SHIRE OF
DOWERIN
TIN DOG TERRITORY

AGENDA

Ordinary Council Meeting

To be held in Council Chambers
13 Cottrell Street, Dowerin WA 6461
Tuesday 22 September 2026
Commencing 4:00pm

NOTICE OF MEETING

Dear Elected Members,

The next Ordinary Meeting of Council of the Shire of Dowerin will be held on Tuesday 22 September 2026 in the Shire of Dowerin Council Chambers, 13 Cottrell Street, Dowerin. The format of the day will be:

1:45pm	Arrive at Council Chambers
2:00pm	Citizenship Ceremony
4:00pm	Council Meeting
4:30pm	Council Workshop

Manisha Barthakur
Chief Executive Officer
11 September 2026

DISCLAIMER

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Dowerin expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

It should be noted that the Attachment hyperlinks may not be functional from this document when sourced from the Shire of Dowerin's website. Attachment copies can be obtained by contacting the Shire Office on 08 9631 1202 or dowshire@dowerin.wa.gov.au

Table of Contents

1.	Official Opening / Obituaries
2.	Record of Attendance / Apologies / Leave of Absence
3.	Public Question Time
4.	Disclosure of Interest
5.	Applications for Leave of Absence
6.	Petitions and Presentations
7.	Confirmation of Minutes of the Previous Meetings
7.1	Ordinary Council Meeting held on 21 August 2026
8.	Minutes of Committee Meetings to be Received
9.	Recommendations from Committee Meetings for Council Consideration
10.	Announcements by the President Without Discussion
11.	Officer's Reports – Corporate and Community Services
11.1	Financial Activity Statements
11.2	List of Accounts Paid
12.	Officer's Reports – Governance and Compliance
12.1	Christmas and New Year – Offices and Depot Closure
12.2	2027 Council Meeting Dates
13.	Officer's Reports – Asset & Works
13.1	Shire of Dowerin Road Strategy 2026 and 10-Year Road Renewal Program
14.	Urgent Business Approved by the Person Presiding or by Decision
15.	Elected Members' Motions
16.	Matters Behind Closed Doors
17.	Closure

Shire of Dowerin
Ordinary Council Meeting
4:00pm Tuesday 22 September 2026

1. Official Opening / Obituaries

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

In the opening of the meeting, the Council and Staff acknowledge the passing of Dave Collard, Shirley Bradley and Ray "Scruffy" Bruce with a minute's silence.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr RI Trepp	Deputy President
Cr JA Graffin	*Via Teams*
Cr AR Jones	
Cr CJ Meakins	
Cr JC Sewell	

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 M Shirt	Acting Manager of Corporate Services
Ms D Griffiths-I'Anson	Governance Officer

Members of the Public:

Apologies:

Approved Leave of Absence:

Cr DP Hudson	President

3. Public Question Time

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

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

7.1 Ordinary Council Meeting held on 21 August 2026

Attachment 7.1A

	Voting Requirements

■ Simple Majority ☐ Absolute Majority

Officer's Recommendation – 7

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 21 August 2026, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings.

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

8.1 Audit, Risk, and Improvement Committee held on 21 September 2026

Attachment 8.1A – to be distributed following the ARIC meeting on 21 September.

	Voting Requirements

■ Simple Majority ☐ Absolute Majority

Officer's Recommendation – 8

That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Audit, Risk and Improvement Committee Meeting held 21 September 2026, as presented in Attachment 8.1A, be received.

