



AGENDA

FOR THE

ORDINARY MEETING OF COUNCIL

16 OCTOBER 2025

NOTICE OF MEETING

Dear Council Member,

The next Ordinary Meeting of Council will be held on Thursday, 16 October 2025 in the Council Chambers, Corner Weld and Haas Streets, Broome, commencing at 5:00PM.

Regards,



J HALL
Acting Chief Executive Officer

09/10/2025

Our Mission

"To deliver affordable and quality Local Government services."

DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions in section 5.25 of the *Local Government Act 1995* establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Broome expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

Should you require this document in an alternative format please contact us.

		Councillor Attendance Register								
Councillor		Cr C Mitchell	Cr D Male	Cr S Cooper	Cr J Lewis	Cr J Mamid	Cr P Matsumoto	Cr E Smith	Cr P Taylor	Cr M Virgo
2024	29 August									
2024	19 September									
2024	31 October					LOA				
2024	21 November (Meeting Cancelled)									
2024	12 December				LOA				A	
2025	27 February							LOA	LOA	
2025	27 March					E				
2025	1 May					LOA				
2025	22 May									
2025	26 June			E						
2025	31 July							E	E	
2025	28 August		E					LOA		
2025	18 September				LOA		LOA			

- **LOA (Leave of Absence)**
- **A (Apologies)**
- **E (Attended Electronically)**
- **NA (Non-Attendance)**
- **R (Resignation)**

2.25. Disqualification for failure to attend meetings

- (1) A council may, by resolution, grant leave of absence, to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
 - (a) a meeting that has concluded; or
 - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2-month period.
- (5A) If a council holds 3 or more ordinary meetings within a 2-month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.

SHIRE OF BROOME
ORDINARY MEETING OF COUNCIL
THURSDAY 16 OCTOBER 2025

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1. OFFICIAL OPENING

2. ATTENDANCE AND APOLOGIES

3. ANNOUNCEMENTS BY PRESIDENT

4. DECLARATIONS OF INTEREST

5. PUBLIC QUESTION TIME

6. APPLICATION FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 18 September 2025, as published and circulated, be confirmed as a true and accurate record of that meeting.

8. PRESENTATIONS / PETITIONS / DEPUTATIONS

9. REPORTS FROM OFFICERS

9.1 PEOPLE

There are no reports in this section.

9.2 PLACE

9.2.1 DEVELOPMENT APPLICATION - DEMOLITION OF EXISTING STRUCTURES AND PARKING WITHIN THE VERGE - 11 AND 15 COGLAN STREET

LOCATION/ADDRESS:	1 COGLAN STREET DJUGUN WA 6725
APPLICANT:	DAVID TURCATO
FILE:	COG-1/11
AUTHOR:	Planning Officer
CONTRIBUTOR/S:	Coordinator Planning Services
RESPONSIBLE OFFICER:	Director Development and Community
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

An application has been received for development approval to construct parking within the adjacent road reserve of No. 11 and 15 Coghlan Street, reconfigure the existing parking layout to align with the proposed verge parking, and incorporate additional landscaping to offset the increased hardstand area.

The application has been assessed against the Shire's Local Planning Scheme No 7 (LPS7) and Local Planning Policy 5.6 – Parking (LPP 5.6). The application is being referred to Council as LPP 5.6 outlines Council consent is required to consider whether parking can be installed within the abutting road reserve.

This report recommends that the application be approved, subject to conditions.

BACKGROUND

Previous Considerations

OCM 06 September 2012 Item 9.2.2

1 Coghlan Street (Broome Toyota)

In 2012 Council resolved to approve Development Application (DA) 2012/68 for 'Motor Vehicle Sales' on the north-western corner of the Frederick/Coghlan Street intersection on part of Lots 3,4 and 108 (No 1,3 and 7) Coghlan Street Broome subject to conditions. The approval required 52 parking bays to be delivered for the proposal (33 bays on site + 19 bays within the Coghlan Street Road Reserve). When this approval was issued, the current Broome Toyota site comprised three individual lots—Nos. 1, 3, and 7 Coghlan Street—which have since been amalgamated into a single lot.

In October 2012 a variation to the above approval was sought and approved. The variation proposed a minor design change which included a vehicle drop-off/pick-up covered area at the front of the sales building.

In February 2014, a further variation was submitted and approved. This variation resulted in a reduction in the number of service bays and vehicle sales and customer service area (was reduced from 1600sqm to 1400sqm) and reduction in customer service area for the vehicle sales from 180sqm to 150sqm. The fire tanks were also removed from the proposal as the building floor area had been reduced and they were no longer required.

In August 2014 a further variation was sought and approved for the development to proceed generally in accordance with the October 2012 approval with a slight modification in the location of a power transformer and landscaping. This approval also sought an extension to the term of approval as it was due to expire. This application was approved and the planning approval 2012/182 was extended until 28 August 2016.

In August 2015 an amended application was submitted proposing a variation to all the referenced approvals above, this was approved. This application modified the main showroom design, the footprint of the showroom, adjustments to the internal floor area of office space, manoeuvrability improvements to the workshop space area and its overall footprint and finished floor level modification. Parking bays required for this DA as part of the amendments were altered to 45 bays at which 52 bays were proposed in the amended plans (33 bays on site + 19 bays within the Coghlan Street Road Reserve).

Site and Surrounds

The proposed development is located over two properties - No. 11 Coghlan street and No. 15 Coghlan street. 11 Coghlan Street has a legal area of 1215.62m² and contains existing approved development for a carport and a mixed-use development/building which was historically utilised for an office and short stay use. 15 Coghlan Street has a legal area of 1215.61m² and contains existing approved development for a vehicle sales, car hire office and a detailing shed.

The subject properties are zoned Regional Centre under Local Planning Scheme No. 7 with 15 Coghlan Street having an Additional Use - *Motor Vehicle, Boat or Caravan Sales 'D' use*. The lots are adjoined by four properties which are also zoned Regional Centre. Please refer to the image below for the location of the subject site.



Figure 1 – Aerial of the site

Proposed Development

This application is seeking approval to construct parking within the adjacent road reserve of No. 11 and 15 Coghlan Street, reconfigure the existing parking layout to align with the proposed verge parking, and incorporate additional landscaping to offset the increased hardstand area.

The applicant has advised that Broome Toyota purchased No. 11 and 15 Coghlan Street late 2024 to accommodate Broome Toyota's increased need for parking in association with their operations during peak periods. As part of this expansion, 11 Coghlan Street will be utilised for additional office space and the existing outbuilding on 15 Coghlan Street will be utilised for their parts and storage.

The development is located over three adjoining lots, amalgamation is required, as the additional office space and storage are incidental to the Toyota dealership's operations, and keeping the parking separate provides for safer and convenient vehicle movement on site.

To deliver the new parking layout the existing building on 15 Coghlan Street is to be demolished (Refer **Attachment 1** - Red hatched area). The demolition of this structure does not require planning approval.

COMMENT

An assessment of the application has been assessed against the Shire of Broome's Planning Framework and is set out below.

Local Planning Scheme No.7

The applicant is seeking to utilise the existing office building on 11 Coghlan Street to address the operational constraints, the building will be repurposed to provide for additional office space. The existing shed on 15 Coghlan Street will be used for their parts storage. Given an 'office' use and a 'motor vehicle, boat or caravan sales' use is being proposed, the following parking numbers are required:

11 Coghlan Street

Use	Minimum Parking bays	Required	Provided
Office	1 bay per 30 m2 of Net Lettable Area.	Existing building footprint –208.5m2 Bays required – 7	Bays - 26

15 Coghlan Street

Use	Minimum Parking bays	Required	Provided
Motor vehicle, boat or caravan sales	1 bay per 150m2 of site area allocated to vehicle display, 1 bay per 30m2 of sales/customer service area and office space, plus 2 bays per service bay, plus an additional	Existing building footprint – 262.4m2 Sales/Customer service area – 45m2 (2 bays)	Bays – 34

	4 drop off bays if vehicle hire is provided.	Motor vehicle & Parts display area – 215m2 (2 bays) Vehicle display – 244m2 (2 bays) Bays required – 6	
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The parking will result in the following:

- A total of 26 bays in Lot 11 (16 bays on site and 10 bays within the verge).
- A total of 34 bays in Lot 12 (30 bays on site and 4 bays within the verge).

The proposed development complies with the parking standards in Local Planning Scheme No. 7 (LPS7) Schedule 5.

