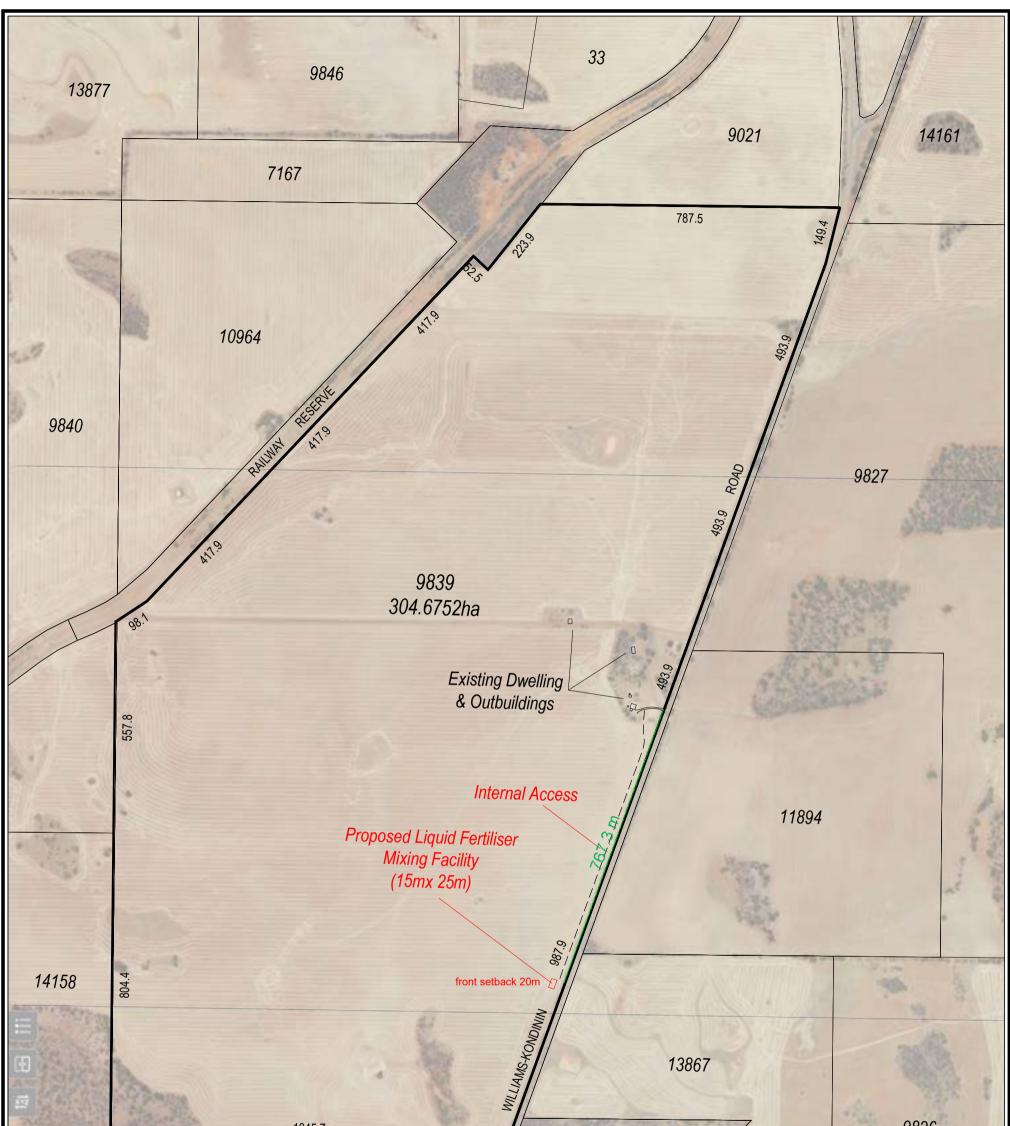
TOWN PLANNING | MEDIATION | ADVOCACY





0 2 4 6 SCALE 1:200 ORIGINAL PLAN SIZE: A3	8m Base Mapping Prepared By Altus	NORTH		PROPOSED LIQUID FERTILISER MIXING FACILITY FLOOR PLAN
PLANNING	Date: 23.05.2024 Rev 1	Altus Planning 68 Canning Highway South Perth WA 6151 t. 9474 1449 m. 0400 069 037 w. www.altusplan.com.au	NOTE: Areas and dimensions are subject to survey. DISCLAIMER: This plan has been prepared under instruction of the client, Altus Planning bears no responsibility for any inaccuracies or errors.	LOT 9839 (No. 13251) WILLIAMS - KONDININ ROAD JITARNING Shire of Kulin

