



Date: 9 December 2025

To: Shire President
All Councillors

Copy: Directors
Managers
Staff

**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 16 December 2025 to consider and resolve the matters set out in the attached Agenda.

**MARK GOODLET
CHIEF EXECUTIVE OFFICER**



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Please be aware that all Council meetings are audio recorded, as required by legislation.

If you wish to ask a public question, or provide a deputation or submission, please contact the Shire on (08) 9733 7800 or warshire@waroona.wa.gov.au.



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 – 25 November 2025**

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 25 November 2025 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**
 - 10.1 **Alcoa Waroona Sustainability Committee Unconfirmed Minutes – meeting held 3 December 2025.**

COMMITTEE RECOMMENDATION

That Council receives and notes the Unconfirmed Minutes of the Alcoa Waroona Sustainability Committee meeting held 3 December 2025 (as per Appendix 10.1).

COMMITTEE RECOMMENDATION

That Council approves the recommendations of the Alcoa Waroona Sustainability Committee meeting held 3 December 2025 (as per Appendix 10.1) for the grant funding recipients, amounts and stipulated conditions.

10.2 Recreation Advisory Group Minutes – meeting held 27 November 2025.

ADVISORY GROUP RECOMMENDATION

That Council receives and notes the Minutes of the Recreation Advisory Group meeting held 27 November 2025 (as per Appendix 10.2 A).

ADVISORY GROUP RECOMMENDATION

That Council endorses the following recommendations of the Recreation Advisory Group:

That Council supports the changes recommended by the Recreation Advisory Group to the Terms of Reference (as per Appendix 10.2 B).

10.3 Peel Regional Leaders Forum (PRLF) Inc. Unconfirmed Minutes – general meeting held 20 November 2025.

OFFICER RECOMMENDATION

That Council receives and notes the Unconfirmed Minutes of the Peel Regional Leaders Forum (PRLF) Inc. general meeting held 20 November 2025 as per Appendix 10.3.

10.4 Peel Country Zone Unconfirmed Minutes – meeting held 20 November 2025.

OFFICER RECOMMENDATION

That Council receives and notes the Unconfirmed Minutes of the Peel Country Zone meeting held 20 November 2025 as per Appendix 10.4.



11. REPORTS OF THE CHIEF EXECUTIVE OFFICER AND OFFICERS

11.1 INFRASTRUCTURE SERVICES

Nil



11.3 CORPORATE & COMMUNITY SERVICES

11.3.1 Listing of Payments for the Month of November 2025	
File Ref:	FM.3 – Financial Management – Creditors
Previous Items:	N/A
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 – November 2025

OFFICER RECOMMENDATION

That Council receives the following payments made throughout the month of November 2025;

Municipal	Cheque	10442 – 10460	\$	31,909.22
	EFT	43986 - 44188	\$	554,817.81
Direct wages	01/11/2025 – 30/11/2025 inclusive		\$	269,754.17
Direct Debit	01/11/2025 – 30/11/2025 inclusive		\$	269,859.77
Trust	Cheque		\$	-
	EFT		\$	-
GRAND TOTAL			\$	1,126,340.97

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 November 2025.

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 November 2025. 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 30 November 2025	
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 30 November 2025

OFFICER RECOMMENDATION

That Council:

1. receives the Statement of Financial Activity for the period ending 30 November 2025 as per Appendix 11.3.2; and
2. amends the 2025/26 adopted budget as per the table below -

GL Account	Amount (\$)	Details
2983	2,500	Increase income for Library grant
3044	(2,500)	Increase expenditure for Library grant
3014	5,000	Move funds from operating expenses to capital expenses for Library grant
3044	(5,000)	Move funds from operating expenses to capital expenses for Library grant

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
2983	2,500	Increase income for Library grant
3044	(2,500)	Increase expenditure for Library grant
3014	5,000	Move funds from operating expenses to capital expenses for Library grant
3044	(5,000)	Move funds from operating expenses to capital expenses for Library grant

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
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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 WA Police vGRID SaferCity Project	
File Ref:	ET.1 – Energy Supply & Telecommunications – Service Providers – Telecommunications & CCTV
Previous Items:	N/A
Applicant:	N/A
Author and Responsible Officer:	Director Corporate & Community Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.3.3 A – MOU Access to Local Government Live CCTV Feeds – WALGA & WA Police Force 11.3.3 B – MOU Schedule – Shire of Waroona & WA Police Force

OFFICER RECOMMENDATION

That Council:

1. supports in-principle, the Shire of Waroona's participation in the Western Australia Police Force vGRID SaferCity project; and
2. authorises the Chief Executive Officer (CEO) to review the Schedule to the WALGA – WA Police Force Memorandum of Understanding (MOU),
3. subject to a satisfactory technical discovery process, authorise the Chief Executive Officer to endorse the schedule to the overarching MOU; and
4. requests the CEO to review Policy CGP030 – Closed-circuit Television (CCTV), to provide for this new use of Shire CCTV and present the revised policy to Council for its consideration.

IN BRIEF

WA Police Force are implementing the vGRID SaferCity platform, which securely connects local government and other participating entities, CCTV systems to their State Operations Command Centre, providing authorised officers with live viewing capability during incidents. The system enables improved community safety and emergency response through enhanced situational awareness.

Participation is voluntary, with no upfront capital cost to the Shire. The gateway device is supplied and supported by WA Police and their partner SaferCities under a five-year warranty.

BACKGROUND

The WA Police Force is expanding its state-wide visual intelligence capability through the vGRID SaferCity platform. The technology allows authorised Police officers to securely access live CCTV feeds from participating local governments in real time to support incident response, crime prevention, and community safety operations.

The platform does not record footage, and participating local governments maintain full control over which cameras are accessible. All Police access is logged and auditable.



The initiative follows a successful trial undertaken in four Western Australian local governments in late 2023.

REPORT DETAIL

Participation in the vGRID program involves installing a secure vGRID Gateway device within the Shire's CCTV network. This device provides encrypted, outbound-only access for WA Police to view selected cameras through a secure browser interface during authorised incidents.

WA Police and SaferCities will work directly with the Shire's CCTV provider (Sapio) to confirm technical compatibility, ensure the configuration aligns with the Shire's cybersecurity framework, and guarantee no impact to network performance or normal CCTV recording.

The system will be governed under an overarching WALGA–WA Police Force MOU, with individual local governments signing a Schedule confirming participation and conditions. The MOU covers governance, privacy, data security, and operational procedures.

The Shire retains ownership and control of its CCTV network and will determine which camera locations, if any, are made accessible via the platform.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Community
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning
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

WALGA–WA Police Force Memorandum of Understanding

STATUTORY ENVIRONMENT

Local Government Act 1995

s. 3.1. General function

s. 3.2. Relationship to State Government

SUSTAINABILITY & RISK CONSIDERATIONS

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

Minimal financial impact. The gateway device is supplied by WA Police under warranty. Minor ongoing internet bandwidth costs may be incurred when live streaming occurs.

