



Date: 23 April 2026

To: Shire President
All Councillors

Copy: Directors
Managers
Staff
Members of the Public

**ORDINARY COUNCIL MEETING
NOTICE AND AGENDA**

An Ordinary Council meeting of the Shire of Waroona will be held at the Shire of Waroona Council Chamber at 4.00 pm Tuesday 28 April 2026 to consider and resolve the matters set out in the attached Agenda.

**MARK GOODLET
CHIEF EXECUTIVE OFFICER**

Please note: all Council meetings are audio recorded and made public
in accordance with r.14J of the *Local Government (Administration) Regulations 1996*.

If you wish to ask a public question, or provide a deputation or submission, please visit
<https://www.waroona.wa.gov.au/council-meetings/>
or contact the Shire on (08) 9733 7800 / warshire@waroona.wa.gov.au



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AGENDA

1. **DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS**
2. **ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
4. **PUBLIC QUESTION TIME**
5. **PETITIONS, APPROVED DEPUTATIONS & SUBMISSIONS**
6. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
 - 6.1 **Ordinary Council Meeting – 24 March 2026**

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 24 March 2026 be confirmed as being a true and correct record of proceedings.

7. **ANNOUNCEMENTS BY THE PRESIDING MEMBER**
8. **ANNOUNCEMENTS BY MEMBERS**
9. **DISCLOSURES OF INTEREST**

(Disclosure of interest MUST ALSO be made by the member or officer immediately prior to a matter, for which an interest is being disclosed, is dealt with.)
10. **EXTERNAL COMMITTEES, ASSOCIATIONS AND ADVISORY GROUPS**



11. REPORTS OF THE CHIEF EXECUTIVE OFFICER AND OFFICERS

11.1 INFRASTRUCTURE SERVICES

11.1.1 Road Maintenance Agreement between Shire of Waroona and Peel Resource Recovery Pty Ltd	
File Ref:	TP2684 – Extractive Industry – Carting of Basic Raw Materials
Previous Items:	Nil
Applicant:	Nil
Author and Responsible Officer:	Acting Director Infrastructure Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.1.1 – Road Maintenance Contribution Agreement

OFFICER RECOMMENDATION

That Council:

1. agrees to enter into a Road Maintenance Contribution Agreement with Peel Resources Pty Ltd as per Appendix 11.1.1 for the road user to pay annual contribution of funds for the purpose of maintenance, repair and upgrade of the affected roads outlined for the additional freight occurred from the Extractive Facility located at Lot 1 (480) Johnston Road, Wagerup;
2. authorises the application of the Shire of Waroona Common Seal to the Road Maintenance Contribution Agreement; and
3. authorises the Shire President and Chief Executive Officer to sign and execute all matters relating to the Road Maintenance Contribution Agreement.

IN BRIEF

An agreement between the Shire of Waroona and Peel Resources Pty Ltd has been developed for the Road Maintenance Contribution Agreement as per condition 4 of the Town Planning application TP2684 conditions of approval.

BACKGROUND

The Shire received an Application for Development Approval from Peel Resources Pty Ltd for an Extractive Facility located at Lot 1 (480) Johnston Road, Wagerup. The application was assessed and approved (under delegated authority from the Waroona Shire Council) subject to conditions.

REPORT DETAIL

The development of the Road Maintenance Contribution Agreement between the Shire of Waroona and Peel Resources Pty Ltd was as per condition 4 of the Development Application conditions.

The Road Maintenance Contribution Agreement was developed to ensure their assets are protected. The operator being Peel Resources Pty Ltd will be required to provide annual contribution as per the Western Australian Local Government Association's document titled Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Task



(WALGA User Guide). The funds are set aside within a legitimate trust account and are accessed for the purpose of maintenance, repair and upgrade of the affected roads, which in this case is Johnston Road.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Built Assets
Aspiration	To build and effectively manage our assets to continually improve our standard of living
Objective	4.2 Manage assets in a consistent and sustainable manner
Strategy	4.3.2 Develop and promote an efficient, safe and connected local and regional transport network

OTHER STRATEGIC LINKS

Shire of Waroona Local Planning Scheme No.7

STATUTORY ENVIRONMENT

- *Planning and Development Act 2005*
- *Local Government Act 1995 – Section 6.9*
- *Main Roads Act 1960*
- *Public Works Act 1902*
- *Land Administration Act 1997 – Section 55(2)*

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (*Impact on the Economy of the Shire and Region*)

Nil

Social - (*Quality of life to community and/or affected landowners*)

Johnston Road is a Road of Significance accessed by industry, farmlands and residential properties and this agreement will ensure adequate funds are available to undertake maintenance, repairs and upgrades to the road.

Environment – (*Impact on environment’s sustainability and climate change*)

Nil

Policy Implications

Nil

Risk Management Implications

Context / Risk Category	Financial - Projects going over budget, legal costs, insurance claims, overpayments, misuse of resources
Risk	To provide maintenance of Johnston Road due to the increase in freight traffic which may result in unpredicted expense on the maintenance budget.
Consequence	3 - Moderate
Likelihood	3 - Possible
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Development of the Road Maintenance Contribution Agreement will reduce the risk and ensure the protection of the Shire’s asset.



Risk Acceptance	Accept - Risk acceptable with adequate controls
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CONSULTATION

- Acting Director Infrastructure Services
- Manager of Development Services

Aboriginal Consultation

Nil

RESOURCE IMPLICATIONS

Financial

Nil – the operator will bear the cost of implementing the agreement.

Workforce

Administration activities related to this matter are within the scope of the current budget.

CONCLUSION

The development of the Road Maintenance Agreement as per condition 4 of the Development Application will ensure the responsibility for the maintenance, repair and upgrade of Johnston Road is partially funded by the road user.



11.2 CUSTOMER & DEVELOPMENT SERVICES

11.2.1 Amendment to Local Planning Policy 18 – Expenditure of Cash-In-Lieu for Clearing Offsets	
File Ref:	LP.11 – Land Use & Planning – Policy
Previous Items:	OCM 25/05/071 – Initiation of Local Planning Policy 18
Applicant:	Shire of Waroona
Author and Responsible Officer:	Director Customer & Development Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.2.1 – LPP018 – Expenditure of Cash-In-Lieu for Clearing Offsets – Reviewed

OFFICER RECOMMENDATION

That Council:

- 1. initiates the amendment to Local Planning Policy 18 ‘Expenditure of Cash-In-Lieu for Clearing Offsets’ as presented in Appendix 11.2.1, for the purposes of public consultation; and**
- 2. requests the Chief Executive Officer to advertise the amended Local Planning Policy 18 in accordance with Clause 4 Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.**

IN BRIEF

- This report seeks Council approve to initiate an amendment to Local Planning Policy 18.
- The amendment expands the scope of eligible expenditure to include flora and fauna studies, ecological assessments and environmental monitoring.
- These additions will support evidence-based environmental management, improve offset delivery, and strengthen long-term outcomes.
- The amendment ensures funds can be used not only for planting, but also for baseline data collection, monitoring, and strategic environmental planning.
- Advertising the amendment will allow community and stakeholder input prior to final adoption.

