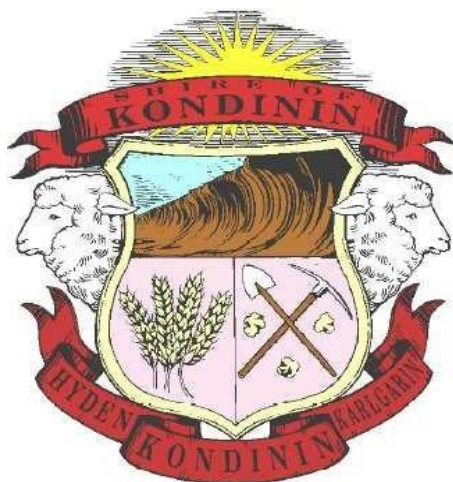




SHIRE OF KONDININ

NOTICE OF MEETING

Councillors: Please be advised that the next meeting of the

KONDININ SHIRE COUNCIL

will be held in Council Chambers on 17th September 2025

3.00pm - 4.00pm Agenda Briefing
4.00pm Ordinary Council Meeting

Bruce Wright

12th September 2025

CHIEF EXECUTIVE OFFICER

11 Gordon Street, KONDININ WA 6367 Tel (08) 98891006

All communications are to be addressed to the ACTING CHIEF EXECUTIVE OFFICER

ceo@kondinin.wa.gov.au

STATEMENT OF COMMITMENT TO INDIGENOUS AUSTRALIANS

“The Shire of Kondinin acknowledges that, as we proceed with the development & management of facilities & services within the Shire, we give recognition of the distinctive relationship that indigenous people have within the community and encourage a broader understanding & appreciation of indigenous heritage & culture.

The Shire of Kondinin is committed to consultation across all communities in our Shire & we aim for mutual respect to achieve recognition of all Cultures.”

SHIRE OF KONDININ QUESTIONS FROM THE PUBLIC

The Shire of Kondinin welcomes community participation during public question time at Council Meetings. Any member of the public is welcome to do so. The following is a summary of Section 5.24 of the *Local Government Act 1995* (WA), the *Local Government (Administration) Regulations 1996* (WA), the Shire's procedure and a guide to the completion of registering attendance and question/s.

- Members of the public should ideally register their attendance and question with the Council before the meeting before the closing of business the day before the scheduled meeting. This can be done;
 - a. In person at the Shire of Kondinin Office (11 Graham St, Kondinin).
 - b. By emailing the Executive Support Officer at eso@kondinin.wa.gov.au
 - c. By phoning the Executive Support Officer on 08 9889 1006
- When registering the following information will need to be supplied for record keeping and future correspondence (if required);
 - a. Name, Address, contact number and Name of Organisation representing (if applicable)
 - b. A written copy of the question to be asked at Public Question Time.
- It is recommended to arrive at the location of the Council Meeting 5 minutes before the commencement of the meeting. If you have not registered in advance, it can be completed at this time. However, public members will still be able to attend the meeting and provide the required details meeting if they have not been able to register in advance.
- The Presiding Member will open Public Question Time and, if necessary, provide a summary of the rules, regulations and procedures of Public Question Time:
 - a. The person asking the question must state their name before asking it.
 - b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
 - c. To provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating on the issue between the Gallery, Councillors or Officers is permissible.
 - d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
 - e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order and will not be recorded in the minutes.

- f. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
 - g. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being comprehensive.
 - h. The priority for asking questions shall be 'first 'questions on which written notice has been given before the meeting' (that is, before noon on the day immediately preceding the meeting) and secondly, 'questions from the floor.
- Public Question Time is set for a maximum period of 15 minutes and will terminate earlier should no questions be forthcoming.
- There are circumstances where it may be necessary to place limits on the asking of questions to enable all members of the public a fair and equitable opportunity to participate in Public Question Time. In these events, the Presiding Member will apply the most appropriate limit for the circumstance. Generally, each member of the public shall be provided with a maximum two minute time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (by the register) ask further questions (with necessary limits in place as discussed above if required) until the initial period for Public Question Time has expired.
- Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.
- Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).

SHIRE OF KONDININ

DISCLOSURE OF FINANCIAL/IMPARTIALITY & PROXIMITY INTEREST

To: *Chief Executive Officer*

As required by Section 5.65(1) (a) of the Local Government Act 1995, I hereby declare my interest in the following matters included on the Agenda paper for the Council/Committee meeting to be held on _____ (Date).

The type of interest I wish to declare is a: ☐ Financial ☐ Proximity ☐ Impartiality

Item No	Details of Interest

The extent of interest only has to be declared if the Councillor also requests to remain present at a meeting or participate in discussions or the decision-making process (see item 6 below).