West E	3( Roller Door Elevation	)000 zincalume		
East E	3(	2000 zincalume	2000 ×	
	000		18000	00
South Elevation	alume	North Elevation	zincalume	2000
ALTUS 04.04.2024 68 Ca 04.04.2024 South P	NOTE: Areas and dimensio ming Highway th WA 6151 of the client, Altus Planning 1 m.040.009.037 inaccuracies or errors.	ns are subject to survey. s been prepared under instruction bears no responsibility for any	PROPOSED LIQUID FE MIXING FACILI ELEVATIONS LOT 9839 (No. 13251) WILLIAMS JITARNING Shire of Kulin	ITY S - KONDININ ROAD



	the first	1045.7 13999	R19252 13214	9826
0 100 200 300 SCALE 1:10,000 ORIGINAL PLAN SIZE: A3	400m Base Mapping Prepared By Landgate	NORTH	LEGEND: Subject Land	PROPOSED LIQUID FERTILISER MIXING FACILITY SITE PLAN
PLANNING	Date: 23.05.2024 Rev 1	Altus Planning 68 Canning Highway South Perth WA 6151 t. 9474 1449 m. 0400 069 037 w. www.altusplan.com.au	NOTE: Areas and dimensions are subject to survey. DISCLAIMER: This plan has been prepared under instruction of the client, Altus Planning bears no responsibility for any inaccuracies or errors.	LOT 9839 (No. 13251) WILLIAMS - KONDININ ROAD JITARNING Shire of Kulin





Your ref Our ref DMS6715/2024 Enquiries Steven Batty — 9222 3104 Steven.BATTY@dmirs.wa.gov.au

Alan Leeson Chief Executive Officer Shire of Kulin Sent by Email — ceo@kulin.wa.gov.au, admin@kulin.wa.gov.au, joe@urp.com.au PO Box 12538 Johnston Street,Kulin WA 6365

Attention: Trish Mahe and Joe Douglas

Dear Alan Leeson

# SHIRE OF KULIN - DEVELOPMENT APPLICATION - PROPOSED FERTILISER BLENDING FACILITY LOT 9839 (NO 13251) WILLIAMS-KONDININ ROAD JITARNING

Thank you for your letter dated 4 May 2024 inviting comment on the development application from the Shire of Kulin for a proposed Fertiliser Blending Facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning (Shire of Kulin).

The Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) has determined that this proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.

DEMIRS lodges no objections to the above development application.

Yours sincerely

**Steven Batty** | Senior Geologist Mineral and Energy Resources Directorate 09 July 2024



Department of Primary Industries and Regional Development

> Your reference: Proposed fertiliser blending facility Our reference: LUP 1882 Enquiries: Grant Stainer

Alan Leeson Chief Executive Officer Shire of Kulin PO Box 125 Kulin WA 6365 ceo@kulin.wa.gov.au admin@kulin.wa.gov.au joe@urp.com.au

Date: 13 June 2024

Dear Mr Leeson,

# Development application for proposed fertiliser blending facility on Lot 9839 (No13251) Williams-Kondinin Road, Jitarning – Shire of Kulin

Thank you for inviting the Department of Primary Industries and Regional Development (DPIRD) to comment on the above proposal.

DPIRD does not object to the proposal and offers the following comments.

The bunding is not shown on the floor plan. The bunding should have the capacity to retain a spill equal to or greater than the liquid capacity of the facility.

For more information, please contact Grant Stainer on 90813 113 or grantley.stainer@dpird.wa.gov.au

Yours sincerely,

Iverhea Tim Overheu

Acting Director, Agriculture Resource Management Assessment Sustainability and Biosecurity

> 444 Albany Highway Albany WA 6330 Telephone 9892 8444 landuse.planning@dpird.wa.gov.au dpird.wa.gov.au ABN: 18 951 343 745

OFFICIAL



Your ref: -Our ref: RF13019, PA 064809 Enquiries: Diana Nussey, Ph 6250 8014 Email: diana.nussey@dwer.wa.gov.au

Alan Leeson Chief Executive Officer Shire of Kulin PO Box 125 KULIN WA 6365

Via email – <u>ceo@kulin.wa.gov.au</u>

Dear Alan,

# RE: Request for Comment – Development Application – Proposed Fertiliser Blending Facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning (Shire of Kulin)