9. Recommendations from Committee Meetings for Council Consideration

9.1 Audit Risk and Improvement Committee Meeting

9.1.1 Interim Audit Findings for the year ending 30 June 2026

Refer to ARIC Meeting minutes dated 21 September 2026

Attachment 9.1.1A – Interim Audit Management Letter

Attachment 9.1.1B – Interim Audit Findings Report

Voting Requirements

■ Simple Majority ☐ Absolute Majority

Committee Recommendation – 9.1.1

That, in accordance with regulation 16 of the *Local Government (Audit) Regulations 1996*, the Audit, Risk and Improvement Committee:

1. receives and reviews the Interim Audit Management Letter and Interim Audit Findings Report for the year ended 30 June 2026, as presented in Attachments 7.1A and 7.1B;
2. notes management's responses and the corrective actions proposed or undertaken in response to the fourteen audit findings;
3. requests that the Chief Executive Officer maintain an action register and provide progress reports to each ordinary meeting of the Audit, Risk and Improvement Committee until all findings have been satisfactorily addressed and closed; and
4. recommends that Council receives the Interim Audit Management Letter and Interim Audit Findings Report and notes management's responses and proposed corrective actions.

9.1.2	2025 Compliance Audit Return

Refer to ARIC Meeting minutes dated 21 September 2026

Attachment 9.1.2A – 2025 Compliance Audit Return

	Voting Requirements

■ Simple Majority ☐ Absolute Majority

Committee Recommendation – 9.1.2

That, in accordance with regulations 14, 15 and 20 of the *Local Government (Audit) Regulations 1996*, the Audit, Risk and Improvement Committee:

1. reviews the 2025 Compliance Audit Return, as presented in Attachment 7.2A;
2. notes the instance of non-compliance identified under regulation 17 of the *Local Government (Functions and General) Regulations 1996* and the corrective actions undertaken or proposed by management;
3. recommends that Council:
    a. considers the results of the Audit, Risk and Improvement Committee's review;
    b. adopts the 2025 Compliance Audit Return, as presented in Attachment 7.2A;
    c. notes the identified non-compliance and associated corrective actions; and
    d. authorises the President and Chief Executive Officer to sign the Return and submit the prescribed information to the Local Government Inspector by 30 September 2026.

10. Announcements by the Deputy President Without Discussion

11. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

11.1 Financial Activity Statements

Corporate and Community Services

Date:	7 August 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Megan Shirt, Acting Manager of Corporate Services
Legislation:	*Local Government Act 1995; Local Government (Financial Management) Regulations 1996*
SharePoint Reference:	Organisation / Financial Management / Reporting / Financial Statements / 2026-2027 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 11.1A – Monthly Financial Report

Purpose of Report

☐ Executive Decision ■ Legislative Requirement

Summary

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

Background

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

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

Comment

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

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

Note 1 – Statement of Financial Activity

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

Note 2 – Cash and Financial Assets

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

Note 3 – Receivables

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

Note 4 – Other Current Assets

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

Note 5 – Payables

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

Note 6– Rate Revenue

This note provides details of rates levied during the year.

Note 7 – Disposal of Assets

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

Note 8– Capital Acquisitions

This note details the capital expenditure program for the year.

Note 9 –Borrowings

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

Note 10 – Cash Backed Reserves

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

Note 11 – Other Current Liabilities

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

Note 12 – Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 13 – Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

Notes 14 – 16 Operational Data Sub program data

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

Consultation

Manisha Barthakur, Chief Executive Officer

Megan Shirt, Acting Manager of Corporate Services

Ben Forbes, Manager of Infrastructure and Projects

Policy Implications

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

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: *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

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 – 11.1

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 August 2026, as presented in Attachment 11.1A.

11.2 List of Accounts Paid

Corporate & Community Services

Date:	9 September 2026
Location:	Not Applicable
Responsible Officer:	Manisha Barthakur, Chief Executive Officer
Author:	Megan Shirt, Acting Manager of Corporate Services
Legislation:	*Local Government Act 1995; Local Government (Financial Management) Regulations 1996*
SharePoint Reference:	Organisation/Financial Management/Reporting/Financial Statements and Credit Cards
Disclosure of Interest:	Nil
Attachments:	Attachment 11.2A – List of Payments Attachment 11.2B – Credit Card Statement Attachment 11.2C – Star Card Statement