BACKGROUND

Local Planning Policy 18 ‘Expenditure of Cash-in-Lieu for Clearing Offsets’ was initiated by Council as its Ordinary Meeting on 27 May 2025 to provide clear and transparent framework for the use of funds collected under Local Planning Policy 17 ‘Vegetation’.

The policy was developed in response to the growing value of Cash-in-Lieu (CIL) contributions and the need to ensure funds are allocated in a consistent, strategic, and outcomes focused manner.

An opportunity has been identified to strengthen the Policy by enabling funds to also be used for ecological studies and monitoring, where these directly support offset outcomes.

REPORT DETAIL

The proposed amendment seeks to expand the eligible use of CIL funds to include:

- Flora and fauna surveys;



- Baseline ecological assessments;
- Environmental monitoring of revegetation and rehabilitation projects; and
- Strategic environmental studies that inform offset delivery and long-term land management.

This amendment reflects contemporary best practice in environmental offset management, recognising that:

- Effective offsets require baseline ecological data to inform site selection and design;
- Long-term success depends on monitoring and adaptive management; and
- Measurable outcomes require evidence-based evaluation, not solely activity-based implementation.

The amended Policy will ensure that ecological studies are:

- Directly linked to the objectives of the Policy;
- Used to inform or evaluate on-ground environmental outcomes; and
- Proportionate to the overall funds available.

Importantly, the amendment retains the core intent of the Policy by ensuring that expenditure continues to continue to tangible environmental outcomes, including vegetation planning, rehabilitation, and restoration.

The amendment also introduces provisions to:

- Require that ecological data collected through funded studies be retained the Shire to inform future planning and environmental management;
- Allow funds to be pooled for strategic, Shire-wide environmental studies, where greater environmental benefit can be achieved; and
- Ensure expenditure remains focused on achieving the Policy's environmental objectives.

These changes will improve the Shire's ability to target offset projects more effectively, measure and demonstrate environmental outcomes and support broader strategic initiatives, including coastal and environmental management planning.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Environment
Aspiration	To continually care for, protect and enhance our environment for the generations to come
Objective	3.1 Protect and enhance our natural assets, waterways, bushland and biodiversity
Strategy	3.1.1 Collaborate with local environmental community organisations and volunteers

OTHER STRATEGIC LINKS

- Native Vegetation Policy for Western Australia (DWER)
- State Planning Policy 1 – State Planning Framework (WAPC)
- State Planning Policy 2.0 Environment and natural resources policy (WAPC)
- State Planning Policy 2.1 The Peel Harvey coastal plain catchment (WAPC)
- State Planning Policy 2.5 Rural planning (WAPC)
- State Planning Policy 2.9 Planning for water (WAPC)
- State Planning Policy 3.7 Planning in bushfire prone areas (WAPC)



- Guidance Statement No. 33 Environmental guidance for planning and development (EPA);
- Guidance for planning and development: Protection of naturally vegetated areas in urban and peri-urban areas (EPA);
- Guideline for the Determination of Wetland Buffer Requirements (WAPC).

STATUTORY ENVIRONMENT

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015; and
- Shire of Waroona Local Planning Scheme No. 7

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

Supports efficient and strategic use of funds, ensuring better long-term value through informed project delivery.

Social - (Quality of life to community and/or affected landowners)

Improves transparency and community confidence in how offset funds are used and managed.

Environment – (Impact on environment’s sustainability and climate change)

Enhances environmental outcomes through improved planning, monitoring, and adaptive management of offset projects.

Policy Implications

The proposed amendment enhances the existing Policy by broadening eligible expenditure while maintaining alignment with its original objectives.

Risk Management Implications

Context / Risk Category	Reputation - Public perception, poor customer service, sub standard work, corruption
Risk	Perception that funds may be diverted away from on-ground works.
Consequence	2 - Minor
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	<ul style="list-style-type: none"> • Clear linkages between studies and environmental outcomes. • Retention of requirement for measurement environmental benefit. • Transparent policy framework and reporting.
Risk Acceptance	Monitor - Risk acceptable with adequate control

CONSULTATION

Should Council resolve to initiate the amendment, the amended Policy will be publicly advertised for a minimum period of 21 days in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.

Submissions received during the advertising period will be considered and reported back to Council.



Aboriginal Consultation

N/A

RESOURCE IMPLICATIONS***Financial***

No direct cost associated with advertising the amendment.

Workforce

Officer time associated with policy amendment and consultation, within existing resources.

CONCLUSION

The proposed amendment to Local Planning Policy 18 represents a logical and necessary progression in the management of Cash-in-Lieu funds. By enabling the use of funds for ecological studies and monitoring, the Shire will improve its ability to deliver targeted, measurable, and sustainable environmental outcomes. The amendment maintains the original intent of the Policy while strengthening its effectiveness and alignment with contemporary environmental management practices.



11.3 CORPORATE & COMMUNITY SERVICES

11.3.1 Listing of Payments for the Month of March 2026	
File Ref:	FM.3 – Financial Management – Creditors
Previous Items:	Nil
Applicant:	N/A
Author and Responsible Officer:	Senior Finance Officer; Director Corporate & Community Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Number:	11.3.1 – Monthly Creditors Report – March 2026

OFFICER RECOMMENDATION

That Council receives the following payments made throughout the month of March 2026:

Municipal	Cheque	10490 – 10498	\$	20,564.81
	EFT	44705 – 44883	\$	1,397,902.33
Direct wages	01/03/2026 – 31/03/2026 inclusive		\$	476,874.54
Direct Debit	01/03/2026 – 31/03/2026 inclusive		\$	192,810.00
Trust	Cheque		\$	-
	EFT		\$	-
GRAND TOTAL			\$	2,088,151.68

as per Appendix 11.3.1.

IN BRIEF

The purpose of this report is to present the listing of payments made from the Shire's Municipal and Trust funds throughout the month of March 2026.

BACKGROUND

The attached appendix lists the payments from Council Municipal and Trust funds for the month applicable as per requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

As per regulation 13 of the *Local Government (Financial Management) Regulations 1996* the following information is required to be presented to Council;

- The Payee's name;
- The amount of the payment;
- The date of the Payment; and
- Sufficient information to identify the transaction.