Councillor's Signature _____ Councillor's Name _____ Date _____

NB:

- 1 This notice must be given to the Chief Executive Officer before the meeting or at the meeting immediately before the matter in which you have an interest is discussed, Section 5.65(1) (a) & (b).
- 2 It remains the Councillor's responsibility to make further declarations to the Council if a matter arises during the course of a meeting and no previous declarations have been made.
- 3 It is a Councillor's responsibility to ensure that the interest is brought to the attention of the Council/Committee when the Agenda item arises and to ensure that it is recorded in the minutes.
- 4 It remains the Councillor's responsibility to ensure that he/she does not vote on a matter in which a declaration has been made. This responsibility also includes the recording of particulars in the minutes to ensure they are correct when such minutes are being confirmed.
- 5 It is recommended that when previewing the Agenda, Councillors mark Agendas with items on which interest is to be declared and complete the declaration form at the same time.
- 6 Councillors may be allowed to remain at meetings at which they have declared an interest and may also be allowed to preside (if applicable) and participate in discussions and the decision-making process upon the declared matter subject to strict compliance with the enabling provisions of the Act and appropriately recorded resolutions of Council. Where Councillors request consideration of such approval the affected Councillor must vacate the Council Chambers in the first instance whilst the Council discusses and decided upon the Councillors application.

Remember the responsibility to declare an interest rests with individual Councillors. If Councillors are in any doubt seeking legal opinion, or, to be sure, simply declare in any case. Penalties for not disclosing an interest apply.

Office Use Only:

Date/Initial

1. Particulars of the declaration given to the meeting

2. Particulars recorded in the minutes

Signed by Chief Executive Officer

Or President (when the declaration belongs to the CEO)

SHIRE OF KONDININ DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Kondinin for any act, omission or statement or intimation occurring during Council/Committee meetings or formal/informal conversations with Staff. Shire of Kondinin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

*In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation of approval made by a member or officer of Shire of Kondinin during the course of any meeting is not intended to be and is not taken as notice of approval from Shire of Kondinin. The Shire of Kondinin warns that anyone who has an application lodged with the Shire of Kondinin must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Kondinin in respect of the application.*

Signed on behalf of Council



Bruce Wright
Chief Executive Officer

Order of Business

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Shire President Cr Mouritz read the Statement of Commitment to Indigenous Australians, welcomed those present and declared the meeting open at pm.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Councillors:	Cr Kent Mouritz (President) Cr Paul Green Cr B Browning	Cr Beverley Gangell Cr Murray James Cr Brett Smith	Cr Darren Pool Cr Kerrie Green
Staff:	Bruce Wright (CEO) Mark Burgess (MoW)	Vince Bugna (MCS) Ellen Valenta (ESO)	Tory Young (MPA)
Apologies:			

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. APPLICATION FOR LEAVE OF ABSENCE

6. PETITIONS/DEPUTATION/PRESENTATIONION FACILITY

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS/INFORMATION REPORTS

7.1 MINUTES OF COUNCIL MEETING – 20th August 2025

RECOMMENDATION:

Moved: Cr

Seconded: Cr

That the minutes of the Council Meeting, held on the 20th August 2025 be confirmed.

Carried:

For:

Against:

Absence:

7.2 MINUTES OF BUDGET SPECIAL MEETING – 28th August 2025

RECOMMENDATION:

Moved: Cr

Seconded: Cr

That the minutes of the Special Budget Meeting, held on the 28th August 2025 be confirmed.

Carried:

For:

Against:

Absence:

7.3 INFORMATION REPORT – September 2025

RECOMMENDATION:

Moved: Cr

Seconded: Cr

That Council receives and accepts the Information Reports before this meeting.

Carried:

For:

Against:

Absence:

8. ANNOUNCEMENTS BY PRESIDING MEMBERS WITHOUT DISCUSSION

9. ITEMS

9.1 MANAGER OF PLANNING & ASSETS

- 9.1.1 Proposed Development – Industry Rural – at Lot 8 & 9 (on DP69082) Munday Loop, Hyden
- 9.1.2 2025 Review of Bushfire Prone Areas

9.2 MANAGER OF CORPORATE SERVICES

- 9.2.1 List of Accounts – August 2025
- 9.2.2 Financial Reports – July 2025
- 9.2.3 Financial Reports – August 2025

9.3 MANAGER OF WORKS

- 9.3.1 General Report

9.4 CHIEF EXECUTIVE OFFICER

- 9.4.1 Discretionary Donation Application
- 9.4.2 ROEROC – Membership Application by the Shire of Wickiepin

9.5 CONFIDENTIAL ITEMS

Nil

9.6 COMMITTEE ITEMS

Nil

9.1 MANAGER OF PLANNING & ASSETS

9.1.1 PROPOSED DEVELOPMENT – INDUSTRY RURAL – AT LOT 8 & 9 (ON DP69082) MUNDAY LOOP, HYDEN

Author:	Tory Young, Manager Planning and Assets
Authorising Officer:	Bruce Wright, Chief Executive Officer
Date:	9 th September 2025
Disclosure of Interest:	Nil
Attachments:	Plans

OFFICER RECOMMENDATION:

