



SHIRE OF  
**DOWERIN**  
TIN DOG TERRITORY

# MINUTES

## Ordinary Council Meeting

Held in Council Chambers  
13 Cottrell Street, Dowerin WA 6461  
Tuesday 24 February 2026  
Commencing 4:00pm



# Shire of Dowerin

## Minutes Certification

I certify that these Minutes for the 24 February 2026 Ordinary Council Meeting were presented to the Ordinary Council Meeting held on 24 March 2026

A handwritten signature in black ink, appearing to read 'DP Hudson', written over a horizontal line.

PRESIDENT  
Cr DP Hudson

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## Shire of Dowerin Ordinary Council Meeting 4:00pm Tuesday 24 February 2026

### 1. Official Opening / Obituaries

The President welcomes those in attendance and declares the Meeting open at 4:00pm

### 2. Record of Attendance / Apologies / Leave of Absence

#### Councillors:

Cr DP Hudson	President
Cr RI Trepp	Deputy President
Cr JA Graffin	
Cr AR Jones	
Cr CJ Meakins	
Cr JC Sewell	

#### Staff:

Ms M Barthakur	Chief Executive Officer
Mr B Forbes	Manager of Infrastructure and Projects
Ms C Skinner	Compliance Officer

#### Members of the Public:

#### Apologies:

Cr AJ Metcalf	
Ms M Shirt	Acting Manager of Corporate Services
Ms K Rose	Manager of Governance and Community Services

#### Approved Leave of Absence:

### 3. Public Question Time

Nil

### 4. Disclosure of Interest

12.1 Cr Jason Sewell - Proximity

## 5. Applications for Leave of Absence

Cr AJ Metcalf - March

### Voting Requirements

Simple Majority  Absolute Majority

### Officer's Recommendation/ Resolution - 5

**Moved** Cr Trepp **Seconded:** Cr Graffin

**1269** That, by Simple Majority pursuant to Sections 2.25(1) of the *Local Government Act 1995*, Cr Adam Metcalf be granted Leave of Absence for March 2026.

CARRIED 6/0

**For:** Cr Hudson, Cr Trepp, Cr Graffin, Cr Jones, Cr Meakins, Cr Sewell

## 6. Petitions and Presentations

Nil

## 7. Confirmation of Minutes of the Previous Meeting(s)

7.1 Ordinary Council Meeting held on 27 January 2026

[Attachment 7.1A](#)

### Voting Requirements

Simple Majority  Absolute Majority

### Officer's Recommendation/ Resolution - 7

**Moved** Cr Sewell **Seconded:** Cr Graffin

**1270** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 27 January 2026, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings.

CARRIED 6/0

**For:** Cr Hudson, Cr Trepp, Cr Graffin, Cr Jones, Cr Meakins, Cr Sewell

## 8. Minutes of Committee Meeting(s) to be Received

Nil

## 9. Recommendations from Committee Meetings for Council Consideration

Nil

## 10. Announcements by the Chair Without Discussion

The Chair advised that they attended a Joint Regional Organisation of Councils (ROC) meeting in Perth with the Chief Executive Officer and Deputy. The purpose of the meeting was to engage with State Government Ministers and departments.

The Deputy addressed the meeting on behalf of NEWROC, focusing on energy and economic development. A Parliamentary Secretary and representatives from the State planning department were in attendance.

The Chair thanked the Chief Executive Officer and Deputy for attending the meeting.

**11. OFFICER'S REPORTS - CORPORATE AND COMMUNITY SERVICES**

**11.1 Financial Activity Statements**

<h1>Corporate and Community Services</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	5 February 2026	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Manisha Barthakur, Chief Executive Officer	
<b>Author:</b>	Megan Shirt, Acting Manager of Corporate Services	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>SharePoint Reference:</b>	Organisation / Financial Management / Reporting / Financial Statements / 2025-2026 Monthly Financial Statements	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 11.1A - January Monthly Financial Report</a>	

**Purpose of Report**

Executive Decision                       Legislative Requirement

**Summary**

This item presents the Statement of Financial Activity to Council for the period January 2026.

**Background**

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports which have been prepared and are presented to Council.

**Comment**

To fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Dowerin's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Nature and Type (Statutory) and by Program (for information).

