Date: **23 October 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 27 October 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 – 22 September 2026

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 22 September 2026 be confirmed as being a true and correct record of proceedings.

6.2 Audit Risk & Improvement Committee Meeting – Tuesday 22 September 2026

OFFICER RECOMMENDATION

That Council receives and notes the Minutes of the Audit Risk & Improvement Committee Meeting held Tuesday 22 September 2026, as per Appendix 6.2.

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

11.2 DEVELOPMENT SERVICES

11.2.1 Preston Beach Management Plan	
File Ref	EM.8 – Environmental Management Planning – Preston Beach Management Plans
Previous Items	OCM26/03/023
Applicant	Nil
Author and Responsible Officer	Director Customer & Development Services
Declaration of Interest	Nil
Voting Requirements	Simple Majority
Appendix Numbers	11.2.1 A – EL001 - Preston Beach Management Plan – Final 11.2.1 B – PBMP - Community Consultation

OFFICER RECOMMENDATION

That Council:

1. **notes the submissions received on the draft and amended draft Preston Beach Management Plan and the responses provided by the Shire; and**

2. **adopts the Preston Beach Management Plan as presented at Appendix 11.2.1 A.**

IN BRIEF

- Council endorsed the draft Preston Beach Management Plan for consultation in March 2026 and requested a further report presenting the consultation outcomes and final Plan.
- The Plan provides a coordinated framework for environmental protection, visitor management, infrastructure, tourism and community stewardship at Preston Beach.
- The final Plan has been refined following consultation and is now presented for adoption.
- Adoption establishes strategic direction. Significant projects will require further investigation, funding consideration, and where appropriate, separate Council decisions.

BACKGROUND

Preston Beach is the Shire of Waroona's residential coastal community and is valued for its natural environment, recreational opportunities and relaxed character. Increasing visitation has brough greater attention to visitor behaviour, coastal protection, ageing amenities, pedestrian access and infrastructure capacity.

The Preston Beach Management Plan brings together previous studies, technical work and strategic priorities in one place-based framework. At its March 2026 Ordinary Council Meeting, Council endorsed the draft Plan for public consultation and requested that submissions and a final Plan be presented for consideration and adoption.

REPORT DETAIL

The final Preston Beach Management Plan sets a long-term direction for managing the townsite, foreshore, public spaces and visitor activity. Its vision is for Preston Beach to be a thriving, welcoming, connected and resilient coastal community, where its outstanding natural environment, distinctive coastal character and relaxed lifestyle are protected and enhanced for future generations.

The Plan brings together work undertaken over a number of years, including the *Preston Beach Foreshore Management Plan (2021)*, the 2012 Caravan Park Study, the draft Preston Beach Townsite Strategy, the Shire's Destination Management Strategy and Action Plan, and the Strategic Community Plan and Corporate Business Plan. It draws on their findings alongside technical assessments and community feedback to provide a coordinated framework for future decisions. This responds to the Corporate Business Plan actions to develop a Preston Beach Management Plan for tourism and environmental protection and to support the development of a Preston Beach caravan park.

The Management Plan does not replace specialist studies or statutory planning documents. For example, the Foreshore Management Plan will continue to provide technical guidance on coastal matters and be reviewed independently. The Management Plan connects these separate sources of information so that decisions about land management, visitor use, infrastructure and tourism can be considered in the context of Preston Beach as a whole.

The plan is organised around five key themes:

1. **Visitor management** - improving the management of beach use, vehicle access, camping and visitor behaviour through clearer information, defined access, partnerships and compliance activity.
2. **Environmental and coastal values** - protecting dunes, vegetation and sensitive areas, while using coastal monitoring and the Preston Beach Foreshore Management Plan to inform future decisions.
3. **Tourism development and visitor economy** - supporting modest tourism consistent with Preston Beach's character and investigating formal short-stay accommodation.
4. **Townsite development and land use** - improving the existing townsite's amenity, accessibility and connections while recognising its environmental, servicing and emergency access constraints.
5. **Governance, partnerships and stewardship** - setting out how the Shire will work with community groups, volunteers, government agencies and other partners to progress the Plan.

The themes should be read together. A future proposal may involve several themes, and the Plan provides a basis for considering its wider effects and how it contributes to the vision for Preston Beach. Council and officers will use it to inform service planning, project scopes, funding applications, partnerships and budget priorities, as well as responses to proposals from other agencies and stakeholders.

The accompanying Action Plan provides a staged implementation framework. Its actions will be reviewed annually through the Shire's strategic planning and budget processes to reflect progress, new information, available resources and funding opportunities. The Plan's broader strategic content will generally be reviewed every four to five years, or earlier if significant circumstances change.

Adoption of the Plan establishes strategic direction. It does not approve individual developments or commit Council to particular expenditure. Projects and proposals arising from the Plan will be assessed and brought to Council separately where required.

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
	1.2 Maximise and connect our natural assets to the community
	1.3 A planning framework that is visionary, supports connectivity and enables participation that ensures quality, diverse and innovative planning outcomes that meets community aspirations
	1.5 Value, protect and celebrate our rich history and culture
Strategy	1.2.1 Connect natural assets, waterways, parks and reserves to the community

Focus Area	Our Environment
Aspiration	To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning
Objective	3.1 Protect and enhance our natural assets, waterways, bushland and biodiversity
Strategy	3.1.2 Develop future plans and strategies to protect and enhance Preston Beach and the Yalgorup National Park

Focus Area	Our Economy
Aspiration	To continually care for, protect and enhance our environment for the generations to come
Objective	2.3 Create a vibrant, inviting and thriving town centre and maximise Waroona's natural assets, cultural and heritage as drivers for tourism development
Strategy	2.3.2 Develop key sectors of the tourism economy where Waroona has a competitive advantage

OTHER STRATEGIC LINKS

- Shire of Waroona Strategic Community Plan
- Shire of Waroona Corporate Business Plan
- Shire of Waroona Destination Management Strategy
- Shire of Waroona Destination Management Plan
- Shire of Waroona Local Planning Strategy
- Shire of Waroona Local Planning Scheme
- Shire of Waroona Preston Beach Foreshore Management Plan
- Shire of Waroona Preston Beach Caravan Park Study
- Peel Region Scheme (WAPC)
- State Planning Policy 2.6 – State Coastal Planning Policy
- Recreational Master Plan for Yalgorup National Park and Coastal Areas (DBCA)

STATUTORY ENVIRONMENT

- Local Government Act 1995
- Planning and Development Act 2005
- Peel Region Scheme (WAPC)

- Shire of Waroona Local Planning Scheme
- State Planning Policy 2.6 – State Coastal Planning Policy
- Land Administration Act 1997

SUSTAINABILITY & RISK CONSIDERATIONS

Economic *– (Impact on the Economy of the Shire and Region)*
The Plan provides a framework for considering tourism and visitor opportunities that are appropriate to Preston Beach's character and infrastructure capacity. Individual proposals will require further assessment of their costs, benefits and long-term financial implications before Council makes investment decisions.

Social *– (Quality of life to community and/or affected landowners)*
The Plan seeks to maintain Preston Beach's coastal character while improving how public spaces, access and visitor activity are managed. It recognises the needs of residents and visitors and provides for further consultation where proposals may directly affect nearby landowners or community facilities.

Environment *– (Impact on environment's sustainability and climate change)*
The Plan places protection of Preston Beach's dunes, coastal vegetation and sensitive environments at the centre of future decision-making. Coastal monitoring and the *Preston Beach Foreshore Management Plan* will inform the assessment of coastal hazards and climate change risks as individual proposals are developed.

Policy Implications
Nil.

Risk Management Implications

Context / Risk Category	Environmental - Regulatory compliance, contamination, inadequate processes
Risk	Failure to implement coordinated environmental management processes resulting in non-compliance with relevant environmental, coastal and land management regulatory requirements.
Consequence	3 - Moderate
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Adoption and implementation of the Preston Beach Management Plan to guide environmental management, visitor use and coastal protection, supported by existing regulatory compliance processes and ranger enforcement.
Risk Acceptance	Monitor - Risk acceptable with adequate control

CONSULTATION

The preparation of the draft Preston Beach Management Plan was informed by community and stakeholder engagement undertaken between 2021 and 2024, including consultation associated with the *Preston Beach Foreshore Management Plan*, discussions about visitor management and local laws, and engagement during the review of the Shire's Strategic Community Plan.

Following Council's endorsement of the first draft in March 2026, the Shire undertook further public consultation through a community workshop, an online survey and an invitation for written submissions. The Preston Beach Progress Association (PBPA) and Preston Beach Golf Club (PBGC) provided a joint submission on the first draft. The Shire provided a written response, after which the PBPA and PBGC made a second joint submission.

An amended draft Plan was subsequently released for further comment, with submissions closing on 25 September 2026. The PBPA provided a submission on the amended draft; the PBGC was not a party to that submission. Written submissions were also received from individual community members.

The survey results, submissions and Shire responses are provided at Appendix 11.2.1 B.

Aboriginal Consultation
The draft Plan and community consultation opportunities were open to all community members, including Aboriginal people, who could review the Plan and participate in the consultation process.

RESOURCE IMPLICATIONS

Financial
The Preston Beach Management Plan was prepared in-house using the skills and experience of existing Shire officers. This avoided the cost of engaging external consultants to prepare the strategic document and resulted in significant savings.

Adoption does not approve expenditure on individual actions. Investigations, infrastructure works and potential service changes will be scoped and costed as they progress. Funding will be considered through future budgets, grants and partnerships where appropriate. Proposals with material financial implications will be brought to Council separately.

Workforce
Preparation of the Plan and the consultation process required significant officer time, including organising engagement activities, reviewing submissions, preparing responses and revising the draft Plan. This work was undertaken using existing staff resources.

Coordination and annual review of the Action Plan will involve staff across relevant service areas. Capacity to deliver particular actions will be considered through operational and workforce planning. Major investigations or projects may require specialist consultants or additional resources, subject to future approval.

CONCLUSION

The final Preston Beach Management Plan provides Council with a coordinated framework for protecting Preston Beach's character and environment while responding to visitor pressures and infrastructure needs. The Preston Beach community is highly engaged and has contributed considerable time, local knowledge and thoughtful feedback to planning for the area's future. The Shire values this ongoing contribution, which has strengthened the Plan.

Consultation has revealed strongly held and differing views about Preston Beach's future. In considering these views, Council must make decisions that serve the community as a whole, balance competing needs and make responsible use of ratepayer funds. The Plan provides a framework for doing so, while allowing individual proposals to be assessed on their merits and against available resources.

Adoption will enable the Shire to progress the Action Plan in stages, undertake the necessary investigations and continue working with the community as proposals develop. Significant proposals will be returned to Council for separate consideration.

11.2.2 Customer Service Charter	
File Ref	CU.5 – Customer Service Standards – Customer Service Charter
Previous Items	N/A
Applicant	Nil
Author and Responsible Officer	Director Customer & Development Services
Declaration of Interest	N/A
Voting Requirements	Simple Majority
Appendix Numbers	11.2.2 – Shire of Waroona – Customer Service Charter 2026

OFFICER RECOMMENDATION

That Council adopts the Shire of Waroona Customer Service Charter 2026, as provided in Appendix 11.2.2.

IN BRIEF

The Customer Service Charter sets out the Shire's commitment to providing helpful, respectful and responsive service, together with the service standards customers can expect when contacting the Shire. Serving ratepayers and the broader community is central to the Shire's purpose as a local government. The Shire places a high value on quality customer service and recognises it as a priority across all areas of the organisation.

The revised Charter presents this information in a clear, accessible two-page format. It outlines the response timeframes, explains how customers can provide feedback and concerns, and provides practical information about accessing Shire services.

Council adoption is recommended to support consistent customer service across the organisation and clearly communicate these expectations to the community.

BACKGROUND

Council Policy AP001 – Customer Service Charter establishes the Shire's commitment to being a customer-focused organisation and providing prompt, reliable and accurate information. It also recognises that each employee is accountable for the quality of service they deliver and that management is responsible for addressing impediments to good customer service.

The policy provides for a Customer Service Charter outlining the Shire's contact and service standards, with the Charter to be reviewed every two years. Policy AP001 was last amended by Council on 23 July 2024.

A desktop review of the Charter was conducted in May 2025. A subsequent review of the Shire's customer service standards prompted a full review of the Charter ahead of its scheduled review date, reflecting the importance placed on customer service across the organisation.

The full review has improved the Charter's wording, presentation and practical usefulness. The revised document provides a concise reference for customers and employees, supporting a consistent understanding of the Shire's service commitments.

REPORT DETAIL

The revised Charter brings together the Shire's customer service commitments, response standards and supporting information in a format suitable for publication on the Shire's website and display at customer service locations.

Providing good customer service is central to the Shire's role in serving its ratepayers and the broader community. Every interaction contributes to how people experience the Shire and their confidence in the organisation. Whether someone is seeking advice, reporting an issue or applying for an approval, they should feel that they have been listened to, treated respectfully and given clear information about what happens next.

The review of the Customer Service Charter has provided an opportunity to consider whether our commitments are clear, practical and reflect the service we expect to deliver. The revised Charter reinforces that customer service is a shared responsibility across the organisation. It extends beyond the front counter to every employee who responds to an enquiry, provides advice, assesses an application or delivers a service.

An important focus of the reviewed Charter is keeping customers informed. Some matters take time to investigate or resolve, and the Shire cannot always provide an immediate answer or the outcome a customer is seeking. However, we can explain our position, advise what further work is required and provide updates when a response takes longer than expected. This helps build trust and reduces the frustration that can arise when people are unsure whether their enquiry is being addressed.

The Charter also provides a consistent understanding of what customers can expect from the Shire and what employees are working towards. Clear and realistic service standards help staff manage enquiries and give customers confidence that their matter will receive attention. Making the Charter easier to read and access supports this understanding.

The review delivers Corporate Business Plan 2026-2030 action 5.3.3.1 "Review the Customer Service Charter". It supports Objective 5.3, concerning community engagement and responsiveness to evolving community needs, and Strategy 5.3.3 – Provide community focused customer services and access to information. It also contributes to Strategy 5.3.2 – Deliver efficient and effective Council services to the community.

Following adoption, the Charter will be made available on the Shire's website and at customer service locations and discussed with employees to support its application in their everyday work and during induction. Its value will come from how consistently these commitments are put into practice. Adoption reinforces that quality customer service is highly valued within the Shire and remains a priority across the organisation.

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	5.3 Actively increase the level of engagement with the community, and respond efficiently and effectively to the evolving needs of the community
Strategy	5.3.3 Provide community focused customer service and access to information

OTHER STRATEGIC LINKS

- Shire of Waroona Strategic Community Plan

- Shire of Waroona Corporate Business Plan

STATUTORY ENVIRONMENT

Nil.

SUSTAINABILITY & RISK CONSIDERATIONS

Economic *- (Impact on the Economy of the Shire and Region)*
Clear and timely customer service helps residents and businesses access information and services, reducing unnecessary delays and supporting efficient use of Shire resources.

Social *- (Quality of life to community and/or affected landowners)*
The Charter supports respectful, accessible and consistent service, helping build community trust and confidence in the Shire. Clear expectations and regular communication reduce frustration and assist customers to understand how their enquiries are being addressed.

Environment *– (Impact on environment's sustainability and climate change)*
Adoption of the Charter has no significant direct environmental implications. Making the Charter and supporting information available online can reduce reliance on printed materials.

Policy Implications
The revised Charter gives effect to Council Policy AP001 – Customer Service Charter and supports the customer service commitments in the Corporate Business Plan 2026–2030. No amendment to Policy AP001 is proposed as part of this report.

