



SHIRE OF
DOWERIN
TIN DOG TERRITORY

MINUTES

Ordinary Council Meeting

To be held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 28 July 2026
Commencing 4:00pm

UNCONFIRMED



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Shire of Dowerin Ordinary Council Meeting 4:00pm Tuesday 28 July 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 – <i>via teams</i>
Cr JA Graffin	
Cr AR Jones	
Cr JC Sewell	
Cr CJ Meakins	

Staff:

Ms M Barthakur	Chief Executive Officer
Ms K Rose	Manager of Governance and Community Services
Mr B Forbes	Manager of Infrastructure and Projects
Ms D Griffiths-I'Anson	Governance Officer

Members of the Public:

Apologies:

Ms R Wall	Manager of Corporate Services
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Approved Leave of Absence:

3. Public Question Time

Nil

4. Disclosure of Interest

Councillors are to complete a Disclosure of Interest Form for each item they are required to disclose an interest in. The Form should be given to the Presiding Member before the meeting commences. After the meeting, the Form is to be provided to the Manager of Governance and Community Services for inclusion in the Disclosures Register.

5. Applications for Leave of Absence

6. Petitions and Presentations

Nil

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

7.1 Ordinary Council Meeting held on 23 June 2026

[Attachment 7.1A](#)

7.2 Special Council Meeting held on 30 June 2026

[Attachment 7.2A](#)

7.3 Special Council Meeting held on 14 July 2026

[Attachment 7.3A](#)

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/ Resolution – 7

Moved: Cr Sewell

Seconded: Cr Jones

1342

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 23 June 2026, as presented in Attachment 7.1A, the Minutes of the Special Council Meeting held on 30 June 2026, as presented in Attachment 7.2A, and the Minutes of the Special Council Meeting held on 14 July 2026, as presented in Attachment 7.3A, 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 President Without Discussion

Nil

11. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

11.1 Financial Activity Statements

Corporate and Community Services

Date:	4 July 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Rachael Wall, Manager of Corporate Services
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
SharePoint Reference:	Organisation / Financial Management / Reporting / Financial Statements / 2025-2026 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 11.1A – June Monthly Financial Report

Purpose of Report

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Executive Decision

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Legislative Requirement

Summary

This item presents the Statement of Financial Activity to Council for the period June 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

Rachael Wall, Manager of Corporate Services

Ben Forbes, Manager of Infrastructure and Projects

Megan Shirt, Consultant

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

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

Seconded: Cr Meakins

1343

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 June 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

Corporate & Community Services

Date:	6 July 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Rachael Wall, Manager of Corporate Services
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
SharePoint Reference:	Organisation/Financial Management/Reporting/Financial Statements and Credit Cards
Disclosure of Interest:	Nil
Attachments:	Attachment 11.2A - June List of Payments Attachment 11.2B - Credit and Star Card Statements

Purpose of Report

☐

Executive Decision

☒

Legislative Requirement

Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for June 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
Rachael Wall, 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. Payments have been made under delegated authority.

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

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

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

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 11.2

Moved: Cr Jones

Seconded: Cr

1344

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 - June 2026

EFT 15074 to EFT 15254	\$1,605,843.38
Direct Debits Total	\$49,647.98
Payroll Total	\$214,856.17
TOTAL PAYMENTS	\$1,870,347.53

CARRIED 6/0

For:

Cr Hudson, Cr Trepp, Cr Graffin, Cr Jones, Cr Meakins, Cr Sewell

11.3 Adoption of the 2026/2027 Budget

Corporate and Community Services

Date:	21 July 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Rachael Wall, Manager of Corporate Services
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996; Local Government (Administration) Regulations 1996; Waste Avoidance and Resources Recovery Act 2001;</i>
SharePoint Reference:	Organisation/Financial Management/Budgeting/2026-2027 Budget
Disclosure of Interest:	Nil
Attachments:	<u>Attachment 11.3A – Statutory Budget</u> Late Attachment 11.3B – Updated Statutory Budget

Purpose of Report



Executive Decision



Legislative Requirement

Summary

The purpose of this report is to present the Shire of Dowerin's Annual Budget for the 2026/27 financial year for Council adoption in accordance with Part 6 "Financial Management" of Section 6.2 of the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

The budget outlines the Shire's operational and capital expenditure, revenue streams including rates and fees and charges, and statutory financial statements. It provides the financial framework for delivering Council's services, programs, and key projects in 2026/27 and reflects Council's long-term strategic priorities.

Council has engaged in a thorough budget development process, including multiple workshops to review strategic projects, operational needs, project priorities, and funding considerations. The budget has been balanced in a financially responsible manner while ensuring the Shire continues to provide essential services and progresses priority projects within its capacity

Background

In accordance with Section 6.2 of the Local Government Act 1995, local governments are required to adopt an annual budget by 31 August each year. The draft 2026/27 Budget has been developed through a comprehensive internal process, incorporating feedback from Elected Members, Executive Management, and external financial advisors.

Councillors participated in three budget workshops held between June and July 2026, where operational needs, strategic priorities, rates modelling, capital projects, and service delivery expectations were reviewed in detail.

The draft budget as presented aligns with the Shire's statutory obligations, strategic objectives, and long-term financial sustainability framework, balancing the delivery of core services with prudent financial management amidst rising operational costs and limited external funding.

Comment

The preparation of the 2026/27 Budget has been undertaken during a period of sustained cost pressures, particularly in areas such as asset maintenance, materials, insurances, and compliance. The Shire's financial management approach has been to balance these challenges through efficient resource allocation, prioritising critical infrastructure projects and maintaining service delivery standards.

The budget includes provision for the continuation of all essential services, with allocations for:

- Routine and reactive road maintenance across the district.
- Waste collection services, including both domestic refuse and recycling.
- Asset renewal programs targeting high-priority infrastructure needs.
- Community programs and support services.
- Compliance, governance, and strategic planning initiatives.

Rates have been modelled with a modest increase, aimed at meeting operational costs and progressing essential capital works without imposing undue burden on the community. Waste service charges remain consistent with the previous financial year.

The draft budget has been prepared in accordance with statutory requirements, is fully funded, and ensures the Shire's operations and key projects can be delivered efficiently and effectively in 2026/27.

Consultation

Councillors – Budget Workshops 1 and 2

Manisha Barthakur, Chief Executive Officer

Megan Shirt, Accwest

Kahli Rose, Manager of Governance and Community Services

Ben Forbes, Manager of Infrastructure and Projects

Rachael Wall, Manager of Corporate Services

Lisa Beagley, Homecare Coordinator

Shelley Matthews, Community Development Coordinator

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority:	Our Organisation
Objective:	We are recognised as a transparent, well governed, and effectively managed Local Government.
Outcome:	Implement and monitor the annual budget to support timely progress toward strategic goals
Reference:	4.1c

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Part 6 'Financial Management' Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, the local government is to prepare and adopt a budget for its municipal fund for the financial year ending on the following 30 June.

Division 5 and 6 of Part 6 of the *Local Government Act 1995* refers to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* detail the form and content of the budget. The draft 2026/27 Budget as presented is considered to meet the statutory requirements.

Risk Implications

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

Financial Implications

Sets the Budget for the 2026-2027 financial year and enables rates and charges to be levied

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 11.3

Moved: Cr Sewell

Seconded: Cr Graffin

13

1. ~~That Council, pursuant to the provision of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopts the budget for the Shire of Dowerin for the 2026/27 financial year which includes the following:~~
 - a. ~~Statement of Comprehensive Income~~
 - b. ~~Statement of Cash Flows~~
 - c. ~~Statement of Financial Activity~~
 - d. ~~Detailed Capital Program~~
 - e. ~~Notes to and forming part of the Budget~~
2. ~~That Council, pursuant to sections 6.32, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rate for all rateable properties with a Gross Rental Valuation (GRV) and Unimproved Valuation (UV):~~

	Rate in \$	Minimum Rate
Residential (GRV)	0.081143	\$967
Commercial/Industrial GRV	0.081143	\$967
Town Rural (GRV)	0.081143	\$967
Other Towns (GRV)	0.081143	\$284
Rural Farmland (UV)	0.034080	\$967
Commercial/Industrial (UV)	0.034080	\$967
Town Rural (UV)	0.034080	\$967
Mining (UV)	0.034080	\$284

3. ~~That, in accordance with Section 41 of the Health Act 1911, Council imposes the following sewerage rates and minimum payments on Gross Rental Values:~~

Gross Rental Value	Rate in \$	Minimum Rate/Charge
Sewerage Rates:		
Residential	0.06288	\$442
Commercial	0.06288	\$910
Vacant	0.06288	\$442
Government	N/A	\$910
Sewerage Fixtures:		
First Fixture	N/A	\$286
Additional Fixtures	N/A	\$130

4. That, in accordance with Division 6 'Rates and Service Charges Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalments:

One Instalment Option	
Full Payment	23 September 2026

Two Instalments Option	
1 st Instalment due date	23 September 2026
2 nd Instalment due date	27 January 2026

Four Instalments Option	
1 st Instalment due date	23 September 2026
2 nd Instalment due date	25 November 2026
3 rd Instalment due date	27 January 2027
4 th Instalment due date	31 March 2027

5. That Council, pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$0 for each instalment after the initial instalment is paid.
6. That Council, pursuant to Section 6.45(3) of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 7% where the owner has elected to pay rates and service charges through an instalment option.
7. That Council, pursuant to Section 6.51(1) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
8. That Council, pursuant to Section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopts the following charges for the removal and deposit of domestic and commercial waste:-

Residential Premises (Including Recycling)	
a. 240ltr Waste Bin Weekly Collection; and	\$399
b. 240ltr Recycle Bin Fortnightly Collection	\$399
Additional Refuse Service	
a. 240ltr Waste Bin Weekly Collection	\$199
Minnivale Residential Collection	
a. 240ltr Waste Bin Weekly Collection (excluding recycling)	\$199

9. Adopts the 2026/2027 Annual Budget for the Shire of Dowerin, as presented, with an estimated operating deficit of \$123,712.

