



# MINUTES

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# ORDINARY MEETING OF COUNCIL

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25 NOVEMBER 2025

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The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

**Dr Kenneth Parker**  
CHIEF EXECUTIVE OFFICER

## Community Strategic Vision

Wagin is a community where individuals, families and businesses can invest and prosper, preserving the safe, affordable and inclusive country lifestyle and ensuring that Wagin is a place people like to live in and visit.

## Council's Mission and Philosophy

The Shire of Wagin is a focussed Local Government providing progressive and innovative leadership that builds a sustainable future while supporting a vibrant, healthy and caring community.

## Council's Guiding Values

- Governance and Leadership
- Honesty and Integrity
- Innovation and Creativity
- Community Focused
- Environmentally Aware

*Shire of Wagin Strategic Community Plan 2020 - 2030*



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## SHIRE OF WAGIN

Minutes for the Ordinary Council Meeting held in the Council Chambers, Wagin on Tuesday 25 November 2025.

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## **Notice to meeting attendees**

*This meeting is being audio recorded in accordance with Council Policy. If you are asking a public question or making a statement or deputation to the meeting this will be audio recorded. Members of the public are reminded that no other visual or audio recording of this meeting by any other means is allowed.*

### **1 OFFICIAL OPENING**

The Presiding Member Cr Blight opened the meeting at 7pm

### **1.1 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

#### **COUNCILLORS**

Cr Phillip Blight	Shire President
Cr Greg Ball	Elected Member
Cr Sherryl Chilcott	Elected Member
Cr Ann O'Brien	Elected Member
Cr Jason Reed	Elected Member
Cr Geoff West	Elected Member

#### **STAFF**

Dr Kenneth Parker	Chief Executive Officer
John Fathers	Deputy Chief Executive Officer
Donna Fawcett	Manager of Finance
Allen Hicks	Manager of Works
Kasey Pearce	Executive Assistant

#### **VISITORS**

Sam Harma	Wheatbelt Connect
Jai Wilson	Ballardong Aboriginal Corporation

#### **APOLOGIES**

Cr Bryan Kilpatrick	Deputy Shire President
Public Gallery	2

### **2 PUBLIC QUESTION TIME**

*Shire of Wagin Standing Orders Local Law 2001, Clause 3.3 Public Question Time*

*(1) A member of the public who raises a question during question time is to state his or her name and address.*

*(2) A question may be taken on notice by the Council or committee for later response.*

*(3) When a question is taken on notice under sub-clause (2) a response is to be given to the member of the public in writing by the CEO, and a copy is to be included in the agenda of the next meeting of the Council or committee as the case requires.*

## **2.1 RESPONSES TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

## **2.2 PUBLIC QUESTIONS**

The Shire President asked the public gallery if there were any questions from the public gallery. There were none.

## **3 APPLICATION FOR LEAVE OF ABSENCE**

Nil

## **4 PETITIONS AND DEPUTATIONS**

- Sam Harma - Wheatbelt Connect regarding carbon farming.
- Jai Wilson - Ballardong Aboriginal Corporation regarding the South-West Native Title Settlement.
- Tom Paterson regarding lifting weight ratings on roads.
- Charlie Williams regarding Engagement with the Aboriginal Community and Ballardong Aboriginal Corporation.

## **5 DISCLOSURE OF INTERESTS**

8.1.6 The Chief Executive Officer has declared an impartially interest in this report as it relates in part of the CEO's 2025-26 KPIs (nature and extent).

## **6 CONFIRMATION OF PREVIOUS MEETING MINUTES**

### **6.1 MINUTES FROM THE ORDINARY MEETING OF COUNCIL 28 OCTOBER 2025**

#### **OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5531**

**Moved Cr G R Ball      Seconded Cr S M Chilcott**

**That the Unconfirmed Minutes of the Ordinary Meeting of Council held on Tuesday 28 October 2025 be CONFIRMED.**

**CARRIED UNANIMOUSLY 6/0**

## **7 ANNOUNCEMENTS OF THE PRESIDENT**

Nil



## 8 REPORTS TO COUNCIL

## 8.1 CHIEF EXECUTIVE OFFICER

8.1.1 MONTHLY FINANCIAL REPORT – OCTOBER 2025

AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.FI.1
ATTACHMENTS:	Monthly Financial Report

## OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5532

**Moved Cr M A O'Brien      Seconded Cr G R Ball**

**That Council RECEIVE the Financial Report for the period ending 31 October 2025 as presented.**

## **CARRIED UNANIMOUSLY 6/0**

## BRIEF SUMMARY

The Monthly Financial Report for the period ending 31 October 2025 is attached.

## BACKGROUND/COMMENT

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* (the Regulations) require a monthly statement of financial activity, monthly statement of financial position and explanation of material variances to be presented to Council.

The report must be presented at an ordinary meeting of Council within two months after the end of the month to which the statement relates. Regulations prescribe the information to be contained in the report.

The Monthly Financial Report has been compiled to comply with the *Local Government Act 1995* (the Act), associated regulations, and to the extent they are not inconsistent with the Act and the Australian Accounting Standards (AAS).

In accordance with regulation 34(5) of the Regulations, Council has adopted on 4 August 2025, that the level to be used for reporting budget variances within monthly financial reporting for the 2025/26 financial year shall be \$20,000.

Under the Regulations we are only required to present the Statement of Financial Activity by Nature, however we have chosen to include it by Program as well.

The closing surplus as of 31 October 2025 was \$2,606,666.

Total rates outstanding at the end of October 2025 were \$649,698. Payments collected to the end of October 2025 were \$2,894,919 which equates to 81.7% of net rates. Those ratepayers with outstanding rates who have not paid in full, chosen to pay by instalments, or entered a payment arrangement are being followed up in accordance with Council Policy F.14 - Rate Recovery.

The Shire had a total of \$6,532,624 invested in interest bearing accounts on 31 October 2025, which are currently earning interest of 3.55% on Treasury OCDF (\$2,198,636), 3.65% on Treasury Reserve Term Deposit (\$3,866,496), 3.00% on CBA Municipal Account (\$406,059) and 1.00% on CBA Reserve Account (\$61,433).

Please note that these are preliminary October financials. The actual carry forward amount contained in the report is subject to final 2024/2025 year end adjustments and audit. The audit exit meeting was held on 14 November 2025 and by the date of this Council Meeting the Annual Financial Report will have been approved by the OAG. It will be presented to Council as part of the 2024/2025 Annual Report.

## **CONSULTATION/COMMUNICATION**

Nil

## **STATUTORY/LEGAL IMPLICATIONS**

*Local Government (Financial Management) Regulations 1996*

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

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month in the following detail —
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
  - (b) budget estimates to the end of the relevant month; and
  - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.
- (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.

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(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 and —

(a) the financial position of the local government as at the last day of the previous financial year; or

(b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.

(2) A statement of financial position must be —

(a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and

(b) recorded in the minutes of the meeting at which it is presented.

## **POLICY IMPLICATIONS<sup>7</sup>**

Nil

## **FINANCIAL IMPLICATIONS<sup>4</sup>**

The presentation of these monthly financial reports provides Council with regular updates regarding the status of the financial position and assists to comply with the Act and associated regulations.

## **STRATEGIC IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority



## SHIRE OF WAGIN

### MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)  
FOR THE PERIOD ENDED 31 OCTOBER 2025

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

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SHIRE OF WAGIN  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2025

BY NATURE

Ref	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	Variance	Variance	Var.				
					Note	(a)	(b)	(c)	\$	%	((c) - (b)) / (b)
<b>OPERATING ACTIVITIES</b>											
<b>Revenue from operating activities</b>											
General Rates	2,796,609	2,796,609	2,801,609	<b>2,799,951</b>		(1,658)	(0.06%)				
Rates (excluding general rate)	16,502	16,502	16,502	<b>16,542</b>		40	0.24%				
Grants, subsidies and contributions	2,043,431	2,043,431	749,549	<b>762,464</b>		12,915	1.72%				
Fees and charges	782,913	782,913	499,925	<b>485,854</b>		(14,071)	(2.81%)				
Interest Revenue	230,462	230,462	69,775	<b>38,595</b>		(31,180)	(44.69%)				
Other revenue	452,916	452,916	221,184	<b>211,680</b>		(9,504)	(4.30%)				
Profit on asset disposals	47,008	47,008	3,080	<b>0</b>		(3,080)	(100.00%)				
	<b>6,369,841</b>	<b>6,369,841</b>	<b>4,361,624</b>	<b>4,315,086</b>		(46,538)	(1.07%)				
<b>Expenditure from operating activities</b>											
Employee costs	(3,136,523)	(3,136,523)	(1,168,962)	<b>(1,183,728)</b>		(14,766)	(1.26%)				
Materials and contracts	(2,236,780)	(2,242,380)	(799,199)	<b>(805,401)</b>		(6,202)	(0.78%)				
Utility charges	(349,806)	(349,806)	(116,468)	<b>(108,927)</b>		7,541	6.47%				
Depreciation	(3,439,465)	(3,439,465)	(1,146,448)	<b>(1,146,488)</b>		(40)	(0.00%)				
Finance Costs	(17,682)	(17,682)	(3,926)	<b>(3,756)</b>		170	4.32%				
Insurance	(212,447)	(212,447)	(176,751)	<b>(215,746)</b>		(38,995)	(22.06%)				
Other expenditure	(212,236)	(212,236)	(65,920)	<b>(71,054)</b>		(5,134)	(7.79%)				
Loss on asset disposals	(9,560)	(9,560)	0	<b>0</b>		0	0.00%				
	<b>(9,614,499)</b>	<b>(9,620,099)</b>	<b>(3,477,674)</b>	<b>(3,535,101)</b>		(57,427)	1.65%				
Non-cash amounts excluded from operating activities	(b)	<b>3,384,677</b>	<b>3,384,677</b>	<b>1,143,368</b>	<b>1,154,134</b>	10,766	0.94%				
<b>Amount attributable to operating activities</b>		<b>140,019</b>	<b>134,419</b>	<b>2,027,318</b>	<b>1,934,119</b>	(93,199)	(4.60%)				
<b>INVESTING ACTIVITIES</b>											
<b>Inflows from investing activities</b>											
Proceeds from capital grants, subsidies and contributions	1,263,394	1,263,394	260,459	<b>215,153</b>		(45,307)	(17.39%)				
Proceeds from disposal of assets	215,273	215,273	0	<b>157,250</b>		157,250	0.00%				
Proceeds from financial assets at amortised cost - self supporting loans	25,331	25,331	0	<b>0</b>		0	0.00%				
	<b>1,503,998</b>	<b>1,503,998</b>	<b>260,459</b>	<b>372,403</b>		111,943	42.98%				
<b>Outflows from investing activities</b>											
Payments for property, plant and equipment	(1,886,907)	(1,886,907)	(820,271)	<b>(725,634)</b>		94,637	11.54%				
Payments for construction of infrastructure	(2,043,921)	(2,043,921)	(521,534)	<b>(343,415)</b>		178,119	34.15%				
	<b>(3,930,828)</b>	<b>(3,930,828)</b>	<b>(1,341,805)</b>	<b>(1,069,049)</b>		272,756	(20.33%)				
<b>Amount attributable to investing activities</b>		<b>(2,426,830)</b>	<b>(2,426,830)</b>	<b>(1,081,346)</b>	<b>(696,646)</b>	384,700	(35.58%)				
<b>FINANCING ACTIVITIES</b>											
<b>Inflows from financing activities</b>											
Proceeds from new loans	1,600,000	1,600,000	0	0		0	0.00%				
Transfer from reserves	266,074	272,774	0	<b>0</b>		0	0.00%				
	<b>1,866,074</b>	<b>1,872,774</b>	<b>0</b>	<b>0</b>		0	0.00%				
<b>Outflows from financing activities</b>											
Repayment of borrowings	(76,165)	(76,165)	(17,988)	<b>(17,671)</b>		317	1.76%				
Transfer to reserves	(944,764)	(944,764)	(46,000)	<b>(45,811)</b>		189	0.41%				
	<b>(1,020,929)</b>	<b>(1,020,929)</b>	<b>(63,988)</b>	<b>(63,482)</b>		506	0.79%				
<b>Amount attributable to financing activities</b>		<b>845,145</b>	<b>851,845</b>	<b>(63,988)</b>	<b>(63,482)</b>	506	(0.79%)				
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>											
<b>Surplus or deficit at the start of the financial year</b>											
Amount attributable to operating activities	1,441,666	1,441,666	1,441,666	<b>1,432,676</b>		(8,990)	(0.62%)				
Amount attributable to investing activities	140,019	134,419	2,027,318	<b>1,934,119</b>		(93,199)	(4.60%)				
Amount attributable to financing activities	(2,426,830)	(2,426,830)	(1,081,346)	<b>(696,646)</b>		384,700	(35.58%)				
<b>Surplus or deficit after imposition of general rates</b>	<b>845,145</b>	<b>851,845</b>	<b>(63,988)</b>	<b>(63,482)</b>		506	(0.79%)				
	<b>(a)</b>	<b>0</b>	<b>1,100</b>	<b>2,323,650</b>	<b>2,606,666</b>	283,016	(12.18%)				

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF WAGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**BY PROGRAM**  
**BY PROGRAM**

Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget	YTD Actual	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼
	\$	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
Governance	32,273	32,273	1,664	0	(1,664)	(100.00%)	▼
General Purpose Funding - Rates	6 2,796,609	2,796,609	2,801,609	2,799,951	(1,658)	(0.06%)	▼
General Purpose Funding - Other	1,289,842	1,289,842	459,589	465,887	6,298	1.37%	▲
Law, Order and Public Safety	127,350	127,350	60,036	53,427	(6,609)	(11.01%)	▼
Health	17,857	17,857	5,540	2,503	(3,037)	(54.81%)	▼
Education and Welfare	894,813	894,813	304,720	284,462	(20,258)	(6.65%)	▼
Community Amenities	426,647	426,647	381,306	381,692	386	0.10%	▲
Recreation and Culture	145,564	145,564	37,693	31,124	(6,569)	(17.43%)	▼
Transport	281,373	281,373	216,867	201,670	(15,197)	(7.01%)	▼
Economic Services	188,654	188,654	36,328	35,273	(1,055)	(2.90%)	▼
Other Property and Services	168,859	168,859	56,272	59,097	2,825	5.02%	▲
	<b>6,369,841</b>	<b>6,369,841</b>	<b>4,361,624</b>	<b>4,315,086</b>			
<b>Expenditure from operating activities</b>							
Governance	(502,041)	(502,041)	(320,397)	(337,336)	(16,939)	(5.29%)	▼
General Purpose Funding	(398,026)	(398,026)	(116,341)	(138,394)	(22,053)	(18.96%)	▼
Law, Order and Public Safety	(475,139)	(475,139)	(172,999)	(167,186)	5,813	3.36%	▲
Health	(233,259)	(233,259)	(78,048)	(79,744)	(1,696)	(2.17%)	▼
Education and Welfare	(1,115,674)	(1,115,674)	(404,303)	(312,668)	91,635	22.66%	▲
Community Amenities	(729,310)	(729,310)	(241,567)	(256,357)	(14,790)	(6.12%)	▼
Recreation and Culture	(2,167,082)	(2,172,682)	(697,240)	(738,678)	(41,438)	(5.94%)	▼
Transport	(2,889,472)	(2,889,472)	(993,253)	(1,128,882)	(135,629)	(13.66%)	▼
Economic Services	(507,955)	(507,955)	(165,442)	(136,084)	29,358	17.74%	▲
Other Property and Services	(596,541)	(596,541)	(288,084)	(239,770)	48,314	16.77%	▲
	<b>(9,614,499)</b>	<b>(9,620,099)</b>	<b>(3,477,674)</b>	<b>(3,535,101)</b>			
Non-cash amounts excluded from operating activities	(b) 3,384,677	3,384,677	1,143,368	<b>1,154,134</b>	10,766	0.94%	
<b>Amount attributable to operating activities</b>	<b>140,019</b>	<b>134,419</b>	<b>2,027,318</b>	<b>1,934,119</b>	(93,199)	(4.60%)	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	1,263,394	1,263,394	260,459	<b>215,153</b>	(45,307)	(17.39%)	▼
Proceeds from disposal of assets	215,273	215,273	0	<b>157,250</b>	157,250		▲
Proceeds from financial assets at amortised cost - self supporting loans	25,331	25,331	0	0	0		
	<b>1,503,998</b>	<b>1,503,998</b>	<b>260,459</b>	<b>372,403</b>	111,943	(17.39%)	
<b>Outflows from investing activities</b>							
Payments for financial assets at amortised cost - self supporting	0	0	0	0	0		
Payments for property, plant and equipment	(1,886,907)	(1,886,907)	(820,271)	(725,634)	94,637	11.54%	▲
Payments for construction of infrastructure	(2,043,921)	(2,043,921)	(521,534)	(343,415)	178,119	34.15%	▲
	<b>(3,930,828)</b>	<b>(3,930,828)</b>	<b>(1,341,805)</b>	<b>(1,069,049)</b>	272,756	45.69%	
Non-cash amounts excluded from investing activities	2(b) 0	0	0	0	0	0.00%	
<b>Amount attributable to investing activities</b>	<b>(2,426,830)</b>	<b>(2,426,830)</b>	<b>(1,081,346)</b>	<b>(696,646)</b>	384,700	(55.44%)	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Proceeds from new loans	1,600,000	1,600,000	0	0	0		
Transfer from Reserves	266,074	272,774	0	0	0		
	<b>1,866,074</b>	<b>1,872,774</b>	<b>0</b>	<b>0</b>	0		
<b>Outflows from financing activities</b>							
Repayment of borrowings	(76,165)	(76,165)	(17,988)	(17,671)	317	1.76%	▲
Transfer to Reserves	(944,764)	(944,764)	(46,000)	(45,811)	189	0.41%	▲
	<b>(1,020,929)</b>	<b>(1,020,929)</b>	<b>(63,988)</b>	<b>(63,482)</b>	506		
<b>Amount attributable to financing activities</b>	<b>845,145</b>	<b>851,845</b>	<b>(63,988)</b>	<b>(63,482)</b>	506		
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>							
Surplus or deficit after imposition of general rates	1,441,666	1,441,666	1,441,666	<b>1,432,676</b>			
Amount attributable to operating activities	140,019	134,419	2,027,318	<b>1,934,119</b>			
Amount attributable to investing activities	(2,426,830)	(2,426,830)	(1,081,346)	(696,646)			
Amount attributable to financing activities	845,145	851,845	(63,988)	(63,482)			
<b>Surplus or deficit after imposition of general rates</b>	<b>1</b>	<b>0</b>	<b>1,100</b>	<b>2,323,650</b>	<b>2,606,666</b>		

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 3 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2023/24 year is \$20,000

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

**SHIRE OF WAGIN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

	Supplementary Information	30 June 2025	31 October 2025
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	5,429,569	6,533,175
Trade and other receivables	7	207,698	833,195
Other financial assets	8	25,331	25,331
Inventories	8	50,283	50,283
Contract assets	8	0	0
Other assets	8	32,906	0
<b>TOTAL CURRENT ASSETS</b>		<b>5,745,787</b>	<b>7,441,984</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		93,377	93,377
Other financial assets		144,281	144,281
Property, plant and equipment		19,075,975	19,801,609
Infrastructure		130,129,476	130,472,890
<b>TOTAL NON-CURRENT ASSETS</b>		<b>149,443,109</b>	<b>150,512,158</b>
<b>TOTAL ASSETS</b>		<b>155,188,896</b>	<b>157,954,142</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	241,129	713,974
Other liabilities	12	128,458	296,905
Borrowings	11	76,165	58,494
Employee related provisions	12	611,982	611,982
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,057,735</b>	<b>1,681,355</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	11	246,085	246,085
Employee related provisions		68,707	68,707
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>314,792</b>	<b>314,792</b>
<b>TOTAL LIABILITIES</b>		<b>1,372,527</b>	<b>1,996,147</b>
<b>NET ASSETS</b>		<b>153,816,369</b>	<b>155,957,995</b>
<b>EQUITY</b>			
Retained surplus		30,359,856	32,455,671
Reserve accounts	4	3,882,119	3,927,930
Revaluation surplus		119,574,394	119,574,394
<b>TOTAL EQUITY</b>		<b>153,816,369</b>	<b>155,957,995</b>

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

**SHIRE OF WAGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES**

**BASIS OF PREPARATION**

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

***Local Government Act 1995 requirements***

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

**Judgements and estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

**SIGNIFICANT ACCOUNTING POLICIES**

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 January 2024

**SHIRE OF WAGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

**(a) Net current assets used in the Statement of Financial Activity**

	<b>Adopted Budget Opening 30 June 2025</b>	<b>Last Year Closing 30 June 2025</b>	<b>Year to Date 31 October 2025</b>
<b>Current assets</b>			
Cash and cash equivalents	5,429,569	5,429,569	6,533,175
Financial assets at amortised cost	25,331	0	0
Rates receivables	78,960	78,014	573,571
Receivables	136,223	129,684	259,625
Other current assets	83,189	108,520	75,614
	<b>5,753,272</b>	<b>5,745,787</b>	<b>7,441,984</b>
<b>Less: Current liabilities</b>			
Payables	(240,980)	(241,129)	(713,974)
Borrowings	(76,165)	(76,165)	(58,494)
Contract liabilities	(127,164)	(128,458)	(296,905)
Provisions	(611,981)	(611,982)	(611,982)
	<b>(1,056,290)</b>	<b>(1,057,735)</b>	<b>(1,681,355)</b>
<b>Net Current Assets</b>	<b>4,696,982</b>	<b>4,688,052</b>	<b>5,760,629</b>
<b>Less: Total adjustments to net current assets</b>	<b>(c)</b>	<b>(3,255,316)</b>	<b>(3,311,213)</b>
<b>Closing funding surplus / (deficit)</b>		<b>1,441,666</b>	<b>1,432,676</b>
			<b>2,449,416</b>

**(b) Non-cash amounts excluded from operating activities**

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

	<b>Notes</b>	<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Non-cash items excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals		(47,008)	(3,080)	0
Less: Movement in liabilities associated with restricted cash		(10)	0	7,645
Movement in employee benefit provisions		(17,330)	0	0
Add: Loss on asset disposals		9,560	0	0
Add: Depreciation on assets		3,439,465	1,146,448	1,146,488
<b>Total non-cash items excluded from operating activities</b>		<b>3,384,677</b>	<b>1,143,368</b>	<b>1,154,134</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

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

	<b>Adopted Budget</b>	<b>Last Year Closing 30 June 2025</b>	<b>Year to Date 31 October 2025</b>
	<b>Opening</b>	<b>Closing</b>	<b>Date</b>
	<b>30 June 2025</b>	<b>30 June 2025</b>	<b>31 October 2025</b>
<b>Adjustments to net current assets</b>			
Less: Reserves - restricted cash	(3,882,059)	(3,882,119)	(3,927,930)
Less: - Financial assets at amortised cost - self supporting loans	(25,331)	(25,331)	(25,331)
Add: Borrowings	76,165	76,165	58,494
Add: Provisions employee related provisions	575,909	575,909	583,554
<b>Total adjustments to net current assets</b>	<b>(3,255,316)</b>	<b>(3,255,376)</b>	<b>(3,311,213)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational period.

25 November 2025

SHIRE OF WAGIN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD ENDED 31 OCTOBER 2025

### 3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2025-26 year is \$20,000

Nature or type	Var. \$	Explanation of variances	
		Timing	Permanent
<b>Revenue from operating activities</b>			
Interest Revenue	(31,180)	▼	Interest rates lower than anticipated
<b>Expenditure from operating activities</b>			
Insurance	(38,995)	▼ Timing of budget allocations	Budget error on split up of DFES catagories (\$15K)
<b>Investing activities</b>			
Proceeds from capital grants, subsidies and contributions	(45,307)	▼ Timing of grant income (and ability to recognise grant income due to related project expenditure)	
Payments for property, plant and equipment	94,637	▲ Timing of projects as detailed in 'Capital Acq Details' sheet	
Payments for construction of infrastructure	178,119	▲ Timing of projects as detailed in 'Capital Acq Details' sheet	

# SHIRE OF WAGIN

## SUPPLEMENTARY INFORMATION

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**SHIRE OF WAGIN**  
**SUPPLEMENTRAY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**1 KEY INFORMATION**

**Funding surplus / (deficit) Components**

<b>Funding surplus / (deficit)</b>				
	<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>Opening</b>	<b>\$1,441,666</b>	<b>\$1,441,666</b>	<b>\$1,432,676</b>	<b>(\$8,990)</b>
<b>Closing</b>	<b>\$0</b>	<b>\$2,323,650</b>	<b>\$2,606,666</b>	<b>\$283,016</b>

Refer to Statement of Financial Activity

<b>Cash and cash equivalents</b>		
	<b>\$6,533,175</b>	<b>% of total</b>
<b>Unrestricted Cash</b>	<b>\$2,605,245</b>	<b>39.9%</b>
<b>Restricted Cash</b>	<b>\$3,927,930</b>	<b>60.1%</b>

Refer to Note 3 - Cash and Financial Assets

<b>Payables</b>		
	<b>\$713,974</b>	<b>% Outstanding</b>
<b>Trade Payables</b>	<b>\$689,764</b>	
<b>0 to 30 Days</b>		<b>99.6%</b>
<b>Over 30 Days</b>		<b>0.3%</b>
<b>Over 90 Days</b>		<b>0%</b>

Refer to Note 9 - Payables

<b>Receivables</b>		
	<b>\$259,625</b>	<b>% Collected</b>
<b>Rates Receivable</b>	<b>\$649,698</b>	<b>81.7%</b>
<b>Trade Receivable</b>	<b>\$259,625</b>	<b>% Outstanding</b>
<b>Over 30 Days</b>		<b>21.1%</b>
<b>Over 90 Days</b>		<b>7.9%</b>

Refer to Note 7 - Receivables

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>\$140,019</b>	<b>\$2,027,318</b>	<b>\$1,934,119</b>	<b>(\$93,199)</b>

Refer to Statement of Financial Activity

<b>Rates Revenue</b>		
<b>YTD Actual</b>	<b>\$2,816,493</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$2,818,111</b>	<b>(0.1%)</b>

Refer to Statement of Financial Activity

<b>Operating Grants and Contributions</b>		
<b>YTD Actual</b>	<b>\$762,464</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$749,549</b>	<b>1.7%</b>

Refer to Note 13 - Operating Grants and Contributions

<b>Fees and Charges</b>		
<b>YTD Actual</b>	<b>\$485,854</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$499,925</b>	<b>(2.8%)</b>

Refer to Statement of Financial Activity

**Key Investing Activities**

<b>Amount attributable to investing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>(\$2,426,830)</b>	<b>(\$1,081,346)</b>	<b>(\$696,646)</b>	<b>\$384,700</b>

Refer to Statement of Financial Activity

<b>Proceeds on sale</b>		
<b>YTD Actual</b>	<b>\$157,250</b>	<b>%</b>
<b>Adopted Budget</b>	<b>\$215,273</b>	<b>73.0%</b>

Refer to Note 6 - Disposal of Assets

<b>Asset Acquisition</b>		
<b>YTD Actual</b>	<b>\$1,069,049</b>	<b>% Spent</b>
<b>Adopted Budget</b>	<b>\$3,930,828</b>	<b>27.2%</b>

Refer to Note 5 - Capital Acquisitions

<b>Capital Grants</b>		
<b>YTD Actual</b>	<b>\$215,153</b>	<b>% Received</b>
<b>Adopted Budget</b>	<b>\$1,263,394</b>	<b>17.0%</b>

Refer to Note 5 - Capital Acquisitions

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>\$845,145</b>	<b>(\$63,988)</b>	<b>(\$63,482)</b>	<b>\$506</b>

Refer to Statement of Financial Activity

<b>Borrowings</b>		
<b>Principal repayments</b>	<b>\$17,671</b>	
<b>Interest expense</b>	<b>\$3,756</b>	
<b>Principal due</b>	<b>\$329,087</b>	

Refer to Note 11 - Borrowings

<b>Reserves</b>		
<b>Reserves balance</b>	<b>\$3,927,930</b>	
<b>Interest earned</b>	<b>\$45,811</b>	

Refer to Note 4 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**2 KEY INFORMATION - GRAPHICAL**



**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**3 CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
<b>Cash on hand</b>								
Petty Cash	Cash and cash equivalents	550	0	550		N/A	NIL	On hand
Municipal Cash at Bank	Cash and cash equivalents	406,059	0	406,059		CBA	3.00%	On hand
<b>At Call Deposits</b>								
Treasury Overnight Cash Deposit Facility	Cash and cash equivalents	2,198,636	0	2,198,636		WATC	3.55%	N/A
Reserve Cash at Bank	Cash and cash equivalents	0	61,433	61,433		CBA	1.00%	N/A
<b>Term Deposits</b>								
Reserve Investment Account 1	Cash and cash equivalents	0	3,866,496	3,866,496		WATC	3.65%	14/11/25
<b>Total</b>		<b>2,605,245</b>	<b>3,927,930</b>	<b>6,533,175</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,605,245	3,927,930	6,533,175		0		
		<b>2,605,245</b>	<b>3,927,930</b>	<b>6,533,175</b>	<b>0</b>			

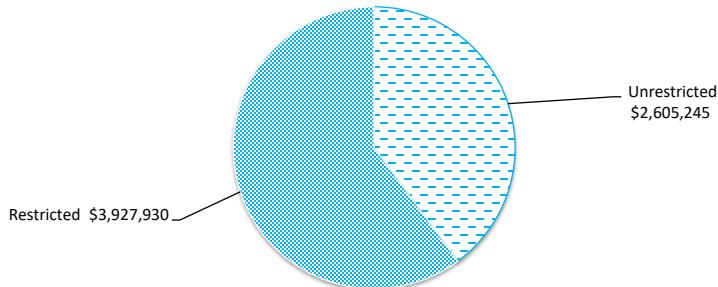
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**4 RESERVE ACCOUNTS**

Reserve name	Budget Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
<b>Restricted by Council</b>									
Leave reserve	575,909	17,277	7,645	0	0	0	0	593,186	583,554
Plant Replacement Reserve	842,577	25,277	9,496	0	0	(195,128)	0	672,726	852,073
Recreation Centre Reserve	16,180	485	215	0	0	(6,700)	0	9,965	16,395
Aerodrome Maintenance & Developme	56,114	1,683	599	0	0	0	0	57,797	56,713
Municipal Buildings Reserve	102,868	3,086	1,047	0	0	0	0	105,954	103,915
Information Technology Reserve	132,896	3,987	227	0	0	0	0	136,883	133,123
Land Development Reserve	11,818	355	157		0	0	0	12,173	11,974
Community Bus Reserve	23,504	705	321	800	0	0	0	25,009	23,825
Homecare Reserve	18,545	556	777	0	0	0	0	19,101	19,322
Recreation Development Reserve	311,071	9,332	3,864	0	0	(30,946)	0	289,457	314,934
Refuse Waste Management Reserve	279,158	8,375	3,706	9,502	0	0	0	297,035	282,864
Water Management Reserve	96,114	2,883	1,037	18,000	0	0	0	116,997	97,151
Staff Housing Reserve	562,104	16,863	6,466	800,000	0	0	0	1,378,967	568,571
Refuse Site Rehabilitation Reserve	214,364	6,431	2,580	0	0	0	0	220,795	216,944
Community Events Reserve	19,891	597	131	0	0	0	0	20,488	20,022
Electronic Sign Reserve	16,324	490	217	0	0	0	0	16,814	16,541
Community Gym Reserve	23,361	701	366	0	0	0	0	24,062	23,727
Sportsground Precinct Redevelopment I	470,072	14,102	5,045	0	0	(40,000)	0	444,174	475,118
Emergency/Bushfire Control Reserve	37,205	1,116	494	0	0	0	0	38,321	37,699
Roadwork Reserve	72,042	2,161	1,421	0	0	0	0	74,203	73,463
	<b>3,882,119</b>	<b>116,462</b>	<b>45,811</b>	<b>828,302</b>	<b>0</b>	<b>(272,774)</b>	<b>0</b>	<b>4,554,109</b>	<b>3,927,930</b>

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted Budget	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
Buildings	\$ 1,013,257	\$ 1,013,257	\$ 40,128	\$ 0	\$ (40,128)
Furniture and equipment	133,700	133,700	101,443	90,744	(10,699)
Plant and equipment	739,950	739,950	678,700	629,250	(49,450)
Infrastructure - roads	1,535,436	1,535,436	413,043	295,506	(117,537)
Infrastructure - other	342,608	342,608	75,318	28,883	(46,435)
Infrastructure - drainage	165,877	165,877	33,173	19,026	(14,147)
<b>Payments for Capital Acquisitions</b>	<b>3,930,828</b>	<b>3,930,828</b>	<b>1,341,805</b>	<b>1,069,049</b>	<b>(272,756)</b>
<b>Capital Acquisitions Funded By:</b>					
Capital grants and contributions	\$ 1,263,394	\$ 1,263,394	\$ 260,459	\$ 215,153	\$ (45,307)
Borrowings	1,600,000	1,600,000	0	0	0
Other (disposals & C/Fwd)	215,273	215,273	0	157,250	157,250
Cash backed reserves					
Recreation Development Reserve	0	30,946	0	0	0
Plant Replacement Reserve	195,128	195,128	0	0	0
Sportsground Precinct Redevelopment Reserve	0	40,000	0	0	0
Contribution - operations	657,033	579,387	1,081,346	696,646	(384,700)
<b>Capital funding total</b>	<b>3,930,828</b>	<b>3,930,828</b>	<b>1,341,805</b>	<b>1,069,049</b>	<b>(272,756)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

**Initial recognition and measurement for assets held at cost**

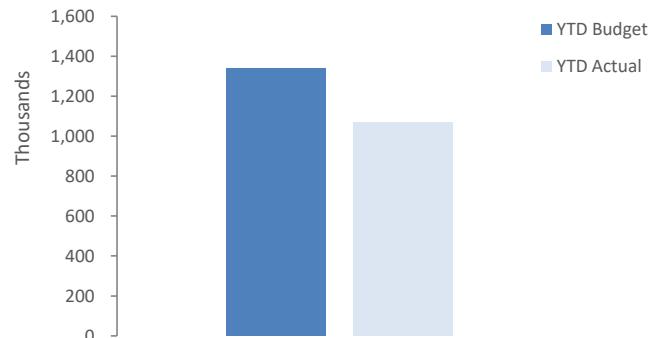
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

**Initial recognition and measurement between**

**mandatory revaluation dates for assets held at fair value**

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

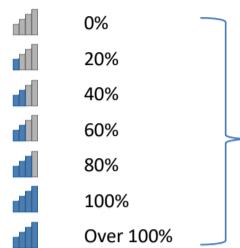
**Payments for Capital Acquisitions**



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

Account Number	Job Number	Sheet Category	Account/Job Description	Adopted		Amended		Variance (Under)/Over				
				Budget	Budget	YTD Budget	YTD Actual					
<b>Land</b>												
<b>Economic Services</b>												
E167465	515		Creation of Lot 429 Tudhoe Street	0	0	0	(5,640)	(5,640)				
<b>Total - Economic Services</b>				0	0	0	(5,640)	(5,640)				
<b>Total - Land</b>				0	0	0	(5,640)	(5,640)				
<b>Buildings</b>												
<b>Governance</b>												
E167744	B2505	521	Admin Building - Roof Safety System	(10,000)	(10,000)	(5,000)	0	5,000				
<b>Total - Governance</b>				(10,000)	(10,000)	(5,000)	0	5,000				
<b>Health</b>												
<b>Education &amp; Welfare</b>												
<b>Recreation And Culture</b>												
E167784	B2203	521	NAB Building	(10,257)	(10,257)	(5,128)	0	5,128				
E167780	B2501	521	Recreation Centre - New meter box	(20,000)	(20,000)	0	0	0				
E167784	B2504	521	Court House - Create door to Courtyard	(8,000)	(8,000)	0	0	0				
E167475	B2602	521	32 Ballagin Street - New colourbond roof	(30,000)	(30,000)	0	0	0				
E167777	B2607	521	Swimming Pool - Power Board Main plantroom	(20,000)	(20,000)	(20,000)	0	20,000				
E167777	B2608	521	Swimming Pool - Replace kiosk carpet with non slip epoxy coating	(10,000)	(10,000)	(10,000)	0	10,000				
<b>Total - Recreation And Culture</b>				(98,257)	(98,257)	(35,128)	0	35,128				
<b>Other Property &amp; Services</b>												
E167475	B2604	521	New Staff House 1 (3 x 2 modular)	(450,000)	(450,000)	0	0	0				
E167475	B2605	521	New Staff House 2 (3 x 2 modular)	(450,000)	(450,000)	0	0	0				
E167475	B2610	521	Admin Office - Carpet Replacement (Walkways)	(5,000)	(5,000)	0	0	0				
<b>Total - Other Property &amp; Services</b>				(905,000)	(905,000)	0	0	0				
<b>Total - Buildings</b>				(1,013,257)	(1,013,257)	(40,128)	0	40,128				
<b>Plant &amp; Equipment</b>												
<b>Governance</b>												
E167746	PE2404	525	2025/26 - CEO - Isuzu MUX	(61,250)	(61,250)	0	0	0				
<b>Total - Governance</b>				(61,250)	(61,250)	0	0	0				
<b>Law, Order &amp; Public Safety</b>												
E167111	P96	525	Water Tanker Trailer	0	0	0	(628)	(628)				
E167776	PE2601	525	Refurbish SAM trailer to an emergency use trailer	(5,000)	(5,000)	(5,000)	0	5,000				
E16776	PE2605	525	Isuzu D-Max - SES (Funded by DFES)	0	0	0	(149,052)	(149,052)				
<b>Total - Law, Order &amp; Public Safety</b>				(5,000)	(5,000)	(5,000)	(149,680)	(144,680)				
<b>Health</b>												
E167751	PE2602	525	2025/26 - Doctor's Vehicle	(50,000)	(50,000)	(50,000)	0	50,000				
<b>Total - Health</b>				(50,000)	(50,000)	(50,000)	0	50,000				
<b>Transport</b>												
E167761	PE2603	525	2025/26 - Grader	(430,000)	(430,000)	(430,000)	(426,821)	3,179				
E167761	PE2604	525	2025/26 - Multipac Multi Tyred Roller	(193,700)	(193,700)	(193,700)	(210,000)	(16,300)				
<b>Total - Transport</b>				(623,700)	(623,700)	(623,700)	(636,821)	(13,121)				
<b>Total - Plant &amp; Equipment</b>				(739,950)	(739,950)	(678,700)	(786,500)	(107,800)				
<b>Furniture &amp; Equipment</b>												
<b>Governance</b>												
E167742	FE2401	523	New Server - Administration	(66,000)	(66,000)	(66,000)	(67,796)	(1,796)				
<b>Total - Governance</b>				(66,000)	(66,000)	(66,000)	(67,796)	(1,796)				
<b>Law, Order &amp; Public Safety</b>												
E167110	FE2603	523	CCTV - Animal Pound	(10,000)	(10,000)	(10,000)	0	10,000				
<b>Total - Law, Order &amp; Public Safety</b>				(10,000)	(10,000)	(10,000)	0	10,000				
<b>Other Health</b>												
<b>Recreation &amp; Culture</b>												
E167284	FE2601	523	Floor Cleaner - Recreation Centre	(13,000)	(13,000)	(4,333)	(11,892)	(7,559)				
E167756	FE2602	523	CCTV - 2 Pan Tilt Zoom Cameras for Sportsground	(15,000)	(15,000)	(3,750)	0	3,750				
E167756	FE2605	523	Wireless Internet - Eric Farrow Pavilion	(10,000)	(10,000)	0	0	0				
E167756	FE2606	523	Rec Centre - Two Burner Griddle / Gas Range Static Oven	(6,500)	(6,500)	(4,160)	0	4,160				
E167284	FE2609	523	New Dishwasher - Recreation Centre	(5,500)	(5,500)	(5,500)	(4,939)	561				
E167754	FE2610	523	Pool Cleaner - WAVE 100 CB	0	0	0	(6,117)	(6,117)				
<b>Total - Recreation &amp; Culture</b>				(50,000)	(50,000)	(17,743)	(22,948)	(5,205)				
<b>Transport</b>												
E167763	FE2607	523	Depot - High Pressure Cleaner	(7,700)	(7,700)	(7,700)	0	7,700				
<b>Total - Transport</b>				(7,700)	(7,700)	(7,700)	0	7,700				
<b>Total - Furniture &amp; Equipment</b>				(133,700)	(133,700)	(101,443)	(90,744)	10,699				