Risk Management Implications

Context / Risk Category	Reputation - Public perception, poor customer service, sub standard work, corruption
Risk	Failure to consistently meet the Charter's service standards may lead to customer dissatisfaction, increased complaints and reduced community confidence in the Shire.
Consequence	2 - Minor
Likelihood	3 - Possible
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Communicate the Charter's standards to employees, monitor responses and customer feedback, and keep customers informed where timeframes cannot be met.
Risk Acceptance	Monitor - Risk acceptable with adequate control

CONSULTATION

The draft Charter was circulated to employees for review and comment, with feedback invited by 25 September 2026.

Aboriginal Consultation

No specific Aboriginal consultation was required.

RESOURCE IMPLICATIONS

Financial

Publication and implementation of the revised Charter will be managed within existing operational budgets. No additional budget allocation is sought.

Workforce
Implementation will be undertaken within existing staffing resources. Employees will be informed of the revised Charter and their responsibilities in applying its standards. The Charter will also support employee induction and ongoing customer service improvement.

CONCLUSION

The revised Customer Service Charter reflects the importance the Shire places on serving its ratepayers and the broader community. It provides clear, practical commitments that support consistent service, better communication and accountability across the organisation.

Council adoption is recommended to reinforce customer service as an organisational priority and support continued improvement in the community's experience of Shire services.

11.2.3 Application for Development Approval for Short Term Rental Accommodation – Lot 458 (No. 55) Banbar View, Waroona	
File Ref	TP2868
Previous Items	Nil
Applicant	Zivana Nedeljkovic and Casey Parker
Author and Responsible Officer	Planning Officer; Manager Development Services
Declaration of Interest	Nil
Voting Requirements	Simple majority
Appendix Numbers	11.2.3 A – Property Management Plan 11.2.3 B – Location Plan

OFFICER RECOMMENDATION

That Council approves the development application for a short-term rental accommodation at Lot 458 (No. 55) Banbar View, Waroona subject to the conditions:

1. **The operation of the short-term rental accommodation is restricted to between 15 May and 30 September each year, with no short-term rental accommodation permitted outside of this period.**

2. **No more than 8 adults are permitted to stay overnight. At least two of the adults shall be aged over 24. No more than 10 guests total, including children, are permitted to stay overnight.**

3. **The short-term rental accommodation hereby approved shall be operated in accordance with the Property Management Plan as per Appendix 11.2.3 A. The property management plan shall be updated to reflect the requirements of condition 2 above. The Property Management Plan shall otherwise not be altered or modified without the prior written approval of the local government.**

4. **The approved Property Management Plan, Code of Conduct and Fire and Emergency Information shall be displayed in a prominent location so that guests have convenient access to them to the satisfaction of the local government.**

5. **No guests shall occupy the short stay accommodation for more than a total of three (3) months in any 12-month period.**

6. **This approval for the short stay accommodation shall expire on 31 December 2027. An application for renewal must be made in advance of this date should it be intended to continue the use of the short stay accommodation.**

7. **Prior to commencement of the use, a current electrical certificate for smoke alarms shall be provided to the local government.**

8. **Prior to commencement of the use, a copy of the approved Property Management Plan, Code of Conduct and approval letter shall be mailed to owners of the following properties:**

   - **25 Forrington Heights, Waroona;**
   - **27 Forrington Heights, Waroona;**
   - **47 Woodley Heights, Waroona;**
   - **48 Woodley Heights, Waroona;**
   - **136 Elliott Street, Waroona;**
   - **175 Weir Road, Waroona; and**

- **177 Weir Road, Waroona.**

IN BRIEF

- An application has been received to change the use of the existing dwelling and studio on the subject property to short-term rental accommodation.
- The application details were referred to four nearby landowners for comment.
- Two objections were received during the referral period.

BACKGROUND

Lot 458 (No. 55) Banbar View is located in the Darling Scarp within the 'Mystical Place' estate access. A location plan is at Appendix 11.2.3 B.

The proposal entails the use of an existing dwelling and studio on the property for short-term rental accommodation. The dwelling has three bedrooms whilst the studio is an open area. The submitted Property Management Plan details that up to 10 guests (adults and children) can be accommodated within the dwelling and studio.

A copy of the submitted Property Management Plan is at Appendix 11.2.3 A.

Initially a bushfire management plan was submitted with the application to address bushfire risk during the bushfire season, however as there is not a second egress/access route to and from the property, the applicants decided to amend the application and proposed only to operate outside of bush fire season.

REPORT DETAIL

In this type a situation, the use of a dwelling and studio for short-term rental accommodation is classified as a holiday house under the Shire of Waroona Local Planning Scheme No. 7.

The property is zoned 'Rural 4 – Hills Face'. In this zone, a holiday house is a discretionary land use and can be permitted with the approval of the local government.

The primary planning instrument in assessment of a proposed holiday house is the *Shire of Waroona Local Planning Policy No. 7 – Short-Term Accommodation* (the Policy). The Policy requires a property management plan to be prepared that addresses a number of matters. The submitted Property Management Plan is acceptable. Further, the policy also requires bushfire risk to be addressed. In this case, the proposed short-term rental accommodation is not intended to be operated during the bush fire season, therefore bush fire risk is not required to be addressed.

One of the main concerns with short-term rental accommodation is the impact that unruly and misbehaving guests can have on the amenity of the area. From a planning perspective, a development application for short-term rental accommodation cannot be refused on the basis that there might be unruly guests in the future. To address this issue, a condition has been recommended that provides a time-limited approval of one year. If there is a consistent theme of unruly gusts attending the premises, there may then be grounds to refuse any applications to renew the approval.

As the proposal meets the requirements of the policy, it is recommended for conditional approval.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Economy
Aspiration	To create a diverse economy base that supports opportunity and employment
Objective	2.3 Create a vibrant, inviting and thriving town centre and maximise Waroona's natural assets, cultural and heritage as drivers for tourism development
Strategy	2.3.2 Develop key sectors of the tourism economy where Waroona has a competitive advantage

OTHER STRATEGIC LINKS

Nil.

STATUTORY ENVIRONMENT

- *Shire of Waroona Local Planning Scheme No. 7*
- *Local Planning Policy 7 – Short-Term Accommodation*

SUSTAINABILITY & RISK CONSIDERATIONS

Economic *- (Impact on the Economy of the Shire and Region)*
The proposal would provide an additional short-term accommodation option within the Shire and may contribute to local tourism and visitor expenditure.

Social *- (Quality of life to community and/or affected landowners)*
The proposal has the potential to provide additional visitor accommodation. On the other hand, unruly guests can impact the amenity and peacefulness of the area. As per recommended condition 8, the Property Management Plan is required to be sent to nearby landowners so they can contact the property managers if unruly guests are present. Property managers are then required to act quickly.

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

Policy Implications
The proposal has been assessed against *Local Planning Policy No. 7 – Short-Term Accommodation*. The policy specifically provides requirements for the management of short-term accommodation.

Risk Management Implications

Context / Risk Category	Environmental - Regulatory compliance, contamination, inadequate processes
Risk	When mismanaged, short term rental accommodation can cause adverse amenity impacts.
Consequence	3 - Moderate
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	The recommended conditions are considered adequate to ensure the risk is controlled to the best of the Shire's ability throughout the life of the short-term rental accommodation.
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

The proposal was advertised to four nearby landowners. During the consultation period, two objections were received from nearby landowners. The below table summarises the objections and includes the reporting officer's response.

Objector address	Objector comment	Reporting officer comment
Nearby landowner 1	**Residential amenity and rural character** The proposed accommodation for up to 10 guests is considered incompatible with the quiet, low-density rural-residential character of Waroona Hills. The regular turnover of holiday guests could disrupt the peaceful lifestyle of long-term residents and undermine neighbourhood stability. The objector considers the proposal an effectively commercial operation in a residential area, potentially setting a precedent for similar unhosted holiday rentals. **Bushfire risk and emergency access** The property is said to be in a high bushfire-risk area, with previous fires reportedly occurring on the property in 2015, 2016 and 2023. The absence of an on-site host raises concerns about guest awareness of fire risks, evacuation procedures and compliance with fire bans. The property has only one steep driveway, and increased traffic could impede evacuation along narrow, steep and winding local roads. Concerns are also raised about adequate water storage for firefighting and the	Noted. A condition has been recommended that restricts the approval to one year. This means the applicant must reapply each year, and should there be a history of unruly guest behaviour for the preceding, there may be grounds to refuse the continuance of the use. Noted. The applicant has amended the original application and now decided to only take guests outside of bush fire season.

	additional demands on Shire resources. **Noise, privacy and neighbourhood safety** Holiday guests may generate late-night noise through outdoor entertaining, music and vehicle movements. The surrounding topography is said to amplify and carry noise across the valley, affecting neighbouring properties. The continual arrival of unfamiliar guests could reduce residents' sense of privacy and security, particularly for families with children. Unhosted accommodation may make it more difficult to monitor guest behaviour and maintain neighbourhood safety. **Increased traffic and road maintenance** Up to 10 guests could generate significant vehicle movements, potentially including multiple vehicles and vehicles towing boats due to the proximity of Waroona Dam. The lack of public transport means guests are likely to rely on private vehicles. Increased traffic could accelerate the deterioration of local sealed roads and unsealed road shoulders, adding to maintenance costs borne by the community. **Impacts on local businesses and community wellbeing** The objector argues that the Shire already has dedicated tourist accommodation,	Noted. A condition has been recommended that restricts the approval to one year. This means the applicant must reapply each year, and should there be a history of unruly guest behaviour for the preceding, there may be grounds to refuse the continuance of the use. Noted. The existing road network is considered adequate, and the scale of the operation is not expected to cause the roads to deteriorate above the normal rate. The Shire of Waroona Local Planning Scheme No. 7 lists a holiday house as a discretionary land use in the zone, and therefore it must be considered on its merits.

	including Lake Navarino Holiday Park and Waroona Caravan Park, as well as recently approved caravan park and cabin accommodation at Drakesbrook Tavern. These established facilities are considered better suited to accommodating tourists. The proposal is viewed as potentially undermining permanent residential use, neighbourhood relationships and the long-term social cohesion of the community. **Waste, water and wastewater management** Increased guest numbers could place pressure on water tanks, groundwater resources and on-site septic systems. High guest turnover could lead to overflowing rubbish bins and litter being dispersed into surrounding vegetation by strong winds. Frequent water deliveries or tank refilling could generate additional vehicle movements. **Reduction in long-term rental housing supply** Converting a residential property to short-term accommodation could remove a home from the local long-term rental market. The objector argues that this could worsen housing shortages, reduce affordability and place further pressure on local workers and families seeking permanent accommodation.	The existing septic system in place can accommodate the expected guest numbers. Waste generation may be higher than normal when guests are present, but the landowner can apply for a second set of bins if it becomes an issue. Noted. The Shire of Waroona Local Planning Scheme No. 7 lists a holiday house as a discretionary land use in the zone, and therefore it must be considered on its merits.

	The objection cites a reported residential vacancy rate of 0.92% and a 29.33% increase in local property prices over the preceding 12 months to support these concerns. **Inconsistency with planning objectives and policies** The objector argues that the proposal conflicts with the objectives of the Shire of Waroona's Local Planning Scheme No. 7, Scheme Amendment No. 44 and relevant local planning policies. Particular emphasis is placed on protecting rural-residential amenity, environmental values, community wellbeing and the peaceful lifestyle of existing residents. The objector asks the Shire to consider the cumulative impacts of short-term rentals and refuse the development application.	Noted. The proposed holiday house is not expected to adversely impact the amenity of the area. It is possible that there may be a time where guests cause a nuisance, however the property management plan contains the numbers of two managers which can be called by neighbours at any time.
Nearby landowner 2	The property and surrounding area have experienced significant bushfires in 2015, 2016 and 2023. The objectors highlight the risks to tourists, particularly noting that the 2023 fire allegedly resulted from an unattended campfire and required three days to extinguish. The property has only one access route, described as a bush track, raising concerns about the suitability of the site for tourist accommodation and safe evacuation during emergencies. The objectors state that cape tulip and cotton bush are not being adequately controlled on the property, contributing to infestations on neighbouring	Noted. The applicant has amended the original application and now decided to only take guests outside of bush fire season. Noted. The applicant has amended the original application and now decided to only take guests outside of bush fire season. Noted. Weed control is a separate matter.

	land. They are concerned that tourist activity could further spread these weeds throughout the region.	

Aboriginal Consultation
The property is not within a mapped Aboriginal Heritage site and therefore no consultation was considered necessary. No digging or new development is taking place in any case.

RESOURCE IMPLICATIONS

Financial
The applicant has paid the applicable development application fee.

Workforce
Administration and assessment of the development application has been undertaken wholly by Customer and Development Services.

CONCLUSION

In conclusion, the proposed holiday house is considered consistent with the relevant planning framework, with the submitted Property Management Plan deemed acceptable and bushfire risk not required to be addressed given the intention to cease operations during the bushfire season. A one-year approval is recommended to allow the Shire to monitor the operation and assess whether any ongoing amenity impacts arise before considering renewal.

11.2.4 Waroona Growth and Development Strategic Position Paper	
File Ref	ED.4 – Economic Development – Planning
Previous Items	OCM25/03/037 – Wastewater Treatment Plant OCM25/11/183 – Land Stimulus Package
Applicant	Nil
Author and Responsible Officer	Director Customer & Development Services; Chief Executive Officer
Declaration of Interest	Nil
Voting Requirements	Simple Majority
Appendix Numbers	Nil

OFFICER RECOMMENDATION

That Council:

1. **endorses the preparation of a Waroona Growth and Development Strategic Position Paper to address the gap between Waroona's participation in major global economic activity and the local benefits realised through housing, population growth, business and community services;**

2. **endorses the integrated scope outlined in this report, examining the relationships between industry, workforce residence, housing, infrastructure, education, local businesses and community wellbeing, and identifying alignment with Federal, State and regional government policies;**

3. **requests the Chief Executive Officer to coordinate preparation of the paper, drawing on existing research and Council records, relevant demographic and economic data and targeted engagement with government agencies, major employers, landowners, infrastructure providers, education providers, businesses and other affected stakeholders;**

4. **notes that preparation will be progressed within available resources, with any additional expenditure to be brought to Council for consideration through the appropriate budget process; and**

5. **requests that the completed paper be presented to Council for consideration and adoption.**

IN BRIEF

- Waroona participates in major global industries and supply chains but is not realising their full potential benefits through local housing, residential population growth, small business activity and sustainable community services.
- Employment and industrial investment do not automatically translate into community growth. Waroona needs the housing, infrastructure, services and planning conditions that enable workers and their families to live locally and support the town's economy.
- The proposed position paper will examine these relationships together, establish the evidence for intervention and identify the coordinated actions needed to retain more of the benefits of economic activity within Waroona.
- The paper will guide future Council planning and provide a clear advocacy position linked directly to Federal housing policy, State growth and infrastructure priorities, and Peel regional development objectives.
- Council endorsement is sought to prepare the paper, with the completed document returning to Council for consideration and adoption.

BACKGROUND

Waroona's economy is connected to major global economic development, industrial production, engineering, contracting, agriculture and wider national and international supply chains. These activities contribute employment, production and investment to the regional, State and national economies. Emerging industries and proposed projects may create further economic activity. However, the economic significance of activity in and around Waroona has not translated into the full potential benefits for the town as a place to live, raise a family, operate a business and access services.

The central issue is the relationship between economic activity and local development. Waroona accommodates significant employment while workers live elsewhere, household spending occurs outside the district and demand for local schools, shops and services remains limited. Consequently, the town captures only part of the economic and social benefits associated with industry. The proposed paper will substantiate the extent of this pattern in Waroona and identify what is required to improve local outcomes.