The applicant has expressed a desire to amalgamate the lots and as such an amalgamation condition is to be placed as condition of approval. As the Lots are being amalgamated the parking from the previous application (DA2015/98) needs to be calculated to include the current proposal.

Development Application 2015/98 was approved with a parking shortfall. While 45 bays were required, only 33 were provided on site. To compensate, approval was granted for 19 additional bays within the verge, resulting in a total of 52 approved parking bays (33 on-site and 19 in the verge). The current proposal seeks approval for a total of 60 parking bays (46 bays within the site boundary and 14 within the verge) which exceeds the minimum requirements under Local Planning Scheme No. 7 (LPS7).

Local Planning Policy 5.6 – Parking, allows verge parking to be considered only where the required parking cannot be accommodated on-site. While this is typically the case-specific to a single lot, in this instance, the amalgamation of lots must also be considered. The original approval created an on-site parking shortfall that has contributed to ongoing parking constraints. The additional bays proposed on the newly developed site aim to alleviate these constraints and better accommodate current and future parking needs. As such the proposed verge parking is incidental to the overall use associated with all lots and is deemed sufficient.

Local Planning Policy 5.6 – Parking

Local Planning Policy 5.6 - Parking, seeks to establish minimum parking standards, ensure parking is provided which is safe, convenient and practical for the operation of the site and the community, while also outlining criteria for onsite parking and within the adjacent road reserve. Please refer to the Table below for an overview of this application against the Policy.

Clause No.	Clause	Development Assessment
Clause 2.2	All parking areas must be landscaped. As a minimum landscaping of parking areas is to include shade trees at the rate of 1 tree every 4 consecutive bays or 12 metres, whichever is the lesser.	The proposed parking facilitates landscaping within all parking areas on site and the verge, the plan outlines 1 tree for every four consecutive bays achieving compliance with the Policy.
Clause 2.3	The location of parking areas is not to detract from the visual amenity of the	The location of all parking areas does not detract from the visual

	<p>proposed development, adjoining lots or streetscape of the locality. Parking areas must facilitate safe, easy and convenient vehicular (including motorcycle) bicycle and pedestrian movements.</p>	<p>amenity of the existing and proposed development, adjoining lots, streetscape or locality.</p> <p>The parking proposed has been reviewed by the Shire's Engineering Department who are satisfied with the design subject to a Design Stage Road Safety Audit being produced as a condition of development approval.</p>
<p>Clause 3.2</p>	<p>Off-site parking can be considered in the following circumstances:</p> <ul style="list-style-type: none"> a) The parking for the land use cannot be accommodated on-site. b) The location of off-site parking is to be in the immediate road verge directly adjoining the subject property and will not in any way obstruct pedestrian movements on an existing or proposed footpath. c) The proposed marking must meet minimum parking bay size, be hard-sealed standard and shall not be detrimental to the visual amenity of the streetscape or impact upon traffic safety. 	<p>The development meets clause 3.2, in that:</p> <ul style="list-style-type: none"> a) All required parking for the development cannot be accommodated on-site, as parking on site is at capacity. The parking for the land use cannot be accommodated on-site. b) The location of off-site parking is in the immediate road verge along Coghlan Street, directly adjoining the subject property and will not obstruct pedestrian movements for any future footpaths. c) The proposed parking meets the minimum parking bay size and will be conditioned to be hard-sealed standard and shall not be detrimental to the visual amenity of the streetscape or impact upon traffic safety.
<p>Clause 3.3</p>	<p>When considering car parking bays within the road reserve, up to 50 per cent of bays can be provided for within the adjacent road verge.</p>	<p>The development provides for a total of 14 Bays within the verge (10 adjacent to 11 Coghlan Street + 4 adjacent to 15 Coghlan Street)</p> <p>The 50% requirements has been met.</p>
<p>Clause 3.4</p>	<p>Any parking bays which are required as a condition of development approval and cannot be provided for on-site may, at Council's discretion, be developed in a portion of the abutting road verge or a nearby property. It further notes that it is an applicant's responsibility to design and construct the parking bays in accordance with the Shire's standards.</p>	<p>A condition will be placed on the approval outlining all bays must be constructed to the specified standards and be maintained by the owner.</p>

<p>Clause 3.5</p>	<p>In order for Council to consider exercising its discretion to allow off-site parking, the application will be required to prove that:</p> <ul style="list-style-type: none"> a) The location of the off-site parking is conveniently located to the subject development; b) A safe and well-lit pedestrian access can be provided between the off-site parking and the development; c) The customers and patrons of the proposed development can be reasonably expected to use the off-site parking area; and d) Any other relevant matters and items set out under clause 2.3 have been addressed. 	<p>The proposed development meets clause 3.5 as outlined below:</p> <ul style="list-style-type: none"> a) The verge parking is within proximity to the development on site. <ul style="list-style-type: none"> 1. 2. The parking proposed has been reviewed by the Shire's Engineering Department who are satisfied with the design subject to a Design Stage Road Safety Audit being produced as a condition of development approval. 3. b) The customers and patrons of the site can be reasonably expected to use the off-site parking. c) All matters set out in clause 2.3 have been addressed above.
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It is noted that the application is being presented to Council as it proposes parking in the road verge, which under Local Planning Policy 5.6 is to be referred to Council for determination. All other development proposed meets the development requirements of Schedule 4 and 5 of LPS 7.

Internal Referral

The Shires engineering team have reviewed the plans and identified the following:

1. The proposed development includes the continuation of the existing pedestrian pathway currently located within the verge area in front of 1 Coghlan Street. The existing path has a width of approximately 1.5 metres, and the development seeks to continue this path but extend the width to 2 metres (in front of No. 11 and 15 Coghlan Street). While this represents an improvement on the current conditions, the proposed width does not fully comply with the design standards set out by the Department of Transport (DoT) in its guideline document *Planning and Designing for Bike Riding in Western Australia – Shared and Separated Paths* (See **Attachment 2**).

The applicant has advised they cannot increase the pathway width to 2.5m. It is not achievable due to insufficient space within the verge to accommodate all required safety standards as well as the parallel bays and vertical bays.

- 4.
2. Coughlan street is identified in the Kimberley 2050 Cycling Strategy and designated as a local bicycle path (See **Attachment 3**).
- 5.
3. Given the bicycle network path and the interaction between pedestrian cyclist and e-bikes under the Department of Transport (DoT) document *Planning and Designing for Bike Riding in Western Australia within "Shared and Separated Paths"* it is not uncommon for bicycles to in shared location and achieve a speed of 20Km/h (See **Attachment 4**). Given the level of interaction occurring within the verge and the traffic that flows on Coghlan Street there may be limited reaction times for vehicles

and cyclists to observe each other given the parallel parking proposed and how they may obstruct sight lines.

In consideration of the matters outlined above, it is recommended that a Road Safety Audit be required as a condition of development approval. This audit will evaluate the safety implications associated with the proposed parking design and, pending review by a qualified engineer, will address any identified safety concerns. On this basis, the proposed verge parking can be considered acceptable, subject to appropriate conditions (requirement for a Road Safety Audit) being imposed.

In light of the above information, approval is recommended subject to conditions, these are outlined below in the report recommendation.

Discussion

The proposed parking exceeds the minimum requirements, when consideration is applied to the uses on an individual lot basis. However, given the current and proposed broader function of the business, across the whole site, parking is insufficient. Applying minimum car parking standards to individual lots does not recognise the parking needs of the current and proposed use. The applicant intends to amalgamate the lots, meaning the site will operate as an integrated site. Given this, officers have assessed the car parking provisions, having regard to all uses on an amalgamated site.

As such, the verge car parking will support the broader operations of Broome Toyota. When considering parking in the verge, the proposal represents an opportunity to complete the missing link on the western side of the Coghlan St footpath network. This foot path network connects to the Broome Airport. Given design constraints, the footpath can only be designed to 2m wide as opposed to the 2.5m standard. Even so, it is important to note that this will be an improvement on the existing path network which is currently 1.5m along the existing Broome Toyota frontage.

Councils engineering department have accepted the 2m wide footpath, however recommend that a Road Safety Audit be a condition of approval to ensure the proposed design of the parallel parking does not impact the footpath network.

CONSULTATION

In accordance with Local Planning Policy 5.14 – Public Consultation, the application does not require public consultation as the structures proposed as part of the application are deemed to be Level A under the policy, which establishes that no consultation is required.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Local Planning Scheme No. 7

POLICY IMPLICATIONS

LPP 5.6 – Parking applies to the assessment of this application. The proposal is consistent with the Policy provisions.