5 CAPITAL ACQUISITIONS - DETAILED

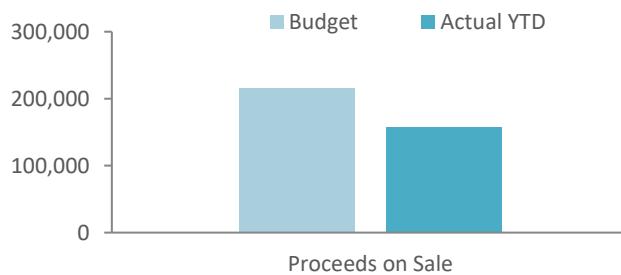
Account Number	Job Number	Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
<b>Infrastructure - Roads</b>								
Transport								
E167103	CP357	541	2023/24 - Shire - Main Drain/Padbury Lane	(25,000)	(25,000)	(4,999)	0	4,999
E167103	CP367	541	2024/25 - RTR - Bullock Hills Road - Reconstruct seal widen	0	0	0	0	0
E167103	CP374	541	2024/25 - RTR - Ballagin Road - Reconstruct seal widen	0	0	0	(726)	(726)
E167103	CP378	541	2024/25 - Shire - Thornton Street - Kerbing both sides	(7,422)	(7,422)	(7,422)	(7,422)	(0)
E167103	CP379	541	2024/25 - Shire - Lukin street - Kerbing both sides	(5,616)	(5,616)	(5,616)	(5,616)	(0)
E167103	CP380	541	2024/25 - Shire - Trenton Street - Kerbing north side	(11,018)	(11,018)	(11,018)	(11,018)	(0)
E167103	CP383	541	2024/25 - Shire - Hunt street - Reseal	(29,000)	(29,000)	(5,799)	0	5,799
E167105	BR3068	545	2024/25 - Dongolocking Road SLK 10.42 - Culvert replace sleepers	(65,877)	(65,877)	(13,175)	0	13,175
E167105	CP391	545	2024/25 - Bullock Hills Road SLK 6.36 - Replace head walls	0	0	0	(1,333)	(1,333)
E167105	CP392	545	2024/25 - Bullock Hills Road SLK 6.84 - Extend culvert / replace he	0	0	0	(6,446)	(6,446)
E167103	CP395	541	2025/26 - RRG - Beaufort Road - Reconstruct Seal Widen	(181,015)	(181,015)	(36,201)	0	36,201
E167103	CP396	541	2025/26 - RTR - Bullock Hills Road - Reconstruct Seal Widen	(180,000)	(180,000)	(37,599)	(54,112)	(16,513)
E167103	CP397	541	2025/26 - RTR - Behn Ord Road - Reconstruct Seal Widen	(139,000)	(139,000)	(27,798)	(98,503)	(70,705)
E167103	CP398	541	2025/26 - RTR - Bockaring road - Reconstruct Seal Widen	(180,422)	(180,422)	(36,083)	(7,069)	29,014
E167103	CP399	541	2025/26 - Shire - Gundaring Road - Gravel widen west side of roac	(25,337)	(25,337)	(20,131)	(18,047)	2,084
E167103	CP400	541	2025/26 - Shire - Behn-Ord Road - Gravel Sheet	(55,000)	(55,000)	(42,405)	(37,573)	4,832
E167103	CP401	541	2025/26 - Shire - Toolibin South Road - Gravel Sheet	(65,000)	(65,000)	(51,661)	(48,967)	2,694
E167103	CP404	541	2025/26 - Thornton Street Kerbing - south side	(23,907)	(23,907)	(4,780)	0	4,780
E167103	CP405	541	2025/26 - Ventnor street Kerbing - Ware to Warwick	(23,907)	(23,907)	(4,780)	0	4,780
E167103	CP406	541	2025/26 - Kedive Street Kerbing - Both Sides	(20,000)	(20,000)	(3,998)	0	3,998
E167103	CP407	541	2025/26 - RRG - Jaloran Road - Reseal	(150,216)	(150,216)	(30,042)	0	30,042
E167103	CP408	541	2025/26 - Shire - Vernal Street - Reseal 2 coat	(42,200)	(42,200)	(8,438)	0	8,438
E167105	CP411	545	2025/26 - Shire - Culvert repairs as needed	(100,000)	(100,000)	(19,998)	(11,247)	8,751
E167103	CP410	541	2025/26 - RRG - Ballagin Road - Reconstruct Seal Widen	(371,376)	(371,376)	(74,273)	(6,453)	67,820
<b>Total - Transport</b>				<b>(1,701,313)</b>	<b>(1,701,313)</b>	<b>(446,216)</b>	<b>(314,532)</b>	<b>131,684</b>
<b>Total - Infrastructure - Roads</b>				<b>(1,701,313)</b>	<b>(1,701,313)</b>	<b>(446,216)</b>	<b>(314,532)</b>	<b>131,684</b>
<b>Balance</b>								
Account Number	Job Number	Sheet Category	Account/Job Description	Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
				\$	\$	\$	\$	\$
<b>Infrastructure - Other</b>								
Law,Order & Public Safety								
E167112	IO028	543	250,000L Emergency Water Tank - Wagin Airfield	(10,308)	(10,308)	(2,061)	(3,083)	(1,022)
E167112	IO029	543	Pump & Emergency Water Connection - Dams via wier	0	0	0	0	0
E167112	IO2604	543	Wedgecarrup BFB Water Tank	(15,300)	(15,300)	(3,060)	0	3,060
<b>Total - Law,Order &amp; Public Safety</b>				<b>(25,608)</b>	<b>(25,608)</b>	<b>(5,121)</b>	<b>(3,083)</b>	<b>2,038</b>
Community Amenities								
E167191	IO2504	543	Wagin Cemetery - New niche wall	(10,000)	(10,000)	(2,000)	(7,500)	(5,500)
<b>Total - Community Amenities</b>				<b>(10,000)</b>	<b>(10,000)</b>	<b>(2,000)</b>	<b>(7,500)</b>	<b>(5,500)</b>
Recreation & Culture								
E167758	IO2501	543	Sportsground Water Tank	(48,500)	(48,500)	(9,700)	0	9,700
E167757	IO2502	543	Swimming Pool - Paving repairs under roller track	(8,500)	(8,500)	(8,500)	(8,400)	100
E167758	IO2507	543	Wetlands - Disabled Parking and Access Ramp	(30,000)	(30,000)	(6,000)	0	6,000
E167757	IO2601	543	Swimming Pool - Replacement Shadesail	(12,000)	(12,000)	(2,400)	(9,900)	(7,500)
E167758	IO2602	543	Drought Resilience Project - Grant Expenditure	(60,000)	(60,000)	(12,000)	0	12,000
E167758	IO2605	543	Sportsground Basketball Court Resurfacing	(40,000)	(40,000)	(8,000)	0	8,000
<b>Total - Recreation &amp; Culture</b>				<b>(199,000)</b>	<b>(199,000)</b>	<b>(46,600)</b>	<b>(18,300)</b>	<b>28,300</b>
<b>Total - Infrastructure - Other</b>				<b>(234,608)</b>	<b>(234,608)</b>	<b>(53,721)</b>	<b>(28,883)</b>	<b>24,838</b>
<b>Infrastructure - Footpaths</b>								
Transport								
E167124	CP402	543	2025/26 - Thornton Street Footpath - Tarbet to Theta	(60,000)	(60,000)	(11,999)	0	11,999
E167124	CP403	543	2025/26 - Ventnor Street Footpath - Ware to Warwick	(48,000)	(48,000)	(9,598)	0	9,598
<b>Total - Infrastructure - Footpaths</b>				<b>(108,000)</b>	<b>(108,000)</b>	<b>(21,597)</b>	<b>0</b>	<b>21,597</b>
<b>Total - Infrastructure - Footpaths</b>				<b>(108,000)</b>	<b>(108,000)</b>	<b>(21,597)</b>	<b>0</b>	<b>21,597</b>
<b>Grand Total</b>				<b>(3,930,828)</b>	<b>(3,930,828)</b>	<b>(1,341,805)</b>	<b>(1,226,299)</b>	<b>115,506</b>

SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

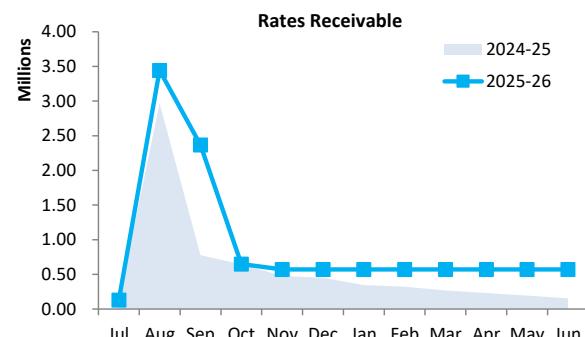
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget (As amended)				YTD Actual								
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)					
		Value	Proceeds			Value	Proceeds							
<b>Plant and equipment</b>														
<b>Governance</b>														
P01Y20	2019 Isuzu MU-X MY19 4x4 LST SUV Wagon Automatic (CEO)	0	27,273	27,273	0	0	0	0	0					
<b>Health</b>														
P05Y21	Toyota Kluger AWD Hybrid Wagon - Doctors	27,750	37,000	9,250	0	0	0	0	0					
<b>Transport</b>														
P12Y19	2018 Komatsu GD655-5 Grader	119,515	130,000	10,485	0	0	130,250	0	0					
P49	2016 Multipac Multi Tyred Roller	30,560	21,000	0	(9,560)	0	27,000	0	0					
		<b>177,825</b>	<b>215,273</b>	<b>47,008</b>	<b>(9,560)</b>	<b>0</b>	<b>157,250</b>	<b>0</b>	<b>0</b>					



7 RECEIVABLES

Rates receivable	30 Jun 2025	31 Oct 2025
Opening arrears previous years	\$ 144,372	\$ 154,142
Levied this year	3,237,046	3,390,475
Less - collections to date	(3,227,276)	(2,894,919)
Gross rates collectable	<b>154,142</b>	<b>649,698</b>
<b>Net rates collectable</b>	<b>154,142</b>	<b>649,698</b>
% Collected	95.4%	81.7%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(736)	180,010	28,292	1,691	17,961	227,218
Percentage	(0.3%)	79.2%	12.5%	0.7%	7.9%	
<b>Balance per trial balance</b>						
Sundry receivable						227,218
Other Receivables						(7,273)
LSL Receivables (Current)						39,679
<b>Total receivables general outstanding</b>						<b>259,625</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

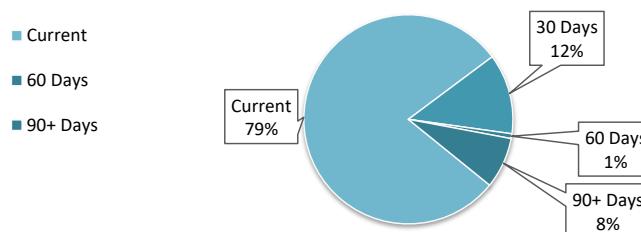
Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

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

Accounts Receivable (non-rates)



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 October 2025
<b>Other current assets</b>		\$	\$	\$
<b>Other financial assets at amortised cost</b>				
Financial assets at amortised cost - self supporting loans	25,331	0	0	25,331
<b>Inventory</b>				
Fuel and materials (including gravel)	50,283	0	0	50,283
Accrued income	32,906	0	(32,906)	0
<b>Contract assets</b>				
Contract assets	0	0	0	0
<b>Total other current assets</b>	<b>108,520</b>	<b>0</b>	<b>(32,906)</b>	<b>75,614</b>
<b>Amounts shown above include GST (where applicable)</b>				

**KEY INFORMATION**

**Other financial assets at amortised cost**

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

**Inventory**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Contract assets**

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**  
**9 PAYABLES**

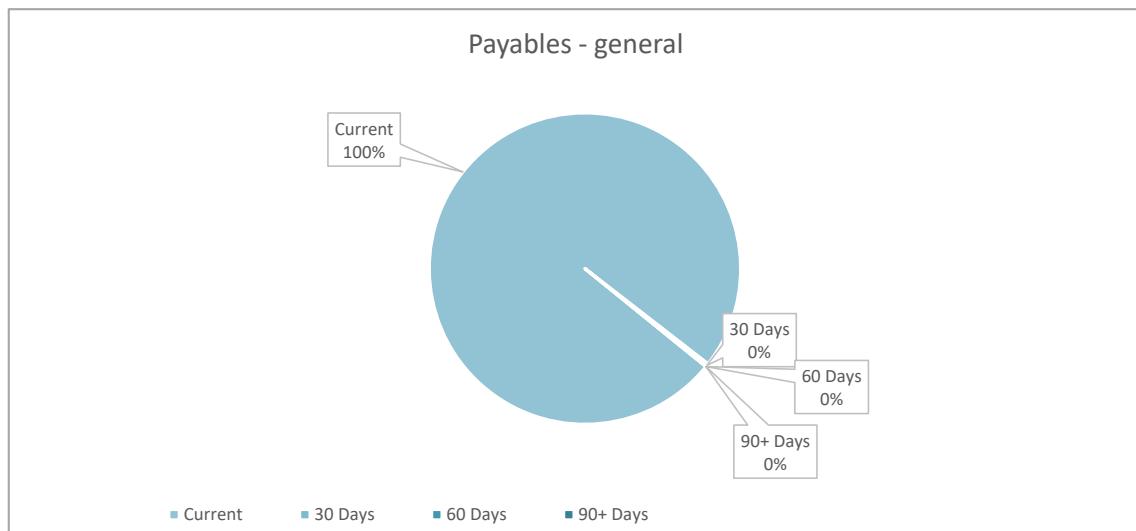
**OPERATING ACTIVITIES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Payables - general	\$ (1,186)	\$ 688,558	\$ 2,392	\$ 0	\$ 0	\$ 689,764
Percentage	-0.2%	99.8%	0.3%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						689,764
ATO liabilities						0
Accrued interest on borrowings						1,881
Payroll creditors						0
Bonds and deposits held						22,329
<b>Total payables general outstanding</b>						<b>713,974</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and Services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF WAGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in \$	Number of Properties	Rateable Value	Budget			YTD Actual			Total Revenue
				Rate	Interim Rate	Back Rate	Total Revenue	Rate	Interim Rates	
<b>Gross rental value</b>										
Non-commercial	9.5405	677	8,765,908	833,156	0	0	833,156	833,156	0	833,156
Commercial	12.6133	67	2,107,993	265,887	0	0	265,887	265,887	0	265,887
<b>Unimproved value</b>										
UV	0.3293	276	500,954,000	1,649,642	0	0	1,649,642	1,649,642	0	1,649,642
<b>Sub-Total</b>		<b>1,020</b>	<b>511,827,901</b>	<b>2,748,685</b>	<b>0</b>	<b>0</b>	<b>2,748,685</b>	<b>2,748,685</b>	<b>0</b>	<b>2,748,685</b>
<b>Minimum payment</b>										
<b>Gross rental value</b>										
Non-commercial	775	135	232,356	104,625	0	0	104,625	104,625	0	104,625
Commercial	775	22	45,192	17,050	0	0	17,050	17,050	0	17,050
<b>Unimproved value</b>										
UV	775	104	14,643,565	80,600	0	0	80,600	80,600	0	80,600
<b>Sub-total</b>		<b>261</b>	<b>14,921,113</b>	<b>202,275</b>	<b>0</b>	<b>0</b>	<b>202,275</b>	<b>202,275</b>	<b>0</b>	<b>202,275</b>
				<b>1,281</b>	<b>526,749,014</b>	<b>2,950,960</b>	<b>0</b>	<b>0</b>	<b>2,950,960</b>	<b>2,950,960</b>
Discount							(154,350)			(150,754)
Concession							(1,302)			0
<b>Amount from general rates</b>							<b>2,795,308</b>			<b>2,800,206</b>
Rates Written Off							(1,000)			(255)
Ex-gratia rates CBH							16,502	16,502	0	16,542
<b>Total general rates</b>							<b>2,810,810</b>			<b>2,816,493</b>
<b>Total</b>			<b>1,281</b>				<b>2,810,810</b>			<b>2,816,493</b>

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2023 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments			Principal Outstanding			Interest Repayments				
		Particulars	Loan No.	1 July 2025	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget	Actual	Adopted Budget	Amended Budget		
<b>Recreation and culture</b>				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
Swimming Pool Redevelopment	139	140,704		0	0	0	0	(4,212)	(17,172)	(17,172)	136,492	123,532	(1,797)	(7,833)	(7,833)
<b>Other property and services</b>															
Staff Housing	137	76,683		0	0	0	0	(6,139)	(18,791)	(18,791)	70,544	57,892	(1,493)	(4,670)	(4,670)
Doctor Housing	138	14,871		0	0	0	0	(7,321)	(14,871)	(14,871)	7,550	0	(466)	(824)	(824)
Staff Housing	143			0	1,600,000	1,600,000		0	0	0	0	1,600,000	0	0	0
		232,258		0	1,600,000	1,600,000		(17,671)	(50,834)	(50,834)	214,587	1,781,424	(3,756)	(13,327)	(13,327)
<b>Self supporting loans</b>															
<b>Recreation and culture</b>															
Wagin Ag Society	141	33,978		0	0	0	0	0	(22,481)	(22,481)	55,791	33,310	0	(1,049)	(1,049)
Wagin Bowls Club	142	56,014		0	0	0	0	0	(2,850)	(2,850)	58,709	55,859	0	(3,306)	(3,306)
		89,992		0	0	0	0	0	(25,331)	(25,331)	114,500	89,169	0	(4,355)	(4,355)
<b>Total</b>		322,250		0	1,600,000	1,600,000		(17,671)	(76,165)	(76,165)	329,087	1,870,593	(3,756)	(17,682)	(17,682)
Current borrowings		76,165									58,494				
Non-current borrowings		246,085									246,085				
		322,250									304,579				

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

New borrowings 2025-26

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used) Budget	Balance Unspent
	Actual	Budget							
Staff Housing	\$ 0	\$ 1,600,000	WATC	Debenture	8	\$ 373,538	% 5.20	\$ 0	\$ 0
	<b>0</b>	<b>1,600,000</b>				<b>373,538</b>		<b>0</b>	<b>0</b>

The Shire has no unspent debenture funds as at 30th June 2025, nor is it expected to have unspent funds as at 30th June 2026

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

12 OTHER CURRENT LIABILITIES

Other current liabilities	Note	1 July 2025	Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
			\$	\$	\$	\$	
<b>Other liabilities</b>							
- Contract liabilities		21,950	0	55,075	(63,733)	13,292	
- Capital grant/contribution liabilities		106,508	0	243,206	(66,101)	283,613	
<b>Total other liabilities</b>		<b>128,458</b>	<b>0</b>	<b>298,281</b>	<b>(129,834)</b>	<b>296,905</b>	
<b>Employee Related Provisions</b>							
Annual leave		260,707	0	0	0	260,707	
Long service leave		279,911	0	0	0	279,911	
<b>Total Employee Related Provisions</b>		<b>540,617</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>540,617</b>	
<b>Other Provisions</b>							
Provision for LSL On-costs (Current)		34,674	0	0	0	34,674	
Provision for Annual Leave On-costs (Current)		36,691	0	0	0	36,691	
<b>Total Other Provisions</b>		<b>71,365</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>71,365</b>	
<b>Total other current assets</b>		<b>740,440</b>	<b>0</b>	<b>298,281</b>	<b>(129,834)</b>	<b>908,887</b>	

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note and

KEY INFORMATION

Provisions

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

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

Employee Related Provisions

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**  
**13 GRANTS, SUBSIDIES AND CONTRIBUTIONS**

**OPERATING ACTIVITIES**

Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue			
	Liability 1 July 2025	Increase in Liability	Liability Reduction (As revenue)	Current Liability 31 Oct 2025	Adopted Budget Revenue	Amended YTD Budget	Amended Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>								
<b>General purpose funding</b>								
Grants Commission - General (WALGGC)	0	0	0	0	581,577	145,394	581,577	172,000
Grants Commission - Roads (WALGGC)	0	0	0	0	302,633	75,658	302,633	84,203
<b>Law, order, public safety</b>								
DFES Grant - Operating Bush Fire Brigade	0	40,000	(40,000)	0	80,000	40,000	80,000	40,000
DFES Grant - ESL Admin Contribution	0	0	0	0	4,000	0	4,000	4,000
DFES Grant - Operating SES	1,295	15,075	(8,515)	7,855	30,150	15,074	30,150	8,515
<b>Education and welfare</b>								
Homecare - CHSP Operating Grant	0	0	0	0	345,927	115,308	345,927	108,446
Homecare - HCP Operating Grant	0	0	0	0	367,518	122,504	367,518	135,739
Homecare - Donations	0	0	0	0	10,380	3,460	10,380	0
Homecare - NDIS Contributions	0	0	0	0	52,919	17,636	52,919	6,907
<b>Recreation and culture</b>								
Australia Day Grant	0	0	0	0	10,000	3,332	10,000	0
SLWA - Library Technology Grant	0	0	0	0	10,900	3,632	10,900	0
Lotterywest - Christmas Street Carnival	0	0	0	0	13,000	4,332	13,000	0
Heritage Review Grant	5,130	0	0	5,130	5,130	1,708	5,130	0
DOC - Community Garden Grant	532	0	(532)	0	532	176	532	532
LBW Trust Library Grant	168	0	0	168	0	0	0	0
Community Water Supplies Partnership Grant	0	0	0	0	11,662	0	11,662	0
SLWA - Encouraging Promising Practice Grant	1,390	0	(1,251)	139	1,390	460	1,390	1,251
Lighting Upgrades - Wagin Bowls Club	13,436	0	(13,436)	0	0	0	0	13,436
International Volunteer Day	0	0	0	0	0	0	0	1,000
<b>Transport</b>								
Direct Grant (MRWA)	0	0	0	0	200,875	200,875	200,875	186,436
Ballagin Street - Vehicle Speeds Investigation	0	0	0	0	5,000	0	5,000	0
	<b>21,951</b>	<b>55,075</b>	<b>(63,733)</b>	<b>13,292</b>	<b>2,033,593</b>	<b>749,549</b>	<b>2,033,593</b>	<b>762,464</b>

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue			
	Liability 1 July 2025	Increase in Liability	Liability (As revenue)	31 Oct 2025	Current Liability 31 Oct 2025	Adopted Budget	Amended YTD Budget	Amended Annual Budget	YTD Revenue Actual
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>									
Law, order, public safety									
Community Water Supply Project	0	0	0	0	0	7,856	0	7,856	0
Sportsground Water Tank	0	0	0	0	0	32,334	0	32,334	0
DFES - Capital Grants - Isuzu D-Max SES	0	0	0	0	0	0	0	0	149,052
Recreation and culture									
Drought Resilience Project - Grant Expenditure	0	0	0	0	0	94,896	0	94,896	0
Transport									
RRG - 2023/24 Ballagin Road	9,562	0	(9,561)	1	1	9,562	3,824	9,562	9,561
Bridge Funding from 2018-2019	74,251	0	0	74,251	74,251	74,251	14,850	74,251	0
2024/25 - RTR - Beaufort Road - Reconstruct seal widen	348	0	(348)	(0)	(0)	348	0	348	348
2024/25 - RTR - Bullock Hills Road - Reconstruct seal widen	347	0	(347)	(0)	(0)	347	0	347	347
2024/25 - RTR - Ballagin Road - Reconstruct seal widen	0	1,419	(1,419)	0	0	1,419	0	1,419	1,419
2024/25 - RRG - Piesseville-Tarwonga - Reconstruct seal failed sectio	0	20,691	(20,691)	0	0	20,691	20,691	20,691	20,691
2024/25 - RRG - Dongolocking Road - Reconstruct seal widen	0	33,733	(33,733)	0	0	33,733	33,733	33,733	33,733
2024/25 - LRCIP4 - Bullock Hills Road - Reconstruct seal widen	0	0	0	0	0	13,742	0	13,742	0
2024/25 - LRCIP4 - Beaufort Road SLK 7.25 - Extend culvert	0	0	0	0	0	1,411	0	1,411	0
2024/25 - LRCIP4 - Beaufort Road SLK 7.87 - Culvert repairs	0	0	0	0	0	1,411	0	1,411	0
2024/25 - LRCIP4 - Beaufort Road SLK 6.29 - Culvert repair	0	0	0	0	0	3,565	0	3,565	0
2025/26 - RTR - Bullock Hills Road - Reconstruct Seal Widen	0	0	0	0	0	180,000	0	180,000	0
2025/26 - RTR - Behn Ord Road - Reconstruct Seal Widen	0	0	0	0	0	139,000	0	139,000	0
2025/26 - RTR - Bockaring road - Reconstruct Seal Widen	0	0	0	0	0	180,422	0	180,422	0
2025/26 - RRG - Jaloran Road - Reseal	0	40,058	0	40,058	40,058	100,144	40,057	100,144	0
2025/26 - RRG - Ballagin Road - Reconstruct Seal Widen	0	99,034	0	99,034	99,034	247,585	99,034	247,585	0
2025/26 - RRG - Beaufort Road - Reconstruct Seal Widen	0	48,271	0	48,271	48,271	120,677	48,270	120,677	0
Economic services						0	0	0	0
Sale of Land - Raymond Edward	22,000	0	0	22,000	22,000				
	<b>106,508</b>	<b>243,206</b>	<b>(66,101)</b>	<b>283,613</b>	<b>283,613</b>	<b>1,263,394</b>	<b>260,459</b>	<b>1,263,394</b>	<b>215,153</b>

**SHIRE OF WAGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**15 BONDS AND DEPOSITS**

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but are now included in Municipal funds - Bonds and Deposits and as a current liability in the books of Council.

<b>Description</b>	<b>Opening Balance</b>			<b>Closing Balance</b>
	<b>1 July 2025</b>	<b>Amount Received</b>	<b>Amount Paid</b>	
	\$	\$	\$	\$
<b>Restricted Cash - Bonds and Deposits</b>				
Deposits - Town Hall	600	600	(300)	900
Deposits - Community Bus	600	450	(450)	600
Deposits - Rec Centre & EFP	2,000	2,700	(2,700)	2,000
Deposits - Animal Trap	75	0	0	75
BCITF	160	2,009	(1,929)	240
Building Services Levy	603	1,569	(1,569)	603
Nomination Deposits	0	500	0	500
Other Deposits	6,269	250	(250)	6,269
Deposit - Refuse Site Key	20	0	0	20
Deposit - Community Gym Key	10,440	1,050	(520)	10,970
<b>Sub-Total</b>	<b>20,767</b>	<b>9,127</b>	<b>(7,717)</b>	<b>22,177</b>
<b>Trust Funds</b>				
Nil				
	<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>20,767</b>	<b>9,127</b>	<b>(7,717)</b>	<b>22,177</b>

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**16 BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash		Decrease in Available Cash	Amended Budget Running Balance
					\$	\$		
Opening Surplus(Deficit)								
					0	0		0
J012 / E113030 I1019001	Recreation Centre Transfer from Reserves					6,700	(5,600)	(5,600) 6,700
					0	6,700	(5,600)	1,100

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>General Purpose Funding</b>						
<b>Rate Revenue</b>						
I031005	GRV	Inc	1,099,043	1,099,043	1,099,043	<b>1,099,043</b>
I031010	GRV Minimums	Inc	121,675	121,675	121,675	<b>121,675</b>
I031015	UV	Inc	1,649,641	1,649,641	1,649,641	<b>1,649,642</b>
I031020	UV Minimums	Inc	80,600	80,600	80,600	<b>80,600</b>
I031025	GRV Interim Rates	Inc	0	0	0	<b>0</b>
I031030	UV Interim Rates	Inc	0	0	0	<b>0</b>
I031035	Back Rates	Inc	0	0	0	<b>0</b>
I031040	Ex-Gratia Rates (CBH)	Inc	16,502	16,502	16,502	<b>16,542</b>
I031045	Discount Allowed	Inc	(154,350)	(154,350)	(149,350)	<b>(150,754)</b>
I031050	Instalment Admin Charge	Inc	5,000	5,000	5,000	<b>2,562</b>
I031055	Account Enquiry Fee	Inc	5,000	5,000	1,664	<b>2,974</b>
I031060	(Rate & Sdry Debtor Write Offs)	Inc	(1,000)	(1,000)	0	<b>(255)</b>
I031065	Penalty Interest	Inc	17,000	17,000	5,664	<b>5,456</b>
I031070	Emergency Services Levy	Inc	143,568	143,568	143,568	<b>145,525</b>
I031075	ESL Penalty Interest	Inc	500	500	164	<b>197</b>
I031080	Instalment Interest	Inc	4,000	4,000	4,000	<b>3,882</b>
I031090	Rate Legal Charges	Inc	5,000	5,000	1,664	<b>3,155</b>
			2,992,179	2,992,179	2,979,835	<b>2,980,244</b>
E031005	Valuation Expenses	Exp	(10,000)	(10,000)	(10,000)	<b>(13,010)</b>
E031010	Legal Costs/Expenses	Exp	(1,000)	(1,000)	(332)	<b>0</b>
E031015	Title Searches	Exp	(500)	(500)	(164)	<b>0</b>
E031020	Rate Recovery Expenses	Exp	(5,000)	(5,000)	(1,664)	<b>(4,510)</b>
E031025	Printing Stationery Postage	Exp	(2,000)	(2,000)	(2,000)	<b>(2,596)</b>
E031030	Emergency Services Levy	Exp	(143,568)	(143,568)	(35,892)	<b>(44,287)</b>
E031040	Rate Refunds	Exp	(1,000)	(1,000)	0	<b>0</b>
E031041	Rates & Rubbish Waivers/Concessions	Exp	(3,213)	(3,213)	(3,213)	<b>(2,822)</b>
E031100	Administration Allocated	Exp	(103,266)	(103,266)	(34,420)	<b>(34,422)</b>
			(269,547)	(269,547)	(87,685)	<b>(101,647)</b>
<b>Other General Purpose Funding</b>						
I032005	Grants Commission General	Inc	581,577	581,577	145,394	<b>171,999</b>
I032010	Grants Commission Roads	Inc	302,633	302,633	75,658	<b>84,202</b>
I032020	Administration Rental	Inc	0	0	0	<b>0</b>
I032025	Photocopies, Publications, PA & Projector Hire	Inc	1,000	1,000	332	<b>331</b>
I032030	Reimbursements	Inc	100	100	32	<b>0</b>
I032035	SS Loans Interest & GFee Reimb.	Inc	0	0	0	<b>0</b>
I032040	Bank Interest	Inc	90,000	90,000	30,000	<b>12,278</b>
I032045	Reserves Interest	Inc	116,462	116,462	29,115	<b>16,438</b>
I032055	Commissions & Recoups	Inc	0	0	0	<b>0</b>
I032080	Other General Purpose Income	Inc	0	0	0	<b>0</b>
I032086	Debtor Penalty Interest	Inc	2,500	2,500	832	<b>343</b>
I032190	WALGA House Units	Inc	0	0	0	<b>0</b>
			1,094,272	1,094,272	281,363	<b>285,592</b>

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E032005	Bank Fees and Charges	Exp	(11,000)	(11,000)	(3,664)	(7,076)
E032015	Interest on Loans	Exp	0	0	0	0
E032030	Audit Fees & Other Services	Exp	(42,500)	(42,500)	0	(4,680)
E032035	Administration Allocated	Exp	(74,979)	(74,979)	(24,992)	(24,993)
			(128,479)	(128,479)	(28,656)	(36,749)
<b>Total General Purpose Income</b>			4,086,451	4,086,451	3,261,198	<b>3,265,836</b>
<b>Total General Purpose Expenditure</b>			(398,026)	(398,026)	(116,341)	<b>(138,396)</b>
<b>Governance</b>						
<b>Members of Council</b>						
I041020	Other Income Relating to Members	Inc	0	0	0	0
			0	0	0	0
E041005	Sitting Fees	Exp	(23,689)	(23,689)	(5,922)	(5,613)
E041010	Training	Exp	(7,000)	(7,000)	(1,750)	0
E041015	Members Travelling	Exp	(700)	(700)	(175)	(299)
E041020	Communication Allowance	Exp	(8,085)	(8,085)	(2,021)	(2,021)
E041025	Election Expenses	Exp	(7,500)	(7,500)	(7,500)	(2,151)
E041030	Other Expenses	Exp	(4,000)	(4,000)	(1,332)	0
E041035	Conference Expenses	Exp	(7,500)	(7,500)	(1,600)	(1,672)
E041040	Presidents Allowance	Exp	(16,853)	(16,853)	(4,213)	(4,213)
E041045	Deputy Presidents Allowance	Exp	(4,214)	(4,214)	(1,053)	(1,053)
E041055	Refreshments and Receptions	Exp	(9,999)	(9,999)	(3,320)	(3,444)
E041060	Presentations	Exp	(2,500)	(2,500)	(832)	0
E041065	Insurance	Exp	(18,000)	(18,000)	(18,000)	(18,508)
E041070	Public Relations	Exp	0	0	0	0
E041075	Subscriptions	Exp	(39,330)	(39,330)	(19,461)	(18,409)
E041100	Administration Allocated	Exp	(129,625)	(129,625)	(43,208)	(43,208)
			(278,995)	(278,995)	(110,387)	(100,591)
<b>Other Governance</b>						
I042030	Profit on Sale of Asset	Inc	27,273	27,273	0	0
I042045	Admin Reimbursements	Inc	5,000	5,000	1,664	0
I042050	Paid Parental Leave Reimbursement	Inc	0	0	0	0
			32,273	32,273	1,664	0
E042005	Administration Salaries	Exp	(921,572)	(921,572)	(328,674)	(343,052)
E042008	Admin Leave/Wages Liability	Exp	0	0	0	0
E042010	Administration Superannuation	Exp	(132,982)	(132,982)	(46,031)	(48,704)
E042011	Loyalty Allowance	Exp	(7,699)	(7,699)	(2,664)	(2,862)
E042012	Housing Allowance Admin	Exp	(9,243)	(9,243)	(3,199)	(3,171)
E042015	Insurance	Exp	(42,620)	(42,620)	(42,618)	(44,353)
E042020	Staff Training	Exp	(15,000)	(15,000)	(5,000)	(5,470)
E042025	Removal Expenses	Exp	0	0	0	0
E042030	Printing & Stationery	Exp	(28,000)	(28,000)	(9,328)	(8,121)
E042035	Phone, Fax & Modem	Exp	(4,000)	(4,000)	(1,332)	(1,103)

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E042040	Office Maintenance	Exp	(58,900)	(58,900)	(19,620)	(24,161)
E042045	Advertising	Exp	(12,000)	(12,000)	(3,996)	(2,963)
E042050	Office Equipment Maintenance	Exp	(2,000)	(2,000)	(664)	(1,735)
E042055	Postage & Freight	Exp	(5,000)	(5,000)	(1,664)	(1,912)
E042060	Vehicle Running Expenses	Exp	(18,000)	(18,000)	(5,988)	(6,866)
E042065	Legal Expenses	Exp	(13,000)	(13,000)	(4,332)	(2,436)
E042070	Garden Expenses	Exp	(20,000)	(20,000)	(6,656)	(4,937)
E042075	Conference & Training	Exp	(7,500)	(7,500)	(2,500)	(2,411)
E042080	Computer Support	Exp	(157,685)	(157,685)	(139,467)	(136,992)
E042085	Other Expenses	Exp	(11,000)	(11,000)	(3,664)	(8,522)
E042090	Administration Allocated	Exp	(222,045)	(222,045)	(74,012)	(74,015)
E042095	Fringe Benefits Tax	Exp	(18,000)	(18,000)	(4,500)	(7,522)
E042100	Staff Uniforms	Exp	(4,500)	(4,500)	0	(1,337)
E042120	Depreciation - Other Governance	Exp	(118,747)	(118,747)	(39,581)	(39,582)
E042125	Less Administation Allocated	Exp	1,606,447	1,606,447	535,480	535,482
E042160	DCEO/CEO Recruitment	Exp	0	0	0	0
E042165	Paid Parental Leave	Exp	0	0	0	0
			(223,046)	(223,046)	(210,010)	(236,745)
<b>Total Governance Income</b>			32,273	32,273	1,664	0
<b>Total Governance Expenditure</b>			(502,041)	(502,041)	(320,397)	(337,336)

**Law, Order & Public Safety**

<b>Fire Prevention</b>					
I051010	BFB Operating Grant	Inc	80,000	80,000	40,000
I051015	Sale of Fire Maps	Inc	50	50	16
I051020	Town Block Burn Fees	Inc	0	0	0
I051025	Contributions and Reimbursements	Inc	500	500	0
I051030	Bush Fire Infringements	Inc	1,000	1,000	0
I051035	ESL Admin Fee	Inc	4,000	4,000	0
I051050	SES Other Income	Inc	0	0	0
I051075	SES Operating Grant	Inc	30,150	30,150	15,074
			115,700	115,700	55,090
					199,410
E051005	BFB Operation Expenditure	Exp	(80,000)	(80,001)	(42,467)
E051010	Communication Mtce	Exp	(5,500)	(5,500)	(1,828)
E051015	Advertising & Other Expenses	Exp	(2,500)	(2,500)	(2,500)
E051020	Fire Fighting/Emergency Services Expenses	Exp	(10,000)	(10,000)	(3,320)
E051025	Town Block Burn Off	Exp	(10,000)	(10,000)	0
E051040	Other Bushfire Expenditure	Exp	(23,600)	(23,600)	(7,860)
E051045	Mt Latham & Condinning Repeats	Exp	(1,000)	(1,000)	(324)
E051048	Weather station - Upgrade system and maintenance	Exp	(14,000)	(14,000)	(4,664)
E051060	SES Operation Expenditure	Exp	(30,150)	(30,150)	(10,044)
E051100	Administration Allocated	Exp	(83,180)	(83,180)	(27,724)
E051190	Depreciation - Fire Prevention	Exp	(75,871)	(75,871)	(25,284)
			(335,801)	(335,802)	(126,015)
					(128,848)