Purpose of Report

☐ Executive Decision ■ Legislative Requirement

Summary

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

Background

Nil

Comment

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

Consultation

Manisha Barthakur, Chief Executive Officer

Megan Shirt, Acting Manager of Corporate Services

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 – 11.2

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 – August 2026	
Cheque 11035, EFT 15344 to EFT 15469	$568,042.15
Direct Debits Total	$26,792.55
Payroll Total	$156,555.77
TOTAL PAYMENTS	**$751,390.47**

12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

12.1 Christmas and New Year – Offices and Depot Closure

Governance & Compliance

Date:	01 September 2026
Location:	Not Applicable
Responsible Officer:	Kahli Rose, Manager of Governance and Community Services
Author:	Denika Griffiths-I'Anson, Governance Officer
Legislation:	*Nil*
Sharepoint Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

■ Executive Decision ☐ Legislative Requirement

Summary

This report seeks Council's endorsement for the temporary annual Christmas and New Year closure of the Shire Administration Office, Community Resource Centre Office, and Shire Depot from 23 December 2026 to 3 January 2027, with normal operations resuming on 4 January 2027.

The closure aligns with reduced operational demand during the holiday period and supports effective workforce planning, while maintaining essential services and emergency response arrangements and provides staff the opportunity to take a break following the conclusion of the calendar year.

Background

The Shire has historically closed its key facilities including the Administration Office, Works Depot, and Community Resource Centre during the Christmas and New Year period. This timeframe consistently records low levels of customer enquiries, minimal in-person attendance, and reduced operational activity across both internal and external services.

In addition to aligning with public holidays, the closure period recognises that many residents, contractors, and regional partners also suspend operations or travel at this time of year.

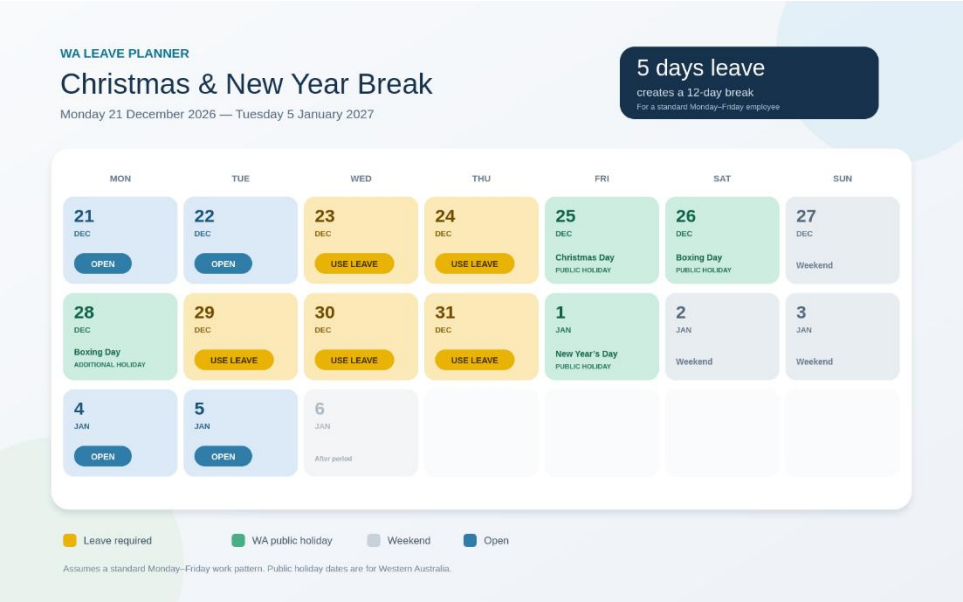
The practice has proven to be both practical and cost-effective, with no disruption to essential services and community understanding established through consistent communication in prior years.

Comment

The 2026 public holidays fall on the following dates:

- Friday 25 December 2026 – Christmas Day
- Saturday 26 December 2026 – Boxing Day
- Monday 28 December 2026 – Boxing Day Public Holiday
- Friday 1 January 2027 – New Year's Day

To provide consistency and maintain administrative efficiency, it is proposed that Shire operations close from Wednesday 23 December 2026 through to Sunday 3 January 2027 inclusive, reopening at 8.30 am on Monday 4 January 2027.