FINANCIAL IMPLICATIONS

There will be no financial impact on the Shire, as the ongoing maintenance and renewal of the bays within the verge will be the responsibility of the property owner. This arrangement will be formalised through a Deed of Agreement, as outlined in the recommendation section of the report below.

RISK

If we refuse the application, the applicant has the right to seek a review by the State Administrative Tribunal under Part 14 of the *Planning and Development Act 2005*. Granting approval would address the existing parking congestion at 1 Coghlan Street, with the development to be managed in accordance with the conditions of approval.

STRATEGIC ASPIRATIONS

Place - We will grow and develop responsibly and sustainably, caring for the natural environment and cultural and built heritage, for everyone.

Outcome 6 - Responsible growth and development with respect for Broome's natural and built heritage

Objective 6.1 Promote sensible and sustainable growth and development.

Outcome 5 - Responsible management of natural resources

Objective 5.1 Manage and conserve the natural environment, lands and water.

Outcome 7 - Safe, well connected, affordable transport options

Objective 7.1 Provide safe and efficient roads and parking.

CARETAKER PERIOD STATEMENT

The recommended decision is not a 'Major Policy Decision' within the context of Council Policy 'Elections - Caretaker Policy'.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council Grant development approval (Application No. 2025/88) for Parking within the verge, reconfigure the existing parking layout and landscaping at Lots 11 & 12 Coghlan Street. The approval is subject to the following conditions:

1. The development plans, as date marked and stamped 'Approved', together with any requirements and annotations detailed thereon by the Shire of Broome, are the plans approved as part of this application and shall form part of the development approval issued, except where amended by other condition of this approval.
2. Prior to the commencement of works the applicant is to provide a updated site plan connecting the existing footpath within the verge in front of 19 Coghlan Street to the proposed footpath. The updated works will be at the owners' costs and to the satisfaction of the Shire.

3. *Prior to the commencement of site works a stormwater drainage system is to designed by the Developer in accordance with the Shire's Local Planning Policy 5.7 and 5.22. The system shall be designed and documented by a practicing Civil Engineer to the satisfaction of the Shire prior to the commencement of site works.*

The stormwater drainage system must be constructed in accordance with the approved stormwater drainage system prior to the a certificate of occupation being issued for the development. The stormwater drainage system shall be maintained at the owners' costs to the satisfaction of the Shire.

No stormwater is to be discharged onto other private property.

4. *Prior to the occupation of the development, areas set aside for parked vehicles and access lanes, as shown on the approved plans, must be:*
- i. Finished to a sealed standard (either asphalt, two-coat bitumen seal or concrete), drained and kerbed in accordance with the approved plan*
 - ii. Fully drained in accordance with the Shire of Broome's guidelines and specifications.*
 - iii. Line marked and signed in accordance with AS 2890 (off street parking) and disabled bays to be in accordance with AS/NZS2890.6:2009*
 - iv. Maintained by the owner and kept available for these purposes.*

5. *A deed of agreement is to be prepared and executed at the owners cost between the owner and the Shire prior to the commencement of site works, under which the owner agrees and acknowledges the following:*

- i. The owner agrees to maintain the car parking, landscaping and any construction within the road verge; and*
- ii. The owner agrees to indemnify the Shire over any claim arising from the improvements in the road verge and agrees to take out and maintain public liability insurance for a minimum amount of \$10 million for any one claim.*

The deed of agreement is to permit the Shire to lodge a caveat against the Certificate of Title to the land to secure the performance of the obligations of the Deed.

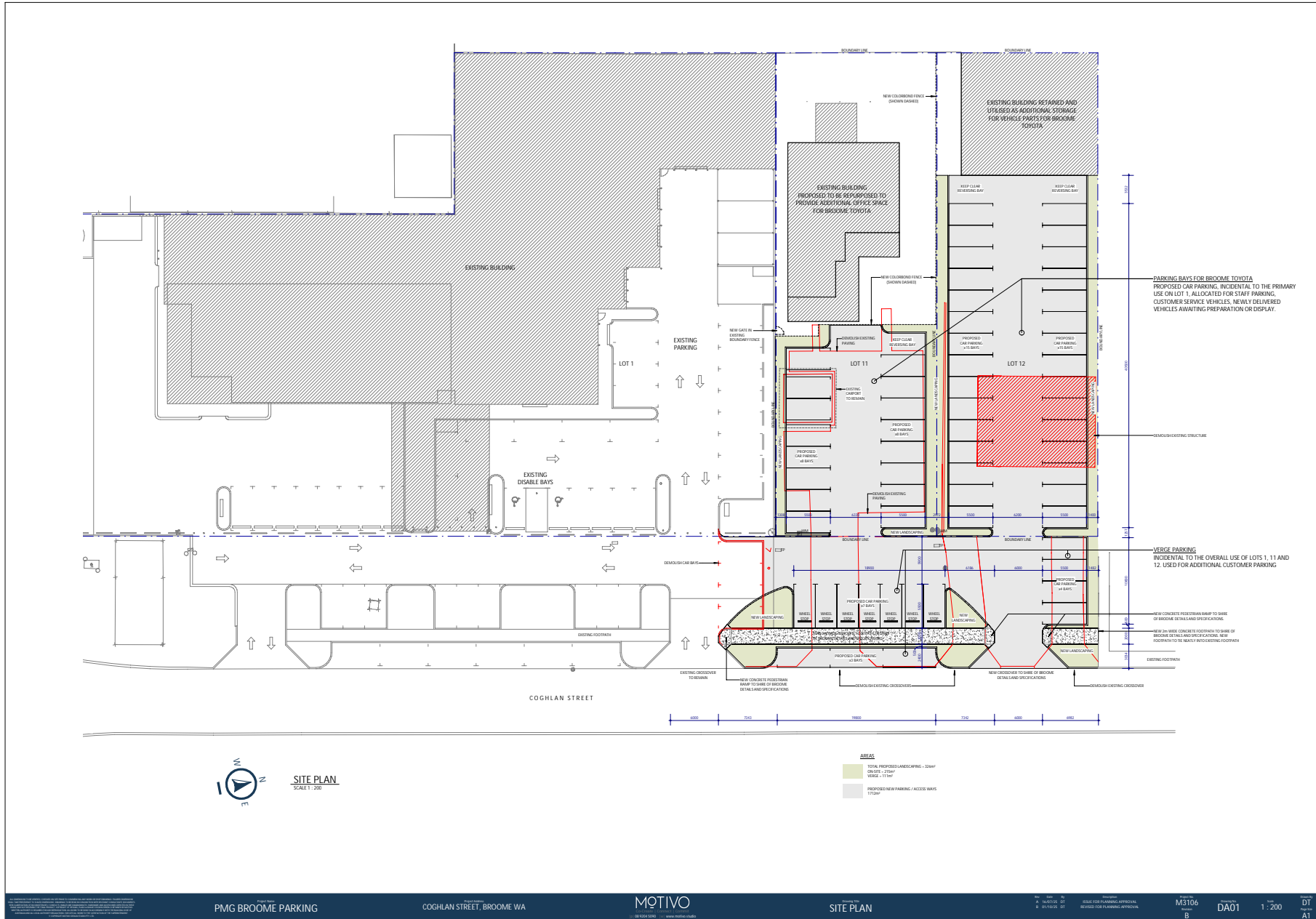
6. *Prior to any construction or works starting onsite, a Landscaping Plan must be submitted to and approved by the Shire. It is highly desirable that mature trees already on site are incorporated into the development if feasible and practicable. For the purpose of this condition, a detailed Landscaping Plan must be drawn to an appropriate scale and show the following:*
- a) The location and type of existing trees including girth sizes (to be measured around the width circumference); and how they interact with the proposed development.*
 - b) The location and type of new trees and shrubs including an estimate of ultimate girth sizes that are proposed to be installed as part of the landscaping.*
 - c) Any lawns to be established.*
 - d) Any natural landscape areas to be retained.*
 - e) Those areas to be reticulated or irrigated.*
 - f) Please note, to allow establishment of landscaping a minimum area of landscaping 1 metre wide shall be installed and a minimum area of 1sqm*

minimum, should be kept clear of all impervious materials around existing and proposed tree trunks.