10. ~~Notes that although provision has been made for the proposed housing project loan, the associated loan repayment expenditure has not been included in the 2026/27 Budget, as it is not anticipated that the loan will be drawn down prior to March 2027. Accordingly, loan repayments are expected to commence in the following financial year and will be incorporated into future budgets as required.~~

AMENDED MOTION

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 11.3

Moved: Cr Sewell

Seconded: Cr Graffin

1345

1. That Council, pursuant to the provision of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopts the budget for the Shire of Dowerin for the 2026/27 financial year which includes the following:
 - a. Statement of Comprehensive Income
 - b. Statement of Cash Flows
 - c. Statement of Financial Activity
 - d. Detailed Capital Program
 - e. Notes to and forming part of the Budget
2. That Council, pursuant to sections 6.32, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rate for all rateable properties with a Gross Rental Valuation (GRV) and Unimproved Valuation (UV):

	Rate in \$	Minimum Rate
Residential (GRV)	0.081143	\$967
Commercial/Industrial GRV	0.081143	\$967
Town Rural (GRV)	0.081143	\$967
Other Towns (GRV)	0.081143	\$284
Rural Farmland (UV)	0.034080	\$967
Commercial/Industrial (UV)	0.034080	\$967
Town Rural (UV)	0.034080	\$967
Mining (UV)	0.034080	\$284

3. That, in accordance with Section 41 of the Health Act 1911, Council imposes the following sewerage rates and minimum payments on Gross Rental Values:

Gross Rental Value	Rate in \$	Minimum Rate/Charge
Sewerage Rates:		
Residential	0.06288	\$442
Commercial	0.06288	\$910
Vacant	0.06288	\$442
Government	N/A	\$910
Sewerage Fixtures:		
First Fixture	N/A	\$286
Additional Fixtures	N/A	\$130

4. That, in accordance with Division 6 'Rates and Service Charges Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalments:

One Instalment Option	
Full Payment	23 September 2026

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1 st Instalment due date	23 September 2026
2 nd Instalment due date	27 January 2026

Four Instalments Option	
1 st Instalment due date	23 September 2026
2 nd Instalment due date	25 November 2026
3 rd Instalment due date	27 January 2027
4 th Instalment due date	31 March 2027

5. That Council, pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$0 for each instalment after the initial instalment is paid.
6. That Council, pursuant to Section 6.45(3) of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5% where the owner has elected to pay rates and service charges through an instalment option.
7. That Council, pursuant to Section 6.51(1) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.

8. That Council, pursuant to Section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopts the following charges for the removal and deposit of domestic and commercial waste:

Residential Premises (Including Recycling)	
c. 240ltr Waste Bin Weekly Collection; and	\$399
d. 240ltr Recycle Bin Fortnightly Collection	\$399
Additional Refuse Service	
b. 240ltr Waste Bin Weekly Collection	\$199
Minnivale Residential Collection	
b. 240ltr Waste Bin Weekly Collection (excluding recycling)	\$199

9. Adopts the 2026/2027 Annual Budget for the Shire of Dowerin, as presented, with an estimated operating deficit of \$123,712.
10. Notes that although provision has been made for the proposed housing project loan, the associated loan repayment expenditure has not been included in the 2026/27 Budget, as it is not anticipated that the loan will be drawn down prior to March 2027. Accordingly, loan repayments are expected to commence in the following financial year and will be incorporated into future budgets as required.

CARRIED 6/0

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

11.4 Setting Material Variance for Monthly Financial Reports

Corporate and Community Services

Date:	20 July 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Rachael Wall, Manager of Corporate Services
Legislation:	<i>Local Government Act 1995;</i> <i>Local Government (Financial Management) Regulations 1996;</i> <i>Local Government (Administration) Regulations 1996;</i> <i>Waste Avoidance and Resources Recovery Act 2001;</i>
SharePoint Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

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Executive Decision

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Legislative Requirement

Summary

Each financial year, Council must set material variance thresholds for the Monthly Statement of Financial Activity. These thresholds determine when variances between actual and budgeted year-to-date figures must be investigated and explained.

Background

Under Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, a local government is required to adopt, at the start of each financial year, a percentage or dollar value to define what constitutes a “material variance” for reporting purposes. This threshold ensures that Council’s financial reporting focuses on variances of a scale that could impact decision-making, rather than minor fluctuations.

Material variances are important because they act as a trigger for management commentary, allowing Elected Members to understand the reasons for significant differences in income or expenditure against budget. This process supports transparency, sound financial management, and informed governance decisions.

In setting the variance thresholds, consideration is given to the size of the Shire’s operations, the level of financial activity, and industry benchmarks. A threshold that is too low may result in excessive and unnecessary reporting on immaterial items, creating inefficiency. A threshold that is too high may lead to insufficient oversight of emerging issues.

Comment

In previous years, Council has adopted a material variance threshold of 10% or \$5,000, whichever is greater. This approach has provided an appropriate balance between identifying meaningful variances and avoiding excessive administrative burden.

This threshold is consistent with common practice among Band 4 local governments in Western Australia and aligns with the principles set out in Australian Accounting Standard AASB 1031 – *Materiality* and AAS 5 – *Materiality in Financial Statements*.

If adopted, these thresholds will apply to all monthly financial statements presented to Council during the 2026/27 financial year and will guide the inclusion of explanatory notes for any identified variances.

Consultation

Audit, Risk and Improvement Committee
Manisha Barthakur, Chief Executive Officer
Rachael Wall, Manager of Corporate Services

Policy Implications

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996, r.34(5), Local Government Act 1995, Local Government (Audit) Regulations 1996

Strategic Implications

Strategic Community Plan

Community Priority:	Our Organisation
Objective:	We are recognised as a transparent, well governed, and effectively managed Local Government.
Outcome:	Implement and monitor the annual budget to support timely progress toward strategic goals
Reference:	4.1c

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Major (4)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (5)
Key Controls (in place)	Monthly Financial Reports, Governance Calendar, Financial Management Framework & Legislation
Action (Treatment)	Audit, Risk and Improvement Committee to monitor the appropriateness of the material variances adopted.
Risk Rating (after treatment)	Adequate

Financial Implications

Nil direct financial implications, however appropriate variance thresholds assist in early detection of budget issues that may require corrective action.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 11.4

Moved Cr Graffin

Seconded: Cr Meakins

1346

That Council, by Absolute Majority, adopts the Audit and Risk Committee's recommendation to set the material variance thresholds for the 2026/27 financial year at 10% or \$5,000, whichever is greater, for analysing variances between actual and budget year-to-date figures in the Monthly Statement of Financial Activity, with explanatory notes to be provided for all items meeting these thresholds.

CARRIED 6/0

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

11.5 Performing Executive Functions

Corporate & Community Services

Date:	20 July 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Rachael Wall, Manager of Corporate Services
Legislation:	<i>Local Government Act 1995;</i> <i>Local Government (Financial Management) Regulations 1996;</i> <i>Local Government (Administration) Regulations 1996;</i> <i>Waste Avoidance and Resources Recovery Act 2001;</i>
SharePoint Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Summary

As per section 3.18 of the Local Government Act 1995, each year, Council is required to satisfy itself that the executive function performed in providing services and facilities was managed efficiently and effectively.

Background

Section 3.18 of the *Local Government Act 1995* outlines the executive functions of local governments in providing services and facilities to their communities. It requires local governments to ensure that the services and facilities they offer are managed efficiently and effectively, and that they do not inappropriately duplicate those provided by other levels of government or private sector entities.

This item seeks to formalise that review and provide assurance to Council that the Shire's current service delivery approach is both compliant and strategic.

The Shire of Dowerin provides a range of services and facilities, including but not limited to aged care and disability services through the Home Care Program, short-stay and caravan park management, the Community Resource Centre (CRC), and recreational and community infrastructure. These services are not provided in isolation or in duplication of other government programs but are designed to address local needs, fill service delivery gaps, and facilitate access to essential services in the region.

In many instances, particularly in regional and remote contexts, local governments play a unique facilitative role. For example, the Shire's management of the CRC and its integration with broader community services enhances accessibility and coordination without replicating the core functions of other agencies. Similarly, the Shire's involvement in short-stay and caravan park accommodation supports tourism and economic development, complementing private sector and state efforts.

This review confirms that the Shire's executive functions are delivered efficiently, are responsive to community needs, and are integrated with broader service systems. Council's role remains distinct and appropriately scoped within its legislative powers, ensuring that duplication is avoided and that resources are optimally utilised for community benefit.

Comment

This is an important part of the Local Government Act 1995 that Council must review each year. This was included in a previous Compliance Audit Return and was asked as follows:

- a. *Has the local government satisfied itself that the services and facilities that it provides ensure integration and co-ordination of services and facilities between governments?*
- b. *Has the local government satisfied itself that the services and facilities that it provides avoid unnecessary duplication of services or competition particularly with the private sector?*
- c. *Has the local government satisfied itself that the services and facilities that it provides ensure services and facilities are properly managed?*

Council only provides services and facilities that are not present in the district, so it does not duplicate services, rather facilitates and complements.

It coordinates with government departments, where possible, by applying for grant monies.

Council is satisfied with the efficiency and effective management of the services and facilities by way of the continued funding through the budget process. However, to formalise this process Council should adopt the recommendation.

Consultation

Manisha Barthakur, Chief Executive Officer

Rachael Wall, Manager of Corporate Services

Policy Implications

Nil

Statutory Implications

Local Government Act 1995, section 3.18 - Performing Executive Functions.

3.18 Performing executive functions

- 1) *A local government is to administer its local laws and may do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act.*
- 2) *In performing its executive functions, a local government may provide services and facilities.*
- 3) *A local government is to satisfy itself that services and facilities that it provides -*
 - a) *integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body;*
 - b) *do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and*
 - c) *are managed efficiently and effectively.*

Strategic Implications

Strategic Community Plan

Community Priority:	Our Organisation
Objective:	We are recognised as a transparent, well governed, and effectively managed Local Government.
Outcome:	Implement and monitor the annual budget to support timely progress toward strategic goals
Reference:	4.1c

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Moderate (3)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (5)
Key Controls (in place)	Governance Calendar, Financial Management Framework & Legislation
Action (Treatment)	The requirement to comply with section 3.18 of the Local Government Act 1995 to be added to the Shire's compliance calendar.
Risk Rating (after treatment)	Adequate

Financial Implications

Nil

Voting Requirements

☐

Simple Majority

☒

Absolute Majority

Officer's Recommendation/Resolution - 11.5

Moved Cr Sewell

Seconded: Cr Jones

1347

That Council, by Absolute Majority, in accordance with section 3.18 of the Local Government Act 1995, confirms

1. that it is satisfied that the executive function it performed in its provision of services and facilities was managed efficiently and effectively; and
2. notes that, in providing services and facilities, Council:
 - a. Integrates and coordinates, so far as practicable, with any services and facilities provided by the Commonwealth Government, the State Government or any other body or person, whether public or private.
 - b. Avoids unnecessary duplication, to an extent that Council considers inappropriate; and where appropriate, facilitates, coordinates and complements services or facilities provided by the Commonwealth Government, the State Government or any other body or person, whether public or private.