During this period, staff will be required to take Five (5) days of leave to cover normal business days. This may be drawn from accrued annual leave, time in lieu, rostered days off, or taken as unpaid leave where applicable. Employees are entitled to use their two Local Government public holidays during the Christmas and New Year closure period. Alternatively, one of these days may be deferred and taken during the Easter holiday period later in the year.

Essential service arrangements, including emergency and after-hours contacts, will remain active and accessible throughout the closure period to ensure continuity of critical responses and community safety.

The closure and contact details will be widely promoted ahead of time via the Shire's website, social media channels, community noticeboards, and local publications to ensure residents are well informed.

- Works and road incidents will be reported to and managed by Ben Forbes, Manager of Infrastructure and Projects.
- Fire, community and all other incidents will be reported to and managed by Kahli Rose, Manager of Governance and Community Services.
- General waste collection will continue without any interruption to usual service dates
- Amery Refuse Site will be closed on Friday 25 December, Sunday 27 December, Wednesday 30 December, and Sunday 3 January

Consultation

Manisha Barthakur, Chief Executive Officer

Kahli Rose, Manager of Governance and Community Services

Ben Forbes, Manager of Infrastructure and Projects

Policy Implications

Nil

Statutory Implications

Local Government Act 1995

Section 3.18 — Performing functions

2. *"A local government is to satisfy itself that services and facilities 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 unnecessary extent, 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.*
3. *A local government is to ensure that its administrative and operational practices are consistent with its Integrated Planning and Reporting Framework, adopted under the regulations"*

Strategic Implications

Strategic Community Plan

Community Priority	Our Organisation
Objective	We are recognised as a transparent, well governed, and effectively managed Local Government.
Outcome	Improve regular communication to inform our community of decisions, actions, and upcoming activities.
Reference	4.2b

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	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	N/A
Action (Treatment)	N/A
Risk Rating (after treatment)	Adequate

Financial Implications

Staff will utilise accrued annual leave, rostered days off, or time in lieu during the closure period that are not public holidays. All costs are accommodated within the 2026/27 Annual Budget.

Voting Requirements

■ Simple Majority ☐ Absolute Majority

Officer's Recommendation

That Council, by Simple Majority, pursuant to *Section 3.18 of the Local Government Act 1995,* resolves to:

1. **Approve the closure of the Shire of Dowerin Administration Office, Works Depot, Dowerin Home Care Office, and Community Resource Centre from Wednesday 23 December 2026 to Sunday 3 January 2027 inclusive; and**
2. **Note that the Shire will reopen at 8.30 am on Monday 4 January 2027, and that closure details and emergency contacts will be widely advertised to the community.**

12.2 2027 Council Meeting Dates

Governance & Compliance

Date:	03 September 2026
Location:	Nil
Responsible Officer:	Kahli Rose, Manager of Governance and Community Services
Author:	Denika Griffiths-l'Anson, Governance Officer
Legislation:	*Nil*
Sharepoint Reference:	Nil
Disclosure of Interest:	
Attachments:	Attachment 12.2A – 2027 Council Calendar

Purpose of Report

☐ Executive Decision ■ Legislative Requirement

Summary

This item seeks Council's adoption of the proposed schedule of Ordinary Council and Committee Meetings for the 2027 calendar year. The schedule has been developed in accordance with *Policy 1.7 – Council Meetings* and Regulation 12 of the *Local Government (Administration) Regulations 1996*.

The proposed dates provide a structured framework for Council's statutory functions throughout 2027 and have been coordinated to minimise conflicts with significant local events, public holidays, and the Christmas and New Year office closure period.

Background

Policy 1.7 – Council Meetings outlines that Ordinary Meetings of Council are to be held on the fourth Tuesday of each month at 4.00pm, with agendas distributed on the second Friday of each month to allow sufficient review time prior to the meeting.