**Animal Control**

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
I052005	Dog Fines and Fees	Inc	5,000	5,000	1,664	522
I052006	Cat Fines and Fees	Inc	0	0	0	0
I052010	Hire of Animal Traps	Inc	100	100	32	0
I052015	Dog Registration	Inc	4,000	4,000	2,000	1,710
I052016	Cat Registration	Inc	2,500	2,500	1,250	838
I052020	Reimbursements	Inc	0	0	0	0
			11,600	11,600	4,946	3,070
E052005	Ranger Salary	Exp	(19,220)	(19,220)	(6,648)	(5,780)
E052007	Ranger Telephone	Exp	(500)	(500)	(164)	(164)
E052010	Pound Maintenance	Exp	(9,200)	(9,200)	(3,060)	(1,469)
E052015	Dog Control Insurance	Exp	(500)	(500)	(500)	(230)
E052020	Legal Fees	Exp	(1,500)	(1,500)	(500)	(1,316)
E052025	Training & Conference	Exp	(1,000)	(1,000)	(332)	0
E052030	Ranger Services Other	Exp	(25,000)	(25,000)	(8,328)	(3,560)
E052035	Administration Allocated	Exp	(47,509)	(47,509)	(15,836)	(15,836)
E052190	Depreciation - Animal Control	Exp	(4,011)	(4,011)	(1,332)	(1,337)
			(108,440)	(108,440)	(36,700)	(29,692)
<b>Other Law, Order &amp; Public Safety</b>						
I053005	Abandoned Vehicles/Fines	Inc	50	50	0	0
I053040	Safer Wagin Income	Inc	0	0	0	0
I053055	Reimbursements	Inc	0	0	0	0
I053060	Other law, Order & Public Safety Grants	Inc	40,190	40,190	0	0
I053075	Covert Cameras for CCTV System	Inc	0	0	0	0
			40,240	40,240	0	0
E053005	Abandoned Vehicles	Exp	(500)	(500)	(160)	(71)
E053010	Emergency Services	Exp	0	0	0	0
E053040	Safer Wagin Expenditure	Exp	0	0	0	0
E053045	CCTV & Security	Exp	(5,000)	(5,000)	(1,664)	0
E053055	Mosquito Control	Exp	(7,000)	(7,000)	(2,328)	(2,441)
E053056	Community Water Supply Programme	Exp	0	0	0	0
E053090	Depreciation - Other Law, Order & Public Safety	Exp	(18,398)	(18,398)	(6,132)	(6,133)
			(30,898)	(30,898)	(10,284)	(8,645)
	<b>Total Law, Order &amp; Public Safety Income</b>			167,540	167,540	60,036
	<b>Total Law, Order &amp; Public Safety Expenditure</b>			(475,139)	(475,140)	(172,999)
						<b>(167,189)</b>
<b>Health</b>						
<b>Maternal &amp; Infant Health</b>						
E071005	Medical Centre Mtce - Infant Health Centre	Exp	(6,195)	(6,195)	(2,048)	(1,764)
			(6,195)	(6,195)	(2,048)	(1,764)
<b>Preventative Services - Admin &amp; Inspections</b>						
I074005	Food Licences & Fees	Inc	500	500	164	578
I074015	Contrib. Regional Health Scheme	Inc	0	0	0	0
I074020	Reimbursements	Inc	0	0	0	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			500	500	164	578
E074005	EHO Salary	Exp	0	0	0	0
E074008	EHO Leave/Wages Liability	Exp	0	0	0	0
E074010	EHO Superannuation	Exp	0	0	0	0
E074015	Other Control Expenses	Exp	(3,000)	(3,000)	(996)	(113)
E074020	EHO/Building Surveyor Vehicle Expenses	Exp	0	0	0	0
E074030	Conferences & Training	Exp	0	0	0	0
E074035	Loss on Sale of Asset	Exp	0	0	0	0
E074100	Administration Allocated	Exp	(44,051)	(44,051)	(14,680)	(14,684)
E074190	Depreciation - Prevent Services	Exp	0	0	0	0
			(47,051)	(47,051)	(15,676)	(14,797)
<b>Other Health</b>						
I076010	Rent - Medical Centre-Dentist	Inc	4,607	4,607	1,532	1,525
I076015	Reimbursements - Medical Practice	Inc	2,300	2,300	764	0
I076020	Meeting Room Fees	Inc	0	0	0	0
I076025	Sale of Doctor's Vehicle	Inc	0	0	0	0
I076030	Profit on Sale of Asset	Inc	9,250	9,250	3,080	0
I076040	Reimbursements - Dr Kumar	Inc	1,200	1,200	0	400
			17,357	17,357	5,376	1,925
E076020	Medical Centre Mtce - Dr & Dentist Surgery	Exp	(21,175)	(21,175)	(7,032)	(9,816)
E076025	Depreciation - Other Health	Exp	(55,303)	(55,303)	(18,428)	(18,434)
E076030	Doctors Vehicle Mtce	Exp	(3,000)	(3,000)	(996)	(1,114)
E076035	Loss on Sale of Asset	Exp	0	0	0	0
E076040	St Lukes Medical Services	Exp	(100,000)	(100,000)	(33,333)	(33,333)
E076055	Doctor Retention & Relocation	Exp	0	0	0	0
E076060	Assets under \$5k	Exp	0	0	0	0
			(179,478)	(179,478)	(59,789)	(62,697)
<b>Health - Preventative Services</b>						
E077010	Analytical Expenses	Exp	(535)	(535)	(535)	(486)
			(535)	(535)	(535)	(486)
	<b>Total Health Income</b>		<b>17,857</b>	<b>17,857</b>	<b>5,540</b>	<b>2,503</b>
	<b>Total Health Expenditure</b>		<b>(233,259)</b>	<b>(233,259)</b>	<b>(78,048)</b>	<b>(79,744)</b>
<b>Education &amp; Welfare</b>						
<b>Pre Schools</b>						
I083035	Day Care Lease	Exp	9,782	9,782	3,260	3,355
I083036	Day Care Reimbursements	Exp	5,000	5,000	1,666	53
			14,782	14,782	4,926	3,408
E080010	Kindegarten Maintenance (Daycare)	Exp	(10,820)	(10,820)	(3,600)	(4,045)
E080190	Depreciation - Pre-Schools	Exp	(25,918)	(25,918)	(8,638)	(8,639)
			(36,738)	(36,738)	(12,238)	(12,684)

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Other Education</b>						
E081030	Contribution - Wagin Youthcare Chaplaincy Program	Exp	(2,600)	(2,600)	(2,600)	0
			(2,600)	(2,600)	(2,600)	0
<b>Homecare Program</b>						
I082010	CHSP Grant	Inc	345,927	345,927	115,308	108,446
I082015	Meals on Wheels	Inc	0	0	0	0
I082020	CHSP Fee for Service	Inc	51,807	51,807	17,268	18,469
I082025	Donations	Inc	0	0	0	0
I082030	Government Pay Reimbursement	Inc	0	0	0	0
I082031	Homecare - Other Income	Inc	10,380	10,380	3,460	0
I082035	Profit On Sale of Asset	Inc	0	0	0	0
I082040	HCP Client Daily Fee	Inc	41,790	41,790	13,928	6,881
I082045	HCP Government Funds	Inc	367,518	367,518	122,504	135,739
I082050	NDIS Contribution	Inc	52,919	52,919	17,636	6,907
I082055	Support at Home Grant	Inc	0	0	0	0
			870,341	870,341	290,104	276,442
E082010	Homecare Salaries	Exp	(695,400)	(695,400)	(240,713)	(145,269)
E082013	Homecare Leave/Wages Liability GEN	Exp	0	0	0	0
E082015	Maintenance & Gardening	Exp	(84,748)	(84,748)	(29,335)	(26,883)
E082020	Nursing Salaries	Exp	0	0	0	0
E082025	Care Workers Salaries	Exp	0	0	0	(208)
E082030	Superannuation	Exp	(80,098)	(80,098)	(27,725)	(18,851)
E082035	Other Expenses	Exp	(7,000)	(7,000)	(2,324)	(4,506)
E082040	Travelling - Mileage	Exp	(15,000)	(15,000)	(5,000)	(5,513)
E082045	Staff Training	Exp	(5,500)	(5,500)	(1,824)	(722)
E082050	Staff Training Salaries	Exp	0	0	0	0
E082055	Subscriptions	Exp	(3,000)	(3,000)	(996)	0
E082060	Postage & Freight	Exp	(1,000)	(1,000)	(332)	(382)
E082063	Telephone Expenses	Exp	(3,000)	(3,000)	(1,000)	(964)
E082065	Printing & Stationery	Exp	(1,000)	(1,000)	(332)	(420)
E082070	Insurance	Exp	(19,902)	(19,902)	(19,902)	(20,734)
E082075	Building Maintenance	Exp	(3,000)	(3,000)	(988)	(5,849)
E082080	Plant & Equipment Mtce	Exp	(16,000)	(16,000)	(5,324)	(6,823)
E082083	Computer Equipment and Support	Exp	(10,000)	(10,000)	(3,332)	(2,140)
E082085	Consumable Supplies	Exp	(3,000)	(3,000)	(992)	0
E082090	Homecare Equipment and Catering Supplies	Exp	(1,000)	(1,000)	(332)	0
E082095	HCP Expenses	Exp	(76,403)	(76,403)	(25,464)	(37,638)
E082097	NDIS Expenses	Exp	(1,000)	(1,000)	(332)	(325)
E082100	Administration Allocated	Exp	(18,437)	(18,437)	(6,144)	(6,146)
E082110	Meals on Wheels Expenditure	Exp	0	0	0	0
E082190	Depreciation - Homecare	Exp	(22,158)	(22,158)	(7,384)	(7,386)
			(1,066,646)	(1,066,646)	(379,775)	(290,759)
<b>Other Welfare</b>						
I083010	Wagin Frail Aged Reimb	Inc	9,690	9,690	9,690	4,613
I083040	Seniors Xmas Lunch Income	Inc	0	0	0	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
			9,690	9,690	9,690	4,613
E083010	Wagin Frail Aged Exp	Exp	(9,690)	(9,690)	(9,690)	(9,226)
E083020	Seniors Xmas Lunch	Exp	0	0	0	0
E083050	Other Welfare Exp	Exp	0	0	0	0
			(9,690)	(9,690)	(9,690)	(9,226)
<b>Total Education &amp; Welfare Income</b>			894,813	894,813	304,720	<b>284,463</b>
<b>Total Education &amp; Welfare Expenditure</b>			(1,115,674)	(1,115,674)	(404,303)	<b>(312,667)</b>
<b>Community Amenities</b>						
<b>Sanitation - Household Refuse</b>						
I101005	Domestic Collection	Inc	287,274	287,274	287,274	<b>286,608</b>
I102020	Refuse Site Fees	Inc	20,000	20,000	6,664	<b>8,292</b>
			307,274	307,274	293,938	<b>294,900</b>
E101005	Domestic Refuse Collection	Exp	(57,000)	(57,000)	(19,000)	<b>(19,202)</b>
E101006	Green Waste Collection	Exp	(27,500)	(27,500)	(9,164)	<b>(9,500)</b>
E101010	Recycling Residential	Exp	(73,000)	(73,000)	(24,328)	<b>(22,572)</b>
E101015	Refuse Site Mtce	Exp	(178,750)	(178,750)	(59,576)	<b>(62,088)</b>
E101025	Refuse Site Attendant	Exp	0	0	0	<b>0</b>
			(336,250)	(336,250)	(112,068)	<b>(113,362)</b>
<b>Sanitation - Other</b>						
I102002	Commercial Collection Charges	Inc	71,628	71,628	71,628	<b>71,440</b>
I102005	Reimbursement Drummuster	Inc	500	500	0	<b>0</b>
I102010	Charges Bulk Rubbish	Inc	17,000	17,000	5,664	<b>6,160</b>
			89,128	89,128	77,292	<b>77,600</b>
E102005	Commercial Collection	Exp	(16,650)	(16,650)	(5,548)	<b>(5,645)</b>
E102010	Bulk Cardboard Collection	Exp	(18,000)	(18,000)	(6,000)	<b>(6,400)</b>
E102020	Recycling Commercial	Exp	(15,000)	(15,000)	(5,000)	<b>(4,633)</b>
E102020	Street Bin Renewal Program	Exp	(10,000)	(10,000)	0	<b>0</b>
E102035	Refuse Site Rehabilitation	Exp	0	0	0	<b>(1,481)</b>
E102190	Depreciation - Sanitation	Exp	(6,575)	(6,575)	(2,190)	<b>(2,192)</b>
			(66,225)	(66,225)	(18,738)	<b>(20,351)</b>
<b>Sewerage</b>						
I104005	Septic Tank Fees	Inc	500	500	164	<b>215</b>
			500	500	164	<b>215</b>
E104005	Sewerage Treatment Plant	Exp	(50)	(50)	(16)	<b>(28)</b>
			(50)	(50)	(16)	<b>(28)</b>
<b>Regional Refuse Group</b>						
I102006	Regional Refuse Group	Inc	0	0	0	<b>0</b>
			0	0	0	<b>0</b>

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Regional Refuse Group</b>						
E102007	Regional Refuse Group Expenses	Exp	0	0	0	0
<b>Town Planning</b>						
I106005	Planning Fees	Inc	8,745	8,745	2,912	3,224
			8,745	8,745	2,912	3,224
E106005	Town Planning Expenses	Exp	(7,500)	(7,500)	(2,496)	(7,969)
E106100	Administration Allocated	Exp	(62,203)	(62,203)	(20,732)	(20,734)
			(69,703)	(69,703)	(23,228)	(28,703)
<b>Other Community Amenities</b>						
I107005	Cemetery Fees	Inc	18,000	18,000	6,000	4,685
I107010	Community Bus Income	Inc	3,000	3,000	1,000	1,069
I107025	Other Community Amenities Contributions	Inc	0	0	0	0
			21,000	21,000	7,000	5,754
E107005	Cemetery Mtce	Exp	(47,685)	(47,685)	(17,453)	(21,542)
E107010	Public Convenience Mtce	Exp	(57,940)	(57,940)	(19,594)	(20,638)
E107015	Community Bus Operating	Exp	(3,000)	(3,000)	(988)	(2,247)
E107100	Administration Allocated	Exp	(95,957)	(95,957)	(31,984)	(31,986)
E107190	Depreciation - Other Comm Amenities	Exp	(52,500)	(52,500)	(17,498)	(17,500)
			(257,082)	(257,082)	(87,517)	(93,913)
<b>Total Community Amenities Income</b>						
			426,647	426,647	381,306	381,693
<b>Total Community Amenities Expenditure</b>						
			(729,310)	(729,310)	(241,567)	(256,357)
<b>Recreation &amp; Culture</b>						
<b>Public Halls &amp; Civic Centres</b>						
I111005	Town Hall Hire	Inc	1,500	1,500	500	1,216
I111010	Reimbursements	Inc	0	0	0	0
I111015	Town Hall Lease -L Piesse	Inc	0	0	0	0
			1,500	1,500	500	1,216
E111005	Town Hall Mtce	Exp	(35,950)	(35,950)	(15,410)	(29,114)
E111010	Other Halls Mtce	Exp	(4,950)	(4,950)	(3,904)	(3,876)
E111190	Depreciation - Public Halls	Exp	(205,549)	(205,549)	(68,516)	(68,516)
			(246,449)	(246,449)	(87,830)	(101,506)
<b>Swimming Pool</b>						
I112010	Swimming Pool Admission	Inc	25,000	25,000	0	1,257
I112015	Swimming Pool Miscellaneous Income	Inc	0	0	0	0
I112020	Reimbursements	Inc	0	0	0	0
I112025	CSRFF Grant - Swim Pool Stage 2	Inc	0	0	0	0
			25,000	25,000	0	1,257

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E112005	Pool Staff Salary	Exp	0	0	0	0
E112008	Pool Leave/Wages Liability	exp	0	0	0	0
E112010	Superannuation	Exp	0	0	0	0
E112015	Swimming Pool Maintenance	Exp	(128,800)	(128,800)	(49,724)	(39,878)
E112020	Swimming Pool Other Expenses	Exp	(2,000)	(2,000)	(664)	(1,232)
E112040	Swimming Pool Contract Staff	Exp	(130,000)	(130,000)	0	0
E113076	Interest on Loan 139 - Swimming Pool	Exp	(7,833)	(7,833)	(1,958)	(1,797)
E112190	Depreciation - Swimming Pools	Exp	(226,693)	(226,693)	(75,564)	(75,564)
			(495,326)	(495,326)	(127,910)	(118,471)
<b>Other Recreation &amp; Sport</b>						
I113005	Sportsground Rental	Inc	8,795	8,795	4,397	2,630
I113010	Sportsground Reimbursements	Inc	20,000	20,000	6,664	0
I113015	Power Reimbursements	Inc	7,000	7,000	2,332	1,403
I113020	Recreation Centre Hire	Inc	3,000	3,000	1,000	631
I113025	Reimbursements Other	Inc	1,000	1,000	1,000	0
I113030	Rec Centre Equipment Contributions	Inc	1,800	1,800	0	0
I113035	Sporting Club Leases	Inc	2,000	2,000	2,000	767
I113040	Other Recreation & Sport Grants & Contributions	Inc	106,558	106,558	0	13,436
I113055	Eric Farrow Pavillion Hire	Inc	5,000	5,000	1,664	1,686
I113065	Community Gym Membership	Inc	11,000	11,000	3,664	3,964
I113079	SS Loan 142 - Interest & Gtee Fee Revenue	Inc	3,306	3,306	0	0
			169,459	169,459	22,721	24,517
E113005	Sportsground Mtce	Exp	(133,151)	(133,151)	(44,364)	(30,017)
E113010	Sportsground Building Mtce	Exp	(31,250)	(31,250)	(17,038)	(28,453)
E113015	Wetlands Park Mtce	Exp	(94,840)	(94,840)	(35,936)	(35,416)
E113020	Parks & Gardens Mtce	Exp	(73,701)	(73,701)	(24,496)	(19,167)
E113025	Puntapin Rock Mtce	Exp	(615)	(615)	(192)	(207)
E113030	Recreation Centre Mtce	Exp	(73,750)	(79,350)	(33,074)	(35,292)
E113035	Rec Staff Salaries	Exp	(1,500)	(1,500)	(518)	(61)
E113038	Rec Staff Leave/Wages Liability	Exp	0	0	0	0
E113040	Superannuation	Exp	0	0	0	0
E113045	Other Expenses	Exp	(1,000)	(1,000)	(332)	(521)
E113050	Norring Lake Mtce	Exp	(6,870)	(6,870)	(2,280)	(4,470)
E113052	Strategy & Grant Applications - Next Phase of Showgrounds Develop	Exp	0	0	0	0
E113053	Parkland and Public Place Signage Renewal Program	Exp	(10,000)	(10,000)	(3,332)	(1,275)
E113054	Wagin Pump Track - Community Consultation & Grant Application	Exp	(10,000)	(10,000)	(3,332)	(1,408)
E113055	Other Rec & Sport Grant Funds Exp	Exp	0	0	0	(50,934)
E113065	Eric Farrow Pavilion Mtce	Exp	(31,270)	(31,270)	(10,408)	(14,498)
E113070	Rec Centre Sports Equipment	Exp	(2,000)	(2,000)	(664)	0
E113075	Interest on Loan 131 - Rec Centre	Exp	0	0	0	0
E113078	Interest on Loan 142 - SSL Bowls Club	Exp	(3,306)	(3,306)	0	0
E113095	Community Gym Expenditure	Exp	(10,150)	(10,150)	(3,376)	(7,298)
E113115	Bowls Club Financial Assistance	Exp	0	0	0	0
E113100	Administration Allocated	Exp	(198,144)	(198,144)	(66,048)	(66,048)
E113190	Depreciation - Other Rec & Sport	Exp	(403,607)	(403,607)	(134,533)	(134,536)
			(1,085,154)	(1,090,754)	(379,923)	(429,601)

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Library</b>						
I115005	Lost Books	Inc	0	0	0	0
I115010	Reimbursements & Grants	Inc	12,290	12,290	4,092	1,251
			12,290	12,290	4,092	1,251
E115005	Library Staff Salaries	Exp	(66,123)	(66,123)	(22,887)	(26,586)
E115008	Library Leave/Wages Liability	Exp	0	0	0	0
E115010	Superannuation	Exp	(7,035)	(7,035)	(2,434)	(3,258)
E115013	Staff Training	Exp	(3,000)	(3,000)	(1,000)	(3,277)
E115015	Court House (Library) Maintenance	Exp	(12,230)	(12,230)	(4,060)	(5,235)
E115020	Library Other Expenses	Exp	(3,000)	(3,000)	(1,000)	(1,259)
E115025	Public Library Materials Funding (Grant) Expenses	Exp	(12,290)	(12,290)	(4,096)	(6,709)
E115030	Library IT	Exp	(5,000)	(5,000)	(3,332)	0
E115035	Postage & Freight	Exp	(500)	(500)	(332)	0
E115190	Depreciation - Libraries	Exp	(4,068)	(4,068)	(1,355)	(1,356)
			113,246	113,246	40,496	(47,680)
<b>Other Culture</b>						
I116035	Long Table Experience Income	Inc	0	0	0	0
I116065	Electronic Sign Advertising Income	Inc	2,500	2,500	832	1,200
I119015	Contribution to Woolorama	Inc	0	0	0	0
I119020	Reimbursements	Inc	0	0	0	0
I119030	Community Events Income	Inc	13,000	13,000	4,332	1,000
I119031	Other Culture Grant Funds & Contributions	Inc	15,662	15,662	5,216	532
I113078	SS Loan 141 - Interest & Gtee Fee Reimbursement	Inc	1,049	1,049	0	150
			32,211	32,211	10,380	2,882
E116005	Subsidy Woolorama Committee	Exp	(500)	(500)	0	0
E116010	Woolorama Costs & Maintenance	Exp	(74,001)	(74,001)	(24,644)	(4,017)
E113077	Interest on Loan 141 - SSL Wagin Ag	Exp	(1,049)	(1,049)	0	0
E116015	Community Centre Mtce	Exp	(15,175)	(15,175)	(5,044)	(5,888)
E116020	Historical Village	Exp	(2,600)	(2,600)	(864)	(2,340)
E116025	Heritage Review	Exp	(12,130)	(12,130)	(8,084)	0
E116035	Long Table Experience Expenditure	Exp	0	0	0	0
E116045	Community Development Events	Exp	(51,499)	(51,499)	0	(2,935)
E116046	Christmas Decorations - Maintenance and Prizes	Exp	(3,500)	(3,500)	(1,164)	(8)
E116055	Other Culture Grant Funds & Contributions Exp	Exp	(2,532)	(2,532)	0	(1,293)
E116060	Betty Terry Theatre Expenditure	Exp	(4,430)	(4,430)	(1,472)	(1,768)
E116065	Electronic Sign Maintenance	Exp	(4,500)	(4,500)	(1,492)	(1,937)
E116070	Court House Maintenance (Now use E115015 Instead)	Exp	0	0	0	0
E116075	Other Culture Building Maintenance	Exp	(14,050)	(14,050)	(4,672)	(7,586)
E116190	Depreciation - Other Culture	Exp	(40,941)	(40,941)	(13,645)	(13,647)
			226,907	226,907	(61,081)	(41,419)
<b>Total Recreation &amp; Culture Income</b>			240,460	240,460	37,693	31,123
<b>Total Recreation &amp; Culture Expenditure</b>			(2,167,082)	(2,172,682)	(697,240)	(738,678)
<b>Transport</b>						

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Streets Roads Bridges &amp; Depot Construction</b>						
I121005	Direct Road Grants	Inc	200,875	200,875	200,875	<b>186,436</b>
I121010	Road Project Grants	Inc	532,392	532,392	245,609	<b>63,986</b>
I121015	Roads to Recovery Grant	Inc	501,536	501,536	0	<b>2,115</b>
I121020	Reimbursements	Inc	0	0	0	<b>0</b>
I121025	Contribution - Street Lighting	Inc	7,828	7,828	0	<b>0</b>
I121070	Roads Grants - Other	Inc	74,251	74,251	14,850	<b>0</b>
I121076	LCRIP Funding - Road Construction	Inc	20,129	20,129	0	<b>0</b>
I147125	Storm Damage Reimbursements	Inc	0	0	0	<b>0</b>
			1,337,011	1,337,011	461,334	<b>252,537</b>
<b>Streets Roads Bridges &amp; Depot Maintenance</b>						
I122055	Diesel Fuel Rebate Income	Inc	50,000	50,000	12,400	<b>13,058</b>
I122060	Road Maintenance Operating Grant	Inc	5,000	5,000	0	<b>0</b>
			55,000	55,000	12,400	<b>13,058</b>
E122005	Road Maintenance & Maintenance Grading	Exp	(327,897)	(327,897)	(109,284)	<b>(201,545)</b>
E122006	Maintenance Grading	Exp	0	0	0	<b>0</b>
E122007	Rural Tree Pruning	Exp	(80,001)	(80,001)	(56,773)	<b>(70,063)</b>
E122008	Rural Spraying	Exp	(9,998)	(9,998)	(3,320)	<b>(4,757)</b>
E122009	Town Site Spraying	Exp	(20,001)	(20,001)	(6,660)	<b>(21,442)</b>
E122010	Depot Mtce	Exp	(21,755)	(21,755)	(7,232)	<b>(9,478)</b>
E122011	Town Reserve & Verge Mtce	Exp	(12,500)	(12,500)	(4,160)	<b>(12,663)</b>
E122012	Bridge & Drainage Mtce	Exp	(22,500)	(22,500)	(7,492)	<b>(4,832)</b>
E122015	Rural Numbering	Exp	0	0	0	<b>0</b>
E122020	Footpath Mtce	Exp	(4,000)	(4,000)	(1,332)	<b>(1,000)</b>
E122025	Street Cleaning	Exp	(40,000)	(40,000)	(13,324)	<b>(23,664)</b>
E122030	Street Trees	Exp	(85,000)	(85,000)	(28,320)	<b>(15,760)</b>
E122035	Traffic & Street Signs Mtce	Exp	(3,999)	(3,999)	(1,332)	<b>(1,447)</b>
E122040	Improve and Maintain Greenery around Entry Statements	Exp	0	0	0	<b>0</b>
E122045	Townscape	Exp	(39,998)	(39,998)	(13,324)	<b>(11,995)</b>
E122050	Crossovers	Exp	(1,000)	(1,000)	(332)	<b>(219)</b>
E122080	Ballagin Street - Vehicle Speeds Investigation	Exp	(10,000)	(10,000)	(3,332)	<b>0</b>
E122055	RAMM Roads Database	Exp	(15,000)	(15,000)	(8,300)	<b>(8,331)</b>
E122060	Street Lighting	Exp	(77,000)	(77,000)	(25,664)	<b>(31,711)</b>
E122070	Fire Damage - Road Reserve	Exp	0	0	0	<b>0</b>
E122090	Graffiti Removal	Exp	(500)	(500)	(164)	<b>0</b>
E122100	Administration Allocated	Exp	(90,504)	(90,504)	(30,168)	<b>(30,168)</b>
E122105	Loss on Sale of Asset	Exp	0	0	0	<b>0</b>
E122190	Depreciation - Roads	Exp	(1,957,230)	(1,957,230)	(652,406)	<b>(652,410)</b>
E147120	Storm Damage - Not Claimable	Exp	0	0	0	<b>(1,418)</b>
			(2,818,883)	(2,818,883)	(972,919)	<b>(1,102,903)</b>
<b>Road Plant Purchases</b>						
I122100	Profit on Sale of Asset	Inc	10,485	10,485	0	<b>0</b>
			10,485	10,485	0	<b>0</b>
E123010	Loss on Sale of Asset	Exp	(9,560)	(9,560)	0	<b>0</b>
			(9,560)	(9,560)	0	<b>0</b>

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
<b>Aerodrome</b>						
I126015	Aerodrome Reimbursements/Grants	Inc	0	0	0	0
I126020	Aerodrome Hangar Lease	Inc	7,185	7,185	3,592	2,176
			7,185	7,185	3,592	2,176
E126005	Aerodrome Maintenance	Exp	(13,917)	(13,917)	(4,632)	(10,274)
E126190	Depreciation - Aerodromes	Exp	(47,112)	(47,112)	(15,702)	(15,704)
			(61,029)	(61,029)	(20,334)	(25,978)
<b>Total Transport Income</b>			1,409,681	1,409,681	477,326	267,771
<b>Total Transport Expenditure</b>			(2,889,472)	(2,889,472)	(993,253)	(1,128,881)
<b>Economic Services</b>						
<b>Rural Services</b>						
I131020	Landcare Reimbursements	Inc	79,654	79,654	0	131
			79,654	79,654	0	131
E131020	Landcare	Exp	(108,730)	(108,730)	(36,232)	(285)
E131030	Rural Towns Program	Exp	(7,500)	(7,500)	(2,496)	(5,660)
E131100	Administration Allocated	Exp	(32,984)	(32,984)	(10,992)	(10,995)
E131140	Water Management Plan / Harvesting	Exp	(12,000)	(12,000)	(3,988)	(11,779)
E131190	Depreciation - Rural Services	Exp	0	0	0	0
			(161,214)	(161,214)	(53,708)	(28,719)
<b>Tourism &amp; Area Promotion</b>						
I132005	Caravan Park Fees	Inc	70,000	70,000	23,332	25,437
I132010	Reimbursements	Inc	1,000	1,000	332	895
I132015	RV Area Fees	Inc	7,500	7,500	2,500	1,850
I132035	Tourism Income	Inc	0	0	0	0
			78,500	78,500	26,164	28,182
E132015	Caravan Park Manager Salary	Exp	(42,733)	(42,733)	(14,787)	(15,330)
E132018	Superannuation	Exp	(4,528)	(4,528)	(1,566)	(1,274)
E132020	Caravan Park Mtce	Exp	(50,880)	(50,880)	(16,944)	(22,233)
E132023	Caravan Leave/Wages Liability	Exp	0	0	0	0
E132025	Subsidy Historic Village	Exp	(8,500)	(8,500)	0	0
E132035	RV Area Maintenance	Exp	(10,999)	(10,999)	(3,656)	(2,586)
E132040	Tourism Promotion & Subscripts	Exp	(15,001)	(15,001)	(4,992)	(950)
E132050	Administration Allocated	Exp	(117,056)	(117,056)	(39,016)	(39,019)
E132190	Depreciation - Tourism	Exp	(10,503)	(10,503)	(3,500)	(3,501)
			(260,200)	(260,200)	(84,461)	(84,893)
<b>Building Control</b>						
I133005	Building Licenses	Inc	4,000	4,000	1,332	4,651
I133010	Swimming Pool Inspection Fees	Inc	0	0	0	0
			4,000	4,000	1,332	4,651

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E133005	Building Surveyor Salary	Exp	(7,524)	(7,524)	(2,602)	(3,660)
E133007	Building Surveyor Leave/Wages Liability	Exp	0	0	0	0
E133008	Building Surveyor Superannuation	Exp	(903)	(903)	(311)	(439)
E133010	Swimming Pool Inspections	Exp	(5,000)	(5,000)	0	0
E133100	Administration Allocated	Exp	(44,062)	(44,062)	(14,684)	(14,687)
			(57,489)	(57,489)	(17,597)	(18,786)
<b>Other Economic Services</b>						
I134005	Water Sales	Inc	26,500	26,500	8,832	2,310
			26,500	26,500	8,832	2,310
E134005	Water Supply - Standpipes	Exp	(26,500)	(26,500)	(8,828)	(3,003)
E134020	Land Sale Costs	Exp	(500)	(500)	(164)	0
E134190	Depreciation - Other Economic Services	Exp	(2,052)	(2,052)	(684)	(684)
			(29,052)	(29,052)	(9,676)	(3,687)
<b>Total Economic Services Income</b>						
			188,654	188,654	36,328	35,274
<b>Total Economic Services Expenditure</b>						
			(507,955)	(507,955)	(165,442)	(136,085)
<b>Other Property &amp; Services</b>						
<b>Private Works</b>						
I141005	Private Works Income	Inc	30,000	30,000	10,000	6,417
			30,000	30,000	10,000	6,417
E141005	Private Works	Exp	(15,000)	(15,000)	(4,992)	(2,941)
E141100	Administration Allocated	Exp	(4,090)	(4,090)	(1,360)	(1,363)
			(19,090)	(19,090)	(6,352)	(4,304)
<b>Public Works Overheads</b>						
I143020	Reimbursements	Inc	0	0	0	0
I143040	Workers Compensation	Inc	40,259	40,259	13,416	20,083
			40,259	40,259	13,416	20,083
E143005	Engineering Salaries	Exp	(113,982)	(113,982)	(39,452)	(35,125)
E143007	Engineering Administration Salaries	Exp	(39,713)	(39,713)	(26,175)	(31,843)
E143008	Works Leave/Wages Liability	Exp	0	0	0	0
E143009	Housing Allowance Works	Exp	(21,850)	(21,850)	(7,561)	(7,287)
E143010	Engineering Consultant	Exp	(30,000)	(30,000)	0	0
E143015	CEO's Salary Allocation	Exp	0	0	0	0
E143020	Engineering Superannuation	Exp	(148,030)	(148,030)	(51,238)	(51,551)
E143025	Engineering - Other Expenses	Exp	(5,000)	(5,000)	(1,664)	(2,817)
E143030	Sick Holiday & Allowances Pay	Exp	(223,414)	(223,419)	(87,549)	(76,688)
E143040	Workers Compensation	Exp	(40,259)	(40,259)	(18,253)	(20,196)
E143045	Insurance on Works	Exp	(61,000)	(61,000)	(61,000)	(62,856)
E143050	Protective Clothing	Exp	(4,000)	(4,000)	(1,332)	(1,771)
E143055	Fringe Benefits	Exp	(500)	(500)	0	0
E143060	CEO's Vehicle Allocation	Exp	0	0	0	0
E143065	MOW - Vehicle Expenses	Exp	(6,000)	(6,000)	(1,992)	(2,429)
E143075	Telephone Expenses	Exp	(500)	(500)	(164)	(164)

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
**FOR THE PERIOD ENDED 31 OCTOBER 2025**

**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E143080	Staff Licenses	Exp	(500)	(500)	(164)	(185)
E143085	Safety Equipment & Meetings	Exp	(3,000)	(3,000)	(996)	(515)
E143090	Conferences & Courses	Exp	(1,500)	(1,500)	(500)	0
E143095	Staff Training	Exp	(1,999)	(1,999)	(660)	(11,806)
E143105	Administration Allocated	Exp	(35,450)	(35,450)	(11,816)	(11,817)
E143200	LESS PWOH ALLOCATED	Exp	696,440	696,440	232,144	307,951
			(40,257)	(40,262)	(78,372)	(9,099)
<b>Plant Operation Costs</b>						
I144005	Sale of Scrap	Inc	500	500	164	0
I144010	Reimbursements	Inc	0	0	0	0
			500	500	164	0
E144010	Fuel & Oils	Exp	(180,000)	(180,000)	(59,992)	(59,795)
E144020	Tyres & Tubes	Exp	(22,000)	(22,000)	(7,332)	(3,439)
E144030	Parts & Repairs	Exp	(95,000)	(95,000)	(31,660)	(21,373)
E144040	Plant Repair - Wages	Exp	(25,000)	(25,000)	(8,328)	(8,497)
E144050	Insurance and Licences	Exp	(36,500)	(36,500)	(36,500)	(32,103)
E144060	Minor Tools and Consumables	Exp	(8,000)	(8,000)	(2,664)	(3,570)
E144065	MV Insurance Claim Expenses	Exp	(1,000)	(1,000)	(332)	0
E144075	Minor Plant & Equipment <\$5000	Exp	(10,000)	(10,000)	(3,328)	(3,752)
E144200	LESS POC ALLOCATED-PROJECTS	Exp	377,000	377,000	125,664	94,106
			(500)	(500)	(24,472)	(38,423)
<b>Salaries &amp; Wages</b>						
E146010	Gross Salaries, Allowances & Super	Exp	(3,127,004)	(3,127,004)	(1,082,422)	(1,119,465)
E146200	Less Sal , Allow, Super Allocated	Exp	3,127,004	3,127,004	1,082,422	1,119,465
			0	0	0	0
<b>Unclassified</b>						
I147005	Commission - Vehicle Licensing	Inc	55,000	55,000	18,332	19,497
I147006	Commission - TransWA	Inc	500	500	164	55
I147007	Reimbursement - OHS	Inc	0	0	0	0
I147035	Banking errors	Inc	0	0	0	0
I147050	Council Staff Housing Rental	Inc	23,400	23,400	7,800	8,100
I147065	Insurance Reimbursement	Inc	0	0	0	0
I147070	Council Housing Reimbursements	Inc	10,000	10,000	3,332	1,839
I147085	NAB Buiding Rent	Inc	9,200	9,200	3,064	3,106
I147120	Charge on Private use of Shire Vehicle	Inc	0	0	0	0
I147121	Reimbursement - Community Requests	Inc	0	0	0	0
			98,100	98,100	32,692	32,597
E147015	Community Requests & Events - CEO Allocation	Exp	(3,000)	(3,000)	(1,000)	0
E147035	Banking Errors	Exp	0	0	0	0
E147050	Council Housing Maintenance	Exp	(79,017)	(79,017)	(26,232)	(28,829)
E147051	Interest on Loan 137 - Staff Housing	Exp	(4,670)	(4,670)	(1,556)	(1,493)
E147052	Interest on Loan 138 - Doctor Housing	Exp	(824)	(824)	(412)	(466)
E147055	Consultants / Contractors	Exp	(30,000)	(30,000)	(10,000)	(1,050)
E147056	Consultancy - Roads Board Building	Exp	0	0	0	0

**SHIRE OF WAGIN**  
**SUPPLEMENTARY INFORMATION**  
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**17 CHART OF ACCOUNTS**

COA	Description	Type	Annual Budget	Amended Budget	YTD Budget	YTD Actual
E147070	4WD Resource Sharing Group	Exp	(1,000)	(1,000)	(332)	0
E147075	Employee Assistance	Exp	(3,500)	(3,500)	(1,164)	(2,231)
E147090	Building Maintenance	Exp	(2,200)	(2,200)	(720)	(1,197)
E147100	Administration Allocated	Exp	(202,904)	(202,904)	(67,632)	(67,635)
E147105	Cost to Sell Council Property	Exp	0	0	0	0
E147115	Occupational Health & Safety (OHS)	Exp	(7,500)	(7,500)	(2,484)	(473)
E147130	Depreciation - Unclassified	Exp	(162,229)	(162,229)	(54,076)	(54,076)
E147140	Loss on Sale of Asset	Exp	0	0	0	0
E147150	Community Requests Budget	Exp	(37,850)	(37,850)	(12,616)	(30,453)
E147151	Community Donations/Sponsorship	Exp	(2,000)	(2,000)	(664)	(40)
			(536,694)	(536,694)	(178,888)	(187,943)
<b>Total Other Property &amp; Services Income</b>			<b>168,859</b>	<b>168,859</b>	<b>56,272</b>	<b>59,097</b>
<b>Total Other Property &amp; Services Expenditure</b>			<b>(596,541)</b>	<b>(596,546)</b>	<b>(288,084)</b>	<b>(239,769)</b>
<b>Total Income</b>			<b>7,633,235</b>	<b>7,633,235</b>	<b>4,622,083</b>	<b>4,530,240</b>
<b>Total Expenditure</b>			<b>(9,614,499)</b>	<b>(9,620,105)</b>	<b>(3,477,674)</b>	<b>(3,535,103)</b>
<b>Net Deficit (Surplus)</b>			<b>(1,981,264)</b>	<b>(1,986,870)</b>	<b>1,144,409</b>	<b>995,137</b>



## 8.1.2 SCHEDULE OF PAYMENTS – OCTOBER 2025

<b>AUTHOR OF REPORT:</b>	Manager of Finance
<b>SENIOR OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>FILE REFERENCE:</b>	FM.FI.1
<b>ATTACHMENTS:</b>	Schedule of Payments

## OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5533

## Moved Cr S M Chilcott      Seconded Cr G R Ball

**That Council RECEIVE the list of accounts paid by the Chief Executive Officer under delegated authority, during October 2025:**

- **EFT Payments EFT16756 – EFT16900 and Direct Debit Payments DD6442.1– DD6493.15 from the Municipal Account totalling \$907,570.28.**
- **Credit card Payments totalling \$3,043.08.**

## **CARRIED UNANIMOUSLY 6/0**

## BRIEF SUMMARY

This item presents the schedule of payments made during October 2025 for Council approval in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

## BACKGROUND/COMMENT

The Local Government has delegated authority to the CEO to make payments from the municipal fund or the restricted fund as required. A list of all the payments is to be prepared each month showing all accounts paid since the last list was prepared.