CARRIED 6/0

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

11.6 Rescission and Re-Adoption of the 2026/27 Schedule of Fees and Charges

Corporate & Community Services

Date:	21 June 2026
Location:	Not Applicable
Responsible Officer:	Rachael Wall, Manager of Corporate Services
Author:	Kahli Rose, Manager of Governance and Community Services
Legislation:	Local Government Act 1995; Local Government (Administration) Regulations 1996
SharePoint Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	<u>Attachment 11.6A – 2026/27 Schedule of Fees and Charges (Corrected)</u>

Purpose of Report



Executive Decision



Legislative Requirement

Summary

Following adoption of the 2026/27 Schedule of Fees and Charges at the Ordinary Council Meeting held 23 June 2026 (Resolution 1338), a subsequent review by administration identified numerous administrative errors in the fee amounts presented to Council, affecting both Council-set fees and statutory fees. In the interests of transparency, this report recommends Council revoke Resolution 1338 and adopt a corrected Schedule of Fees and Charges for the 2026/27 financial year in its place.

Background

Council adopted the 2026/27 Schedule of Fees and Charges at the Ordinary Council Meeting held 23 June 2026 (Resolution 1338), by Absolute Majority, pursuant to Sections 6.16 and 6.19 of the Local Government Act 1995.

Following adoption, administration undertook a detailed review of the schedule and identified a number of administrative errors in the fees and charges as presented to Council. The fee lines were calculated using an incorrect formula in the fee schedule spreadsheet, which caused a number of amounts to be applied inconsistently with the intended increase and, in some cases, with the correct statutory basis. These errors affected both fees set at Council's discretion and fees prescribed under statute.

Administration has since corrected these errors and re-checked the schedule in full. Given the number and extent of the amendments, the changes are considered to render Resolution 1338 substantially different from what was originally adopted, and Regulation 10 of the Local Government (Administration) Regulations 1996 therefore applies to this matter.

Comment

The Schedule of Fees and Charges adopted under Resolution 1338 applied a blanket 5% increase across the majority of Council fees, consistent with the parameters adopted as part of the 2026/27 budget process. The administrative review identified errors in a number of fee lines, which have been corrected in the attached schedule prior to it being presented to Council for adoption.

Summary of key amendments – Council (discretionary) fees

Community Resource Centre

- *Updated to reflect the single line for merchandise purchases, as adopted by council at the February 2025 Ordinary Council Meeting, (Resolution 1061), noting: “Merchandise/Miscellaneous Promotional Packs” at “Market Value”, rather than listing individual merchandise items.*

General Items

- *The requested 5% blanket increase has been applied to all other Council discretionary fees.*

Summary of key amendments – statutory fees

- *A number of statutory fees had a general increase applied to the fees, although this cannot be implemented legally as the fees are set out within the relevant Acts and Regulations. These errors have been corrected.*
- *Offensive Trades items have been removed, as the regulations and charges surrounding these were rescinded in 2024.*
- *Building charges have been amended in line with recent July 2026 statutory increases.*

Fees excluded from the 5% blanket increase

The following fees and charges were not subject to the standard 5% increase applied across the schedule. The reasons for exclusion are set out below:

- **Rental Charges**
 - o *Residential income from Shire owned properties have had an increase to align rental charges with market expectations.*
- **Dowerin Home Care**
 - o *Following a comprehensive review by an organisation called QCI (assigned through the state govt with a grant), Home care fees have been amended in line with guidance from the QCI experts aligning with Australian Government Department of Health, Disability and Ageing under the Commonwealth Home Support Programme (CHSP) and Support at Home (SAH) program.*
- **Wet and Dry Plant Hire**
 - o *Fees have been amended to reflect current market conditions.*
- **Short Stay Accommodation**
 - o *Fees have been updated to align with services within the Wheatbelt Region.*

As the corrected schedule is to take effect from 1 July 2026, administration will reconcile fees charged between 1 July 2026 and the date of this meeting against the corrected schedule and will process any adjustment or refund required where an incorrect fee was applied during that period.

Consultation

Manisha Barthakur, Chief Executive Officer

Kahli Rose, Manager of Governance and Community Services

Denika Griffiths-I’Anson, Governance Officer

Rachael Wall, Manager of Corporate Services

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

Section 6.16 – Imposition of fees and charges

(1) A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
Absolute majority required.

(3) Fees and charges are to be imposed when adopting the annual budget but may be –

- (a) imposed* during a financial year; and*
- (b) amended* from time to time during a financial year.*

**Absolute majority required.*

Section 6.17 – Setting level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors –

- (a) the cost to the local government of providing the service or goods; and*
- (b) the importance of the service or goods to the community; and*
- (c) the price at which the service or goods could be provided by an alternative provider.*

Local Government (Administration) Regulations 1996

Regulation 10 – Revoking or changing decisions (Act s. 5.25(1)(e))

(1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported –

- (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or*
- (b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.*

(1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

(2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made –

- (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or*
- (b) in any other case, by an absolute majority.*

(3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

Resolution 1338 was carried by Absolute Majority on 23 June 2026. Regulation 10(2)(a) therefore requires the revoking decision to also be made by Absolute Majority. Regulation 10(1) and (1a) further require that notice of the motion to revoke be signed by at least one-third of the number of offices of Council (inclusive of the mover) prior to the motion being considered.

Strategic Implications

Strategic Community Plan

Community Priority:	Our Organisation
Objective:	<i>We are recognised as a transparent, well governed, and effectively managed Local Government.</i>
Outcome:	<i>Implement and monitor the annual budget to support timely progress toward strategic goals</i>
Reference:	4.1c

Asset Management Plan

Nil

Long Term Financial Plan

Correcting the schedule ensures fees and charges remain accurate, equitable and aligned with cost recovery principles, supporting the Shire's Long Term Financial Plan objective of maintaining diversified revenue sources and reducing reliance on rate revenue. Prompt correction also protects the integrity of the revenue estimates contained in the 2026/27 Annual Budget.

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Short term non-compliance but with significant regulatory requirements imposed
Consequence Rating	Moderate (3)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (9)
Key Controls (in place)	Governance Calendar, Financial Management Framework & Legislation, Regulation 10 of the Local Government (Administration) Regulations 1996
Action (Treatment)	This report revokes Resolution 1338 and adopts a corrected schedule in accordance with Regulation 10. Administration is also implementing an independent second check of the fees and charges schedule against source data prior to future Council presentation, to reduce the risk of recurrence.
Risk Rating (after treatment)	Adequate

Financial Implications

The corrected schedule does not materially alter the overall revenue estimates contained in the 2026/27 Annual Budget. However, fees charged between 1 July 2026 and the date of this meeting under the incorrect schedule may require adjustment.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 11.6

Moved Cr Graffin

Seconded: Cr Jones

1348

That Council, by Absolute Majority, pursuant to Regulation 10 of the Local Government (Administration) Regulations 1996 and Sections 6.16 and 6.17 of the Local Government Act 1995:

1. Revokes Resolution 1338, carried at the Ordinary Council Meeting held 23 June 2026, which adopted the Schedule of Fees and Charges for the 2026/27 financial year;
2. Adopts the corrected Schedule of Fees and Charges for the 2026/27 financial year, as set out in Attachment 11.6A;
3. Authorises the Chief Executive Officer to implement the corrected Schedule of Fees and Charges effective from 1 July 2026, and to determine and process any adjustment or refund required in respect of fees charged under the previous schedule between 1 July 2026 and the date of this resolution; and
4. Notes that statutory fees will be amended as required should any *legislative* changes occur during the financial year.

CARRIED 6/0

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

12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

12.1 2026 WALGA Local Government Convention

Governance & Compliance

Date:	17 July 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Kahli Rose, Manager of Governance and Community Services
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment 12.1A – 2026 WALGA Convention Program (website link) Attachment 12.1B – Notice of AGM

Purpose of Report



Executive Decision



Legislative Requirement

Summary

To determine attendance by Councillors and Staff at the 2026 Western Australian Local Government Association (WALGA) Local Government Convention.

Background

The WALGA Local Government Convention is the premier annual event for the local government sector in Western Australia, bringing together Elected Members, Chief Executive Officers, senior staff, and key stakeholders from across the State to discuss current issues, share knowledge, and build professional networks.

The 2026 Convention will be held Wednesday, 16 September to Friday, 18 September 2026 at the Perth Convention and Exhibition Centre. The theme is “Tomorrow’s World”, focusing on how the decisions made today shape enduring outcomes for communities into the future. The program includes keynote addresses from guest speakers, concurrent professional development sessions, networking events, and the WALGA Annual General Meeting (AGM), which will be held on Thursday, 17 September 2026 at 2:30pm.

A copy of the full program is included as Attachment 12.1A.

Comment

The Convention remains the key annual forum for local government advocacy and professional development in WA, and the AGM component requires the Shire to have registered voting delegates present to exercise its vote on sector-wide motions.

Attendance by President Hudson and the CEO ensures the Shire is represented at both the Convention program and the AGM, consistent with Policy 1.3 – Councillor Attendance at Conferences, Seminars, Training Courses and Meetings.

Attendance was raised with Councillors at the June workshop, and no objections were noted.

Consultation

Manisha Barthakur, Chief Executive Officer

Councillors, June Workshop

Policy Implications

Policy 1.3 Councillor Attendance at Conferences, Seminars, Training Courses and Meetings.

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: Advocate effectively on behalf of our community

Outcome: Develop a robust advocacy strategy and maximise the ability to advocate with other government departments, key ministers /cabinet, with members of Great Eastern Country Zone, North Eastern Wheatbelt Regional Organisation of Councils (NEWROC), and the WA Local Government Association (WALGA).