REPORT DETAIL

As Council has delegated authority to the Chief Executive Officer to execute payments from the municipal fund and the trust fund a list of accounts paid are required to be submitted to Council showing the prescribed information.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Leadership
Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	5.1 A sustainable future through embracing change, applying technological advancement and pursuing efficiencies
Strategy	5.1.1 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability, and pursue professional development opportunities
Action	

OTHER STRATEGIC LINKS

Nil.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

r.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.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing –*
- (a) for each account which requires council authorisation in that month*
 - (i) the payee's name; and*
 - (ii) the amount of the payment; and*
 - (iii) sufficient information to identify the transaction; and*
 - (b) the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under sub regulation (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.*

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

Nil.

Social - (Quality of life to community and/or affected landowners)



Nil.

Environment – (Impact on environment’s sustainability and climate change)

Nil.

Policy Implications

Nil.

Risk Management Implications

Context / Risk Category	Operational - Adverse effects on core business, business continuity, human resource risks, loss of knowledge
Risk	Non-compliance with the requirements stipulated by the <i>Local Government Act 1995</i>
Consequence	3 - Moderate
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Control measures are in place whereby payments are checked and verified by two authorising officers.
Risk Acceptance	Accept - Risk acceptable with adequate controls

CONSULTATION

Nil.

Aboriginal Consultation

Nil.

RESOURCE IMPLICATIONS

Financial

Nil.

Workforce

Nil.

CONCLUSION

The listing of payments as per the attached appendix is a true reflection of the expenditure from the Municipal and Trust Fund accounts for the month of March 2026. All expenditure is accordance with the 2025/26 adopted Budget and is presented as prescribed in regulation 13 of the *Local Government (Financial Management) Regulation 1996*.



11.3.2 Statement of Financial Activity for the period ending 31 March 2026	
File Ref:	FM.1 – Financial Management – Creditors
Previous Items:	N/A
Applicant:	N/A
Author and Responsible Officer:	Manager Corporate Services; Director Corporate & Community Services
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Appendix Numbers:	11.3.2 – Statement of Financial Activity for the period ending 31 March 2026

OFFICER RECOMMENDATION

That Council:

1. receives the Statement of Financial Activity for the period ending 31 March 2026 as per Appendix 11.3.2; and
2. amends the 2025/26 adopted budget as per below

GL Account	Amount(\$)	Details
3255	(95,647)	Reduce income account for Roads to Recovery funding allocation
3184 (RR57)	27,700	Reduce expenditure for Panorama Drive Roads to Recovery funding allocation
3184 (RR60)	7,677	Reduce expenditure for Fitzpatrick Place Roads to Recovery funding allocation
3184 (RR61)	38,602	Reduce expenditure for Palmerston Street Roads to Recovery funding allocation.
3184 (RR62)	4,149	Reduce expenditure for Waltham Court Roads to Recovery funding allocation.
3184 (RR64)	9,204	Reduce expenditure for DeHamel Street Roads to Recovery
3184 (RR56)	2,550	Reduce expenditure for Armstrong Hills Drive Roads to Recovery
3184 (RR63)	5,765	Reduce expenditure for McLarty/Lyons Road - Roads to Recovery

IN BRIEF

The purpose of this report is to present the financial position of Council as at the reporting date as per requirements of the Local Government Act 1995 and the Local Government (Financial Management) Regulation 1996.

Council is also requested to approve (if any) the budget amendments that are detailed in the Budget Amendments section of this report.

BACKGROUND

The Local Government Act 1995 in conjunction with regulation 34(1) of the Local Government (Financial Management) Regulations 1996 requires a monthly Statement of Financial Activity to be presented to Council detailing the prescribed information within 2 months after the end of the month to which the statement relates.



REPORT DETAIL

The monthly financial report recognises the financial position of the Shire of Waroona at the reporting date and contains the following information;

- (a) Annual budget estimates taking any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c) of the Local Government Act 1995 into account;
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue, and income to the end of the month to which the statements relate;
- (d) The material variance between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

The following information is included in the report;

- Statement of Financial Activity by nature and type
- Statement of Financial Position
- Note 1: Basis of preparation and significant accounting policies
- Note 2: Statement of Financial Activity Information
- Note 3: Explanation of Material Variances
- Note 4 - Graphical Representation - Source Statement of Financial Activity
- Note 5: Cash and Financial Assets
- Note 6: Cash Backed Reserve
- Note 7: Capital Disposals and Acquisitions
- Note 8: Grants, subsidies, and contributions
- Note 9: Receivables
- Note 10: Payables
- Note 11: Rating Information
- Note 12: Information on Borrowings
- Note 13: Budget Amendments
- Note 14: Trust Fund

BUDGET AMENDMENTS

The following items require the 2025/26 adopted budget to be amended.

GL Account	Amount (\$)	Details
3255	(95,647)	Reduce income account for Roads to Recovery funding allocation
3184 (RR57)	27,700	Reduce expenditure for Panorama Drive Roads to Recovery funding allocation
3184 (RR60)	7,677	Reduce expenditure for Fitzpatrick Place Roads to Recovery funding allocation
3184 (RR61)	38,603	Reduce expenditure for Palmerston Street Roads to Recovery funding allocation.
3184 (RR62)	4,149	Reduce expenditure for Waltham Court Roads to Recovery funding allocation.
3184 (RR64)	9,204	Reduce expenditure for DeHamel Street Roads to Recovery
3184 (RR56)	2,550	Reduce expenditure for Armstrong Hills Drive Roads to Recovery



3184 (RR63)	5,765	Reduce expenditure for McLarty/Lyons Road - Roads to Recovery
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Please note the statements are accurate at the time of preparation but remain subject to end-of-month processes, additional checks, regulatory updates, and any end-of-year audit adjustments. At times, agenda deadlines require the report to be finalised before all end-of-month procedures are complete. Any subsequent amendments will be processed and reflected in the accumulated balances presented in the following month's statements.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Leadership
Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	5.1 A sustainable future through embracing change, applying technological advancement and pursuing efficiencies
Strategy	5.1.1 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability, and pursue professional development opportunities

OTHER STRATEGIC LINKS

Shire of Waroona 2025/26 Annual Budget

STATUTORY ENVIRONMENT

Local Government Act 1995

6.4. Financial report

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) is authorised in advance by resolution*; or*
 - (c) is authorised in advance by the mayor or president in an emergency.*
- * Absolute majority required.*

- (1a) *In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.*

Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

- (1A) *In this regulation — committed assets means revenue unspent but set aside under the annual budget for a specific purpose.*



- (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 (the relevant month) in the following detail —*
- (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
 - (b) *budget estimates to the end of the relevant month; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the relevant month; and*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.*
- (1B) *The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).*
- (1C) *Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
~~[(a) deleted]~~
- (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.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

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 (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.*



SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

The Statement of Financial Activity provides Council with oversight of the Shire's current financial position and supports informed decision-making in relation to resource allocation. Accurate monthly reporting and timely budget amendments ensure the Shire maintains financial sustainability, meets funding obligations, and can continue delivering services and capital works that contribute positively to the local and regional economy.