- 7. Landscaping of the site and adjacent road verge must be in accordance with the approved Landscaping Plan and must be completed prior to occupation of the development and therein maintained to the satisfaction of the Shire.*
- 8. Lot 1, Lot 11 and Lot 12 Coghlan Street must be amalgamated into a single lot on a Certificate of Title. Amalgamation must occur prior to commencement of site works for the development, unless a legal agreement (including the placement of an absolute caveat on the relevant title) is achieved in accordance with the requirements of the Shire's solicitors to allow the amalgamation to occur at a later time.*
- 9. Prior to the commencement of site works, a Design Stage Road Safety Audit prepared in accordance with the Road Safety Audit Guidelines for Western Australia and registered on the Road Safety Audit WA portal shall be submitted to the satisfaction of the Shire. The audit must be undertaken by an accredited Road Safety Auditor appropriate to the stage of the development. A Road Safety Audit Response Report addressing each finding shall also be provided prior to the commencement of works.*

Attachments

1. Site Plan - 11 Coghlan & 15 Coghlan Street
2. DOT Bicycle Path Standards
3. Kimberley 2050 Cycling Strategy
4. DOT Bicycle Path Design Speeds



3. GEOMETRIC DESIGN

This section provides geometric design guidance for shared and separated paths, to ensure adequate space and visibility is provided for all users.

3.1 Operating envelope for bike riders

The operating envelope for bike riders in Figure 3.1 depicts the standard operating space required to accommodate a rider and should be used to design the appropriate path widths to allow for adequate clearance from fixed objects and potential hazards. The envelope is the minimum requirement and only provides for a small deviation for the rider's stability while travelling in a straight line. Path designs need to cater for riders of all ages and abilities and practitioners need to ensure that adequate width is provided for those riders that do not maintain a consistent straight line, particular when travelling uphill.

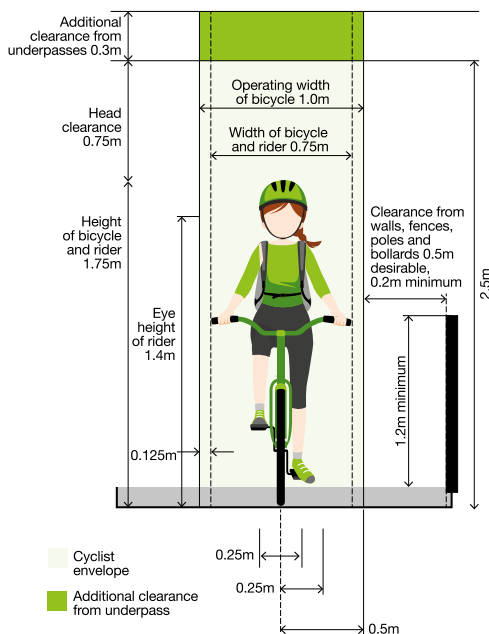


Figure 3.1 A typical bike rider requires a 1.0m x 2.5m operating envelope.

3.2 Path widths

The width of a path should correspond with its desired function, reflected by the route's classification in accordance with the *Western Australian Cycling Network Hierarchy* (refer to Section 1.2) as well as the expected number of people riding and walking on the path. Other factors to consider include the types of users and trip types (refer to Section 2.1 and Section 2.2) and catering for current needs and future growth.

Table 3.1 outlines the minimum and desirable (bi-directional) widths for all new shared and separated paths in WA. It should be noted that the widths stated below refer to the "usable path width" – i.e. the area of path which is free from obstructions.

Shared paths	
Minimum width	Desirable width
2.5m (local and secondary routes)	3.0m (local and secondary routes)
3.0m (primary route)	4.0m (primary route)
Separated paths	
Minimum width	Desirable width
4.0m*, where:	4.5m*+, where:
2.2m is provided for bike riders; and	2.5m+ is provided for bike riders; and
1.8m is provided for pedestrians	2.0m+ is provided for pedestrians

* Width does not include separation element (refer to Section 2.6)

Table 3.1 Minimum and desirable path widths for shared and separated paths (Information sourced from Austroads Guide to Road Design: Part 6A and AS1428).

Kimberley 2050 Cycling Strategy

- **Cable Beach:** To the north, new paths and improvements to existing paths along Sanctuary Road, between Broome Highway and Cable Beach Road West. To the south, improvements to existing east-west paths such as Cable Beach Road East.
- **Improve access for the northern residential catchment,** including the Broome North industrial precinct: New paths around Mavis Road and Tanami Drive linking to and through the industrial precinct. New paths connecting to Old Broome Road along Bowerbird Loop and Swift Way to provide residents with direct access to the primary riding route.
- **Port Drive industrial precincts:** Complete gaps in the network and improve existing pathways along Port Drive/Frederick Street between Cable Beach Road East and Broome Port as well as completing gaps along Gubinge Road and Pembroke Road.
- **Improve east-west connectivity:** While the location of Broome Airport limits east-west connectivity, improvements to the existing path on Anne Street to connect into Dakas Street and the existing pathway which traverses Solway Park has potential to deliver a low-stress east-west riding connection between Town Beach and Minyirr Park and supports access to Broome Hospital.

Map 1. Broome 2050 LTCN



3.4 Design speeds

When designing shared and bicycle-only paths, it is important to recognise that many bike riders can maintain a relatively consistent speed over long distances. Speeds in excess of 35 km/h are not uncommon on flat paths, while speeds of over 50 km/h can be attained when travelling downhill. For this reason, it is recommended that all shared and bicycle-only paths are designed for a speed of at least 30 km/h. A higher or lower design speed may be adopted depending on the purpose and location of the path and other site-specific circumstances.

In constrained locations where sight visibility is reduced, such as approaches to underpasses, footbridges and shared zones, a lower design speed of 20 km/h should be adopted.

In these situations, it is important to utilise measures such as advisory pavement markings and contrasting surface materials to alert users to potential hazards. For further guidance refer to Section 9 pavement markings and Section 10 managing conflict and transition zones.



Figure 3.2 Where space constraints result in substandard geometry, advisory measures are recommended to encourage appropriate behaviour by path users.



Figure 3.3 Entry point to shared zones, advisory measures are required to highlight the change of use/priority.

For more information on bicycle operating speeds, practitioners should refer to Main Roads WA Supplement to Austroads Guide to Road Design: Part 6A Paths for Walking and Cycling (Section 5.2); and Austroads Guide to Road Design: Part 6A Paths for Walking and Cycling (Section 5.2)

9.3 PROSPERITY

There are no reports in this section.

9.4 PERFORMANCE

9.4.1 MINUTES AND RECOMMENDATIONS FROM THE KIMBERLEY ZONE MEETING HELD ON 15 AUGUST 2025 AND THE KIMBERLEY REGIONAL GROUP (KRG) MEETING HELD ON 25 SEPTEMBER 2025

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Executive Assistant to Chief Executive Officer
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Infrastructure
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

This report presents for Council endorsement the Minutes from the meeting of the Kimberley Zone of the Western Australian Local Government Association (WALGA) held on 15 August 2025 and the Kimberley Regional Group meeting held on 25 September 2025.

BACKGROUND

A copy of the minutes from the Kimberley Zone of WALGA (Kimberley Zone) meeting held 15 August 2025 and the Kimberley Regional Group (KRG) meeting held on 25 September 2025 are attached for Council consideration (**Attachments 1 and 2**).

As a result of a past decision of the group, both the Kimberley Zone and KRG meetings occur consecutively.

It should be noted that the Kimberley Zone is a group established to represent regional issues to the State Council of WALGA. This group includes the four Kimberley Shires in addition to the Shires of Christmas Island and Cocos Keeling Islands.

The KRG is a group defined through a deed of agreement between the four Kimberley local governments with the Minister for Local Government.

The Shire of Wyndham East Kimberley accepted the Secretariat role for the Kimberley Zone / KRG late in 2021.

COMMENT

The minutes and respective background information are attached to this report and the following comments are made in relation to the resolutions passed. Additional recommendations have been made where necessary for Council's consideration.