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

Enhanced community safety, faster emergency response, and increased public confidence in local safety initiatives.

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

Nil



Policy Implications**CGP030 – Closed-circuit Television (CCTV)**

Sharing the CCTV live information with the WA Police aligns with the broad intent of this policy, which is to –

- enhance public safety, security and wellbeing;
- deter unwanted and anti-social behaviour likely to cause damage or harm to Shire-owned facilities and those who use them;
- deter crime and improve the apprehension of offenders; and
- aid in the investigation and identification of crime and support evidence gathering by Waroona police following reported criminal activity.

Presently, Policy CGP030 provides limited CCTV access to Police, as follows:

“Shire of Waroona-operated CCTV circuits are unmonitored, meaning they can only be accessed and replayed by WA Police if a crime is reported, and access is warranted. Unless required by law, the release or viewing of live or recorded footage and still photographs to members of the Public is expressly prohibited.

“The release or viewing of recorded footage and still photographs to Waroona Police officers is permitted for criminal investigation purposes only, following an official filed police report, and provided that the reason is justified and/or part of a case being investigated.

“The CCTV system records continuously, storing a maximum of 31 days-worth of footage as per the system’s design. Any further recording of video images or still photographs are kept only if WA Police are of the opinion that an offence against a Statute Law is being or is likely to be committed.

Should Council determine to provide the live footage access to Police, then it is recommended that this Policy be updated accordingly.

Risk Management Implications

Context / Risk Category	Reputation - Public perception, poor customer service, sub standard work, corruption
Risk	Community perception of surveillance or privacy concerns
Consequence	2 - Minor
Likelihood	3 - Possible
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Transparent communication and clear explanation of purpose and privacy safeguards
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

- Chief Executive Officer & Director Technical Services
- Western Australia Police Force
- Sapio – Shire’s CCTV Provider

Aboriginal Consultation

Not required for this project



RESOURCE IMPLICATIONS

Financial

No upfront cost for the vGRID Gateway device. Minor variable data usage costs when Police access live feeds. Device replacement after five years estimated at \$3,000–\$4,500 (provision to be made in future budgets).

Workforce

Minimal. Internal coordination between Sapio and Director Corporate & Community Services during implementation and periodic review.

CONCLUSION

The vGRID SaferCity project provides an opportunity for the Shire to strengthen community safety partnerships with WA Police through secure, live CCTV integration. Participation would deliver significant operational benefits at minimal cost, with strong governance and technical safeguards in place.

Support is therefore recommended, subject to completion of technical, legal and cybersecurity due diligence.



11.3.4 Corporate Business Plan – Quarterly Progress Report – July to September 2025	
File Ref:	CM.4 – Corporate Management Planning – Business Plans – Principal Activity Plan
Previous Items:	Nil
Applicant:	Not applicable
Author and Responsible Officer	Senior Governance Officer Director Corporate & Community Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.3.4 – 2025-2029 Corporate Business Plan – Quarterly Progress Report JUL to SEP 2025

RECOMMENDATION

That Council receives the Corporate Business Plan – Quarterly Progress Report July to September 2025 as per Appendix 11.3.4.

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 July 2025 to 30 September 2025. Council is requested to review and receive the Corporate Business Plan – Quarterly Progress Report – July to September 2025.

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 outlined in the 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

Not Applicable

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	Operational - Adverse effects on core business, business continuity, human resource risks, loss of knowledge
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 July to September 2025.



11.4 CHIEF EXECUTIVE OFFICER

11.4.1 Proposed Eastcott Street Development Grant Authorisation	
File Ref:	GO.3 – Governance – Reporting
Previous Items:	Nil
Applicant:	Shire of Waroona
Author and Responsible Officer:	Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.4.1 – Regional Housing Support Fund Guidelines for Applicants

OFFICER RECOMMENDATION

That Council requests the Chief Executive Officer to seek a contribution from the State Government's Regional Housing Support Fund, for subdivision and / or housing provision, for Lot 43 Eastcott Street, Waroona development of Shire of Waroona land.

IN BRIEF

This report seeks Council authorisation to apply for a grant in support of the development of its freehold land at lot 43 Eastcott St, Waroona.

BACKGROUND

In October 2025 Council instructed the Chief Executive Officer to investigate feasibility of subdividing and building on Lot 43 (no. 1) Eastcott Street, Waroona which it owns freehold. A report is to be provided to Council in February 2026 on this.

Subsequently the State Government has issued a "Regional Housing Support Fund" with Guidelines as per Appendix 11.4.1 Guidelines for Applicants. Applicants are able to seek funding support for subdivision and housing costs for key worker accommodation, affordable housing, and community housing.

REPORT DETAIL

The Grant funding available is \$25million with the aim of delivering more regional housing. An online session on the grant fund was delivered by the Department of Planning, Lands & Heritage, with more than 40 attendees listening in. It is likely to be a highly contested grant.

No percentage contribution was stated in the Guidelines and as such a strategic approach is to ask for a smaller percentage of State Government contribution in the hope that a lesser request is supportable in comparison with other projects.

As a primary driver for this project are economic development through housing provision and a financial return to the Shire, the benefit of community housing is not a good match with these objectives as the return is not optimal. Key worker accommodation with smaller built houses is a better match for the Shire's aims for this lot and will be part of the submission.

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

Local Government Act 1995. s2.7. Role of Council

SUSTAINABILITY & RISK CONSIDERATIONS

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

A successful development will benefit the Shire financially and will create much needed housing in the district in support of worker accommodation.

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

The provision of more land and housing in Waroona Townsite in the current location and lot size helps create housing diversity and smaller blocks and houses will assist with affordability.

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

The lot in question is a residential lot and largely cleared. The site has some large trees at the south end and it is planned to develop around these to the extent practicable. Some public open space is intended to be provided from this subdivision also.

Policy Implications

Nil.

CONSULTATION

Nil.

Aboriginal Consultation

Nil.

RESOURCE IMPLICATIONS

Financial

Early indications are that subdividing and building seven houses will cost approximately \$3.5 million. Likely property sales and rental prices are also being sought. WA Treasury will provide financial modelling.

The opportunity to support the project financially in the order of 30% of the total project cost, being \$1million, is worth exploring. The modelling will reflect the grant funded versus the fully funded options. Whether the constraints of leasing / selling to key workers is worth the grant benefit will be the subject of assessment for the February meeting.

There is no harm done in applying for the grant at this stage as a successful application will need final agreement by Council. Applying for funding will simply leave one option open for further consideration.



Workforce

Assistance with the financial modelling is being provided by WA Treasury within the Business Cases account.