Moved: Cr

Seconded: Cr

That Council:

APPROVE the proposed use 'industry – rural' comprising an administration office with ablution facilities, storage structures and associated parking areas at Lots 8 & 9 Munday Loop, Hyden subject to compliance with the following conditions and advice notes:

CONDITIONS

1. The approved development shall be undertaken generally in accordance with the plans and undertakings provided by the Applicant and forming the Application for Development Approval as attached to this report subject to any modifications required as a consequence of any condition/s of this approval.
2. Pursuant to Schedule 2, clause 74 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, further detailed plans for the proposed development shall be submitted to the Local Government for consideration and approval by Shire's Chief Executive Officer under delegation from the Council prior to commencement of development.
3. The Applicant is to ensure suitable potable water supply and effluent disposal facilities/infrastructure are designed, installed and maintained on site in accordance with the Shire of Kondinin's requirements upon advice from Water Corporation and the Department of Health as necessary.
4. This decision constitutes planning approval only and is valid for a period of 2 years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.

ADVICE NOTES

1. The Applicant is advised that this is development approval only, which does not negate the requirement for any additional approvals that may be required under separate legislation including but not limited to the *Building Act 2011*, *Health Act 1911* and *Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974*. It is the responsibility of the Applicant to obtain any additional approvals required before the development / use lawfully commences.
2. In relation to addressing Schedule 2, clause 74 of the *Planning and Development (Local Planning Schemes) Regulations 2015* as conditioned above, the following detailed plans are required and shall include the following information:

- a) A site plan clearly showing all setback distances of infrastructure from all boundaries: setback distances between structures; dimensions of designated parking areas and workspace areas: and site access and egress points.
3. As part of Scheme Amendment No. 9 to the Shire's Local Planning Scheme No.1. Lots 8 and 9 Munday Loop, Hyden have been approved by the Minister to be rezoned from 'Urban Development' to 'General Industry'. The proposed development has been assessed in accordance with provisions contained within Scheme Amendment No.9 to the Shire's Local Planning Scheme No.1.
4. The Applicant is reminded of their requirements prescribed by Development WA issued as a Section 70A Notice for the development of Lots 8 and 9 Munday Loop, Hyden as they relate to bushfire management.
5. If the applicant/landowner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005 Part 14*. An application must be submitted within 28 days of the determination.

Carried:

For:

Against:

Absent:

Summary

This report recommends that the proposed land use - 'industry rural' comprising an administration office with ablution facilities, storage structures and associated parking areas at Lots 8 & 9 Munday Loop, Hyden is approved subject to compliance with the abovementioned conditions and advice notes.

Background

Lots 8 and 9 Munday Loop, Hyden are located within the industrial area of Hyden approximately 1.5km west of the Hyden town site. The two subject lots are rectangular in shape each comprising a total area of approximately 4000m² respectively. The dwellings form part of the Stage 1 Land Release of the 'Hyden Light Industrial Estate' by Development WA.

Planning Assessment and Considerations

Under the terms of the information and plans submitted in support of the application over the two lots the following is proposed:

- i) The installation of a 2.4m x 12m office block comprising office space and ablution facilities;
- ii) The installation of two (2) 2.4m x 12m sea containers connected with a 40-inch x 60-inch dome over for weather protection
- iii) Gravel yard area for parking, storage and workspace.

Local Planning Scheme No.1

Lots 8 and 9 Munday Loop, Hyden are still officially classified 'Urban Development' under the Shire of Kondinin's current operative Local Planning Scheme No.1 (LPS No.1). Notwithstanding this, the Shire of Kondinin has received approval from the Minister as part of Scheme Amendment No. 9 to the Shire's Local Planning Scheme No.1, confirming support for the lots to be reclassified as 'General Industry'. Advice from the Department of Planning, Lands and Heritage has confirmed that development on the subject lots can be assessed in accordance with the amended zoning being 'General Industry'.

Council's stated objectives for land classified 'General Industry' zone under LPS No.1 are:

- *To encourage industrial development with diverse employment opportunities*
- *To provide for general industry to support development in the District*

The proposed development and use of the subject land is considered consistent with the abovementioned objectives for land classified 'General Industry' zone in LPS No.1 for the following reasons:

- i) It will allow for new land use within the industrial area of Hyden in turn offering employment opportunities
- ii) Being a rural focused industry (agricultural mechanic), the proposed development will provide for general industry development in the district and support the agriculture sector.

The proposed development and use of the land is most appropriately defined in the Shire's LPS No.1 as a 'Industry – Rural' which is a 'D' use which under the Shire's Local Planning Scheme No.1 (as amended through Scheme Amendment No.9) meaning that the use is not permitted unless the local government has exercised its discretion by granting development approval.