Note 2 - Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

Note 3 - Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

Note 4 - Other Current Assets

This note provides details of other current assets that the Shire may hold.

Note 5 - Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

Note 6- Rate Revenue

This note provides details of rates levied during the year.

Note 7 - Disposal of Assets

This note gives details of the capital asset disposals during the year.

Note 8- Capital Acquisitions

This note details the capital expenditure program for the year.

Note 9 - Borrowings

This note shows the Shire's current debt position and lists all borrowings.

Note 10 - Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

Note 11 - Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

Note 12 - Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 13 - Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

Notes 14 - 16 Operational Data Sub program data

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% or \$5,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

**Consultation**

Manisha Barthakur, Chief Executive Officer

Megan Shirt, Acting Manager of Corporate Services

Ben Forbes, Manager of Infrastructure and Projects

### Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

### Strategic Implications

#### Strategic Community Plan

Community Priority:	Our Organisation
Objective:	<i>Deliver a high standard of governance and administration.</i>
Outcome:	4.1
Reference:	4.1c

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Statutory Implications

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

**Financial Implications**

Nil

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution - 11.1**

**Moved:** Cr Jones

**Seconded:** Cr Sewell


**1271**

That Council, by Simple Majority pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, receives the draft statutory Financial Activity Statement report for the period of January 2026, as presented in Attachment 11.1A.

**CARRIED 6/0**

**For:** Cr Hudson, Cr Trepp, Cr Graffin, Cr Jones, Cr Meakins, Cr Sewell

**11.2 List of Accounts Paid**

<h1>Corporate &amp; Community Services</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	5 February 2026	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Manisha Barthakur, Chief Executive Officer	
<b>Author:</b>	Megan Shirt, Acting Manager of Corporate Services	
<b>Legislation:</b>	<i>Local Government Act 1995;</i> <i>Local Government (Financial Management) Regulations 1996</i>	
<b>SharePoint Reference:</b>	Organisation/Financial Management/Reporting/Financial Statements and Credit Cards	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 11.2A - January 2026 LOP</a> <a href="#">Attachment 11.2B - Credit and Star Cards</a>	

**Purpose of Report**

Executive Decision                       Legislative Requirement

**Summary**

This Item presents the List of Accounts Paid, paid under delegated authority, for January 2026.

**Background**

Nil

**Comment**

The List of Accounts Paid as presented have been reviewed by the Chief Executive Officer.

**Consultation**

Manisha Barthakur, Chief Executive Officer  
 Megan Shirt, Acting Manager of Corporate Services

## Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies. Payments have been made under delegated authority.

## Strategic Implications

### Strategic Community Plan

Community Priority:	Our Organisation
Objective:	<i>Deliver a high standard of governance and administration.</i>
Outcome:	4.1
Reference:	4.1c

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Statutory Implications

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for Council showing creditors paid under delegated authority.

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

## Financial Implications

Nil

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/Resolution - 11.2**

**Moved:** Cr Jones **Seconded:** Cr Graffin

**1272** That Council, by Simple Majority pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Dowerin Municipal Fund, as presented in Attachments 11.2A and as detailed below:

**Summary of List of Accounts Paid - January 2026**

EFT 14533 to EFT 14639	\$694,363.41
Direct Debits Total	\$42,545.36
Payroll Total	\$135,613.20
<b>TOTAL PAYMENTS</b>	<b>\$872,521.97</b>

**CARRIED 6/0**

**For:** Cr Hudson, Cr Trepp, Cr Graffin, Cr Jones, Cr Meakins, Cr Sewell

**11.3 2025/2026 Budget Review**

**Corporate & Community Services**



<b>Date:</b>	8 February 2026
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Manisha Barthakur, Chief Executive Officer
<b>Author:</b>	Megan Shirt, Acting Manager Corporate Services
<b>Legislation:</b>	<i>Local Government Act 1995;</i> <i>Local Government (Financial Management) Regulations 1996</i>
<b>SharePoint Reference:</b>	Organisation / Financial Management / Budget
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 11.3A – Statutory Budget Review</a>

**Purpose of Report**

- Executive Decision
  Legislative Requirement

**Summary**

This Item presents the 2025/2026 Annual Budget Review to Council for consideration and adoption.