CONCLUSION

An opportunity has arisen to seek State Government grant funding support for the proposed development of lot 43 Eastcott St, Waroona. This may assist with the viability of the project and as such is considered worth pursuing.



11.4.2 Wind Farms in the District of Waroona	
File Ref:	EM.12 – Environmental Management – Planning – Renewable Energy
Previous Items:	OCM 22 06 65 – Local Planning Policy 16 – Renewable Energy Facilities OCM24/02/009 - Environmental Management Strategy 2023 – 2033
Applicant:	Shire of Waroona
Author and Responsible Officer:	Chief Executive Officer
Declaration of Interest:	N/A
Voting Requirements:	Simple Majority
Appendix Numbers:	Nil.

RECOMMENDATION

That Council:

1. declares:

“The Shire of Waroona supports proper and orderly development of appropriate renewable energy facilities within the District of Waroona.

This support is constrained by the need to protect the Peel-Yalgorup Ramsar Site Wetlands and the Northern Jarrah Forests.

On this basis wind farms on the Swan Coastal Plains within 25km of the Peel-Yalgorup Ramsar Site Wetlands are not supported unless there is comprehensive scientific evidence safe-guarding this ecosystem. Wind farms within the Northern Jarrah Forests are also not supported in light of the importance of this natural resource and the already prevalent cumulative impacts on these Forests.”

; and

2. authorises the Shire President to support a statement to this effect at the Peel Regional Leaders Forum (Peel Alliance) on behalf of the Shire of Waroona.

IN BRIEF

This item is presented to Council for consideration as a corollary to Council's policy position on renewable energy infrastructure in the District of Waroona, which while supporting renewable energy, does not support wind farms near the Peel-Yalgorup Ramsar Site Wetlands. This item also builds on the Shire of Waroona's support for the Mining Position Statement which seeks to protect the Northern Jarrah Forests.

Council has guidance on renewable energy facilities, however the development of wind farms within the District of Waroona is constrained by the need to protect the natural environment, specifically the Peel-Yalgorup Ramsar Site Wetlands and the Northern Jarrah Forests.

This recommendation formalises a position on wind farms and provides for this position to become the position of the Peel Alliance.



BACKGROUND

The Shire of Waroona has approved and supported approval of renewable energy infrastructure within its district. This support has been for solar farms and battery energy storage facilities. This renewable energy support objective is stated in the Shire's Environmental Management Strategy 2023 -2033, which encourages renewable energy development, while seeking to ensure that these facilities are suitably located.

The Shire has also been approached in the last two years with respect to the potential for wind farms locations within the district, with most contact coming during the initiation of the Indian Ocean wind energy area proclamation. The Shire had by this time developed a local planning policy (LPP016). "The objectives of this policy are:

1. "To facilitate the introduction of renewable energy technologies on a broad scale and address planning related matters associated with their development.
2. "To establish and clarify the standards of governance that the Shire will apply to the assessment of renewable energy proposals, and the Shire's expectations in return.
3. "To provide guidance for the location and development of renewable energy facilities on land controlled under Local Planning Scheme No. 7.
4. "To provide for the protection of the quality of the surrounding landscape, priority agricultural land, townsites expansion, environmental assets, and amenity (particularly visual and acoustic amenity) of nearby properties, sensitive land uses and surrounding areas in the establishment of renewable energy systems.

While this policy provided guidance on the wind farms and the need to provide a buffer zone to the Peel-Yalgorup Ramsar Site Wetlands, it did not address the State Government owned land in the escarpment area, which is not subject to development approval by the Shire of Waroona.

Nevertheless, Council has provided guidance on the escarpment's Northern Jarrah Forests when it approved a mining position statement, which seeks to protect these forests in a drying climate and prevent cumulative environmental impacts due to mining.

The potential installation of wind farms is a potential further cumulative impact and this report then recommends broadening of the constraints of exploitation of these forests to include wind farms.

Setting – Overview

The Swan Coastal Plain in Western Australia is home to the Peel-Yalgorup Ramsar Site Wetlands, an internationally significant migratory destination for birds and an ecologically significant area, extending from Mandurah to Bunbury. To the east of these Ramsar Wetlands lies the Northern Jarrah Forests. These Forests are on the escarpment directly adjacent to the Swan Coastal Plain, extending from Toodyay in the north to Bridgetown in the south. The Northern Jarrah Forests are an important natural resource, with high ecological, recreational and tourism value, and are used for both logging and mining. The cumulative environmental impacts of activities on the Northern Jarrah Forests, set against declining rainfall, are a high priority concern to the Peel Alliance.

Peel-Yalgorup Ramsar Site Wetland

The Peel-Yalgorup Ramsar Site (no. 482) was ratified on 7 June 1990. It encompasses 26,530 ha; is located at 32°49'S 115°42'E and is a designated National Park.