Reference: 4.3a

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Nil

Risk Implications

Risk Profiling Theme	Engagement Practices
Risk Category	Financial Impact
Risk Description	\$5,001 - \$50,000
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	Policy 1.3 Councillor Attendance at Conferences, Seminars, Training Courses and Meetings.
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Financial Implications

The estimated cost has been budgeted **per delegate** have been determined below:

Registration (Full Delegate)	\$1,300.00
Welcome Drinks	\$130.00
Icons Breakfast	\$120.00
The Kingsman Soiree	\$200.00
Accommodation (3 nights)	\$1,000.00
Meals	\$300.00
Total (per attendee)	\$3,050.00

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 12.1

Moved Cr Graffin

Seconded: Cr Meakins

1349 That, by simple majority:

1. President Hudson, Cr Trepp, and the Chief Executive Officer be registered to attend the 2026 Western Australian Local Government Association Local Government Convention.
2. President Hudson and Cr Trepp be registered as voting delegates for the Western Australian Local Government Association Annual General Meeting.

CARRIED 6/0

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

12.2 Australia Day Awards Terms of Reference Review

Governance and Compliance

Date:	17 July 2026
Location:	Nil
Responsible Officer:	Kahli Rose, Manager of Governance and Community Services
Author:	Kahli Rose, Manager of Governance and Community Services
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 12.2A – Revised Australia Day Awards Terms of Reference

Purpose of Report



Executive Decision



Legislative Requirement

Summary

The Australia Day Awards Terms of Reference has been reviewed to address a gap in the low-nomination process and to strengthen panel conduct and privacy provisions.

The review identified that the Terms of Reference did not provide for categories that attract fewer than three nominations, and did not include a conflict of interest declaration, casual vacancy provision, consensus fallback or privacy clause.

The amended Terms of Reference, provided in tracked changes at Attachment 12.2A, incorporates these amendments together with minor formatting corrections.

Background

The Australia Day Awards Terms of Reference sets out the eligibility criteria, nomination process, judging panel and administration of the Shire's annual Australia Day Awards program.

Clause 4.4 of the Terms of Reference requires the judging panel to review the adopted Terms of Reference and hold an annual post-event meeting to evaluate the program and discuss improvements.

This review identified that the Terms of Reference did not provide for circumstances where a category attracts fewer than three nominations, and that several governance and privacy provisions common to comparable Council documents had not yet been included.

The current Terms of Reference was adopted by Council at the June 2025 Ordinary Council Meeting (CMRef:1134).

Comment

A review of the Terms of Reference has been undertaken as part of the judging panel's periodic review under clause 4.4.

The review considered gaps identified through administration of past nomination cycles and current governance and privacy practice. The majority of amendments are intended to close these gaps and improve fairness, clarity and compliance.

Key amendments include:

- a provision allowing previously submitted nominations to be carried forward where a category receives fewer than three nominations in the current year (clause 3.3);
- a requirement for judging panel members to declare, and step back from, any conflict of interest (clause 4.2);
- a casual vacancy provision for the judging panel (clause 4.3);
- a majority vote fallback where the panel cannot reach consensus (clause 4.5); and
- a privacy clause confirming that nominee personal information is handled in accordance with the Shire's Privacy Policy, and a new Document Control section recording version, adoption and review information (clauses 3.4 and 8), together with minor formatting corrections.

The most significant amendment is set out below:

Clause 3.3 – Carry-Forward of Nominations Where Fewer Than Three Nominations Are Received

The amended clause allows nominations from the preceding two award years to be carried forward for consideration where a category attracts fewer than three nominations in the current year, provided the nominee remains eligible under the Terms of Reference.

Currently, no mechanism exists for this circumstance, meaning a category with limited nominations may have no eligible field and an award may need to be withheld unnecessarily. The amendment is intended to preserve the intent of each category while maintaining the integrity of the nomination and consent process.

The amended Terms of Reference is provided in tracked changes to allow Council to review each amendment individually.

Consultation

Manisha Barthakur, Chief Executive Officer

Kahli Rose, Manager of Governance and Community Services

Australia Day Committee Members

Policy Implications

Nil

Statutory Implications

There is no specific statutory requirement governing the Australia Day Awards Program or this Terms of Reference. Council's authority to adopt and amend the Terms of Reference derives from the general function of local government under the Local Government Act 1995.

Local Government Act 1995

Section 3.1 – General function

"The general function of a local government is to provide for the good government of persons in its district."

Strategic Implications

Strategic Community Plan

Community Priority:	Our Community
Objective:	Community connection and care for one another
Outcome:	1.1
Reference:	1.1

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Engagement Practices
Risk Category	Reputation (Social/Community)
Risk Description	Substantiated, localised impact on community trust or low media item
Consequence Rating	Minor (2)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Moderate (6)
Key Controls (in place)	Existing Terms of Reference and annual judging panel review under clause 4.4
Action (Treatment)	Adoption of the amended Terms of Reference, incorporating a low-nomination contingency, conflict of interest declaration, casual vacancy and privacy provisions.
Risk Rating (after treatment)	Effective

Financial Implications

There are no direct financial implications associated with the proposed amendments. The Australia Day Awards Program continues to be funded through the Shire's annual operational budget

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution - 12.2

Moved Cr Jones

Seconded: Cr Sewell

1350

That Council, by Simple Majority:

1. adopts the amended Australia Day Awards Terms of Reference with the amendments as presented in Attachment 12.2A; and
2. authorises the Chief Executive Officer to make minor administrative, formatting or legislative reference amendments to the Terms of Reference where required, provided such amendments do not alter the intent or effect of any clause.

CARRIED 6/0

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

12.3 NEWROC Transfer Station Stage 1 Grant

Governance and Compliance

Date:	16 July 2026
Location:	Nil
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Manisha Barthakur, Chief Executive Officer
Legislation:	<i>Local Government Act 1995</i>
SharePoint Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 12.3A - Recycling Modernisation Fund Project Plan Attachment 12.3B - Regional Landfill Site Assessments (2) Attachment 12.3C - Minutes of NEWROC Meeting 7 July 2026

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This report provides Council with an update regarding the NEWROC Transfer Station Stage 1 Project, funded through the WA Recycling Modernisation Fund.

Background

The NEWROC member Shires have been working collaboratively on regional waste management solutions for a number of years, recognising the increasing challenges associated with landfill capacity, compliance requirements, resource recovery and the long-term sustainability of waste services.

Over time, with changes in Chief Executive Officers and Elected Members across NEWROC, the direction and progression of the project has experienced periods of uncertainty. Following renewed consideration by the NEWROC Executive and member Councils, the region was successful in securing funding through the WA Recycling Modernisation Fund administered by the Department of Water and Environmental Regulation (DWER).

The successful grant funding provides a significant opportunity for NEWROC member Shires to improve existing waste management facilities and increase resource recovery outcomes across the region.

Following the grant approval, consideration was given to the readiness of individual sites and the timing of project implementation. In particular, the proposed Wyalkatchem regional landfill facility ("superpit") is not currently at a stage where it can accommodate the full regional waste model initially considered under future stages of the project.

As a result, concerns were raised regarding committing to infrastructure and resources before the long-term regional waste solution was fully developed. The matter was referred back to NEWROC Council for further discussion and clarification.

At the NEWROC Council meeting, members undertook a robust and constructive discussion regarding the project, including the current status of the regional landfill concept, individual site requirements, operational considerations and the need to progress Stage 1 while continuing to investigate longer-term options.

All NEWROC member Shires agreed to proceed with Stage 1 of the project, recognising that the current funding opportunity provides immediate benefits to existing waste facilities and supports improved recycling and resource recovery outcomes.

It was also acknowledged that Stage 2 of the project, being the establishment of a regional landfill facility, is not yet ready for implementation and will require further investigation, planning, approvals, cost analysis and consideration by member Councils.

The approved project funding arrangements are as follows:

- WA Recycling Modernisation Fund Grant: \$521,664 (excluding GST)
- NEWROC Contribution: \$260,832 (excluding GST)
- Total Project Value: \$782,496 (excluding GST)

The grant funding will support the implementation of Stage 1 works across NEWROC member Shires, including improvements to existing transfer station infrastructure, waste separation capability and resource recovery outcomes.

Comment

Stage 1 of the NEWROC Transfer Station Project will proceed with the implementation of waste separation and recycling infrastructure across member Shires.

The project deliverables include the installation of recycling infrastructure, including collection bins and supporting works at existing landfill and transfer station sites. While the full regional waste model is still being developed, Stage 1 provides an opportunity to improve current waste management practices and support better resource recovery outcomes.

It is recognised that individual sites may require different approaches depending on their operational requirements, available land, future waste volumes and long-term suitability.

For the Shire of Dowerin, further assessment will be undertaken to determine the most appropriate location and infrastructure requirements. This may include improvements to the existing site, including preparation and cleaning of an identified area, consideration of alternative regional options where appropriate, or investigation of another suitable location should the current site not meet future requirements.

The project funding provides a valuable opportunity for NEWROC member Shires; however, implementation will continue to be managed carefully to ensure infrastructure decisions are practical, compliant and aligned with each Shire's long-term waste management needs.

Further work will continue through NEWROC regarding Stage 2 considerations, including future regional landfill options, logistics, compliance requirements and potential cost implications

Consultation

NEWROC Council and Executive Team

Cr Darrel Hudson, Shire President

Cr Robert Trepp, Deputy President

Cr Chris Meakins

DWER

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Environment

Objective: Improve waste management within the Shire

Outcome: Work with NEWROC to improve local waste management infrastructure

Reference: 3.1a

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Natural Environment
Risk Description	\$50,001 - \$200,000
Consequence Rating	Minor (2)
Likelihood Rating	Almost Certain (5)
Risk Matrix Rating	High (10)
Key Controls (in place)	Participation in NEWROC regional waste planning, grant funding oversight and engagement with DWER requirements.
Action (Treatment)	Continue implementation of Stage 1 project requirements and undertake further assessment of future regional waste management options.
Risk Rating (after treatment)	Adequate

Financial Implications

Pending confirmation of the final share of each member shire, Shire of Dowerin has provisioned \$80,000 within the 2026/2027 Capital Budget towards the project.

The project is funded through a combination of WA Recycling Modernisation Fund grant funding and NEWROC contributions.

The Shire of Dowerin's contribution will be managed through the agreed NEWROC funding allocation.