Social - (Quality of life to community and/or affected landowners)

Regular financial reporting ensures transparency and accountability to the community, providing assurance that public funds are being managed responsibly. The proposed budget amendments (if any) support community outcomes which collectively enhance the quality of life for residents and visitors.

Environment – (Impact on environment's sustainability and climate change)

There are no direct environmental sustainability or climate change impacts arising from the monthly financial statements. Proposed amendments (if any) may indirectly support improved environmental management outcomes.

Policy Implications

All financial policies from FP001 through to FP037 may have impact on the monthly financial statements.

Risk Management Implications

Context / Risk Category	Operational - Adverse effects on core business, business continuity, human resource risks, loss of knowledge
Risk	Failure to monitor and report the Shire's financial position accurately and in a timely manner may result in reduced organisational transparency, misinformed decision-making, budget overruns, and non-compliance with statutory reporting requirements.
Consequence	3 - Moderate
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Key controls include monthly legislative-compliant reporting, regular budget monitoring, strong internal controls, annual audits, and ongoing improvements to financial processes.
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

All Shire of Waroona Officers share responsibility for sound financial management and are expected to operate in accordance with relevant regulations, policies, and procedures relating to budget allocations. Staff are consulted regarding project timing, progress, and status updates to ensure the accuracy of financial reporting. Their input is essential to maintaining reliable and compliant monthly financial statements.

Aboriginal Consultation

Not applicable for this report. The contents relate solely to financial reporting and internal budget adjustments, with no direct impact on Aboriginal stakeholders or cultural matters.



RESOURCE IMPLICATIONS

Financial

The financial implications (if any) are detailed in the Budget Amendments section of this report. Endorsement of the amendments will ensure the Shire's 2025/26 adopted budget accurately reflects current funding allocations, operational requirements, and project commitments. There is no impact on the overall closing position.

Workforce

There are no direct workforce implications arising from the monthly financial statements. However, the preparation of monthly financial reporting continues to place increasing administrative and audit compliance demands on finance staff.

CONCLUSION

The Statement of Financial Activity provides a comprehensive summary of the Shire's financial performance and position for the reporting period, fulfilling statutory obligations under the Local Government Act 1995 and associated regulations. The recommended budget amendments (if any) ensure that the 2025/26 budget remains accurate and reflective of current activities, grant funding, and operational priorities. It is therefore recommended that Council receives the Statement of Financial Activity and endorses (if any) the proposed amendments to the adopted budget.



11.3.3 Corporate Business Plan – Quarterly Progress Report – January to March 2026	
File Ref:	CM.4 – Corporate Management Planning – Business Plans – Principal Activity Plan
Previous Items:	Nil
Applicant:	N/A
Author and Responsible Officer:	Senior Governance Officer; Director Corporate & Community Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.3.3 – 2025-2029 Corporate Business Plan – Quarterly Progress Report JAN to MAR 2026

OFFICER RECOMMENDATION

That Council receives the Corporate Business Plan – Quarterly Progress Report January to March 2026 as per Appendix 11.3.3.

IN BRIEF

Updates have been provided by responsible officers against Towards Waroona 2034 - Corporate Business Plan 2025 - 2029 projects and actions for the period covering 1 January 2026 to 31 March 2026. Council is requested to review and receive the Corporate Business Plan – Quarterly Progress Report – January to March 2026.

BACKGROUND

In accordance with Section 5.56 of the *Local Government Act 1995*, all local governments in Western Australia are required to effectively plan for the future, with guidance provided in the Department Local Government Industry Regulation & Safety's Integrated Planning & Reporting Framework. The intent of the framework is to ensure that priorities and services provided by the local government are aligned with community needs and aspirations and, in doing so, facilitate a shift from a short-term resource focus to long-term sustainability.

The Corporate Business Plan is the Shire of Waroona's four-year planning document and one of the core components of the Shire's Integrated Planning and Reporting Framework. It gives effect to a four-year period of the Strategic Community Plan and is pivotal in ensuring that the short and medium-term commitments are both strategically aligned and affordable.

A Corporate Business Plan quarterly progress report has been prepared for Council to deliver a brief update against all agreed projects and actions, and to demonstrate that work towards planned objectives is progressing.

REPORT DETAIL

The Progress Report structure reflects that set out in the Towards Waroona 2034 – Corporate Business Plan 2025 - 2029. Actions and projects are grouped under objectives, which align with the strategies from the five key focus areas and aspirations in the Strategic Community Plan: Our Community, Our Economy, Our Environment, Our Built Assets, and Our Leadership.

A quarterly progress comment has been provided against most projects and actions by the responsible officer and lead department.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN



Focus Area	Our Leadership
Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	5.1 A sustainable future through embracing change, applying technological advancement and pursuing efficiencies
Strategy	5.1.1 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability, and pursue professional development opportunities

OTHER STRATEGIC LINKS

Towards Waroona 2034 – Corporate Business Plan 2025 - 2029

STATUTORY ENVIRONMENT

N/A

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

The Progress Report details current activities and progress against agreed Corporate Business Plan economic objectives.

Social - (Quality of life to community and/or affected landowners)

The progress report details current activities and progress against agreed Corporate Business Plan community objectives.

Environment – (Impact on environment’s sustainability and climate change)

The progress report details current activities and progress against agreed Corporate Business Plan environmental objectives.

Policy Implications

Nil.

Risk Management Implications

Context / Risk Category	Reputation - Public perception, poor customer service, sub standard work, corruption
Risk	A councillor may subsequently be uninformed in the event they receive an enquiry from a member of the community regarding current Shire projects, as they have not received regular updates against planned corporate business objectives.
Consequence	2 - Minor
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Council’s endorsement of the recommendation of this report will mitigate the likelihood of this risk coming into effect.
Risk Acceptance	Accept - Risk acceptable with adequate controls

CONSULTATION



Progress information has been provided by assigned responsible officers across all Shire departments.

Aboriginal Consultation

Nil.

RESOURCE IMPLICATIONS

Financial

Nil.

Workforce

Nil.