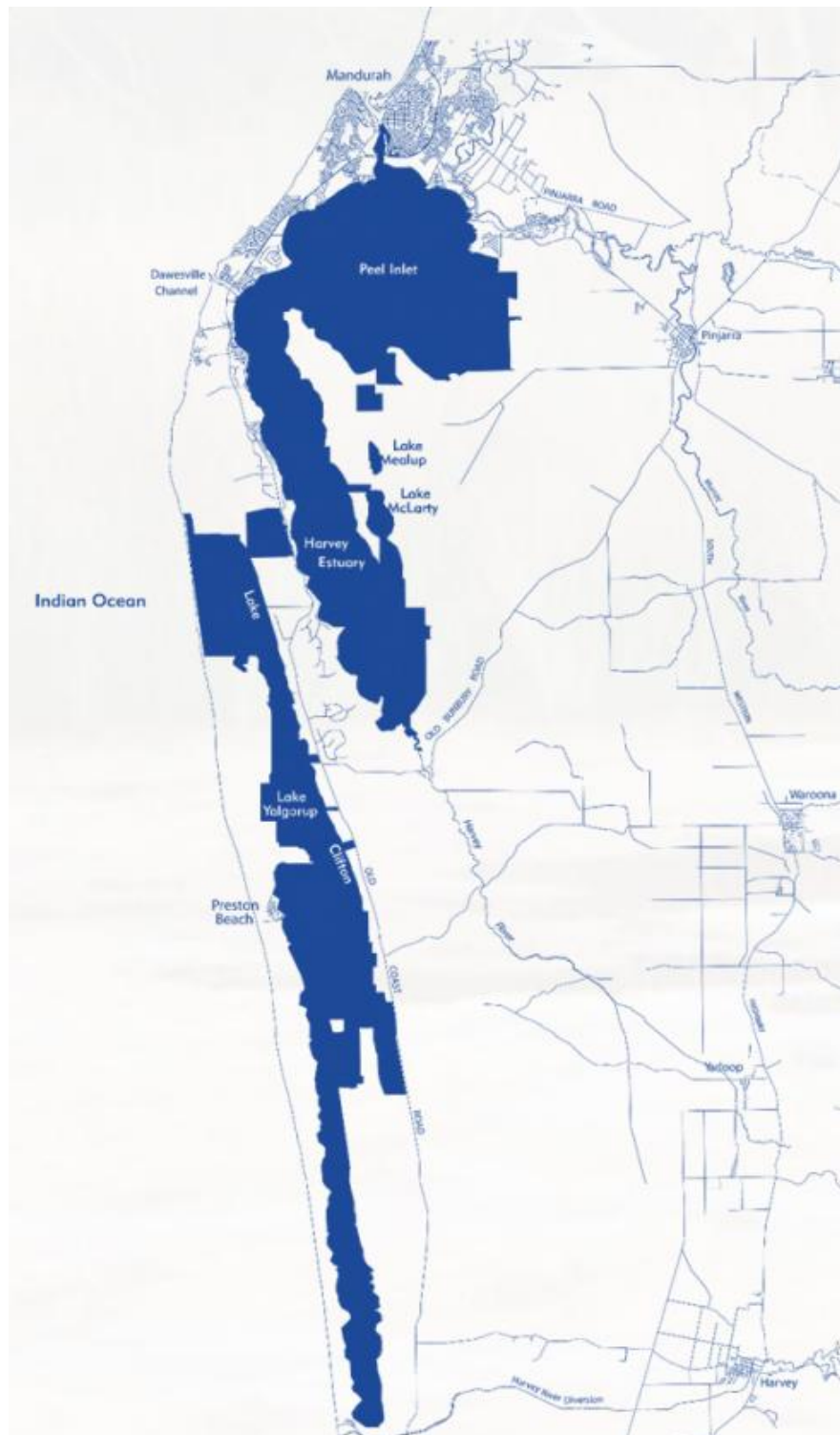


Figure 1 Peel Yalgorup Ramsar Site Wetlands

“A large system of shallow estuary and saline, brackish and freshwater lakes that is used by tens of thousands of waterbirds, including large numbers of migrant shorebirds from the northern hemisphere. Vegetation consists of fringing, samphire flats giving way to rushes, sedges and trees tolerant of water logging (*Melaleuca*, *Casuarina*), with open woodland (*Agonis*, *Eucalyptus*) on higher ground. The site is the most important area for waterbirds and waders in Southwest Australia, regularly supporting over 20,000 individuals. The system supports a regionally important estuarine fishery. There are unique formations of calcium carbonate, and the site is one of only two in southwestern Australia and one of very few in the world where living thrombolites (a type of microbialite, superficially resembling



stromatolites) occur in hypersaline water. The area is used extensively for recreational purposes.¹

Peel Harvey Catchment Council has extensive information on the Peel Yalgorup Ramsar Site, which can be accessed at <https://peel-harvey.org.au/nrm-strategy-2/ramsar-wetlands-coastal-and-nearshore/>.

There have been other similar wind farm proposals potentially impacting on Ramsar Sites. This has led to a pre-cautionary buffer zone being prescribed for these locations. The proponent is then required to undertake extensive research into the matter to determine a safe distance from the Ramsar Wetland. The Irish government has developed a Planning Policy Statement PPS2, which protects Ramsar Sites (<https://library2.nics.gov.uk/pdf/drd/2013/0294.pdf> - accessed 2 December 2025). This Policy position is as follows.

Policy NH 1 - European and Ramsar Sites - International

Planning permission will only be granted for a development proposal that, either individually or in combination with existing and/or proposed plans or projects, is not likely to have a significant effect on:

- ☐ *a European Site (Special Protection Area, proposed Special Protection Area, Special Areas of Conservation, candidate Special Areas of Conservation and Sites of Community Importance); or*
- ☐ *a listed or proposed Ramsar Site*

Where a development proposal is likely to have a significant effect (either alone or in combination) or reasonable scientific doubt remains, the Department shall make an appropriate assessment of the implications for the site in view of the site's conservation objectives. Appropriate mitigation measures in the form of planning conditions may be imposed. In light of the conclusions of the assessment, the Department shall agree to the development only after having ascertained that it will not adversely affect the integrity of the site.

In exceptional circumstances, a development proposal which could adversely affect the integrity of a European or Ramsar Site may only be permitted where:

- ☐ ☐ *there are no alternative solutions; and*
- ☐ ☐ *the proposed development is required for imperative reasons of overriding public interest; and*
- ☐ ☐ *compensatory measures are agreed and fully secured.*

As part of the consideration of exceptional circumstances, where a European or Ramsar site hosts a priority habitat or priority species listed in Annex I or II of the Habitats Directive, a development proposal will only be permitted when:

- ☐ ☐ *it is necessary for reasons of human health or public safety or there is a beneficial consequence of primary importance to the environment; or*
- ☐ ☐ *agreed in advance with the European Commission.*

In January 2024 the Federal Environment Minister vetoed a wind terminal proposal at the Port of Hastings citing “unacceptable” risks to local flora and fauna. <https://environmentvictoria.org.au/2024/01/25/port-of-hastings-and-beyond/>

The officer recommended declaration caveats prohibition of the wind farm with a requirement to substantiate any proposal with comprehensive scientific evidence that a wind farm will not damage the Ramsar Wetland site. This caveat statement does not extend to the northern

¹ https://rsis.ramsar.org/ris/482?_goaway_challenge=meta-refresh&_goaway_id=7d8b18b8cb1412df1e04e7e402efc004&_goaway_referer=https%3A%2F%2Fwww.google.com%2F, accessed 26 November 2025.



jarrah forests, due to the known impacts already well understood in this location and the permanency of the removal of forest due to the wind farms towers and the connecting access roads.

Northern Jarrah Forests

The Northern Jarrah Forests comprise two forest ecosystems, namely the Jarrah Forest - North East and Jarrah Forest - North West depicted in the Conservation and Parks Commission, Department of Biodiversity, Conservation and Attractions *Forest Management Plan 2024–2033* December 2023. pg. 29. This land is held under a number of tenure types parks and reserves. The North West Jarrah Forest is depicted in grey in Figure 2 below, while the The North East Jarrah Forest is depicted in orange, as noted in the legend.