**Background**

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires local governments to conduct a budget review between 1 January and the last day February in each financial year. A copy of the review and determination is to be provided to the Department of Local Government, Industry Regulation and Safety within 14 days of the adoption of the review.

The review of the annual budget must be submitted to the council on or before 31 March of the relevant financial year.

Apart from the legislative requirement, it is good practice to review budgets to reflect current market conditions.

**Comment**

The 2025/2026 Budget was adopted by Council at its Special Meeting on 12 August 2025. (CMRef 1156).

When budgets are developed, the values provided to council are the forecast estimate based on the best information available at the time of preparation. With that in mind some budgets are prepared 12-18 months prior to the income or expenditure happening. As such, the budget review provides a mechanism to update the Council with more accurate estimates, based on the current knowledge available.

Staff have reviewed the financial performance of the council between 1 July 2025 and 31 January 2026 and re-estimated forecasts for income and expenditure to 30 June 2026. Council workshopped the budget review data at a workshop held on 27 January 2026.

Since that workshop staff have also included items not addressed in the workshop as mentioned below:

Additional funds required to purchase Possie truck	- \$14,650
Reduced funds from the sale of the skid steer	- \$14,000
Additional Transfer from Plant reserve to fund replacements	+\$23,570

The final presented budget review has resulted in a balanced budget

The explanation to the major variances, is summarised below, and all material variances are documented in Note 5 of the Budget Review Report for the period ending 31 January 2026.

REVENUE	AMOUNT	COMMENT
Fees and Charges	99,575	Higher STA, Private works, and Aged Care fees
Operating Grants and Subsidies	(148,056)	Reduced Financial Assistance grants
Interest Earning	18,622	Higher Municipal Interest Earnings
Other Revenue	20,093	Parental leave revenue, plus other minor changes
EXPENDITURE		
Employee Costs	(15,500)	Reallocation of Costs to materials and contracts
Materials and Contracts	64,198	Various reallocations between expenditure areas. Increased Consultants costs
Other Expenditure	(9,861)	Parental leave payment
CAPITAL REVENUE		
Capital Grants	237,112	Increase to funding of RRG, Bowling Green replacement (Insurance claim). Reduction in funding Generators and Information Bays
Sale proceeds	(14,000)	Reduction in proceeds from Skid Steer
CAPITAL EXPENDITURE		
Buildings	(71,397)	Increased expenditure - Stacey Street works - funded by reserves
Plant and Equipment	(9,570)	Movement of budget in Possie Track purchase
Infrastructure	(279,115)	Increase RRG Works, complete Bowling Green works. Remove sewerage works
OTHER ITEMS		
Transfer from Reserve	93,579	To fund additional Building and Plant replacement costs
Increased BFW Surplus	14,920	Actual surplus was higher than budget

## Consultation

Manisha Barthakur, Chief Executive Officer  
Megan Shirt, Acting Manager Corporate Services  
Ben Forbes, Manager Infrastructure and Projects  
Department Coordinators  
27 January Council Workshop

## Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

## Statutory Implications

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* is applicable and states:

### **33A. Review of budget**

*Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*

(2A) *The review of an annual budget for a financial year must –*

*(a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*

*(b) consider the local government's financial position as at the date of the review; and*

*(c) review the outcomes for the end of that financial year that are forecast in the budget;*

*and*

*(d) include the following –*

*(i) the annual budget adopted by the local government.*

*(ii) an update of each of the estimates included in the annual budget.*

*(iii) the actual amounts of expenditure, revenue, and income as at the date of the review.*

*(iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end of year amount for the item.*

(2) *The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.*

(3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required.*

(4) *Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Organisation

Objective: *Deliver a high standard of governance and administration.*

Outcome: 4.1

Reference: 4.1c

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Risk Implications

The Budget Review must be completed and be submitted to the council on or before 31 March and lodged with the DLGSC within 14 days after a council has decided our Council will be non-compliant with the requirements of the *Local Government (Financial Management) Regulations 1996*.

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

## Financial Implications

If Council adopts the proposed 2025/2026 Budget Review amendments as presented, the result is a balanced budget.