CONCLUSION

A Corporate Business Plan progress report has been prepared for council to deliver a brief update against all agreed projects and actions, and to demonstrate that work towards planned objectives is progressing. Council is requested to review and receive the Corporate Business Plan – Quarterly Progress Report January to March 2026.



11.3.4 FP003 – Purchase Orders Authority, and FP004 Corporate Purchasing & Credit Card Policy Amendments	
File Ref:	CM.7 – Corporate Management – Policy – Policy Register – Policy Reviews
Previous Items:	Nil
Applicant:	Not Applicable
Author and Responsible Officer:	Manager Corporate Services; Director Corporate & Community Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.3.4 A – FP003 – Purchase Orders Authority with tracked changes 11.3.4 B – FP004 – Corporate Purchasing & Credit Cards with tracked changes

OFFICER RECOMMENDATION

That Council approves amendments to Council Policy FP003 – Purchase Orders Authority and FP004 Corporate Purchasing & Credit Cards, as per Appendices 11.3.4 A and 11.3.4 B respectively.

IN BRIEF

- FP003 – Purchase Orders Authority policy was last reviewed and adopted by Council in February 2026.
- FP004 – Corporate Purchasing & Credit Cards was last reviewed in and adopted in February 2026.
- Amendments to policies FP003 and FP004 are required to include credit card and purchasing limits for the Bushfire Risk Mitigation Coordinator position.

BACKGROUND

The objectives of the Council's Policies are:

- To provide Council with a formal written record of policy decisions.
- To provide Council staff with clear direction to respond to issues and act in accordance with the Council's direction.
- To enable Councillors to adequately handle general enquiries relating to the role of Council.
- To enable the Council to maintain a process to continually review policy decisions and to ensure they are keeping with the community expectations, current legislation trends and circumstances.
- To enable residents to obtain immediate advice on matters of Council Policy.

Council policies 'FP003 – Purchase Orders Authority' and 'FP004 Corporate Purchasing & Credit Cards' are essential and used daily. These policies ensure strict compliance with accounting regulations and internal controls.

REPORT DETAIL

It is recommended that Council approve the following amendments to FP003 – Purchase Orders Authority:

Recommendation



Add new position and purchasing authority:

Bushfire Risk Mitigation Coordinator

- General authority to issue purchase orders of an operational nature associated with the daily functions of the position up to the value of \$1,000.

It is recommended that Council approve the following amendments to FP004 – Corporate Purchasing and Credit Cards:

Recommendation

Amend list of individual card holders:

Add – Bushfire Risk Mitigation Coordinator

Business Credit Card facility

Increase value to \$78,000

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Leadership
Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	5.1 A sustainable future through embracing change, applying technological advancement and pursuing efficiencies
Strategy	5.1.1 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability, and pursue professional development opportunities

OTHER STRATEGIC LINKS

Nil

STATUTORY ENVIRONMENT

The *Local Government Act 1995* and the associated subsidiary legislation provide the broad framework within which FP004 operate.

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

Changes to purchase order authorities and credit card spending limits will have no effect on budgeted funds and spending.

Social - (Quality of life to community and/or affected landowners)

Nil

Environment – (Impact on environment’s sustainability and climate change)

Nil

Policy Implications

FP003 and FP004 are due to be reviewed again in March 2028 or earlier as required.

Risk Management Implications



Context / Risk Category	Reputation - Public perception, poor customer service, sub standard work, corruption
Risk	Failing to regularly review policies may indicate poor governance, and result in non-compliance with legislative requirements and unclear direction to employees.
Consequence	3 - Moderate
Likelihood	3 - Possible
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Council's endorsement of the recommendation of this report will mitigate the likelihood of this risk coming into effect.
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

Nil

Aboriginal Consultation

Nil

RESOURCE IMPLICATIONS

Financial

Nil

Workforce

Not applicable.

CONCLUSION

Council is advised to approve amendments to FP003 – Purchase Orders Authority, and FP004 - Corporate Purchasing & Credit Cards with additional credit card and purchase authority to be issued to the Bushfire Risk Mitigation Coordinator.



11.4 CHIEF EXECUTIVE OFFICER

11.4.1 Shire of Waroona Bushfire Risk Management Plan 2026-2028	
File Ref:	ES.15 – Emergency Services – Emergency Management Plan
Previous Items:	OCM26/02/005
Applicant:	Shire of Waroona
Author and Responsible Officer:	Manager Development Services; Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.4.1 A – Draft Shire of Waroona BRM Plan 2026-2028 11.4.1 B – Asset Register

OFFICER RECOMMENDATION

That Council:

1. **endorses the draft Shire of Waroona Bushfire Risk Management Plan 2026-2028 as per Appendix 11.4.1 A; and**
2. **refers the draft Shire of Waroona Bushfire Risk Management Plan 2026-2028 to the Office of Bushfire Risk Management for final adoption.**

IN BRIEF

The current Shire of Waroona Bushfire Risk Management Plan 2021-2026 expires in May 2026. A review of the current plan has been undertaken and a fresh draft prepared, which is now ready for Council endorsement.

BACKGROUND

The first iteration of the draft Bushfire Risk Management Plan 2026-2028 (draft BRMP) was presented to both the Local Emergency Management Committee and Council in February 2026.

At its Ordinary meeting in February, Council resolved to seek feedback on the draft BRMP from relevant stakeholders. Consultation has been completed and some minor changes were made to the document. The document has also been updated cosmetically.

A copy of the draft BRMP is at Appendix 11.4.1 A.

REPORT DETAIL

The Department of Fire and Emergency Services' Bushfire Risk Management Program is a Statewide initiative to support local governments to reduce the threat posed by bushfire. The State Emergency Management Framework assign responsibility for bushfire risk management to local governments on the most bushfire prone parts of the state. Local governments identified as having high or extreme bushfire risk under this framework must develop a Bushfire Risk Management Plan and have it endorsed by the Office of Bushfire Risk Management. The Shire of Waroona is obviously identified as having an extreme risk profile and therefore a Bushfire Risk Management Plan is required.



It should be noted that without a Bushfire Risk Management Plan in place, local governments cannot apply for mitigation funding through the Mitigation Activity Fund Scheme. The Shire of Waroona has had a Bushfire Risk Management Plan in place since 2021. As noted previously, this is due to expire in May 2026.

The draft BRMP has been prepared in accordance with guidelines set by the Department of Fire and Emergency Services and should therefore be acceptable to the Office of Bushfire Risk Management. It should be noted that a significant component of the draft BRMP is included within a software program that lists every asset (private and public) within the Shire. A technical risk rating is applied to each asset, and if necessary, a treatment option to mitigate the risk of bushfire on that asset. The detail in the software has been extensively reviewed and updated. A list of each asset assessed in the software program is at Appendix 11.2.1 B.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Community
Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	1.1 Create a connected, safe and cohesive community with a strong sense of community pride
Strategy	1.1.6 Ensure the safety of our community

OTHER STRATEGIC LINKS

Nil.