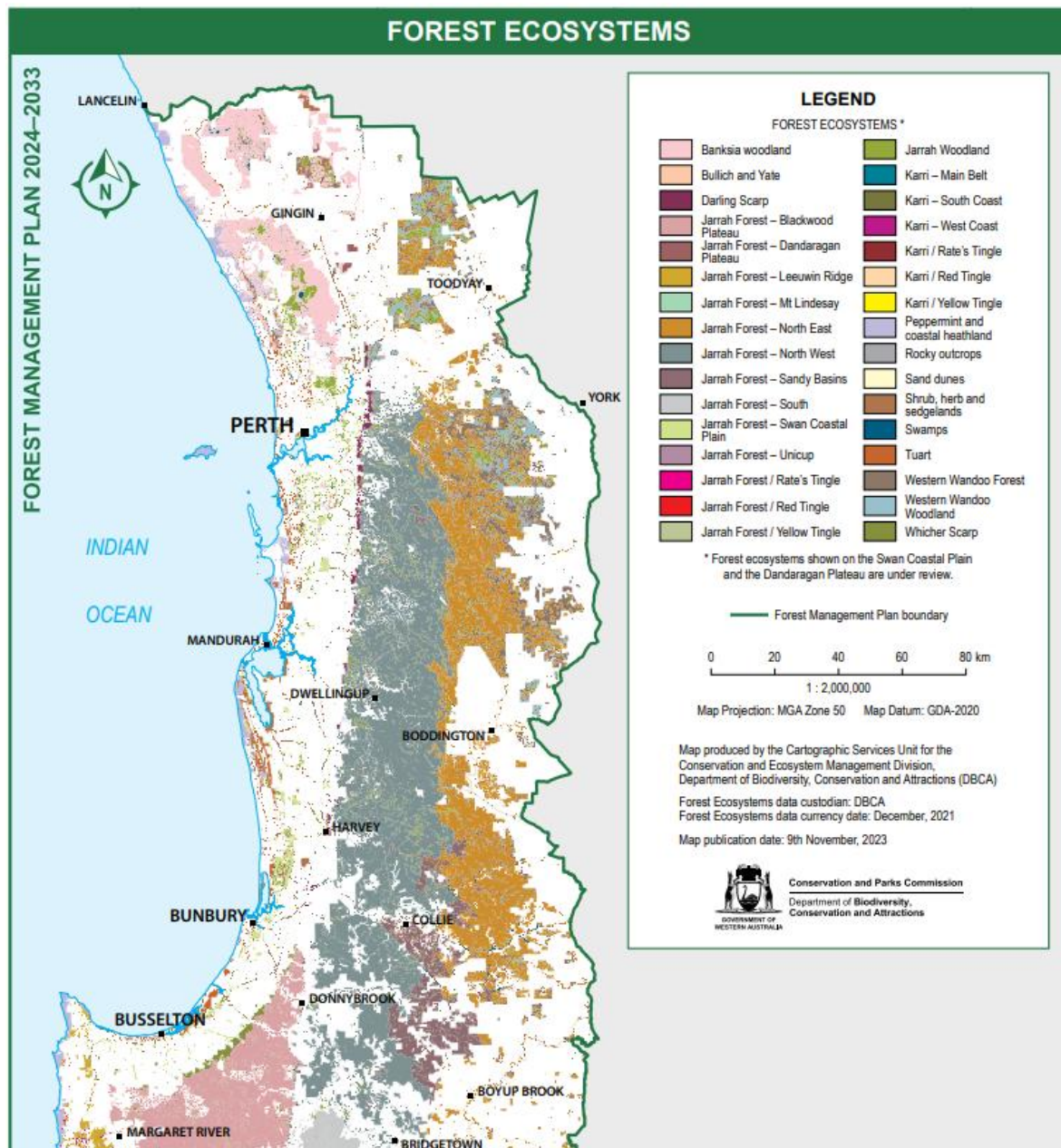


Figure 2 Northern Jarrah Forests (Jarrah Forest - North East and Jarrah Forest - North West)²

² Conservation and Parks Commission, Department of Biodiversity, Conservation and Attractions *Forest Management Plan 2024–2033* December 2023. pg. 29. At <https://www.dbca.wa.gov.au/management/forests/forest-management-plan> accessed on 26 November 2025.



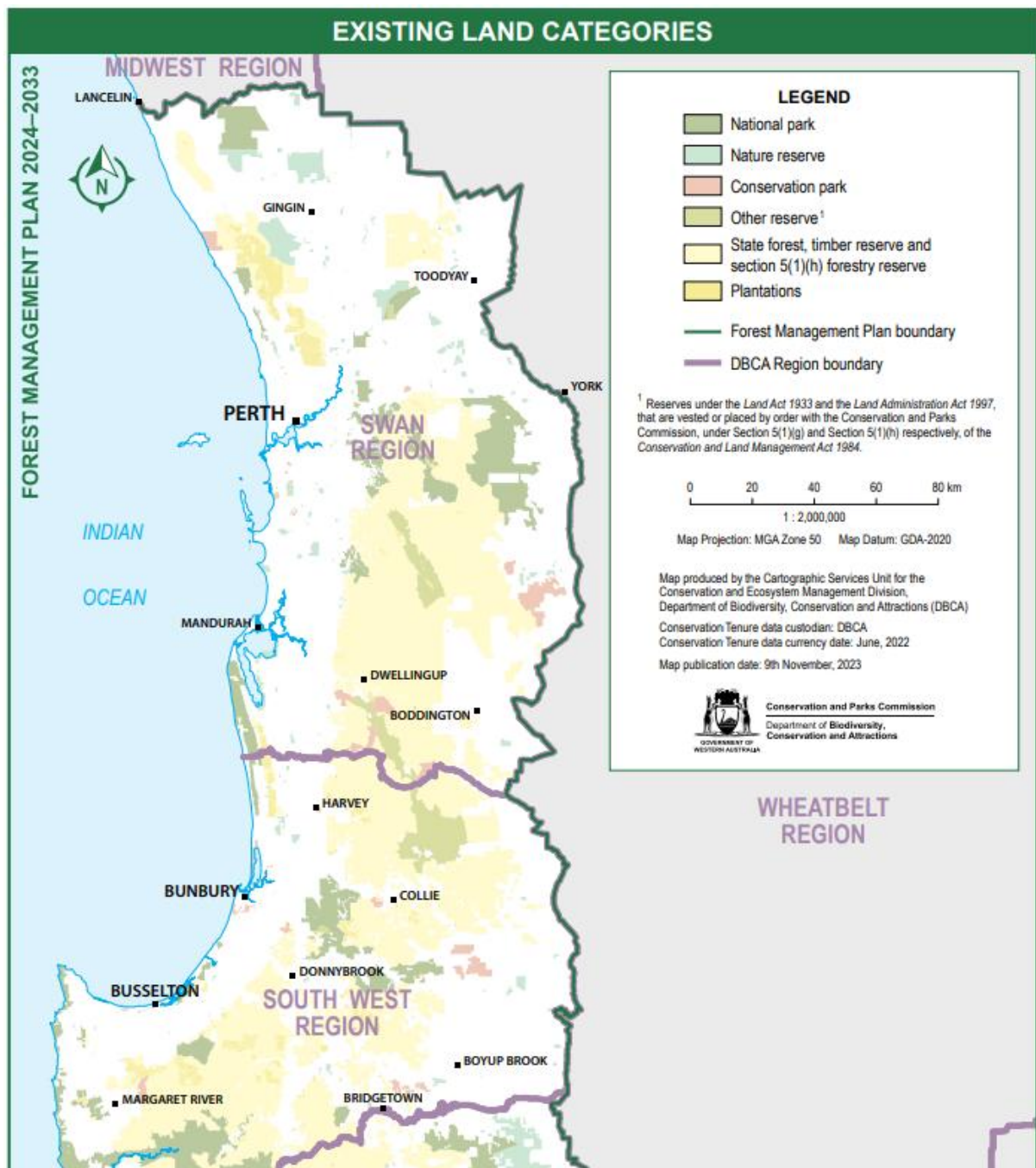


Figure 3 Northern Jarrah Forests Reserve Types³

³ Conservation and Parks Commission, Department of Biodiversity, Conservation and Attractions *Forest Management Plan 2024–2033* December 2023. pg. 9. At <https://www.dbca.wa.gov.au/management/forests/forest-management-plan> accessed on 26 November 2025.