A detailed assessment of the proposal in the context of the relevant planning criteria and standards contained in LPS No.1 and Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) 2015* concludes that it is generally acceptable for the following reasons:

1. The proposed works are consistent with the immediate surrounding land uses in the locality and compatible with the surrounding industrial land uses.
2. The nature and scale of the proposed works are not deemed to have an impact on the local environment or character of the locality and meet the EPA separation distance requirements between industrial use (motor body works) and sensitive land uses (residential area).
3. The proposed boundary setbacks provided to date satisfy the requirements of LPS No.1.
4. The proposal is not considered to cause any water run-off or flooding issues.

Conclusion

It is concluded from a detailed assessment of the application the proposal to operate a rural industry on Lots 8 and 9 Munday Loop, Hyden comprising an office with ablution block, storage structures and associated car parking and workspace is compatible with the surrounding land uses and is unlikely to have a negative impact on the general amenity, character, functionality of the locality and may therefore be approved by Council. It is therefore recommended that Council exercise its discretion and grant conditional approval to the application.

Statutory Environment

- Planning and Development Act 2005
- Planning and Development (Local Planning Scheme) Regulations 2015
- Local Planning Scheme No.1
- State Planning Policy No. 4.1 – Industrial Interface
- EPA Guidelines - Separation Distances Between Industrial and Sensitive Land Uses

Policy Implications

Local Planning Policy No. 3 – Sea Containers

Public Consultation

N/A

Financial Implications

Nil

Strategic Implications

Shire's Strategic Community Plan 2022-2032

"2. ECONOMY"

2.1 Support the diverse industry across the Shire"

Voting Requirement

Simple Majority

9.1.2 2025 REVIEW OF BUSHFIRE PRONE AREAS

Author:	Tory Young, Manager Planning and Assets
Authorising Officer:	Bruce Wright, Chief Executive Officer
Date:	9 th September 2025
Disclosure of Interest:	Nil
Attachments:	Extracts of Bushfire Prone Areas in the Shire Townsites of Hyden, Karlgarin and Kondinin

OFFICER RECOMMENDATION

Moved: Cr

Seconded: Cr

That Council:

1. **AUTHORISES** the Chief Executive Officer on advice from local Bushfire Controller Officers provides a submission to the Department of Fire and Emergency Services with recommendations and associated substantiative supporting information for changes to the bushfire prone vegetation within the Shire of Kondinin Local Government Area as required.

Carried:

For:

Against:

Absent:

Summary

This report recommends authorisation given to the Chief Executive Officer to provide a submission to the Department of Fire and Emergency Services with recommendations and associated substantiative supporting information for changes to the bushfire prone vegetation within the Shire of Kondinin local government area.

Background

The Shire of Kondinin have received notification from the Department of Fire and Emergency Services (Office of Bushfire Risk Management) that the consultation period for the 2025 Review of the Map of Bush Fire Prone Areas (the Map) has now commenced. The Department have advised that an updated version of the Map is scheduled for release in late 2025, and this current consultation provides an opportunity to contribute and ensure the Map remains accurate and current.

The Department of Fire and Emergency Services have advised that changes to the bushfire prone vegetation within local government area should reflect actual modifications to vegetation or other factors that may influence bushfire risk. Vegetation that is managed in perpetuity may be eligible for removal from the Map. If the Shire of Kondinin were to provide a submission it would need to provide relevant information about vegetation management practices or initiatives within the local government area to justify any proposed additions or removals from the Map.

All requests for amendments are required to be submitted to the Department of Fire and Emergency Services by close on business on 10 October 2025.

Statutory Environment

- Planning and Development Act 2005
- Planning and Development (Local Planning Scheme) Regulations 2015
- State Planning Policy 3.7 – Planning in Bushfire Prone Areas
- Building Codes of Australia

Policy Implications

Nil

Public Consultation

Public advertising period closes 10 October 2025.

Financial Implications

Nil

Strategic Implications

Shire's Strategic Community Plan 2022-2032

'4. CIVIC LEADERSHIP

4.2 We are a compliant and resourced local government'

Voting Requirement

Simple Majority

9.2 MANAGER OF CORPORATE SERVICES

9.2.1 LIST OF ACCOUNTS – AUGUST 2025

Applicant: Shire of Kondinin
 Author: Vince Bugna, Manager Corporate Services
 Disclosure of Interest: Nil
 Date: 5th September 2025
 Attachment(s): List of Accounts 01/08/2025 to 31/08/2025

OFFICER RECOMMENDATION

Moved: Cr

Seconded: Cr

That Council receive the attached report – List of Accounts Due & Submitted to Council for the month of August 2025:

• Municipal Fund payment cheque numbers 19521 to 19524	= \$ 793.18
• Municipal EFT20943 – 21084	= \$1,231,607.00
• Direct Debits – Transport – Hyden Office	= \$ 5,478.70
• Direct Debits – Transport – Kondinin Office	= \$ 10,060.75
• Direct Debits – Credit Cards DD22937.1	= \$ 4,259.37
• Direct Debits – Other	= \$ 34,971.21
• EFTPOS Merchant Fees & Tyro	= \$ 1,400.67
• Bank Fees – NAB Connect	= \$ 120.22
• Payroll EFTs	= \$ 162,956.26
TOTAL	= \$1,451,647.36

Carried:

For:

Against:

Absent:

Summary

To present to Council a list of accounts paid from Municipal and Trust Funds (when applicable) under the delegated authority to the CEO.