Any future regional landfill infrastructure proposal will require separate financial assessment and Council consideration.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 12.3

Moved Cr Graffin

Seconded: Cr Sewell

1351 That, by Simple Majority, Council

1. Receives the update regarding the NEWROC Transfer Station Stage 1 Project funded through the WA Recycling Modernisation Fund.
2. Notes that the project has received grant approval through the Department of Water and Environmental Regulation (DWER), with the Shire of Dowerin acting as the executing authority for the Deed of Grant on behalf of NEWROC.
3. Notes that Stage 2 of the project, being the development of a potential regional landfill facility, remains subject to further investigation, including feasibility assessments, operational requirements, financial modelling, regulatory approvals and future Council consideration.
4. Notes that the Shire of Dowerin's final project requirements and contribution are yet to be confirmed, with an allocation of \$80,000 provisioned within the 2026/2027 Capital Budget pending finalisation of project costs and site requirements

CARRIED 6/0

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

13. OFFICER'S REPORTS – ASSET & WORKS

13.1 RAV Amendment Request – Spark Transport

Asset & Works

Date:	25 June 2026
Location:	Shire of Dowerin
Responsible Officer:	Ben Forbes, Manager of Infrastructure and Projects
Author:	Ben Forbes, Manager of Infrastructure and Projects
Legislation:	<i>Road Traffic Act 1974; Road Traffic (Vehicle) Regulations 2014</i>
SharePoint Reference:	Technical / Roads
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☐

Executive Decision

☒

Legislative Requirement

Summary

The Shire has received an application from Spark Transport seeking amendments to the Restricted Access Vehicle (RAV) Network and Accredited Mass Management Scheme (AMMS) classifications on various roads within the Shire of Dowerin.

The application generally seeks to increase the Tandem Drive Network classification from RAV 4 to RAV 7 whilst retaining the existing approved Concessional Mass Level 1. The Officer supports the proposed AMMS amendment on Kalguddering Road for network continuity but does not support the majority of the proposed RAV Network upgrades due to road condition, geometry and operational safety considerations.

Background

Main Roads Western Australia Heavy Vehicle Services has referred an application from Spark Transport requesting amendments to the Restricted Access Vehicle Network and Accredited Mass Management Scheme classifications on several local roads.

The requested changes have been assessed having regard to road condition, road geometry, asset management principles, public safety and the long-term suitability of the Shire's road network.

Dimension Requirements						Road Manager to Complete	
Road No.	Road Name	From Location (SLU)	To Location (SLU)	Current Network	Requested Network	Traffic Volumes (VPD)	Comments
4070077	Bailey East West Rd	Dowerin - Kalannie Rd (0.000)	Bailey Rd (5.340)	Tandem Drive Network 4	Tandem Drive Network 7		
4070038	Bailey Rd	Dowerin - Koorda Rd (0.000)	Booralaming West Rd (8.120)	Tandem Drive Network 4	Tandem Drive Network 7		
4070082	Clinic Rd	Ejanding West Rd (0.000)	Phillips Rd (4.980)	Tandem Drive Network 4	Tandem Drive Network 7		
4070028	Ejanding East Rd	Dowerin - Kalannie Rd & Ejanding Siding Rd (0.000)	Rabbit Proof Fence Rd (9.700)	Tandem Drive Network 4	Tandem Drive Network 7		
4070010	Ejanding West Rd	Dowerin - Kalannie Rd (0.000)	Uberin Rd (12.410)	Tandem Drive Network 4	Tandem Drive Network 7		
4070015	Hindmarsh Back Rd	Dowerin - Meckering Rd (0.000)	Twenty Six Gate Rd (15.110)	Tandem Drive Network 4	Tandem Drive Network 7		
4070063	Kalguddering Rd	Uberin Rd (0.000)	Kalguddering West Rd (3.910)	Nil	Tandem Drive Network 7		
4070003	Koombekine North Rd	Uberin Rd (6.780)	Ejanding West Rd (18.850)	Tandem Drive Network 4	Tandem Drive Network 7		
4070042	McHugh Rd	Koombekine North Rd & Lake Koombekine Rd (0.000)	Parker Rd & Old Koorda Rd (8.590)	Tandem Drive Network 4	Tandem Drive Network 7		
4070079	Metcalf East Rd	Cunderdin - Minnivale Rd (0.000)	Metcalf East Rd - End Road (4.840)	Tandem Drive Network 4	Tandem Drive Network 7		
4070080	Metcalf Rd	Metcalf East Rd (0.000)	Metcalf Rd (5.280)	Tandem Drive Network 4	Tandem Drive Network 7		
4070062	Nambling North Rd	Goomalling Wyalkatchem Rd (0.000)	Robinson Rd (2.102)	Tandem Drive Network 4	Tandem Drive Network 7		
4070009	Old Koorda Rd	Dowerin - Kalannie Rd (20.450)	Dowerin - Koorda Rd (0.000)	Tandem Drive Network 4	Tandem Drive Network 7		
4070030	Parker Rd	Old Koorda Rd & McHugh Rd (0.000)	Old Nalkain Rd & Rabbit Proof Fence Rd (7.700)	Tandem Drive Network 4	Tandem Drive Network 7		
4070043	Phillips Rd	Clinic Rd (0.000)	Morrell North Rd & Uberin Rd (5.950)	Tandem Drive Network 4	Tandem Drive Network 7		
4070005	Rabbit Proof Fence Rd	Goomalling Wyalkatchem Rd (43.140)	Hindmarsh Back Rd & Twenty Six Gate Rd (52.17)	Tandem Drive Network 4	Tandem Drive Network 7		
4070005	Rabbit Proof Fence Rd	Dowerin - Koorda Rd (20.360)	Parker Rd & Old Nalkain Rd (30.610)	Tandem Drive Network 4	Tandem Drive Network 7		
4070017	Robinson Rd	Spark Rd (8.540)	Nambling North Rd (0.000)	Tandem Drive Network 4	Tandem Drive Network 7		
4070103	Schell Rd	Schell Rd (2.250)	Robinson Rd (0.000)	Tandem Drive Network 4	Tandem Drive Network 7		
4070018	Spark Rd	Shara Rd (0.000)	Wilkins Rd (8.320)	Tandem Drive Network 4	Tandem Drive Network 7		
4070129	Thomas Rd	Spark Rd (0.000)	Schell Rd (5.880)	Tandem Drive Network 4	Tandem Drive Network 7		
4070019	Uberin Rd	Koombekine North Rd (0.000)	Phillips Rd & Morrell North Rd (24.090)	Tandem Drive Network 4	Tandem Drive Network 7		
4070076	Wilkins Rd	Uberin Rd (6.150)	Koombekine North Rd (0.000)	Tandem Drive Network 4	Tandem Drive Network 7		

Mass Requirements						Road Manager to Complete	
Road No.	Road Name	From Location (SLU)	To Location (SLU)	Current Mass Level	Requested Mass Level	Support (Y / N)	Comments
4070077	Bailey East West Rd	Dowerin - Kalannie Rd (0.000)	Bailey Rd (5.340)	Concessional Mass Level 1	Concessional Mass Level 1		
4070038	Bailey Rd	Dowerin - Koorda Rd (0.000)	Booralaming West Rd (8.120)	Concessional Mass Level 1	Concessional Mass Level 1		
4070082	Clinic Rd	Ejanding West Rd (0.000)	Phillips Rd (4.980)	Concessional Mass Level 1	Concessional Mass Level 1		
4070028	Ejanding East Rd	Dowerin - Kalannie Rd & Ejanding Siding Rd (0.000)	Rabbit Proof Fence Rd (9.700)	Concessional Mass Level 1	Concessional Mass Level 1		
4070010	Ejanding West Rd	Dowerin - Kalannie Rd (0.000)	Uberin Rd (12.410)	Concessional Mass Level 1	Concessional Mass Level 1		
4070015	Hindmarsh Back Rd	Dowerin - Meckering Rd (0.000)	Twenty Six Gate Rd (15.110)	Concessional Mass Level 1	Concessional Mass Level 1		
4070063	Kalguddering Rd	Uberin Rd (0.000)	Kalguddering West Rd (3.910)	Nil	Concessional Mass Level 1		
4070003	Koombekine North Rd	Uberin Rd (6.780)	Ejanding West Rd (18.850)	Concessional Mass Level 1	Concessional Mass Level 1		
4070042	McHugh Rd	Koombekine North Rd & Lake Koombekine Rd (0.000)	Parker Rd & Old Koorda Rd (8.590)	Concessional Mass Level 1	Concessional Mass Level 1		
4070079	Metcalf East Rd	Cunderdin - Minnivale Rd (0.000)	Metcalf East Rd - End Road (4.840)	Concessional Mass Level 1	Concessional Mass Level 1		
4070080	Metcalf Rd	Metcalf East Rd (0.000)	Metcalf Rd (5.280)	Concessional Mass Level 1	Concessional Mass Level 1		
4070062	Nambling North Rd	Goomalling Wyalkatchem Rd (0.000)	Nambling North Rd (5.670)	Concessional Mass Level 1	Concessional Mass Level 1		
4070009	Old Koorda Rd	Dowerin - Kalannie Rd (20.450)	Dowerin - Koorda Rd (0.000)	Concessional Mass Level 1	Concessional Mass Level 1		
4070030	Parker Rd	Old Koorda Rd & McHugh Rd (0.000)	Old Nalkain Rd & Rabbit Proof Fence Rd (7.700)	Concessional Mass Level 1	Concessional Mass Level 1		
4070043	Phillips Rd	Clinic Rd (0.000)	Morrell North Rd & Uberin Rd (5.950)	Concessional Mass Level 1	Concessional Mass Level 1		
4070005	Rabbit Proof Fence Rd	Goomalling Wyalkatchem Rd (43.140)	Woods Rd & Twenty Six Gate Rd	Concessional Mass Level 1	Concessional Mass Level 1		
4070005	Rabbit Proof Fence Rd	Dowerin - Koorda Rd (20.360)	Parker Rd & Old Nalkain Rd (30.610)	Concessional Mass Level 1	Concessional Mass Level 1		
4070017	Robinson Rd	Spark Rd (8.540)	Nambling North Rd (0.000)	Concessional Mass Level 1	Concessional Mass Level 1		
4070103	Schell Rd	Schell Rd (2.250)	Robinson Rd (0.000)	Concessional Mass Level 1	Concessional Mass Level 1		
4070018	Spark Rd	Shara Rd (0.000)	Wilkins Rd (8.320)	Concessional Mass Level 1	Concessional Mass Level 1		
4070129	Thomas Rd	Spark Rd (0.000)	Schell Rd (5.880)	Concessional Mass Level 1	Concessional Mass Level 1		
4070019	Uberin Rd	Koombekine North Rd (0.000)	Phillips Rd & Morrell North Rd (24.090)	Concessional Mass Level 1	Concessional Mass Level 1		
4070076	Wilkins Rd	Uberin Rd (6.150)	Koombekine North Rd (0.000)	Concessional Mass Level 1	Concessional Mass Level 1		

Comment

The application seeks to increase the Restricted Access Vehicle (RAV) Network classification on a number of local roads from Tandem Drive Network 4 to Tandem Drive Network 7, whilst generally maintaining the existing Concessional Mass Level 1 operating conditions. As the proposed mass limits remain largely unchanged, the Officer's assessment has focused primarily on the suitability of the road network to safely accommodate larger vehicle combinations rather than the impacts associated with increased mass loading.