Regulation 12 of the *Local Government (Administration) Regulations 1996* requires the Chief Executive Officer to present an item to Council each year for adoption of meeting dates for the following calendar year. Once adopted, these dates must be publicly advertised to inform the community of the time and place of Council meetings.

Comment

The proposed 2027 meeting schedule follows the Shire's established practice of holding Ordinary Council Meetings on the fourth Tuesday of each month at 4.00pm.

Minor adjustments have been made to align with key community and operational priorities:

- January 2027 – The Ordinary Council Meeting has been moved forward one day to fall on Wednesday 27 January due to the public holiday.
- August 2027 - The Ordinary Council Meeting has been brought forward to accommodate the Dowerin Machinery Field Days.
- December 2027 - The Ordinary Council Meeting has been brought forward to accommodate the Christmas closure period.

Committee meeting dates are identified as to be confirmed and may be adjusted during the year in accordance with demands. Despite potential variations, the minimum number of meetings required under each Committee's Terms of Reference will be maintained.

Workshops will continue to precede Council Meetings as required, and the Annual Electors Meeting will be scheduled following the adoption of the 2026/27 Annual Report, with the date confirmed closer to the time, however, is expected to take place in February.

Following adoption, the 2027 Ordinary Council Meeting Schedule will be publicly advertised in accordance with Regulation 12.

Consultation

Manisha Barthakur, Chief Executive Officer

Kahli Rose, Manager of Governance and Community Services

Denika Griffiths-I'Anson, Governance Officer

Policy Implications

Policy 1.7 – Council Meetings is applicable.

"Ordinary Meetings of Council shall be held on the third Tuesday of each month commencing at 2.00pm.

In accordance with Regulation 12 of the Local Government (Administration) Regulations 1996 the Chief Executive Officer is to present an Item to Council no later than December each year requesting Council confirm the dates for the Ordinary Meetings of Council for the following year.

Council will not hold a meeting for the month of January, due to low level community and agricultural activity."

Statutory Implications

Local Government (Administration) Regulations 1996

Meetings, public notice of (Act s. 5.25(1)(g))

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
(a) the ordinary council meetings; and
(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
(3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place, and purpose of the special meeting.
(4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable."

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

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

Outcome: 4.1

Reference: 4.1

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Engagement Practices
Risk Category	Reputation (Social/Community)
Risk Description	Unsubstantiated, localised low impact on community trust, low profile or no media item
Consequence Rating	Moderate (3)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (6)
Key Controls (in place)	Public notice and adherence to adopted policy
Action (Treatment)	Annual schedule adoption and advertising
Risk Rating (after treatment)	Effective

Financial Implications

Nil – costs associated with public notice are included in the governance operational budget.

Voting Requirements

■ Simple Majority ☐ Absolute Majority

Officer's Recommendation

That Council adopts the following schedule of Ordinary Council Meetings for 2027, to be held in the Shire of Dowerin Council Chambers commencing at 4.00pm:

Month	Meeting Date
January	Wednesday, 27 January 2027
February	Tuesday, 23 February 2027
March	Tuesday, 23 March 2027
April	Tuesday, 27 April 2027
May	Tuesday, 25 May 2027
June	Tuesday, 22 June 2027
July	Tuesday, 27 July 2027
August	Tuesday, 17 August 2027 *(brought forward for Dowerin Machinery Field Days)*
September	Tuesday, 28 September 2027
October	Tuesday, 26 October 2027
November	Tuesday, 23 November 2027
December	Tuesday, 21 December 2027 *(brought forward for Christmas and New Year closure)*

and further notes that:

1. Committee meeting dates identified in the 2027 Council Calendar are subject to change in line with operational workflows, however the minimum number of meetings required under each Committee's Terms of Reference will be maintained;
2. The Annual Electors Meeting will be scheduled following the adoption of the 2026/27 Annual Report and confirmed closer to the date; and
3. The 2027 Ordinary Council Meeting Schedule will be publicly advertised in accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*.