All accounts paid have been fully checked and are supported by purchase orders and certified as to the receipt of goods and/or services and compliant with the Shire of Wagin purchasing policy.

## CONSULTATION/COMMUNICATION

Nil

## STATUTORY/LEGAL IMPLICATIONS

## Local Government (Financial Management) Regulations 1996

## Regulation 13

(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;
- (b) the amount of the payment;
- (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;
  - (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 subregulation (1) or (2) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

All expenditure has been approved via adoption of the 2025/26 Annual Budget or resulting from a Council Motion for a budget amendment.

## **STRATEGIC IMPLICATIONS**

Nil

## **VOTING REQUIREMENTS**

Simple Majority

**SHIRE OF Wagin**  
**STATEMENT OF PAYMENTS**  
**For the Period Ended 31 October 2025**

**Municipal Funds Account - List of Payments**

Chq/EFT	Date	Name	Description	Amount
<b>EFT Payments</b>				
EFT16756	02/10/2025	Advantage Feeders	Bond Refund - Venue Hire	(300.00)
EFT16757	02/10/2025	Aimee Soanes	Bond Refund - Community Gym Fob	(50.00)
EFT16758	02/10/2025	Crop Insurance Services	Bond Refund - Venue Hire	(300.00)
EFT16759	02/10/2025	Shire Of Wagin	Bond Withheld - Broken Window - Venue Hire	(300.00)
EFT16760	02/10/2025	Wagin Women In Farming Enterprise	Bond Refund - Venue Hire	(300.00)
EFT16761	02/10/2025	Department Of Transport And Major Infrastructure	12 Months Registration - Manager of Works Vehicle (P04), Isuzu Crew Cab Truck (P21) and SES D-MAX	(1,107.25)
EFT16762	02/10/2025	3e Advantage Pty Limited	Photocopier Charges - September 2025	(1,051.91)
EFT16763	02/10/2025	Alexander Galt And Co Pty Ltd	Extension Cable - Bushfire Brigade / Dressed Pine - Homecare Door / Melamine Shelving, Aluminium Angle and Chipboard - Recreation Centre / Plumbing Supplies - Town Square / Float Valve - Dog Pound / Rapid Set Concrete - Ballagin Road / Tape Measure and White Paint - Works Consumables / Gorilla Tape - OHS / Fluoro Tube - Admin Office / Carton of a Compact Fluoro Globes - Doctors Surgery	(953.30)
EFT16764	02/10/2025	Ampac Debt Recovery	Debt Recovery - August and September 2025	(2,900.60)
EFT16765	02/10/2025	B L Woodhouse	Servicing and Repairs - Various Plant / Change Hose on Diesel Bowser - Works Depot	(1,254.00)
EFT16766	02/10/2025	BP Australia Pty Ltd	Monthly Card Fee - Bushfire Brigades	(8.85)
EFT16767	02/10/2025	Chubb Security Australia	Monitor Dialler - Medical Centre and Admin Office - October to December 2025	(412.74)
EFT16768	02/10/2025	City Of Albany	WA Library Consortium Contribution 2025/2026	(4,627.70)
EFT16769	02/10/2025	Contract Aquatic	Dolphin and Wave 100 Pool Cleaners - Swimming Pool	(9,976.70)
EFT16770	02/10/2025	Corsign WA Pty Ltd	Road Signage - Ballagin Road / Stop Sign - Refuse Site	(338.25)
EFT16771	02/10/2025	Elders Rural Services Australia Limited	Protective Boots - CEO	(187.00)
EFT16772	02/10/2025	Filter Discounters Pty Ltd	Filters - Case Loader (P10), Isuzu Tip Truck (P40) and Kubota RTV (P52)	(237.56)
EFT16773	02/10/2025	Great Southern Fuel Supply	Unleaded Fuel - Darkan Homecare Vehicle (P86)	(247.49)
EFT16774	02/10/2025	Hersey's Safety Pty Ltd	Reflectors - Ballagin Road	(880.00)
EFT16775	02/10/2025	Independence Australia	HCP Client Expense	(123.80)
EFT16776	02/10/2025	Interfire Agencies	Wildland Braces - Bushfire Supplies	(587.97)
EFT16777	02/10/2025	Katanning Glazing And Security	Replace All Door Barrels and Install Window Locks - Khedive Street Residence	(1,185.80)
EFT16778	02/10/2025	Kenneth Parker	Reimbursement for Parking - LG Conference	(48.46)
EFT16779	02/10/2025	Landgate - Midland	GRV Interim Valuation - Regional	(51.68)
EFT16780	02/10/2025	Liberty Oil Australia Pty Ltd	Diesel - Stock	(10,255.20)
EFT16781	02/10/2025	Lite N' Easy Perth Pty Ltd	HCP Client Expense	(166.66)
EFT16782	02/10/2025	Marleys Diesel & Ag	V Belt - Verti Mower (P30)	(10.19)
EFT16783	02/10/2025	Narrogan Gasworx	HCP Client Expense	(364.95)
EFT16784	02/10/2025	Narrogan Pumps Solar And Spraying	Spray Equipment - Weed Control	(627.61)
EFT16785	02/10/2025	Nilfisk Pty Ltd	Floor Scrubber Pads - Recreation Centre	(403.92)
EFT16786	02/10/2025	PSQ Group	Shire Administration Office, Works Depot, Rec Centre & Library - Phone and Fax Service - September 2025	(141.84)
EFT16787	02/10/2025	Palace Hotel	Staff Refreshments	(244.96)
EFT16788	02/10/2025	Property Supervision Services	Homecare Gardening Services	(1,956.00)
EFT16789	02/10/2025	RJ & CA Scardetta	Install Street Banners near Shire Office	(605.00)
EFT16790	02/10/2025	Security And Key Distributors	Entrance Sets - Homecare Office	(420.43)
EFT16791	02/10/2025	Shire Of Narrogin	Planning Services - July and August 2025	(1,440.00)
EFT16792	02/10/2025	Statewide Garage Doors & Shutters WA	Service and Repairs to Roller Doors - Aerodrome, Homecare Bus Shed, Khedive Street Residence, Piesville Fire Shed & Wedgecarrup Fire Shed	(7,750.00)
EFT16793	02/10/2025	Synergy	Synergy Accounts - Various	(1,187.48)
EFT16794	02/10/2025	Team Global Express Pty Ltd	Delivery Charges	(328.27)
EFT16795	02/10/2025	Telstra	Telstra Accounts - Various	(223.75)
EFT16796	02/10/2025	WA Reticulation Supplies	Coupler - Water Harvesting	(145.20)
EFT16797	02/10/2025	Wagin Agri Services	Panther Pump - Works Depot / Granular Wetter and Fertiliser - Sportsground Oval / Protective Boots - Works Employee	(4,560.00)
EFT16798	02/10/2025	Wagin Mechanical Repairs	Filter - Kubota RTV (P52)	(18.80)
EFT16799	02/10/2025	Wagin Mowers	Spark Plugs - Small Plant (P30) / Fuel Filter - Water Harvesting	(45.88)
EFT16800	02/10/2025	Wagin Riding & Pony Club Inc	Catering - Heavy Vehicle Meeting	(1,000.00)
EFT16801	02/10/2025	Wagin Truck Centre	Filter - Caterpillar Grader (P10) / Funnel - Works Consumables	(62.90)
EFT16802	02/10/2025	Wallis Computer Solutions	Fusion Broadband Internet - Admin Office - October 2025 / Business NBN Internet - Admin Office - October 2025 / M365 Licence for Counter Computer - Admin	(701.18)
EFT16803	02/10/2025	Water Corporation	Water Accounts - Various	(8,781.13)
EFT16804	02/10/2025	Western Australian Local Government Association	Local Government Essentials Training - Admin Staff	(682.00)
EFT16805	02/10/2025	Westrac Equipment	Parts for Plant Repairs - Caterpillar Grader (P10)	(1,149.41)
EFT16806	09/10/2025	Australian Services Union	Payroll Deductions	(26.50)
EFT16807	09/10/2025	Services Australia Child Support	Payroll Deductions	(119.02)
EFT16808	15/10/2025	Bernie Woodhouse	Rates Refund	(38.75)
EFT16809	15/10/2025	Alexander Galt And Co Pty Ltd	Dressed Pine, Cabin Door Hook and Sliding Door Handles - Homecare / Gas Bottles and Aluminium Angle - Recreation Centre / Gripple Wire Joiners - Refuse Site / Toilet Cistern - Town Hall / Drill Bit - Bullock Hills Road / Paint and Paint Brush - Wetlands Park / Paint - Townscape	(1,932.10)
EFT16810	15/10/2025	Ampac Debt Recovery	Debt Recovery - August 2025	(11.00)
EFT16811	15/10/2025	Arcus Australia Pty Ltd	Benchtop Electric Grill and Dishwasher - Recreation Centre	(6,377.80)
EFT16812	15/10/2025	Arrow Bronze	Plaque - Cemetery Niche Wall	(521.63)
EFT16813	15/10/2025	Australian Taxation Office	BAS - September 2025	(44,898.00)

EFT16814	15/10/2025 B L Woodhouse	Replace Oil and Fuel Hoses - Water Harvesting / Service - Rover Lawn King (P53) / Repair Turn Circle Motor - Caterpillar Grader (P10) / Repairs - Small Plant (P30) / Repair Tyre - Kubota Mower (P18) / Service - Toyota Hilux Workmate (P25) / Service - Caterpillar Backhoe (P47) / Clean Workshop - Depot / Replace Battery - Kubota RTV (P52) / Weld Hand Rail - Town Hall	(2,046.00)
EFT16815	15/10/2025 Booktopia Pty Ltd	New Books - Library	(442.51)
EFT16816	15/10/2025 Bunbury Machinery	Blades and Springs - Kubota Mower (P18), Bolts - Kubota Mower (P44)	(648.96)
EFT16817	15/10/2025 Bunnings Group Ltd (Australia)	Grab Rails, Disabled Back Rest and Disabled Dual Cistern - Sportsground Public Toilets / BBQ Cleaning Blocks - Eric Farrow Pavilion, Wetlands Park and Bojanning Park	(1,960.58)
EFT16818	15/10/2025 Filter Discounters Pty Ltd	Fuel Filter - Caterpillar Backhoe (P47)	(29.38)
EFT16819	15/10/2025 Goodyear Autocare Wagin	Battery - Kubota RTV (P52) / Puncture Repair - Kubota Mower (P18)	(245.00)
EFT16820	15/10/2025 Great Southern Pool Services	Refund - Duplicate Payment of BCITF Levy	(88.83)
EFT16821	15/10/2025 Great Southern Waste Disposal	Domestic Refuse Collection and Management Fee - September 2025	(28,754.44)
EFT16822	15/10/2025 Gymcare	Parts and Repairs to Rowing Machine, Parts and Repairs to Chest Press - Community Gym	(3,070.58)
EFT16823	15/10/2025 Ictouch Pty Ltd	NBN Services - Doctors Surgery - October 2025	(540.00)
EFT16824	15/10/2025 Landgate - Midland	UV Interim - Rural Areas	(48.48)
EFT16825	15/10/2025 LGISWA	Annual Insurance Renewals 2025/2026 - 2nd Instalment	(169,012.05)
EFT16826	15/10/2025 Lite N' Easy Perth Pty Ltd	HCP Client Expense	(126.83)
EFT16827	15/10/2025 Midalia Steel Pty Ltd	Galvanised Pipe - Town Hall	(354.11)
EFT16828	15/10/2025 Myra Blas	Reimbursement for Police Clearance	(64.90)
EFT16829	15/10/2025 Narrogin Carpet Court	Supply and Install Flooring - Swimming Pool Kiosk	(3,455.00)
EFT16830	15/10/2025 Officeworks	Stationery and Office Chair - Admin Office	(617.88)
EFT16831	15/10/2025 Polyweld Machinery Pty Ltd	Electrofusion Welder - Works Depot	(2,516.97)
EFT16832	15/10/2025 Pride Plastering	Supply and Lay Concrete Footpath and Access Ramp - Hockey Pavillion / Supply and Lay Concrete Footpath - Town Hall	(13,695.00)
EFT16833	15/10/2025 Property Supervision Services	Homecare Gardening Services	(2,677.80)
EFT16834	15/10/2025 Readytech Workforce Solutions Pty Ltd	Rates Training - Admin Employee	(1,375.00)
EFT16835	15/10/2025 Shire Of Narrogin	Ranger Services - September 2025	(1,246.00)
EFT16836	15/10/2025 St Luke's Family Practice Management Trust	Management Fee for Wagin Practice - September 2025	(9,166.66)
EFT16837	15/10/2025 Sunny Brushware Suppliers	Tractor Broom - Behn-Ord Road	(836.00)
EFT16838	15/10/2025 Synergy	Synergy Accounts - Various	(7,111.64)
EFT16839	15/10/2025 Team Global Express Pty Ltd	Delivery Charges	(71.97)
EFT16840	15/10/2025 Telstra	Telstra Accounts - Various	(754.08)
EFT16841	15/10/2025 Tradesman Technologies	Heavy Duty Cable Protector - Community Development Events	(660.00)
EFT16842	15/10/2025 WA Reticulation Supplies	Reticulation Supplies - Sportsground Oval, Caravan Park and Other Parks	(1,928.39)
EFT16843	15/10/2025 Wagin Agri Services	Dynamic Lifter - Sportsground Oval and Other Parks / Chemicals - Rural Spraying / Stadium Turf - Other Sportsground	(4,782.25)
EFT16844	15/10/2025 Wagin District Farmers Co-operative	Multi Purpose Cleaning Wipes and Kitchen Refreshments - Admin Office / Catering Supplies - Council Meeting / Kitchen Refreshments and Bin Liners - Library / Kitchen Refreshments - Works Depot	(428.26)
EFT16845	15/10/2025 Wagin District High School	Donation Wagin District High School Student Awards 2025	(40.00)
EFT16846	15/10/2025 Wagin Fire Breaks	Clearing Fire Hazards - Norring Lake, Scaddan Street and Upland Street	(1,650.00)
EFT16847	15/10/2025 Wagin Mechanical Repairs	Transmission Service - Isuzu Tip Tuck (P40) / Globe - Ranger Vehicle (P38)	(1,732.00)
EFT16848	15/10/2025 Wagin Panel & Paint	Insurance Excess - Homecare Managers Vehicle (P80), CEO Vehicle (P01) and Homecare Vehicle (P27)	(900.00)
EFT16849	15/10/2025 Wagin Pharmacy	HCP Client Expense	(29.94)
EFT16850	15/10/2025 Wagin Truck Centre	Oil - Toyota Hilux Workmate Ute (P25) / Airbrake Quick Fit and Globe - Isuzu Tip Truck (P40) / Oil Filter - Caterpillar Backhoe (P47)	(237.50)
EFT16851	15/10/2025 Wallis Computer Solutions	New Server (Including Delivery and Set up of Physical Server)	(74,575.37)
EFT16852	15/10/2025 Eftsure Pty Ltd	Annual Subscription 2025/2026 - Eftsure Software	(6,600.00)
EFT16853	15/10/2025 Department Of Transport And Major Infrastructure	12 Months Registration - Isuzu Truck (P16)	(436.15)
EFT16854	15/10/2025 Katherine Becker	Bond Refund - Community Gym Fob	(30.00)
EFT16855	15/10/2025 Wagin Women In Farming Enterprise	Bond Refund - Equipment Hire	(150.00)
EFT16856	22/10/2025 Australia Post	Postage - September 2025	(470.09)
EFT16857	22/10/2025 Wagin Riding & Pony Club Inc Gymkhanarama	Gymkhanarama 2025 Sponsorship	(5,000.00)
EFT16858	23/10/2025 Australian Services Union	Payroll Deductions	(26.50)
EFT16859	23/10/2025 Services Australia Child Support	Payroll Deductions	(119.02)
EFT16860	30/10/2025 Alexander Galt And Co Pty Ltd	Dressed Pine - Homecare / Barrel Bolt and Batteries - Community Gym / Reciprocating Saw Blade, Rod, Auger Bit, Nuts and Washers - Swimming Pool / PVC Pipe, Coupling and Joiner - Tudor Street / Pad Bolt, Expanding Foam, Glass and Concrete Clear - Town Hall / Safety Tape, Pliers and Bolt Cutters - Bushfire Brigade / Dyna Bolts, Wall Plugs, Elbow, Nipple and Water Connector - Sportsground Public Toilets / Caution Tape and Coveralls - Occupational Health and Safety	(1,333.00)
EFT16861	30/10/2025 Ampac Debt Recovery	Debt Recovery - October 2025	(93.50)
EFT16862	30/10/2025 Apps Plumbing & Gas Wagin	Install Replacement Oven and Dishwasher - Recreation Centre / Repair Leaking Toilet - Infant Health Centre	(1,699.50)
EFT16863	30/10/2025 Arrow Bronze	Plaque - Cemetery Niche Wall	(751.81)
EFT16864	30/10/2025 B L Woodhouse	Service and Repairs - Isuzu Tip Truck (P40) / Install Rails - Hockey Pavilion and Town Hall / Fix Oil Leaks - Case Loader (P11) / Replace 2-Ways - Komatsu Grader (P12) and Toyota Hilux Workmate (P25) / Service Generator - Refuse Site / Change Number Plates - Multipac Roller (P49) / Get Plant Ready for Trade In - Komatsu Grader (P12)	(1,750.00)
EFT16865	30/10/2025 Bitumen Distributors Pty Ltd	Drum of Emulsion - Various Road Maintenance	(231.00)
EFT16866	30/10/2025 C.E.S. Midland	Solar Shed Batten - Records Sea Container	(243.39)
EFT16867	30/10/2025 Dormakaba Australia Pty Ltd	Service Automatic Doors - Doctors Surgery and NAB Building	(1,016.13)
EFT16868	30/10/2025 Down To Earth Training & Assessing	Full Course and Refresher Course for Traffic Management	(8,428.50)
EFT16869	30/10/2025 G & M Detergents & Hygiene Services	Hygiene Service Agreement - Admin Office, Depot, Rec Centre, Eric Farrow Pavilion, Library, Town Hall, Public Toilets and Swimming Pool	(2,970.00)
EFT16870	30/10/2025 Hall Electrical & Data Services	Replace Light Switch in Toilet Block - Caravan Park	(127.17)
EFT16871	30/10/2025 Independence Australia	HCP Client Expense	(91.80)

EFT16872	30/10/2025 Interfire Agencies	Metal Clips for Braces - Bushfire Brigade	(251.99)
EFT16873	30/10/2025 Liberty Oil Australia Pty Ltd	Diesel / Unleaded / AdBlue - Stock	(12,285.70)
EFT16874	30/10/2025 Mining Wear Parts	Grader Blades - Bullock Hills Road Reconstruct Seal	(1,702.80)
EFT16875	30/10/2025 Narrogin Earthmoving & Concrete Pty Ltd	Concrete for Culvert and Headwall - Bullock Hills Road and Wagin Townsite	(7,538.30)
EFT16876	30/10/2025 Narrogin Packaging And Motorcycles	Urinal Disks - Wetlands Park and Sportsground Public Toilets, Town Hall	(225.00)
EFT16877	30/10/2025 Nilfisk Pty Ltd	Squeegee Blades - Recreation Centre	(78.54)
EFT16878	30/10/2025 Pride Plastering	Construct New Niche Wall - Cemetery	(8,250.00)
EFT16879	30/10/2025 Property Supervision Services	Homecare Gardening Services	(3,810.60)
EFT16880	30/10/2025 Ray Ford Signs (Powerhouse Signs)	Baart Display Signage / Signage - Wetlands and Tavistock Street Public Toilets	(1,569.70)
EFT16881	30/10/2025 Security And Key Distributors	Fuel Bowser Padlock - Works Depot	(244.97)
EFT16882	30/10/2025 St Luke's Family Practice Wagin	Pre Employment Medical - Admin and Works Employees	(861.30)
EFT16883	30/10/2025 Swat Wagin	Pest Management - St John Transfer Station (Airport)	(125.40)
EFT16884	30/10/2025 Synergy	Synergy Accounts - Various	(21,889.14)
EFT16885	30/10/2025 Team Global Express Pty Ltd	Delivery Charges	(216.59)
EFT16886	30/10/2025 Team Medical Supplies	HCP Client Expense	(377.22)
EFT16887	30/10/2025 Telstra	Telstra Accounts - Various	(95.80)
EFT16888	30/10/2025 Tutt Bryant Equipment - WA	Purchase New Bomag Roller Less Trade In of Multipac Roller	(201,300.00)
EFT16889	30/10/2025 Wagin Agri Services	Chemical - Town Site Spraying	(974.00)
EFT16890	30/10/2025 Wagin Gas Electrics	Inspect for Gas Smell - Marks Court Residence/ Gas Stove Inspection - Recreation Centre	(330.00)
EFT16891	30/10/2025 Wagin Mowers	Parts and Repairs to Mosquito Fogging Equipment / Head - Whipper Snipper (P30)	(240.90)
EFT16892	30/10/2025 Wagin State Emergency Service	2025/26 Q1 Operating Grant	(6,822.61)
EFT16893	30/10/2025 Wagin Truck Centre	Spanner Set - Works Depot Tools / Parts for Plant Repairs - Isuzu Tip Truck (P40) / Trailer Plug - Small Plant (P30) / Plug - Multipac Roller (P49) / Jerry Can - Bushfire Brigade	(683.35)
EFT16894	30/10/2025 Wallis Computer Solutions	Computer Support - Admin	(23.82)
EFT16895	30/10/2025 Catherine Painter	Venue Hire Bond Refund	(300.00)
EFT16896	30/10/2025 Wagin Riding & Pony Club Inc Gymkhanarama	Equipment Hire Bond Refund	(100.00)
EFT16897	30/10/2025 OSH Group Pty Ltd	Fitness for Work Assessment - Works Employee	(1,690.15)
EFT16898	30/10/2025 Construction Training Fund (ctf)	BCITF - October 2025	(111.75)
EFT16899	30/10/2025 Department Of Mines, Industry Regulation And Safety	BSL - October 2025	(190.50)
EFT16900	30/10/2025 Shire Of Wagin	BSL - October 2025	(23.25)
<b>EFT Payment Total</b>			<b>(766,429.92)</b>

#### Direct Debit Payments

DD6442.1	09/10/2025 Aware Super	Superannuation Contributions	(6,562.48)
DD6442.2	09/10/2025 BT Panorama	Superannuation Contributions	(192.15)
DD6442.3	09/10/2025 Netwealth Superannuation	Superannuation Contributions	(386.60)
DD6442.4	09/10/2025 Active Super	Superannuation Contributions	(349.85)
DD6442.5	09/10/2025 The Trustee for Trojan Self Managed Super Fund	Superannuation Contributions	(659.67)
DD6442.6	09/10/2025 CareSuper	Superannuation Contributions	(218.67)
DD6442.7	09/10/2025 Rest Administration	Superannuation Contributions	(2,653.23)
DD6442.8	09/10/2025 Mercer Super	Superannuation Contributions	(721.14)
DD6442.9	09/10/2025 GESB Superannuation	Superannuation Contributions	(362.25)
DD6465.1	03/10/2025 Payrix	Synergy Online Transaction Fee	(623.24)
DD6465.2	14/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 10/10/2025	(4,235.80)
DD6465.3	15/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 13/10/2025	(11,785.60)
DD6465.4	15/10/2025 Sandwai Pty Ltd	Sandwai Monthly Fee - October 2025	(603.90)
DD6465.5	16/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 14/10/2025	(1,419.05)
DD6465.6	17/10/2025 Payrix	Synergy Online Transaction Fee	(26.24)
DD6465.7	17/10/2025 Aussie Broadband Pty Ltd	Broadband - October 2025	(267.00)
DD6465.8	17/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 15/10/2025	(3,245.25)
DD6465.9	20/10/2025 Western Australian Treasury Corporation	Loan Repayment # 138 - October 2025	(7,787.04)
DD6467.1	23/10/2025 Aware Super	Superannuation Contributions	(6,292.25)
DD6467.2	23/10/2025 BT Panorama	Superannuation Contributions	(154.10)
DD6467.3	23/10/2025 Netwealth Superannuation	Superannuation Contributions	(387.81)
DD6467.4	23/10/2025 Active Super	Superannuation Contributions	(404.20)
DD6467.5	23/10/2025 The Trustee for Trojan Self Managed Super Fund	Superannuation Contributions	(659.67)
DD6467.6	23/10/2025 CareSuper	Superannuation Contributions	(218.67)
DD6467.7	23/10/2025 Rest Administration	Superannuation Contributions	(2,675.20)
DD6467.8	23/10/2025 Mercer Super	Superannuation Contributions	(721.14)
DD6467.9	23/10/2025 GESB Superannuation	Superannuation Contributions	(325.72)
DD6483.1	30/10/2025 Commonwealth Bank of Australia (CBA)	Mastercard to 27 October 2025	(3,043.08)
DD6493.1	22/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 20/10/2025	(3,483.02)
DD6493.2	30/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 28/10/2025	(13,735.85)
DD6493.3	31/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 29/10/2025	(2,785.15)
DD6493.4	31/10/2025 Payrix	Synergy Online Transaction Fee	(16.81)
DD6493.8	23/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 21/10/2025	(4,622.80)
DD6493.9	24/10/2025 Western Australian Treasury Corporation	Loan Repayment # 137 - October 2025	(1,907.86)
DD6436.18	02/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 30/09/2025	(5,817.50)
DD6436.20	02/10/2025 Commonwealth Bank of Australia (CBA)	CBA Merchant Fees - September 2025	(955.45)
DD6442.10	09/10/2025 Australian Super Administration	Superannuation Contributions	(2,080.80)
DD6442.11	09/10/2025 Prime Super	Superannuation Contributions	(775.04)
DD6442.12	09/10/2025 Hesta Super Fund	Superannuation Contributions	(269.80)
DD6442.13	09/10/2025 Smartmonday Prime	Superannuation Contributions	(164.12)
DD6442.14	09/10/2025 Hub24 Super Fund	Superannuation Contributions	(359.99)
DD6465.10	20/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 16/10/2025	(6,990.85)
DD6465.11	21/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 17/10/2025	(2,172.10)
DD6465.12	03/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 01/10/2025	(3,105.90)
DD6465.13	15/10/2025 Commonwealth Bank of Australia (CBA)	CommBiz Account Service Fees - October 2025	(488.79)
DD6465.14	06/10/2025 Department Of Transport And Major Infrastructure	Daily Licensing Takings 02/10/2025	(5,172.45)

DD6465.15	07/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 03/10/2025	(1,923.60)
DD6465.16	08/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 06/10/2025	(1,118.30)
DD6465.17	09/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 07/10/2025	(1,931.65)
DD6465.18	10/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 08/10/2025	(854.60)
DD6465.19	10/10/2025	Payrix	Synergy On Line Transaction Fee	(314.43)
DD6465.20	13/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 09/10/2025	(2,675.25)
DD6467.10	23/10/2025	Australian Super Administration	Superannuation Contributions	(2,230.72)
DD6467.11	23/10/2025	Prime Super	Superannuation Contributions	(775.04)
DD6467.12	23/10/2025	Hesta Super Fund	Superannuation Contributions	(268.41)
DD6467.13	23/10/2025	Smartmonday Prime	Superannuation Contributions	(158.31)
DD6467.14	23/10/2025	Hub24 Super Fund	Superannuation Contributions	(359.99)
DD6493.10	24/10/2025	Payrix	Synergy Online Transaction Fee	(41.87)
DD6493.11	24/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 22/10/2025	(4,105.30)
DD6493.12	27/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 23/10/2025	(1,234.75)
DD6493.13	28/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 24/10/2025	(5,628.80)
DD6493.14	28/10/2025	Messages On Hold Australia Pty Ltd	Provision of Programming & Equipment 23/10/2025 - 22/01/2026	(263.61)
DD6493.15	29/10/2025	Department Of Transport And Major Infrastructure	Daily Licensing Takings 27/10/2025	(5,370.45)
<b>Direct Debit Payments Total</b>				<b>(141,140.36)</b>
<b>Municipal Account - Payments Total</b>				<b>(907,570.28)</b>

**SHIRE OF WAGIN**  
**STATEMENT OF MASTERCARD PAYMENTS**  
For the Period Ended 27 October 2025

**Credit Card List of Payments**

**Chief Executive Officer - Ken Parker**

Credit Card	6/10/2025	Booking.com	Accommodation for Staff - DOT Training	(918.12)
<b>Chief Executive Officer - Ken Parker Total</b>				<b>(918.12)</b>

**Deputy Chief Executive Officer - Jonathan Fathers**

Credit Card	2/10/2025	Spotlight	Bathroom Scales - Community Gym	(45.00)
Credit Card	10/10/2025	Appliance Testing Supplies	Calibration of Appliance and Tags - Test and Tagging	(450.34)
Credit Card	10/10/2025	Big W	Muffin Cases and Napkins - Library Children Events	(11.30)
Credit Card	10/10/2025	Watty	Paint Thinner - Wetlands Park Public Toilets	(62.49)
Credit Card	19/10/2025	Bunnings	Garage Remote Control - Marks Court Residence	(57.00)
Credit Card	21/10/2025	Bunnings	Outdoor Bottle Brush Boot Scrapers - Recreation Centre	(79.53)
Credit Card	21/10/2025	Ramp Champ	Wheelchair Ramp and Rubber Threshold Ramp - Records Storage	(611.50)
<b>Deputy Chief Executive Officer - Jonathan Fathers Total</b>				<b>(1,317.16)</b>

**Manager of Works - Allen Hicks**

Credit Card	8/10/2025	White Card Online	White Card - Works Employee	(43.90)
Credit Card	8/10/2025	AusClamp	Elbow, Tee and Straight Joiners - Town Hall	(145.14)
Credit Card	9/10/2025	DMIRS	Forklift Licence Renewal - Works Employee	(44.00)
Credit Card	20/10/2025	Shire of Wagin	Department of Transport - Plate Changes and Plate Remake - Komatsu Grader (P12) and Multipac Roller (P49)	(168.20)
<b>Manager of Works - Allen Hicks Total</b>				<b>(401.24)</b>

**Manager of Finance - Donna Fawcett**

Credit Card	26/09/2025	Surgical House	HCP Client Expense - Homecare	(406.56)
<b>Manager of Finance - Donna Fawcett Total</b>				<b>(406.56)</b>

**Fees and Charges**

**Fees and Charges Total**

<b>Credit Card List of Payments Total</b>	<b>(3,043.08)</b>
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### 8.1.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT –

AUTHOR OF REPORT:	Chief Executive Officer
DISCLOSURE OF INTEREST:	NIL
FILE REFERENCE:	CM.CO.1

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5534

**Moved Cr S M Chilcott    Seconded Cr J P Reed**

**That Council NOTES the Chief Executive Officer's Report.**

**CARRIED UNANIMOUSLY 6/0**

#### BRIEF SUMMARY

The following report details activities within the CEO portfolio.

With a short turnaround between the October and November Ordinary Council Meetings and CEO activities addressed in various reports presented at tonight's Ordinary Council Meeting, the CEO's report for this month is abridged.

##### *Internships*

The two McCusker Centre interns arrived on Monday, 17 November 2025. The interns will have spent a week in Wagin working on their projects which relate to mosquito management and street tree species selection and management.

##### *New appointments*

The Shire has recently appointed a new Community Development Officer and a Homecare Coordinator filling vacancies due to recent staff departures.

##### *Remembrance Day*

Officers had the honour of attending the local RSL's Remembrance Day ceremony on 11 November 2025. Positive feedback on the condition of the Memorial Gardens was received. The Shire has received a request for a second flagpole to be placed at the memorial to enable the flying of the New Zealand flag at civic commemorations. Officers are looking into the matter.

#### BACKGROUND/COMMENT

**The CEO has attended the following meetings / events for the period since the last report**

Date	Meeting Attended
21 October	Meeting about potential development
21 October	Wheatbelt Connect
21 October	Special Council Meeting

<b>Date</b>	<b>Meeting Attended</b>
22 October	Department of Health / Intern
23 October	Wagin Trotting Club
24 October	Rick Wilson MP
28 October	Ordinary Council Meeting
31 October	Heavy haulage meeting
3 November	Regional Housing Support Fund
11 November	Remembrance Day
11 November	Wagin Woodanilling Landcare Zone
14 November	Audit Exit Meeting

### **Register of, and records relevant to, delegations to CEO and employees.**

Under Section 5.46 of the *Local Government Act 1995* the CEO must keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Below is the register of the Delegations undertaken:

<b>Delegation</b>	<b>Exercised by</b>	<b>Date</b>	<b>Matter</b>
20	CEO	30-Oct-25	Creditor Payment
20	CEO	5-Nov-25	Small Debt Write Off (61 Debts - \$241.93)
20	CEO	6-Nov-25	Creditor Payment
20	CEO	6-Nov-25	Creditor Payment (Payroll)
20	CEO	6-Nov-25	Creditor Payment
20	CEO	13-Nov-25	Creditor Payment
20	CEO	20-Nov-25	Creditor Payment (Payroll)
20	CEO	20-Nov-25	Creditor Payment

### **CONSULTATION/COMMUNICATION**

As detailed above

### **STATUTORY/LEGAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **VOTING REQUIREMENTS**

Simple Majority

## 8.1.4 MANDATORY REVIEW OF POLICY A21 CONTINUING PROFESSIONAL DEVELOPMENT – ELECTED MEMBERS

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	GV.CO.4
ATTACHMENTS:	Nil

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5535

Moved Cr G R Ball      Seconded Cr J P Reed

**That Council in accordance with section 5.128(5) of the *Local Government Act 1995* having reviewed policy A21 Continuing Professional Development – Elected Members resolves to make no changes at this time**

**CARRIED UNANIMOUSLY 6/0**

### BACKGROUND/COMMENT

Section 5.128(5) of the *Local Government Act 1995* requires that a local government review its policy for elected member continuing professional development after each ordinary election.

Council's policy was adopted in March 2020 and last reviewed in May 2024.

Officers believe that the policy is functioning well and does not require amendment. To ensure the Shire complies with the legislative requirement which is checked on occasion by Auditors the policy is presented to Council to enable the Council to review.

### CONSULTATION/COMMUNICATION

Nil

### STATUTORY/LEGAL IMPLICATIONS

As detailed

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

### STRATEGIC IMPLICATIONS

Council leadership

### VOTING REQUIREMENTS

Simple Majority

## 8.1.5 LOCAL LAWS REVIEW – CONSIDERATION OF SUBMISSIONS

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	July 2020 – 4326 October 2020 – 4417 March 2021 – 4507 July 2025 - 5458
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LE.LO.1

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5536

Moved Cr J P Reed      Seconded Cr G R Ball

That Council having received no submissions to the review DETERMINES in accordance with section 3.16 of the *Local Government Act 1995* that the following local law be unchanged at this time:

- a. Bush Fire Brigades
- b. Extractive Industries
- c. Pest Plants
- d. Standing Orders
- e. Health
- f. Local Government Property
- g. Fencing
- h. Dogs
- i. Cemeteries
- j. Activities on thoroughfares and trading in thoroughfares and public places
- k. Unsightly land, refuse, rubbish or disused material on land

CARRIED UNANIMOUSLY 6/0

### BRIEF SUMMARY

Following the public consultation period, Officers recommend that Council formally completes the mandatory local law review to prevent the local laws being automatically repealed by statute.

### BACKGROUND/COMMENT

At the July 2025 Ordinary Council Meeting, Council agreed to give local public notice of a review of the Shire's local laws required under section 3.16 of the *Local Government Act 1995*.

As noted in the July report, review is required because Council's resolution of October 2020 used the ambiguous terminology stating that Council 'proposed' no changes to be made to relevant local laws but in subsequent resolutions did not 'determine' by Absolute Majority under section 3.16 of the Act whether the relevant laws should be repealed, amended or remain unchanged.

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Amendments to the *Local Government Act 1995* have changed the timetable for reviews of local laws. Previously local laws had to be reviewed every 8 years. Now a review of a local law must occur every 15 years. If a review is not undertaken in 15 years the local law is automatically repealed.

If a local government has not conducted an 8-year review of current local laws, Schedule 9.3 Division 7 Clause 65(10) of the Act provides that unless a review is conducted within 2 years from 7 December 2024 ('the amendment date'), the unreviewed Local Law(s) will be automatically repealed after that time.

To protect the Shire from having its local laws repealed, Officers recommended commencing a formal review under section 3.16. This will ensure that the Shire has an indisputable resolution of a completed review under section 3.16.

Having given local public notice and received no submissions, Officers recommend that Council now formally determines in accordance with section 3.16 of the Local Government Act 1995 that the local laws be unchanged.

While there are local laws that potentially require updating, Officers do not recommend commencing an amendment process as part of the review. Changing a local law through an amendment local law can occur at any time and does not need to be part of the formal review.

As part of the July resolution, Council requested that the Chief Executive Officer investigate the need for a new Public Health Local Law in light of the *Public Health Act 2016*. Having reviewed the matter, Officers believe that the provisions in the *Public Health Act 2016* provide sufficient powers to manage the nuisances listed in the Public Health Local Law. No further action is recommended at this time.

It is also worth noting that this local law review process is separate and distinct from the draft Cat Local Law which has been advertised for public comment. It is anticipated that the Cat Local Law will be presented for Council's consideration in December.

### **CONSULTATION/COMMUNICATION**

The local law process involves a mandatory public consultation period. No submissions were received.

### **STATUTORY/LEGAL IMPLICATIONS**

As detailed

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Council leadership



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## VOTING REQUIREMENTS

Absolute Majority

## 8.1.6 PROGRESS UPDATE ON CEO KPIS AND CAPITAL WORKS PROGRAMME

<b>SENIOR OFFICER:</b>	Chief Executive Officer
<b>PREVIOUS REPORT(S):</b>	Nil.
<b>DISCLOSURE OF INTEREST:</b>	The Chief Executive Officer has declared an impartially interest in this report as it relates in part of the CEO's 2025-26 KPIs (nature and extent)
<b>FILE REFERENCE:</b>	CM.CO.1

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5537

**Moved Cr S M Chilcott    Seconded Cr M A O'Brien**

**That Council NOTES the update on progress with CEO KPIs and Capital Works Programme**

**CARRIED UNANIMOUSLY 6/0**

#### **BRIEF SUMMARY**

This report is intended to provide a status / progress report on completion of key projects being the CEO's KPIs and the capital works programme.

#### **BACKGROUND/COMMENT**

Overall, significant progress has been made both on the projects identified as CEO KPIs and the Shire's capital works programme.

The roads programme is on track and the plant replacement is complete. The building maintenance programme is progressing with works at the swimming pool completed in time for the pool season.

Improvements to the kitchen facilities at the sportsground as well as a new cleaner for the recreational centre have been completed. The new Cemetery niche wall has also been completed.

The footpaths programme will be conducted during the summer.

Emerging projects such as the taxiway works and town hall maintenance are progressing well.

Obtaining quotes for some capital maintenance projects remains a challenge but costs have been largely contained.

## CEO KPI update

KPI	Officer Comment
Successfully conduct the 2025 Ordinary Local Government Election as Returning Officer	Completed. The 2025 Ordinary Local Government Election, including count was completed successfully.
Deliver the 2025-26 roads program	See capital programme update
Prepare a business case for improved heavy haulage vehicle movements in and around the townsite	<p>Following a competitive procurement process where ten bids were received, Officers have appointed Road and Access Consulting to prepare designs and costings for the heavy haulage route.</p> <p>Designs are being prepared with initial designs for Bullock Hills Rd and Vernal Street already supplied</p>
Council adoption of the Strategic Community Plan 2026 - 2036	<p>A draft Strategic Community Plan is being prepared based on the initial vision “Cultivating prosperity and wellbeing through connectivity, and community”</p> <p>The Wagin Camera Club will be supplying photos for a draft to be presented with a view to engaging early in the new year.</p>
Council adoption of a Waste Management Strategy	A contractor has been appointed following a competitive procurement process
Progress the staff accommodation strategy through adoption of Business Plan and award of tenders for initial properties*	This KPI is dealt with in this paper
<p>* amended at the October 2025 Ordinary Council Meeting to –</p> <p>Present for Council's consideration a revised staff accommodation strategy and draft Business Plan</p>	
That Homecare participants continue to be provided with services required	The transition to the new Commonwealth system is continuing with minimal impact on clients. The addition of a nurse has aided service delivery. Client numbers remain stable.