Background

The Chief Executive of a local government has delegated authority to make payments from Municipal and Trust Fund accounts pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

As required by sub regulation (1), a list of accounts paid by the CEO each month should show –

- (a) *the payee's name;*
- (b) *the amount of the payment;*
- (c) *the date of the payment;*
- (d) *sufficient information to identify the transaction*

Sub regulation (3), a list prepared under sub regulation (1) and (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.*

Statutory Environment

Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Public Consultation

Nil

Financial Implications

All payments made to the Shire creditors have been in accordance with the 2025/26 Annual Budget.

Strategic Implications

Shire's Strategic Community Plan 2022 – 2032

4. Civic Leadership

4.1 Skilled, capable and transparent team:

- We engage with the community on key projects and we provide regular, transparent communication

- The capability of our organisation is continually improved

4.2 We are a compliant and resourced Local Government:

- External audits and reviews confirm compliance with relevant Local Government legislation

- Financial sustainability in achieving community aspirations

Voting Requirement

Simple Majority

9.2.2 **FINANCIAL REPORT**

Applicant:	Shire of Kondinin
Author:	Vince Bugna, Manager Corporate Services
Disclosure of Interest:	Nil
Date:	10 th September 2025
Attachment(s):	Monthly Financial Report for the period ended 31 st July, 2025

OFFICER RECOMMENDATION

Moved: Cr

Seconded: Cr

That Council receive the attached reports entitled Monthly Financial Report (Containing the required Statement of Financial Activity and Statement of Financial Position) for the period ended 31 July 2025.

Carried:

For:

Against:

Absent:

Summary

To present to Council the Monthly Financial Report for the period ended 31 July 2025.

Background

The monthly Financial Report (Containing the Financial Activity and Financial Position) is presented in accordance with the Local Government Act 1995 and the Local Government (Financial Management) Regulation 1996.

Regulation 4(4) states that, *a statement of financial activity, and the accompanying documents (notes) referred to in sub regulation (2), are to be –*

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) recorded in the minutes of the meeting at which it is presented.*

The Statement of Financial Activity summarizes the Shire's financial activities for the period at which it relates.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulation 1996

Policy Implications

Nil

Public Consultation

Nil

Financial Implications

In accordance with the approved material variances of 10% or \$10,000 whichever is the greater within the monthly Statement of Financial Activity during the 2025/26 financial year.

Strategic Implications

Shire's Strategic Community Plan 2022 – 2032

4. Civic Leadership

4.1 Skilled, capable and transparent team:

- *We engage with the community on key projects and we provide regular, transparent communication*

- *The capability of our organisation is continually improved*

4.2 We are a compliant and resourced Local Government:

- *External audits and reviews confirm compliance with relevant Local Government legislation*

- *Financial sustainability in achieving community aspirations*

Reporting Officer's Comment

The highlights of the July 2025 financial reports are as follows:

Item	Reference
Cash at Bank The Shire's total cash as at 31 July 2025 was \$6,518,823 – composed of \$4,479,350 reserve accounts (restricted), \$53,618 LCDC fund, \$244,208 term deposit investments and \$1,741,647 general fund (Muni, OCDF & Petty cash).	Page 9 – Note 6 Cash and Financial Assets Page 10 – Note 7 Reserve Accounts
Receivables Rates and Rubbish – \$223,637 balance from 2024/25. Other receivables of \$654,240 – composed of \$548,830 sundry debtors (incl \$447,489 MRWA Direct Grant and RRG 40% invoices), \$94,896 gst receivable and \$10,513 ESL and pensioner related receivables.	Page 16 – Note 10 Receivables
Current Liabilities YTD balance is \$1,238,500 which includes \$485,162 of employees' annual and long service leave provision, \$258,029 Current portion of borrowings (payable within 12 months), \$278,795 unearned Capital Grants/Contributions and \$216,543 creditors invoices.	Page 5 – Note 2 Net Current Assets used in the Statement of Financial Activity
Closing Funding Surplus (Deficit) YTD actual is \$2,195,483 – composed of \$7,763,713 Current Assets less \$1,238,500 Current Liabilities and \$(4,329,730) Net Adjustments to Net Current Assets.	Page 5 – Note 2 Net Current Assets used in the Statement of Financial Activity
Significant Capital Projects: ✓ Roadworks budgeted for \$4.3m this financial year is 7% completed SLRIP Hyden Norseman Road. ✓ Plant and equipment budgeted for \$847,000 – one (1) vehicle purchased to date. ✓ Land and buildings have a total budget of \$3m for two (2) Shire housing for Hyden and Kondinin, Karlgarin Bowling & Country Clubs Building and Kondinin Pavilion upgrade are 7% completed.	Page 7 – Key Information Page 11 to 14 – Note 8 Capital Acquisitions
Grants, Subsidies and Contributions ✓ Operating grants invoiced/received to date = \$295,994 from MRWA Direct grant and DFES quarter 1. ✓ Capital grants invoiced = \$141,950 for RRG 40% (1st claim).	Pages 21 – Note 15 Grants, Subsidies and Contributions Page 22 – Note 16 Capital Grants, Subsidies and Contributions.