13. OFFICER'S REPORTS – ASSET & WORKS

13.1 Shire of Dowerin Road Strategy 2026 and 10-Year Road Renewal Program

Asset & Works

Date:	10 September 2026
Location:	Shire of Dowerin
Responsible Officer:	Ben Forbes, Manager of Infrastructure and Projects
Author:	Ben Forbes, Manager of Infrastructure and Projects
Legislation:	*Local Government Act 1995; Land Administration Act 1997; Main Roads Act 1930*
SharePoint Reference:	Technical / Roads / Road Strategy
Disclosure of Interest:	Nil
Attachments:	Attachment 13.1A - Road Strategy 2026 Attachment 13.1B - 10-Year Road Renewal Program

Purpose of Report

■ Executive Decision ☐ Legislative Requirement

Summary

This item presents the final Shire of Dowerin Road Strategy 2026 and the Shire of Dowerin 10-Year Road Renewal Program to Council for consideration and adoption. The documents provide an evidence-based framework for managing the Shire's road network and a prioritised forward renewal program for roads, culverts and footpaths.

The documents have been developed through detailed asset-condition assessment, valuation and program modelling, and have been refined following Council workshops and review by the Asset and Works Committee.

Background

The Shire is responsible for approximately 937 kilometres of roads, comprising about 174 kilometres of sealed roads and 763 kilometres of unsealed roads, together with 882 culverts and 7.1 kilometres of footpaths included within the renewal program.

R Munns Engineering Consulting Services (RMECS) completed a full visual condition assessment of the road network in May 2025 and a roads and associated assets valuation in July 2025. In November 2025, RMECS was commissioned to work with the Manager of Infrastructure and Projects to develop a comprehensive 10-year renewal program using the Shire's Asset and Works Management System, condition data, renewal cost rates, treatment triggers, available funding and the five-tier road hierarchy.

The strategic direction and draft documents were presented to the March 2026 Council Workshop. Feedback from Elected Members was considered, the documents were subsequently reviewed by the Asset and Works Committee, and finalisation work was completed by the Manager of Infrastructure and Projects and consultant Rod Munns. The final proposed documents were then presented to the August 2026 Council Workshop as a final briefing before adoption.

Comment

The Road Strategy establishes the overarching framework for managing the road network. It documents the five-tier road hierarchy, minimum construction and maintenance levels of service, funding sources, maintenance practices, environmental considerations, future planning and monitoring requirements. The hierarchy gives staff and Council a consistent basis for prioritising works and balancing service expectations with available resources.

The 10-Year Road Renewal Program translates that framework into a prioritised forward works program. It uses condition and hierarchy data to identify assets in poor or very poor condition and applies suitable renewal treatments, cost rates and likely funding sources. The program includes:

1. Dowerin-Kalannie Road works through the Wheatbelt Secondary Freight Network;
2. Dowerin-Koorda Road works through Commodity Route Funding;
3. Regional Road Group works on Dowerin-Meckering Road, Cunderdin-Minnivale Road and Koorda-Wongan Hills Road;
4. gravel resheeting across the unsealed road network;
5. major and minor road culvert renewal;
6. footpath and town-street renewal; and
7. renewal of Tier 2 and Tier 3 roads in poor condition.

The program is a forward-planning tool rather than a fixed commitment to construct every listed project in the nominated year. It will be reviewed annually during budget preparation to reflect completed works, updated condition information, grant outcomes, emerging priorities and cost escalation.

Adoption will formalise the framework and program developed through the previous Council and Committee input and provide a clear basis for annual budgets, the Long-Term Financial Plan, grant submissions, detailed project development and future asset-management decisions.

Consultation

Manisha Barthakur, Chief Executive Officer

Ben Forbes, Manager of Infrastructure and Projects

Rod Munns, R Munns Engineering Consulting Services

Shire infrastructure and works staff

Council Workshop - March 2026

Asset and Works Committee

Council Workshop - August 2026

Policy Implications

The documents support and should be read in conjunction with the Shire's Road Engineering and Subdivision Policy, Gravel Pit Policy and Request to Access Roads policy. Adoption of the documents does not amend any existing Council policy.