STATUTORY ENVIRONMENT

State Hazard Plan - Fire

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

Bushfire can have catastrophic consequences on the economy of the Shire. It can affect all aspects of the economy, from cutting off transport links to decimating the agricultural industry. The adoption of the draft BRMP will assist in the prevention of bushfire spread and negate impacts on the local economy.

Social - (Quality of life to community and/or affected landowners)

Bushfire can have catastrophic impacts on the quality of life of affected residents and landowners. Homes and lives can be lost and even the daily interruptions that bushfire can cause can be very inconvenient. The adoption of the draft BRMP will assist in the prevention of bushfire spread and negate potential impacts on the quality of life the Shire's population.

Environment – (Impact on environment's sustainability and climate change)

Bushfire can have catastrophic impacts on the natural environment, particularly on the jarrah forest and the wetlands and Banksia woodlands on the Swan Coastal Plain. The adoption of the draft BRMP will assist in the prevention of bushfire spread and negate potential impacts on areas of high environmental value within the Shire.

Policy Implications

Nil.

Risk Management Implications



Context / Risk Category	Health - Exposure to health risks, injuries to public or staff with Council buildings or on Council property, personal wellbeing
Risk	Bushfire can have catastrophic consequences. Adoption of the draft BRMP certainly cannot eliminate the risk of bushfire, but it can mitigate its impact.
Consequence	5 - Catastrophic
Likelihood	5 - Almost certain
Risk Rating, prior to treatment	Extreme (20-25)
Key Controls / Treatment	Implementation of the BRMP once adopted can offer controls and treatment to reduce the impact of bushfire on the Shire.
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

The draft BRMP was referred directly to all local bushfire brigades, the Local Emergency Management Committee and the Department of Fire and Emergency Services. It was also referred to Alcoa, Alinta Energy and the Department of Biodiversity, Conservation and Attractions.

The Department of Fire and Emergency Services was the only organisation to provide advice. DFES recommended simple changes to the text and these have been undertaken by the author.

Aboriginal Consultation

Nil.

RESOURCE IMPLICATIONS

Financial

Preparation of the draft BRMP has been undertaken in-house with no expenditure on external consultants or specialists.

Workforce

See above.

CONCLUSION

It is recommended Council endorse the draft BRMP and request the Office of Bushfire Risk Management to adopt it. This will ensure the continuity of the Shire's mitigation program for the next two years at least. It will also ensure that mitigation strategies are applied effectively across the Shire by all responsible organisations and persons.



11.4.2 WALGA Climate Change Advocacy Position Contribution	
File Ref:	GR.22 – Government Relations – State Liaison – Western Australian Local Government Association
Previous Items:	OCM24/02/009 Environmental Management Strategy
Applicant:	Shire of Waroona
Author and Responsible Officer	Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.4.2 A – WALGA 2026 Climate Change Advocacy Position Consultation Paper 11.4.2 B – Environmental Management Strategy

OFFICER RECOMMENDATION

That Council:

- 1. resolves to support Advocacy Position 1 / 2 (delete non-applicable) of this Report; and**
- 2. requests the Chief Executive Officer to advise the Western Australian Local Government Association of its position.**

IN BRIEF

The Western Australian Local Government Association (WALGA) is seeking responses from its members on an updated Climate Change advocacy position.

Two responses are presented for consideration. The first is the WALGA draft statement. The second is a Chief Executive Officer (CEO) prepared statement.

BACKGROUND

In January 2026 WALGA issued a Consultation Paper (Appendix 11.4.2A) on a Climate Change Advocacy Position. This Paper provides an update on the array of State and Federal legislative and policy positions which have changed since the last WALGA policy iteration.

REPORT DETAIL

The Paper sets out the evolution of WALGA's advocacy position. The most recent policy statement is from 2018 which says –

Local Government acknowledges:

- 1. The science is clear: Climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.*
- 2. Climate change threatens human societies and the Earth's ecosystems.*
- 3. Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.*
- 4. A failure to adequately address this climate change emergency places an unacceptable burden on future generations.*

Local Government is committed to addressing climate change.

Local Government is calling for:



1. *Strong climate change action, leadership and coordination at all levels of government.*
2. *Effective and adequately funded Commonwealth and State Government climate change policies and programs.*

WALGA sites significant legislative, policy, technological and scientific changes as the reason an update advocacy policy is needed.

Two options are provided below for Council consideration for a response to the WALGA consultation request on a new climate change advocacy position.

Advocacy Position 1

“Following initial consultation, consideration by State Council in March 2025 and feedback from the Environment Policy Team, WALGA has developed a revised, draft Climate Change Advocacy Position for Local Government feedback:

1. *Local Government acknowledges the risks associated with, and is committed to, addressing climate change.*
2. *WALGA calls on the Australian and Western Australian Governments to:*
 - a. *Provide the necessary climate leadership, coordination and action to ensure an orderly transition to achieve emission reduction targets and address the impacts of climate change.*
 - b. *Provide dedicated funding, guidance and practical support to assist Local Governments to undertake emissions reduction and adaptation actions.*

The Consultation Paper provides an overview of the matters which assisted with the development of the draft position.

Advocacy Position 2

An alternative draft advocacy statement has been drafted by the CEO for consideration.

Local Government confirms:

- I. *The Earth’s climate has always been changing and will continue to do so, bringing both benefits and challenges.*
- II. *Carbon in the atmosphere, water and land is critical and essential to sustaining life on earth. Without it life on earth would cease to exist. It is one of many factors affecting the climate.*
- III. *Climate change is driven primarily by natural forces, but also by human activity.*
- IV. *Local Government acting in an environmentally and financial sustainable manner can act locally to fulfil its role in contributing to a sustainable planet.*

Local Government is committed to locally addressing climate change impacts by:

- I. *Assessing the risk and impacts of climate change;*
- II. *Adapting its actions to mitigate risks and impacts;*
- III. *Minimising pollution of air, land and water; and*
- IV. *Promoting and actioning sustainability measures.*

Local Government is calling for:

- I. *Strong evidence-based scientific research and analysis on climate and environmental sustainability; and*



- II. Federal and State Government climate change and other sustainability policies and programs that don't have an inflationary impact, that impact productivity positively and don't impact on the financial sustainability of future generations due to government debt burden.*

Both advocacy positions provide clear intent with respect to climate change and are considered adequate sector messaging. Differences between the two positions are discussed in the following sections.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Environment
Aspiration	To continually care for, protect and enhance our environment for the generations to come
Objective	5.1 A sustainable future through embracing change, applying technological advancement and pursuing efficiencies
Strategy	3.2.3 Responsibly manage Council and community water and energy use

OTHER STRATEGIC LINKS

Council adopted its Environmental Management Strategy in February 2024, as provided in Appendix 11.4.2.B.