The ability to retain these benefits locally depend on several connected conditions. Workers need suitable and available housing; residential development requires infrastructure and delivery arrangements; households need education, retail and community services; and businesses and service providers need a sufficient and sustained local population. If one of these areas is restricting growth, it affects the others. These issues need to be planned for and addressed together to support Waroona's growth and development.

Existing development planning research, school and education information, Council archives and further employer and landowner information provide a foundation for this work. The research will be consolidated with current data on population, housing, employment and local services. Employer and education residential postcode information will be incorporated when available to help assess the relationship between local employment, local education and local residence.

Waroona has substantial vacant land within the townsite, with a preliminary potential of approximately 360 residential lots, identified by the Shire as being appropriately zoned under the Shire's planning framework for residential subdivision. Despite previous Council initiatives such as advocacy for upgrades to the Wastewater treatment plant (OCM25/03/037) and the Land Stimulus Package (OCM25/11/183), direct access to infill sewerage has continued to restrict residential subdivision within the Waroona townsite. This illustrates how an apparent land supply can fail to become available housing when essential servicing is unresolved. Works on the remaining section of townsite infill sewerage labelled 1H and the upgrade of the wastewater treatment plant will be considered within the broader assessment of what prevents working households from settling locally.

REPORT DETAIL

Purpose and strategic role

The Waroona Growth and Development Strategic Position Paper will establish Council's position on how the community can secure greater local benefits from industrial activity and investment. Its central question will be, what needs to change for Waroona's industrial and employment strengths to support a larger residential population, more housing, viable small businesses and sustainable community services?

The paper will bring together evidence about these relationships, assess the barriers and opportunities, and identify the actions required from Council, government, industry and other

partners. It will distinguish matters within the Shire's control from those requiring State or Federal intervention, infrastructure provider decisions or private investment.

As an overarching informing document, it will guide the alignment and future review of the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan, local planning documents and relevant economic development and town revitalisation initiatives. It will provide a common evidence base and strategic position while respecting the formal roles of those plans. The principal focus will be the Waroona townsite, considered in the context of the wider Shire and Peel economy.

Proposed contents of the paper

The paper will be organised around the connection between economic activity and community outcomes. The following components will form a single argument for coordinated growth and development.

1. Waroona's economic contribution and local return

   Describe the towns relationship with major industries and supply chains, distinguishing existing operations from proposed investment. Examine employment, workforce residence and commuting data. Identify where benefits are retained locally and where they accrue elsewhere.

2. Population and the resident workforce

   Human geography analysis examining population and household trends, age structure and the relationship between employment and residence. Employer postcode data and stakeholder information will help assess whether housing and other local conditions restrict workers ability or willingness to live in Waroona. The analysis will consider opportunities to attract and retain households across different life stages.

3. Housing and land development

   Assess housing availability, choice, affordability, rental supply and development feasibility alongside the identified approximately 360 lot opportunity. Mapping will establish ownership, planning status, servicing needs, likely yields, landowner intentions and delivery timing. The paper will explain which interventions could translate available land into completed and occupied homes.

4. Small business and local spending

   Examine how the size and composition of the resident population, commuting and spending patterns affect retail demand and small business viability. Consider supermarket choice and quality, business retention, employment and opportunities for local procurement. The paper will assess the conditions need to sustain a stronger local economy, without assuming population growth along will resolve every business challenge.

5. Education and sustainable community services

   Use school enrolment data and other service information to assess the relationship between working households, children and demand for education and community services. This will include children living in Waroona who travel outside the town for schooling, including Years 11 and 12, as the local high school only caters to Year 10. Consider how attending school elsewhere affects children's connections and

participation in local sporting and community groups in Waroona. The paper will examine the flow-on effects for local sporting clubs, volunteers and community involvement, alongside education capacity, service viability, access and future needs. It will identify how housing and population growth could support local education and services, and how these services can help attract and retain families.

6. Infrastructure and coordinated planning

   Identify the infrastructure and planning decisions needed to support the desired housing, population and service outcomes. This will include the outstanding infill sewerage area 1H works, treatment and network capacity, drainage, water, electricity and transport where material. Councils' previous advocacy in relation to the Waroona Wastewater Treatment Facility upgrade and licence will contribute to this assessment.

7. Growth choice and government policy alignment

   Compare growth pathways and their implications for housing, local employment, businesses, services, infrastructure costs and environmental values. Link proposed interventions directly to Federal, State and regional objectives, identifying the contribution Waroona can make and the action required to achieve it.

8. Direct links to government objectives

   The advocacy case will explain how investment and coordinated decisions in Waroona can help governments achieve their own objectives:

   - Federal housing objectives – The National Housing Accord provided a direct connection to increasing well located housing supply. Waroona's case will identify how feasible land development and servicing can support additional homes near employment and existing community facilities and examine relevant housing infrastructure funding opportunities.
   - State growth and infrastructure objectives – Perth and Peel @ 3.5million, the State Planning Strategy 2050 and the State Infrastructure Strategy provide the context for coordinating housing, employment, land use, services and infrastructure. The paper will demonstrate how a planned approach to Waroona's growth can support an established community and improve the local return from economic activity.
   - Peel Region objectives – The Peel Development Commission Strategic Plan 2026 to 2030 provides a direct connection to housing availability, enabling infrastructure, regional liveability and economic development. The paper will identify opportunities for regional partnerships that links these priorities with Waroona's resident workforce, businesses and services.

   Relevant State planning policies will inform the assessment of settlement, activity centres, water servicing and infrastructure contributions.

Preparation and engagement

Existing research and data will be consolidated including the archival history, demographic and housing information, education data, available employer information and preliminary land development opportunities.

Targeted engagement will involve major employers, local businesses, landowners and education providers together with the Peel Development Commission, government agencies and infrastructure providers. Discussions will examine why workers choose to live elsewhere,

what would make local residence more feasible, and what coordinated changes would support housing, businesses and community services.

Technical clarification will be sought where needed to assess delivery options. This includes Water Corporations current positions on additional connections following the Wastewater Treatment Plant licence renewal in October 2025, available and committed capacity, and the scope and programme for future works. The increased licensed acceptance rate will be treated as a potential opportunity to enable development, subject to confirmation of operational capacity, environmental requirements and network availability.

Way forward

Council endorsement will allow officers to prepare the paper as a coordinated assessment of Waroona's growth and development prospects. The work will progress through evidence consolidation, targeted engagement, assessment of options and preparation of a draft Council position. The programme will be refined once data availability and any specialist investigation requirements are established.

STRATEGIC COMMUNITY PLAN & CORPORATE BUSINESS PLAN

Focus Area	Our Economy
Aspiration	To create a diverse economy base that supports opportunity and employment
Objective	2.1 Develop an economy that is focused on growth, knowledge and innovation, and infrastructure, and protects prime agricultural land
Strategy	2.1.1 Maximise the inherent economic opportunities in the Murray Waroona functional economic region

OTHER STRATEGIC LINKS

- National Housing Accord.
- State Planning Strategy 2050.
- Perth and Peel @ 3.5million and the South Metropolitan Peel Sub-Regional Planning Framework.
- State Infrastructure Strategy.
- Peel Development Commission Strategic Plan 2026–30.
- State Planning Policy 1 State Planning Framework.
- State Planning Policy 3 Urban Growth and Settlement.
- State Planning Policy 2.9 Water.
- State Planning Policy 3.6 Infrastructure Contributions.
- State Planning Policy 4.2 Activity Centres.
- Shire of Waroona Strategic Community Plan.
- Shire of Waroona Corporate Business Plan.
- Shire of Waroona Local Planning Strategy and Local Planning Scheme, including their current reviews.
- Waroona Town Revitalisation Strategy.

STATUTORY ENVIRONMENT

Nil.

SUSTAINABILITY & RISK CONSIDERATIONS

Economic *- (Impact on the Economy of the Shire and Region)*
The proposed position paper will examine how Waroona can retain more of the economic benefits generated by major industries and employment within the district. It will identify barriers to housing delivery, residential population growth, local spending and small business viability, and establish priorities for coordinated planning, investment and government advocacy. Without this approach, Waroona risks continuing to support significant economic activity without realising its full potential benefits for the local community.

Social *- (Quality of life to community and/or affected landowners)*
The paper will consider how housing availability, education, employment and access to services influence people's ability to live and remain in Waroona. This will include the flow-on effects of children attending school outside the town on participation in local sport, volunteering and community activities.

Environment *– (Impact on environment's sustainability and climate change)*
The paper will consider how growth can be accommodated while protecting environmental values and planning for climate change. This will include land suitability, water and wastewater servicing, drainage, bushfire and flood risks, and the efficient use of existing infrastructure.

Policy Implications
Nil.

Risk Management Implications

Context / Risk Category	Reputation - Public perception, poor customer service, sub standard work, corruption
Risk	Without a coordinated, evidence-based approach to growth and development, Waroona may continue to miss opportunities to translate major industry and employment into local housing, residential population growth, viable small businesses and sustainable community services.
Consequence	4 - Major
Likelihood	4 - Likely
Risk Rating, prior to treatment	High (10-19)
Key Controls / Treatment	Prepare the Waroona Growth and Development Strategic Position Paper to consolidate evidence, identify connected barriers and prioritise actions.
Risk Acceptance	Monitor - Risk acceptable with adequate control

CONSULTATION

Targeted consultation is proposed during preparation of the position paper with relevant government agencies, the Peel Development Commission, major employers, landowners, infrastructure providers, education providers, local businesses and community representatives.

Aboriginal Consultation
Consultation with our local Aboriginal representative group will take place in preparing the paper providing an opportunity to consider cultural values, community aspirations and opportunities for participation in Waroona's growth and development

RESOURCE IMPLICATIONS

Financial – Current Financial Year
Preparation of the position paper is proposed to be undertaken using existing staff resources and within approved operating budgets.

Financial – Future Years
Endorsement to prepare the position paper does not commit Council to future expenditure.

Workforce
Preparation will be coordinated by existing officers, with input across relevant service areas. The work will require staff time for research, data analysis, stakeholder engagement and drafting, and will be managed alongside existing operational priorities.

CONCLUSION

Despite longstanding advocacy and the presence of major industries connected to global markets, Waroona has not realised the same growth and development benefits experienced by neighbouring towns. Its contribution to the broader economy has not translated into its full potential for local housing, residential population growth, small business activity and sustainable community services.

The Shire must make a coordinated and sustained effort to bring this imbalance to the attention of government and secure fair consideration of Waroona's infrastructure and investment needs. The town has significant potential, but its opportunities and longstanding constraints need to be clearly demonstrated and given appropriate priority.

The proposed Waroona Growth and Development Strategic Position Paper will bring the evidence together, explain the consequences of continued inaction and identify the decisions needed to support progress. It will provide Council with a clear and substantiated case for ensuring Waroona's contribution is recognised and its community has the opportunity to share more fully in the benefits of economic development.

11.3 CORPORATE & COMMUNITY SERVICES

11.3.1 Listing of Payments for the Month of September 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 – August 2026

OFFICER RECOMMENDATION

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

Municipal	**Cheque**	**10524 – 10527**	**$**	**47,612.39**
	EFT	**45847 – 46033**	**$**	**695,980.39**
Direct wages	**01/09/2026 – 30/09/2026 inclusive**		**$**	**412,568.02**
Direct Debit	**01/09/2026 – 30/09/2026 inclusive**		**$**	**359,010.15**
Trust	**Cheque**		**$**	**-**
	EFT		**$**	**-**
	GRAND TOTAL		**$**	**1,515,170.95**

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 September 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 *Local Government Act 1995*
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 September 2026. All expenditure is accordance with the 2026/27 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 September 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 30 September 2026

OFFICER RECOMMENDATION

That Council:

1. **receives the Statement of Financial Activity for the period ending 30 September 2026 as per Appendix 11.3.2; and**

2. **amends the 2026/27 adopted budget as per the table below:**

GL Account	Amount	Details
3204 RC87	Increase expenditure by $200,000	Dorsett Road Reconstruction of shoulder – amend budgeting error
3355	Increase income by $75,000	Alcoa contribution towards Willowdale-Wagerup Road
0091	Increase income by $64,663	Increase of General Purpose Federal Assistance Grant income
3265	Decrease income by $5,964	Decrease Roads Federal Assistance Grant income
2624 RV01	Decrease expenditure by $50,650	Reduce expenditure to Golf Course pathway – Project savings
7104	Reduce expenditure by $20,000	Reduce funding to replace pool barrier
0452	Increase expenditure by $2,349	Increase audit expenditure for Financial Management Systems Review
7114	Increase expenditure by 2,000	Increase cost to replace court scoreboard at the Recreation and Aquatic Centre

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 to reflect expenditure needed for Dorsett Road, accounted for with additional income and project savings as detailed in the table below.

GL Account	Amount	Details
3204 RC87	Increase expenditure by $200,000	Dorsett Road Reconstruction of shoulder – amend budgeting error
3355	Increase income by $75,000	Alcoa contribution towards Willowdale-Wagerup Road
0091	Increase income by $64,663	Increase of General Purpose Federal Assistance Grant income
3265	Decrease income by $5,964	Decrease Roads Federal Assistance Grant income

2624 RV01	Decrease expenditure by $50,650	Reduce expenditure to Golf Course pathway – Project savings
7104	Reduce expenditure by $20,000	Reduce funding to replace pool barrier
0452	Increase expenditure by $2,349	Increase audit expenditure for Financial Management Systems Review
7114	Increase expenditure by 2,000	Increase cost to replace court scoreboard at the Recreation and Aquatic Centre

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 polices 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 – Current Financial Year
The financial implications of any proposed budget amendments are detailed in the Budget Amendments section of this report.

Where applicable, the proposed amendments will ensure that the Shire's adopted annual budget accurately reflects revised funding allocations, operational requirements and project commitments.

Financial – Future Years
The monthly Statement of Financial Activity provides Council with ongoing oversight of the Shire's financial position and supports informed financial planning and decision-making.

Any proposed budget amendments with financial implications extending beyond the current financial year will be considered in the context of future annual budgets and the Shire's Long Term Financial Plan, where applicable.

Workforce
There are no direct workforce implications arising from Council's receipt of the monthly financial statements.

The preparation, review and reporting of monthly financial information are undertaken within existing workforce resources, noting the ongoing administrative and legislative compliance requirements associated with financial reporting.

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 2026/27 Corporate Business Plan Quarterly Progress Report – July to September 2026	
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	11.3.3 A – 2026-2030 Corporate Business Plan – Quarterly Progress Report JUL to SEP 2026 11.3.3 B - 2026-27 CBP 2.1.1.1

OFFICER RECOMMENDATION

That Council receives the Corporate Business Plan – Quarterly Progress Report July to September 2026 as per Appendix 11.3.3 A.

IN BRIEF

Updates have been provided by responsible officers against Towards Waroona 2034 - Corporate Business Plan 2026 - 2030 projects and actions for the period covering 1 July 2026 to 30 September 2026. Council is requested to review and receive the Corporate Business Plan – Quarterly Progress Report – July to September 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 [former] Department Local Government, Sport and Cultural Industry'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 2024-2034 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 2026 - 2030. 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 2026 - 2030

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	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 July to September 2026.

11.3.4 Review of Recreation Advisory Group Terms of Reference	
File Ref	RC.12 – Recreation and Cultural Services
Previous Items	OCM23/03/036 - OCM25/12/197 -
Applicant	N/A
Author and Responsible Officer	Director Corporate & Community Services
Declaration of Interest	Nil
Voting Requirements	Simple Majority
Appendix Numbers	11.3.4 – TOR002 – Recreation Advisory Group Terms of Reference (Updated October 2026)

OFFICER RECOMMENDATION

That Council adopts the amended TOR002 – Recreation Advisory Group Terms of Reference, as presented in Appendix 11.3.4

IN BRIEF

Council is requested to consider amendments to the Recreation Advisory Group Terms of Reference (TOR002) to strengthen meeting governance and improve administrative arrangements.