Thank you for providing the above referral for the Department of Water and Environmental Regulation (Department) to consider. The Department has identified that the proposed development has the potential to impact on environment values and management. Key issues and recommendations that should be addressed are provided below:

Based on the information provided the proposed operations may cause the premises to become Prescribed Premises as per for the purposes of Part V Division 3 of the *Environmental Protection Act* (EP Act), if it has the capability to meet or exceed the specified production or design capacity\* of the relevant category under Schedule 1 of the *Environmental Protection Regulations 1987* (EP Regulations): e.g.

Category	Category description	Production or
no.		design capacity
75	Chemical blending or mixing not causing discharge: premises on which chemicals or chemical products are mixed, blended or packaged in a manner that does not cause or is not likely to cause a discharge of waste into the environment.	

\* Production capacity and design capacity definitions:

- The **production capacity** is the rate at which a product is produced as relevant to the description of the prescribed premises category; and
- **design capacity** is the maximum capacity for which the facility or equipment is designed to receive, handle, process, contain or emit, as relevant to the description of the prescribed premises category.

Insufficient information was provided to enable the Department to determine whether the proposal will be categorised as Prescribed Premises for the above category. The application supporting document indicates annual production will be 1,000 – 2,000 tonnes per year, which does not trigger the prescribed threshold (5,000 tpa). However, it is unclear whether the quoted annual production is based on the capacity of the site and infrastructure, or whether it reflects the current market, contractual arrangements, or some other non-limiting factor. It is recommended the development approval limits production to 2,000 tpa as indicated in the application to avoid the potential for future production creep.

The EP Act makes it an offence to undertake any work which causes a premises to become, or become capable of being, a Prescribed Premises unless the work is undertaken in accordance with a works approval. It is also an offence under the EP Act to cause an emission or alter the nature or volume of waste, noise or odour from the Prescribed Premises, unless done so in accordance with a works approval or a licence or registration (for operation) is held for the premises.

The Applicant is advised to refer to the information available at <u>https://www.wa.gov.au/service/environment/environment-information-services/licences-and-works-approvals-prescribed-premises</u> and the <u>Industry Regulation Guide to Licensing</u>, and / or if they have queries relating to works approvals and licences to contact the Department at <u>info@dwer.wa.gov.au</u> or 6364 7000.

In view of the uncertainty regarding regulation under Part V of the EP Act advice has been provided on environmental risks and mitigation strategies, based on the available information. In the event that the applicant determines that a works approval or licence application is required under Part V of the EP Act, the advice provided in this communication does not prejudice and must not be considered to infer the outcome of the EP Act licence and works approval process.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

If you would like more information regarding this matter, please contact Diana Nussey on 6250 8014 or <u>diana.nussey@dwer.wa.gov.au</u>.

Yours sincerely,

Diana Nussey A/Senior Natural Resource Management Officer Planning Advice Swan Avon Region

26 June 2024 *Cc: Trish Mahe, <u>admin@kulin.wa.gov.au</u> & Joe Douglas, joe@urp.com.au*  From: Darren Wallace <darren.wallace@mainroads.wa.gov.au>
Sent: Wednesday, June 26, 2024 3:53 PM
To: Alan Leeson (ceo@kulin.wa.gov.au) <ceo@kulin.wa.gov.au>
Cc: Trish Mahe (admin@kulin.wa.gov.au) <admin@kulin.wa.gov.au>; Joe Douglas
<joe@urp.com.au>
Subject: RE: Request for Comment - Development Application - Proposed Fertiliser Blending
Facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning (Shire of Kulin)

#### OFFICIAL

Dear Alan

Thank you for the opportunity to comment on Development Application - Proposed Fertiliser Blending Facility on Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning.

Main Roads has no objection to the proposed development subject to the following condition.

- The location of the existing crossover is suitable however it will need to conform to MRWA standards.
- The vehicular crossing proposed to access the development must be upgraded, as needed, to meet Main Road Western Australia (MRWA) standards and the appropriate approvals for the crossover upgrade be obtained from Main Roads prior to any works commencing within the MRWA road reserve.
- The culvert size will need to be a minimum of 375mm diameter and the MRWA Driveway standards: <a href="https://www.mainroads.wa.gov.au/technical-commercial/technical-library/road-traffic-engineering/guide-to-road-design/additional-road-design2/driveways/#mcetoc\_1ech84rnocpd">https://www.mainroads.wa.gov.au/technical-commercial/technical-library/road-traffic-engineering/guide-to-road-design/additional-road-design2/driveways/#mcetoc\_1ech84rnocpd</a>. Of particular note is the driveway width maximum and minimum required to allow vehicles to leave and enter the road lane correct.