Kimberley Zone Meeting Minutes – 15 August 2025

Reports from Representatives

- WALGA -
 - Cr Karen Chappel, President

- o Cr Paul Kelly, Deputy President
- o Nick Sloan, CEO
- o Tony Brown, Executive Director Member Services

	Matters for Decision	WALGA Recommendation
8.1	Rating of Renewable Energy Facilities	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.1 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That WALGA advocate to the State Government for:</p> <ol style="list-style-type: none"> 1. Legislative amendments to enable WA Local Governments to rate large-scale renewable energy facilities using current rating mechanisms (differential rating based on UV, differential rating based on GRV, or GRV alone) with certainty. 2. A commitment to implement a Payment in Lieu of Rates (PiLoR) framework in Western Australia. <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • WALGA Members have expressed uncertainty in the rating of large-scale renewable energy facilities across the State which was confirmed through a resolution of the Peel Country Zone Meeting in April 2025. • In response to the uncertainty, WALGA engaged Paxon Consulting Group to review the rating mechanisms available for Local Governments to recover costs associated with large scale renewable energy projects. • The purpose of the review was to examine the current legislative framework, undertake a review across other Australian jurisdictions in respect to who rating for such facilities is managed, and provide recommendations for the rating of these facilities in Western Australia, including any required amendments to legislation. • The Final Report outlined seven Key Findings which confirmed that legislative change would be required to enable Local Governments to rate renewable energy facilities with certainty. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • <u>Local Government Rating of Renewable Energy Facilities Report</u> <p>STRATEGIC PLAN IMPLICATIONS</p> <p>This item relates to WALGA's Strategic Pillars of Influence, Support and Expertise.</p> <p>POLICY IMPLICATIONS</p>

	Matters for Decision	WALGA Recommendation
		<p>There is no current advocacy position for the rating of large-scale renewable energy facilities. Endorsement of this item will enable the establishment of a position.</p>
<p>8.2</p>	<p>Rating of Miscellaneous Licences</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That WALGA:</p> <ol style="list-style-type: none"> 1. Advocate for Local Governments to continue to have the ability to rate miscellaneous licences under the <i>Mining Act 1978</i>; and 2. Oppose legislative amendments that seek to exempt occupied miscellaneous licence land from rating. 3. Continue to advocate for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the <i>Local Government Act 1995</i>. <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Under section 6.26 of the <i>Local Government Act 1995</i>, all land is rateable unless specifically exempted. • In a State Administrative Tribunal decision of 2024, it was determined that Crown land the subject of an occupied miscellaneous licence was non-rateable. • Subsequently, the Shire of Mt Magnet appealed this decision to the Supreme Court. The Supreme Court ruled that Crown land subject to a miscellaneous licence and occupied is rateable, overturning the State Administrative Tribunal decision. • This ruling affirmed the principle that Local Governments may levy rates on such land, recognising the significant infrastructure and occupation associated with these licences. • On 2 August 2025, the WA State Government announced its intention to legislate amendments to the <i>Local Government Act 1995</i> to exempt land under miscellaneous licences from rating. • WALGA has been advocating for Local Governments to have the ability to rate these licences and a formal advocacy position is required. • WALGA is seeking support from the WA Parliament for the appropriate committee to review the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the <i>Local Government Act 1995</i>.

	Matters for Decision	WALGA Recommendation
		<p>ATTACHMENT</p> <ul style="list-style-type: none"> • <u>Supreme Court decision, <i>Shire of Mt Magnet v Atlantic Vanadium Pty Ltd [2025] WASC 274</i></u> • <u>Ministers media release</u> • <u>WALGA's media release</u> <p>STRATEGIC PLAN IMPLICATIONS</p> <p>This item relates to WALGA's Strategic Pillars: Influence, Support and Expertise.</p> <p>POLICY IMPLICATIONS</p> <p>There is no specific advocacy position relating to miscellaneous licences. Endorsement of this item will enable the establishment of a position.</p> <p>Current advocacy position 2.1.1 relates generally to Rating Exemptions Review:</p> <p>Position Statement <i>A broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the Local Government Act 1995.</i></p>
8.3	<p>Community Infrastructure and Community Sporting and Recreation Facilities Fund Advocacy Positions</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p><i>That WALGA:</i></p> <ol style="list-style-type: none"> 1. Replace Advocacy Position 3.7.1 Community Infrastructure with the following: <ul style="list-style-type: none"> <i>Local Governments own, lease, and maintain vital community infrastructure across Western Australia that delivers essential benefits to local communities. Local Governments face significant funding pressures to ensure this infrastructure is effectively planned, developed, maintained, and enhanced to meet evolving community needs and population growth.</i> 1. <i>WALGA calls on the Australian Government to provide \$500 million per annum for community infrastructure through a national formula based, targeted Local Government funding program.</i> 2. <i>WALGA calls on the State Government to:</i> <ol style="list-style-type: none"> a. <i>Provide \$30 million per annum for the Community Sporting and Recreation Facilities Fund,</i>

	Matters for Decision	WALGA Recommendation
		<p><i>b. Provide \$30 million per annum for community arts and cultural infrastructure,</i></p> <p><i>c. Provide funding for retrofitting accessible design features to community infrastructure,</i></p> <p><i>d. Align all community infrastructure funding with existing State cocontribution of at least two-thirds.</i></p> <p>2. Retire Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Following a review of WALGA's Investing in Communities advocacy positions it is proposed that Advocacy Position 3.7.1 Community Infrastructure be updated, and that Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund be retired. • The proposed revisions intend to align the positions with current advocacy approaches and combine them into one position. • The proposed changes were noted by the Infrastructure Policy Team and endorsed by the People and Place Policy Team in July 2025. <p>STRATEGIC PLAN IMPLICATIONS</p> <p>Endorsing the advocacy position updates and retirement aligns with the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> • Influence – Lead advocacy on issues important to Local Government. • Influence – Empower the Local Government sector to build communities equipped for the future. • Support – Anticipate, understand and respond to Member needs. <p>POLICY IMPLICATIONS</p> <ul style="list-style-type: none"> • The replacement of Advocacy Position 3.7.1 Community Infrastructure with an updated position. • The retirement of Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund.
8.4	Rural and Remote Health Services Advocacy Position	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.4 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That WALGA replace Advocacy Position 3.2.2 Regional Health Services with the following:</p>

	Matters for Decision	WALGA Recommendation
		<p><i>The Western Australian and Australian Governments are responsible for ensuring that all West Australians have equitable access to primary healthcare services, regardless of their location. Local Governments should not have to step in to support the provision of these services for their communities.</i></p> <ol style="list-style-type: none"> 1. <i>WALGA calls on the Western Australian and Australian Governments to address the systemic failures in the provision of rural and remote primary healthcare services, including through: <ol style="list-style-type: none"> a. <i>the development and implementation of adequate, appropriate and sustainable funding models</i> b. <i>incentivising rural and remote healthcare workforce recruitment and retention.</i> </i> 2. <i>Local Governments should be reimbursed for costs incurred to support the provision of primary healthcare services until sustainable funding and workforce models are in place.</i> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The provision of healthcare services is both an Australian and State responsibility. • The WALGA Local Government Primary Healthcare Services Survey provides a comprehensive dataset of the cost, nature and geographical location of Local Government support predominantly focused on General Practice services. • The recommended revisions update the Advocacy Position to align with the data and recommendations of the Survey Report and provide a framework for further advocacy. • The People and Place Policy Team considered and endorsed the proposed changes at its meeting on 9 July. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • <u>Local Government Primary Healthcare Services Survey</u> <p>STRATEGIC PLAN IMPLICATIONS</p> <p>Revising Advocacy Position 3.2.2 aligns to the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> • Influence – Lead advocacy on issues important to Local Government. • Support – Provide practical sector-wide solutions based on research and evidence.

	Matters for Decision	WALGA Recommendation
		<ul style="list-style-type: none"> Expertise - Foster relationships between our subject matter experts and stakeholders. <p>POLICY IMPLICATIONS The replacement and renaming of Advocacy Position 3.2.2 Regional Health Services with an updated position titled Rural and Remote Health Services.</p>
<p>8.5</p>	<p>Health Advocacy Position</p>	<p>RECOMMENDATION That the Zone support the WALGA recommendation for State Council Agenda item 8.5 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA retire Advocacy Position 3.2 Health.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> Advocacy Position 3.2 relates to public health and predates the <i>Public Health Act 2016</i> and the commencement of Stage 5 of the Act in June 2024. The position is superseded by Advocacy Position 3.2.1 <i>Local Public Health Plans</i>, which was revised in September 2024 to align to the 2016 Act and specifically the implementation of Local Public Health Plans. The People and Place Policy Team considered and endorsed the retirement of Advocacy Position 3.2 Health at its meeting on 9 July. <p>STRATEGIC PLAN IMPLICATIONS Retiring Advocacy Position 3.2 aligns to the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> Influence – Lead policy development for the Local Government sector. Expertise – Optimise organisational capability to service members' needs. <p>POLICY IMPLICATIONS The retirement of Advocacy Position 3.2.1 Health.</p>
<p>8.6</p>	<p>Advocacy Positions for Active Transport and Micromobility</p>	<p>RECOMMENDATION That the Zone support the WALGA recommendation for State Council Agenda item 8.6 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA endorse the proposed advocacy positions on Active Transport and micromobility.</p>