## Capital works programme update

Account Number	Job Number	Account/Job Description	Budget	YTD Actual	Progress Comment
<b>Land</b>					
<b>Economic Services</b>					
E167465		Creation of Lot 429 Tudhoe Street	0	(5,640)	
<b>Total - Economic Services</b>			<b>0</b>	<b>(5,640)</b>	
<b>Total - Land</b>			<b>0</b>	<b>(5,640)</b>	
<b>Buildings</b>					
<b>Governance</b>					
E167744	B2505	Admin Building - Roof Safety System	(10,000)	0	Unable to get quotes so far
<b>Total - Governance</b>			<b>(10,000)</b>	<b>0</b>	
<b>Recreation And Culture</b>					
E167784	B2203	NAB Building	(10,257)	0	Order issued (\$7,300)
E167780	B2501	Recreation Centre - New meter box	(20,000)	0	Quotes received. Report to Council due to significant above budget cost
E167784	B2504	Court House - Create door to Courtyard	(8,000)	0	Order issued (\$7,200)
E167475	B2602	32 Ballagin Street - New Colourbond roof	(30,000)	0	Quote for \$37,000 received. Looking to just do re-pointing at around \$6,500
E167777	B2607	Swimming Pool - Power Board Main plantroom	(20,000)	0	Project not required. Timer replaced. One other part may also need to be replaced.
E167777	B2608	Swimming Pool - Replace kiosk carpet with non-slip epoxy coating	(10,000)	0	Complete (\$3,245). Charged to maintenance as cost does not meet capitalisation threshold
<b>Total - Recreation And Culture</b>			<b>(98,257)</b>	<b>0</b>	
<b>Other Property &amp; Services</b>					
E167475	B2604	New Staff House 1 (3 x 2 modular)	(450,000)	0	Pending Council's decision
E167475	B2605	New Staff House 2 (3 x 2 modular)	(450,000)	0	Pending Council's decision
E167475	B2610	Admin Office - Carpet Replacement (Walkways)	(5,000)	0	Complete (\$7,100)
<b>Total - Other Property &amp; Services</b>			<b>(905,000)</b>	<b>0</b>	
<b>Total - Buildings</b>			<b>(1,013,257)</b>	<b>0</b>	
<b>Plant &amp; Equipment</b>					
<b>Governance</b>					

Account Number	Job Number	Account/Job Description	Budget	YTD Actual	Progress Comment
E167746	PE2404	2025/26 - CEO - Isuzu MUX	(61,250)	0	Delivered (\$65,436)
<b>Total - Governance</b>			<b>(61,250)</b>	<b>0</b>	
<b>Law, Order &amp; Public Safety</b>					
E167776	PE2601	Refurbish SAM trailer to an emergency use trailer	(5,000)	0	Report on options to be prepared for Council's consideration
<b>Total - Law, Order &amp; Public Safety</b>			<b>(5,000)</b>	<b>0</b>	
<b>Health</b>					
E167751	PE2602	2025/26 - Doctor's Vehicle	(50,000)	0	Delivered (\$40,204)
<b>Total - Health</b>			<b>(50,000)</b>	<b>0</b>	
<b>Transport</b>					
E167761	PE2603	2025/26 - Grader	(430,000)	0	Delivered (\$426,821)
E167761	PE2604	2025/26 - Multipac Multi Tyred Roller	(193,700)	(210,000)	Delivered
<b>Total - Transport</b>			<b>(623,700)</b>	<b>(210,000)</b>	
<b>Total - Plant &amp; Equipment</b>			<b>(739,950)</b>	<b>(210,628)</b>	
<b>Furniture &amp; Equipment</b>					
<b>Governance</b>					
E167742	FE2401	New Server - Administration	(66,000)	(67,796)	Complete
<b>Total - Governance</b>			<b>(66,000)</b>	<b>(67,796)</b>	
<b>Law, Order &amp; Public Safety</b>					
E167110	FE2603	CCTV - Animal Pound	(10,000)	0	Quote sought
<b>Total - Law, Order &amp; Public Safety</b>			<b>(10,000)</b>	<b>0</b>	
<b>Other Health</b>					
<b>Recreation &amp; Culture</b>					
E167284	FE2601	Floor Cleaner - Recreation Centre	(13,000)	(11,892)	Delivered
E167756	FE2602	CCTV - 2 Pan Tilt Zoom Cameras for Sportsground	(15,000)	0	Updated quote sought
E167756	FE2605	Wireless Internet - Eric Farrow Pavilion	(10,000)	0	System ordered (\$9,347)
E167756	FE2606	Rec Centre - Two Burner Griddle / Gas Range Static Oven	(6,500)	0	Delivered (\$5,982)
E167284	FE2609	New Dishwasher - Recreation Centre	(5,500)	(4,939)	Delivered
E167754	FE2610	Pool Cleaner - WAVE 100 CB	0	(6,117)	Delivered (Was budgeted in Maintenance budget)
<b>Total - Recreation &amp; Culture</b>			<b>(50,000)</b>	<b>(22,948)</b>	
<b>Transport</b>					
E167763	FE2607	Depot - High Pressure Cleaner	(7,700)	0	Still to be progressed
<b>Total - Transport</b>			<b>(7,700)</b>	<b>0</b>	
<b>Total - Furniture &amp; Equipment</b>			<b>(133,700)</b>	<b>(90,744)</b>	

Account Number	Job Number	Account/Job Description	Budget	YTD Actual	Progress Comment
<b>Infrastructure - Roads</b>					
<b>Transport</b>					
E167103	CP357	2023/24 - Shire - Main Drain/Padbury Lane	(25,000)	0	Will be done by end of November
E167103	CP367	2024/25 - RTR - Bullock Hills Road - Reconstruct seal widen	0	(596)	Finished last year's job
E167103	CP374	2024/25 - RTR - Ballagin Road - Reconstruct seal widen	0	(726)	Finished last year's job
E167103	CP378	2024/25 - Shire - Thornton Street - Kerbing both sides	(7,422)	(7,422)	Complete
E167103	CP379	2024/25 - Shire - Lukin street - Kerbing both sides	(5,616)	(5,616)	Complete
E167103	CP380	2024/25 - Shire - Trenton Street - Kerbing north side	(11,018)	(11,018)	Complete
E167103	CP383	2024/25 - Shire - Hunt street - Reseal	(29,000)	0	Not started
E167105	BR3068	2024/25 - Dongolocking Road SLK 10.42 - Culvert replace sleepers (Bridge Funding 2018-19)	(65,877)	0	Not started
E167105	CP391	2024/25 - Bullock Hills Road SLK 6.36 - Replace head walls	0	(1,333)	Finished last year's job
E167105	CP392	2024/25 - Bullock Hills Road SLK 6.84 - Extend culvert / replace head wall	0	(6,446)	Finished last year's job
E167103	CP395	2025/26 - RRG - Beaufort Road - Reconstruct Seal Widen	(181,015)	0	Not started
E167103	CP396	2025/26 - RTR - Bullock Hills Road - Reconstruct Seal Widen	(180,000)	(54,112)	In progress
E167103	CP397	2025/26 - RTR - Behn Ord Road - Reconstruct Seal Widen	(139,000)	(98,503)	In progress
E167103	CP398	2025/26 - RTR - Bockaring road - Reconstruct Seal Widen	(180,422)	(7,069)	In progress
E167103	CP399	2025/26 - Shire - Gundaring Road - Gravel widen west side of road	(25,337)	(18,047)	Complete
E167103	CP400	2025/26 - Shire - Behn-Ord Road - Gravel Sheet	(55,000)	(37,573)	Complete
E167103	CP401	2025/26 - Shire - Toolibin South Road - Gravel Sheet	(65,000)	(48,967)	Complete

Account Number	Job Number	Account/Job Description	Budget	YTD Actual	Progress Comment
E167103	CP404	2025/26 - Thornton Street Kerbing - south side	(23,907)	0	Not started
E167103	CP405	2025/26 - Ventnor street Kerbing - Ware to Warwick	(23,907)	0	Not started
E167103	CP406	2025/26 - Khedive Street Kerbing - Both Sides	(20,000)	0	Not started
E167103	CP407	2025/26 - RRG - Jaloran Road - Reseal	(150,216)	0	Not started
E167103	CP408	2025/26 - Shire - Vernal Street - Reseal 2 coat	(42,200)	0	Not started
E167105	CP411	2025/26 - Shire - Culvert repairs as needed	(100,000)	(10,502)	Culvert and headwall - Bullock Hills Road
E167103	CP410	2025/26 - RRG - Ballagin Road - Reconstruct Seal Widen	(371,376)	(5,842)	In progress
<b>Total - Transport</b>			<b>(1,701,313)</b>	<b>(313,772)</b>	
<b>Total - Infrastructure - Roads</b>			<b>(1,701,313)</b>	<b>(313,772)</b>	
<b>Infrastructure - Other</b>					
<b>Law,Order &amp; Public Safety</b>					
E167112	IO028	250,000L Emergency Water Tank - Wagin Airfield	(10,308)	(97)	Funds to be transferred to taxiway job
E167112	IO2604	Wedgecarrup BFB Water Tank	(15,300)	0	Waiting for outcome of DWER grant application
<b>Total - Law,Order &amp; Public Safety</b>			<b>(25,608)</b>	<b>(97)</b>	
<b>Community Amenities</b>					
E167191	IO2504	Wagin Cemetery - New niche wall	(10,000)	(7,500)	Complete
<b>Total - Community Amenities</b>			<b>(10,000)</b>	<b>(7,500)</b>	
<b>Recreation &amp; Culture</b>					
E167758	IO2501	Sportsground Water Tank	(48,500)	0	Waiting for outcome of DWER grant application
E167757	IO2502	Swimming Pool - Paving repairs under roller track	(8,500)	(8,400)	Complete
E167758	IO2507	Wetlands - Disabled Parking and Access Ramp	(30,000)	0	Not started
E167757	IO2601	Swimming Pool - Replacement Shadesail	(12,000)	(4,000)	Four shade sails installed - complete (\$9,900)
E167758	IO2602	Drought Resilience Project - Grant Expenditure	(60,000)	0	Minister has announced award of grant. Waiting on WDC to provide funds
E167758	IO2605	Sportsground Basketball Court Resurfacing	(40,000)	0	Quotes being obtained for Council's consideration

Account Number	Job Number	Account/Job Description	Budget	YTD Actual	Progress Comment
		<b>Total - Recreation &amp; Culture</b>	<b>(199,000)</b>	<b>(12,400)</b>	
		<b>Total - Infrastructure - Other</b>	<b>(234,608)</b>	<b>(19,997)</b>	
<b>Infrastructure - Footpaths</b>					
<b>Transport</b>					
E167124	CP402	2025/26 - Thornton Street Footpath - Tarbet to Theta	(60,000)	0	Not started
E167124	CP403	2025/26 - Ventnor Street Footpath - Ware to Warwick	(48,000)	0	Not started
		<b>Total - Infrastructure - Footpaths</b>	<b>(108,000)</b>	<b>0</b>	
		<b>Total - Infrastructure - Footpaths</b>	<b>(108,000)</b>	<b>0</b>	

### **CONSULTATION/COMMUNICATION**

Nil

### **STATUTORY/LEGAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Buildings and infrastructure.

### **VOTING REQUIREMENTS**

Simple Majority

### 8.1.7 ORDINARY COUNCIL MEETING DATES IN 2026

SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	GV.CM.2
STRATEGIC DOCUMENT REFERENCE:	Nil
ATTACHMENTS:	Nil

#### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5538

Moved Cr G R Ball      Seconded Cr M A O'Brien

REQUESTS the Chief Executive Officer give local public notice in accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996* for the Shire's Ordinary Council Meetings to be held in the Council Chambers at 2 Arthur Rd at 7:00pm at the following dates:

- Tuesday, 24 February 2026
- Tuesday, 24 March 2026
- Tuesday, 28 April 2026
- Tuesday, 26 May 2026
- Tuesday, 23 June 2026
- Tuesday, 21 July 2026
- Tuesday, 18 August 2026
- Tuesday, 22 September 2026
- Tuesday, 27 October 2026
- Tuesday, 24 November 2026
- Tuesday, 15 December 2026

CARRIED UNANIMOUSLY 6/0

#### BRIEF SUMMARY

This report proposes that Council set the dates for Ordinary Council meetings and forums in 2026.

#### BACKGROUND/COMMENT

Regulation 12 of the *Local Government (Administration) Regulations 1996* requires that Council set the dates, time and place of its ordinary meetings in advance of the following year.

By convention meetings at the Shire are held on the fourth Tuesday of every month except January where no meeting is held and December where the meeting is moved to the third week. Meetings are held in the Council Chambers at 2 Arthur Rd at 7:00pm.

---

Officers propose the following dates for meetings in 2026:

- Tuesday, 24 February 2026
- Tuesday, 24 March 2026
- Tuesday, 28 April 2026
- Tuesday, 26 May 2026
- Tuesday, 23 June 2026
- Tuesday, 28 July 2026
- Tuesday, 25 August 2026
- Tuesday, 22 September 2026
- Tuesday, 27 October 2026
- Tuesday, 24 November 2026
- Tuesday, 15 December 2026

Officers propose the following dates for council forums in 2026:

- Tuesday, 17 February 2026
- Tuesday, 17 March 2026
- Tuesday, 16 June 2026
- Tuesday, 21 July 2026
- Tuesday, 18 August 2026
- Tuesday, 15 September 2026
- Tuesday, 20 October 2026

In respect to the Committee Meetings, given that the meetings of the Audit, Governance and Improvement Committee and CEO Review Committee are held on an as needs basis, it is recommended that the dates of these committees are set at a later date. Under clause 2.1 of the Shire's Standing Orders a Committee Meeting can be called by the Presiding Member of the Committee, one-third of Committee Members, or by Council or Committee.

### **CONSULTATION/COMMUNICATION**

Nil

### **STATUTORY/LEGAL IMPLICATIONS**

The Officer's recommendation is in accordance with the legislation.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Council leadership.

### **VOTING REQUIREMENTS**

Simple Majority

## 8.1.8 BUSHFIRE RISK MANAGEMENT PLAN

AUTHOR OF REPORT:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	ES.SP.3
ATTACHMENTS:	Draft Bushfire Risk Management Plan

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5539

**Moved Cr G R Ball      Seconded Cr G K B West**

**That Council APPROVES Bushfire Risk Management Plan in attachment 1.**

**CARRIED UNANIMOUSLY 6/0**

#### BRIEF SUMMARY

The Department of Fire and Emergency Services requires local governments to adopt a Bushfire Risk Management Plan.

Local governments must have an approved plan to access funding through Mitigation Activity Funds.

The Shire's current plan requires review. The Shire has successfully applied for an extension to December 2025 to have a plan endorsed. The plan must be endorsed both by the Office of Bushfire Risk Management and Council.

Shire Officers have prepared a new draft Bushfire Risk Management Plan to provide initially to the BRMP for endorsement. Following the Council's BRMP's endorsement, the draft is proposed to be provided to OBRM for final approval.

Local governments are said to require a bushfire risk management plan to establish a structured framework for identifying and protecting assets from bushfire, managing risks to acceptable levels, and promoting a shared responsibility approach to reducing community vulnerability. These plans help local governments address their responsibility to protect residents and infrastructure by guiding strategic mitigation and response efforts in areas prone to bushfires, as mandated by state planning policies.

The plan meets the required standards as per the guidelines but may require modification by the Office of Bushfire Risk Management following Council's consideration.

#### CONSULTATION/COMMUNICATION

The draft BRMP was presented to the Local Emergency Management Committee meeting held on 2 October 2025. The LEMC members were invited to make comment on the document. The changes following the meeting include adding the Water Corporation pipeline as critical infrastructure and updated contact information.

---

## STATUTORY/LEGAL IMPLICATIONS

While there is no single legislative instrument mandating the preparation of a BRMP, its development is supported by a combination of statutory and policy frameworks, including:

- *Emergency Management Act 2005* – Establishes local government responsibility for risk management within their district.
- *Bush Fires Act 1954* – Provides powers for bushfire prevention and mitigation.
- State Planning Policy 3.7 – Planning in Bushfire Prone Areas – Requires bushfire planning for development in designated areas.
- DFES Guidelines for Preparing a Bushfire Risk Management Plan – Sets the standard for BRMP preparation and endorsement by OBRM.

## POLICY IMPLICATIONS

Council adopted a Bush Fire Risk Management Plan policy in 2018. The policy is considered by Officers to be complimentary to the revised plan.

## FINANCIAL IMPLICATIONS

There are no financial implications at this time.

## STRATEGIC IMPLICATIONS

Community services and natural environment

## VOTING REQUIREMENTS

Simple majority



Shire of Wagin

# Bushfire Risk Management Plan

2024-2029

Office of Bushfire Risk Management Bushfire Risk  
Management (BRM Plan) endorsed **XX Month 20XX**

Local Government Council BRM Plan approval **XX  
Month 20XX**

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## Document control

Bushfire Risk Management Plan		Current version	1.1
Document owner	Shire of Wagin CEO	Issue date	28/10/2025
Document location	Shire Office	Next review date	30/06/2029

## Document endorsements

This Bushfire Risk Management Plan has been endorsed by the Office of Bushfire Risk Management as consistent with the standards detailed in the *Guidelines for Preparing a Bushfire Risk Management Plan 2023*.

The approval of the Bushfire Risk Management Plan by The Shire of Wagin Council signifies support of the plan's implementation and commitment to working with risk owners to manage bushfire risk. Approval does not signify acceptance of responsibility for risk, treatments or outcomes on land that is not managed by the Shire of Wagin.

Local Government	Representative	Signature	Date
The Shire of Wagin	CEO		

## Publication information

Wherever a third party holds copyright in material presented in this publication, the copyright remains with that party. Their permission may be required to use the material.

In approving this BRM Plan, the Wagin Shire Council is acknowledging the assets that have been identified and the risk ratings and treatment priorities assigned. Approval of the plan is a commitment by the Shire of Wagin to work with landowners and managers to address unacceptable risk within the community. Endorsement of this plan is not committing the Shire of Wagin to a program of treatment works to be implemented by others, or an acceptance of responsibility for risk occurring on land that is not owned or managed by the Shire.

# Chapter 1 Introduction

## 1.1. Background

This Bushfire Risk Management (BRM) Plan provides contextual information to inform a structured approach to identifying, assessing, prioritising, monitoring and treating bushfire risk. The BRM Plan has been prepared by The Shire of Wagin encompasses all land within the Shire of Wagin and has been written on behalf of all stakeholders within that area. The BRM Plan is informed by consultation and communication with land and asset managers that has occurred throughout its development to ensure an informed and collaborative approach to managing bushfire risk.

The BRM plan has been prepared with due consideration of the requirements stated in the *Guidelines for Preparing a Bushfire Risk Management Plan* (the Guidelines) published by the Office of Bushfire Risk Management (OBRM) including the principles described in *ISO 31000:2018 Risk Management*.

## 1.2. Objective of the Bushfire Risk Management planning program

The BRM planning program supports local governments to reduce the threat posed by bushfire. The Shire of Wagin's BRM Plan will contribute to achieving the objective of the BRM program by:

- Guiding and coordinating a cross-tenure, multi-stakeholder approach to BRM planning.
- Facilitating the effective use of the financial and physical resources available for BRM activities.
- Supporting integration between risk owners, strategic objectives and tactical outcomes.
- Documenting processes used to monitor and review the implementation of treatments to ensure risk is managed to an acceptable level.

## 1.3. Legislation, policy and standards

Legislation, policy and standards that were applied in the development of this BRM Plan can be found in the *Bushfire Risk Management Planning Handbook – Appendix 1 – Summary of Related Legislation, Policy and Guidelines*.

- Local Emergency Management Plan - LEMA
- Policy B2 – Suspension of prohibited burning period
- Policy B4 – Harvest Bans – authorised officers
- Policy B6 – Authority to issue infringements
- Policy B7 – Bushfire risk management plan
- Policy B8 – Bushfire communication policy

# Chapter 2 The risk management process

The BRM planning process is a cycle of understanding the context and assessing and treating risks (Figure 1). Each of these steps is informed by communication and consultation and supported by monitoring and review. The three products produced during the BRM planning process are the BRM Plan, Asset Risk Register and Treatment Schedule (Figure 1).

Further details on the guiding principles and process for the development of this plan can be found in Chapter 2 of the Guidelines.

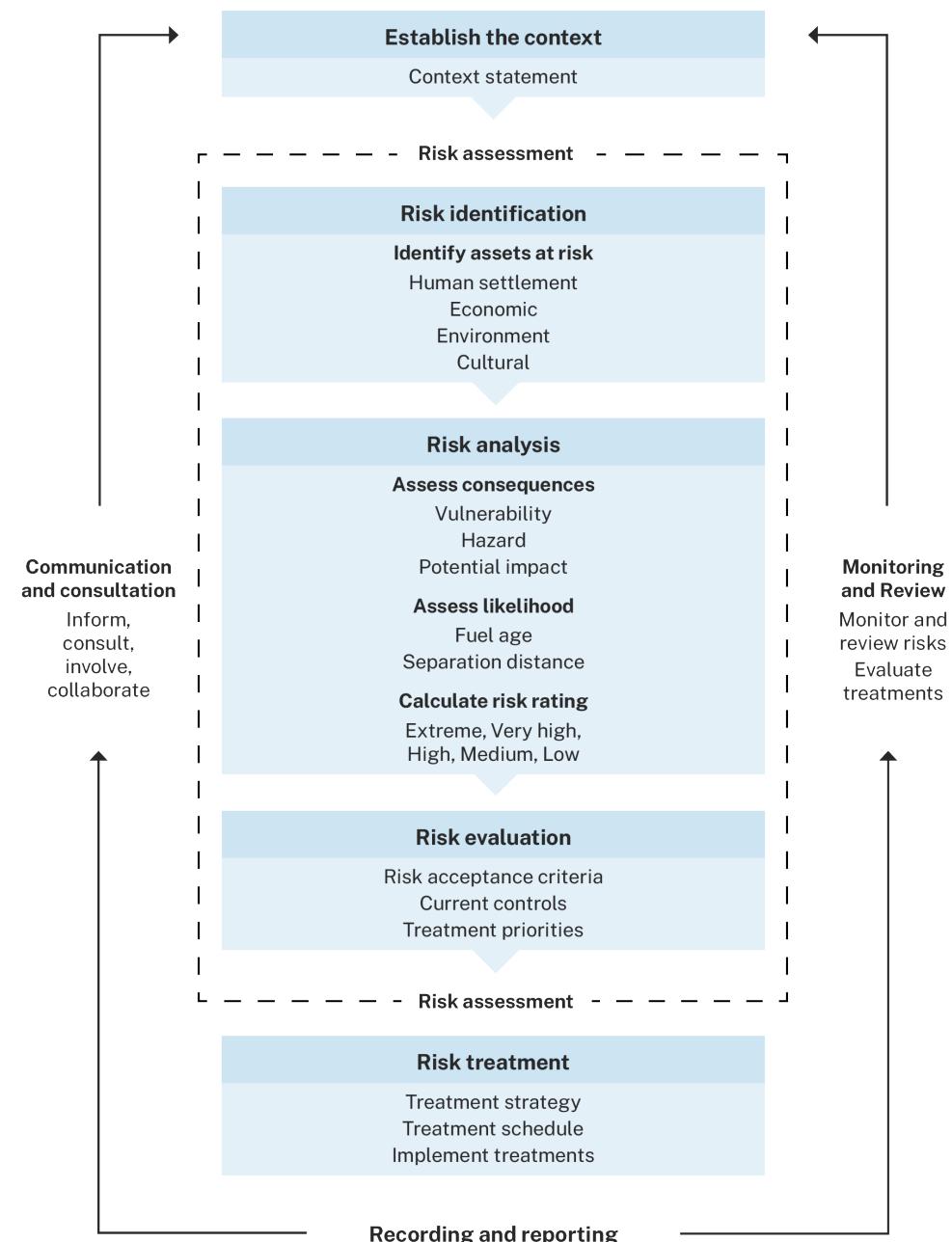


Figure 1. The Bushfire Risk Management planning process

## 2.1. Roles and responsibilities

The roles and responsibilities of the key stakeholders involved in the development of the BRM Plan are outlined in Table 1.

Table 1 – Roles and responsibilities in the Bushfire Risk Management (BRM) planning process

Stakeholder	Roles and responsibilities
<b>Local government</b>	<p>Custodian of the BRM Plan.</p> <p>Coordinate the development and ongoing review of the BRM Plan.</p> <p>Undertake bushfire risk assessment of local government area.</p> <p>Submit the draft BRM Plan to OBRM for review and endorsement.</p> <p>Develop and implement a Treatment Schedule for local government managed land.</p> <p>Encourage risk owners to treat identified risks.</p> <p>Report on the progress of the BRM Plan.</p>
<b>DFES</b>	<p>Contribute to the development and implementation of the BRM Plan.</p> <p>Facilitate involvement of state and federal government agencies in the BRM planning process.</p> <p>Undertake treatments on Unmanaged Reserves and Unallocated Crown Land within gazetted town sites.</p> <p>By agreement, implement treatment strategies for other land managers.</p> <p>Endorse BRM Plans as consist with the Guidelines, BRM Program and dynamic risk environment.</p> <p>Administer the Mitigation Activity Fund Grants Program.</p>
<b>Department of Biodiversity, Conservation and Attractions (DBCA)</b>	<ul style="list-style-type: none"><li>Contribute to the development of the BRM Plan.</li><li>Implement their treatment program on DBCA managed land.</li><li>Provide advice on environmental assets and appropriate treatment strategies for their protection.</li></ul>
<b>Department of Planning, Lands and Heritage</b>	<ul style="list-style-type: none"><li>Identify managed assets.</li><li>Provide advice on management of Aboriginal Cultural Heritage.</li></ul>
<b>Other State and Commonwealth Government agencies and public utilities</b>	<ul style="list-style-type: none"><li>Identify managed assets.</li><li>Provide advice on current risk treatment programs.</li><li>Contribute to the development of BRM Plans.</li><li>Undertake treatments on lands they manage.</li></ul>

Stakeholder	Roles and responsibilities
<b>Corporations and private landowners</b>	<ul style="list-style-type: none"> <li>Identify managed assets.</li> <li>Provide advice on current risk treatment programs.</li> <li>Undertake treatments on lands they manage.</li> </ul>
<b>Other</b>	<p>Participation in and contribution to the development and implementation of BRM Plans and treatment schedules.</p> <p>Provide advice for the identification of assets that are vulnerable to fire.</p> <p>Providing advice on appropriate treatment strategies for asset protection.</p>

## 2.2. Communication and consultation

Communication and consultation are fundamental to the development, implementation and review of the BRM Plan. A Communication Plan describing communication with relevant stakeholders at each stage of the BRM planning process is at Appendix C. A record of engagement with stakeholders is maintained. To ensure appropriate and effective communication occurs with relevant stakeholders throughout the life of this plan, including during the development, implementation and review phases, a *Communication Strategy* has been prepared.

# Chapter 3 Establishing the context

## Strategic and corporate framework

The Shire of Wagin's Strategic Community Plan (2020 – 2030), and the Shire's Corporate Plan (2020 – 2024), reflects the shire's commitment to community safety, risk management and effective management of the environment and natural resources.

Upon review of the Strategic Community Plan and Corporate Plan, the following key result areas, activities and objectives are identified as having direct relevance to the objectives of this BRM Plan:

- Key Result Area 1 o 2.6 - Greater care and restoration or preservation of heritage buildings
- Key Result Area 2 o 2.10 – Optimise water harvesting and storage
- Key Result Area 3 o 3.1 – Keep the family friendly country lifestyle, community spirit, safe community with low crime rate.
- Key Result Area 4 o 4.3 – Maintain & improve natural environment and recreation areas
- Key Result Area 5 o 5.4 – Encourage and acknowledge volunteering

Other Key Activities and Strategies relevant to this BRM Plan include:

- 1.4 Continued development of relationships and partnerships for effective regional development
- 2.5 Continuity and potential expansion and storage of the Shire's Water Harvesting and storage Program
- 2.6 Review and upgrade of Bushfire facilities and equipment as required
- 
- 5.4 Implement and maintain risk management systems and processes across the organisation

The Shire of Wagin's Building and Structures Asset Management Plan, which outlines all the tasks and resources required to manage and maintain council's building and structures portfolio, has identified 'fire' as a major risk with significant economic and business continuity impacts if this risk is not managed appropriately.

The Shire of Wagin's Roads and Bridges Asset Management Plan has also identified 'damage to assets caused by natural disaster' as a major risk.

The Shire of Wagin recognises the importance of leadership and coordination in emergency management and has an established Local Emergency Management Committee (LEMC) with multi agency membership. This committee provides an important multi-agency forum to enable consultation around the BRM Plan.

The LEMC has endorsed Local Emergency Management Arrangements (LEMA) for the Shire. In the development of the LEMA, the Committee undertook a risk assessment process resulting in a 'Risk Register Schedule' being developed that outlines the identified risks within the Shire,

risk levels and treatment options. The Shire of Wagin 'Risk Register Schedule' reflects Bushfire as a 'high' risk to the Shire. The Local Emergency Management Arrangements identifies the following critical infrastructure:

- *Telecommunications Tower – Mount Latham*
- *UHF Booster Receiver – Piesse Road*
- *Rail Line – running North to South of the Shire*
- *Sewage Farm – Kerlsley Road*
- *Water Corporations main water pipeline*
- *Electrical Supply*
- *Hospital – Warwick St*
- *Super Market – Cnr Tudhoe / Usil Lane*
- *Wagin Co-op – Tavistock St*
- *District High School – Ranford St*
- *Fuel Depot – Arthur Rd*
- *Wagin Recreation Centre (Evacuation Centre)*

The Shire has an active Bushfire Advisory Committee (BFAC) with the membership holding considerable bushfire firefighting skills and experience. This forum has been integral to the development of the BRM Plan and the BFAC membership will continue to be key stakeholders in the implementation and review of the plan.

The Shire has identified a number of issues that may be impacted by, or addressed through, this Bushfire Risk Management Plan including:

#### Management and Planning

- Ensuring a strategic fire break between the East and West of the Shire
- Access and egress into Wagin townsite needs to be reviewed to ensure escape routes are accessible
- Evacuation points need to be reviewed

#### Water

- Water limitations in the north-west
- Limitations to accessing existing water sources such as Puntapin Dam

#### Infrastructure

- Mt Latham – this is a critical communications infrastructure asset in a high fuel age location
- Bridges – these have been identified as a significant risk due to the replacement cost and potential economic impact if a bridge is lost
- Railway Line – the vegetation in places along the rail line carries a high fuel load and is a potential fire hazard and fire path

**Table 2: Functions/positions within Shire of WAGR critical to this Bushfire Risk Management Plan**

Function	Roles
Shire Leadership Team	<p>Oversight of the implementation, monitoring and review of the Bushfire Risk Management Plan</p> <p>Sourcing and approving funding and expenditure</p> <p>Monitoring the implementation of agreed treatments</p> <p>Liaison with key stakeholders</p> <p>Participation on Local Emergency Management Committee (LEMC)</p> <p>Management of the release of BRMS Plan and BRMS data</p>
Person/s Tasked with Emergency Management within the Shire Admin Team	<p>Develop practices for fire management on LG, UCL and UMR land</p> <p>In consultation, planning annual schedule of works</p> <p>Build knowledge and understanding of fire management practices within the community</p> <p>Participation on Bushfire Advisory Committee (BFAC)</p> <p>Support bushfire meetings and committees</p> <p>Oversee burning programs and support from local brigades</p> <p>Contributing to treatment planning</p> <p>Negotiating with stakeholders</p>
Chief Bushfire Control Officer	<p>Oversee burning programs and support from local brigades</p> <p>Contributing to treatment planning</p> <p>Negotiating with stakeholders</p> <p>Fire breaks inspection and enforcement</p>
Works Department	<p>Contributing to treatment planning</p> <p>Undertake planned works</p>

Planning	Ensure adherence to building codes and planning scheme Bushfire prone mapping
Finance	Accessing and managing grants and funding

*NOTE: Some functions outlined above may be fulfilled through the employment of contact personnel*

### Land use and tenure

The Shire of Wagin is located approximately 228 kilometers south east of Perth in the wheatbelt region. The town of Wagin, the main town and administrative center of the Shire, is located 2 ½ hours from Perth via the Albany Highway.<sup>1</sup> The only additional settlement within the Shire of Wagin is Piesseville. With a population of approximately 50<sup>2</sup>, Piesseville is located 20 kilometers from the Wagin townsite.



The Shire of Wagin is bordered by the local government authorities of Narrogin, Wickepin, Dumbleyung, Woodanilling and West Arthur.



The total area of Wagin is 1946km<sup>2</sup> or 194,617 Hectares. Principally, the Shire of Wagin is privately vested with over 90% of the total area used as agricultural holdings. With such a large component of the shires bushfire prone area falling under the responsibility of private land holders, the shire works with farming and agricultural communities to ensure they are prepared. This includes the use of a shire run Harvest Ban Hotline in which close to 1000 residents are subscribed to. The Department of Biodiversity, Conservation and Attractions manage 4% of land. The Department of Planning, Lands and Heritage (formerly the Department of Planning and Infrastructure) holds 1.7% tenure. The remaining 4.3% of land tenure in the Shire is a combination of Local Government, other government agencies.

Table 2 – Summary of land management responsibilities within the Shire of Wagin.

Land Manager	Local Government Area (%)
<b>Local Government</b>	1.7%
<b>Private</b>	91.4%
<b>Department of Biodiversity, Conservation and Attractions</b>	4%
<b>Department of Planning, Lands and Heritage</b>	1.7%
<b>Other State Government</b>	1.2%
<b>Total</b>	100%

Source: Office of Bushfire Risk Management, 2024

## Community demographics and values

The most recent Australian Bureau of Statistics (ABS) data reflects the population of Wagin as 1816. The Shire's population saw a slight but steady increase for many years. However, 2013 saw the population has started to decline, which is consistent with other rural areas across the state, however a slight increase has been seen in the past 4 years. The predicted annual growth rate for the Shire of Wagin reflects a decline of -1.2% between now and 2026.<sup>3</sup> There are currently no proposed or planned developments within the Shire that would notably impact future growth of the area.

**Table 5 – Shire of Wagin Demographics**

	2020	2021	2022	2023
<b>Male</b>	886	896	874	
<b>Female</b>	895	935	935	
<b>Total</b>	1781	1802	1809	1816

**Source: Australian Bureau of Statistics**

Whilst compliance, in line with landowner responsibilities detailed in the Shire's annual *Bush Fire Notice*, is generally good an average of 3 Shire infringements issued annually. When it comes to preparatory efforts (i.e. in line with general prevention and preparedness around individual properties) community engagement is more challenging, mainly due to time constraints and conflicting priorities. From general observations of properties, a level of complacency (*it won't happen to me*) is apparent within the community particularly in some of the higher risk areas to the West of the town.

The following challenges have been identified for the Shire, all of which have the potential to impact the objectives of this BRM Plan:

- Changes to agricultural practices
- Ageing population
- Attraction and retention of residents impacting succession planning within the emergency services volunteer brigades
- Vulnerable populations, such as itinerant workers and recreational visitors who are often unfamiliar with the local area and what to do in the event of a bushfire
- Population increases during significant events (Woolorama).



- Piesseville townsite
- Wedgecarrup Hall & fire station

Community understanding of bushfires:

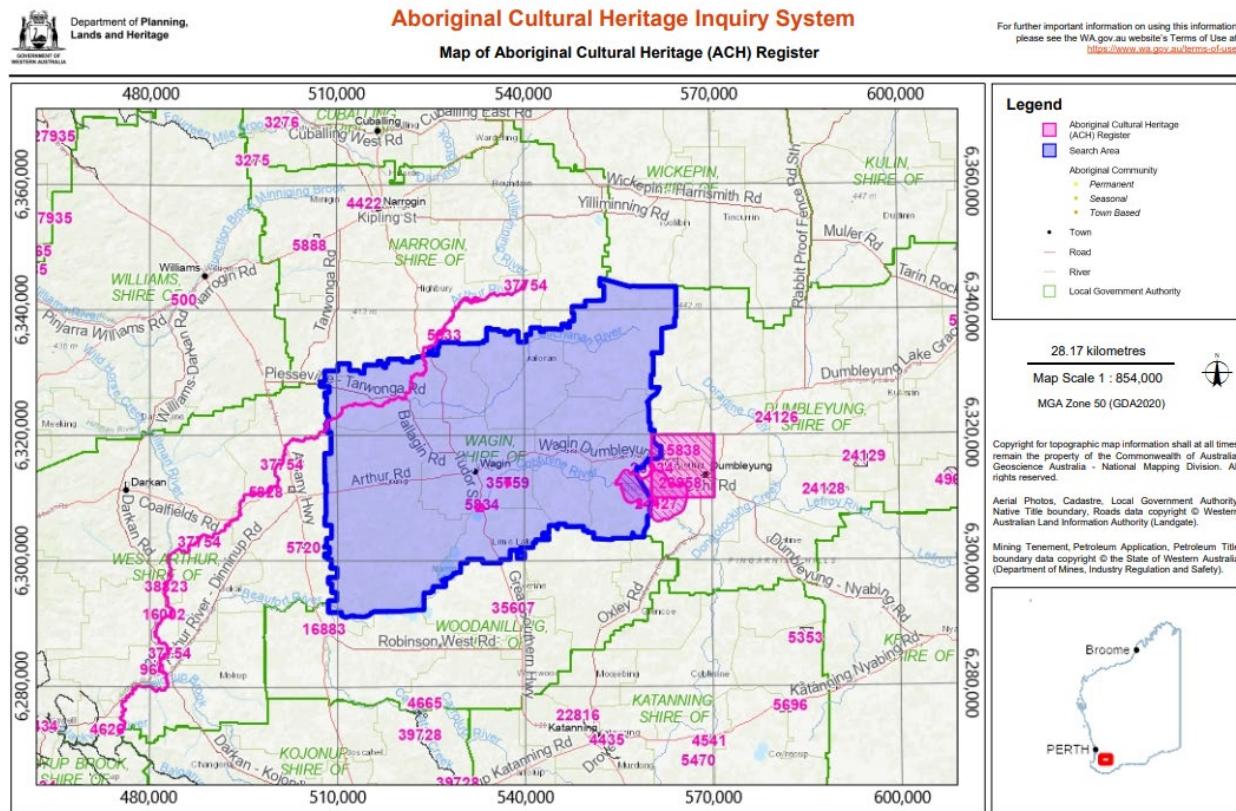
Outlying areas where farming is predominant, understanding is mostly clear and actions are taken to reduce the potential impact, smaller lots where the owners are weekend farmers are less aware of their responsibilities.

Within the townscape there are areas of high compliance who have a clear understanding of the need to do the right thing. Other areas of the townscape, typically the low socio-economic areas, have less capacity to do the annual upkeep to protect their properties to the same level.

**Steps being undertaken to reduce community vulnerability to bushfires and increase resilience:**  
 Annual inspections of townscape properties to ensure they comply – properties which do not comply are sent a letter reminding them of their responsibilities and the timeline of completing. Properties which remain a fire risk will be cleared by a local government contractor with an invoice and infringement notice being sent to the property owner.