**Kind Regards** 

**Darren Wallace** (He/Him) Acting Asset Manager Wheatbelt Region Regional Operations Tel: <u>+61 8 9622 4720</u>



Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present From: Carly Williams <<u>carly@kulinhr.com.au</u>>
Sent: Friday, July 5, 2024 7:35 AM
To: Trish Mahe <<u>admin@kulin.wa.gov.au</u>>
Subject: Comments in relation to Planning Proposal

I, Carly Williams, of 19 Price St Kulin would like to comment on the Blending Facility propsed for Lot 9839 (No.13251) Williams-Kondinin Road, Jitarning, as a citizen of Kulin. Having studied a Masters in Architecture plus an Advanced Diploma in Rural and Regional planning I am well aware of the impacts facilities like this can have on a community, both positive and negative. I would like to note that I am certainly not against the construction of such a facility in Kulin, as the diversification of industry is a great thing for small regional communities. I have concerns for the proposed location of the facility and the impacts it has on the residents living both at the location, and the town of Kulin.

#### Comment in relation to section 2.2 - Property Description

The proposed location is on a main arterial route in and out of Kulin. I think consideration as to what the facility may look like now and in the future is very important as this impacts on the first impression of our great town. I note that the plans shows tanks both inside and outside the enclosed shed. A facility like this could easily become a messy site to the detriment of this first impression of our town.

The proposed location is very close to our community cemetery, a peaceful, respectful place, we need to maintain these qualities.

#### Comment in relation to section 3.1 - Description of Activities

The proposed location is relatively close to an existing dwelling and the townsite of Kulin. The use of elements "*manganese sulphate, zinc sulphate, magnesium sulphate, boron, ferrous sulphate, mono potassium phosphate, amino acid, sodium molybdate, kelp, molasses, and sea minerals*" will have an odour and therefore will impact the quality of living in these locations. As town residents we can quite often smell the odour of current waste facilities on the south side of town, especially in summer when we have southern sea breezes.

## Comment in relation to section 3.4 - Staff and Visitors & 3.5 Traffic Movements and access.

The facility proposes to share access via an existing crossover to the existing dwelling. With traffic expected to access the site all year round this will significantly impact the privacy of the residents of the dwelling, especially considering the dwelling is not fenced, apart from the lot boundary fence.

With "commercial tankers (B-double or pocket road train) and generic freight trucks of a smaller size" accessing the site via the existing crossover, dust will be an issue for the residents considering the close location of the dwelling to the crossover.

The location of the crossover is also of concern especially with B-double and pocket road trains using this access point. A hill is not far to the south of the crossover, making visibility difficult and a potential traffic hazard.

As mentioned above I certainly am not opposed to the construction of such a facility, I just think a better location could be found that does not impact a main arterial entry route into Kulin, does not impact residents and has better access with better visibility.

Regards,

**Carly Williams** Managing Director

 Kulin Hardware & Rural

 Kulin Home & Gift Co.