REPORT DETAIL

The purpose of this policy position statement is to provide clarity on the strongly held values of the community within the Shire of Waroona, on wind farms from an environmental, social and governance (ESG) perspective.

This Policy is intended to underpin the Shire's advocacy efforts for recognition of competing and cumulative environmental impacts in the developing renewable energy sector. In doing so, it is also intended to assist wind farm developers and State and Federal Governments in eliminating types and locations of renewable energy facilities that are considered unsuitable, while affirming those, that with appropriate consideration, will be accepted within the district.

It also presents an opportunity to strengthen association with entities within and beyond the Peel region who share mutual interests and concerns.

The proposed declaration of Council is:

“The Shire of Waroona supports proper and orderly development of appropriate renewable energy facilities within the District of Waroona.

This support is constrained by the need to protect the Peel-Yalgorup Ramsar Site Wetlands and the Northern Jarrah Forests.

On this basis wind farms on the Swan Coastal Plains within 25km of the Peel-Yalgorup Ramsar Site Wetlands are not supported, without comprehensive scientific evidence safe-guarding this ecosystem. Wind farms within the Northern Jarrah Forests are also not supported in light of the importance of this natural resource and the already prevalent cumulative impacts on these Forests.”

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	1.2.1 Connect natural assets, waterways, parks and reserves to the community

OTHER STRATEGIC LINKS

Environmental Management Strategy 2023-2033

Renewable Energy:

Objective: To support the development of renewable energy projects and facilities.

Actions -

1. Develop and implement Renewable Energy Facilities Policy and Guidelines.
2. Identify suitable sites for renewable energy projects and include in Planning Strategy and Scheme.
3. Facilitate permits and approvals for renewable energy installations.
4. Attract renewable energy companies to the Shire.
5. Encourage microgrid development for energy resilience.

STATUTORY ENVIRONMENT



Local Government Act 1995
s, 3.1. 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;...*

SUSTAINABILITY & RISK CONSIDERATIONS

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

The effect of not providing wind farms in the district may lead to a loss of economic benefit to landowners whose land is used to locate the wind farms. Solar, battery, and geothermal options remain in play, however.

The economic value of the Peel-Yalgorup Ramsar Site Wetlands and the Northern Jarrah Forests for tourism purposes, has not been well defined, however these are considered to be significant natural resources for tourism within the Waroona district and protecting them for this purpose has economic benefit to the Shire of Waroona.

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

The community places great significance on the Peel-Yalgorup Ramsar Site Wetlands and the Northern Jarrah Forests as places where the community visits and recreates.

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

The Peel-Yalgorup Ramsar Site Wetlands has been listed as a Ramsar Site due to its significant environmental values. Details on the northern Jarrah Forest significant environmental values provided in the Conservation and Parks Commission, Department of Biodiversity, Conservation and Attractions *Forest Management Plan 2024–2033* December 2023.

Policy Implications

Nil.

Risk Management Implications

Context / Risk Category	Environmental - Regulatory compliance, contamination, inadequate processes
Risk	Environment not being protected.
Consequence	3 - Moderate
Likelihood	3 - Possible
Risk Rating, prior to treatment	Moderate (4-9)



Key Controls / Treatment	A clear position from Council on the community's environmental values in relation to wind farms will assist the orderly and proper planning of renewable energy facilities within the district.
Risk Acceptance	Accept - Risk acceptable with adequate controls

CONSULTATION

Peel Alliance has provided a recommendation supporting development of a position statement.

Aboriginal Consultation

Nil

RESOURCE IMPLICATIONS

Financial

Development of a position on wind farms within the district is within the operating budget of the Shire.

Workforce

Development of a position on wind farms within the district is within the administrative operations of the Shire.

CONCLUSION

The acceleration of deployment of renewable energy within Western Australia is occurring and the Shire of Waroona is dealing with these facility applications from time to time. It is relevant, therefore, to provide clarity for wind farm proponents on the community's environmental protection priorities for the Peel-Yalgorup Ramsar Site Wetlands and the Northern Jarrah Forests, and the incompatibility of wind farms in or near these locations.

This will provide direction and clear messaging to renewable energy proponents about those facilities that will and will not be welcomed by the Waroona community and in doing so will hopefully expedite decision making on these matters as renewable energy grows within Western Australia.



11.5 ITEMS FOR INFORMATION

11.5.1 2025 LG Professionals WA Annual State Conference	
File Ref:	GO.3 – Governance – Reporting
Previous Items:	Nil
Applicant:	Shire of Waroona
Author and Responsible Officer:	Chief Executive Officer & Director Development & Customer Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Appendix Numbers:	11.5.1 – LG Professionals Annual Conference Program

OFFICER RECOMMENDATION

That Council notes the information provided in this report regarding staff participation and key learnings from the 2025 LG Professionals WA Annual State Conference.

IN BRIEF

- The Chief Executive Officer (days 1 & 2) and Director Customer & Development Services (day 1) attended the Local Government Professionals WA 2025 State Conference, themed “Impactful Action” on Wednesday 5th and Thursday 6th November.
- Staff attended keynote presentations, ministerial Q & A, professional breakout sessions, and sector specific legal, and organisational development sessions.
- Key outcomes relate to leadership, governance and integrity, major project delivery, AI implementation, reputational risk management, workforce culture, inclusive employment practices, rating fairness, and diversity, equity, and inclusion.
- Attendance at the conference provided valuable professional networking opportunities with sector peers, State agency representatives, and service providers.

BACKGROUND

The Local Government Professionals WA 2025 State Conference, themed this year as “Impactful Action”, is the sector’s premier professional development and networking event. It brings together local government executives, State Government representatives, technical experts, and sector leaders to explore contemporary issues affecting local government.

Attendance supports the Shire’s commitment to:

- continuous improvement
- strong and ethical leadership
- a skilled, supported, and future ready workforce
- innovation and evidence-based decision-making
- building positive relationships across the local government sector

The conference provided valuable networking opportunities, facilitating connection with other local governments, as well as access to emerging sector knowledge and shared best practice.