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution - 11.3**

**Moved:** Cr Graffin

**Seconded:** Cr Trepp

**1273**

**That Council, by Absolute Majority, pursuant to Regulation 33A of the Local Government (Financial Management) Regulations 1996, Council:**

1. Adopts the 2025/2026 Budget Review, as presented in Attachment 11.3A; and
2. Within 14 days of the Council considering the review, that a copy of the 2025/2026 Budget Review be submitted to the Department of Local Government, Industry Regulation and Safety.

**CARRIED 6/0**

**For:** Cr Hudson, Cr Trepp, Cr Graffin, Cr Jones, Cr Meakins, Cr Sewell

11.4 Council Policy Review – 3.11 Purchasing Policy

Corporate & Community Services



<b>Date:</b>	9 February 2026
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Megan Shirt, Acting Manager of Corporate Services
<b>Author:</b>	Kahli Rose, Manager of Governance and Community Services
<b>Legislation:</b>	<i>Local Government Act 1995;</i> <i>Local Government (Financial Management) Regulations 1996</i>
<b>SharePoint Reference:</b>	Organisation / Governance / Council Policies
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 11.4A – Current Purchasing Policy</a> <a href="#">Attachment 11.4B - Draft Policy 3.11 – Procurement Policy</a>

**Purpose of Report**

Executive Decision

Legislative Requirement

**Summary**

Council is asked to consider adopting the revised Policy 3.11 – Procurement Policy, which will replace the current Policy 3.11 – Purchasing Policy. The updated policy modernises the Shire’s approach to procurement, strengthens governance and compliance, and better reflects current local government practice and audit expectations.

**Background**

The current Policy 3.11 – Purchasing Policy was adopted in June 2018. Since that time, expectations around procurement across local government have increased, particularly in relation to governance, probity, documentation, sustainability, and value for money.

A review of the existing policy found that while the current purchasing thresholds remain appropriate, the policy would benefit from being updated to provide clearer guidance, stronger controls, and better alignment with contemporary legislative and audit requirements.

As part of this review, the policy has been renamed Policy 3.11 – Procurement Policy to better reflect its broader scope.

**Comment**

The updated policy:

- Broadens the scope from transactional purchasing to a whole-of-procurement approach, including planning, evaluation, contract management, sustainability, and risk considerations;
- Strengthens governance and probity requirements, including clearer expectations around ethical conduct, conflicts of interest, transparency, and record keeping;
- Expands value for money considerations to include whole-of-life costs, technical merit, supplier capability, safety, sustainability, and local economic benefit;
- Introduces clearer and more robust controls for exemptions, emergency purchasing, Expressions of Interest, and sole supplier arrangements;
- More clearly and simply identifies the roles and responsibilities of staff in the procurement process;
- Clarifies requirements for contract variations, extensions, and re-tendering to reduce risk and ensure legislative compliance;
- Improves alignment with contemporary audit expectations, legislation, and better practice across the local government sector; and
- Incorporates a new clause to remove the requirement for purchase orders for transactions under \$100.

These amendments strengthen governance, improve consistency and accountability in procurement decision-making, and reduce compliance and audit risk.

Amendments to officer purchasing limits has been updated as shown in the below table:

ROLE	EXISTING	NEW	NOTE
Chief Executive Officer	Unlimited	Unlimited	N/A
Manag. Infrastructure and Projects	\$20,000	\$80,000	Prev. Asset & Works Coord.
Manag. Corporate Services	\$50,000	\$50,000	Prev. Deputy CEO
Manag. Governance and Community	\$10,000	\$50,000	Prev. Governance Coord.
Home Care Coordinator	\$10,000	\$20,000	Prev. Aged Care Coord.
Community Dev. Coordinator	\$10,000	\$20,000	Prev. CRC Coord.

**\*\* NOTE \*\***

*Above limits relate to the approval of purchase orders, and do not grant all staff access to the Shire's banking systems. Approved officers with access to the bank remain unchanged (CEO, MCS, MGCS).*

**Consultation**

Manisha Barthakur, Chief Executive Officer  
 Megan Shirt, Acting Manager Corporate Services  
 Kahli Rose, Manager of Governance and Community Services  
 Glen Nordsvan, AccWest

**Policy Implications**

If adopted, Policy 3.11 – Procurement Policy will replace Policy 3.11 – Purchasing Policy.