## Cultural heritage

The Shire of Wagin is home to the Noongar people, who are the traditional owners of the land. The Noongar nation covers the southwestern part of the state, and the Shire of Wagin falls within the Ballardong Aboriginal Corporation area of the South-West Native Title Settlement



Area. The Aboriginal Cultural Heritage Inquiry System identifies 5 registered sites within the Shire of Wagin. These sites include natural features such as rivers, lakes and rock formations. Where Indigenous Heritage Sites have been identified a bushfire risk assessment has been undertaken and these have been mapped and recorded on BRMS.

In addition to the Indigenous Heritage Sites, the Shire is home to many assets with significant historical value including eight (8) buildings listed on the State Heritage Register including:

- *ABC Transmission Station*
- *Federal Hotel / Mitchell Hall*
- *Wagin Post Office*
- *Moran's Wagin Hotel*
- *Wagin Town Hall*
- *Hitching Post (outside National Bank)*
- *Buttericks Building*
- *National Bank*

Where appropriate, heritage assets identified as being at risk from bushfire have undergone a bushfire risk assessment and are included on the BRMS.

### **Economic activities and industry**

**Purpose:** To describe how the local economy may be vulnerable to bushfire.

Points that should be considered include:

- Any significant economic and industrial activities vulnerable to bushfire.
- The likely short term and longer-term effects of disruption to these industries.
- Any economic activities that may increase bushfire risk.
- Any measures being taken to reduce risk associated with economic activities.

The Shire of Wagin is located in the Wheatbelt of Western Australia. The region is built on a foundation of agricultural primary industry. Dominant industries within agriculture include, wheat, barley, oats, canola and lupines being the main crops. Sheep and cattle production are also a prominent industry within the Shire. Wagin is also home to a number of manufacturing operations, including pet food, grain merchants and a number of steel fabricators.

Tourism is also a key industry within the Shire. The Wagin Historical Village and the Giant Ram “Baart” draw visitors to the area year round. Wagin also hosts the Wagin Woolorama in March, which is the largest annual sheep show in the southern hemisphere. With over 350 commercial exhibitors with event welcomes over 30,000 visitors to the shire for the weekend.

While tourism and agriculture can be significantly impacted by bushfire events, they themselves can also increase the bushfire risk through ignition risk in the region. Activities associated with agriculture, including harvesting and crop production have an inherent risk of being contributing to bushfire ignition. Controls such as harvest vehicle movement bands, and community education programs are used to help mitigate the risk of such ignition occurring.

Bushfire risk associated with tourism often revolves around lack of awareness or understanding of the bushfire risk, warnings and conditions by the transient population. Social media and public signage (such as AFDRS roadside signs) are used to address awareness of traveling individuals through the shire. Information regarding the bushfire risk is also available on the Shire’s website.

Both key industries would be impacted by the physical loss and post fire impacts following a bushfire event.

### Topography and landscape features

Topography contributes to bushfire risk by influencing fire rate of spread (ROS) - and therefore intensity - impeding access for suppression resources and limiting options for fuel reduction, as inappropriate removal of vegetation can lead to erosion and other issues. The influence topography has on bushfire risk is considered in relation to its effect on response access, and as a variable in predicting the potential fire behaviour assets may be exposed to, including the likelihood of significant ember attack.

In general terms, the landscape of the Shire of Wagin can be described as being gently undulating and of low relief, except where occasional granite outcrops protrude as rock domes.



Figure 6 – Blackwood Basin<sup>4</sup>

### Natural Waterways

Chains of wetlands and lakes occur naturally across the landscape in two predominant locations, the northern chain, including Lake Toolibin and the southern chain, running from Dumbleyung to south of Wagin. The Shire of Wagin has several prominent lakes and wetlands within its boundaries. Some of the main ones include:

- Lake Dumbleyung (the western third)
- Lake Parkeyerring
- Lake Little Parkeyerring
- Lake Quarbing
- Lake Norring
- Lake Little Norring

<sup>4</sup> South West NRM Strategy <http://www.swnrmstrategy.org.au/sub-regions/blackwood-basin/>

- Lake Gundaring
-  Weeraling Pool
- Lake Wagin

Due to low annual average rainfall, flat topography and existence of an extensive network of salt lakes, the upper eastern creeks and rivers rarely contribute any flows to the lower Blackwood River. Most of the basin to the east of Darling Range is largely an internally drained system where the chain of salt lakes only connects during extreme rainfall events. Lake Dumbleyung is the largest in the Blackwood Basin. This lake was considered to be almost 'fresh' prior to European settlement but is now saline to highly saline.

In the past the Blackwood River water quality was fresh enough to supply water for domestic uses to the towns along its route. The clearing of native vegetation for agriculture has made the river flows from the upper catchments too salty for this purpose due to increasing dryland salinity in the upper and middle parts of the basin.

The network of wetlands and lakes would indicate a prevalence of water sources within the Shire however this is not necessarily the case as the network can quickly dissipate dependent upon the annual rainfall received. With an average recorded rainfall of 432mm (statistics recorded between 1891 to 2017), the years 2012 to 2015 had significantly less than average causing many of the wetlands and lakes to dry up leaving behind salt flats. There are also limited water sources in the north-west of the Shire.

There are no landscape features of note that would uncharacteristically impact bushfire behaviour or risk or limit the capacity to implement effective treatment other than noting the potential limitations and locations of available water sources.

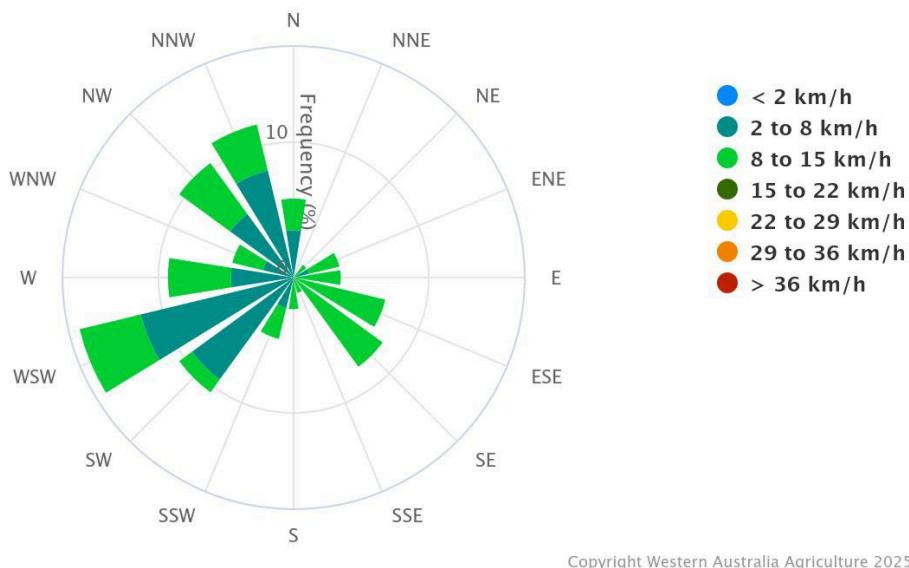
### **Climate and weather**

The Shire of Wagin's climate is regarded as Mediterranean with cool winters and hot dry summers. Bushfire threat is typically associated with very hot (above average temperatures), dry (less than 20% humidity) and windy (above 12 – 15 Km per hour) conditions and high fuel loads. The climate influences all of these factors and is the primary control on fire activity.

The following diagram illustrates the wind direction for the past 7 years for the Wagin townsite. This reflects winds most prevalent from the South-West and North-West.

## Wagin : Wind Rose at 3m (Daily)

25-02-2018 – 11-03-2025



Copyright Western Australia Agriculture 2025

Figure 14: Represents the daily wind at 3m for the weather station at Wagin townsit. It indicates the the winds most prevent from the south west.

*Figure 15 – A diagram depicting the direction of the strongest winds recorded for each month of the 2017 fire season<sup>6</sup>*

The Bush Fires Act 1954, sections 17 and 18, provides for the ‘declaration and gazettal’ of Prohibited and Restricted Burning Times as well as the ability to adjust burning times to suit changing weather conditions.

The fire season is typically from October through to April. This statement is supported by the fact that the Shire of Wagin endorsed their Restricted and Prohibited Burning times for 2017/2018 as follows:

1st October to 31st October:	Restricted (permits required)
1st November to 14th February:	Prohibited
15th February to 30th April:	Restricted (permits required)

<sup>6</sup> Department of Agriculture and Food – [www.agriculture.wa.gov.au](http://www.agriculture.wa.gov.au)

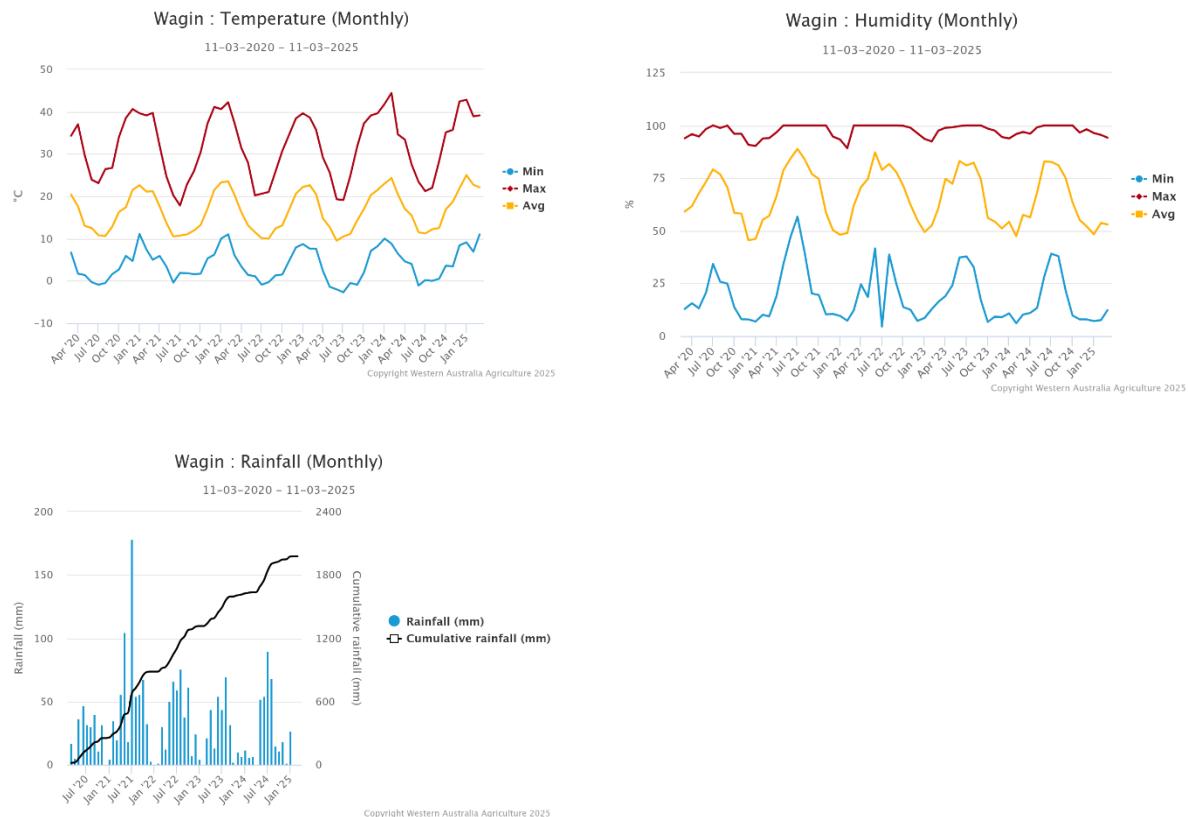


Figure 15: Shire of Wagin Weather Data March 2020 to March 2025.

The harvest period, often November/December is a high risk period for the Shire. The conditions often experienced in the summer months of high temperatures, low rainfall, strong winds and low humidity contribute to favorable conditions for fires to spread quickly through the landscape. Prescribed burning conditions are usually found the Autumn period, however winter and early spring can often present burning opportunities depending on recent rainfall patterns.

## Vegetation and fuel

**Purpose:** To describe the vegetation and fuel that contributes to bushfire hazard.

Points that should be considered include:

- The major vegetation types in the area, their structure as bushfire fuel and how this influences fire behaviour.
- The distribution of vegetation in relation to important assets.

This section may be presented as, or supplemented by, a map if that is an effective way to communicate the necessary information.

The dominate vegetation in the Shire of Wagin comprises of a mosaic of brown mallee and Wandoo woodlands, with low woodland of York Gum and Wandoo on the slopes of undulating country. The Dumbleyung Vegetation system covers the eastern half of the Shire, with Lake

Dumbleyung to the southeast corresponding with the beginning of the mallee country. Dryandra-dominated heath and Wandoo and low woodland are the principal vegetation in this community.

Wandoo, York Gum, and Powder Bark trees are more prevalent in the central and eastern parts of the Shire. Various soil types are found across the Shire, with occasional areas of Jam Wattle and Scrub/Heath Sandplain. The presence of shrubby wattles and Jam trees in these ecosystems creates little distinction between the ground layer vegetation and the canopy. As a result, canopy fires are more likely to ignite in this type of vegetation.

Broadscale areas of native vegetation are limited across the shire, with large areas having been rapidly cleared for agricultural purposes.

### **Important species and communities**

Flora and Fauna represent particular significance for the Shire as they are not only recognised environmental assets in their own right, but also impact the treatment options available for identified risks in relation to other assets. For example, the breeding cycle of some mammals, such as the Phascogale, will restrict the period in which prescribed burns can be undertaken due to the need to ensure nests are not disturbed during the breeding season. Recent studies have also shown that frequent burning can remove mature-age vegetation which the species occupies.

<sup>7</sup>

All treatments need to be assessed in line with the requirements of the identified flora and fauna detailed below with care given to ensure appropriate authorities are consulted prior to any mitigation work commencing. Where possible, consultation should also occur prior to implementing any response strategies. The Shire will, where possible, remind landowners/managers of their obligation to obtain appropriate clearances and approvals prior to commencing vegetation based treatments. This includes:

- *Environmentally Sensitive Areas (ESA's)*
- *Declared Rare Flora and Fauna (DRF's)*
- *Threatened Ecological Communities (TEC's)*.

### **Flora**

The Department of Biodiversity, Conservation and Attractions Flora Database, currently lists six (6) species of Declared Rare Flora (DRF) within the Shire of Wagin. The DRF designator reflects that the plant needs to be specifically protected because they are under identifiable threat of extinction, are rare, or otherwise in need of special protection. The species include:<sup>8</sup>



Caladenia dorrienii



Eleocharis keigheryi

<sup>7</sup> Website: [www.dpaw.wa.gov.au/images/documents/plants-animals/animals/animal\\_profiles/red-tailed-phascogale](http://www.dpaw.wa.gov.au/images/documents/plants-animals/animals/animal_profiles/red-tailed-phascogale)

<sup>8</sup> Flora Database - <https://florabase.dpaw.wa.gov.au/>



*Calectasia pignattiana*  
(*Stilted tinsel lily or*  
*Pignatti's star of Bethlehem*)



*Banksia oligantha*  
(*Wagin Banksia*)



*Conostylis drummondii*

**Figure 18 - Declared Rare Flora located within the Shire of Wagin <sup>9</sup>**

In addition, the Flora Database of WA lists a further 26 species as threatened.

A map reflecting the general location of Priority Flora within the Shire of Wagin is attached (Appendix 4).

The Shire of Wagin is within the catchment of the nationally registered Threatened Ecological Community (TEC) – *Eucalypt Woodlands of the Western Australian Wheatbelt Ecological Community* (Refer to the map at Appendix 5 & 6). A TEC is “*a community presumed to be totally destroyed or at risk of becoming totally destroyed.*” <sup>10</sup> Being listed as a TEC offers the vegetation protections under the Environment Protection and Biodiversity Conservation Act 1999.

## Fauna

<sup>9</sup> Flora Database - <https://florabase.dpaw.wa.gov.au/>

<sup>10</sup> <https://www.dpaw.wa.gov.au/plants-and-animals/threatened-species-and-communities/wa-s-threatened-ecological-communities>

The *Wildlife Conservation Act 1950* provides for native fauna (and flora) to be protected where they are under an identifiable threat of extinction and, as such, are considered to be "threatened".

#### Birds

*Common Sandpiper, Great Egret, Ruddy Turnstone, Curlew Sandpiper, Red Necked Stint, Peregrine Falcon, Mallee Fowl, Rainbow Bee Eater, Western Rosella, Hooded Plover, Forest Red Tailed Black Cockatoo, Short Billed Black Cockatoo*



#### Mammals

*Western Quoll (Chuditch), Southern Brown Bandicoot (Quenda), Tamar Wallaby, Western Brush Wallaby, Red Tailed Phascogale (see image)*

The Red Tailed Phascogale is an endangered marsupial that is now largely confined to the Southern Wheatbelt of Western Australia with a healthier population found in the Wagin Shire. It is possum-like in its habits, feeding and sheltering in trees. It favours mature wandoo and rock oak habitat. Most of its remaining habitat has been severely fragmented by agriculture.

Mating occurs between May to July, with babies born around August meaning that babies are yet to be weaned during the periods most suited to the majority of fire mitigation treatments. The breeding cycle of the Phascogale may restrict the period in which prescribed burns can be undertaken due to the need to ensure nests are not disturbed during the breeding season.

Recent studies have also shown that frequent burning can remove mature-age vegetation which the species occupies.<sup>11</sup> When determining treatment options in areas likely to be inhabited by the Phascogale, consideration must be given to ensure minimal disruption.

A map reflecting the general location of Priority Fauna within the Shire of Wagin is attached (Appendix 7).

### Historical bushfire occurrence

**Purpose:** To describe common sources of ignition and areas prone to bushfire.

Points that should be considered include:

- Common causes and locations of bushfires.
- Any historical fires of significance and lessons that were learnt from them about how best to manage bushfire risk.

Over the period of the last 5 years the Shire of Wagin has had 50 reported bushfires within its boundaries. The numbers have stayed relatively consistent over the past 4 years, with unreported, suspicious and vehicles being attributed as the leading causes.

<sup>11</sup> Flora Database - <https://florabase.dpaw.wa.gov.au/>



## Bushfires with Causes

From Date: 01/07/2020

To Date: 11/03/2025

Area Selected: WAGIN (S)

This report shows the number of Bushfire incidents recorded in IRS within the area selected.

	Year:	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
<b>No. of Bushfires of all sizes.</b>		<b>1</b>	<b>10</b>	<b>14</b>	<b>14</b>	<b>11</b>
Unreported		0	1	3	5	9
Suspicious/Deliberate		0	0	1	4	1
Vehicles (incl. Farming Equipment/Activities)		0	2	3	0	0
Weather Conditions - Lightning		0	1	1	3	0
Undetermined		1	1	0	0	1
Burn off fires		0	2	1	0	0
Reignition of previous fire		0	0	2	1	0
Power lines		0	2	0	0	0
Heat from other hot objects or friction		0	0	2	0	0
Campfires/bonfires/outdoor cooking		0	1	0	0	0
Equipment - Mechanical or electrical fault		0	0	1	0	0
Electrical distribution (excl. power lines)		0	0	0	1	0

EXTERNAL USE APPROVED

- Bushfire cause by region suburb lga.rdl

Report produced by the OIS Branch of the Department of Fire & Emergency Services (WA)  
Contact: reports@dfes.wa.gov.au

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11/03/2025 11:01

## Current bushfire risk management controls

### Harvest and Vehicle Movement Bans

In recognising the significance of agricultural activities in the Shire, and to reduce the risk of crop related bushfires; the Shire has controls in place pursuant to the Bush Fires Regulations 1954, these controls are reviewed annually by the Bushfire Advisory Committee (BFAC). One such control is the issuing of Harvest and Vehicle Movement Bans. A Harvest and Vehicle Movement Ban is a ban that individual local governments are responsible for issuing under the

Bush Fires Regulations 1954 Section 38A, and/or Section 24C. The Shire can issue Harvest and Vehicle Movement Bans to restrict the use of vehicles and machinery that have an increased risk of igniting a fire. Bans are generally issued as a result of the risk posed by agricultural practices during severe fire weather events.

Harvest and Vehicle Movement Bans are issued by the Shire's Chief Bush Fire Control Officer when the use of engines, vehicles, plant or machinery during the Prohibited Burning Times or the Restricted Burning Times (or both) is likely to cause a fire or contribute to the spread of a bushfire.

A Harvest and Vehicle Movement Ban may be imposed for any length of time, but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government, should weather conditions change.

The Shire maintains a Harvest Ban Hotline which enables residents to be informed, via text, when Harvest Bans have been applied and removed. There are currently over 925 residents subscribed to Harvest Ban Hotline list.

### Response Capacity

Bushfire response is undertaken solely by volunteers with the Shire of Wagin.

The rate of volunteerism within the Shire was 35.4% in 2016, significantly higher than the National and State average of 19%. 2021 shows the range at 27.9%, showing a big reduction. This is noteworthy as fire response within the Shire is solely undertaken by volunteer emergency services personnel.

Table 12: Volunteering rates within the Shire of Wagin

Persons undertaking voluntary work for an organisation or group (%)	36.4	35.2	27.9
---	------	------	------

The Shire benefits from the depth of skills, knowledge and experience amongst the emergency services volunteers with many volunteers having considerable years of service. The Shire's brigades, through the leadership of the Chief Bush Fire Control Officer and Captains group, are well known and well respected, and a proactive succession model has been put in place that has seen a number of younger members of the community take on leadership roles within the volunteer brigades.

Table 13: Emergency Services Volunteer Brigades within the Shire of Wagin as of August 2024

Brigade Number	Brigade Name	Volunteers	Resource
6639	Badjarning BFB	48	Nil
6641	Ballaying BFB	30	Nil
6638	Cancanning BFB	52	Nil
6640	Lime Lake BFB	20	Nil
6523	Piesseville BFB	36	2.4 Rural

In addition to the registered firefighting appliances detailed above, many farmers also have private firefighting units, including decommissioned DFES appliances. Farmer response units within the Shire are seen as a critical resource as they bolster the Shires response capacity.

The Shire also supports a State Emergency Services (SES) Volunteer Unit. The Wagin SES Unit can provide support, particularly logistics support, during fire incidents.

A list of Local Government Wide Controls for reducing bushfire risk in the Shire of Wagin is provided at Appendix B.

# Chapter 4 Asset identification and risk assessment

Assets at risk from bushfire in Shire of Wagin are recorded in the *Asset Risk Register* in the BRMS. Assets are divided into four categories: human settlement, economic, climate, and cultural. Each asset has been assigned a bushfire risk rating between low and extreme based on the risk assessment methodology described in the Guidelines and Handbook.

## 4.1. Identifying and assessing systemic risk (optional)

Systemic risk refers to the potential impacts of a bushfire on interconnected systems and networks that sustain communities. It recognises that a single bushfire event can set off a chain reaction with impacts that extend beyond the fire's location. These may affect the social fabric, economy, and environment of the district and can persist long after the fire has been extinguished.

Systemic risks considered relevant to BRM for the Shire of Wagin are provided in Appendix A.

Provide a description of how the systemic risks were identified, which systemic risks were considered and the outcomes of the risk assessment (see the Guidelines section 6.4 for a description of the risk assessment process).

## 4.2. Local government asset risk profile

A summary of the risks assessed in Shire of Wagin is shown in Table 3. This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed. This table was correct at the time of publication but may become outdated as risks are treated or additional risks are identified and assessed. A report may be generated from the BRMS to provide the most current risk profile.

Table 3 – Local Government Asset Risk Summary

Asset Category	Risk Rating					
		Low	Medium	High	Very High	Extreme
Human Settlement						
Economic						
Environmental						
Cultural						

Insert percentage of risks in each category and rating once asset register is locked in BRMS

# Chapter 5 Risk evaluation

## 5.1. Risk acceptance criteria

The acceptable level of risk for each asset category is shown in Table 4. A risk that is assessed as exceeding these limits will be considered for treatment.

Table 4 – Risk acceptance criteria for bushfire risk in Shire of Wagin.

	Asset category			
	Human settlement	Economic	Environmental	Cultural
Acceptable risk level	Medium	medium	High	High

Risks below the acceptable level do not require treatment during the life of this BRM Plan. They will be managed by routine Local Government Wide Controls and monitored to detect any increase in their risk rating.

## 5.2. Treatment priorities

The treatment priority for each asset is automatically assigned by BRMS, based on the asset's risk rating. Table 5 shows how consequence and likelihood combine to give the risk rating and subsequent treatment priority for an asset. The treatment priority assigned in BRMS will help inform decision making for risk acceptability and development of the Treatment Strategy and schedule.

Table 5 – Treatment priorities

Likelihood	Consequence				
		Minor	Moderate	Major	Catastrophic
Almost Certain	3D (High)	2C (Very High)	1C (Extreme)	1A (Extreme)	
Likely	4C (Medium)	3A (High)	2A (Very High)	1B (Extreme)	
Possible	5A (Low)	4A (Medium)	3B (High)	2B (Very High)	
Unlikely	5C (Low)	5B (Low)	4B (Medium)	3C (High)	

## Chapter 6 Risk treatment

The purpose of risk treatment is to reduce the potential impact of bushfire on the community, economy and environment. This is achieved by implementing treatments that modify the characteristics of the hazard, the community or the environment to make bushfires less likely or less harmful.

### 6.1. Treatment Strategy

The Treatment Strategy describes the overall approach to managing bushfire risk in the medium to long term in Shire of Wagin. The strategy is shaped by factors such as the distribution of risk in the landscape, the community's values and objectives, stakeholders' mitigation programs and constraints on treatment options. The Treatment strategy helps guide the development of integrated annual treatment schedules.

The Treatment Strategy serves as the cornerstone of the Shire of Wagin's bushfire risk management efforts, providing a detailed roadmap for addressing the challenges posed by bushfires across the region. The strategy is an evolution on the original Shire of Wagin's Bush Fire Risk Management Plan 2018-2023. Developed through careful analysis of various factors, including risk distribution, community values, stakeholder programs, and treatment constraints, this strategy represents a comprehensive approach to safeguarding lives, property, and natural resources from the threat of bushfires.

At its core, the strategy emphasises the importance of aligning treatment preferences with the specific vulnerabilities and characteristics of different areas within the Shire. Recognising the diverse ecosystems and landscapes present, it underscores the need for tailored approaches that consider factors such as land use patterns, vegetation types, and resource availability. By doing so, the strategy ensures that treatment efforts are targeted and effective, maximising their impact in reducing bushfire risk.

The strategy outlines three levels of response: Primary, Secondary Response, and Last Resort. Each level corresponds to a set of treatment measures tailored to address specific aspects of bushfire risk.

The preference levels are crafted with thoughtful consideration of the following components:

Land Use Characteristics: The nature and purpose of land use in a specific area impact factors such as fuel load, accessibility, and vulnerability to bushfires.

Land Transformation and Development: Changes in land development, such as urbanisation or agricultural expansion, alter the natural state of the landscape, influencing fire behaviour and treatment selection differently.

Vegetation Characteristics and Composition: Different vegetation characteristics and types contribute variably to managing fuel load, the viability/quality of vegetation, biodiversity, and whether it consists of native or introduced species. Mismanagement

of these factors can have potential negative long-term impacts on the environment and fuel load.

**Local Capabilities:** The availability of resources, infrastructure, and personnel within a specific locality influences the feasibility of certain response measures. Understanding local capabilities ensures the formulation of realistic and achievable strategies.

 The Primary Response encompasses proactive measures aimed at mitigating risk, while the Secondary Response provides additional support and contingency options. In extreme scenarios, the Last Resort offers decisive actions to manage high-risk situations effectively.

Central to the strategy's success is its focus on collaboration and partnership. By engaging with stakeholders, including local communities, government agencies, and emergency services, the strategy leverages collective expertise and resources to achieve its objectives. This collaborative approach ensures that treatment efforts are informed by local knowledge and priorities, enhancing their relevance and effectiveness.

The Treatment Strategy represents a proactive and holistic approach to bushfire risk management in the Shire of Wagn. Through careful analysis, strategic planning, and collaboration, the strategy aims to reduce the impact of bushfires on the community and environment, safeguarding the region for future generations.

Shire managed land within Gazetted Townsite:

Preference	Method type	Description
Primary response	Vegetation management	Continue to modify or remove excess vegetation to create new and maintain existing breaks and reduce fuel density.
	Firebreaks/Access Tracks	Removal of vegetation to create and maintain existing vehicle accessible tracks.
Secondary response	Herbicide	Targeted use of herbicides to control invasive or highly flammable plant species.
Last resort	Controlled Burns	Prescribed burns to reduce accumulated fuel loads and prevent the spread of large, intense fires.

Briefly describe the overall approach to managing bushfire risk within your local government area. Refer to 8.1 of the Guidelines for further detail. If choosing to include information on systemic risk, the approach to addressing systemic risk should also be described in the treatment strategy.

Points that should be considered include:

-

- 
- 
- Community objectives for bushfire risk management and preferences for treatment types. Community objectives would be to aim for no risk, with preferences falling to the property owner on how they address the risk.
- The order that treatments should be implemented if resources don't permit treatment of all high priority risks or need to be sequenced for operational reasons.
- 
- 

## 6.2. Treatment Schedule

The Treatment Schedule is a list of bushfire risk treatments recorded in the BRMS. It is developed with regard to the outcome of the risk assessment process and Treatment Strategy and in consultation with stakeholders.

A treatment schedule for the Shire of Wagin covering the <insert time period> has been entered to BRMS. This is a live document and will be regularly updated throughout the life of the BRM Plan.

Land managers are responsible for implementing agreed treatments on their own land. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity. Where agreed, another agency may manage a treatment on behalf of a land manager.

## 6.3. Systemic risk treatment (optional)

Local governments opting to apply this part of the BRM planning process are encouraged to consider how community resilience can be enhanced to help manage systemic impacts. This is often done by enhancing the resilience of the networks that support community functionality, so they are better able to cope with disruption. It can also help to create redundancy in key functions or ensure that mechanisms are in place to restore key functions rapidly after a bushfire event. The human-centric nature of systemic risks means that community empowerment and resilience programs are often needed.

Provide a summary here of how any systemic risks identified in Appendix A will be treated. This includes:

- Identifying suitable points to intervene to stop the transmission of systemic risk or minimise its impacts.
- Describing the treatments, who is responsible and what other stakeholders may need to be involved.
- Describing any future work that will be required to improve or maintain the control.

# Chapter 7 Monitoring and review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and considers the best available information.

## 7.1. Monitoring and review

Shire of Wagin will monitor the BRM Plan and BRMS data to identify any need for change. The Plan and BRMS data will be reviewed at least every two years to ensure they continue to reflect the local context, assets at risk, level of risk and treatment priorities.

## 7.2. Reporting

The Shire of Wagin CEO or their delegate will provide to OBRM the outcomes of biennial reviews of the BRM Plan. This is required to maintain OBRM endorsement of the Plan.

The Shire of Wagin will contribute information about their BRM Program to the annual OBRM Fuel Management Activity Report.

# Glossary

<b>Asset</b>	Something of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.
<b>Asset category</b>	There are four categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural.
<b>Asset risk register</b>	A component within the Bushfire Risk Management System (BRMS) used to record the consequence, likelihood, risk rating and treatment priority for each asset identified in the BRM Plan.
<b>Bushfire</b>	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.
<b>Bushfire risk management</b>	A systematic process to coordinate, direct and control activities relating to bushfire risk with the aim of limiting the adverse effects of bushfire on the community.
<b>Bushfire risk</b>	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
<b>Consequence</b>	The outcome or impact of a bushfire event.
<b>Landowner</b>	The owner of the land, as listed on the Certificate of Title; or lessee under a registered lease agreement; or other entity that has a vested responsibility to manage the land.
<b>Likelihood</b>	The chance of something occurring. In this instance, it is the potential of a bushfire igniting, spreading and impacting on an asset.
<b>Risk acceptance</b>	The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.
<b>Risk analysis</b>	The application of consequence and likelihood to an event to determine the level of risk.
<b>Risk assessment</b>	The systematic process of identifying, analysing and evaluating risk.
<b>Risk evaluation</b>	The process of comparing the outcomes of risk analysis to the risk criteria in order to determine whether a risk is acceptable or tolerable.
<b>Risk identification</b>	The process of recognising, identifying and describing risks.
<b>Risk treatment</b>	A process to select and implement appropriate measures undertaken to modify risk.

<b>Systemic risk</b>	The impacts of bushfire on the interconnected systems and networks that support community function. It is a product of the disruption caused by fire to the community and its effects may be felt far from the direct impacts of the fire in both time and space.
<b>Treatment objective</b>	The aim to be achieved by the treatment. Treatment objectives should be specific and measurable.
<b>Treatment priority</b>	The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset's risk rating.
<b>Treatment Schedule</b>	A report produced within the BRMS that details the treatment priority of each asset identified in the BRM Plan and the treatments scheduled.
<b>Treatment Strategy</b>	The general approach that will be taken to managing bushfire risk, in consideration of the local government context and objectives.
<b>Treatment type</b>	The specific treatment activity that will be implemented to modify risk, for example a planned burn.

## Common abbreviations

<b>AFAC</b>	Australasian Fire and Emergency Services Authorities Council
<b>BFAC</b>	Bush Fire Advisory Committee
<b>BRM</b>	Bushfire Risk Management
<b>BRM Branch</b>	Bushfire Risk Management Branch (DFES)
<b>BRM Plan</b>	Bushfire Risk Management Plan
<b>BRMS</b>	Bushfire Risk Management System
<b>DBCA</b>	Department of Biodiversity, Conservation and Attractions
<b>DFES</b>	Department of Fire and Emergency Services
<b>DPLH</b>	Department of Planning, Lands and Heritage
<b>LEMC</b>	Local Emergency Management Committee
<b>OBRM</b>	Office of Bushfire Risk Management (DFES)
<b>SEMC</b>	State Emergency Management Committee
<b>TEC</b>	Threatened Ecological Community
<b>UCL</b>	Unallocated Crown Land
<b>UMR</b>	Unmanaged Reserve
<b>WA</b>	Western Australia

# Appendices

- Appendix A** Systemic risk
- Appendix B** Local Government Wide Controls
- Appendix C** Communication Plan
- Appendix D** Annual review checklist

## Appendix A – Systemic risk

This template is provided to record any systemic risks and controls currently undertaken across the local government area in relation to managing bushfire risk. Refer to section 6.2 and 6.4 of the *Guidelines for Preparing a Bushfire Risk Management Plan*.

Systemic risk		Risk rating	Control point	Treatment	Lead agency or stakeholder(s)	Notes and comments
Ref #	Describe the systemic risk i.e. direct impact, subsequent impacts etc.	Provide the result of the risk assessment.	Describe the intervention or control point.	Describe the treatment to be applied at the intervention or control point.	Who is the agency responsible for implementation of the treatment?  Are there any other key stakeholders who contribute to the success of the treatment?	Provide a brief description of how the control activity will contribute to bushfire risk management in the local government, key timeframes and any future work that will be required to improve or maintain the control.
1	Human Settlement	High	Installation of fire breaks and property protection	Mechanical, chemical or fire	Property owner or responsible agent	Reduction of spread capacity Annual
	Economic	High	Installation of fire breaks and property protection measures	Mechanical, chemical or fire	Property owner or responsible agent	Reduction of spread capacity annual
	Environment	High	Installation of fire breaks	Mechanical, chemical or fire	Property owner or responsible agent	Reduction in spread capacity annual
	Cultural	High	Installation of property protection measures	Mechanical or chemical	Property owner or responsible agent	Reduction in spread capacity annual

Add rows as required

## Appendix B – Local government wide controls

Control	Action or activity description	Lead agency	Other stakeholder(s)	Notes and comments	
1.	BRMP Risk Analysis	Maintain and refine BRM Plan	Shire of Wagin	Landowners DFES	Treatment identification and planning for all very high and extreme risk assets within the Shire.
2.	Strategic Community Plan 2015 – 2025 & Corporate Plan 2015 - 2019	As per documented actions	Shire of Wagin		As per section 3.1.1 of the Bushfire Risk Management Plan.
3.	Shire of Wagin Bush Fire Notice and ( <i>Bush Fires Act 1954</i> )	<ul style="list-style-type: none"> <li>• Review annual Fire Access Track Notice</li> <li>• Publish annual Fire Access Track Notice           <ul style="list-style-type: none"> <li>• Inspection of Fire Access Tracks</li> </ul> </li> </ul>	Shire of Wagin	CBFCO, FCO, Captains and the public	<p>Published Annually.</p> <p>Inspect local properties.</p> <p>'Fire Access Track' has the same meaning as 'Fire Break', in the <i>Bush Fires Act 1954</i>.</p>
4.	Shire Prohibited and Restricted burn times and issuing of permits. ( <i>Bush Fires Act 1954</i> )	Restricted and Prohibited Burn Times set the requirement that 'a permit to set fire to the bush' must be obtained.	Shire of Wagin	CBFCO, Ranger, FCO's	Published Annually.
5.	Harvest and Vehicle Movement Bans	Bans imposed when the 'Weather Committee' is of the opinion that the use of engines, vehicles, plant or machinery is likely to cause/contribute to the spread of a bushfire.	Shire of Wagin	CBFCO	A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government should weather conditions change.
6.	Local Emergency Management Arrangements	Emergency Management Plan	Shire of Wagin	St John WAPOL DFES SES Child Protection Education CBFCO Gt Southern DEMC OEM	Annual review of emergency plans and arrangements.
7.	Local Planning Scheme No 2	Requirement for new developments to complete a Fire Management Plan endorsed through the Dept of Fire and Emergency Services	Shire of Wagin	DFES	Where a Fire Management Plan has been endorsed by DFES and the Shire, the affected land owners will be responsible for the ongoing implementation of the "land owners' responsibilities" as specified in that Fire Management Plan.