Strategic Implications

Strategic Community Plan

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

Asset Management Plan

The Road Strategy and 10-Year Road Renewal Program strengthen the transport component of the Asset Management Plan by documenting the road hierarchy, levels of service, condition information, renewal triggers and prioritised long-term renewal requirements.

Long Term Financial Plan

The modelled program values and funding gap will inform future reviews of the Long-Term Financial Plan. Project timing and scope will continue to be adjusted through annual budget processes to reflect available municipal funding, external grants and updated costs.

Statutory Implications

There is no specific statutory requirement to adopt a standalone Road Strategy or 10-Year Road Renewal Program. Adoption supports Council's executive functions under section 3.18 of the Local Government Act 1995 and the Shire's responsibilities for the care, control and management of local roads under the Land Administration Act 1997 and Main Roads Act 1930.

Individual projects identified in the program will remain subject to the applicable annual budget, procurement, planning, environmental, clearing, land-tenure and funding requirements before works proceed.

Risk Implications

Risk Profiling Theme	Asset Management Practices
Risk Category	Financial Impact
Risk Description	Inadequate long-term planning may result in accelerated asset deterioration and inefficient allocation of renewal funding.
Consequence Rating	Major (4)
Likelihood Rating	Possible (3)
Risk Matrix Rating	High (12)
Key Controls (in place)	Road condition data; five-tier road hierarchy; annual inspections; Asset Management Plan; annual budgets and grant-funding programs.
Action (Treatment)	Adopt the Road Strategy and 10-Year Road Renewal Program and review the program annually against condition, completed works, funding outcomes and updated costs.
Risk Rating (after treatment)	Effective

Adoption and annual review of the documents will reduce the risk of reactive or inconsistent investment decisions and provide a transparent basis for prioritising limited renewal funding across the network.

Financial Implications

The April 2026 RMECS program identifies the following modelled 10-year budgets, program values and funding gaps:

Program area	Modelled 10-year budget	Identified program value	Funding gap
Road renewal programs	$23.00 million	$33.11 million	($10.11 million)
Culvert renewal program	$0.95 million	$1.29 million	($0.34 million)
Footpath renewal program	$1.20 million	$1.20 million	Nil
Combined program	**$25.15 million**	**$35.60 million**	**($10.45 million)**

The combined modelled funding gap is approximately $10.45 million, primarily associated with the later Regional Road Group program, unsealed-road resheeting and renewal of lower-tier roads. The average modelled road-renewal budget is $2.30 million per year compared with annual road-network depreciation of approximately $2.13 million, although a significant existing backlog remains.

Adoption of the documents does not approve or commit expenditure outside Council's adopted Annual Budget. Each project remains subject to confirmed funding, current costing, statutory approvals and a separate annual budget decision. The program will be used to support grant applications and to prioritise available municipal and external funding.

Voting Requirements

■ Simple Majority ☐ Absolute Majority

Officer's Recommendation

That, by Simple Majority pursuant to section 5.20 of the Local Government Act 1995, Council:

1. **Adopts the Shire of Dowerin Road Strategy 2026, as presented in Attachment 13.1A;**
2. **Adopts the Shire of Dowerin 10-Year Road Renewal Program, as presented in Attachment 13.1B;**
3. **Notes the modelled 10-year funding gap of approximately $10.45 million and that adoption of the documents does not authorise expenditure outside Council's adopted Annual Budget; and**
4. **Endorses the 10-Year Road Renewal Program being reviewed annually as part of budget and Long-Term Financial Plan preparation to reflect completed works, condition changes, funding outcomes, emerging priorities and updated costs.**

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

Nil

15. Elected Members' Motions

Nil

16. Matters Behind Closed Doors

17. Closure

The Deputy President thanked those in attendance, and closed the meeting at X:XXpm