 63-65 Johnston St | PO Box 20 | KULIN WA 6365

 P: (08) 9880 1340 | M: 0422 306 080 | E: carly@kulinhr.com.au



### **GENERAL COMPLIANCE CHECKLIST FEBRUARY 2025**

Class	Task	Date	Frequency	Detail	Yes/No
CEO	Avon Waste Contract			Expires 30th June 2025 - consider starting tender process in Feb	Yes
Governance	Local Government Convention	1/02/2024	Annual	Have Council determine accommodation required for Local Government Week	Yes
Governance	Annual Electors Meeting (AEM) - check Minutes and Outcomes	11/02/2025	LGA s5.33		Yes
Governance/CE O	Compliance Audit Return	31/03/2025	Annual	Submit Compliance Audit Return to Council - to DLG by 31st March	Yes
Governance/CE O	Prohibited & Restricted Burning Periods - Extensions	15/02/2024	Annual	If extensions are being considered to Prohibited period then Restricted also needs extending Bush Fires Act 1954 Section 18 5b	
EMGR	Insurance	February	Annual	LGIS Annual Review	No
EMGR	Notice to Tenants - Annual Building Inspections	31/03/2024	Annual	Arrange for Notices to be sent in relation to date for April properties inspection to all tenants	No
EMGR	Housing Inspections			CSO sends letters	No
EMGR	Budget Review - required between 1 January to 28 February. Submit by 31 March	1/02/2024	Annual	The review assesses financial performance against the adopted budget, identifies material variances, and forecasts the year-end position.	Yes
EMW	Vegetation Control	1/02/2024	Dec-Feb	Spray road side suckers – Dec – Feb	Yes
EMW	Building Gutter Cleaning	February	Annual	Commence gutter cleaning of all Shire buildings - whilst leaves etc. are not wet. 2-3 week program before winter	Yes
EMW	Budget - Plant Replacement program - Price Check	28/02/2024	Annual	Complete WALGA Equotes for proposed plant replacement - to determine Budget provision for plant	In Progress
EMW	Road Construction & Maintenance Review	01/02/24	Monthly	Review previous month road construction and maintenance - complete recoups, MRD line marking requests, MRD Form 8 etc. as required - Advise EMFS of invoices required for MRD and private works recovery - complete report to CEO/Council	In Progress
EMW	Review of Occupational Health Safety legislation - risks register	28/02/24	Annual	Review of Occ Health Safety health legislation in relation to risks register	Yes
EMW	Spray caltrop golf course	Summer rain		As required	Yes
EMW	Varley Airstrip	30/11/2024			Yes
OHS	Administration Building Monthly Inspection	28/02/2024	Monthly	Jayde	Yes
EMCS	Review Agreement with Kulin DHS	31/01/2024	Annual	Finalise Agreement & add oval maintenance	No



### Kulin – Compliance Audit Return

No	Reference	Question	Response	Comments
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2024?	N/A	The Shire of Kulin has not commenced a major trading undertaking in 2024.
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2024?	N/A	The Shire of Kulin has not commenced a major land transaction in 2024.
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2024?	N/A	The Shire of Kulin is not preparing to enter in to a major land transaction.
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2024?	N/A	The Shire of Kulin is not preparing to enter in to a major land transaction.
5	s3.59(5)	During 2024, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	

No	Reference	Question	Response	Comments
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	Yes	
2	s5.16 (2)	Were all delegations to committees in writing?	Yes	
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?	Yes	
4	s5.18	Were all delegations to committees recorded in a register of delegations?	Yes	
5	s5.18	Has council reviewed delegations to its committees in the 2023/2024 financial year?	Yes	Ordinary meeting of Council held 19 June 2024
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?	Yes	



7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	N/A	
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2023/2024 financial year?	Yes	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?	Yes	

Discl	Disclosure of Interest				
No	Reference	Question	Response	Comments	
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	N/A		
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made?	Yes		
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2024?	Yes		



6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	Yes	
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995?	Yes	
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Yes	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?	N/A	No relevant people have stopped being a relevant person during 2024.
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	Yes	
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	The website does have a gift register however no gifts have been declared
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people?	Yes	
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) of the Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	



16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered?	N/A	
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members candidates that incorporates the model code of conduct?	Yes	
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?	N/A	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Yes	
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, has the CEO published an up-to- date version of the code of conduct for employees on the local government's website?	Yes	

Disposal of Property					
No	Reference	Question	Response	Comments	
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?	Yes		
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		



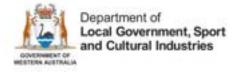
Elect	Elections				
No	Reference	Question	Response	Comments	
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?	Yes		
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?	N/A		
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?	Yes		

Finar	Finance				
No	Reference	Question	Response	Comments	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995?	Yes		
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?	N/A		
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2024 received by the local government by 31 December 2024?	Yes		



4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	Yes	
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes	
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?	Yes	
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2024 received by the local government within 30 days of completion of the audit?	Yes	

No	Reference	Question	Response	Comments
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?	N/A	
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995?	N/A	
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A	
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	



Offic	Official Conduct					
No	Reference	Question	Response	Comments		
1	s5.120	Has the local government designated an employee to be its complaints officer?	No			
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995?	Yes			
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995?	Yes			
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	Yes, register published however no complaints have been made		

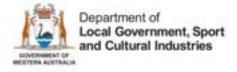
No	Reference	Question	Response	Comments
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	Yes	
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	Yes	