	Matters for Decision	WALGA Recommendation
		<p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Six new advocacy positions are proposed, with the aim of providing a clear and unified framework to support Local Governments in planning, delivering, and advocating for walking, cycling, and other forms of Active Transport (AT). • The new advocacy positions are intended to strengthen WALGA's voice in state and national forums, guide responses to legislative or policy changes, and ensure the sector is well-represented in cross-government initiatives related to AT. • These positions reflect the growing role of AT in addressing key policy areas including health, sustainability, road safety, and urban liveability. The policy statements cover six key areas: <ul style="list-style-type: none"> ○ Active Transport Vision and Strategy ○ Funding ○ Safety ○ Education, Encouragement, and Community Engagement ○ eRideables ○ Active Travel to School • The Infrastructure Policy Team considered and recommended the proposed AT advocacy positions for endorsement by State Council at its meeting on 4 August. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • <u>Summary of Issues, Challenges for Active Transport in WA</u> <p>STRATEGIC PLAN IMPLICATIONS</p> <p>The new advocacy positions align to the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> • Influence – Lead policy development for the Local Government sector. • Support – Provide practical sector-wide solutions based on research and evidence. • Expertise – Promote a dynamic, agile, high-performance culture. <p>POLICY IMPLICATIONS</p> <p>The new advocacy positions will complement existing Advocacy Positions:</p> <ul style="list-style-type: none"> • 5.2.5 The Role of Local Government in the Future Management of Warden Controlled Children's Crossings

	Matters for Decision	WALGA Recommendation
		<ul style="list-style-type: none"> • 5.2.7 Driving Change - Road Safety Strategy 2020-2030 • 5.3.3 Cycling on Footpaths • 5.3.4 Licencing cyclists and registering bicycles • 5.3.5 Active Travel to Schools • 5.3.6 Pedestrian Crossings

Conclusion

The Kimberley Zone noted the report from the WALGA President and the circulated State Council Agenda Items and supported the recommendations in the Matters for Decision contained with the State Council Agenda and acknowledged the items for noting above and the Status Report on State Council Resolutions.

Kimberley Regional Group Meeting Minutes – 25 September 2025

The following items from the KRG meeting held 25 September 2025 should be noted by Council:

Financial Report

To update the KRG members on the financial position of the Group.

This report presents the KRG Financial Activity Statement for the period ended 30 June 2025. The report recommends that the KRG receives the Financial Activity Statement.

Resolution:

The KRG noted:

1. the Financial Activity Statement for the period ending 30 June 2025;
2. the \$38,404 budget deficit and the reasons for the deficit; and
3. the total member interest of \$261,374 at 30 June 2025 is represented by cash held in Reserves.

KRG Annual Budget 2025/26

Members were advised of the proposed 2025/26 Annual Budget.

This report presents the proposed 2025/26 Kimberley Zone and KRG Annual Budget for approval.

Resolution:

The KRG endorsed the 2025/26 KRG Annual Budget (Refer attached).

Formal Presentations

Presentations were presented by:

1. Shane Love MLA, Leader of the Nationals WA; Shadow Minister for Regional Development; Mines and Petroleum; Electoral Affairs.
2. Keith Williams, A/CEO Kimberley Development Commission
3. Hon Neil Thomson MLC; Shadow Minister for Planning and Lands; Aboriginal Affairs; Seniors

4. Hon Melissa Price MP; Liberal Federal Member for Durack; Shadow Minister for Cyber Security; Shadow Minister for Science
5. Basil Zempilas MLA; Leader of the Opposition; Leader of the WA Liberal Party; Shadow Minister for State Development; Trade and Investment; Citizenship and Multicultural Interests; and
6. Hon Michelle Boylan MLC; Member for Western Australia; Liberal Party

Developing Northern Australia Conference

To provide an opportunity to discuss the Developing Northern Australia Conference (DNAC) and whether a similar arrangement for KRG attendance should be progressed for the 2026 DNAC in Alice Springs.

In summary:

- The Developing Northern Australia Conference was held in Cairns 22-24 July
- The KRG Executive Officer, in partnership with Regional Capitals Alliance WA, brokered a proposal with the Conference organisers which saw KRG delegates registration fees reduced, the KRG logo on the conference website and the KRG promoted in the conference handbook. (total free value \$4K)
- The KRG Executive Officer (EO) chaired a Plenary Session – Governing Differently for Different Results, and the EO and CEO Shire of Wyndham East Kimberley gave a presentation on Regional Cooperation: The Kimberley Regional Group of Councils at this session.
- Attached is the Final Wrap from DNAC 2025 outlining the higher points, key themes and closing reflections from the Conference Organisers.
- Discussion is sought on whether the conference was of value and whether a similar approach should be considered for the 2026 Conference which will be held in August 2026 in Alice Springs.

Resolutions:

- The KRG discussed the value of the Developing Northern Australia Conference 2025 and attendance at the 2026 Developing Northern Australia Conference in Alice Springs.
- The Executive Officer to explore early bird pricing and confirm member attendance post local governments elections.

Action:

- The Executive Officer to negotiate early bird pricing with Developing Northern Australia and consult members post local government elections on attendance at the 2026 Conference.

KRG September 2025 Canberra Meetings

To provide an opportunity to discuss the outcome of the KRG meetings in Canberra and whether another visit to Canberra should be scheduled, and if so when.

In summary:

- KRG delegates attended a series of meetings in Canberra on the 1st and 2nd of September with members of the government, the opposition and government agencies.

- The purpose of the meetings was to advocate for increased focus and investment in the Kimberley
- Attached is the schedule of meetings that were held
- This item provides the opportunity to reflect on the value of the meetings in Canberra and whether another visit to Canberra should be scheduled, and if so when.

Resolution:

- The KRG discussed the value of the meetings in Canberra and agreed a further visit should be scheduled for 2026.
- The Executive Officer to review and refine the Kimberley Housing Pipeline to create a more robust and visual document in preparation for the budget cycle and the 2026 Canberra visit.
- The Executive Officer to progress actions arising from the Canberra meetings.

Actions:

- The Secretariat and Executive Officer to explore possible dates and report back to the members.
- The Executive Officer to review and refine the Kimberley Housing Pipeline to create a more robust and visual document in preparation for the budget cycle and 2026 Canberra visit.
- Meeting with Darren Skuse; Senior Advisor to Senator the Hon Malarndirri McCarthy: The Executive Officer to liaise with NBY regarding access/applicability on funding opportunities.
- Meeting with Hon Clare O'Neil MP: The Executive Officer to research federal housing grant opportunities for all KRG projects e.g. McMahon Estate.
- Meeting with Senator Susan McDonald: The Executive Officer to write to the ACCC to monitor airline charges on the Kimberley/NT route (Nexus/Air North).
- The Executive Officer to review the Timber Creek Native Title decision and its relevance to the Kimberley and the effect on the KRG members.

KRG Planning Workshop – November 2025

To note the progress of the November 2025 workshop to develop a new KRG Business Plan.

In summary:

- CEOs to provide additional items for inclusion in the planning workshop to the Executive Team by 16 October.
- The Executive Officer to include an item on the possibility of holding a Government Forum in Canberra with key ministers, departments and members.
- The Executive Officer to include an item on the possibility of joint meetings with the Kimberley and Pilbara Shires' CEOs.

Resolution:

- The KRG noted the progress of the November planning workshop.

Action:

- CEOs to provide additional items for inclusion in the planning workshop to the Executive Team by 16 October.
- The Executive Officer to include an item on the possibility of holding a Government Forum in Canberra with key ministers, departments and members.
- The Executive Officer to include an item on the possibility of joint meetings with the Kimberley and Pilbara Shires' CEOs.

KRG CEO Meeting August 2025

To provide KRG members the notes of the KRG August CEO meeting.

In summary:

- KRG CEOs met on the 15th of August 2025
- A number of operational issues that impact all Shires were raised
- CEOs raised a number of strategic issues, which will be added to the agenda for the November 2025 KRG priority planning session.
- Operational issues will be progressed by the CEOs
- The KRG noted the outcome and actions of the KRG CEO Meeting August 2025.

Resolution:

- The KRG noted the outcome and actions of the KRG CEO Meeting August 2025.

Action:

- The Secretariat and Members to progress actions arising from the KRG CEO meeting.

Kimberley Housing Pipeline

To provide an update on the Kimberley Housing Pipeline Project.