Whilst the application does not significantly increase vehicle mass, a Tandem Drive Network 7 vehicle combination can be up to approximately 36.5 metres in length compared with approximately 27.5 metres for a Tandem Drive Network 4 combination. This additional vehicle length results in substantially greater swept path requirements, increased turning radii and greater demands on road width, shoulder capacity and intersection geometry. Although these vehicle combinations may be suitable on strategic freight routes, many local roads within the Shire were not designed or constructed to accommodate vehicles of this size on a regular basis.

The Officer has assessed each requested route and has concerns regarding the suitability of Bailey East West Road, Bailey Road, Clinic Road, Ejanging East Road, Hindmarsh Back Road, Kalguddering Road, McHugh Road, Metcalf East Road, Metcalf Road, Nambling North Road, Parker Road, Phillips Road, Robinson Road, Schell Road, Spark Road, Thomas Road, Uberin Road and Wilkins Road for Tandem Drive Network 7 operations. These roads generally comprise narrow local access roads with constrained geometry, limited shoulder width, existing pavement defects and restricted passing opportunities. In the Officer's opinion, the increased swept path and manoeuvring requirements associated with larger RAV 7 vehicle combinations present road safety concerns and are not considered appropriate for these sections of the Shire's road network without significant infrastructure improvements.

The Officer would support the proposed RAV Network upgrades on Ejanging West Road, Koombekine North Road, Rabbit Proof Fence Road and Old Koorda Road, subject to operational conditions designed to protect the road asset and maintain public safety. These conditions recognise that the roads are predominantly unsealed local roads and seek to minimise unnecessary damage whilst allowing appropriate freight access.

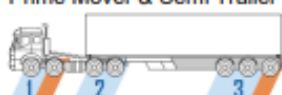
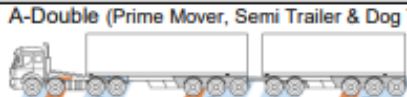
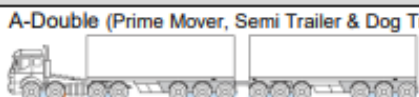
The recommended conditions are:

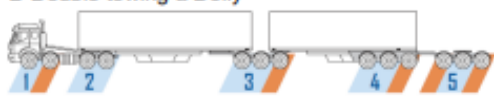
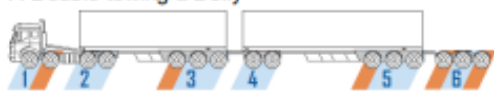
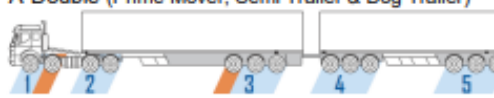
- The operator must notify the Road Manager via email of each planned transport task, including estimated tonnages and loaded vehicle movements. Main Roads Heavy Vehicle Services (hvsrouteassessments@mainroads.wa.gov.au) must be copied into the notification.
- Headlights must be always switched on.
- No operation is permitted on unsealed road segments when visibly wet without prior approval from the Road Manager.
- Low Volume (LV) operating conditions apply.
- Maximum operating speed is 60 km/h.
- When travelling at night, vehicles must not exceed 40 km/h and must display an amber flashing warning light on the prime mover.
- Direct radio contact must be maintained with other Restricted Access Vehicles operating on or near the road (recommended UHF Channel 40).

Whilst the Officer considers these four roads may be capable of accommodating the proposed upgrade subject to the above conditions, Council may also determine that maintaining consistency across the existing RAV Network is the preferred approach. Given that the majority of the Shire's local road network remains classified at Tandem Drive Network 4, Council may elect to decline all requested Tandem Drive Network 7 upgrades to preserve consistency across the network, minimise future asset management risks and ensure that higher-order vehicle access remains limited to roads specifically designed or upgraded for that purpose.

1.1 AMMS Approved Vehicles

An AMMS Prime Mover, Trailer Combinations Period Permit applies to a RAV in the following table with a Maximum Modified Mass equal to or less than the Maximum Modified Mass specified on the particular permit:

Category 1 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
1A	Prime Mover & Semi Trailer 	≤19.0 m	Level 1	50 t	2 t	N1.1
			Level 2	Not Approved		
			Level 3	Not Approved		
Category 2 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
2A	Prime Mover & Semi Trailer 	≤20 m	Level 1	50.5 t	2 t	N2.1
			Level 2	51.5 t	3 t	N2.2
			Level 3	53 t	5 t	N2.3
2B	Prime Mover, Semi Trailer & Pig Trailer or Dolly 	≤27.5 m	Level 1	68.5 t	2 t	N2.1
			Level 2	69.5 t	3 t	N2.2
			Level 3	71 t	5 t	N2.3
2C	B-Double 	≤27.5 m	Level 1	72 t	4 t	N2.1
			Level 2	74 t	6 t	N2.2
			Level 3	76.5 t	8 t	N2.3
Category 3 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
3A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	≤27.5 m	Level 1	89 t	4 t	N3.1
			Level 2	91 t	6 t	N3.2
			Level 3	94 t	9 t	N3.3
Category 4 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
4A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	≤27.5 m	Level 1	93.5 t	5 t	N4.1
			Level 2	96.5 t	8 t	N4.2
			Level 3	100 t	12 t	N4.3

Category 5 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
5A	B-Double towing a Dolly 	27.5 m + dolly	Level 1	72 t + dolly	4 t	N5.1
			Level 2	74 t + dolly	6 t	N5.2
			Level 3	76.5 t + dolly	8 t	N5.3
5B	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	89 t	4 t	N5.1
			Level 2	91 t	6 t	N5.2
			Level 3	94 t	9 t	N5.3
5C	A-Double towing a Dolly 	27.5 m + dolly	Level 1	89 t + dolly	4 t	N5.1
			Level 2	91 t + dolly	6 t	N5.2
			Level 3	94 t + dolly	9 t	N5.3
5D	B-Triple 	>27.5 m ≤36.5 m	Level 1	89 t	4 t	N5.1
			Level 2	91 t	6 t	N5.2
			Level 3	94 t	9 t	N5.3
Category 6 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
6A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6B	B-Triple 	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6C	A-Double towing a Dolly 	27.5 m + dolly	Level 1	93.5 t + dolly	5 t	N6.1
			Level 2	96.5 t + dolly	8 t	N6.2
			Level 3	100 t + dolly	12 t	N6.3
Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-double) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3

Policy Implications

Request to Access Roads

- a) RAV Classified Roads – If required, heavy vehicle transport operators may request use of a classified road on the RAV Network by applying to the Chief Executive Officer (CEO) for approval.
- b) Unclassified Roads - If the road is not classified on the RAV Network, then the applicant will first need to apply to MRWA (HVS). Upon receipt from MRWA (HVS), the Shire of Dowerin will assess the request in accordance with MRWA approved guidelines and if supported, a submission will be made to MRWA (HVS) for their consideration including any conditions that may apply to the use of the road.
- c) AMMS Network - Heavy Vehicle transport operators may apply for a road already classified on the RAV Network to be approved for an AMMS Network level by applying to MRWA (HVS). Upon receipt from MRWA (HVS) the Shire of Dowerin will assess the request in accordance with MRWA approved guidelines. If supported, a submission will be made to MRWA (HVS) for their consideration.
- d) Should the road access request be declined, the Shire of Dowerin will inform MRWA (HVS) who will advise the applicant.
- e) Depending on the need for access, a RAV access request may be supported if the applicant is willing to meet the costs associated for the shire to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.

RAV Road Reclassification

The Shire may withdraw support for an approved route at any time if:

- i. The route is deemed unsafe for RAV use;
- ii. The route is deemed unsuitable for RAV use; or
- iii. The heavy vehicle transport operator has breached approval conditions.

The CEO may grant agreement to Main Roads to inspect roads up to N4 to without referring the matter to Council providing the road/roads comply with the Main Roads Route Assessment Guidelines at standard VSR axle mass limits.

Statutory Implications

The *Road Traffic Act 1974* and *Road Traffic (Vehicles) Regulations 2014* provide the legislative framework for Restricted Access Vehicles operating within Western Australia.

The *Local Government Act 1995* and *Land Administration Act 1997* place responsibility for the care, control and management of local government roads upon the Shire.

Strategic Implications

Strategic Community Plan

Community Priority:	Our Economy
Objective:	Ensure the road network is safe and capable of the freight task <i>Enhance and maintain the road transport network</i>
Outcome:	2.1
Reference:	2.1d

Asset Management Plan

The whole of life estimates for this road may be altered by a change in the RAV Network rating.

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Compliance
Risk Description	Significant damage requiring internal & external resources to rectify
Consequence Rating	Major (4)
Likelihood Rating	Likely (4)
Risk Matrix Rating	High (16)
Key Controls (in place)	Regular inspections by staff to ensure minimal damage
Action (Treatment)	Possible reduction or removal of RAV Rating Potential conditions on the approval
Risk Rating (after treatment)	Effective

Financial Implications

There are no immediate financial implications arising from Council's decision.

However, approval of increased Accredited Mass Management Scheme levels would significantly increase pavement consumption, reduce the service life of affected roads and increase both maintenance and future renewal expenditure. These costs would ultimately be borne by the Shire without any corresponding increase in external funding.