The proposed amendments clarify the requirement for the Chairperson to be an Elected Member, establish procedures for calling and distributing meeting agendas, and provide flexibility to postpone or cancel meetings where there is no substantive business requiring consideration.

With the positions of Chairperson and Deputy Chairperson due to be determined as of each November, the review provides a timely opportunity to formalise these arrangements and better align the Group's meeting practices with Council's established governance processes.

BACKGROUND

The Recreation Advisory Group was established to provide Council and the Shire's Administration with advice and recommendations on matters relating to sport and recreation within the Shire of Waroona.

At its March 2023 Ordinary Council Meeting (OCM23/03/036), Council adopted the Terms of Reference for the Recreation Advisory Group as part of a broader review of Council committees and advisory working groups.

The Group operates in an advisory and consultative capacity, providing opportunities for Elected Members and representatives of local sporting and recreation organisations to contribute to Council's decision-making processes.

The operation of advisory and working groups is guided by Council Policy CPG024 – Advisory and Working Groups, which provides for Council approval of amendments to Terms of Reference.

The Terms of Reference were most recently reviewed and updated by Council at its December 2025 Ordinary Council Meeting under Resolution OCM25/12/197.

Under the existing Terms of Reference, the Chairperson and Deputy Chairperson are elected by Group members for a 12-month period from November to October. The proposed updated Terms of Reference specify that the Chairperson is to be an Elected Member.

With these positions due for their annual appointment as of November 2026, it is considered an appropriate time to review the Terms of Reference and further clarify the Group's governance and administrative arrangements.

REPORT DETAIL

The Recreation Advisory Group meets quarterly and provides an opportunity for Elected Members and representatives of local sporting and recreation organisations to contribute to matters relating to sport and recreation within the Shire.

A review of the Terms of Reference has identified opportunities to strengthen meeting governance and improve administrative efficiency. The proposed amendments include:

- Appointment of Chairperson: Clarifying that the Chairperson must be elected from the Elected Members appointed to the Group. This will support effective meeting management, ensure discussions remain relevant to the Group's Terms of Reference and provide greater alignment with Council's strategic priorities and governance processes.

- Agenda Preparation and Distribution: Introducing a requirement to call for agenda items at least two weeks prior to each scheduled meeting, with agendas and supporting documentation distributed in accordance with applicable requirements and no later than 72 hours before the meeting.

- Postponement or Cancellation of Meetings: Allowing meetings to be postponed or cancelled, following consultation between the Chairperson and Chief Executive Officer, where no agenda items have been received and there is no outstanding business requiring consideration.

The existing Terms of Reference provide for the annual election of the Chairperson and Deputy Chairperson for a 12-month period commencing in November. With these appointments due each November, the review provides a timely opportunity to clarify governance arrangements and better align the Group's meeting practices with Council processes.

The proposed amendments are intended to improve the effectiveness and efficiency of the Group while maintaining its advisory role and opportunities for community participation.

The amended Terms of Reference are provided at Appendix 11.3.4 for Council's consideration.

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

Council Policy CPG024 – Advisory and Working Groups.

STATUTORY ENVIRONMENT

Nil

SUSTAINABILITY & RISK CONSIDERATIONS

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

Social *- (Quality of life to community and/or affected landowners)*
The Recreation Advisory Group provides a forum for local sporting and recreation organisations to contribute to discussions concerning recreation facilities, services and opportunities within the Shire.

The proposed amendments will support effective participation through improved meeting administration, appropriate facilitation of discussions and clearer governance arrangements.

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

Policy Implications
Council Policy CPG024 – Advisory and Working Groups provides guidance for the establishment and operation of the Shire's advisory and working groups.

The proposed amendments to the Terms of Reference are intended to improve consistency with Council's governance and administrative practices.

Risk Management Implications

Context / Risk Category	Operational - Adverse effects on core business, business continuity, human resource risks, loss of knowledge
Risk	Ineffective meeting governance and administration resulting in discussions outside the Group's Terms of Reference, inadequate meeting preparation, unnecessary meetings or reduced member participation.
Consequence	2 - Minor
Likelihood	3 - Possible
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Clearly defined Chairperson appointment requirements, established agenda preparation and distribution procedures, consultation between the Chairperson and CEO regarding meeting postponements or cancellations, and timely communication with members.
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

The proposed amendments relate to the governance and administrative operation of the Recreation Advisory Group.

Consultation with the Recreation Advisory Group and Chairperson will be undertaken as appropriate in implementing the revised arrangements.

Aboriginal Consultation
Nil

RESOURCE IMPLICATIONS

Financial – Current Financial Year
There are no financial implications associated with the proposed amendments. The revised meeting arrangements may provide minor administrative efficiencies by avoiding meetings where there is no substantive business requiring consideration.

Financial – Future Years
Nil

Workforce
The preparation and distribution of meeting agendas and associated administrative functions will continue to be undertaken within existing workforce resources. The proposed amendments may reduce unnecessary administrative preparation and staff attendance where scheduled meetings are postponed or cancelled due to a lack of business.

CONCLUSION

The proposed amendments to the Recreation Advisory Group Terms of Reference will strengthen meeting governance and provide clearer administrative arrangements for the operation of the Group.

Requiring the Chairperson to be an Elected Member will support effective meeting facilitation, maintain alignment with Council's strategic priorities and ensure discussions remain within the Group's advisory responsibilities.

The introduction of formalised agenda preparation and distribution procedures, together with provisions for postponing or cancelling meetings where there is no substantive business, will improve administrative efficiency and provide greater clarity for members.

With the Chairperson and Deputy Chairperson positions due to be determined as of each November, the review provides a timely opportunity to implement these arrangements and align the Group's practices more closely with Council's established meeting processes.

It is recommended that Council adopt the amended TOR002 – Recreation Advisory Group Terms of Reference, as presented in Appendix 11.3.4.

11.3.5 Shire of Waroona Local Government Property and Public Places Local Law 2026	
File Ref	LE.8 – Laws and Enforcement – Local Laws – Local Government Property and Public Places
Previous Items	Item 11.2.7 29 April 2025 OCM25/04/056
Applicant	N/A
Author and Responsible Officer	Senior Governance Officer; Director Customer & Development Services, and Director Corporate & Community Services
Declaration of Interest	Nil
Voting Requirements	Absolute Majority
Appendix Number	11.3.5 A – Proposed Shire of Waroona Local Government Property and Public Places Local Law 2026 11.3.5 B – Register of Delegations – extract of proposed Amendments (Tracked Changes)

RECOMMENDATION

That Council:

1. **adopts the *Shire of Waroona Local Government Property and Public Places Local Law 2026*, as detailed at Appendix 11.3.5 A in accordance with section 3.12 of the *Local Government Act 1995*; and**

2. **authorises the application of the Shire of Waroona Common Seal to the *Shire of Waroona Local Government Property and Public Places Local Law 2026*;**

3. **authorises the Shire President and Chief Executive Officer to sign and execute all matters relating to the *Shire of Waroona Local Government Property and Public Places Local Law 2026; and***

4. **authorises the Chief Executive Officer to –**

   a. **publish in the Government Gazette the *Shire of Waroona Local Government Property and Public Places Local Law 2026*, as adopted;**

   b. **forward a copy of the adopted local law to the Departmental CEO - Director General of the Department of Local Government, Industry Regulation & Safety;**

   c. **give local public notice of the adoption of the local law; and**

   d. **complete and submit an explanatory memorandum, statutory procedures checklist and other supporting information on the local law to the Joint Standing Committee on Delegated Legislation; and**

5. **amends its Register of Delegations - Council to Committees and Chief Executive Officer, to reflect adoption of the local law, and subsequent repeal of previous local laws, to:**

   a. **replace delegation 2.14.1 - *Application of Shire of Waroona Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001* with 'Application of Shire of Waroona Local Government Property and Public Places Local Law 2026'; and**

b. remove delegation 2.14.8 - Application of Shire of Waroona Local Government Property Local Law 2014;

c. renumber delegations 2.14.9 and 2.14.10, to 2.14.8 and 2.14.9 respectively,

as presented in Appendix 11.3.5 B.

IN BRIEF

- On 29 April 2025, Council resolved for the Chief Executive Officer to commence the process to make a Shire of Waroona Local Government Property and Public Places Local Law 2025 to provide for Council, and its employees and appointed volunteer rangers to regulate the use of all property belonging to the Shire of Waroona, as well as thoroughfares, and public places, and activities on the beach.
- The intended result is control of the activities that occur on local government property, thoroughfares and public places. Some activities are permitted only under a permit or under a determination and some activities are restricted or prohibited. Offences are created for inappropriate behaviour in or on local government property, thoroughfares, and public places.
- A copy of the draft local law was provided to the Department of Local Government, Industry Regulation and Safety (Department), and other key stakeholders for review.
- Comments received by the Department in January 2026 suggested minor amendments to the draft local law.
- Governor's Approval to extend the application of the local law by 200m seaward, under section 3.6(1) of the *Local Government Act 1995,* was received and gazetted on 6 October 2026.
- Council's adoption of the proposed Shire of Waroona Local Government Property and Public Places Local Law 2026 is recommended.

BACKGROUND

The making of a Shire of Waroona Local Government Property and Public Places Local Law (LGP&PP Local Law) commenced in 2020 - a consolidation of the Shire's *Local Government Property Local Law 2014*, which was gazetted in 2015, and the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001*, last gazetted in 2013.

Concurrently, a Preston Beach-specific local law was being prepared in response to consultation with Preston Beach residents and feedback received in 2020, in an effort to regulate activities along the beach and dunes within Reserve R41776, Preston Beach, as provisions relating to Preston Beach within the local government property local law were limited to the designated recreation (swimming only) area. However, a thorough review of the LGP&PP Local Law and Preston Beach local law through 2022 and 2023 resulted in a decision to amalgamate the two and include specific Preston Beach 'beach' provisions in the primary LGP&PP Local Law.

Following extensive drafting and stakeholder liaison, the Preston Beach community attended a Shire-coordinated information session and presentation on the progress of the draft local law in November 2024. The consultation session was positively received.

On 29 April 2025, Council resolved to commence the making of a Local Government Property and Public Places Local Law 2025 in accordance with section 3.12 of the *Local Government Act 1995* (Act). The draft local law was advertised locally, and a copy was forwarded to the Departmental CEO – Director General of the Department of Local Government, Industry Regulation and Safety (Department), for comment. Track Care WA Inc. were also invited to review and provide feedback on the application of the local law to local beach areas.

The Department's comments were provided in January 2026, and in February 2026, the Shire formally requested the Minister of Local Government to seek Governor's Approval to extend the application of the local law to a distance of 200 metres seaward, beyond the low water mark. This extension would allow the Shire to regulate and govern water-based activities such as beach fishing and boat launching, in addition to those on the beach, dunes, or near the water.

Details of comments provided by the Department suggesting minor amendments, amendments applied, and further details on the Governor's Approval to extend its application boundary, are outlined in the report detail.

REPORT DETAIL

Following an initial report to Council on 29 April 2025 to commence the local law-making process, the draft Shire of Waroona Local Government Property and Public Places Local Law 2025 (LGP&PP Local Law) was advertised locally in the Harvey-Waroona Reporter on Tuesday, 13 May 2025. The advertisement invited public submissions for more than the statutory minimum of 6 weeks, with submissions due by Friday, 4 July 2025. Copies of the advertisement were displayed on the Shire's official website, Facebook page, and the library public notice board for the same period.

On 14 May 2025, a copy was sent to the Departmental CEO - Director General of the Department of Local Government, Industry Regulation & Safety (Department).

Department's comments, and amendments applied

Comments were received from the Department on 22 January 2026, suggesting minor changes to the content, as outlined below. All comments were considered, and amendments deemed necessary were incorporated into the proposed LGP&PP Local Law, included at **Appendix xxx A**.

These amendments are considered administrative only and do not in any way alter the intent of the local law.

1. **Clause 9.8 – Shopping trolleys: reversal of the onus of proof**

   Clause 9.8 provides that the business named on a shopping trolley is taken to own it. This reverses the normal onus of proof which is typically met by the prosecutor of any offence.

   The Committee has not traditionally taken action against clauses of this kind, as the impact on the public is generally minimal. However, the Committee has expressed doubts that the clause would be enforceable if challenged in court.

   Clause 9.8 states:

   > "**9.8 Retailer taken to own shopping trolley**
   > In the absence of any proof to the contrary, a shopping trolley is to be taken to belong to a retailer whose name is marked on the shopping trolley."

   Officer's Response:
   The Department's comments have been recognised and whilst the option of removing clause 9.8 entirely has been considered, clause 9.8 has been retained without amendment. In reaching this position, officers considered that:

- there is only one retailer that operates with shopping trolleys within the district, which limits the practical likelihood of uncertainty about ownership;
- equivalent provisions appear in other local governments' local laws, and the Shire is not aware of any enforcement issues arising from those provisions;
- the Department's advice indicates that the Committee has not traditionally acted against clauses of this kind, given their generally minimal impact on the public;
- the provision assists the Shire in identifying the retailer responsible for a shopping trolley; and
- the removal of an entire clause may may constitute a significant amendment requiring the local law-making process to recommence.

The Shire acknowledges that the presence of equivalent provisions in other local laws does not establish their legal enforceability. Having considered the Department's concerns and the local circumstances, the Shire has made a conscious decision to accept the risk that clause 9.8 may be found unenforceable if challenged in court.

2. Clause 5.4 - Suspension of admission

Clause 5.4 provides that a person or manager may suspend admission to a person for a period of time if they commit a breach of the local law regarding a swimming pool or recreation facility.

While the clause imposes a minimum of one day, it is silent on the maximum ban which can be issued under this clause. This allows for the possibility of indefinite bans, something that the Parliamentary Committee has previously objected to.

Officer's Response: Clause 5.4 has been amended to add the words 'and a maximum period of 12 months' after 'for a minimum period of one day', to remove the ability to create indefinite suspensions from admission.

3. Minor edits suggested by the Department

(a) All references to 2025 should be changed to 2026;

Officer's Response: All references to *2025* within the title of the local law, and under 1.1 Citation have been changed to '2026'.

(b) While it is unlikely that lost property will be expensive enough to exceed regulatory thresholds, it is suggested that clause 15.8(6) be amended to state that 'Subject to compliance with the Act' the [Shire] can dispose of lost property as it sees fit.

15.8 Lost property and unclaimed property in a locker
Subclause (6) states:

If an article is not claimed or collected within a period of 1 month the local government may dispose of the article in any manner that the local government sees fit.

Officer's Response: The words **"***Subject to compliance with the Act,"* have been inserted at the beginning of subclause (6), with the next word 'If' changed to lowercase 'if'.

<u>Additional amendments applied</u>

Clause 1.4 Interpretation, subclause (1), definition of ***bathing appliance*** –

- Removed the word 'boats' from the list of examples included as a float of any material.

Feedback and submissions received

No submissions were received from the public during the advertised consultation period.

Track Care WA Inc. was provided with a copy of the draft local law in May 2025 for comment due to its involvement in and guidance on four-wheel-drive beach access. Track Care WA Inc. advised that it fully supported the draft local law, "specifically those sections that relate to beach access and driving".

Governor's approval to extend the application of the local law 200m seaward

A notice of the Governor's Approval of the making of the Shire of Waroona Local Government Property & Public Places Local Law 2026 to the extent that it would apply into the ocean to a distance of 200 metres seaward, was published in the Government Gazette, on 6 October 2026.