In summary:

- The Kimberley Housing Pipeline, a co-ordinated package of new housing projects across the Kimberley, is an outcome of the Housing Roundtable held in Broome on the 29th July 2024.
- Housing Australia requested an indicative list of shovel ready Kimberley projects which was provided to them in September 2024.
- The project pipeline continues to be updated as projects are funded.
- Since the Housing Roundtable, there have been a number of changes of senior staff at Housing Australia, and the operational commitment to the pipeline is difficult to gauge.
- The KRG met with the Federal Minister for Housing in September 2025. The Minister indicated that priorities include - A new Home Buyer initiative - 100,000 homes for first homebuyers over 8 years, with grants to be administered by the State and Territory governments.
- Increasing social Housing for Housing Australia through the community housing sector.
- The pipeline will be updated based on these opportunities
- Additional work required to finalise this work includes housing demand data for each Shire, a project schedule and cashflow, project governance and risk management. Also, an advocacy strategy.

Resolution:

- The KRG noted progress of the Kimberley Housing Pipeline Project.

Action:

- The Executive Officer to provide a completion date of the project to members to align with a submission to the State
- The Executive Officer to note Sanctuary Road, Broome, as a priority regional housing project.
- The Executive Officer to organise a meeting with the Four Shire Presidents and Leon Mclvor (Director General, Department of Housing and Works WA) to discuss the Housing Pipeline.

Government Forum and EA Development and Networking Workshop

To analyse some metrics of the Government forum and EA development and networking workshop and gather member feedback on both events.

In summary:

- The KRG and RCAWA co-hosted the 2025 Government Forum, themed “Growing the Regions – the role of Local Government”, with speakers from Federal and State Government, WALGA, and the KRG. Analysis of the forum metrics indicate that: Ministerial representation was supported by senior advisors, providing policy-level engagement.
- Departmental representation was strong, with either DG or senior executive presence from most agencies.
- Organisational CEO attendance was lower than invitations issued but balanced by other high-level executive attendees.
- The EA workshop was attended by 14 participants (2 late apologies from Shire of Broome and Shire of Halls Creek). Feedback was very positive, and the group continue to communicate via TEAMS Chat.

Resolution:

For Noting

Action:

The Executive Officer to explore the possibility of holding a Government Forum in Canberra with key ministers, departments and members. on the November Planning Workshop agenda.

Around the Grounds

This session provides an opportunity for members to share information of a local or regional nature that may provide opportunities for collaboration or may serve the purposes of sharing a learning that could impact the region as a whole.

In summary:

- Since the inception of this agenda item in February 2023, two events were deemed major enough to steer discussion: the Kimberley floods and the Canberra visit.
- Local Government elections 2025 – overview from each Shire

- Shires to introduce a topic/s of their choice that they deem relevant for the group. It is the intention that each Shire can hold the floor for up to 5 minutes, after which the item can either be followed up out of session or raised as an agenda item for the next meeting.

Resolution:

For Information Only

Action:

TBD

Kimberley Regional Group Priority Action List

Provided a status update on action items.

In summary:

- The Priority Action List 2023/24, developed November 2022, is a standing agenda item.
- Priority Actions do not preclude other activities or seizing opportunities as they arise.
- This list will be updated after the November 2025 planning workshop.

Resolution:

The KRG noted the priority action list progress.

Executive Officer Report

KRG were updated on the Executive Officer services provided for the period June 2025 inclusive.

The report provided information about the services provided, activities undertaken and time allocation over the past two months.

Resolution:

The Executive Officers Report was received and endorsed.

Action:

Executive Officer to work with the Secretariat to develop a 12-month action plan following the November workshop, ensuring alignment with agreed priority actions.

General Business

a) Shared Services - Executive Officer

Action: Refer Item 12. KRG CEO Meeting August 2025

b) Outcome of meeting with Sara Peacock, Senior Policy and Project Officer Freight, Ports, Aviation and Reform, Department of Transport - Executive Officer

Action:

- The Executive Officer met with Peter Ryan, Director of Aviation, and Sarah Peacock on 11 August 2025 to discuss both opportunities and challenges faced when it comes to regional aviation and how it can support economic development in the regions.
- The Executive Officer to provide an update accordingly.

- c) Outcome of meeting with Hon Don Punch MLA; Minister for Aboriginal Affairs; Water; Climate Resilience; South West; Member for Bunbury - Executive Officer

Action:

- Executive Officer met with Minister Punch on 27 August 2025 to discuss Kununurra and Ord Irrigation District water issues.

- d) 2026 Meeting dates – Executive Officer

Action:

- The Executive Officer to provide an update accordingly.
- The Executive Team to liaise with members to determine suitable dates for 2026 meetings.
- A draft calendar of 2026 meeting dates to be presented at the meeting on 14 November.

CONSULTATION

WALGA
Kimberley Development Commission
Kimberley Regional Development Australia.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISK

Nil

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 9 - Effective leadership, advocacy and governance

Objective 9.1 Strengthen leadership, advocacy and governance capabilities.

Outcome 11 - An engaged and effective workforce that strives for excellence

Objective 11.1 Support employee wellness and foster a positive workplace culture.

Place - We will grow and develop responsibly and sustainably, caring for the natural environment and cultural and built heritage, for everyone.

Outcome 7 - Safe, well connected, affordable transport options

Objective 7.1 Provide safe and efficient roads and parking.

CARETAKER PERIOD STATEMENT

The recommended decision is not a 'Major Policy Decision' within the context of Council Policy 'Elections - Caretaker Policy'.

VOTING REQUIREMENTS

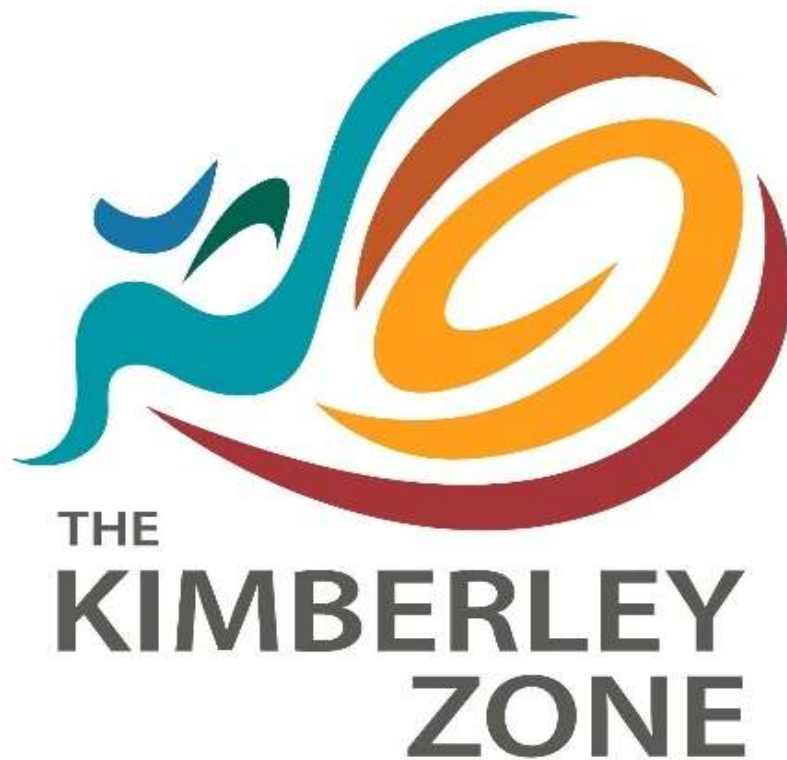
Simple Majority

REPORT RECOMMENDATION:

That Council receives and endorses the resolutions of the Kimberley Zone of Western Australia Local Government Association (WALGA) Meeting Minutes of 15 August 2025 and the Kimberley Regional Group Meeting Minutes of 25 September 2025 en bloc.

Attachments

1. KIMBERLEY ZONE MEETING MINUTES 15 AUGUST 2025
2. KIMBERLEY REGIONAL GROUP MEETING MINUTES 25 SEPTEMBER 2025



Meeting Minutes

15 August 2025
9:30am – 10:30am

Join Zoom Meeting

<https://us02web.zoom.us/j/84813608004?pwd=AjEdQtMCwabwsbPBlzrz1jJukCp553.1>

Meeting ID: 848 1360 8004

Passcode: 177406



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1. Kimberley Country Zone Meeting Open: 9:36

Chair acknowledged the Traditional Custodians of the different lands on which people are meeting today, and paid respect to all the Elders past, present and emerging.