REPORT DETAIL

The 2025 Local Government Professionals WA State Conference provided the CEO and Director Customer & Development Services with a comprehensive overview of current and



emerging issues shaping the local government sector. This year's theme "Impactful Action" was aimed at the very heart of LG Professionals professional development mission. LG Professionals President Anthony Vuleta described the theme as 'the improvement of the individual and success of the collective, channelling personal growth to enhance organisational achievement, impactful action is not a case of clever objectives describing the status quo, it's about genuine change and deep shifts in both attitudes and practices'.

The two-day program included presentations, workshops, and networking opportunities covering a wide range of topics, as listed below.

Day 1 (5 November 2025)

- Meet the Exhibitors
- Cheng Lei, Australian Journalist and Advocate for Press Freedom
- Standing up for fair rating – the Shire of Mount Magnet v Atlantic Vanadium
- Conversation with the Crime and Corruption Commission
- Coastal Erosion Study
- Walmanyjun Cable Beach Foreshore Redevelopment: 30 years in the Making
- AI in practice at local level
- Building the Newman Youth and Community Hub and YES Youth Entertainment Space: regional and metro perspectives on youth-centred design
- Live more simply with "lessence" – the essence of less (Recycling)
- Defusing Conspiracy Driven Narratives: A Practical Playbook for Executives
- Keynote Johnathan Pain – key forces shaping our world
- Annual General Meeting

Day 2 (6 November 2025)

- Keynote Rachael Robertson – Antarctica Expedition Leader
- Q&A with Minister Hannah Beasley BA MLA
- Critical Decision Making
- Negotiating Essentials
- Implementing No Triangles
- Implementing Inclusive Employment in Local Government – Banyule City Council
- Unlocking the Impact of DEI
- Keynote: Bullshift – Get more openness, honesty, and straight talk at work

Key Learnings and Outcomes

Chief Executive Officer Highlights

- **Workplace Relations** - Two speakers discussed techniques to ensure good relationships are maintained in the workplace. Rachael Robertson, the Antarctica Expedition Leader focussed on the need for workers to deal with each other directly and respectfully – "respect trumps harmony," in a way that didn't demand the intervention of leadership to response behaviours that should come from a place of personal responsibility. Andrew Horabin (Bullshift) spoke about group dynamics and ways to ensure that groups resolve differences professionally and quickly.
- **Motivation** – celebrating doing the routine jobs as well as the major achievements helps keep momentum in the workplace.



- **Local Government and Income Denial** – a McLeods lawyer discussed the win in the Supreme Court providing clarity that the rating on mining miscellaneous licences was available under the Local Government Act 1995.

This session was followed on day 2 by Minister Beasley's session who spoke about her concern that local government be financially sustainable. She then went on to discuss the bill she has introduced into parliament to ensure that rating of miscellaneous licences would no longer be available under the Act.

Affected local governments are very concerned that the bill will bankrupt them, particularly because there is a retrospective element to the bill and because the bill appears to also eliminate the ability to rate the land under which the miscellaneous licence applies.

The Minister's statement about her wish to ensure local government financial sustainability and her position on miscellaneous licence rating are difficult to reconcile.

- **Artificial Intelligence** – the impact and pace of artificial intelligence was discussed including its economic and social impact on the world.

Officers from the City of Bunbury and Stirling discuss the ways they are using AI and had developed governance positions on its use, to deal with sovereignty, security, privacy issues and roll out. They spoke of AI champions and AI communities within their organizations as the software exploration and use developed. Bunbury provided some examples they were exploring –

- Public AI Chatbot
- OpenWebUI
- Content Manager → Knowledge Base Integration
- Internal AI Agents
- Record Classification

The City of Stirling is using AI for –

- Public swimming pool anti-drowning CCTV monitoring and alert system
- Asset maintenance - Automated Inspections and Damage Detection
- Customer Service Centre - Website AI chatbots and Call wrap up
- Scarborough precinct - Real-time detection of crowd surging, weapons, fire, unusual crowd formation

Key lessons for AI introduction include -

- Transition not transform
- Stay flexible
- Security & privacy = foundations
- Change needs time and intention
- Start somewhere
- Start small
- Empowerment through constant learning

Director Customer & Development Services Highlights

- **Cheng Lei – Personal Story of Resilience, Integrity, and the Cost of Freedom**



Cheng Lei's opening keynote provided a powerful and deeply personal reflection on resilience, integrity, and the value of democratic freedoms. Drawing on themes highlighted in her memoir *Memoir of Freedom*, she spoke openly about her 1,000-day detention in China, the emotional and psychological impact of isolation, and her determination to uphold her personal values despite intense pressure.

Key messages included:

- The importance of truth and integrity, even when doing so comes at great personal cost. Cheng Lei described how clinging to honesty, about who she was, what she believed, and what she stood for, became an anchor during her imprisonment.
- Resilience as a daily practice, not a grand act. Cheng described resilience as built 'one small moment at a time' through routines, self-reflection, and refusing to let circumstances define her identity.
- The fragility and privilege of freedom. Drawing parallels to her life as a journalist before her detention, she emphasised that transparency, free expression, and accountability are the foundations of functioning democracies, and are never guarantees.
- The leadership responsibility of creating cultures of safety and honesty. She highlighted how environments that suppress candour or discourage questioning create conditions where misconduct and injustice can flourish.
- The human side of organisational and political decisions. Her reflections on missing her children, family milestones, and everyday moments underscored the personal impact of geopolitical actions and reinforced the importance of empathy in leadership.
- Choosing courage in uncertainty. Cheng spoke about learning to sit with fear while still acting with purpose, an insight highly relevant to executive decision making, community leadership, and navigating emerging sector challenges.

• **Ministerial Q & A – Hon. Hannah Beazley MLA, Minister for Local Government**

The Q & A session with Minister Hannah Beazley provided an in-depth discussion on several key policy matters currently shaping Western Australia's local government landscape. Delegates questioned the Minister on the future of Council elections, rating treatment of renewable energy projects, and the future of structural reform and amalgamations. The following points summarise the key themes and Ministerial responses relevant to the Shire.

Full spills of elected members

The Minister confirmed she is supportive of a full spill of councils, particularly noting the potential cost savings to local governments by holding elections only once every four years, rather than conducting staggered elections.

Key points included:

- A full spill model may improve electoral efficiency and reduce duplication of election expenses.
- The approach may also provide clearer election mandates and improved council cohesion, as all elected members would commence their terms simultaneously.
- The State Government will continue to consult with the sector before any changes will be proposed.