To reflect the gazetted notice, **Clause 1.5 Application** has been amended to add paragraph (1)(b) -

(1) Unless the contrary is expressly provided, this local law shall apply –

(a) throughout the district; and
(b) in the sea adjoining the district for a distance of 200 metres seawards from the low water mark at ordinary spring tides, as approved by the Governor under section 3.6(1) of the Local Government Act 1995*, as published in the Government Gazette on 6 October 2026, No. 127, page 4.*

Gazette and explanatory memorandum

Following Council adoption, and in accordance with subsections 3.12(5), (6), (6A) and (7) of the Act, the Local Government Property and Public Places Local Law 2026 will be forwarded to the State Law Publisher for gazettal, advertised via local public notice, forwarded to the Department's Director General, and sent to the Western Australian Parliament's Joint Standing Committee on Delegated Legislation accompanied by an Explanatory Memorandum.

Proposed Council Determinations

Pursuant to Part 2, Division 1, **Clause 2.1 Determinations as to use of local government property** of the LGP&PP Local Law, Council will be advised to make determinations setting aside specific local government property for the pursuit of the following activities as referred to in clause 2.7, to the extent and manner prescribed within each determination, as provided under clause 2.8 -

1. Take, ride or drive a vehicle on a beach within Reserve R41776
2. Fly or use a motorised model aircraft, car, ship, glider or rocket on a beach within Reserve R41776
3. Launch, beach, retrieve or use a boat on a beach within Reserve R41776
4. Launch, fly or land a drone with or without an attached camera or recording device on a beach within Reserve R41776

Council determinations will be presented to Council under a separate report.

Repeal of superseded Shire of Waroona local laws

As per **Clause 1.6 Repeal**, the following laws will effectively be repealed on the date that the LGP&PP Local Law comes into effect, being 14 days from the date it is published in the Government Gazette.

(a) *Shire of Waroona Local Government Property Local Law 2014* published in the *Government Gazette* on 16 January 2015; and
(b) *Shire of Waroona Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001* published in the *Government Gazette* on 27 August 2001.

As a result, all internal Shire references to these local laws, including associated Authorised Officer appointments and sub-delegated duties and powers by the CEO, will be updated to reflect LGP&PP Local Law.

Amendment to Council's register of delegations

Under s.5.42 of the Act, "A local government may delegate, by absolute majority, to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act", including the application of express powers and duties provided in its local laws.

Amendments to the *Register of Delegations – Council to Committees and Chief Executive Officer* will be required following Council's resolution to make the new *Local Government Property and Public Places Local Law 2026*, and the subsequent repeal of the above-mentioned local laws.

The proposed amendments are set out in **Appendix 11.3.5 B** and summarised below:

Delegation (Current)	Proposed Amendment	Delegate
2.9 Local Government (Miscellaneous Provisions) Act 1960		
2.14.1 - Application of Shire of Waroona Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001	**Remove delegation** following repeal of Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001, and **Replace with NEW delegation:** Application of Shire of Waroona Local Government Property & Public Places Local Law 2026.	CEO
2.14.8 - Application of Shire of Waroona Local Government Property Local Law 2014	**Remove delegation** following repeal of Local Government Property Local Law 2014.	CEO
2.14.9 and 2.14.10	**Minor amendments** Re-number to 2.14.8 and 2.14.9 respectively.	CEO

Officer's Recommendation

It is recommended that Council –

- make the proposed Local Government Property and Public Places Local Law 2026. This local law will provide a clearer consolidated local law which governs activities on local government property, activities in thoroughfares and public places, and activities on Preston Beach reserve R41776; and

- amend its register of delegations to capture all changes to the local government's powers and duties relating to local government property, thoroughfares, public places, and activities on reserve R41776 delegated to the CEO, as reflected in the proposed LGP&PP local law.

A copy of the proposed local law is presented in **Appendix 11.3.5 A.**

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 Corporate Business Plan 2026-2030

Action 5.1.1.2 – Review all local laws

STATUTORY ENVIRONMENT

Procedure for Making Local Laws

Section 3.12 of the *Local Government Act 1995* (*Act*) refers to the procedure for making local laws.

Council may make local laws in accordance with Part 3 of the *Act* and in so doing, all local laws are then to be reviewed within fifteen years of their commencement date, in accordance with s.3.16 of the *Act*.

The process of adopting or amending a local law is set out in section 3.12 of the *Act* and is summarised in Table 1 below with further information provided following the table.

Table 1 - Timeline for making local law.

Task	***Act* Section**	**Scheduled / Effected Date**
Reported to Council **for approval to advertise proposed new local laws.** **(*President gave notice of the purpose and effect to the meeting of the proposed local law).***	3.12(2)	Tuesday, 29 April 2025
Gave local public notice **and made copies available to the general public.**	3.12(3)(a)	Tuesday, 13 May 2025
Gave a copy of the proposed local law and the public notice to the Departmental CEO (**Director General)** of the **Department of Local**	3.12(3)(b)	Wednesday, 14 May 2025

Task	*Act* Section	Scheduled / Effected Date
Government, Industry Regulation & Safety.		
Closing date for submissions **to be received (not less than 6 weeks).**	3.12(4)	Friday, 4 July 2025 *(45 days)*
Considered submissions and reported back to Council **to determine whether to make a local law (absolute majority required).**	3.12(4)	Tuesday, 27 October 2026
Publish local laws in Government Gazette **and** give copy to the Minister **for Local Government**	3.12(5)	Tuesday, 3 November 2026
Give local public notice **advising that the new laws have been made, the title, and make copies available to the general public.**	3.12(6)	Tuesday, 10 November 2026
Prepare explanatory memorandum **and submit with copy of the new local laws to** Parliamentary Joint Standing Committee on Delegated Legislation**.**	3.12(6)	Tuesday, 17 November 2026

Local *Government Act 1995*

s.3.12 Procedure for making local laws

(1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.

(2A) Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.

(2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.

(3) Subject to subsection (3A), the local government is to —

(a) give local public notice stating that —

(i) the local government proposes to make a local law the purpose and effect of which is summarised in the notice; and
(ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
(iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;

and

(b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to —

(i) the Departmental CEO; and

(ii) if a department of the Public Service other than the Department assists in the administration of an Act under which the local law is proposed to be made — the chief executive officer of that other department;

and

(c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

(3A) The local government may, at the council meeting referred to in subsection (2), determine to proceed under subsection (3C) instead of subsection (3) if all the proposed local law would do is adopt, wholly and without modification —

(a) a model local law; or
(b) a model local law except certain provisions that the local government determines, at the council meeting referred to in subsection (2), are not relevant to the local government and the district.

(3B) In subsection (3A)(a) and (b), references to a model local law include an amendment of a model local law.

(3C) If the local government determines to proceed under this subsection, the local government must —

(a) publish a notice on the local government's official website stating that —

(i) the local government proposes to make a local law the purpose and effect of which is summarised in the notice; and
(ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
(iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 3 weeks after the notice is published;

and

(b) as soon as the notice is published, give a copy of the notice to —

(i) the Departmental CEO; and
(ii) if a department of the Public Service other than the Department assists in the administration of an Act under which the local law is proposed to be made — the chief executive officer of that other department;

(c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

(4) After the last day for submissions under subsection (3) or (3C) (as the case requires), the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.
* *Absolute majority required.*

(5) After making a local law, the local government must —
(a) publish the local law in the Gazette; and
(b) give a copy of the local law to —

(i) the Departmental CEO; and
(ii) if a department of the Public Service other than the Department assists in the administration of an Act under which the local law is made — the chief executive officer of that other department.

(6) After the local law has been published in the Gazette the local government is to give notice in the required way —

(a) stating the title of the local law; and
(b) summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and
(c) advising that the local law is published on the local government's official website and that copies of the local law may be inspected at or obtained from the local government's office.

(6A) For the purposes of subsection (6), the required way for giving a notice is as follows —
(a) if the local government proceeded under subsection (3) — by local public notice;
(b) if the local government proceeded under subsection (3C) — by notice published on the local government's official website.

(7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.

(8) In this section —
making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

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)*
The proposed local law intends to provide for the care and management of, and limit activities on local government nature reserves within the Shire of Waroona thereby protecting natural vegetation and landscapes.

Policy Implications
Nil.

Risk Management Implications

Theme / Risk Category	Operational - Adverse effects on core business, business continuity, human resource risks, loss of knowledge
Risk	Non-compliance with the local law-making requirements stipulated by the *Local Government Act 1995.*
Consequence	3 - Moderate
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)

Key Controls / Treatment	Scheduled review of all local laws within the 15-year statutory requirement.
Risk Acceptance	Accept - Risk acceptable with adequate controls

CONSULTATION

- Local notice of the proposed local law and invitation for public submissions were advertised in the Harvey-Waroona Reporter on Tuesday, 13 May 2025.
- The proposed local law and invitation for public submissions were advertised online on the Shire website and copies made available in hard copy at the Shire Administration Office.
- A copy of the proposed local law and copies of the advertisements were sent to the Director General of the Department of Local Government, Industry Regulation & Safety (Department).
- One response with minor suggested amendments was received from the Department.
- One response with no further suggested amendments was received from Track Care WA Inc.

Aboriginal Consultation
Nil.

RESOURCE IMPLICATIONS

Financial
The cost of making the proposed local law which includes publishing in a special edition of the Government Gazette is approximately $7,500. Funds have been made available in the Shire's 2026/2027 budget for this cost.

Workforce
Nil.

CONCLUSION

It is recommended that Council resolves, under the *Local Government Act 1995,* to make the proposed Shire of Waroona Local Government Property and Public Places Local Law 2026 and authorise its execution and gazettal. The proposed local law enables Council, and its authorised persons and appointed volunteer rangers, to regulate the care, control, and management of all property of the Shire of Waroona, as well as its thoroughfares and public places under one local law.

The superseded local laws - *Shire of Waroona Local Government Property Local Law 2014* published in the *Government Gazette* on 16 January 2015 and *Shire of Waroona Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001* will be repealed when the new local law commences, 14 days after gazettal.

Council is also advised to amend its register of delegations – Council to Committees and Chief Executive Officer to reflect the express powers and duties subject to delegation under the new *Local Government Property and Public Places Local Law 2026*, and the subsequent repeal of the above-mentioned local laws.

11.3.6 Intention to make determinations under the Shire of Waroona Local Government Property and Public Places Local Law 2026	
File Ref	LE.8 – Laws and Enforcement – Local Laws – Local Government Property and Public Places
Previous Items	Item 11.3.5 – 27 October 2026 – Adoption of Local Government Property and Public Places Local Law 2026
Applicant	N/A
Author and Responsible Officer	Senior Governance Officer; Director Customer & Development Services, and Director Corporate & Community Services
Declaration of Interest	Nil
Voting Requirements	Simple Majority
Appendix Numbers	11.3.6 – Proposed determinations for activities on a beach within Reserve R41776

OFFICER RECOMMENDATION

That Council:

1. **endorses, for public consultation, the proposed determinations detailed at Appendix 11.3.6, to set aside specified areas of the beach within Reserve R41776, Preston Beach, and, where specified, the adjoining waters within the application of the local law, for the following activities, subject to the conditions prescribed within each proposed determination:**

   a. **taking, riding or driving vehicles;**

   b. **flying or using a motorised model aircraft, car, ship, glider or rocket;**

   c. **launching, beaching, retrieving or using a boat; and**

   d. **launching, flying or landing a drone with or without an attached camera or recording device;**

2. **following commencement of the Shire of Waroona Local Government Property and Public Places Local Law 2026, authorises the Chief Executive Officer to give local public notice of Council's intention to make the proposed determinations in accordance with clauses 2.1, 2.2 and 2.7 of the local law, with the notice to:**

   a. **summarise the purpose and effect of each proposed determination;**

   b. **advise a copy of the proposed determinations may be inspected and obtained from the Shire Administration Office, and are available on the Shire's official website; and**

   c. **invite written submissions within 21 days after the date of publication; and**

3. **requests the Chief Executive Officer to present a further report to Council following the close of the submission period, including any submissions received, for Council to determine whether to proceed with, amend or not continue with each proposed determination, in accordance with clause 2.2 of the local law.**

IN BRIEF

- The proposed Shire of Waroona Local Government Property and Public Places Local Law 2026 provides for Council to make determinations setting aside specified local government property for particular activities, subject to conditions.
- Four determinations are proposed to allow vehicle access, motorised models, boats and drones on specified areas of Preston Beach, within Reserve R41776, subject to conditions intended to protect public safety, the environment and the enjoyment of other beach users.
- The determination process requires local public notice and an opportunity for written submissions within 21 days after publication, followed by a further decision by Council.
- Council may amend or revoke a determination at any time in accordance with clause 2.6, without amending the local law itself.
- Council's endorsement of the proposed determinations for public consultation, with advertising to occur after commencement of the new local law, is recommended.

BACKGROUND

Preparation of the Shire of Waroona Local Government Property and Public Places Local Law (LGP&PP Local Law) commenced in 2020 to consolidate the Shire's Local Government Property Local Law 2014 and Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001.

Concurrently, a Preston Beach-specific local law was being prepared in response to consultation with Preston Beach residents and feedback received in 2020. A review of the two draft local laws during 2022 and 2023 resulted in a decision to amalgamate the documents and include specific beach provisions within the primary LGP&PP Local Law.

Following extensive drafting and stakeholder liaison, a community information session was held in Preston Beach in November 2024. During this consultation, attendees were advised that the local law would specifically prohibit the use of vehicles and boats on the beach within Reserve R41776, with provision for Council to make determinations under the local law to set aside specific local government property for activities listed in clause 2.7, particularly:

1. Paragraph (1)(b) - take, ride or drive a vehicle, or a particular class of vehicle;
2. Paragraph (1)(e) - launch, beach, retrieve or leave a boat; and
3. any other activities that Council determined could be permitted.

Clause 2.7(2) further enables a determination to specify the extent to which and the manner in which an activity referred to in subclause 2.7(1) may be pursued.

Permitting activities through a Council determination made under a local law allows Council to amend or revoke those permissions at any time in accordance with clause 2.6 if required, without amending the local law itself. The Preston Beach community expressed support for this approach.

On 29 April 2025, Council resolved to commence the local law-making process. No public submissions were received during the advertised consultation period. A significant stakeholder, Track Care WA Inc. supported the draft local law, particularly the provisions relating to beach access and driving.

The Department of Local Government, Industry Regulation and Safety (Department)'s comments were received in January 2026 and considered in preparing the local law for adoption. Governor's approval to extend the application of the local law to a distance of 200 metres seaward from the low water mark at ordinary spring tides was gazetted on 6 October 2026.

Adoption of the proposed LGP&PP Local Law is addressed in a separate report at item 11.3.5 of this agenda. This report addresses the proposed determinations identified in that report and seeks endorsement to undertake public consultation once the local law has commenced.

REPORT DETAIL

The LGP&PP Local Law establishes provisions governing activities on local government property, including Preston Beach. Part 2 provides for determinations to be made under subclause 2.7(1) specifying where particular activities may be pursued, and the extent and manner in which they may be pursued, under subclause 2.7(2). The proposed determinations, as presented in Appendix 11.3.6, are intended to retain opportunities for recreational beach use while establishing clear conditions for activities that may otherwise conflict with swimming, pedestrian access, public safety or the protection of coastal vegetation and wildlife. Specifying the areas and conditions of use will also assist authorised persons and appointed volunteer rangers in explaining the requirements to beach users and monitoring compliance.

The proposed conditions distinguish between activities and locations, including the designated swimming area, vehicle access points and areas suitable for boat launching and motorised models. This approach allows activities to occur where appropriate while reducing the likelihood of conflict between beach users.