The strategy provides strategic and operational structure and guidance in achieving the implementation of aligned deliverables, with regard to Environmental Management objectives. The Environmental Management Strategy encompasses various facets of sustainability and environmental stewardship, aiming to make the Shire of Waroona a model for sustainable living and development in Western Australia. To ensure ongoing progress and to maximise effectiveness toward achieving the outlined objectives and actions, collaboration with relevant stakeholders, agencies, and the community will be essential for the Strategy's successful implementation. Each theme is divided into focus areas, as well as objectives, work programs and initiatives, which are outlined in the Environmental management Strategy.

These four themes within the Environmental Management Strategy are –

1. Shire Council Strategic Environmental Management Objectives
 - a. Decarbonisation
 - b. Revenue generating enterprises - Actuated Carbon Credit programs
 - c. Waste Minimization
 - d. Waste 2 Energy and e-waste recycling programs (rare earth recovery)
 - e. Resource Efficiency
2. Sustainable Business and Green Industry
 - a. Renewable Energy
 - b. Green Industry
 - c. Conversion of existing industries
3. Other Agency and NGO Environmental Partnerships
 - a. Environmental Conservation
 - b. Biodiversity and Biosecurity
 - c. Coastal Care and Conservation
4. Community Environmental Management and Sustainability
 - a. Water-Wise Initiatives
 - b. Climate Change Mitigation



- c. Sustainable Development
- d. Community Education and Eco-Tourism
- e. Bush Fire Mitigation and Vegetation Management

The Shire's Environmental Management Strategy has strong alignment with the intent of a climate change advocacy position for WALGA.

STATUTORY ENVIRONMENT

Local Government Act 1995 section 3.1(1A) General function

(1) *The general function of a local government is to provide for the good government of persons in its district.*

(1A) *Without limiting subsection (1), the general function of a local government must be performed having regard to the following —*

(a) *the need —*

- (i) *to promote the economic, social and environmental sustainability of the district; and*
- (ii) *to plan for, and to plan for mitigating, risks associated with climate change; and*
- (iii) *in making decisions, to consider potential long-term consequences and impacts on future generations;...*

Advocacy Position 2 brings better alignment with a more wholistic approach in the Local Government Act 1995, which requires a local government to have regard for climate change, and sustainability, the latter of which has both environmental and financial elements. Position 1 does not explicitly address financial sustainability.

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

Unlike Advocacy Position 1, Advocacy Position 2, links environmental sustainability and financial sustainability, recognizing that without both elements the future of the Shire will be compromised.

Social - (Quality of life to community and/or affected landowners)

Nil.

Environment – (Impact on environment's sustainability and climate change)

Advocacy Position 1 provides direct commentary on the risks that climate change brings, while not explicitly differentiating between natural and human induced climate change.

Mitigation of climate change impacts, whether human induced or through natural causes, is a prudent response to climate variability. This is not new or unusual. There is evidence of significant climate variability over the course of human habitation in Western Australia. Aboriginal communities adjusted their lives to deal with this variability over time, while the Waroona farming community adapted its farming practices for the same reason. For the Shire, as an example, the reduced rainfall that has been experienced has brought about a need to consider adaptation of its bushfire mitigation practices. This is the simple reality of human life on Earth and adaption is an ongoing and normal response to climate change.

The human induced contribution to climate change might be inferred, but it is not explicit in Advocacy Position 1, through point 2. In point 2 it calls on the federal and state governments to lead a transition to set and meet emission targets and to mitigate climate change impacts. It also calls on these governments to support local government in its pursuit of emissions reduction and adaption. In doing so, it recognises that each level of government has different roles to play in addressing climate change.



Advocacy Position 1 is a succinct acknowledgement of climate change and a call for assistance from federal and state governments to help local government address it.

The main points of difference with the Position 1 is that Position 2:

- a. provides a broader context for climate change, acknowledging its complexity and range of influencing factors;
- b. puts context into the role of CO₂ as a critical compound, fundamentally essential for life on earth;
- c. provides specific actions for local governments to undertake;
- d. looks to good science in dealing with climate change and sustainability; and
- e. recognizes that managing this issue must be done in a manner that is both financially and environmentally sustainable at local, state and federal levels.

Policy Implications

Nil

Risk Management Implications

(Please refer to the Shire of Waroona Risk Framework when reviewing this section)

Context / Risk Category	Environmental - Regulatory compliance, contamination, inadequate processes
Risk	Sustainability
Consequence	4 - Major
Likelihood	5 - Almost certain
Risk Rating, prior to treatment	Extreme (20-25)
Key Controls / Treatment	Support for a climate change advocacy position by WALGA
Risk Acceptance	Extreme - Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible

CONSULTATION

Nil

Aboriginal Consultation

Nil

RESOURCE IMPLICATIONS

Financial

There are no direct financial implications in supporting a WALGA climate change advocacy position.

Workforce

There are no direct workforce implications in supporting a WALGA climate change advocacy position.

CONCLUSION

WALGA is seeking to update its advocacy position on climate change and has requested feedback from member Councils.



Advocacy Position 1 is a succinct statement, sufficient to provide a sector position, while Advocacy Position 2 provides more detail and acknowledges the need for both action and financial considerations.



11.5 ITEMS FOR INFORMATION

11.5.1 Local Government Professionals WA – Finance Professionals Conference 2026	
File Ref:	GR.29 – Government Relations – Local and Regional Liaison – Local Government Professionals Australia
Previous Items:	Nil
Applicant:	N/A
Author and Responsible Officer:	Director Corporate & Community Service; Manager Corporate Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.5.1 – Finance Professionals Conference Program

OFFICER RECOMMENDATION

That Council notes the information on the 2026 Local Government Finance Professionals WA Annual Finance Professionals Conference.

IN BRIEF

The Director Corporate & Community Services (LG Professionals WA Finance Network Chair) and Manager Corporate Services attended the 2026 Local Government Finance Professionals WA Annual Conference held on 18–19 March 2026.

The conference program focused on the theme “a game of inches – small margins matter”, highlighting the importance of incremental improvements, innovation and leadership in delivering sustainable outcomes within increasingly complex operating environments

The program explored key issues, including alternative revenue streams, service level planning, artificial intelligence in finance, governance and risk, and leadership in change management. Presentations from industry leaders and sector experts provided practical insights to support improved financial management, service delivery and organisational performance.