Approval of the recommended Tandem Drive Network upgrades, subject to conditions, is not expected to materially alter current maintenance obligations.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 13.1

Moved Cr Jones

Seconded: Cr Trepp

13

~~That, by Simple Majority, in accordance with the *Road Traffic Act 1974* and the *Road Traffic (Vehicles) Regulations 2014*, Council advises Main Roads Western Australia Heavy Vehicle Services that it:~~

~~1. Supports the proposed Accredited Mass Management Scheme amendments as detailed within the application, noting that no increase in approved mass limits is proposed on the majority of the network and supports the amendment to Kalguddering Road to provide continuity within the existing approved network.~~

~~2. Does not support the proposed upgrade from Tandem Drive Network 4 to Tandem Drive Network 7 on the following roads:~~

- ~~— Bailey East West Road~~
- ~~— Bailey Road~~
- ~~— Clinic Road~~
- ~~— Ejanding East Road~~
- ~~— Hindmarsh Back Road~~
- ~~— Kalguddering Road~~
- ~~— McHugh Road~~
- ~~— Metcalf East Road~~
- ~~— Metcalf Road~~
- ~~— Nambling North Road~~
- ~~— Parker Road~~
- ~~— Phillips Road~~
- ~~— Robinson Road~~
- ~~— Schell Road~~
- ~~— Spark Road~~
- ~~— Thomas Road~~
- ~~— Uberin Road~~
- ~~— Wilkins Road~~

~~on the basis that the existing road geometry, swept path requirements, pavement widths, shoulder capacity and road safety characteristics are not considered suitable for regular Tandem Drive Network 7 vehicle operations.~~

~~3. Supports the proposed Tandem Drive Network 7 upgrades on:~~

- ~~— Ejanding West Road~~
- ~~— Koombekine North Road~~
- ~~— Rabbit Proof Fence Road~~
- ~~— Old Koorda Road~~

~~subject to the following conditions:~~

~~a) The operator must notify the Road Manager via email of each planned transport task, including estimated tonnages and loaded vehicle movements. Main Roads Heavy Vehicle Services (hvsrouteassessments@mainroads.wa.gov.au) must be copied into the notification.~~

~~b) Headlights must be switched on at all times.~~

~~c) No operation is permitted on unsealed road segments when visibly wet without prior approval from the Road Manager.~~

~~d) Low Volume (LV) operating conditions apply.~~

~~e) Maximum operating speed is 60 km/h.~~

~~f) When travelling at night, vehicles must not exceed 40 km/h and must display an amber flashing warning light on the prime mover.~~

~~g) Direct radio contact must be maintained with other Restricted Access Vehicles operating on or near the road (recommended UHF Channel 40).~~

-AMENDED MOTION-

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 13.1

Moved Cr Jones

Seconded: Cr Graffin

1352

That, by Simple Majority, in accordance with the *Road Traffic Act 1974* and the *Road Traffic (Vehicles) Regulations 2014*, Council advises Main Roads Western Australia Heavy Vehicle Services that it:

1. Supports the proposed Accredited Mass Management Scheme amendments as detailed within the application, noting that no increase in approved mass limits is proposed on the majority of the network and supports the amendment to Kalguddering Road to provide continuity within the existing approved network.
2. Does not support the proposed upgrade from Tandem Drive Network 4 to Tandem Drive Network 7 on the basis that the existing road geometry, swept path requirements, pavement widths, shoulder capacity and road safety characteristics are not considered suitable for regular Tandem Drive Network 7 vehicle operations.

CARRIED 6/0

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

The amended motion was put forward on the basis that the existing road geometry, swept path requirements, pavement widths, shoulder capacity and overall road safety characteristics are not considered suitable for regular RAV 7 tandem drive operations. It was noted that maintaining the current network would encourage heavy freight vehicles to remain on the Shire's primary sealed freight routes, being Dowerin-Koorda Road and Dowerin-Wyalkatchem Road. Further discussion highlighted that sections of Rabbit Proof Fence Road and Old Koorda Road are intended to service local traffic, with concerns that increased heavy vehicle access could adversely impact the significant investment made in those roads. It was also noted that Ejanding West Road and Koombarkine North Road do not connect to roads approved for RAV 7 access, limiting the practical benefit of upgrading the network.

13.2 RAV Amendment Request – Thortek

Asset & Works

Date:	25 June 2026
Location:	Shire of Dowerin
Responsible Officer:	Ben Forbes, Manager of Infrastructure and Projects
Author:	Ben Forbes, Manager of Infrastructure and Projects
Legislation:	<i>Road Traffic Act 1974; Road Traffic (Vehicle) Regulations 2014</i>
Sharepoint Reference:	Technical / Roads
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☐

Executive Decision

☒

Legislative Requirement

Summary

The Shire has received an application from Thortek WA Pty Ltd seeking amendments to the Restricted Access Vehicle (RAV) Network and Accredited Mass Management Scheme (AMMS) classifications on various roads within the Shire of Dowerin.

The application requests an increase in the Tandem Drive RAV Network classification on a number of roads together with an increase in the approved AMMS level from Concessional Mass Level 1 to Concessional Mass Level 3 on nominated roads.

The Officer supports the majority of the proposed Tandem Drive Network upgrades, subject to operational conditions, with the exception of Twenty Six Gate Road, which is not considered suitable due to its current road condition, pavement width and intersection geometry. The Officer does not support the proposed increase in AMMS levels due to the significant long-term impacts higher mass vehicles would have on the Shire's road assets.

Background

Main Roads Western Australia Heavy Vehicle Services has referred an application from Thortek WA Pty Ltd requesting amendments to both the Restricted Access Vehicle (RAV) Network and Accredited Mass Management Scheme (AMMS) classifications on various roads within the Shire.

Under the Shire's Restricted Access Vehicle Policy, Council approval is required for requests involving RAV Network classifications above RAV 4. Whilst Main Roads WA administers the RAV Network, Local Governments are provided with the opportunity to comment on the suitability of roads under their care and control, taking into consideration road condition, safety, geometry, asset management and community impacts.

Dimension Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
4070001	Cunderdin - Minnivale Rd	Goomalling Wyalkatchem Rd (5.170)	(23.014)	Tandem Drive Network 4 Tri Drive Network 1 PBS Tandem Drive Network 1	Tandem Drive Network 7
4070182	Dowerin - Kalannie Rd	Metcalf St & Stewart St (0.00)	(23.720)	Tandem Drive Network 6 Tri Drive Network 1 PBS Tandem Drive Network 2	Tandem Drive Network 7
4070025	Dowerin - Koorda Rd	Koorda - Dowerin Rd 9 (0.000)	Dowerin - Kalannie Rd (22.170)	Tandem Drive Network 4 Tri Drive Network 1 PBS Tandem Drive Network 1	Tandem Drive Network 7
4070183	Dowerin - Meckering Rd	Meckering - Dowerin Rd (5.373)	Jones St & Meckering Rd (25.640)	Tandem Drive Network 7 Tri Drive Network 1	Tandem Drive Network 6 (No change)
4070112	Jones St	Goldfields Rd & Goomalling Wyalkatchem Rd (1.050)	Dowerin - Meckering Rd & Meckering Rd (1.480)	Tandem Drive Network 7 Tri Drive Network 1	Tandem Drive Network 6 (No change)
4070047	Twenty Six Gate Rd	Hindmarsh Rd & Cunderdin - Minnivale Rd (0.000)	Borgward Rd & Benjaering - Hindmarsh Rd (7.20)	Tandem Drive Network 4 Tri Drive Network 1 PBS Tandem Drive Network 1	Tandem Drive Network 7
Mass Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Mass Level	Requested Mass Level
4070001	Cunderdin - Minnivale Rd	Goomalling Wyalkatchem Rd (5.170)	(23.014)	AMMS Level 1	AMMS Level 3
4070182	Dowerin - Kalannie Rd	Metcalf St & Stewart St (0.00)	(23.720)	AMMS Level 1	AMMS Level 3
4070025	Dowerin - Koorda Rd	Koorda - Dowerin Rd 9 (0.000)	Dowerin - Kalannie Rd (22.170)	AMMS Level 1	AMMS Level 3
4070183	Dowerin - Meckering Rd	Meckering - Dowerin Rd (5.373)	Jones St & Meckering Rd (25.640)	AMMS Level 1	AMMS Level 3
4070112	Jones St	Goldfields Rd & Goomalling Wyalkatchem Rd (1.050)	Dowerin - Meckering Rd & Meckering Rd (1.480)	AMMS Level 1	AMMS Level 3
4070047	Twenty Six Gate Rd	Hindmarsh Rd & Cunderdin - Minnivale Rd (0.000)	Borgward Rd & Benjaering - Hindmarsh Rd (7.20)	AMMS Level 1	AMMS Level 3

Comment

The proposed increase in Tandem Drive Network classification will permit larger vehicle combinations to operate on sections of the Shire's road network. Following assessment, the Officer considers the majority of the requested network upgrades to be acceptable, subject to operational conditions designed to protect the road network and maintain public safety.

The exception is Twenty-Six Gate Road. The Officer considers this road unsuitable for a Tandem Drive Network upgrade due to its existing pavement condition, narrow road formation, constrained intersection geometry and inadequate swept path for larger vehicle combinations. Increasing the RAV classification on this road has the potential to create operational safety concerns whilst accelerating deterioration of an already constrained asset.

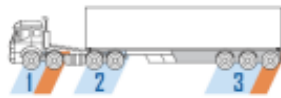
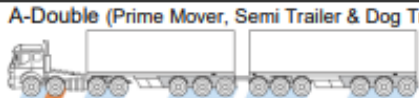
The Officer has significant concerns regarding the proposed increase in Accredited Mass Management Scheme operating levels from Concessional Mass Level 1 to Concessional Mass Level 3. Whilst AMMS provides productivity benefits to industry, it also permits substantially greater axle loading which significantly increases pavement consumption and reduces pavement life. The Shire's local road network has not been designed or constructed to accommodate sustained higher mass loading at this level.