4	F&G Reg 12	Did the local government comply with Local Government (Functions and	N/A	
		General) Regulations 1996, Regulation 12 when deciding to enter into	,	
		multiple contracts rather than a single contract?		
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers,	N/A	
		was every reasonable step taken to give each person who sought copies of		
		the tender documents, or each acceptable tenderer notice of the variation?		
6	F&G Regs 15 &	Did the local government's procedure for receiving and opening tenders	Yes	
	16	comply with the requirements of Local Government (Functions and General)		
		Regulations 1996, Regulation 15 and 16?		
7	F&G Reg 17	Did the information recorded in the local government's tender register	Yes	
		comply with the requirements of the Local Government (Functions and		
		General) Regulations 1996, Regulation 17 and did the CEO make the tenders		
		register available for public inspection and publish it on the local		
		government's official website?		
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the	Yes	
		place, and within the time, specified in the invitation to tender?		
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via	Yes	
		a written evaluation of the extent to which each tender satisfies the criteria		
		for deciding which tender to accept?		
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the	Yes	
		successful tender or advising that no tender was accepted?		
11	F&G Regs 21 &	Did the local government's advertising and expression of interest processes	N/A	
	22	comply with the requirements of the Local Government (Functions and		
		General) Regulations 1996, Regulations 21 and 22?		
12	F&G Reg 23(1)	Did the local government reject any expressions of interest that were not	N/A	
	& (2)	submitted at the place, and within the time, specified in the notice or that		
		failed to comply with any other requirement specified in the notice?		
13	F&G Reg 23(3)	Were all expressions of interest that were not rejected under the Local	N/A	
	& (4)	Government (Functions and General) Regulations 1996, Regulation 23(1) & (2)		
		assessed by the local government? Did the CEO list each person as an		
		acceptable tenderer?		



14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a	N/A	
		notice in writing of the outcome in accordance with Local Government		
		(Functions and General) Regulations 1996, Regulation 24?		
15	F&G Regs	Did the local government invite applicants for a panel of pre-qualified	N/A	
	24AD(2) & (4)	suppliers via Statewide public notice in accordance with Local Government	,,,	
	and 24AE	(Functions & General) Regulations 1996 regulations 24AD(4) and 24AE?		
16	F&G Reg	If the local government sought to vary the information supplied to the panel,	N/A	
	24AD(6)	was every reasonable step taken to give each person who sought detailed		
		information about the proposed panel or each person who submitted an		
		application notice of the variation?		
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications	N/A	
	-	to join a panel of pre-qualified suppliers comply with the requirements of		
		Local Government (Functions and General) Regulations 1996, Regulation 16,		
		as if the reference in that regulation to a tender were a reference to a pre-		
		qualified supplier panel application?		
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about	N/A	
		panels of pre-qualified suppliers comply with the requirements of Local		
		Government (Functions and General) Regulations 1996, Regulation 24AG?		
19	F&G Reg	Did the local government reject any applications to join a panel of pre-	N/A	
	24AH(1)	qualified suppliers that were not submitted at the place, and within the time,		
		specified in the invitation for applications?		
20	F&G Reg	Were all applications that were not rejected assessed by the local government	N/A	
	24AH(3)	via a written evaluation of the extent to which each application satisfies the		
		criteria for deciding which application to accept?		
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome	N/A	
		of their application?		
22	F&G Regs 24E &	Where the local government gave regional price preference, did the local	N/A	
	24F	government comply with the requirements of Local Government (Functions		
		and General) Regulations 1996, Regulation 24E and 24F?		



No	Reference	Question	Response	Comments
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	16/02/2022
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	22/06/2022
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?	Yes	

Optio	Optional Questions					
No	Reference	Question	Response	Comments		
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three financial years prior to 31 December 2024? If yes, please provide the date of council's resolution to accept the report.	Yes	19/06/2024		
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2024? If yes, please provide date of council's resolution to accept the report.	Yes	15/11/2023		
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the Local Government Act 1995, were the disclosures made within 10 days after receipt	N/A			



		of the gift? Did the disclosure include the information required by section 5.87C of the Act?		
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes	
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?	Yes	
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2023/2024 financial year and publish it on the local government's official website by 31 July 2024?	Yes	
8	s6.4(3)	By 30 September 2024, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2024?	Yes	
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes	

Chief Executive Officer

Date

Mayor/President

Date