Proposed determinations

1. Taking, riding or driving vehicles on a beach within Reserve R41776

The proposed determination permits vehicles licensed for use on public roads, subject to conditions relating to driver licensing, speed, passenger safety, towing and pedestrian priority. Two-wheeled motorcycles and four-wheeled all-terrain vehicles are prohibited, subject to the stated exception for appointed volunteer rangers or authorised persons. Vehicles registered solely for off-road use are prohibited.

The conditions exclude vehicles from the designated swimming area and signed prohibited areas unless authorised, prohibit stopping or parking within 20 metres of beach vehicle access points, and prohibit driving on sand dunes. A maximum speed of 40 kilometres per hour is proposed, reduced to 20 kilometres per hour within 30 metres of pedestrians and passing vehicles.

2. Flying or using motorised models on a beach within Reserve R41776

The proposed determination allows the use of a motorised model aircraft, car, ship, glider or rocket at least 100 metres north of the northern vehicle access point, or at least 100 metres south of the southern vehicle access point. The proposed conditions address compliance with applicable written laws and relevant Civil Aviation Safety Authority requirements and guidance.

3. *Launching, beaching, retrieving or using a boat on a beach within Reserve R41776*

The proposed determination allows boats to be beached, launched or retrieved at least 100 metres north of the northern vehicle access point, or at least 100 metres south of the southern vehicle access point. It also proposes to exclude boats from waters extending 50 metres seaward from the designated swimming area, except for emergency rescue purposes.

4. Launching, flying or landing a drone on a beach within Reserve R41776

The proposed determination allows drones, with or without a camera or recording device, subject to conditions addressing applicable aviation laws, recording other beach users, public access, safe separation, wildlife, noise and compliance with lawful directions. The proposed area includes the beach within Reserve R41776 and the adjoining seaward area, subject to the geographic limits of clause 1.5 of the local law.

Council's amendment or revocation of determination permissions

Providing for activities through the local law's restrictions and a determination granting permission, subject to specified conditions, allows Council to respond to changes in beach use or circumstances without the onerous and time consuming amendment the text of the local law. For example, Council may consider changes to permitted locations, vehicle classes or conditions where ongoing monitoring identifies safety, environmental or amenity concerns.

Clause 2.6 allows Council to amend or revoke a determination. An amendment must follow the determination procedure outlined in clause 2.2, including a 21-day public consultation period. Revocation requires a Council decision and local public notice and takes effect on the date that notice is published. The permissions can therefore be amended or withdrawn through the procedure provided in the local law, while retaining the underlying local law provisions.

Public consultation and further Council consideration

Following adoption by Council, the Local Government Property and Public Places Local Law 2026 will come into operation 14 days after publication in the Government Gazette. Council is advised to endorse the draft determinations alongside adoption of the local law as a preparatory step, with formal public consultation scheduled to commence only after the local law comes into operation.

In accordance with clause 2.2, local public notice will summarise the purpose and effect of the proposed determinations, identify where copies may be inspected and obtained, and invite written submissions within 21 days after publication.

Following the submission period, a further report will be presented for Council to consider any submissions received and decide whether to proceed with, amend or not continue with each proposed determination. Any determinations Council resolves to make will take effect on and from publication of the final local public notice, in accordance with clause 2.2.

The proposed timetable will result in a period between commencement of the local law and the making of the determinations during which certain activities may not be authorised. Officers will manage community communications during this transition to ensure beach users are aware of the applicable requirements. Enforcement arrangements during this period will be considered in accordance with the local law and the Shire's compliance procedures.

Officer's Recommendation

It is recommended that Council endorse the four proposed determinations at **Appendix 11.3.6** for public consultation and authorise local public notice following commencement of the LGP&PP Local Law. A further report will be presented to Council after the submission period for its final consideration.

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 Corporate Business Plan 2026-2030

Action 5.1.1.2 – Review all local laws

STATUTORY ENVIRONMENT

Procedure for Making Council Determinations under the LGP&PP Local Law

Clause 2.2 of the *LGP&PP Local Law* refers to the procedure for making determinations.

Council may make a determination in accordance with clause 2.2 setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7, and in relation to the matters in clause 2.7(2).

The process of making a determination is set out in clause 2.2 of the LGP&PP Local Law and is summarised in Table 1 below with further information provided following the table.

Table 1 – Timeline for making a determination

Task	***Local Law* reference**	**Scheduled / Effected Date**
Council endorses draft determinations for public consultation, following commencement of local law.	cl.2.1	Tuesday, 27 October 2026
Adopted local law is published in the Government Gazette.	*LG Act - s.3.12(5)*	*Tuesday, 3 November 2026*
Local law commences, 14 days after its gazettal.	*cl. 1.2*	*Tuesday, 17 November 2026*
Give **local public notice** of the proposed determinations and make copies available.	cl. 2.2(1) & (2)	Tuesday, 17 November 2026
Closing date for submissions to be received (not less than 21 days).	cl. 2.2(2) (c)	Tuesday, 8 December 2026
Considered submissions and report back to Council for Council 's decision to proceed, amend or not continue.	cl. 2.2(3) & (4)	Tuesday, 15 December 2026
Subject to decision to proceed or amend, **publish final local public notice**. Determinations take effect on notice publication date.	Cl.2.2(5), (6) & (7).	Tuesday, 22 December 2026

Local Government Act 1995

s.3.5 - Legislative power of local governments

(1) A local government may make local laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.

(2) A local law made under this Act does not apply outside the local government's district unless it is made to apply outside the district under section 3.6.

s.3.6 – Places outside district

(1) If the Governor's approval has been first obtained, a local government may make a local law under this Act that applies outside its district.

Shire of Waroona Local Government Property and Public Places Local Law 2026 *(subject to Council adoption)*

cl.2.1 Determinations as to use of local government property

The local government may make a determination in accordance with clause 2.2 –

(a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7; …

(c) as to the matters in clauses 2.7(2) and 2.8(2); …

cl.2.2 Procedure for making a determination

(1) The local government is to give local public notice of its intention to make a determination.

(2) The local public notice referred to in subclause (1) is to state that –

(a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;
(b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and
(c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.

(3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide to –
(a) give local public notice that the proposed determination has effect as a determination on and from the date of that publication; or
(b) amend the proposed determination, in which case subclause (5) will apply; or
(c) not continue with the proposed determination.

(4) If submissions are received in accordance with subclause (2)(c), the Council is to –

(a) consider those submissions; and
(b) decide –

(i) whether to amend the proposed determination; or
(ii) whether or not to continue with the proposed determination.

(5) If the Council decides to amend the proposed determination, the local government is to give local public notice –

(a) of the effects of an amendment; and
(b) that the proposed determination has effect as a determination on and from the date of that publication.

(6) If the Council decides not to amend the proposed determination, the local government is to give local public notice that the proposed determination has effect as a determination on and from the date of that publication.

(7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3)(a), (5) and (6) respectively.

cl.2.7 Activities which may be pursued on specified local government property

(1) A determination may provide that specified local government property is set aside as an area on which a person may do any one or more of the following –
(b) take, ride or drive a vehicle, or a particular class of vehicle;

(c) fly or use a motorised model aircraft, car, ship, glider or rocket; …

(e) launch, beach, retrieve or leave a boat;

(f) take or use a boat, or a particular class of boat; … and

(k) launch, fly or land a drone with or without an attached camera or recording device;…

Subclause (2) further enables a determination to specify the extent to which and the manner in which an activity referred to in subclause 2.7(1) may be pursued.

SUSTAINABILITY & RISK CONSIDERATIONS

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

Social *- (Quality of life to community and/or affected landowners)*
The proposed conditions are intended to balance recreational access with the safety and enjoyment of other beach users. Public consultation will provide an opportunity for the Preston Beach residents, visitors, affected stakeholders, and the wider community to comment prior to Council's decision to make the proposed determinations.

Environment *– (Impact on environment's sustainability and climate change)*
Conditions prohibiting vehicles on sand dunes and preventing drones from disturbing wildlife are intended to reduce damage to coastal vegetation, habitat and fauna. Council may review and amend the determinations at a later date if monitoring identifies that allowed activities cause adverse environmental impacts.

Policy Implications
These determinations will have no effect on the provisions contained within Council's current policies.

Risk Management Implications

Context / Risk Category	Reputation - Public perception, poor customer service, sub standard work, corruption
Risk	1. Failure to complete the determination process in accordance with the LGP&PP Local Law, resulting in historically permitted activities continuing on Preston Beach without the necessary authorisation under the new local law; and 2. Failure to comply with the procedure and timeframes prescribed by clause 2.2 of the LGP&PP Local Law, requiring Council to recommence the determination process and delaying effective enforcement at Preston Beach during the peak summer period.
Consequence	2 - Minor
Likelihood	3 - Possible
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Council's endorsement of the proposed determinations for public consultation, together with adherence to the prescribed statutory procedures and timeframes, will assist in mitigating the identified risks. Following consultation, the proposed determinations will be presented to Council for final consideration..
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

- Subject to Council adoption, and commencement of the local law, the Shire will undertake local advertising and arrange for the display of public notices on the Shire's website, Facebook account, library noticeboard and Harvey-Waroona Reporter newspaper, relating to the proposed determinations that invite public submission for 21 days.
- Copies of the proposed determinations will be obtainable from or available for inspection at the Shire Administration Office and on the Shire's official website.
- Submissions received during this period will be considered in preparation of the final council report regarding this item.

Aboriginal Consultation
Nil

RESOURCE IMPLICATIONS

Financial – Current Financial Year
The financial implications associated with the proposed determinations primarily relate to the statutory advertising requirements, including public consultation and publication of the final determinations. The is a provision within the Shire's 2026/27 adopted budget to progress Local Law and associated information advertising.

Financial – Future Years
No additional funding requirements are anticipated once the determinations are in place.

Workforce
Implementation and ongoing administration of the determinations are expected to be managed within existing staffing resources, as the permitted activities broadly reflect those undertaken within Reserve R41776 in recent years.

CONCLUSION

The proposed determinations to be made under the Shire's proposed Local Government Property and Public Places Local Law, provide for vehicle access, motorised models, boats and drones within specified areas of Preston Beach and adjoining waters, subject to conditions intended to protect public safety, the environment and the enjoyment of other beach users.

It is recommended that Council endorses the proposed determinations for public consultation and authorises local public notice advertising its intention to make the determinations, following commencement of the LGP&PP Local Law. Following the 21-day submission period, a further report will be presented for Council to consider any submissions and decide whether to proceed with, amend or not continue with each determination. Any determinations made will take effect upon publication of the final local public notice.

11.4 CHIEF EXECUTIVE OFFICER

11.5 ITEMS FOR INFORMATION

11.5.1 West Australian Rangers Association 2026 Professional Development Conference	
File Ref	GO.3 – Governance – Reporting
Previous Items	Nil
Applicant	Shire of Waroona
Author and Responsible Officer	Planning Officer; Manager Development Services
Declaration of Interest	Nil
Voting Requirements	Simple Majority
Appendix Numbers	N/A

OFFICER RECOMMENDATION

That Council notes the attendance of the Manager Development Services, Planning Officer (in capacity of relief Ranger) and Ranger and Emergency Services Administration Officer at the Western Australian Rangers Association 2026 Professional Development Conference and receives the report details.

IN BRIEF

Each year, the Western Australian Rangers Association (WARA) hosts a professional development conference for local government rangers and associated local government staff. This year, the conference was held at Joondalup Resort on 17 and 18 September 2026.

The conference provided an opportunity for members of the Shire's Ranger Services team to participate in professional development, receive updates from relevant State Government agencies and industry representatives, and network with Rangers and local government professionals from across Western Australia.

The conference program covered a broad range of topics directly relevant to the functions of local government Rangers, including Ranger law, animal welfare, emergency management, authorised officer training, animal biosecurity, dog behaviour and risk, difficult dog conversations, legal matters and personal resilience.

BACKGROUND

The annual conference provides Rangers with the opportunity to keep up to date with changes and developments relevant to local government Ranger services.

The 2026 program included presentations from WALGA, DPIRD, DWER, WA Police, legal professionals and other industry representatives.

REPORT DETAIL

The conference covered a range of topics relevant to the Shire's Ranger Services, including:

- Ranger law and legal responsibilities;
- Authorised Officer training;
- Animal welfare and biosecurity;
- Dog behaviour, risk and difficult dog conversations;
- Cat management;
- Emergency management;
- Compliance and community engagement;

- Public safety; and
- Ranger wellbeing and working under pressure.

Attendance benefited the Shire's Ranger Services team with an opportunity to:

- Refresh and improve knowledge relevant to Ranger duties;
- Keep up to date with legislative and industry developments;
- Learn from other local government Rangers and industry professionals;
- Improve approaches to animal management, compliance and community engagement; and
- Build professional networks within the local government Ranger sector.

The information and knowledge gained from the conference can be applied to the Shire's day-to-day Ranger operations and shared with other relevant staff.

Shire staff took particular benefit from the following speakers:

Mark Robinson and Michael Leonard, City of Stirling
Mark and Michael work in the City of Stirling's emergency management team. Earlier this year they tested the City's Local Emergency Management Arrangements through an exercise they called Exercise Dicehall. Exercise Dicehall entailed a mock tornado affecting the City and damaging buildings. The exercise was run over two days. The scope of the exercise was all encompassing and involved the following stakeholders:

- City of Stirling
- Department of Fire and Emergency Services
- WA Police Force
- Department of Communities
- State Emergency Service
- St John Ambulance WA
- Salvation Army
- Red Cross
- ECU Mt Lawley
- City of Vincent
- Channel 7, Channel 9 and Channel 10.

Tim Houweling, Cornerstone Legal
Tim is an experienced lawyer who represents both local governments and individuals in dog prosecution matters. Tim was critical of local governments not gathering enough evidence in respect to dog attacks. Tim presented the forum with a range of real-life cases in where improvements by local government Rangers could be made to improve their case of successful prosecution, particularly in respect to dog attacks.

Ella Newell, Department of Primary Industries and Regional Development
Ella is employed by DPIRD and presented on stock branding and identification, which is sometimes relevant for the Shire of Waroona Ranger Services team. At times in the future in situations where stock is straying and the owner cannot be identified that stock may need to be impounded. Ella suggested that regional local governments enter into a lease arrangement with a farmer who has a safe cattle yard and a cattle truck to lease their farm as a pound when required.

Ryan Tyrrell, ex-professional rugby player
Ryan was the motivational speaker for the conference, and he presented on mental health. Ryan played professional rugby in Wales but eventually became addicted to painkillers in an

attempt to keep playing at a high level, which led to deep depression. Ryan spoke about working through depression and how he copes now.

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)*
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	Failure to maintain current knowledge of legislation, enforcement practices and emerging issues may affect the consistency, effectiveness and compliance of Ranger services.
Consequence	2 - Minor
Likelihood	2 - Unlikely
Risk Rating, prior to treatment	Moderate (4-9)
Key Controls / Treatment	Support attendance to maintain professional knowledge, strengthen industry networks and identify service improvements.
Risk Acceptance	Accept - Risk acceptable

CONSULTATION

Aboriginal Consultation
Nil.

RESOURCE IMPLICATIONS

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

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

CONCLUSION

The WA Rangers Association 2026 Professional Development Conference provided relevant training, information and networking opportunities for the Shire's Ranger Services team. The topics covered were directly relevant to the Shire's Ranger functions and will assist staff in maintaining current knowledge and skills across animal management, compliance, legislation, emergency management and community engagement.

11.5.2 2026 West Australian Local Government Association (WALGA) Local Government Convention	
File Ref	HR.15 – Human Resources – Training and Development; GO.3 – Governance – Reporting
Previous Items	Nil
Applicant	Nil
Author and Responsible Officer	Shire President Cr Walmsley, Cr Mason & Cr Rowles; Chief Executive Officer
Declaration of Interest	Nil
Voting Requirements	Simple Majority
Appendix Numbers	11.5.2 – LGC26-Program

OFFICER RECOMMENDATION

That Council notes the attendance of Councillors Walmsley (Shire President), Mason & Rowles and the Chief Executive Officer at the 2026 West Australian Local Government Association (WALGA) Local Government Convention held in Perth on 16-18 September 2026 and receives the report on key learnings and professional development outcomes arising from their attendance.