In relation to material variances, "timing difference are due to the monthly spread of the budget not matching

in comparison to the actual spread of revenue or expenditure.

Timing difference will not result in a forecast adjustment. Where the material variance is flagged as "permanent",

this indicates that a forecast adjustment to the annual budget is required. – Refer to page 6,

Note 3 – Explanation of Material Variances.

Voting Requirement

Simple Majority

9.2.3 **FINANCIAL REPORT**

Applicant:	Shire of Kondinin
Author:	Vince Bugna, Manager Corporate Services
Disclosure of Interest:	Nil
Date:	11 th September 2025
Attachment(s):	Monthly Financial Report for the period ended 31 st August, 2025

OFFICER RECOMMENDATION

Moved: Cr

Seconded: Cr

That Council receive the attached reports entitled Monthly Financial Report (Containing the required Statement of Financial Activity and Statement of Financial Position) for the period ended 31 August 2025.

Carried:

For:

Against:

Absent:

Summary

To present to Council the Monthly Financial Report for the period ended 31 August 2025.

Background

The monthly Financial Report (Containing the Financial Activity and Financial Position) is presented in accordance with the Local Government Act 1995 and the Local Government (Financial Management) Regulation 1996.

Regulation 4(4) states that, *a statement of financial activity, and the accompanying documents (notes) referred to in sub regulation (2), are to be –*

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) recorded in the minutes of the meeting at which it is presented.*

The Statement of Financial Activity summarizes the Shire's financial activities for the period at which it relates.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulation 1996

Policy Implications

Nil

Public Consultation

Nil

Financial Implications

In accordance with the approved material variances of 10% or \$10,000 whichever is the greater within the monthly Statement of Financial Activity during the 2025/26 financial year.

Strategic Implications

Shire's Strategic Community Plan 2022 – 2032

4. Civic Leadership

4.1 Skilled, capable and transparent team:

- We engage with the community on key projects and we provide regular, transparent communication

- The capability of our organisation is continually improved

4.2 We are a compliant and resourced Local Government:

- External audits and reviews confirm compliance with relevant Local Government legislation

- Financial sustainability in achieving community aspirations

Reporting Officer's Comment

The highlights of the August 2025 financial reports are as follows:

Item	Reference
Cash at Bank The Shire's total cash as at 31 August 2025 was \$6,312,046 – composed of \$4,276,638 reserve accounts (restricted), \$53,618 LCDC fund, \$244,208 term deposit investments and \$1,737,582 general fund (Muni, OCDF & Petty cash).	Page 9 – Note 6 Cash and Financial Assets Page 10 – Note 7 Reserve Accounts
Receivables Rates and Rubbish = \$4,208,675 collectible following rates billing run on 29th August 2025. Other receivables of \$417,726 – composed of \$59,529 sundry debtors, \$106,009 gst receivable and \$252,189 ESL and pensioner related receivables.	Page 16 – Note 10 Receivables
Current Liabilities YTD balance is \$1,290,515 which includes \$485,162 of employees' annual and long service leave provision, \$258,029 Current portion of borrowings (payable within 12 months), \$278,795 unearned Capital Grants/Contributions and \$268,559 creditors invoices.	Page 5 – Note 2 Net Current Assets used in the Statement of Financial Activity
Closing Funding Surplus (Deficit) YTD actual is \$5,731,905 – composed of \$11,149,439 Current Assets less \$1,290,515 Current Liabilities and \$(4,127,018) Net Adjustments to Net Current Assets.	Page 5 – Note 2 Net Current Assets used in the Statement of Financial Activity
Significant Capital Projects: ✓ Roadworks budgeted for \$4.3m this financial year is 17% completed Safer Local Road and Infrastructure Program (SLRIP) funded Hyden Norseman Road and RTR funded Bushfire Rock Road. ✓ Plant and equipment budgeted for \$847,000 – one (1) vehicle purchased to date. ✓ Land and buildings have a total budget of \$3m for two (2) Shire housing for Hyden and Kondinin, Karlgarin Bowling & Country Clubs Building and Kondinin Pavilion upgrade are 21% completed.	Page 7 – Key Information Page 11 to 14 – Note 8 Capital Acquisitions
Grants, Subsidies and Contributions ✓ Operating grants total received to date = \$690,688 from MRWA Direct grant, FAGS and DFES quarter 1. ✓ Capital grants total received to date = \$274,390 from RRG 40% claim, RTR Bushfire Rock Road and initial DOT grants for Shared pathway.	Pages 21 – Note 15 Grants, Subsidies and Contributions Page 22 – Note 16 Capital Grants, Subsidies and Contributions.