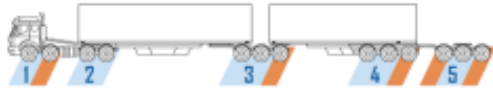
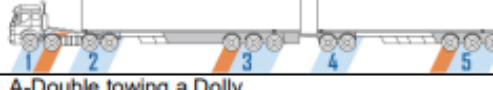
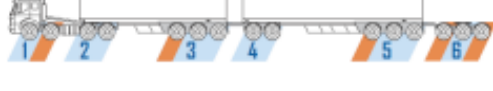
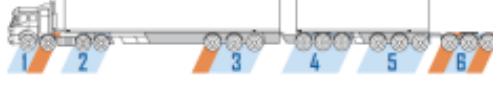
As previously communicated to Council, pavement deterioration increases disproportionately as axle loads increase. Whilst Main Roads WA retains responsibility for approving access to the RAV Network, Local Government remains responsible for maintaining and renewing the road asset. Approving higher mass operations without corresponding infrastructure funding would increase maintenance costs, accelerate renewal requirements and transfer the long-term financial burden to the Shire and its ratepayers.

For these reasons, the Officer considers that approval of the requested AMMS Level 3 increases would not represent sound asset management or long-term financial sustainability.

1.1 AMMS Approved Vehicles

An AMMS Prime Mover, Trailer Combinations Period Permit applies to a RAV in the following table with a Maximum Modified Mass equal to or less than the Maximum Modified Mass specified on the particular permit:

Category 1 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
1A	Prime Mover & Semi Trailer 	≤19.0 m	Level 1	50 t	2 t	N1.1
			Level 2	Not Approved		
			Level 3	Not Approved		
Category 2 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
2A	Prime Mover & Semi Trailer 	≤20 m	Level 1	50.5 t	2 t	N2.1
			Level 2	51.5 t	3 t	N2.2
			Level 3	53 t	5 t	N2.3
2B	Prime Mover, Semi Trailer & Pig Trailer or Dolly 	≤27.5 m	Level 1	68.5 t	2 t	N2.1
			Level 2	69.5 t	3 t	N2.2
			Level 3	71 t	5 t	N2.3
2C	B-Double 	≤27.5 m	Level 1	72 t	4 t	N2.1
			Level 2	74 t	6 t	N2.2
			Level 3	76.5 t	8 t	N2.3
Category 3 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
3A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	≤27.5 m	Level 1	89 t	4 t	N3.1
			Level 2	91 t	6 t	N3.2
			Level 3	94 t	9 t	N3.3
Category 4 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
4A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	≤27.5 m	Level 1	93.5 t	5 t	N4.1
			Level 2	96.5 t	8 t	N4.2
			Level 3	100 t	12 t	N4.3

Category 5 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
5A	B-Double towing a Dolly 	27.5 m + dolly	Level 1	72 t + dolly	4 t	N5.1
			Level 2	74 t + dolly	6 t	N5.2
			Level 3	76.5 t + dolly	8 t	N5.3
5B	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	89 t	4 t	N5.1
			Level 2	91 t	6 t	N5.2
			Level 3	94 t	9 t	N5.3
5C	A-Double towing a Dolly 	27.5 m + dolly	Level 1	89 t + dolly	4 t	N5.1
			Level 2	91 t + dolly	6 t	N5.2
			Level 3	94 t + dolly	9 t	N5.3
5D	B-Triple 	>27.5 m ≤36.5 m	Level 1	89 t	4 t	N5.1
			Level 2	91 t	6 t	N5.2
			Level 3	94 t	9 t	N5.3
Category 6 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
6A	A-Double (Prime Mover, Semi Trailer & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6B	B-Triple 	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6C	A-Double towing a Dolly 	27.5 m + dolly	Level 1	93.5 t + dolly	5 t	N6.1
			Level 2	96.5 t + dolly	8 t	N6.2
			Level 3	100 t + dolly	12 t	N6.3
Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-double) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3

Policy Implications

Request to Access Roads

- f) RAV Classified Roads – If required, heavy vehicle transport operators may request use of a classified road on the RAV Network by applying to the Chief Executive Officer (CEO) for approval.
- g) Unclassified Roads - If the road is not classified on the RAV Network, then the applicant will first need to apply to MRWA (HVS). Upon receipt from MRWA (HVS), the Shire of Dowerin will assess the request in accordance with MRWA approved guidelines and if supported, a submission will be made to MRWA (HVS) for their consideration including any conditions that may apply to the use of the road.
- h) AMMS Network - Heavy Vehicle transport operators may apply for a road already classified on the RAV Network to be approved for an AMMS Network level by applying to MRWA (HVS). Upon receipt from MRWA (HVS) the Shire of Dowerin will assess the request in accordance with MRWA approved guidelines. If supported, a submission will be made to MRWA (HVS) for their consideration.
- i) Should the road access request be declined, the Shire of Dowerin will inform MRWA (HVS) who will advise the applicant.
- j) Depending on the need for access, a RAV access request may be supported if the applicant is willing to meet the costs associated for the shire to carry out any road upgrades or vegetation pruning necessary to qualify the road for the RAV network level requested.

RAV Road Reclassification

The Shire may withdraw support for an approved route at any time if:

- iv. The route is deemed unsafe for RAV use;
- v. The route is deemed unsuitable for RAV use; or
- vi. The heavy vehicle transport operator has breached approval conditions.

The CEO may grant agreement to Main Roads to inspect roads up to N4 to without referring the matter to Council providing the road/roads comply with the Main Roads Route Assessment Guidelines at standard VSR axle mass limits.

Statutory Implications

The *Road Traffic Act 1974* and *Road Traffic (Vehicles) Regulations 2014* provide the legislative framework for Restricted Access Vehicles operating within Western Australia.

The *Local Government Act 1995* and *Land Administration Act 1997* place responsibility for the care, control and management of local government roads upon the Shire.

Strategic Implications

Strategic Community Plan

Community Priority:	Our Economy
Objective:	Ensure the road network is safe and capable of the freight task <i>Enhance and maintain the road transport network</i>
Outcome:	2.1
Reference:	2.1d

Asset Management Plan

The whole of life estimates for this road may be altered by a change in the RAV Network rating.

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Compliance
Risk Description	Significant damage requiring internal & external resources to rectify
Consequence Rating	Major (4)
Likelihood Rating	Likely (4)
Risk Matrix Rating	High (16)
Key Controls (in place)	Regular inspections by staff to ensure minimal damage
Action (Treatment)	Possible reduction or removal of RAV Rating Potential conditions on the approval
Risk Rating (after treatment)	Effective

Financial Implications

There are no immediate financial implications arising from Council's decision.

However, approval of increased Accredited Mass Management Scheme levels would significantly increase pavement consumption, reduce the service life of affected roads and increase both maintenance and future renewal expenditure. These costs would ultimately be borne by the Shire without any corresponding increase in external funding.

Approval of the recommended Tandem Drive Network upgrades, subject to conditions, is not expected to materially alter current maintenance obligations

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 13.2

Moved Cr Sewell

Seconded: Cr Jones

1353

That, by Simple Majority, in accordance with the *Road Traffic Act 1974* and the *Road Traffic (Vehicles) Regulations 2014*, Council advises Main Roads Western Australia Heavy Vehicle Services that it:

1. Supports the requested Tandem Drive Network upgrades, excluding Twenty Six Gate Road, subject to the following conditions:
 - (a) No operation on unsealed road segments when visibly wet without prior approval from the Road Manager.
 - (b) Vehicles must operate at 30 km/h below the posted speed limit.
 - (c) Operation is not permitted whilst school buses are operating.
 - (d) Operators must obtain school bus timetables or confirmation from the school bus driver that school bus operations have concluded prior to travelling.
2. Does not support the proposed increase from Concessional Mass Level 1 to Concessional Mass Level 3 on the nominated roads on the basis that:
 - (a) The Shire's road network has not been designed or constructed to accommodate sustained higher mass loading.
 - (b) Higher mass limits will accelerate pavement deterioration and reduce asset life.
 - (c) The proposal will increase ongoing maintenance and future renewal costs.
 - (d) Approval would not represent sound asset management or long-term financial sustainability.

CARRIED 6/0

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

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

Nil

15. Elected Members' Motions

Nil

16. Matters Behind Closed Doors

16.1 **Confidential Item – Tender T2026-02 Pool Management Contract**
[Attachment 16.1](#)

16.2 **Confidential Item – Dowerin Home Care Service**
[Attachment 16.2](#)

In accordance with Section 5.23(2)(c) of the *Local Government Act 1995*, Council will go Behind Closed Doors.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 16a

Moved Cr Sewell **Seconded:** Cr Graffin

1354 That, in accordance with Section 5.23(2)(c) of the *Local Government Act 1995*, Council go Behind Closed Doors.

CARRIED 6/0

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

The matters of *Confidential Item 16.1 – Tender T2026-02 Pool Management Contract* and *Confidential Item 16.2 – Dowerin Home Care Service* will be discussed, and a resolution made.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 16b

Moved Cr Sewell **Seconded:** Cr Graffin

1357 That, in accordance with Section 5.23(1) of the *Local Government Act 1995*, Council come out from Behind Closed Doors.

CARRIED 6/0

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

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 16.1

Moved Cr Graffin

Seconded: Cr Meakins

1355 That Council, by Simple Majority, in accordance with the *Local Government Act 1995*, and the *Local Government (Functions and General) Regulations 1996* :

1. Accept the tender submitted by Xav Group Pty Ltd trading as Contract Aquatic Services (ABN 12 678 880 389) for Tender T2026-02 – Pool Management Contract, for the period 1 October 2026 to 30 September 2029, at the tendered schedule of rates set out in this report;
2. Delegate authority to the Chief Executive Officer to execute the contract documentation and, subject to satisfactory contractor performance and available budget, to exercise the option to extend the Contract for up to two (2) further one (1) year periods in accordance with the Special Conditions of Contract; and
3. Note that this report and its attachments are to remain confidential in accordance with section 5.23(2) of the Local Government Act 1995 until such time as the contract is executed.

CARRIED 6/0

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

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation/Resolution – 16.2

Moved Cr Sewell

Seconded: Cr Graffin

1356 That, by Simple Majority, Council:

1. Receives the Home Care Service – Governance and Operational Update report for information; and
2. Notes that the CEO will continue implementing the Home Care Improvement Plan and governance actions, as recommended by Quality Compliance Improvement (QCI) and the Department of Health and Aged Care, to strengthen the long-term sustainability, compliance and governance of the service.

CARRIED 6/0

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

17. Closure

The President thanked those in attendance, and closed the meeting at 4:25pm