IN BRIEF

Councillors Walmsley (Shire President), Mason and Rowles and the Chief Executive Officer attended the West Australian Local Government Association (WALGA) Local Government Convention held in Perth on 16-18 September 2026

The Conference under the theme of *Tomorrow's World* reflected the rapidly changing environment facing Local Governments across Western Australia. From emerging technologies and shifting community expectations to economic pressures and global uncertainty.

Attendance at the WALGA Local Government Convention provided an opportunity for Councillors and the Chief Executive Officer to engage with local government representatives, industry leaders and key stakeholders, gain insights into current issues and emerging trends affecting the local government sector and consider initiatives and approaches that may inform the Shire's strategic direction, service delivery and future planning.

BACKGROUND

The Western Australian Local Government Association (WALGA) is an independent, non-profit peak industry body that represents all 139 local governments in Western Australia.

WALGA advocates for local government interests to state and federal governments, and provides expert services in areas like employee relations, governance, local laws, procurement, and tax. WALGA is a member-based association, not a state government agency.

WALGA holds the Local Government Convention annually.

REPORT DETAIL

The annual Local Government Convention was held at the Perth Exhibition & Convention Centre on 16-18 September 2026.

Councillor Walmsley attended the "invitation-only" events on Wednesday 16 September which included the Mayors & Presidents Forum, Heads of Agency Lunch and an Update on WA's Large Scale Renewable Energy Transition.

All the Councillors and the Chief Executive Officer attended the conference from the evening of Wednesday 16 September and the following two convention days.

Councillors Walmsley and Mason attended the WALGA Annual General Meeting on Thursday 17 September.

Councillor Walmsley also attended The Kingsman Soiree which was a separate evening event for networking purposes.

The WALGA Local Government Convention featured a range of speakers and sessions addressing matters relevant to the local government sector. The full program is provided in Appendix 11.5.2.

The following provides an overview of the key takeaways considered most relevant to the Shire of each attendee.

Chief Executive Officer

Information Management
Information management has always been a significant and time-consuming responsibility for local government. Storing and sharing information is legislatively controlled under several Acts of Parliament, including the Local Government Act 1995, State Records Act 2000 and the Freedom of Information (FOI) Act 1992. A new, 206-page Act has now come into force, the Privacy and Responsible Information Sharing (PRIS) Act 2024, with the stated purpose to –

- *to provide a framework to protect the privacy of personal information handled by public entities, Ministers, Parliamentary Secretaries and contracted service providers to public entities; and*
- *to provide a framework to authorise the responsible sharing of information held by public entities; and to establish the office of Chief Data Officer; and*
- *to amend the Freedom of Information Act 1992; and*
- *to make consequential amendments to other Acts; and*
- *for related purposes.*

Sharing of information in a compliant manner now requires a review of the information to be shared so that personal information is dealt with correctly. This is in addition to significant employee time and cost already required to correctly store and retrieve information.

The price of records and information management compliance is high. An estimate of annual costs for compliance with the Shire's records management has now been undertaken. Before compliance with the PRIS Act, across the organisation this is conservatively estimated to be:

Records Registration = 2,940 hrs / year
Records Retrieval = 5,875 hrs / year
8,815 hrs / year or approximately 5 full-time employees

At say $75,000 per employee this is approximately $375,000 for the labour component of information management costs. FOI costs are additional and compliance with the PRIS Act will add to this.

The Conference Exhibition Hall hosts commercial suppliers to local government. This year included software as a service firms and of particular interest was at least one firm offering to provide a smart, compliant, automated records storage and retrieval system which also simplifies Freedom of Information requests and compliance with the PRIS Act. The value proposition for this software is now being considered by the organisation.

Supporting Town Economies
The Shire of Goomalling has invested in commercial buildings and is leasing the space to commercial operators as a deliberate strategy to support the local economy and local businesses. They do this through periodic expressions of interest which are formally advertised.

While the Shire of Waroona hasn't platformed the rental of its freehold properties, it is effectively doing the same thing by renting to businesses in town. However, this is not without challenges, as evidenced by the Shire's desire to find a commercially minded tenant aligned to the purpose of Railside Park, for Irrigation Offices.

Getting What You Want as a Local Government
In the advocacy and lobbying space KPMG have noted the criticality of –

1. Looking for shared agendas with the State and Federal Government;
2. Doing the heavy lifting on stakeholder engagement; and
3. Building alliances with organisations that will defend you (Trevor Brown – The Anatomy of Trust).

In a lean grant environment, the ability to interpret community needs through the priority lenses of the State and Federal Government, becomes critical. Housing, the environment, jobs and social inclusion are four critical agendas that the Shire needs to look to align with. The Peel Alliance is a very good example of building alliances, and the solidarity of such an arrangement helps raise the profile of issues that are near and dear to the Shire of Waroona.

Teamwork
Dr Jorian Kippax, emergency doctor and 2026 Tasmanian of the Year spoke on a deep wilderness rescue mission in which he performed a leg amputation while in a fast-flowing river to release a person pinned in between boulders. His message about teamwork was:

1. Know your role. There were many people involved in the rescue mission and each knew and understood their role in the rescue.
2. The importance of followership. While people needed to lead, they also needed to be able to step back and follow in order for the mission to succeed.
3. Good training. Repetition and as close as possible to the real thing was vital.
4. In truly Australian style, Dr Kippax reminded us to be grateful because "Just remember, no matter how bad it is, it can always get worse".

Keynote Speeches - the Bad and the Good
The Hon Hannah Beasley BA MLA Minister for Local Government address the convention and focussed on the imperfections of local government. According to the Minister, 2025 and 2026 have not been good years for local government in terms of disfunction.

She announced future reforms –

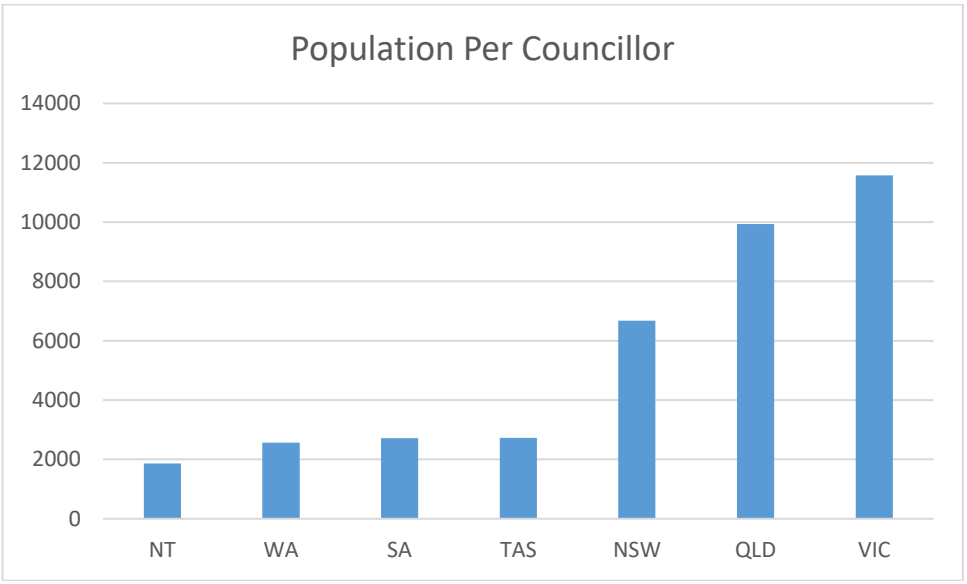
- Four-year full spill for council elections. Waroona Council is opposed to this on the basis of a desire for continuity of local government.

- Encouraging voluntary amalgamations to boost local government financial sustainability.
- Removal of the Dadour provision, which give the right for the electors of a district to poll on amalgamations and boundary changes where 2 or more districts are abolished. Waroona Council is opposed to this on the basis that removal of this right for the electors is anti-democratic.

  This announcement was the most significant of the entire conference as this opens the way to certainty for forced amalgamations. It is possible that in two to five years local governments will be required to amalgamate, noting that the Minister has not stated this.

- There are too many Councillors for the population was also stated as a reason to reduce the number of local governments.

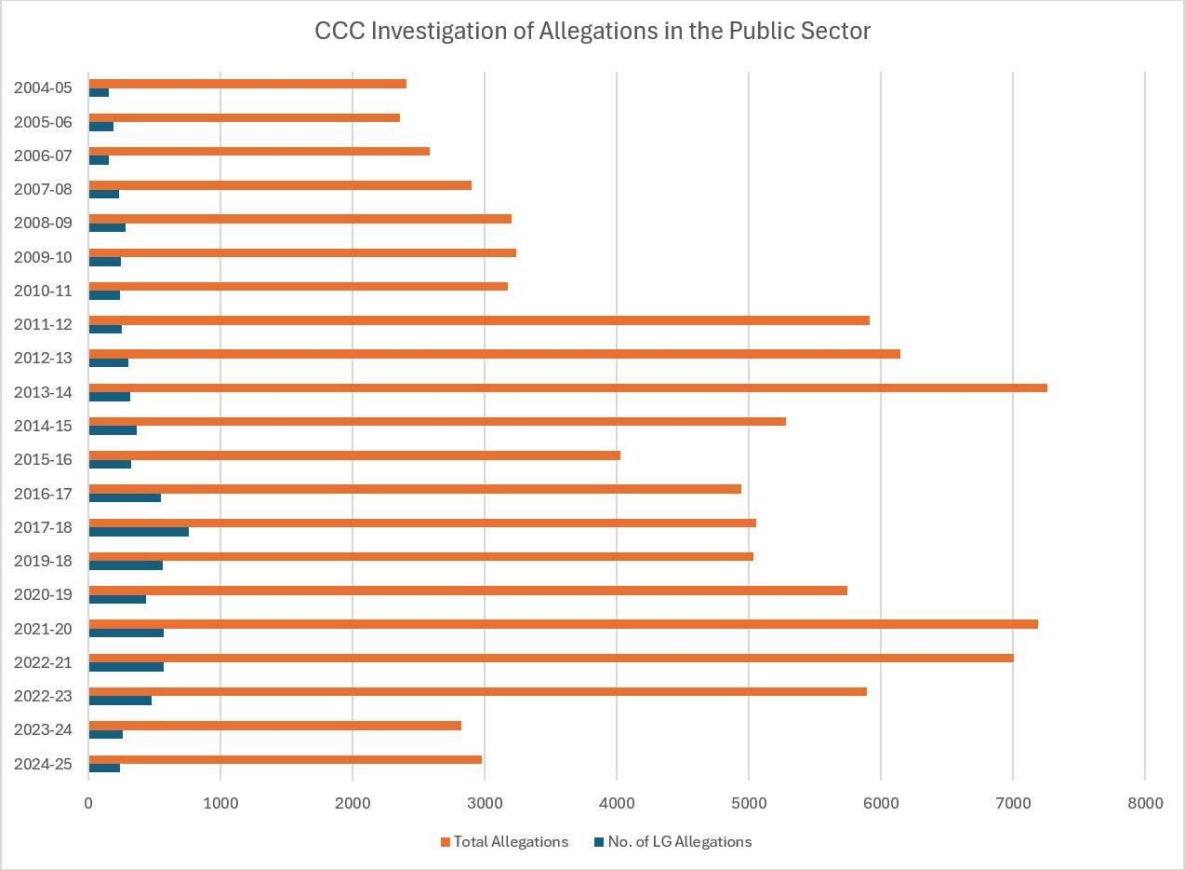
  The graph below shows the number of persons per councillor for each state.



Presumably the Minister would prefer Western Australia to resemble either New South Wales, Queensland or Victoria in this regard.

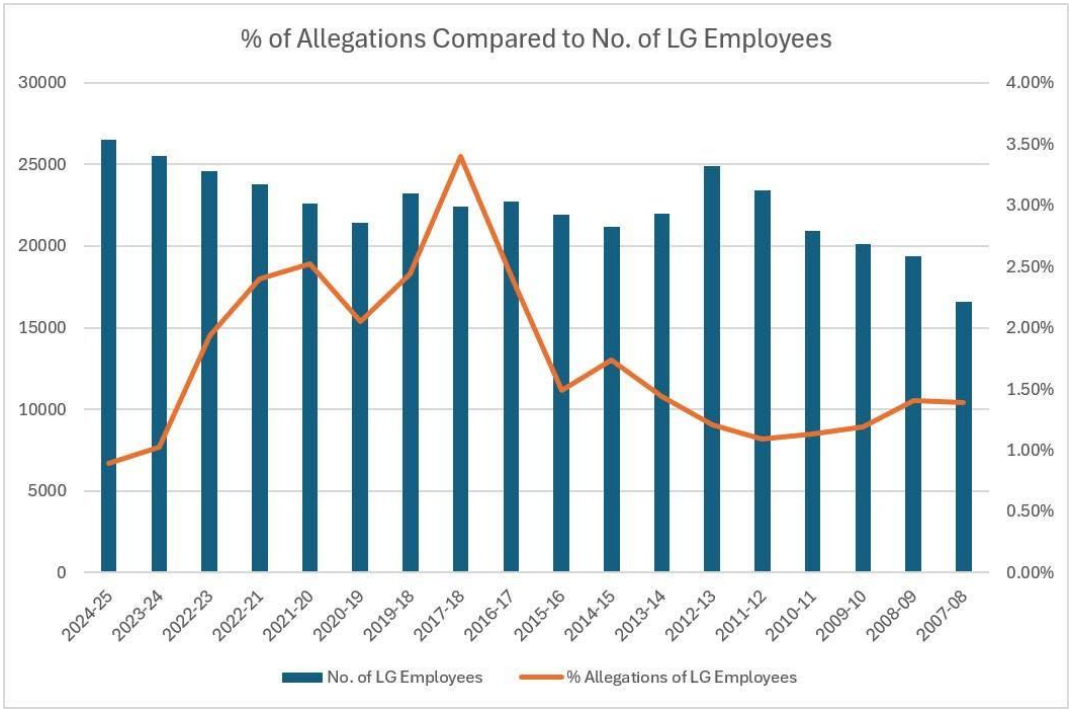
In contrast to the Minister the WALGA President, Mark Irwin, spoke very positively about the contribution and impact of local government. He emphasised essential infrastructure over nice to haves which are sometimes handed to local governments. He spoke against the rating exclusion for miscellaneous licences and against rates income restrictions.

The Minister's comments, highlight the disfunction and one cannot deny that some exists, as it always has. To put this into perspective however, the Crime and Coruption Commission's Metrics on Allegations Received show Local Government had a bad patch from 2016-17 to 2022-23 (like most public sector groups), but the last two years have seen a return to pre 11-12 levels.



These metrics don't align with the disastrous picture that is being painted about Local Government presently.

In a similar vein the percentage of Allegations against LG Employees compared to LG Employee Numbers **is at its lowest** since ABS records in 2006/7, as per the orange line in the data below showing the 2024/25 figures on the left hand side. The number of substantiated allegations is significantly lower than this again.



Geopolitics and Impacts on Australia and Local Government
The Hon. Stephen Smith, a former federal politician provided key insights into the geopolitical landscape:

- Defence is the new big industry sector for WA, due to increasing international instability. It is important to be confident about supply chains as a national resilience issue.
- Alignment with the defence sector for economic development is potentially valuable to Waroona industry.
- The recent Gallium processing plant development is a product of the need to secure supply chains, benefitting the Shire of Waroona economically.