## Statutory Implications

*Local Government Act 1995*

*Section 6.8 – Expenditure not included in annual budget*

1. *A local government may incur expenditure that is not included in the annual budget if the expenditure is required to meet an emergency.*
2. *The mayor or president may authorise the expenditure and the decision is to be reported to the next ordinary council meeting.*

*Local Government (Functions and General) Regulations 1996*

*Regulation 11 – Tendering exemptions*

2. *A local government is not required to invite tenders for a contract for the supply of goods or services if the supply is exempt under this regulation.*

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Organisation

Objective: *Deliver a high standard of governance and administration.*

Outcome: 4.1

Reference: 4.1c

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	Short term non-compliance but with significant regulatory requirements imposed
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Moderate (8)
<b>Key Controls (in place)</b>	Policy development Engagement with internal and external stakeholders
<b>Action (Treatment)</b>	Scheduled policy review Developed protocols
<b>Risk Rating (after treatment)</b>	Effective





**Comment**

The **Attachment B** cover letter submitted by the CBH Group details the relevant planning considerations for the DA. The Officer has reviewed these submissions and has found accordance with the Shire of Dowerin Local Planning Scheme No. 2 (the Scheme), and the Shire of Dowerin Local Planning Strategy 2013 (the Strategy).

Firstly, the DA proposes the following 'works' which are incidental to, and an extension of the permitted 'use' of the site at Lot 25 Goomalling-Wyalkatchem Road (the Site):

1. Installation of a new transfer conveyor (shown on plans as GC06) – which will connect with the rail out-loading facility once it is constructed.
2. Extending two existing ground conveyors (GC02 between OBH 05 and OBH 02, and GC01 between OBH 02 and OBH 04) to connect to the new transfer conveyor.
3. Installing new auger pit.
4. Pavement extensions to provide access to new auger pit.
5. Reducing the size of an existing open bulkhead (shown on the plans as OBH 04).
6. Installing underground conduit; which Western Power will later run cables through to connect the site to mains power.
7. Installing a new electrical switch room.
8. Constructing a new drainage basin (shown on plans as Basin 1) [**Note** – the *Stormwater Management Plan* was not included as related to the technical specifications and reporting for the site drainage so the proposed image for the new Basin 1 is shown as the insert in **Attachment D as Basin C (typo)**] And
9. Associated earthworks, grading and drainage to support the upgrades.

Secondly, the Site is zoned 'Rural' where the use "Industry - Primary Production" is the best fit under the Scheme for the Site and is a permitted use where the activity of grain handling and storage facility by the CBH group has been occurring for over 16 years.

Thirdly, the exposure to the local Bushfire Prone Area (BPA) is isolated at a distance to a small portion of the Site south-west area and fully contained by both Irvine and Rifle Range Roads. Also, there are no habitable buildings nor worksite areas affected thus do not warrant a bushfire assessment to be undertaken due to not triggering such a requirement under the BPA guidelines by reason of being minimal and very distant thus not materially affecting the grain receipt, storage, and dispatch operational footprint of Lot 25.

Fourthly, the clearing of vegetation is not required as the site is already built up and cleared with no existing or new growth vegetation thus no referral to the Department of Water and Environmental Regulation required.

Fifthly, the Strategy vision statement under clause 3 states that "Dowerin will continue to promote the use of best management practices in all its activities especially in the rural industry sector". Therefore, the DA as presented is seeking in part (Stage 1 of 2) to change the out-loading of stored grains from road to rail transport which has been a long lobbied endeavour when rail lines were closed in the past. Furthermore, the Strategy must be read in line with current government policy that is implied by the DA being complimentary to and jointly funded by the Australian Federal Government and State Government of Western Australia (WA) through the Agricultural Supply Chain Improvements (ASCI). The ASCI seeks to achieve critical efficiency improvements for transporting recent and future record grain harvests to ports. The Dowerin CBH Group facility is one of 11 such projects across the State of WA programmed for grain rail sidings (yet to be applied for in Stage 2) which is seen to have the complementary benefits of Increased export capacity during peak periods, reduce road congestion, and improve road and vehicle safety in agricultural regions. Consequently, the Strategy supports such a development through clause 4.4 'Transport' preamble and actions.