In relation to material variances, "timing difference are due to the monthly spread of the budget not matching

in comparison to the actual spread of revenue or expenditure.

Timing difference will not result in a forecast adjustment. Where the material variance is flagged as “permanent”, this indicates that a forecast adjustment to the annual budget is required. – Refer to page 6, Note 3 – Explanation of Material Variances.

Voting Requirement

Simple Majority

9.3 MANAGER OF WORKS

9.3.1 GENERAL REPORT

Construction

We are about to wet mix 10km on the Hyden Norseman Road in Preparation for sealing.

This is expected to take between 9-10 days, barring wet weather and rain.

We will then final trim ready for bitumen.

Bitumen is booked for around 17th of October.

From here we will proceed to Lovering Road.

Other Roads that have received gravel sheeting are

Bushfire Rock – 80% completed

Forbes Road – 100% completed

Cashmore Road – 20%

Plant Hours

Please see attached

Maintenance Grading

Winter Grading is still being carried out; however, it is more of trying to get to areas that are below standard prior to harvest and whilst there is a little bit of moisture still around.

The following Roads have received verge mulching

White Road – From Narembreen South to Greay Road

Mt Walker Road – From Billericay to Boundary

Woolocutty = From Billericay to Boundary

Lovering Road – From McLennan to Brookton Highway

Aylmore Road – From Brookton Highway to Boundary

Kondinin Narembreen Road – From Brookton Highway to Boundary

Patching with Jet paver on various roads has also been undertaken.

Pad for Karlgarin Bowling Club – 95% completed

Parks and Gardens

Routine Maintenance is being undertaken in Kondinin, Hyden and Karlgarin.

We will be carrying the following on all ovals in the coming weeks

Scarify and Sweep (Double Pass)

Fertiliser Application

Spray for broadleaf weeds

Spray insecticide

Staff

Jason Krakour is on sick leave - TBA

Geoff Hann on Long service and A/L- Returns November

Yul – A/L – 4 weeks

Myself = 17 – 25th of September

RECOMMENDATION

Moved: Cr

Seconded: Cr

That the Works Manager's reports be received.

Carried:

For:

Against:

Absent:

9.4 CHIEF EXECUTIVE OFFICER

9.4.1 DISCRETIONARY DONATION APPLICATIONS

Author: Bruce Wright, Chief Executive Officer
 Authorised Officer: Bruce Wright, Chief Executive Officer
 Date: 9th September 2025
 Disclosure of Interest: Nil
 Attachments: "Kulin to Cambodia" promotional leaflet

OFFICER RECOMMENDATION

Moved: Cr

Seconded: Cr

That Council:

1. Receives, endorses and approves a request for a discretionary donation of \$1500 received from the Kulin to Cambodia Initiative to assist with expenses for local youth to join a humanitarian initiative in Cambodia.
2. Receives, endorses and approves a request for a discretionary donation of \$400 received from the Hyden Community Resource Centre to host 2025 Children's Week events in Hyden.

Carried:

For:

Against:

Absent:

Summary

This report seeks Council's endorsement and approval to award two (2) discretionary donations on behalf of the communities of the Shire of Kondinin to:

1. The Kulin to Cambodia Initiative - \$1500.
2. The Hyden Community Resource Centre - \$400.

Background

The Kulin to Cambodia Initiative is a locally based group that actively supports The Helping Foundation Australia's humanitarian tour to Cambodia. The program participants engage in aid work and are actively involved in the construction of housing for Cambodia's poorest families.

Of particular importance and significance to our district is that the initiative aims to include our high school students on the humanitarian tour. Reported outcomes for our youth include the nurturing of their personal development, particularly relative to the promotion of empathy, leadership and global citizenship. The donation will contribute to the costs of travel, sustainment and logistical support of two (2) students and two (2) chaperones selected to join the 2025 tour.

Children's Week 2025 will be held from 18 October to 26 October 2025. This national celebration is themed "Everyone should know about Children's Rights" with a focus on the well-being of children. The week is heavily subscribed to by government and non-government organisations throughout Australia.

The Hyden Community Resource Centre (HCRC) is planning two “kids club” sessions for the week culminating in a Children’s Halloween Disco on Friday 31 October 2025. The HCRC is seeking donations to augment an application for grant funding to host the events to provide a cost-free event that is accessible to all Shire children. The donation will contribute to decorations, entertainment, materials and activities of the planned events.

Comment

The support, promotion and participation in sustainable initiatives across the Shire is a corporate priority of the Shire of Kondinin. These discretionary donations on behalf of the communities of the Shire, represent a commitment to the development of our youth and children and encourage active participation and accessibility to sustainable initiatives.