BACKGROUND

Local Government Professionals Australia WA is the peak body representing local government professionals in Western Australia, providing advocacy, training and professional development opportunities to strengthen leadership, governance and service delivery across the sector.

The Finance Professionals Network, a key component of the organisation, supports the development and capability of finance professionals through knowledge sharing, training and sector engagement initiatives.

The Director Corporate & Community Services is the current Chair of the Finance Professionals Network and played a key role in the planning and delivery of the 2026 conference, including contributing to the development of the conference theme, program structure and session topics. The Director also facilitated a sector knowledge-sharing session involving representatives from the Office of the Auditor General (OAG) and the Department of Local Government, Industrial Relations and Safety (LGIRS).

REPORT DETAIL



The conference delivered a broad range of sessions relevant to the evolving local government finance environment, with a strong focus on leadership, financial sustainability and innovation.

Breakout Sessions Attended – Director Corporate & Community Services

1. Alternative Revenue Streams
2. Service Level Planning
3. AI in Finance
4. Engagement in Change

Breakout Sessions Attended – Manager Corporate Services

1. Engaging Council during development of the Annual Budget
2. Service Level Planning
3. Implementing No Triangles
4. AI in Finance

The opening keynote by Digby Scott, “Leading Beyond the Numbers: Creating Change in Complex Systems”, reinforced the importance of leadership in navigating complexity and driving change without waiting for ideal conditions. The session introduced practical frameworks, including the SEED model (See, Examine, Experiment, Dial in), encouraging critical thinking and incremental improvement.

An economic update highlighted continued cost pressures, with CPI forecast between 4.5% and 5.0% for Q2 2026, reinforcing the need for careful financial planning and resource management.

Key themes across the conference included:

- **Financial Sustainability and Alternative Revenue**
Exploration of diversified income streams beyond traditional rates, including investment strategies and commercial opportunities, with a focus on incremental improvements and risk management.
- **Service Level Planning and Community Expectations**
Increased emphasis on defining, measuring and communicating service levels, ensuring alignment between community expectations, asset management and financial planning.
- **Artificial Intelligence in Finance**
Practical applications of AI to improve efficiency, reporting, and process optimisation, including automation of routine tasks and enhanced data analysis.
- **Leadership, Culture and Change Management**
Sessions emphasised the importance of respectful communication, accountability and staff engagement in delivering successful organisational change. The “No Triangles” approach highlighted the benefits of direct communication in improving team performance.
- **Governance, Risk and Integrity**
Presentations from the Corruption and Crime Commission and on foreign interference risks highlighted the importance of strong governance frameworks, risk awareness and protecting organisational systems and information.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Leadership
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Aspiration	To embed strong leadership through good governance, effective communication and ensuring value for money
Objective	5.2 Develop a skilled, safe and compliant organisation
Strategy	5.2.2 Promote an organisational culture of safety, best practice and continuous improvement

OTHER STRATEGIC LINKS

Nil

STATUTORY ENVIRONMENT

Nil

SUSTAINABILITY & RISK CONSIDERATIONS

Economic - (Impact on the Economy of the Shire and Region)

Sessions provided valuable insights into financial sustainability, economic trends and alternative revenue opportunities, supporting informed decision-making and long-term financial planning.

Social - (Quality of life to community and/or affected landowners)

Leadership and service delivery sessions reinforced the importance of aligning services with community expectations, contributing to improved community outcomes and satisfaction.

Environment – (Impact on environment’s sustainability and climate change)

No direct environmental impact. Broader discussions on asset planning and sustainability support informed long-term environmental decision-making.

Policy Implications

Nil

Risk Management Implications

N/A

CONSULTATION

- Local Government Professionals WA
- Local Government Professionals WA – Finance Network

Aboriginal Consultation

Nil

RESOURCE IMPLICATIONS

Financial

All expenses were covered under the annual budget allocation for staff training and conferences.

Workforce

Two-day conference attendance was worked into the Officers annual timetable and contributes to ongoing professional development.

CONCLUSION



Attendance at the 2026 Local Government Finance Professionals WA Annual Conference provided valuable insights into emerging trends, financial sustainability, leadership and governance across the sector. The knowledge gained will support continuous improvement within the organisation, inform decision-making and strengthen the Shire's approach to financial management, service delivery and long-term planning.

The Shire's active involvement in the conference, including sector leadership through the Director Corporate & Community Services role as Chair of the Finance Professionals Network, demonstrates a strong commitment to professional development and contributing to the advancement of the local government sector.

For Council noting only.



12. **BUSINESS LEFT OVER FROM A PREVIOUS MEETING**
13. **ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
14. **NOTICE OF MOTIONS FOR CONSIDERATION AT A FOLLOWING MEETING**
15. **NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**
16. **MEETING CLOSED TO THE PUBLIC**

OFFICER RECOMMENDATION

That Council proceeds behind closed doors as per Section 5.23(4) of the *Local Government Act 1995* for the purpose of considering Items 16.1.



16.1 CONFIDENTIAL – Chief Executive Officer Contract Matter	
File Ref:	HR.1 – Human Resources – Recruitment
Previous Items:	OCM21/10/170
Applicant:	Mark Goodlet
Author and Responsible Officer:	Chief Executive Officer (CEO)
Declaration of Interest:	Financial – relates to the CEO's Contract
Voting Requirements:	Simple Majority
Appendix Numbers:	16.1 – Confidential CEO Contract

OFFICER RECOMMENDATION

That Council notes the request provided in this report.

A report was provided under confidentiality.



16.2 CONFIDENTIAL – Application of Common Seal – Notification on Certificate of Title Under Section 70A of <i>Transfer of Land Act 1893</i>	
File Ref:	SD200897
Previous Items:	NA
Applicant:	Benjamin and Kelli Wright
Author and Responsible Officer:	Director Customer & Development Services; Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Appendix Numbers:	16.2 – Confidential Form N1

OFFICER RECOMMENDATION

That Council:

- 1. approves the execution of the Transfer of Land Act 1893 form as presented in Confidential Appendix 16.2;**
- 2. authorises the application of the Shire of Waroona Common Seal to the Transfer of Land Act 1893 form; and**
- 3. authorises the Shire President and Chief Executive Officer to sign and execute all documents and take all actions necessary to give effect to this resolution.**

A report was provided under confidentiality.



17. MEETING OPENED TO THE PUBLIC

OFFICER RECOMMENDATION

That the meeting resume in public.

18. CLOSURE OF MEETING