Lastly, the DA represents this Stage 1 of 2 as described in **ATTACHMENTS A, B & C**. Therefore, the DA as presented will be non-severable from the future Stage 2 of 2 development consideration which Council will have the opportunity to consider in the near future. Therefore, a legal risk, however unlikely it is perceived, could occur hypothetically if Stage 2 of 2 is not approved. Notwithstanding, many similar developments in the past have occurred in (original Dowerin CBH rail loading facility as an example) and close to town sites where operational amenity matters have over time been effectively managed and mitigated at such facilities. Therefore, in keeping with orderly and proper planning as required in Western Australia and the fact that advertising for the permitted 'use' of the DA cannot be undertaken then a public 'notification' instead of this development recommended approval is recommended.

**Consultation**

Manisha Barthakur, Chief Executive Officer  
 Kahli Rose, Manager of Governance and Community Services  
 Julian Goldacre, Regulatory Officer  
 Emma Haak, Planning and Approvals Lead – CBH Group

**Policy Implications**

Shire of Dowerin Local Planning Strategy 2013.

**Statutory Implications**

Shire of Dowerin Local Planning Scheme No. 2, and  
 Planning and Development (Local Planning Schemes) Regulations 2015

**Strategic Implications**

**Strategic Community Plan**

Community Priority: Our Economy  
 Objective: *Prioritise key economic drivers*  
 Outcome: 2.3  
 Reference: 2.3

**Asset Management Plan**

Nil

**Long Term Financial Plan**

Nil

**Risk Implications**

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Property (Plant, Equipment, Buildings)
<b>Risk Description</b>	Substantiated, public embarrassment, widespread loss of community trust, high widespread multiple media profile, third party actions
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Almost Certain (5)
<b>Risk Matrix Rating</b>	Moderate (5)
<b>Key Controls (in place)</b>	Compliance requirements with approval and conditions.
<b>Action (Treatment)</b>	Observations and direct communications with the CBH Group lead staff.
<b>Risk Rating (after treatment)</b>	Adequate

## Financial Implications

Development application fee of \$13,062.00

## Voting Requirements



Simple Majority



Absolute Majority

## Officer's Recommendation/Resolution - 12.1

**Moved:** Cr Jones

**Seconded:** Cr Meakins

1275

For Council to approve the Development Application for works to be undertaken at the CBH Group facility on Lot 25 (DP 425195) Goomalling - Wyalkatchem Road, Dowerin comprising of the following:

1. Installation of a new transfer conveyer (shown on plans as GC06) - which will connect with the rail out-loading facility once it is constructed,
2. Extending two existing ground conveyors (GC02 between OBH 05 and OBH 02, and GC01 between OBH 02 and OBH 04) to connect to the new transfer conveyer,
3. Installing new auger pit,
4. Pavement extensions to provide access to new auger pit,
5. Reducing the size of an existing open bulkhead (shown on the plans as OBH 04),
6. Installing underground conduit; which Western Power will later run cables through to connect the site to mains power,
7. Installing a new electrical switch room,
8. Constructing a new drainage basin (shown on plans as Basin C), And
9. Associated earthworks, grading and drainage to support the upgrades.

And with the following condition:

1. This development approval pursuant to this resolution will be valid for a period of time of no greater than four years, or as extended on a formal application to the Shire of Dowerin stating a further date extension.

An advice note is provided in good faith and is not limited to with the onus on the applicant in this instance to ensure all other requirements for approvals, permits, licenses and the like are obtained such as:

1. As the case requires a formal application/s to the Shire of Dowerin and/or relevant authority such as for example an apparatus for the treatment of sewerage and/or extension of existing such apparatus, building permit/s, flora and/or flora management permits and approvals, and that noise is restricted to the hours and levels of noise designated and/or within the approved parameters of an endorsed noise management plan by the Chief Executive Officer of the Department of Water and Environmental Regulation.

CARRIED 5/0

**For:** Cr Hudson, Cr Trepp, Cr Graffin, Cr Jones, Cr Meakins

Cr Sewell entered the chambers at 4:12pm

**13. OFFICER'S REPORTS - ASSET & WORKS**

Nil

**14. Urgent Business Approved by the Person Presiding or by Decision**

Nil

**15. Elected Members' Motions**

Nil

**16. Matters Behind Closed Doors**

Nil

**17. Closure**

The President thanked those in attendance, and closed the meeting at 4:13pm