8.	Total Fire Bans	Restriction of activities that may cause or contribute to the spread of a bushfire	Department of Fire and Emergency Services	LG	A Total Fire Ban (TFB) is declared because of extreme weather conditions or when widespread fires are stretching firefighting resources. A TFB is declared by DFES following consultation with the LG.
9.	State Planning Policy 3.7	Planning in Bushfire Prone Areas	Department of Planning	WA Planning Commission LG	Land developers are required to implement a Fire Management Plan to ensure risk is managed and other controls implemented and monitored.
10.	State-wide arson prevention program	Education and awareness campaigns exist across the state for arson.	WA Police Department of Fire and Emergency Services	LG	Participation as required. The Shire participates in campaigns for arson prevention.
11.	Bushfire Action Month	Public preparedness and education campaign	Department of Fire and Emergency Services	CBFCO, FCO, Rangers and the Public	During Bushfire Action Month, brigades and community groups hold a number of events across the State, to help you prepare your home and family ahead of the bushfire season. These events include street meets, property walk throughs and fire brigade open days where the community can speak to volunteer firefighters and <u>Bushfire Ready</u> groups about how to prepare for bushfires.
12.	Are you Ready Campaign	Community Engagement	WA Government	LG, Chief FCO, Rangers and the public	The key message of this campaign is - preparing for and responding to bushfires is a team effort and everyone needs to play their part <a href="http://www.areyouready.wa.gov.au">www.areyouready.wa.gov.au</a>
13.	The Principal's guide to Bushfire - Department of Education	All schools should include their plan for dealing with bushfire as a part of their governance documentation	Department of Education	DFES	

#### Multi agency work plans

1.	UCL / UMR Land Management	Preparedness, mitigation work conducted on lands owned by DoL and managed by DFES under an MOU	Department of Fire and Emergency Services – Narrogin District Office	LG, P&W, Local Brigades	Annual funding is allocated to UCL/UMR land within gazetted boundary with priorities identified in consultation with stakeholders and managed through DFES Narrogin Office
2.	Water Corporation Bushfire Risk Management Plan	Great Southern Region Annual Works Plan. Water Corp assets are managed / maintained at the regional level. Each asset has a management plan referred to as an SAP.* Watercorp has an agreement with DPAW for undertaking mitigation and land management activities on their estate.	Water Corporation	DFES, LG, DPAW	<p>A plan is currently being developed. High risk areas are identified and treatments planned then completed. Treatments and risk assessments are available through Water Corp BRM department.</p> <p>Some high risk areas have been identified in the Shire to date. The Water Corp Plan will be aligned to this BRM Plan's risk treatment schedule.</p> <p>*The SAPs only address very basic maintenance (inc. firebreaks as per Firebreak notice but not fuel load</p>

		Works include fuel load management on water reserves			management etc., however any treatments from BRMS would be put through the SAP in order to raise a works order.
3.	Western Power annual asset inspection and vegetation management program	Western Power Bushfire Plan	Western Power	DFES, LG, DPAW	Annual vegetation management and asset inspections are completed to ensure risk is managed. Full asset inspections are completed every 4 years.
4.	Department of Biodiversity, Conservation and Attractions	DBCA have a 6 season burn program that is published on their website. Yearly plans are available.	Department of Biodiversity, Conservation and Attractions.	LG, DFES, Local Brigades	The plans can be accessed via their website, by sharing shape files (GIS) and are communicated at Local BFAC, ROAC and other various meetings.
5.	Dept of Education Memorandum of Understanding	Coordination of bushfire risk management activities	Department of Fire and Emergency Services  Department of Education	Wagin District High School	Wagin District High School is listed on the State Bushfire Zone Register and has been assessed as 'high' risk. An inspection of the school, in accordance with the Department of Education Bushfire Risk Strategy, is scheduled for 2019 – 2020.  If hazards are identified prior to the inspection dates these can be raised with the Department of Education Bushfire Risk Management Team for early attention.
6.	Dept of Education – Bushfire Plan – Wagin District High School	A plan designed to assist staff to prepare for a total fire ban, catastrophic fire danger rating, or a bushfire.	Department of Education	DFES, LG	This plan was developed in accordance with the Emergency and Critical Incident Management Policy and the Principal's Guide to Bushfire with input from local emergency management agencies.
7.	MRWA Bridge assessment & maintenance works plan	As per MRWA Structures Inspection and Information Management Policy (2013)  Ensure that all bridges, gantries, culverts and walls on the road network are kept in a safe condition with the most efficient use of resources.	Main Roads	LG	Bridges and culverts are critical assets in the road network, and represent a major investment of community resources. Because of their strategic function, any failure or load capacity reduction may limit or severely restrict traffic over a large part of the road network, with consequent inconvenience and economic loss. Walls and gantries are minor structures that too can have an impact on the road network. It is therefore imperative that these assets are properly managed to ensure they are maintained in a safe and serviceable condition.
8.	Australian Rail Corporation (ARC) – Strategic Bushfire Risk Assessment	This report identifies areas of high bushfire risk	ARC	LG, DFES	This document addresses bushfire related risk within the rail corridor lands that are managed by ARC under its lease agreement with the State Government. This includes a treatment schedule.

Add rows as required

## Appendix C – Communication Plan

This Communication Plan supports the development, implementation and review of the Shire of Wagin Bushfire Risk Management (BRM) Plan. It should document the:

- Communication objectives.
- Roles and responsibilities.
- Key stakeholders engaged in the development of the BRM Plan and Treatment Schedule.
- The implementation and review of the BRM Plan including: target audiences and key messages at each project stage; communication risks and strategies for their management; and communication monitoring and evaluation procedures.

### Communication objectives

The communication objectives for the development, implementation and review of the BRM Plan for the Shire of Wagin are as follows:

Example objectives are provided below. Insert additional objectives as required.

- Key stakeholders understand the purpose of the BRM Plan and their role in the BRM planning process.
- Stakeholders who are essential to the BRM planning process, or can supply required information, are identified and engaged in a timely and effective manner.
- Relevant stakeholders are involved in decisions regarding risk acceptability and treatment.
- Key stakeholders engage in the review of the BRM Plan as per the schedule in place for the local government.
- The community and other stakeholders engage with the BRM planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.

### Roles and responsibilities

 Shire of Wagin is responsible for the development, implementation and review of the Communication Plan. Key stakeholders support the local government by participating the Communication Plan as appropriate. An overview of communication roles and responsibilities follows:

List the roles (not names) and their communication responsibilities.

- CEO Shire of Wagin is responsible for requesting OBRM endorse the BRM Plan.
- **Director, Communications and Media Team Shire of Wagin** is responsible for communication of the BRM Plan to the community.
- **Bushfire Risk Management Planning Coordinator, Shire of Wagin** is responsible for communication between the local government and the Department of Fire and Emergency Services.

## Key Stakeholders for Communication

The following table identifies key stakeholders in BRM planning process, its implementation and review. These are stakeholders that are identified as having a significant role or interest in the planning process or are likely to be significantly impacted by the outcomes.

Stakeholder	Role or interest	Level of impact of outcomes	Level of engagement
Shire of Wagin	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager.	High	Inform, consult, involve, collaborate and empower
Department of Fire and Emergency Services	Significant role in plan and treatment development, implementation and review. Support role in treatment Implementation.	High	Inform, consult, involve and collaborate
Office of Bushfire Risk Management	Significant role in plan development, implementation and review.	Medium	Inform, consult and collaborate
Department of Biodiversity, Conservation and Attractions	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager.	High	Inform, consult, involve, collaborate and empower
Main Roads WA	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Telstra	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Department of Lands, LandCorp & Landgate	Role in plan and treatment development, implementation and review	Medium	Inform, consult, involve, collaborate and empower
Water Corporation & Department of Water	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower

Department of Education	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Private Land Owners	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as land owners/managers	High	Inform, consult, involve, collaborate and empower
Western Power	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
Chief Bushfire Control Officer	Significant role in plan and treatment development, implementation and review	High	Inform, consult, involve, collaborate and empower
Bushfire Brigades and other Emergency Services Volunteers	Significant role in plan and treatment development, implementation and review	High	Inform, consult, involve, collaborate
Bushfire Advisory Committee, District Operations Advisory Committee & Local Emergency Management Committee	Role in plan development, implementation and review	High	Inform, consult, involve, collaborate
Landcare, Local Community Conservation Groups	Role in plan and treatment development, implementation and review	Medium	Inform, consult and involve
Traditional Owners, Gnaala Karla Boodja Regional Corporation, South West Aboriginal Land and Sea Council & Department of Aboriginal Affairs	Role in plan and treatment development, implementation and review	Medium	Inform, consult and involve
Wagin Community	Role in plan implementation and review	Low	Inform and consult

## Communications log

**This** Communications log captures the communications with key internal and external stakeholders that occurred during the development of the BRM Plan and associated Treatment Schedule, or review of the BRM Plan (if relevant). Record any significant conversations, community engagement events, emails, meetings, presentations, workshops and other communication initiatives.

Timing of communication	Stakeholders	Purpose	Summary	Communication method	Lesson Identified	Follow up
Development of the BRM Plan						
When did this communication occur?	Who was the stakeholder or target audience?	What was the purpose of the communication?	What topics were discussed?	What communication method did you use?	Were there any issues or lessons identified?	Was there any follow up required?
<b>Annually or as required</b>	Shire of Wagin CEO, Senior Leadership Team and Council	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm accountability and responsibilities</li> <li>Input into plan and treatments</li> </ul>	Resource constraints could limit their ability to participate	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>Clarify misunderstanding and intentions of plan</li> <li>Express value of meeting</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholder's willingness to participate</li> <li>Feedback on the presentation</li> </ul>
<b>Annually or as required</b>	Shire of Wagin Building and Works	<ul style="list-style-type: none"> <li>Input into plan and treatments</li> </ul>	<ul style="list-style-type: none"> <li>Limited time</li> <li>Conflicting priorities</li> </ul>	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> <li>Phone</li> </ul>	Plan meetings	<ul style="list-style-type: none"> <li>Stakeholder's willingness to participate</li> <li>Contributions to treatment plan</li> </ul>
<b>Annually</b>	Bushfire Advisory Committee (BFAC) and District Operations Advisory Committee (DOAC)	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm project objectives</li> <li>Seek input into treatment plans</li> <li>Project updates</li> </ul>	Stakeholder's willingness to participate	<ul style="list-style-type: none"> <li>Face to face meeting</li> <li>Presentation</li> </ul>	<ul style="list-style-type: none"> <li>Preparation</li> <li>Ensure current information on the BRM Plan</li> <li>Project is available</li> </ul>	Seek feedback on the presentation and (anecdotal) Community feedback
<b>Quarterly</b>	Local Emergency Management Committee (LEMC)	<ul style="list-style-type: none"> <li>Confirm project objectives</li> <li>Seek input into treatment plans</li> <li>Project updates</li> </ul>	Stakeholder's willingness to participate	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> <li>Presentation</li> </ul>	<ul style="list-style-type: none"> <li>Preparation</li> <li>Ensure current information on the BRM Plan</li> </ul>	Feedback on the presentation
<b>Quarterly or as required</b>	Chief Bushfire Control Officer (CBFCO), Bushfire	<ul style="list-style-type: none"> <li>Confirm project objectives</li> <li>Seek input into treatment plans</li> </ul>	<ul style="list-style-type: none"> <li>Time constraints</li> <li>No plan, unorganized</li> </ul>	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	Clarify misunderstandings and intentions of plan	<ul style="list-style-type: none"> <li>Feedback</li> <li>Support for</li> <li>BRMP process</li> </ul>

	Brigades, Brigade Captains	<p>and providing project updates</p> <ul style="list-style-type: none"> <li>Identify Risk and share information</li> </ul>	<ul style="list-style-type: none"> <li>Availability of volunteers</li> </ul>		<ul style="list-style-type: none"> <li>Confirm benefits</li> <li>Preparation</li> <li>Ensure current information on the BRM Plan</li> <li>Project is available</li> </ul>	<ul style="list-style-type: none"> <li>Level of engagement</li> </ul>
<b>Biannually</b>	Dept of Biodiversity, Conservation and Attractions	<ul style="list-style-type: none"> <li>Confirmation of environmental assets</li> <li>Identification of DBCA burn plans</li> <li>Confirming project objectives, seeking input into treatment plans and providing project updates</li> <li>Development of treatment options</li> </ul>	<ul style="list-style-type: none"> <li>Resource constraints could limit their ability to participate</li> <li>Willingness to release 'confidential' data re environmental assets</li> </ul>	<ul style="list-style-type: none"> <li>Face to face meetings</li> <li>Email</li> <li>Telephone</li> </ul>	<ul style="list-style-type: none"> <li>Clarify misunderstanding and intentions of plan</li> <li>Provide undertakings re the release of confidential data</li> <li>Restrict release of information and document in plan</li> </ul>	<ul style="list-style-type: none"> <li>Level of engagement</li> <li>Environmental assets in BRMS</li> </ul>
<b>Annually and as required</b>	Stakeholders – Landowners / Land Managers	<ul style="list-style-type: none"> <li>Asset identification/ confirmation</li> <li>Outline BRMP process and objectives</li> <li>Identify assets at risk</li> <li>Identify existing controls/programs</li> <li>Development of treatment options</li> </ul>	<ul style="list-style-type: none"> <li>Level of interest and engagements in process</li> <li>Lack of resourcing</li> <li>Time constraints and travel</li> </ul>	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meeting</li> <li>Telephone</li> <li>Presentations</li> <li>Community Engagement activities</li> </ul>	<ul style="list-style-type: none"> <li>Select appropriate channel of communication</li> <li>Prepare materials and good</li> <li>Planning</li> <li>Communicate funding opportunities when available</li> </ul>	<ul style="list-style-type: none"> <li>Engagement and participation levels</li> <li>Feedback</li> <li>Contributions to treatment strategies</li> </ul>
<b>Annually or as required</b>	Stakeholders – Others	<ul style="list-style-type: none"> <li>Asset identification/ confirmation</li> <li>Inform of BRMP process</li> <li>Identify assets at risk</li> <li>Identify existing controls/programs</li> <li>Development of treatment options</li> </ul>	<ul style="list-style-type: none"> <li>Time constraints and travel</li> <li>Level of interest and engagements in process</li> </ul>	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meeting</li> <li>Telephone</li> <li>Presentations</li> <li>Community Engagement activities</li> </ul>	<ul style="list-style-type: none"> <li>Select appropriate channel of communication</li> <li>Prepare materials</li> <li>Plan communication</li> </ul>	<ul style="list-style-type: none"> <li>Engagement and participation levels</li> <li>Feedback</li> </ul>

	<b>Annually and as required</b>	Landcare	<ul style="list-style-type: none"> <li>Confirmation of environmental assets Confirming project objectives</li> <li>Seeking input into treatment plans <ul style="list-style-type: none"> <li>Providing project updates</li> </ul> </li> </ul>	<p>Time constraints Level of interest and engagement in process</p>	<ul style="list-style-type: none"> <li>Face to Face meetings</li> <li>E mail</li> <li>Telephone</li> </ul>	<p>Prepare materials Plan communications</p>	<p>Engagement and participation levels Feedback</p>
<b>Annually and as required</b>	Office of Bushfire Risk Management		<ul style="list-style-type: none"> <li>Compliance and governance <ul style="list-style-type: none"> <li>Plan endorsement</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Government funding</li> <li>Government priorities</li> <li>Identified non compliances</li> </ul>	<ul style="list-style-type: none"> <li>E mail</li> <li>Face to face meetings</li> </ul>	<p>Stay up to date with process improvements</p>	<p>Plan endorsed</p>
<b>Bi-annually and as required</b>	Dept of Fire and Emergency Services (DFES) – District/Regional Office		<ul style="list-style-type: none"> <li>UCL/UMR planned works</li> <li>Identification of treatment strategies</li> <li>Identification of other planned works</li> <li>Sharing information <ul style="list-style-type: none"> <li>Identifying funding opportunities</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Time constraints</li> <li>Conflicting priorities</li> <li>Response obligations</li> </ul>	<ul style="list-style-type: none"> <li>E mail</li> <li>Face to face meetings</li> <li>Telephone</li> </ul>	<ul style="list-style-type: none"> <li>Plan communications</li> <li>Share information</li> </ul>	<ul style="list-style-type: none"> <li>Other planned works identified</li> <li>Funding opportunities identified</li> <li>UCL/UMR treatments included on BRMS</li> </ul>

#### Development of the Treatment Schedule


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### Review of the BRM Plan (if relevant)

Add rows as required

## Communication Plan

This Communication Plan outlines the key communication initiatives that will be undertaken during the implementation of the BRM Plan.

Timing of communication	Stakeholders	Communication Objective(s)	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring and Evaluation Method
<b>Annually or as required</b>	Shire of Wugin CEO, Senior Leadership Team and Council	1 – 3 & 5	• Email • Face to face meetings	• Inform and consult • Confirm accountabilities and responsibilities • Progress update • Issues identification and action planning	CEO or Delegate	• Time constraints • Availability • Lack of understanding • Budget (for LG mitigation)	• Planning and time management • Clear purpose • Targeted communication • Regular updates	• Feedback, • Questions raised • Level of support received
<b>Annually or as required</b>	Shire of Wugin Building and Works	1 - 3 & 5	• Email Face to face meetings	• Reduction of fuel loads on LG managed lands • Upgrades to strategic firebreaks	CEO or Delegate	• Limited time, • Not preparing • Poor organization,	Clarify misunderstandings and intentions of	• Treatments applied • Positive feedback
<b>Biannually or as required</b>	LEMC, BFAC & DOAC, CBFCO, CAPTS	1 – 3 & 5	• Email • Face to face meetings	• Report on progress to plan • Report issues/constraints	CEO or Delegate	• Availability • Time • 'Buy in'	• Collate data and report on success to plan • Compliance to plan Keep informed	• Feedback received • Level of engagement Issues identified and addressed
<b>As per Section 7.2 of this plan</b>	Stakeholders – Landowners /	1 – 3 & 5	• Email • Face to face meetings • Presentations	• Inform and consult • Confirm accountability	CEO or Delegate	• Availability • Time • Loss of commitment	• Planned sharing of information • Negotiations conducted	• Feedback • Commitment to implement agreed controls • Highly engaged

	Land Managers		<ul style="list-style-type: none"> <li>Community Engagement</li> </ul>	<ul style="list-style-type: none"> <li>and responsibility</li> <li>Status and progress of plan</li> <li>Treatment status, gaps and issues to be addressed</li> </ul>		<ul style="list-style-type: none"> <li>Access to treatment resources</li> <li>Funding</li> </ul>	<ul style="list-style-type: none"> <li>Communicate funding opportunities when available</li> </ul>	<ul style="list-style-type: none"> <li>Treatments being completed</li> </ul>
<b>As required</b>	Stakeholders – Others	1 – 3 & 5	<ul style="list-style-type: none"> <li>Face to face Presentations</li> <li>Community Engagement</li> <li>Telephone</li> <li>Email</li> </ul>	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm accountability and responsibility</li> <li>Status and progress of plan</li> <li>Treatment status</li> <li>Gaps and issues to be addressed</li> </ul>	<ul style="list-style-type: none"> <li>CEO or Delegate</li> </ul>	<ul style="list-style-type: none"> <li>Availability Time</li> <li>Loss of commitment</li> </ul>	<ul style="list-style-type: none"> <li>Planned sharing of information</li> <li>Negotiations conducted</li> <li>Communicate funding opportunities when available</li> </ul>	<ul style="list-style-type: none"> <li>Feedback</li> <li>Commitment to implement agreed controls</li> <li>Highly engaged</li> <li>Treatments being completed</li> </ul>
<b>Annually or as required</b>	OBRM, DFES District / Regional Office	1 – 3 & 5	<ul style="list-style-type: none"> <li>Face to face meetings</li> <li>Email</li> <li>Telephone</li> </ul>	<ul style="list-style-type: none"> <li>UCL/UMR Management</li> <li>Status and progress of plan</li> <li>Treatment status, gaps and issues to be Addressed</li> <li>Continuous improvement</li> <li>Information sharing</li> <li>Identification of other planned works</li> <li>Identification of funding opportunities</li> </ul>	<ul style="list-style-type: none"> <li>CEO or Delegate</li> </ul>	<ul style="list-style-type: none"> <li>Time</li> <li>Conflicting priorities</li> </ul>	<ul style="list-style-type: none"> <li>Schedule communication opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Planned works identified</li> <li>Improvements identified and implemented</li> <li>Issues addressed</li> </ul>

<b>Annually</b>	OBRM	1 – 3 & 5	Written report	<ul style="list-style-type: none"> <li>• Governance and compliance</li> <li>• Continuous improvement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Time</li> <li>• Conflicting priorities</li> </ul>	Plan communication	Compliance requirements met
<b>Annually – ideally prior to fire season</b>	Community	5	<ul style="list-style-type: none"> <li>• Newsletter</li> <li>• Website</li> <li>• Facebook</li> </ul>	Continuous improvement	CEO or Delegate	<ul style="list-style-type: none"> <li>• Time</li> <li>• Conflicting priorities</li> </ul>	Plan communication	Feedback received

Add rows as required

## Appendix D – Annual review checklist

Annual review checklist to be completed and submitted to the Office of Bushfire Risk Management (OBRM) by 30 March every two years to maintain endorsement of the Bushfire Risk Management (BRM) Plan. This checklist is not required for the initial submission of the plan.

### Correspondence

Cover letter from local government Chief Executive Officer or delegate to Director OBRM with this form completed and attached.

### Bushfire Risk Management Plan

Chapter 1	BRM Plan objectives remain relevant.
Chapter 3	Content of the context statement reflects current factors affecting bushfire hazard and bushfire risk to the community, economy and environment.
Chapter 4-7	Figures and tables have been updated to reflect current data in Bushfire Risk Management System (BRMS).
Chapter 6	Treatment Strategy remains reflective of community values and strategic priorities.
Appendix B	Local government wide controls includes current treatment programs in local government area.
Appendix C	Communication Plan has been updated to include planned stakeholder engagement and communication activities for the next planning period.

### Bushfire Risk Management System

All assets identified in the Local Government area have been mapped and risk assessed in BRMS.

All assets have had a risk reassessment completed in the last 2 years.

The treatment schedule includes planned treatments for at least the next 12 months.

### 8.1.9 SPORTSGROUND METER BOX REPLACEMENT

AUTHOR OF REPORT:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.TE.2
ATTACHMENTS:	Confidential attachment 1 – quotes received for Sportsground Meterbox replacement

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5540

Moved Cr S M Chilcott    Seconded Cr G K B West

That Council

1. ACCEPT the quote from Salty Creek Electrical to the value of \$56,945.22 to replace the current Sportsground Meter Box, including a generator plug connection.
2. ADOPTS the following amendment to the 2025/2026 adopted annual budget:

Description	Amend Budget By (ex GST) (\$36,000)
Recreation Centre - New meter box (B2501)	
Transfer from Sportsground Precinct	
Redevelopment Reserve	\$36,000

CARRIED UNANIMOUSLY 6/0

### BRIEF SUMMARY

Previous items have included the need for a generator plug to be installed at the Sportsground main meter box to ensure power supply to the evacuation centre during an emergency.

However, the main meter box at the Wagin Sportsground requires upgrading prior to any power connection upgrades at the Sportsground.

Officers attended the location with contractors to arrange the generator plug installation, to be advised that the condition of the current meter box negates any upgrades and is no longer fit for purpose.

### BACKGROUND/COMMENT

In the 2024-25 budget Council allocated \$20,000 for a replacement of the meter box at the Wagin Showgrounds. Due to the unanticipated complexity of the work and difficulty in securing quotes, work did not proceed in 2024-25.

As part of the 2025-26 budget, the amount of \$20,000 was carried over.

Officers obtained three quotes from six contractors.

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The works are more complex and challenging than anticipated. The lowest quote is \$56,946 which exceeds the allocated budget by \$36,000.

The quotes received are provided in the Confidential Attachment.

The works are considered essential for a number of reasons not least that they are required to deliver the lighting upgrades to the Showgrounds made possible through the Regional Racing Fund that has been obtained by the Wagin Trotting Club.

There is a lengthy installation process which is anticipated to take up to 4 months. Power will be disconnected for three days during installation. At this time during these three days there will be no power available at the Showgrounds. The works will also impact Recreational Vehicle access during the three day period.

The date of Monday, 23 March 2026 was initially been proposed. This would have provided two weeks from Woolorama for cleanup and site handover and should occur prior to the start of football and hockey but could not occur due to a revision in the 2025-26 harness racing calendar.

An alternative date of Monday, 13 April 2026 has been proposed. Officers have not received any concerns from users regarding these dates but the unavoidable unavailability of the precinct will cause issue.

### **CONSULTATION/COMMUNICATION**

Officers have provided an initial communication to clubs and associations that use the facility to advise them of the potential disruption.

### **STATUTORY/LEGAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Officers have examined several options for meeting the funding shortfall. These options include funding from reserve or taking funds from a different project.

In 2025-26, Council allocated \$40,000 for resurfacing of the Basketball Court at the Showgrounds. This represents one option as Officers are having difficulty securing quotes on the resin used to coat the surface.

Another option, which is the preferred option at this time, is to fund the electrical switchboard upgrades through the Sportsground Precinct Redevelopment Reserve. The reserve is currently projected to have a closing balance of \$444,168 in 2025-26. This reserve had a closing balance of \$470,066 in 2024-25.

### **STRATEGIC IMPLICATIONS**

Building and Infrastructure

### **VOTING REQUIREMENTS**

Absolute Majority

## 8.1.10 POWER CONNECTIONS AT HOCKEY AND CRICKET PAVILION

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	LP.NO.3
ATTACHMENTS:	Confidential attachment 1 - quote

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5541

**Moved Cr G R Ball      Seconded Cr J P Reed**

**That Council APPROVES the expenditure for electrical connections to the Hockey and Cricket Pavilion based on the quote of \$6,371.11 excluding GST with funding to be identified during the mid-year budget review.**

**CARRIED UNANIMOUSLY 6/0**

### BRIEF SUMMARY

This report has been prepared to enable Council's consideration of a quote for electrical connections to the Hockey and Cricket Pavilion.

### BACKGROUND/COMMENT

A quote has been received to install mains electrical feed to the Hockey and Cricket Pavilion as well as lighting. This is essential to enable use of the building initially for storage and a precursor for further fit out. The works were not included in the 2025-26 annual budget due to quotes not being available at the time.

Officers have secured a quote from a supplier in the region for the following:

- Supply and install sub board
- Power feed to oven
- 2 x double General Power Outlets,
- 2 x LED Hi Bay lights and 2 x weatherproof over door lights.
- Door lights will be on a photoelectric cell to come on at dark.
- Oven will have isolation point.
- Hi Bay lights to be 2 way switched from both doors.

The quote is \$6,371.11 excluding GST.

The works will assist the clubs to store equipment that is currently located in a shipping container at the showgrounds in the building. The newly emptied shipping container is being transported to the airfield to be used for storing aerial bomber reloading equipment.

As an unbudgeted expense Officers are seeking Council's authorisation prior to proceeding.

## **CONSULTATION/COMMUNICATION**

Pending Council's approval and electrical connections, this will enable the building to be handed over to the clubs initially for storage purposes and further dialogue, planning and design for fit-out.

The electrician has been provisionally booked pending Council's go ahead.

## **STATUTORY/LEGAL IMPLICATIONS**

Section 6.8 of the *Local Government Act 1995* provides that a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in certain circumstances, including via resolution of Council.

## **POLICY IMPLICATIONS**

Council's policy in the case of procurement of between \$3,000 and \$9,999 requires at least two written quotes where possible. In this case Officers have secured one quote.

## **FINANCIAL IMPLICATIONS**

It is proposed that funding be identified as part of the 2025-26 mid-year budget review.

## **STRATEGIC IMPLICATIONS**

Buildings and infrastructure

## **VOTING REQUIREMENTS**

Absolute Majority

## 8.1.11 OPPORTUNITY TO COMMENT ON STATUTORY REVIEW OF WORK HEALTH AND SAFETY ACT 2020

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.LE.2

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5542

Moved Cr G R Ball      Seconded Cr S M Chilcott

**That Council APPROVES the submission to the statutory review of the *Work Health and Safety Act 2020* and REQUESTS that the Chief Executive Officer provides the submission to the State Government and Western Australian Local Government Association**

**CARRIED UNANIMOUSLY 6/0**

### BRIEF SUMMARY

This paper provides opportunity for the Council to consider making a statutory review of the *Work Health and Safety Act 2020*.

### BACKGROUND/COMMENT

The Shire has been asked to comment on the statutory review of the *Work Health and Safety Act 2020*.

Submissions close on 28 November 2025.

The terms of reference for the review ask questions regarding six topics:

- WHS Act – Health and Safety duties
- WHS Act – Incident notification
- WHS Act Consultation, representation and participation
- Infringement notices
- Requirement to display notices for psychological hazards
- General feedback on the operation and effectiveness of the WHS Act or other WHS matters.

Officers have prepared a draft submission for Council's consideration below. The draft reiterates three long-standing concerns that CEOs in the sector have had regarding the WHS legislation.

## Draft submission

The Shire of Wagin recognises the importance of workplace safety. Local governments across the state provide many services that have the potential to put workers and volunteers in harm's way.

The WHS Act is a complex and wide-ranging. Its underlying principle is that safety is everyone's responsibility but carries significant penalties that can be applied to individuals when incidents occur.

Under WHS legislation, elected members are explicitly excluded from the definition of being an officer under safety legislation.

The Shire of Wagin agrees that this is appropriate for many reasons, including:

- Elected members are prohibited from being involved in operations and instructing staff; and
- Elected members are democratically elected and their role is to represent the interests of the community rather than administer the local government

The WHS legislation does lead to unintended consequences across the 137 local governments in the state.

These are summarised below:

1. The CEO is personally responsible for worker safety. However, the CEO does not determine the organisation's resource allocation. If a serious WHS incident occurs and it's found that resources were inadequate, the CEO could be held liable—even if they requested funding and Council declined.
2. The above matter extends even further to management of volunteer bush fire brigades. Here the CEO is also personally responsible and has even less control over resource allocation which is largely provided by the State Government. With every fire that occurs, the local government CEO is personally responsible for the safety of volunteer fire brigade members but can not be provided with the required resources necessary to keep volunteers safe. This includes emergency management vehicles.
3. The CEO is responsible for the safety of elected members when they undertake their role. This includes protecting elected members from each other. This places CEOs in an untenable position for an employee to be asked by one of their employers to protect them from workplace bullying by another employer.

Local government CEOs are responsible for their organisation and community at large from a WHS perspective in ways that are unique in the public service. The introduction of a statutory defence in the event that required resourcing was identified but not possible may provide a way forward for the first two issues.

**CONSULTATION/COMMUNICATION**

Nil.

**STATUTORY/LEGAL IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

The Shire adopted its new Occupational Health and Safety policy in November 2024.

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Council leadership.

**VOTING REQUIREMENTS**

Simple Majority

## 8.1.12 STAFF ACCOMMODATION STRATEGY

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	5513 – October 2025
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.MT.15
ATTACHMENTS:	Attachment 1 – Draft Staff Accommodation Strategy Business Plan November 2025

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5543

**Moved Cr G R Ball      Seconded Cr S M Chilcott**

**That Council:**

- 1. DOES NOT PROCEED with the Staff Accommodation Strategy**
- 2. REQUESTS that the Chief Executive Officer call a meeting of the Staff Accommodation Advisory Group to review potential 3x2 modular housing designs**
- 3. REQUESTS that the Chief Executive Officer call for tenders for two 3x2 modular housing properties based on feedback from the Staff Accommodation Advisory Group**
- 4. NOTES that funding of the 3x2 modular housing designs is proposed to occur through the consumption of the Staff Housing Reserve and a loan of \$220,000 repaid over 12 years and that the decision regarding the loan would be made when Council is asked to consider tenders**
- 5. REQUESTS that the Chief Executive Officer identify priority maintenance for the existing housing stock as part of 2025-26 budget deliberations.**

**CARRIED UNANIMOUSLY 6/0**

### BRIEF SUMMARY

This paper provides the opportunity for Council to consider revised options to progress the Staff Accommodation Strategy.

### BACKGROUND/COMMENT

At the October 2025 Ordinary Council Meeting, Council resolved not to proceed with the Staff Accommodation Strategy as set out in a Business Plan previously advertised and requested that the Chief Executive Officer prepare a new approach.

Officers met with Council representatives after the meeting to identify an alternative funding model. An alternative funding model which was identified in this meeting was distributed to Councillors via email.

In the intervening period, the State Government has announced the Regional Housing Support Fund. This programme provides a total of \$25m state-wide. The Shire along with members of the 4WDL group of Councils will be submitting a

business case but prospects of success are not considered high largely because demand for funding is anticipated to be exceptionally high.

As a product of the 4WDL partnership Officers have been provided with a copy of a quote received by a neighbouring Shire for the construction, transport and installation of modular homes of the type contemplated by the strategy. This quote reaffirms the cost estimates previously provided by Council and that the costs of a 3x2 modular home delivered and connected to utilities are unlikely to be less than \$450,000 (ex GST).

To ensure the accuracy of information provided to Council, Officers obtained new quotes from the Western Australian Treasury Corporation on interest rates. The current interest rate offered by the WATC is slightly higher (5.53%) than that (5.16%) previously quoted.

*Option 1 – Implement revised housing strategy with revised funding model*

The revised funding model contained in a new draft Business Plan proposes a loan of \$900,000 repaid over a period of twelve years.

The new funding model almost halves the total loan amount and reduces annual repayments by almost \$150k annually. The annual repayments are estimated to be \$103,619.

The annual funding injection required is \$97,000. This is in the ballpark but still considerably greater than Council's annual input over the last four years (\$81,250 average).

The revised model is slower and requires potentially movement of staff from house to house as it involves in some cases the sale of a property before its replacement is built.

For example, the revised model proposes to sell the 30 Ballagin St property before its replacement is constructed as well as selling 5 Omdurman St and 14 Gordon St before the replacements for each of those respective properties.

The new model does have a greater risk if there is a sudden increase in staff housing needs due to retirements and resignations, especially in 2031-32 but all but the worst scenario could be accommodated by shifting housing.

A resolution to give effect to option 1 would be:

That Council:

1. In accordance with Section 3.59 of the *Local Government Act 1995* GIVES Statewide public notice of the Staff Accommodation Strategy Business Plan as contained in Attachment 1

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2. NOTES that any submissions received following the advertising period of not less than six weeks will be presented for Council's consideration at the February 2026 Ordinary Council Meeting

Accordingly, if Council wished to progress with option 1 effectively it would need to advertise the Business Plan and in February 2026 at the earliest consider any submissions received and determine whether to proceed.

*Option 2 – Retain existing properties & purchase two additional 3x2 modular homes*

A second option for Council's consideration is retaining the existing properties and supplementing the Shire's housing needs by purchasing two additional 3x2 modular homes. This option has various implications:

- is a significantly smaller project with a much lower risk
- significantly less cost to ratepayers
- won't renew the Shire's housing stock
- won't result in new properties becoming available to the private market.

The funding involved in this option would involve:

- \$680,500 in reserve funding
- \$220,000 in a loan from WATC

For a 12 year loan the annual payments are estimated to be \$25,330 per annum. For comparison the annual repayments on the CEO property which end in 2029 are \$22,894.

The main consideration in this matter is that the drivers of the Staff Accommodation Strategy were three-fold.

- First, the Strategy was intended to increase the total number of properties to address future requirements when key positions change.
- Second, the Strategy was intended to renew the Shire's stock which had become increasingly in need of maintenance and was losing value from EVP perspective.
- Third, the Strategy was intended to make a small contribution to increasing the availability of housing stock in the Shire.

The first of these matters would be addressed by the purchase of two additional 3x2 modular homes. The second of these matters could be partially addressed with the injection of additional maintenance funding. In relation to the third matter, Council's decision might be informed by consideration of whether the value of the benefit of an additional four properties coming to the market offsets the cost to ratepayers.

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If Council's opts for option 2 and is successful in obtaining funding for the Regional Housing Support Fund, Council could reconsider implementing a renewal program and use the State Government funding to offset the gap between sale of properties and new construction costs. This difference is estimated to be around \$1.5m for the four properties. This scenario would only eventuate if the Shire was successful in its grant application.

#### *Consideration of options*

Officers have previously recommended that Council proceed with implementation of the Staff Accommodation Strategy. This assessment has been based on an evaluation of the age and condition of the current stock especially compared to neighbouring properties and the loss of competitiveness in the employee EVP. Housing is a major obstacle to economic development in Western Australia's regions and the Shire has received requests from almost every State Government agency that allocates staff in the district and several businesses for housing.

While not as ambitious as the programme in the previously advertised Business Plan, the new housing renewal programme contemplated in the draft Business Plan presented in this paper remains a significant undertaking and a financial commitment over the future years.

Officers recommend that Council does not proceed with the renewal programme proposed by the Staff Accommodation Strategy and pursues option 2 which involves purchasing two 3x2 modular homes to provide the Shire with additional housing stock and retains its existing properties.

### **CONSULTATION/COMMUNICATION**

Nil

### **STATUTORY/LEGAL IMPLICATIONS**

Option 1 identified in this report requires the advertising of a Business Plan in accordance with section 3.59 of the *Local Government Act 1995*.

Option 2 does not exceed the threshold of approximately \$927,000 where a Business Plan is required.

### **POLICY IMPLICATIONS**

Both options would assist in implementation of Council's housing policy.

### **FINANCIAL IMPLICATIONS**

As detailed

### **STRATEGIC IMPLICATIONS**

Buildings and infrastructure

### **VOTING REQUIREMENTS**

Simple Majority

# Staff Accommodation Strategy



**Prepared in accordance with  
section 3.59 of the Local  
Government Act 1995**



## Business Plan

# November 2025

## Introduction

The provision of suitable staff accommodation as a critical component of its Employee Value Proposition (EVP), directly impacting its ability to attract and retain key personnel.

The current staff housing portfolio, with an average construction year of 1982, requires significant revitalisation. Many properties are over forty years old and no longer meet modern executive standards or the diverse needs of Shire staff.

This business plan outlines a strategic, multi-year renewal and expansion program for the Shire's staff housing. The program involves the systematic disposal of older, non-executive properties and the construction of new, modern executive-level (4x2) and flexible non-executive (3x2) homes.

The program will result in six new houses being constructed and four houses being sold.

The renewal program is proposed to be funded through a combination of proceeds from sales and an increased annual reserve funding injection. The strategy aims to treat staff housing as a managed asset class, similar to vehicles and plant, with a defined lifecycle of acquisition (construction), operation, renewal/replacement, and disposal. This approach addresses a historical gap where housing has not been managed from an asset management perspective for a considerable period, with the last Shire house constructed in 2013.

The program proposes the replacement of five existing non-executive properties with new executive-level homes and the construction of two additional new non-executive properties over the next ten years. This is an ambitious but necessary undertaking to ensure the Shire remains competitive in the workforce marketplace and can effectively deliver services to the community.

## Legislative basis

This Business Plan has been prepared in accordance with Section 3.59 of the *Local Government Act 1995* (WA). Section 3.59(2) requires a local government to prepare a business plan before entering into a "major land transaction" or a land transaction that is preparatory to a major land transaction.

A "land transaction" is defined as an agreement under which a local government is to acquire or dispose of an interest in land, or develop land. Such a transaction is classified as "major" if the total value of the consideration and anything done by the local government to achieve its purpose exceeds a prescribed amount.

The Shire of Wagin's Staff Housing Renewal and Expansion Program, involves the construction of new residential properties and the disposal of existing ones. While the Shire does not intend to produce profit, over the course of the strategy's delivery the sale of land is anticipated to exceed the threshold where a business plan is required.

Section 3.59(3) stipulates that the business plan must include an overall assessment of the undertaking and provide details of:

- its expected effect on the provision of facilities and services by the local government
- its expected effect on other persons providing facilities and services in the district;
- its expected financial effect on the local government;
- its expected effect on matters referred to in the local government's current plan prepared under section 5.56; and
- the ability of the local government to manage the undertaking or the performance of the transaction

Section 3.59(4) requires the local government to give Statewide public notice of the proposed transaction and the business plan, make the plan available for public inspection, publish it on the official website, and allow at least six weeks for public submissions.

### **The expected effect on the provision of facilities and services by the local government**

The purpose of the staff accommodation strategy is to provide appropriate housing as part of the Shire's EVP that will enable the Shire to attract and retain key personnel.

This will have an indirect effect on the provision of public facilities and local government services through the improved ability to attract qualified and experienced personnel.

By modernising the housing stock, the Shire is better equipped to meet its obligations and strategic goals related to its workforce.

Implementing this plan will embed a more rigorous asset management approach to staff housing. This includes better planning for maintenance, renewal, and financial sustainability of these assets, which is a service the Shire provides to itself to ensure long-term operational capability.

### **The expected effect on other persons providing facilities and services in the district:**

The implementation of the staff accommodation strategy is anticipated to have benefits for the community through local and regional builders, contractors, suppliers, and tradespeople, thereby stimulating local economic activity. It will also provide business for real estate and legal practitioners through the disposal of older Shire housing stock.

The sale of older Shire properties will add to the housing stock available for purchase in the general market, potentially benefiting private buyers.

### **The expected financial effect on the local government**

A funding strategy has been prepared based on valuations for the existing housing stock and estimates of the costs of new housing.

It is proposed to fund the renewal program through a combination of reserves, the proceeds of sale and a loan of \$900,000 paid over 12 years.

The total cost to the rate payer is \$1,843,429.

The loan would be paid off in 2037-38 three years after the final completed property.