Compulsory Local Government Voting

When asked about whether there will be any consideration to making voting at local government elections compulsory, the Minister advised that:



- The State Government is not currently pursuing compulsory voting but continues to monitor participation rates and community sentiment.
- The Governments preference at this stage is to prioritise voter education, candidate awareness, and simplified processes rather than mandating compulsory participation.

Rating for Renewable Energy Facilities

The Minister acknowledged that no decisions had yet been made in regard to rating for renewable energy facilities.

Key takeaways included:

- No decision has yet been made on a preferred rating method for renewable energy facilities, including large-scale solar, wind or battery storage.
- The State Government is actively reviewing the issue, and community benefits schemes are high on the agenda, recognising that communities hosting renewable energy sites should see tangible local benefits.
- The government aims to balance industry certainty with local government revenue sustainability and community expectations.

Amalgamation and Structural Reform

The Minister reiterated:

- There is no current agenda for forced amalgamations.
- The government supports voluntary collaboration, resource sharing, regional partnerships, and amalgamation.

• **Walmanyjun (Cable Beach) Foreshore Redevelopment – 30 yrs in the making**

The presentation by the City of Broome provided a comprehensive overview of the decades long journey to bring the Walmanyjun (Cable Beach) Foreshore Redevelopment from early concept through to staged delivery. A central message was the importance of holding a consistent long-term vision, even as political priorities, funding opportunities and community expectations evolve over time.

Key points included:

- The redevelopment concept spanned over 30 years, with multiple iterations refined through strategic planning cycles, coastal management studies, and extensive community consultation.
- The City emphasised that the ability to maintain a clear 'end state vision' allowed the project to progress despite shifts in leadership, economic conditions, and funding availability.
- Council commitment over successive terms was essential to sustaining momentum and maintaining community confidence.
- Early and ongoing engagement with the traditional owners, ensuring the development aligned with cultural values, heritage protection, and aspirations for the future of Walmanyjun.
- Incorporation of Yawuru knowledge and narratives into the design process, resulting in a foreshore that reflects the cultural identity of the place.
- Extensive coastal modelling and erosion studies underpinning design decisions to ensure coastal resilience and long-term sustainability.



- Integration of environmentally responsive infrastructure, including dune stabilisation, sustainable access points, and climate sensitive landscaping.
- The complex balancing of tourism amenity, community enjoyment, cultural values, and environmental protection.
- Staging the project to mitigate financial risk and enable the City to respond to changing conditions, including increases in construction costs.
- The strategic targeting of external funding sources, including State and Federal funding to enable progressive delivery.
- Staged rollout ensured community support remained strong by providing visible progress and continuous benefits over time.
- Liaising with local businesses during the construction phase to maintain access and business continuity.

• **AI in Practice at the Local Level – City of Stirling and City of Bunbury**

This joint presentation showcased practical and operational examples of artificial intelligence (AI) being implemented within two Western Australian local governments. Both the City of Stirling and the City of Bunbury demonstrated how AI technologies, when integrated thoughtfully and strategically, can streamline processes, improve the customer experience, and support workforce efficiency. The session emphasised the importance of organisational readiness, risk management, ethical considerations, and strong frameworks.

Key points included:

- AI implementation should not proceed until the organisation has a clear governance framework that outlines decision-making, responsibilities, risk controls, and data quality expectations.
- Ensuring data was stored in Australia was identified as critical to compliance, security, and community trust.
- Transparency with staff and the community is essential to maintaining confidence in how AI tools use, store and process data.
- A staged approach, beginning with low-risk use, allows time to build capability and trust.

• **Closing Keynote – Jonathan Pain**

Jonathan Pain delivered a powerful and engaging closing keynote that explored the global economic forces shaping Australia's financial environment and the consequential impacts on local governments. Known for his entertaining analysis and accessible communication style, Jonathan provided delegates with a forward-looking perspective on geopolitical influences, economic volatility, and demographic shifts.

Benefits to the Shire of Waroona

Attendance at the conference supports the continued professional development of staff and aligns with the Shire's commitment to service improvement and compliance excellence. Key benefits include:

- Improved knowledge of strategic issues that impact on local government.
- Improved leadership and better professional relationships in the workplace.
- Strengthened inter-agency and local government connections for collaborative support.
- Access to the exhibitors is a time efficient way to meet and discuss the products and services available to local government.



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	5.2 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)***

Attendance at the conference contributes to organisational sustainability by building internal capacity through a broader understanding of the factors influencing the WA economy and the political priorities of the State Government.

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

Participation enhanced staff knowledge staff exposure to sector best practice, particularly in the leadership and personnel management areas.

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

There was very little time allocated to environmental matters at this conference.

Policy Implications

Nil.

Risk Management Implications

Context / Risk Category	Operational - Adverse effects on core business, business continuity, human resource risks, loss of knowledge
Risk	The potential for normal business activities to be disrupted due to staff absence during training attendance.
Consequence	1 - Insignificant
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Low (1-3)
Key Controls / Treatment	Planning staff attendance to maintain service levels and ensuring training is approved within existing budgets.
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

Nil.

Aboriginal Consultation

Nil.



RESOURCE IMPLICATIONS***Financial***

The cost of staff attendance at the conference is covered within existing budget provisions.

Workforce

Staff attendance at the conference is covered within existing workforce resourcing provisions.

CONCLUSION

Attendance at the 2025 Local Government Professionals WA State Conference provided valuable insights, professional development, and sector networking opportunities that will support the Shire's ongoing organisational improvement and strategic priorities. The key learnings gained by the CEO and Director will contribute to enhanced governance, improved service delivery, and strengthened leadership capability across the organisation.



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 5.2.3(2) of the Local Government Act for the purpose of considering Items 16.1 and 16.1.1.

16.1. Tender – RFT 2526-02 Town to Weir Trail Construction	
File Ref:	CM.8 – Corporate Management
Previous Items:	Nil
Applicant:	N/A
Author and Responsible Officer:	Successful Projects Chief Executive Officer
Declaration of Interest:	N/A
Voting Requirements:	Simple Majority
Appendix Numbers:	16.1 A – Town to Weir Budget Confidential 16.1 B – Tender Response Confidential 16.1 C – Tender Evaluation Confidential

RECOMMENDATION

That Council:

1. agrees to award Tender RFT 2526-02 Construction of the Town to Weir Trail, to GE Contracting Pty Ltd based on their tender submission estimate of \$733,410.52 (ex. GST); and
2. requests the Chief Executive Officer to accept the offer;
 - a. subject to any minor negotiations;
 - b. with a Principal directed works provisional item of 25% of the contract sum, in view of the nature of the contract being a schedule of rates tender, to allow for actual quantities and latent site conditions; and
 - c. with provision for extension of the works should expenditure allow within the grant provisions.

A report was provided under confidentiality.



17. MEETING OPENED TO THE PUBLIC

OFFICER RECOMMENDATION

That the meeting resume in public.

18. CLOSURE OF MEETING