Councillors Walmsley & Mason:

The Mayors and Presidents forum began the first day with the Mayors of Claremont and Vincent joined with the Shire President of Katanning. All three were given the opportunity to speak on the journey and share what they see is important for their community. Sharing or resources and amalgamations came through in the conversation but more importantly, the fundamental realities of what communities need and are demanding. All three had different backgrounds and gave honest answers in their council's efforts in engagement, financial management and the legacies of poor decisions that flow through to future councils. The key is to make well planned, thoughtful decisions that have positive benefits. This is important when dealing with public infrastructure and council lead programmes.

Lunch on day one was with Heads of Agencies of critical departments for Local Government. I was placed on a table with a senior manager from Water Corp discussing if and when Water Corp would reintroduce the regional infill sewage scheme. My table consisted of eight other Mayors and Presidents who were all asking a similar question. The constraint on growth across regional WA is essential infrastructure. While this placement for me was not our first choice, the impression that was given was that little appetite or funding is available to resurrect the scheme currently due to a backlog of metropolitan projects and no funding. I decided to present last on this issue which gave me more time with the representative after our allotted times around the table were exhausted. We then covered topics including water scarcity and bridge maintenance, Alcoa's operations in the Northern Jarrah forest and desalination costs and future water needs.

Following the lunch, the topic turned to large scale renewable energy projects. A panel of consisting of a representative from DEED, Western Power and Local Government covered topics of future scale and size of proposed projects, the community benefits scheme, demands on council's resources and roads for little long term broad economic benefit and transmission lines. Currently billions of dollars in projects are in the pipeline and the exponential growth of wind farms across the southern part of WA. Over the next decade, some very large projects will commence construction putting pressure on gravel and sand reserves, road infrastructure and importantly, State departments are buying areas of land in the wheatbelt for carbon offset programmes and once they are in state ownership, they are exempt from rates. Community benefit schemes were discussed with consensus being they need to be simple and easily managed and appropriate.

Following this were the welcome drinks and networking with councillors from across the state.

Day two started with fellow state councillor Barry Winmar and welcome to country. Minister for Local Government Hannah Beazley then gave an uninspiring address covering her views on dysfunction in the sector and her intention to introduce new reforms into State Parliament to provide a path to improving performance in Local Government. Little thought was given to well performing LG's and lessons that could be used to improve the relationship between state and local levels. She went through what will be forthcoming in her list of reforms including the scrapping of the Dadour Provisions which I believe few in attendance were aware of. The significance in the fundamental democratic right for a community to determine its own local government's path should not be removed regardless of a minister's belief that it is being used to hijack amalgamations. The opportunity to encourage and compliment those who are governing appropriately was missed in her address and the tone she set as minister was certainly negative.

WALGA President Mayor Mark Irwin then addressed the conference and certainly lifted the tone with compliments on his observations in his short time as state president. He pushed back on some of the minister's rhetoric and while admitting there is room for improvement in the sector, councils are carrying the burden of cost shifting and poor State Government decisions. He critiqued the current distribution of election commitment funding across the metropolitan and regional areas citing his own experience in the City of Stirling. Mayor Irwin thanked all those who contribute to the sector and appreciated the effort of administrations and councils in supporting their respective communities.

Leader of the opposition then gave an address on his time in Local Government as Lord Mayor and his parties belief in local government. Much of his address was token talking points and he presents as educated and articulate. His role in media over many years has certainly complemented his current position.

The next session focussed on foreign policy and interference, cyber threats and the spread of disinformation. The Hon Stephen Smith and Director Pamela Currie from the Department of Foreign Affairs and trade were insightful and instructive in what to be aware of if approached by overseas interests and in all cases, if you have any doubt on the matter, please reach out to the department on established protocol when dealing with a foreign nation on trade or information. Stephen Smith was also concerned about the fracturing changes in international relationships and the influence of Southeast Asian countries in Australia. China's progression into a superpower and our reliance on them for trade has us in a certain vulnerability. The main theme was changing world politics, and policy is something to certainly watch and be aware of.
State of Play followed with the Minister for Local Government and Shadow minister in topics of interest in regional and metropolitan governance. Was a tempered conversation with little rebuttal on most topics.

Break-out sessions followed and I attended a session on building regional diversification. Some good points in engaging with businesses to unlock opportunities but also acknowledging the path to establishing liveable communities. Questions on how to best benefit from some of the diversification we are seeing and attracting people to live and work in our regions is critical to sustainability.

Following this was the AGM and I attended the Kingsman Soirée on Riverside drive and had the opportunity to talk to the Shadow Minister for Local Government on the Local Benefits scheme and energy transition and networked with other councillors and presidents.

The following morning was a breakfast with Ariarne Titmus and coach Dean Boxall. Interesting journey on resilience and her dogmatic and focussed belief in herself. Very disciplined even when unwell and her achievements through the Olympics through to retirement. Dean was colourful and innovative in his coaching even going to seemingly

stalking efforts to get an edge on a competitor. An impressive story and collaboration between the two.

Followed by a panel discussion on housing availability and partnership opportunities from Development WA and funding from Keystart. Planning was addressed in this session, and land availability was covered for housing and industrial development.

An interactive session followed with examples of the relationship between the Mayor/President and the CEO. This vital relationship should be built on trust and openness and the ability to discuss any issue in a mature and respective manner. Some good examples followed in the discussion from some long-term partnerships and the key for me was having a sound relationship in these positions' augers well through the organisation. If this happens to not be working well, it's imperative on both parties to fix it as quickly as possible.

Councillor Rowles:

This was my first WALGA Local Government Convention, attending for approximately two and a half days. Overall, I found it useful for networking, meeting people from other local governments and gaining a broader understanding of some of the issues facing Local Government.

There were certainly some highlights, although I would be selective about attending again unless future conferences provided more practical outcomes, stronger discussion and opportunities for Local Governments to work together on solutions.

Welcome Drinks
The Welcome Drinks provided an opportunity to network and look around the new exhibition layout. The $150 per person cost felt quite high for what was provided. Personally, I would have preferred to see that money spent elsewhere or included in a more substantial event.

The Welcome to Country was very nicely presented and was one of the positive aspects of the opening event.

Keynote – Geopolitical Landscape & Protecting Democracy
The presentation by Hon Stephen Smith, former Federal Foreign Affairs and Defence Minister, was interesting and provided some insight into Australia's future defence planning and broader security issues.

The discussion around future preparedness, including issues such as fuel security and potential shortages, was particularly interesting from a Local Government perspective.
It was useful to consider how international issues can eventually have an impact at a local level.

Basil Zempilas MLA's presentation felt more focused on promoting himself and his profile than providing information that I found particularly useful as a councillor.

State of Play – Local Government
The session involving Hon Hannah Beazley MLA and Kirrilee Warr MLA, facilitated by Gary Adshead, was an interesting discussion about the future of Local Government.

I felt there was potentially more that could have been said during the discussion. At times it appeared that some issues were being carefully navigated rather than openly debated.

The discussion around changes to Local Government legislation and the future direction of the sector would have benefited from a little more open and direct discussion.

Building Connected Communities
This session was relevant to Waroona, as our community already does a lot of work around connectedness and community involvement.
One of the strongest messages from the session was the importance of social media as a communication tool.

This reinforced my view that we should continue encouraging people to share Council information through their own networks. Reaching people who don't already follow Council pages is one of the biggest challenges.

I also think there may be an opportunity for Local Governments to consider working with local social media influencers or community voices to help information reach younger people and people who don't normally engage with Council communications.

AGM
I found the AGM quite difficult to sit through at times.
The three-minute speaking limit is reasonable, but there needs to be a stronger mechanism to prevent people from simply repeating the same point over and over during their allotted time.

It would make the meeting much more productive if speakers were required to be concise, relevant and respectful of everyone's time.

Perhaps a clearer rule or chairing approach could be considered so that once a point has been made, speakers cannot continue repeating essentially the same statement.

Housing Crisis
I felt the housing crisis deserved much more attention.

Housing is a major issue across Australia and is particularly relevant to Local Government. I would have liked to see a more substantial panel or forum where the practical barriers could be discussed.

One issue that stood out to me is that simply talking about building more houses doesn't address the shortage of builders, tradespeople and contractors needed to actually deliver them.

A more practical discussion involving Local Government, builders, developers and other industry representatives could have been valuable, particularly around what can realistically be achieved.

Ariarne Titmus & Dean Boxall – Icons Breakfast
This was one of my absolute highlights of the conference.

Ariarne Titmus and Dean Boxall were fantastic speakers. They were energetic, engaging and demonstrated what it takes to work towards a clear vision and achieve results.

Their discussion about the challenges they faced, including continuing through COVID and competing while dealing with illness, was particularly inspiring.

The session demonstrated the importance of leadership, resilience, teamwork, determination and having a clear goal.

It was one of the sessions where I came away thinking there were genuine lessons that could be applied beyond sport and into Local Government and community leadership.

Exhibition & Networking
The exhibition had a very broad range of businesses and organisations, including:

- Auditing and financial services
- Promotional products
- Horticulture
- Western Power
- Earthworks
- Employment services
- Administration and other Local Government services

There were plenty of opportunities to speak with different businesses and learn what is available.

I also managed to collect what might be the best collection of pens ever assembled! My employees are particularly excited about all the shiny promotional gifts.

One practical conversation I had was with a company involved in Christmas lighting. An interesting tip was that councils can potentially purchase Christmas light displays after the Christmas season when businesses sell off their rental stock, sometimes for less than half the original price. For a smaller town with a limited budget, this could be worth investigating.

Overall Thoughts
For my first WALGA Convention, I found it useful, particularly for networking and meeting other elected members.

I also came away with some good contacts and enjoyed talking with other women involved in Local Government. I am considering becoming involved with the Women in Local Government network, as I think there could be value in continuing those connections and sharing experiences.

However, I felt some sessions were quite predictable and covered information that many councillors are already aware of. I would have liked to see more practical solutions, stronger debate and more opportunities for councils to work together on actual problems.

My main takeaways:

- Networking was one of the biggest benefits.
- Some events felt expensive for what was provided.
- There should be more practical, solution-focused sessions.
- The housing crisis deserved a much deeper discussion.
- Social media remains one of the most effective communication tools, but we need to find ways to reach people beyond existing Council followers.
- There may be opportunities to use community advocates to reach younger residents.
- The AGM could benefit from stronger rules around repetitive speaking.
- The exhibition provided some useful contacts and practical ideas.
- The Ariarne Titmus and Dean Boxall session was a genuine highlight.
- There is value in building stronger relationships between councillors and Local Governments so that we can share ideas rather than each council trying to solve the same problems independently.

Final reflection

Overall, I wouldn't rush to attend again simply for the sake of attending a conference. However, I would be interested in returning if future conventions focused more strongly on practical solutions, genuine debate and councils working together to tackle the major issues facing our communities.

For a first-time attendee, though, I found the networking and connections I made to be the most valuable part of the experience.

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	5.2.1 Employ, maintain and retain a skilled workforce

OTHER STRATEGIC LINKS

Nil.

STATUTORY ENVIRONMENT

Nil.

SUSTAINABILITY & RISK CONSIDERATIONS

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

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

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

Policy Implications
Council Policy ELP003 – Elected Member Continuing Professional Development Reporting applies.

Risk
Nil

CONSULTATION
N/A

Aboriginal Consultation
N/A

RESOURCE IMPLICATIONS

Financial
Conference attendance was accommodated within the Shire's existing professional development budget. Councillor Walmsley was provided with a complimentary registration to the convention.

Workforce
Attendance formed part of the professional development of the Chief Executive Officer.

CONCLUSION

Attendance at the Conference provided both Councillors and Chief Executive Officer with the opportunity to engage with local government representatives, industry leaders and key stakeholders, gain insights into current issues and emerging trends affecting the local government sector and consider initiatives and approaches that may inform the Shire's strategic direction, service delivery and future planning.

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

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 – 2026 Annual Performance Review	
File Ref	PE.0051 – Personnel – Mark Goodlet
Previous Items	OCM25/09/145 - Chief Executive Officer – 2025 Annual Performance Review OCM26/04/051 – Chief Executive Officer Contract Matter OCM26/05/067 – Chief Executive Officer Contract of Employment
Applicant	N/A
Author and Responsible Officer	Director Corporate & Community Services
Declaration of Interest	Mark Goodlet, Chief Executive Officer – Financial Interest – relating to employment contract
Voting Requirements	Absolute Majority
Appendix Numbers	16.1 – Confidential Item – CEO Annual Review Document – Summary of Responses

OFFICER RECOMMENDATION

That Council:

1. **determines the Chief Executive Officer's performance from October 2025 to September 2026 to be satisfactory;**

2. **endorses the Chief Executive Officer's Key Performance Indicators for the period October 2026 to October 2027, as detailed below, noting that the achievement of certain KPIs may be dependent on future budget decisions and funding allocations;**

KPI#	PRIORITY	DETAILS	MILESTONE/ONGOING
1	1	**Investigate rates equity and income options.** Eastcott Street Subdivision Project	

		Progress the development of the Eastcott Street subdivision, including necessary approvals and construction. <u>Other Land Development Opportunities</u> Investigate other potential land development opportunities to generate additional revenue for the Shire and present a report to Council outlining viable options for consideration.	Council Report - feasibility of subdivision - June 2027 Construction Ready – December 2027 March 2027
2	**2**	**Investigate Land Swap opportunities for the Waroona Community Precinct**	Ongoing
3	**2**	**Progress the Waroona Revitalisation Strategy including Irrigation Offices.** <u>Irrigation Offices</u> Undertake a review of the Irrigation Offices redevelopment opportunity and present findings and recommendations to Council for consideration. <u>Grant Funding Opportunities</u> Continue to identify and pursue grant funding opportunities to support implementation of the Waroona Revitalisation Strategy. Progress projects in accordance with successful funding arrangements. <u>Implementation of Revitalisation Strategy</u> Progress implementation of the Waroona Revitalisation Strategy, including incorporating relevant actions into the Destination Management Plan and annual budget deliberations.	Ongoing February 2027 Ongoing Annually – Complete budgeted actions within each financial year.
4	**3**	Progress the Waroona Sport and Recreation Precinct Plan land tenure and servicing issues. Progress further discussion with landowners for the possibility of premium location opportunities.	Finalise Land Tenure Arrangements by November 2032.

5	**1**	Implement the Destination Management Action Plan.	Undertake items: D3.3.1 (Entry Statements) D1.1.5 (Marketing Assets) C1.1.4 (Investment Readiness) C3.6.2 (tourism workshop)
6	**1**	Deliver the Preston Beach Management Plan to Council, incorporating previous studies and updated community engagement, and investigate opportunities and investment potential for a Preston Beach Caravan Park. Development of a caravan park Expression of interest	December 2026 June 2027
7	**3**	Support and influence the provision of water infrastructure for Waroona and the Peel region.	Ongoing. Report on status of Shire support for Harvey Water's initiatives.
8	**3**	Investigate options for a Johnston Road (or East-West connection) Breakdown / Freight route	Ongoing. Complete geotechnical investigations by 30 June 2027.
9	2	Investigate and Progress options for Waroona Townsite sewer infill.	Ongoing.
10	Ongoing	Provide Councillors with a written biannual progress report on the CEO's KPIs at Councillor Briefing Sessions.	Ongoing.

3. authorises an increase of 3% to the Chief Executive Officer's cash component of the remuneration package as of 1 November 2026; and

4. endorses the 2026 Chief Executive Officer Annual Performance Review and informs the Chief Executive Officer of the results in writing.

A report was provided under confidentiality.

17. MEETING OPENED TO THE PUBLIC

OFFICER RECOMMENDATION

That the meeting resume in public.

18. CLOSURE OF MEETING