It is forecast that the new builds will cost \$3.1 million (in today's figures), and that the sale of stock will result in \$1.6 million offsetting the cost.

The annual loan repayments commencing will be \$103,619.

Council will be required to make significant investments in reserve funding over the life of the strategy to fund the loan repayments.

In addition to consuming the end of year balance \$680,503, the Shire will need to inject \$97,000 into the programme each year for twelve years.

The cost estimates for the new modular housing are based on tenders called for in 2024. The project costs may be altered by changes in the price of modular housing or the valuation of Shire properties.

## Funding model

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	2037-38	
30 Ballagin St			390,000	-550,000										
2 Ballagin St					-550,000	430,000								
5 Omdurman St							380,000	-550,000						
14 Gordon St									400,000	-550,000				
New property (3x2)		-450,000												
New property (3x2)		-450,000												
Loan Funding		900,000												
Loan Repayment		-103,619	-103,619	-103,619	-103,619	-103,619	-103,619	-103,619	-103,619	-103,619	-103,619	-103,619	-103,619	
Existing reserve funding	680,503													
New funding		+97,000	+97,000	+97,000	+97,000	+97,000	+97,000	+97,000	+97,000	+97,000	+97,000	+97,000	+97,000	
Yearly Result	680,503	-6,619	383,381	-556,619	-556,619	423,381	373,381	-556,619	393,381	-556,619	-6,619	-6,619	-6,619	
Ongoing Surplus/Deficit	680,503	673,884	1,057,265	500,646	-55,973	367,408	740,788	184,169	577,550	20,931	14,312	7,693	1,074	
Number of houses	4	6	5	6	7	6	5	6	5	6				

## **The expected effect on matters referred to in the local government's current plan prepared under section 5.56**

The Shire's Strategic Community Plan observes that a key and ongoing objective is to continue to build organisational capacity within the Shire's systems, skills and knowledge base, to be able to deliver on the objectives of this plan.

The provision of sufficient appropriate housing to key personnel as part of the Shire's EVP aligns with this objective of building organisational capacity.

The Strategic Community Plan identifies several related actions:

- Explore affordable accommodation for workers
- Aid retention and encourage more government services in Wagin
- Investigate future housing and expansion for tourist and other attractions
- Housing, Job and training especially for young people

The Shire's Corporate Business Plan includes specific reference to 'upgrade of staff housing as a recruitment and retention strategy'. This action while principally in the context of building maintenance reflects the need for effective asset management of staff housing through renewal.

## **The ability of the local government to manage the undertaking or the performance of the transaction**

The Shire recognises that the implementation of the staff accommodation strategy will require investment in respect to finances and organisational effort. The strategy has been phased in order to reduce financial impact but this phasing also means that construction is initially front loaded.

Supplementing the Shire's existing knowledge and capability may take a number of forms including the engagement of consultants or forming an advisory group or committee with community members that have knowledge or expertise in property matters.

Council has a key role in the oversight of delivering of the Strategy and with each budget determines whether to proceed on the planned course or amend the pathway.

Procurement will be conducted in strict accordance with the provisions of the *Local Government Act 1995*. This means that public tenders will be called for procurement that exceeds the \$250,000 and that purchases over \$100,000 will be resolved by Council in accordance with Council's purchasing policy.

Implementation of the accommodation strategy will be dependent on future decisions of Council including annual budget deliberations.

## **How to comment**

Comment on this Business Plan can be provided in writing to the Shire of Wagin at [shire@wagin.wa.gov.au](mailto:shire@wagin.wa.gov.au) by Friday, 16 January 2025.

## 8.1.13 WAGIN WOODANILLING LANDCARE ZONE – DIRECTION FOLLOWING SUCCESSFUL STATE NRM GRANT

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5544

**Moved Cr G R Ball      Seconded Cr M A O'Brien**

**That Council:**

1. **NOTES** that the Wagin Woodanilling Landcare Zone has been successful in obtaining a State NRM grant of \$449,992 over the next 3 years as well as smaller \$36,911 one-off grant
2. **APPROVES** the one-off payment of \$25,000 to the WWLZ and Woodanilling Landcare Zone to support transition to a community organisation that is distinct from the Shire
3. **REQUESTS** that the Chief Executive Officer work with the WWLZ to support the transition with an end date of 1 July 2026
4. **NOTES** that the draft budget for 2026-27 will not include a WWLZ contribution

**CARRIED UNANIMOUSLY 6/0**

### BRIEF SUMMARY

This paper seeks Council's direction on a transition of the Wagin Woodanilling Landcare Zone back to a community organisation.

### BACKGROUND/COMMENT

The Shire has a long history of supporting the Wagin Woodanilling Landcare Zone. The Shire's support has included a direct financial contribution, membership of the board and acting as the employing authority of a Natural Reserves Coordinator.

Following the resignation of the Natural Reserves Coordinator in January 2025, the WWLZ went into a maintenance phase as basic functions were administered by the executive members of the committee.

Planning with the WWLZ noted that the organisation's viability depended on the outcome of large State NRM grant.

In November 2025, the WWLZ was advised that it would receive a grant of \$449,992 to deliver a revegetation programme over three years. The grant will fund fencing and revegetation of approximately 28 sites in Wagin and Woodanilling over three years.

The organisation has also received a grant in 2026 of \$36,911 to deliver natural resource education programmes in Woodanilling.

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The large grant in particular has provided a much-needed injection of funding to the organisation.

The organisation has identified that this funding injection provides an opportunity to transition away from reliance on Shire support. The President and Secretary of the WWLZ support this proposal as it returns ownership and management of WWLZ back to the community.

In the 2025-26 Shire budget income and expenditure was included to and from the WWLZ. This is because the Shire employed the Natural Reserves Coordinator, paid their wages and then recovered costs from the Shire. The budget income is \$79,654 and budgeted expenditure of \$108,730. The net amount in the budget was \$29,076.

In recent history the Shire's financial contribution has been \$25,000 per annum.

Officers propose that the Shire make a final financial contribution of \$25,000 in the 2025-26 financial year. This payment will assist the WWLZ with the transition and appointment of a Project Officer to assist in the transition. It should also assist the WWLZ with sufficient resource for eventual replacement of the WWLZ vehicle (assuming that the Shire of Woodanilling similarly departs from day-to-day involvement).

It is proposed that the Shire continues to have membership on the board through the transition to assist in governance. In the last few months there has been a small but steady increase in interest in Landcare matters which could be spurred further with this grant.

The WWLZ has indicated that it wishes to continue to operate the office in Wagin and with the transition to a community organisation there may be opportunities for greater volunteer involvement.

### **CONSULTATION/COMMUNICATION**

The proposal is supported by the President and Secretary of the WWLZ.

### **STATUTORY/LEGAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

The financial input of \$25,000 is factored into the 2025-26 budget.

### **STRATEGIC IMPLICATIONS**

Community services and social environment.

### **VOTING REQUIREMENTS**

Simple Majority

## 8.2 DEPUTY CHIEF EXECUTIVE OFFICER

### 8.2.1 DEPUTY CHIEF EXECUTIVE OFFICER ACTIVITY REPORT OCTOBER

AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.CO.1
STRATEGIC DOCUMENT REFERENCE:	Strategic Community Plan
ATTACHMENTS:	Nil

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5545

Moved Cr G K B West

Seconded Cr J P Reed

That Council receive the Deputy Chief Executive Officer's report as presented.

**CARRIED UNANIMOUSLY 6/0**

### BRIEF SUMMARY

The following report details activities within the Deputy Chief Executive Officer's portfolio.

### BACKGROUND/COMMENT

#### DEPUTY CHIEF EXECUTIVE OFFICER

This month, I have been involved with:

- Tender for sale of surplus equipment
- Preparation for re-opening of the swimming pool
- Co-ordination of insurance claim for hail damage – Sportsground buildings
- Hangar 4 – Legal processes
- Homecare – Submission of HCP Annual Financial Report
- Homecare - Submission of Provider Operations
- End of Year Audit
- ICT Co-ordination
- Building maintenance co-ordination

### Meetings:

- Exit session with auditors
- Glenn Nanda – Council First software demonstrations.

### Building Permits – October

PERMIT	OWNER	BUILDER	PROJECT ADDRESS	DESCRIPTION	VALUE	FEES
99988	Benjamin Campbell	Owner Builder	1 Moore Street	Shed	\$60,000	\$394.20
99977	Gavin Townsen	Owner Builder	18 Rifle North Street	Shed	\$20,000	\$211.65

### Building Maintenance

The Building Maintenance Officer has been working on the following:

Location	Details
32 Ballagin St	Check roof for issues, Inspect tile roof
5 Marks Court	Program garage door remote
Administration Office	Assemble new chair, Fix office chair, Collect pedestrian barriers from storage, Remove graffiti outside office
Airfield	Assist with measuring hangar and checking weight capacity of office roof
Caravan Park	Assess reported issues - light switch and sink
Community Centre	Meet rep on site re painting, Paint RSL room, Take unwanted items to refuse site
Community Centre Shed	Clean down treadmills
Community Gym	Attach new seat to equipment, Install new seat back on equipment, Replace damaged lock on toilet
Court House (Library)	Re-hang upside down photo
Eric Farrow Pavilion	Check gas bottles, Remove shade sail
Medical Centre	Refit repaired flyscreens, Replace flickering lights
Mt Latham/Condinning Repeaters	Measure battery voltage - Condinning and Mt Latham
NAB Building	Measure and order materials for replacement fence, Removed broken cupboard door
Rec Centre	Attach aluminium strip to shelves, Check gas bottles, Empty Bain Marie, Fit hand rails to disabled toilets, Fix boot brushes to exterior of Rec Centre, Install new gas stove lighters in kitchen, Replace gas bottles for rec centre kitchen, Test Bain Marie for issues
Sports Ground Buildings	Fix sunken pavers in front of pavilion
Sports Ground Pub Toilets	Check gas bottles and fit new lock, Install new cistern in disabled toilet, Install new disabled assist rails in toilet, Refit disabled hand rail to door, Repair damaged down pipe
Swimming Pool	Fix toilet lock, Move furniture back into office, Replace broken timber log in fence, Replace damaged section of fence
Town Hall	Assist electrician with new ducting install, Fit new pad bolt assembly to front doors, Install new toilet opening times signs, Remove fallen asbestos sheeting and dispose of, Remove graffiti off signage, Replace faulty cistern in female toilets

Town Hall (Home Care)	Install new door locks, Paint door and door frame - Nurses room, Fit handles to door
Wetlands Park	Check BBQ Hotplates for compatibility, Meet to discuss Baart signs, Reattach plaque
Wetlands Park Toilets	Install new opening time signs
Works Depot	Install new ramp on records container, Install new solar light on records container, Take rubbish to refuse site

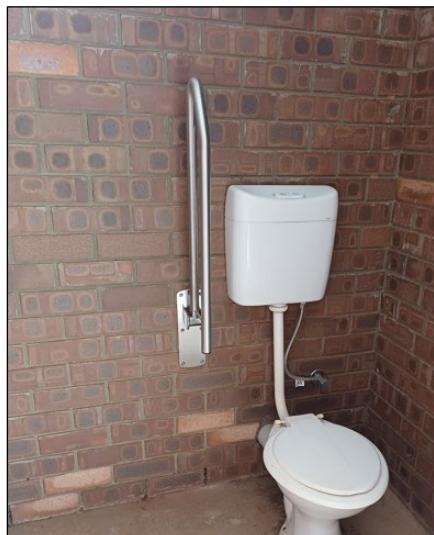
## Capital Works and Equipment

- The new niche wall at the Wagin Cemetery has been completed.
- A new shade sail has been installed at the swimming pool.
- A purchase order has been issued for five new PCs, to replace those which are unable to be upgraded to Windows 11.
- A purchase order has been issued for replacement bench seats at the wetlands and sportsground.
- A purchase order has been issued for Eric Farrow Pavilion Internet Upgrade - Starlink hardware installation including cabling run.
- A purchase order has been issued for outdoors In-bench BBQs for the Wetlands and Caravan Park.
- A purchase order has been issued for 22 recycled plastic benches for the Wetlands and Sportsground.
- A purchase order has been issued for 10 Maya bar stools for the Recreation Centre.
- A purchase order has been issued for renovations to NAB laundry building to support a 2nd bathroom.

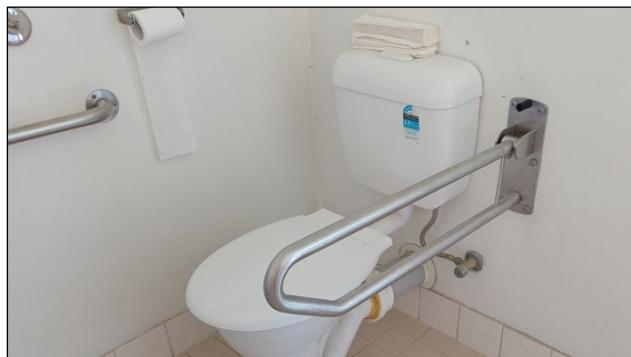
### *Disabled toilet upgrade*

Recent works have been completed on various toilet blocks to ensure they provide suitable equipment for people with disability to access.

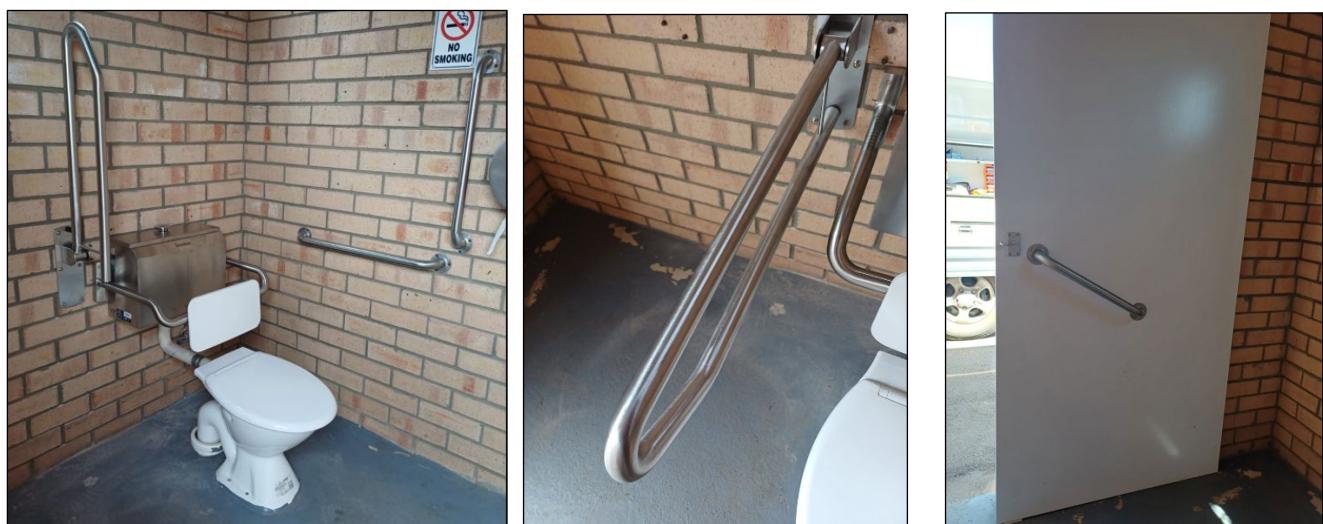
RV toilet block:



## Caravan Park:



## Skate Park toilet block:



## COMMUNITY OFFICER

### *Social Media Update – Facebook Activity*

Since the last Council meeting in October, the Shire of Wagin Facebook page has posted 10 times, with the highest views on the post about the Council Election results.

#### Top five posts by reach

Date	Topic	Post Reach
12/11/2025	Water Tanker Media Release	6,870
20/10/2025	Election Results	5,553
06/11/2025	Call for Tenders – hangar lease	5,191
10/11/2025	Interpretive Panel installation	3,948
28/10/2025	Unplanned power outage	3,418

### *Instagram*

The Shire's Instagram page has posted twice this week, both subjects being the BFB Water tanker, with have a combined total of 20 likes.

### *Community Bus*

The bus has been off the road since 7 September due to damage done during a hire. It will be out of service for another month with parts coming from East and delays in delivery.

### *Emergency Water Grants*

Funding was sought through the Department of Water for:

- A 367,831 litre water tank to be installed at the sportsground, between the market shed and the dog trial yard, for emergency water supply in the townsite.
- A 110,166-litre tank to be installed on the corner of Warup and Harris Roads.

The sportsground tank was requested by the fire brigades, with written support from the Wagin Agricultural Society, and will value add to the shire's ability to green" the area prior to the Woolorama event. This tank will be filled from the Shires water catchment system.

The Warup Road tank was requested after the West Arthur/Wedgecarrup fire and the brigades identified and area of difficulty in sourcing water. This tank will require filling via water transport trucks, or the Shire's BFB water tanker.

The grants have not been approved at this stage.

### *Caravan Club*

We recently had a visit from the West Coast Wags Caravan club, with ten motorhomes for five nights. All reports on their stay were favourable and they commented on the excellent condition of the sportsground area.

### *Fire break Inspections*

Staff recently completed the second inspection of the non-compliant properties in the Wagin townsite to ensure the required works had been completed. As a result of the inspection, 29 letters have been sent out advising people of the issue and the timeline they have to become compliant.

At the time of writing the remaining non-compliant blocks total 20, with the follow up inspection occurring on 25 November.

### *Interpretive Signs*

Officers have recently received and installed interpretive signs outlining the idea, the process and the delivery of Baart into his current location. The signs have been installed under Baart. Feedback to date on the signs is positive.



### *Bush Fire Water Tanker*

The BFB water tanker is now finished, including requested signwriting which has resulted in an amazing mural on the sides of the tanker identifying it as a fire fighting tanker trailer.



### **RANGER SERVICES**

Shire of Narrogin rangers conducted one visit in October with an extended patrol around the town. During that patrol:

- Rangers attended a property in Stubbs Street in regard to the two Chihuahuas wandering between Stubbs and Upland Street. They were advised by residents that 'nobody owns them'. Correspondence will be issued to the tenants.
- A property in Tarbet Street was attended regarding a black Great Dane that has been wandering. The owner was given a final warning and any further incidents will result in infringements.
- The ranger visited a property in Tudhoe Street to speak with someone living in a bus. It has since moved on.
- A property in Tudhoe Street was visited regarding barking dog complaints. A tenant was spoken with and advised that the Shire will be monitoring the barking.
- Another attempt was made to contact the owner of multiple cats in a property in Etelowie Street — again, no answer. Rangers will continue to attend regularly so that the owner is aware that we're monitoring the situation.
- Finally, I completed an extended patrol around the town, passing 13 Stubbs Street several times to maintain visibility and presence.

Staff Call outs	September
Dog Issues	0
Cat Issues	7
Other Issues	1

## SWIMMING POOL

The pool opened on Saturday 1 November and is being managed by Contract Aquatic Services.

The pool Facebook page has posted 4 times in October with the highest reach being the notice of opening date and hours, reaching 6,088.

## CARAVAN PARK

The caravan park patronage was sporadic, with the week ending 26 October being the busiest, resulting in a total of 393 bookings.

## WAGIN LIBRARY AND GALLERY

This report provides information to councillors about events, activities and statistics in the Wagin Library & Gallery which have occurred during the reporting period.

### *Library Update*

Since December 2023 we have 76 new patrons joining the Wagin Library & Gallery, this is continuing to increase every month.

### *Library Events*

- STEM Activity Friday 10 October Dinosaur bath bombs.
- Halloween Friday 31 October Trick or Treat.

### *Coming Events*

- Poppy making activity Monday 10 November.
- Switch Your Thinking workshop on Friday 28 November.

### *Library Regular Activities*

- Knit and Natters on every Thursday.
- Wagin Library & Gallery Book Club held on Saturdays.
- Story Time is held every Wednesday and Friday. Story Time Saturday Mornings is held for parents and children who are not able to make it during the week.
- Children's colouring in and drawing activities is held every Tuesday.
- Board Game Morning held every week.
- Playgroup Storytime/Rhyme time once a term at Playgroup.
- Waratah Lodge regular readers' weekly exchange of books, DVDs, etc. is ongoing.
- Wagin Hospital Homebound visiting program available as required.

## Library Statistics

	October 2025	September 2025
Patron Visits	273	417
Phone Transactions	0	26
Inter Library Loans	5	7
Community Connections	34	27
Information search request	0	0

## Library Social Media

Since the last Council meeting, the Library has posted six times, with the highest reach being the Poppy Creation Craft event with over 200 views.

## HOME CARE

### Wagin Homecare Manager's Report

Wagin Homecare has experienced a busy period as we manage staffing changes and sector reforms. Courtney commenced as Homecare Administration Officer on 10 November, while Judy has begun maternity leave. The team has adapted well to these changes, maintaining service delivery despite increased workloads.

The Aged Care Reforms are now in effect, along with the Support at Home Program active. Implementation of new agreements, online portal access, and Sandwaii system transitions are progressing, alongside upgrades to customised exports and PRODA integrations. Clients transitioning from the Home Care Packages Program will sign service agreements within 90 days of receiving their contribution rate from Services Australia. Despite these administrative changes, client support services have continued without disruption.

Homecare hosted a very successful Melbourne Cup Luncheon with 25 people attending an already busy social calendar day. Preparations well underway for the Homecare Christmas Luncheon on 28 November and weekly Christmas light tours scheduled throughout December. The team is also preparing for the upcoming end-of-year closure, which will run from 19 December to 5 January. Looking ahead, we are developing enhancements to our social program and meal delivery service, with implementation planned for 2026.

### Financials

Budget and actual figures have been provided below. EOM operating income of \$276,442 is \$13,662 less than the budget figure of \$290,104. Note that CHSP grant income is one month in arrears. EOM operating expenditure is \$290,758, which is \$89,017 less than the EOM budget figure of \$379,775. The main area of over-expenditure is for HCP expenses. It is noteworthy that this expense will be recouped from HCP client packages. At this stage, staffing costs are \$106,562 under budget.

**Shire Of Wagin**  
**SCHEDULE 08 - EDUCATION & WELFARE**  
**Financial Statement for Period Ended**  
**31 October 2025**

<b>HOME CARE PROGRAM</b>		<b>Revised Budget</b>		<b>YTD Budget</b>		<b>YTD Actual</b>		<b>YTD</b>	
		<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Revenue</b>	<b>Expenditure</b>	<b>Variance</b>	<b>Variance</b>
<b>GL #</b>	<b>IOB #</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	
<b>OPERATING EXPENDITURE</b>									
E082010	Homecare Salaries	695,400		240,713		(9,654)	250,367	104%	
	CHSP Homecare Salaries - Chsp	0		0		51,680	(51,680)	0%	
	HCP Homecare Salaries - Hcp	0		0		33,067	(33,067)	0%	
	NDIS Homecare Salaries - Ndis	0		0		3,255	(3,255)	0%	
	HCSO Homecare Salaries - Other	0		0		66,508	(66,508)	0%	
	TRAIN Staff Training Salaries	0		0		413	(413)	0%	
E082013	Homecare Leave/Wages Liability GEN	0		0		0	0	0%	
E082015	Maintenance & Gardening	84,748		29,335		26,883	2,452	8%	
E082020	Nursing Salaries	0		0		0	0	0%	
E082025	Care Workers Salaries	0		0		208	(208)	0%	
E082030	Superannuation	80,098		27,725		18,851	8,874	32%	
E082035	Other Expenses	7,000		2,324		4,506	(2,182)	(94%)	
E082040	Travelling - Mileage	15,000		5,000		5,513	(513)	(10%)	
E082045	Staff Training	5,500		1,824		722	1,102	60%	
E082050	Staff Training Salaries	0		0		0	0	0%	
E082055	Subscriptions	3,000		996		0	996	100%	
E082060	Postage & Freight	1,000		332		382	(50)	(15%)	
E082063	Telephone Expenses	3,000		1,000		964	36	4%	
E082065	Printing & Stationery	1,000		332		420	(88)	(26%)	
E082070	Insurance	19,902		19,902		20,734	(832)	(4%)	
E082075	Building Maintenance	3,000		988		5,849	(4,861)	(492%)	
E082080	Plant & Equipment Mtce	16,000		5,324		6,823	(1,499)	(28%)	
E082083	Computer Equipment and Support	10,000		3,332		2,140	1,193	36%	
E082085	Consumable Supplies	3,000		992		0	992	100%	
E082090	Homecare Equipment and Catering Supplies	1,000		332		0	332	100%	
E082095	HCP Expenses	76,403		25,464		37,638	(12,174)	(48%)	
E082097	NDIS Expenses	1,000		332		325	7	2%	
E082100	Administration Allocated	18,437		6,144		6,146	(2)	(0%)	
E082110	Meals on Wheels Expenditure	0		0		0	0	0%	
E082120	Loss on Sale of Asset	0		0		0	0	0%	
E082130	Homecare Retention Bonus Expenditure	0		0		0	0	0%	
E082190	Depreciation - Homecare	22,158		7,384		7,386	(2)	(0%)	
<b>OPERATING REVENUE</b>									
I082010	CHSP Grant	345,927		115,308		72,297	(43,011)	(37%)	
I082015	Meals on Wheels	0		0		0	0	0%	
I082020	CHSP Fee for Service	51,807		17,268		54,617	37,349	216%	
I082025	Donations	0		0		0	0	0%	
I082030	Government Pay Reimbursement	0		0		0	0	0%	
I082031	Homecare - Other Income	10,380		3,460		0	(3,460)	(100%)	
I082035	Profit On Sale of Asset	0		0		0	0	0%	
I082040	HCP Client Daily Fee	41,790		13,928		6,881	(7,047)	(51%)	
I082045	HCP Government Funds	367,518		122,504		135,739	13,235	11%	
I082050	NDIS Contribution	52,919		17,636		6,907	(10,729)	(61%)	
I082055	Support at Home Grant	0		0		0	0	0%	
<b>SUB-TOTAL</b>		<b>870,341</b>	<b>1,066,646</b>	<b>290,104</b>	<b>379,775</b>	<b>276,442</b>	<b>290,758</b>		
<i>Operating Surplus / (Deficit)</i>				(196,305)		(89,671)		(14,317)	
<b>CAPITAL EXPENDITURE</b>									
E167790	Land and Buildings - Homecare								
E167752	Purchase Plant & Equipment - Homecare Program						0	0.00	0.00%
<b>CAPITAL REVENUE</b>									
I082005	Proceeds on Disposal of Assets	0.00		0.00		0	0.00	0.00%	
I082006	Realisation on Disposal of Assets	0.00		0.00		0	0.00	0.00%	
<b>SUB-TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>TOTAL - HOME CARE PROGRAM</b>									
		<b>870,341</b>	<b>1,066,646</b>	<b>290,104</b>	<b>379,775</b>	<b>276,442</b>	<b>290,758</b>		

## **CONSULTATION/COMMUNICATION**

Chief Executive Officer and staff of the Shire of Wagin.

## **STATUTORY/LEGAL IMPLICATIONS**

Local Government Act 1995 and relevant regulations.

## **POLICY IMPLICATIONS**

No direct policy implications.

## **FINANCIAL IMPLICATIONS**

2025/26 approved budget.

## **VOTING REQUIREMENTS**

Simple Majority

## 8.2.2 ACCEPTANCE OF ANNUAL REPORT FOR 2024/25 AND SETTING OF THE DATE FOR ANNUAL GENERAL MEETING OF ELECTORS

AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil
FILE REFERENCE:	CM.RE.2
ATTACHMENTS:	Attachment 1 - Shire of Wagin Annual Report for 2024/25 (under separate cover)

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5546

Moved Cr G R Ball      Seconded Cr J P Reed

That Council:

1. In accordance with section 5.54 of the *Local Government Act 1995* ACCEPTS the Annual Report for the financial year ended 30 June 2025 as attached.
2. In accordance with section 5.27 of the *Local Government Act 1995* RESOLVES to hold the Annual General Meeting of Electors at 6.00pm Tuesday, 16 December 2025

**CARRIED UNANIMOUSLY 6/0**

### BRIEF SUMMARY

This report presents the Shire of Wagin 2024/25 Annual Report for Council's acceptance in accordance with s. 5.54 (1) of the Local Government Act 1995 ('the Act'). This incorporates the Annual Financial Report, which to be presented to the Audit, Risk and Improvement Committee at its meeting to be held on 25 November 2025.

In compliance with section 5.27 (1) and (2) of the Act, which requires a general meeting of the electors of the district to be held not more than 56 days after acceptance of the annual report, Council is asked to endorse Tuesday, 16 December 2025 for this meeting.

### BACKGROUND/COMMENT

The Annual Report notes the following activities during the year:

On 24 January 2025, a fire broke out on the border of the Shires of West Arthur and Wagin. Fanned by gusty winds, it spread rapidly across properties in Wedgecarrup, tragically causing damage to homes and farmland.

The fire was a dramatic example of the ways our community can come together and the role of the Shire in supporting our community and being part of the community. On that day and night and in the following weeks our tremendous volunteers were

strongly supported by Shire officers. Our works crew remained on the fireground throughout the day and night, clearing fallen debris to allow firefighting appliances to access critical areas.

In 2024-25, the Shire made tangible contributions through infrastructure. We completed the demolition and initial construction of a new Cricket and Hockey building, made possible through the Commonwealth Government's Local Roads and Community Infrastructure Program. The grant funding has delivered a structure ready for fit-out in consultation with the clubs.

Our roads program continued to improve safety across the Shire, while footpath upgrades in town enhanced accessibility and walkability.

Less visible—but equally important—were our strategic planning efforts. In 2024-25, the Shire adopted a Local Planning Strategy to guide land use across the district for years to come. The Shire developed a Water Security Strategy to identify infrastructure projects that will safeguard our parks and gardens, and a Workforce Plan to ensure we have the capability to deliver services and infrastructure now and into the future.

Engagement with renewable energy proponents and the State Government has been a focus to advocate for the best possible outcomes for our community in response to the potential for significant renewable energy developments in our region.

Supporting our aging population remains a priority. In 2024-25, the Shire continued to deliver Homecare services to over 100 clients. The Shire also secured a five-year extension with St Luke's to provide General Practitioner services in town. This partnership not only ensures access to a GP but also enables a range of specialist and allied health services.

And proving once again that Wagin doesn't mind a celebration, on 9 May 2025 the Shire hosted the 40th birthday of Baart the Giant Ram. In beautiful May weather, the community came together to honour Wagin's biggest resident and the many people and organisations that contributed to his construction.

## **CONSULTATION/COMMUNICATION**

Chief Executive Officer; administration staff; staff of AMD Chartered Accountants; the Office of the Auditor General.

## **STATUTORY/LEGAL IMPLICATIONS**

Section 5.54 of the Local Government Act 1995 states:

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year. \* Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report*

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*is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

The Shire of Wagin prepares an Annual Report each year to meet obligations under Part 5 of the Local Government Act 1995. Section 5.53 (1) requires the local government to prepare an annual report. Section 5.53 (2) details the components of the report, as follows:

- '(a) a report from the President;*
- (b) a report from the CEO;*
- [(c), (d) deleted];*
- (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
- (f) the financial report for the year; and*
- (g) such information as may be prescribed in relation to employees; and*
- (h) the auditor's report prepared under 7.9 (1) or 7.12AD(1) for the financial year; and*
- (ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
- (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including-*
  - (i) the number of complaints recorded in the register of complaints; and*
  - (ii) how the recorded complaints were dealt with; and*
  - (iii) any other details that the regulations may require; and*
  - (i) other information as may be prescribed.'*

This report is to be presented to electors of the district 'once every financial year' (section 5.27 (1) of the Act). This is to occur within 56 days of acceptance (s. 5.27 (2) refers) and the recommended date meets that obligation.

## **POLICY IMPLICATIONS**

Many policies have relevance to the preparation of the reports which comprise the annual report or inform its content: key examples being A.18 Asset Management and all F. (Financial) policies including those that address risk management.

## **FINANCIAL IMPLICATIONS**

There is no identified financial implication to this item.

## **STRATEGIC IMPLICATIONS**

All Key Result Areas of the Strategic Community Plan are relevant.

## **VOTING REQUIREMENTS**

Absolute majority.

### **8.3 MANAGER OF FINANCE**

Nil

### **8.4 MANAGER OF WORKS**

#### **8.4.1 WORKS AND SERVICES REPORT – OCTOBER 2025**

<b>AUTHOR OF REPORT:</b>	Manager of Works
<b>SENIOR OFFICER:</b>	Chief Executive Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>FILE REFERENCE:</b>	CM.CO.1
<b>STRATEGIC DOCUMENT REFERENCE:</b>	2025/26 Budget
<b>ATTACHMENTS:</b>	1. Plant Report

#### **OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5547**

**Moved Cr S M Chilcott    Seconded Cr J P Reed**

**That Council NOTES the Manager of Works report.**

**CARRIED UNANIMOUSLY 6/0**

#### **BRIEF SUMMARY**

Nil

#### **BACKGROUND/COMMENT**

##### **CONSTRUCTION CREW:**

- Grading of gravel roads
- Cleaning up fallen trees and debris.
- Stabilising & seal widening of shoulders to Behn-Ord Road and Bullock Hills.
- Stabilising and seal widening to Bockaring Road
- Cleaning and repainting to refuge island Ballagin Road
- Bullock hills road replace old link slabs with 6-barrel culvert pipes at S.L.K 13.50
- Padbury Lane main drain install concrete wall near saltwater pump to prevent erosion.

##### **TOWNS CREW**

- Tiding up of parks and gardens and attending to maintenance work
- Weeding parks and gardens
- Repairing reticulation
- Spraying for weeds town site
- Attending to community requests (Remembrance Day)

##### **UPCOMING WORKS:**

Ongoing grading of rural roads as required.

## Patching rural sealed roads

Stabilising of full airfield taxiway. Bitumen seal widening to taxiway and Asphalt to reloading zone, sealing works scheduled for the 9.12.2025.

## ROAD MAINTENANCE:

The Works crew have attended public requests, general road maintenance issues including blow outs on unsealed roads and fallen trees as they arise.

## TOWN MAINTENANCE:

The town crew have been undertaking community requests, removing fallen trees. Gardening crew has been busy tidying up, watering, weeding and cleaning up.

## PLANT / MACHINERY:

General servicing of small and large plant has been carried out by Shire staff, major servicing, and mechanical repairs to be carried out by Bernie Woodhouse and shire staff.

## TOWN WATER SUPPLY:

Brown dam is 100% full, White dam 90% full and Bowling club dam 100% full

## CONSULTATION/COMMUNICATION

Nil

## STATUTORY/LEGAL IMPLICATIONS

Nil

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

This expenditure has been budgeted.

## STRATEGIC IMPLICATIONS

These assets are required for works in the community.

## VOTING REQUIREMENTS

Simple Majority

## **9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

## **10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

### **CR O'BRIEN'S QUESTION**

Can you please advise what is the plan and/or progress relating to the fit out of the Cricket/Hockey Pavilion? I believe it is important that the fit out of the Cricket/Hockey Pavilion is completed and takes priority before any other 'new' project is commenced.

### **OFFICER RESPONSE**

#### **Recent works**

In recent weeks the concrete ramp and hand rails were installed. I have included some photos below. Fencing for the front part of the building is being ordered which will give the appearance of an old English style ground. Officers are following up on quotes for the electricity connections and basic lighting. I acknowledge that this is taking longer than I would like. Once the electricity is connected it will enable the building to be used for storage and free up the club's shipping container to use for aerial bomber reloading. As detailed in the paper to the November 2024 Ordinary Council Meeting, the construction of the building consumed all of the Local, Roads and Community Infrastructure funding. Officers were working with a hard deadline from the Commonwealth funding which needed to be spent by June 2025 or returned to the Commonwealth. This has been spent and acquitted.

#### **Fitout and next steps**

In relation to plans for fit-out the next step is to hand over the building and engage with the clubs regarding fit-out. Due to the pressing need to spend the LRCI funding, engagement with the clubs on concepts for fitout was limited. I am aware that the club's members had different viewpoints on changerooms and facilities. My recommendation to Council is that after the electricity connections occur and the keys to building are handed over that an internal design prepared by the clubs is costed. This will ensure that Council, the clubs and community agree on a fitout and funding model. The consequence of this approach is that it will take time. My recommendation is that this be considered as part of the 2025-26 budget process and Corporate Business Plan review.

#### **Prioritisation of project**

In relation to not commencing any new projects prior to fitout of the building, I welcome the conversation regarding Council's priorities. Currently there are various priority projects being pursued in parallel. In the 2025-26 budget to deliver on the Corporate Business Plan, Council allocated funding for projects including basketball courts upgrades, footpaths, swimming pool improvements as well as funding for a Waste Strategy and Heavy Vehicle optimisation. Council also set milestones for completing projects as part of my 2025-26 Key Performance Indicators as priorities, including the Staff Accommodation Strategy. I am aware too that Wagin Action Group has received the design for the pump track and that the Wagin Trotting Club

is in talks with the State Government regarding lighting at the showground through the Regional Racing Fund. While I acknowledge that progress on the building has been slow in recent weeks due largely with our approach of using local suppliers to minimise costs I trust that this update reassures you that the project remains a priority. Importantly, producing a costed plan with the club's support will be critical to avoid the compromises that I acknowledge occurred in the LRCI expenditure for the building's construction.



## 11 URGENT BUSINESS

Nil

## 12 CONFIDENTIAL BUSINESS

### COUNCIL RESOLUTION 5548

Moved Cr S M Chilcott    Seconded Cr J P Reed

**That Council move behind closed doors and the meeting be closed to the public in accordance with Section 5.23(c) and (e) of the *Local Government Act 1995*.**

**CARRIED UNANIMOUSLY 6/0**

The public gallery and Manager of Works left the meeting prior to consideration of these matters and did not return.

### 12.1.1 CONFIDENTIAL ITEM - APPOINTMENT OF INDEPENDENT PRESIDING MEMBER AUDIT, RISK AND IMPROVEMENT COMMITTEE

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil.
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	FM.AD.2

*In accordance with Section 5.23(b) of the Local Government Act 1995, this report is confidential as the matter relates the personal affairs of a person*

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5549

Moved Cr S M Chilcott    Seconded Cr G R Ball

That Council:

1. APPOINTS Mr Wade Longmuir as Independent Presiding Member of the Audit, Risk and Improvement Committee commencing from the starting date that the legislative amendments commence
2. In accordance with section 5.100 DETERMINES that the fee for independent members is to be \$135 per meeting
3. REQUESTS that the Chief Executive Officer amends Council Policy C2 Councillors – Out of Pocket Expenses to add the clause:

*"In accordance with section 5.100 Council has resolved that each Committee Member who is not a Council Member is to receive a payment equal to the payment to be made to a Council Member."*

**CARRIED UNANIMOUSLY 6/0**



## 12.1.2 CONFIDENTIAL ITEM – ACTING CEO ARRANGEMENTS – JANUARY 2026

SENIOR OFFICER:	Chief Executive Officer
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	

*In accordance with Section 5.23(a) of the Local Government Act 1995, this report is confidential as the matter affects an employee.*

### OFFICER RECOMMENDATION AND COUNCIL RESOLUTION 5550

Moved Cr M A O'Brien      Seconded Cr G K B West

That Council APPOINTS Mr John Fathers as Acting Chief Executive Officer during the period of Monday, 12 January 2026 through Friday, 30 January 2026 (inclusive)

CARRIED UNANIMOUSLY 6/0

### COUNCIL RESOLUTION 5551

Moved Cr J P Reed      Seconded Cr M A O'Brien

That Council reopen the meeting to the public.

CARRIED UNANIMOUSLY 6/0

### 13 CLOSURE

There being no further business, the Presiding Member, Cr Blight closed the meeting at 8:34pm

I certify that this copy of the minutes is a true and correct record of the meeting held on 25 November 2025

Signed .....

Presiding Elected Member

Date: ..... / ..... / ..... 16/12/2025