Statutory Environment

Nil

Policy Implications

COM-002 Community Grant Program – the grant program is fully subscribed; however, it provides guidance for the criteria on which a grant is awarded. This guidance is equally applied to these discretionary donations.

Financial Implications

Adequate budget exists to support the discretionary donations. Suitable adjustments can be made at Q2 budget review.

Strategic Implications

Strategic Community Plan 2022-2032

1.1 Community members have the opportunity to be active, engaged and connected - we collaborate with CRCs and local organisations to deliver community programs and activities

2.5 We facilitate and support learning and education programs and services

Voting Requirement

Simple majority.

9.4.2 ROEROC – APPLICATION FOR MEMBERSHIP - THE SHIRE OF WICKEPIN

Author:	Bruce Wright, Chief Executive Officer
Authorised Officer:	Bruce Wright, Chief Executive Officer
Date:	9 th September 2025
Disclosure of Interest:	Nil
Attachments:	1. RoeROC Committee Meeting Minutes – 04/09/25, 2. RoeROC Memorandum of Understanding – Revised, 3. RoeROC Operational Guidelines – Revised, 4. Request for Membership – Discussion Paper

OFFICER RECOMMENDATION

Moved: Cr **Seconded:** Cr

That Council:

1. Receives and notes the meeting minutes from the RoeROC Committee Meeting convened on 4 September 2025 at Narembeen (attached).
2. Acknowledges and endorses the updated *RoeROC Memorandum of Understanding* endorsed by the RoeROC Committee Meeting on 4 September 2025 (attached).
3. Acknowledges and endorses the updated *RoeROC Operational Guidelines* (attached).
4. Receives and endorses the *Shire of Wickepin – Request for Membership – Discussion Paper* (attached).
5. Endorses and supports the request for membership of RoeROC by the Shire of Wickepin.

Carried:

For:

Against:

Absent:

Summary

This report seeks Council's acknowledgement and endorsement of the RoeROC Committee Meeting minutes from the Ordinary Meeting of RoeROC convened at Narembeen on 4 September 2025.

Concurrently, Council's endorsement and approval of the *RoeROC Memorandum of Understanding* (as revised) and the *RoeROC Operational Guidelines* (as revised) is sought.

Council is also requested to consider a formal request from the Shire of Wickepin to join the Roe Regional Organisation of Councils (RoeROC). The RoeROC Committee has supported the proposal in principle and now seeks formal endorsement from all existing member Councils as required under the RoeROC Memorandum of Understanding (2024–2029) (as revised).

Background

At its meeting on 4 September 2025, the RoeROC Committee considered the Shire of Wickepin's formal application to join RoeROC. A comprehensive Discussion Paper, prepared by the RoeROC Executive Officer in consultation with member CEOs, assessed the strategic, financial, and governance implications of the application.

The application aligns with the governance principles of RoeROC and has received in-principle support from all CEOs, including commentary from the Shire of Kulin suggesting support subject to an entry contribution and potential review after 12–18 months.

In accordance with Section 9 of the RoeROC MOU, admission of a new member requires a unanimous resolution of all current member Councils.

Comment

The Shire of Wickepin's inclusion is considered as being strategically beneficial to RoeROC through strengthening RoeROC's regional capacity and furthering collaboration in shared services, advocacy, and infrastructure planning.

The Shire of Wickepin will not be participating in legacy projects including the Bendering Waste Site and the RoeHealth EHO Scheme. It has expressed strong interest in contributing to new and emerging initiatives, including:

- Shared Services Working Group (SSWG)
- ERP procurement
- Renewable Energy Policy Framework
- Digital resource platforms

The Shire of Wickepin has also agreed to:

- Pay a one-off entry contribution of \$8,869 (equal to 1/5th of 2024/25 Executive Officer cost).
- Participate in ongoing cost-sharing arrangements for the RoeROC Executive Officer and joint projects.

This financial arrangement will result in reduced Executive Officer costs for all existing members from the point of Wickepin's admission.

Statutory Environment

Local Government Act 1995 – Section 3.65

RoeROC Memorandum of Understanding 2024–2029 (as revised) – Section 9 (Admitting New Members)

Policy Implications

Nil

Financial Implications

The Shire will realise a saving in subscription costs to RoeROC from \$11,364 to \$9,091

Strategic Implications

Strategic Community Plan 2022-2032

2.4 Housing meets existing and future community needs for families and workers

“We advocate for improved State Government and Public Housing stock”

4. Civic Leadership

“RoeROC and regional groupings deliver local benefit”

RoeROC Strategic Objectives 2025–2027

“Strengthened regional partnerships;

Efficient delivery of shared services;

Enhanced advocacy and influence through broader collaboration.”

Voting Requirement

Simple majority.

9.5. CONFIDENTIAL ITEMS

Nil

9.6 COMMITTEE ITEMS

Nil

10. BUSINESS OF AN URGENT NATURE

11. CLOSURE

Being no further business, the meeting was closed at pm.