2. Attendance and Apologies

Name	Shire / Council / Organisation	Method
Members		
Cr David Menzel	Zone Chair, and President, Shire of Wyndham East Kimberley	Zoom
Cr Chris Mitchell	President, Shire of Broome	Zoom
Jeff Gooding	Commissioner, Shire of Derby West Kimberley	Zoom
Observers		
James Watt	Acting CEO, Shire of Broome	Zoom
Wayne Neate	Acting CEO, Shire of Derby West Kimberley	Zoom
Susan Leonard	CEO, Shire of Halls Creek	Zoom
Vernon Lawrence	CEO, Shire of Wyndham East Kimberley	Zoom
Executive Support Team		
Michelle Mackenzie	Principal Mira Consulting	Zoom
Paul Rosair	Principal NAJA Business Consulting	Zoom
Jane Lewis	Principal Redit Research	Zoom
Apologies		
Gordon Thomson	President, Shire of Christmas Island	
David Price	CEO, Shire of Christmas Island	
Aindil Minkom	President, Cocos (Keeling) Islands	
Frank Mills	CEO, Cocos (Keeling) Islands	
Tony Lacy	Cocos (Keeling) Islands	
Cr Malcolm Edwards	President, Shire of Halls Creek	
Cr Azah Badlu	Cocos (Keeling) Islands	

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Name	Shire / Council / Organisation	Method
Rebecca Billing	Administrative Assistant, NAJA Business Consulting	
Sam Mastrolembo	CEO, Shire of Broome	
Tamara Clarkson	CEO, Shire of Derby West Kimberley	
Cr Karen Chappel	President, WALGA	
Cr Tony Chafer	Deputy Shire President, Shire of Wyndham East Kimberley	
Guests		
Cr Paul Kelly	Deputy President, WALGA	Zoom
Nick Sloan	CEO, WALGA	Zoom
Tony Brown	Executive Director Member Services, WALGA	Zoom

3. Disclosures, Conflicts and Declarations of Interest:

Financial Interest / Impartiality			
Member	Item Number	Item	Nature of Interest
Jeff Gooding	8.4	Rural and Remote Health Services Advocacy Position	Minor perceived impartiality conflict as a Director of Wunan

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4. Kimberley Country Zone State Council Agenda:

Attachments:

1 President's Report

2 WALGA State Council Agenda and Report on State Council Actions (Separately Attached)

1.1 Presidents Report – Attachment 1



President's Report September 2025

Introduction

It has been a busy few months for the Local Government sector, with several issues getting substantial public attention.

Across these past few months, we've responded to more than 40 media queries and in some instances, I have been disappointed with the representation of the sector and have responded accordingly – noting the clear policy positions of WALGA.

Please be assured, WALGA will continue to take every opportunity to champion the incredible efforts of WA Local Governments.

The WALGA Local Government Awards, held at the WA Museum on 19 July celebrated the outstanding achievements and contributions of individuals and Councils across the State. Feedback continues to support the decision to host the Awards as a stand-alone event, allowing adequate time to appropriately acknowledge award recipients.

Rating of Miscellaneous Licences

WALGA strongly supports the Supreme Court's interpretation on the ability for local Governments to rate miscellaneous licences and opposes the State Government's proposed amendments to provide an exemption for these licences.

The Association maintains that:

- Legislative changes should not override judicial decisions that promote equity and sustainability.
- Occupied land under miscellaneous licences should be rateable.
- The resource sector should contribute to local communities through rates, just as other property owners do.

WALGA has advocated strongly on this issue following the State Governments announcement to legislate for a rating exemption for miscellaneous licences as follows:

Thursday, 10 July 2025

- WALGA media statement – [Supreme Court decision supports critical role of Local Government](#)
- ABC Drive, [interview with Geraldine Mellet](#)

Saturday, 2 August 2025

- WALGA media statement - [WALGA condemns State Government move to legislate against Supreme Court decision](#)
- The West Australian, Rebecca Le May - [WA Local Government Association hits back as State Government shields miners from land rates](#)

Sunday, 3 August 2025

- The Sunday Times (pg. 5), Rebecca Le May – "Councils' fury over mining land rates"

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Monday, 4 August

- ABC News online, Chloe Henville - "[Move to exempt miners from paying rates on miscellaneous licenses 'concerning'](#)"
- ABC Mornings with Nadia Mitsopoulos - "[WALGA president Karen Chappel and AMEC CEO Warren Pearce discuss the State Government plan to prevent councils levying rates on miscellaneous licences](#)"
- 7 Regional News, Brandon Demura - "[State Government accused of re-writing rulebook for WA Councils](#)"
- ABC News Perth, Blake Kagi - "[Local Governments condemn State Government move](#)"

Local Government Elections

Work has commenced on preparing for the October 2025 Local Government Elections. In addition to the New Councillor Webinar hosted by WALGA and joined by the Minister, LGIRS and WAEC, a statewide media campaign has been developed to launch in August to both encourage diversity of candidate nominations and voter participation.

Further details on Statewide Candidate Information Webinar

Upcoming Election Candidate Information webinar ahead of the opening of nominations for the 2025 Local Government Elections.

Monday, 18 August
6:00pm to 7:30pm
Online via Zoom

This session is designed to support individuals considering nomination and will provide a clear overview of:

- the election process
- the responsibilities of Council Members and Local Governments
- the regulatory role of LGIRS in Western Australia

The Webinar will include presentations from Hon. Hannah Beazley MLA - Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne, Dennis O'Reilly - Acting WA Electoral Commissioner, Erin Gauntlett - LGIRS Deputy Director General.

Local Governments are encouraged to share details of the webinar through their networks and host a group viewing for community members who may be interested in nominating for the upcoming elections.

The webinar will be recorded and will be available online after the event.

Local Candidate Information Forums

If your Local Government is interested in inviting WALGA to provide a presentation at your local candidate briefing, please register your interest as soon as possible, by providing your requested date and time to governance@walga.asn.au.



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WALGA will prioritise local candidate briefings jointly hosted by several Local Governments, and depending upon our capacity, will then consider individual briefings for a single Local Government.

In addition, WALGA is also developing training for Independent Audit, Risk and Improvement Committee members, particularly around chairing meetings.

WALGA's Members Hub

The Member Hub is now open on level 3 at WALGA's office, 170 Railway Parade, West Leederville. Our Member Hub is a new service offering, providing bookable meeting rooms and shared and private working spaces, available to all Member Local Governments. I encourage all Members to contact [WALGA's reception](#) for bookings.

Political Engagement

WALGA's political engagement has continued, with a range of meetings held with State Ministers, Shadow Ministers and other Members of Parliament following the Election. This engagement has been critical in re-establishing the sector's priorities with our State policy makers.

Importantly, I met with Premier Roger Cook on 9 July. This was a positive engagement that reaffirmed the Government's commitment to working with the sector through WALGA on important issues for Western Australia.

Emergency Management

I strongly urge all Local Governments to complete the WALGA 2025 Local Government Emergency Management Survey that will be sent to all Members in September. The Survey is an important tool that enables WALGA to understand and quantify the sector's concerns and needs in meeting its emergency management responsibilities. Focus areas for the 2025 Survey include: Bushfire Brigade management, Aboriginal cultural heritage considerations, and reform of the Local Government Grants Scheme. The 2025 survey findings will be presented to Zones and State Council – an important opportunity to share your views and perspectives. The Survey will be open for 4 weeks.

I'd also like to take this opportunity to acknowledge the 2025 Local Government Emergency Management Forum hosted by WALGA on 17 June 2025 at the City of Stirling. The Forum, themed *Local Government Future Proof: Preparing today for tomorrow's challenges*, provided a fantastic opportunity for 150 attendees from over 41 Local Governments to enhance their capabilities, build insights, and share strategies in undertaking their critical emergency management responsibilities.

Polyphagous shot-hole borer

The Government announced on 19 June that it had been decided it was longer feasible to eradicate PSHB and that a National Transition to Management Plan will be developed. This decision is deeply disappointing and will have significant implications for Local Government. As I indicated in [WALGA's statement](#), the decision to move from eradication to a management phase for PSHB is a result of the inadequacy of the State Government's early response to PSHB.

On 29 July 2025 I met with the Hon Jackie Jarvis, Minister for Agriculture and Food; Fisheries; Forestry; Small Business to express WALGA's concerns. I have sought assurance



that Local Government, and other key stakeholders will be meaningfully engaged in the development of the management arrangements. WALGA is also advocating for long-term funding support for the sector.

Tree Protection on Private Land

The recent State Administrative Tribunal (SAT) decision *Zorzi and Town of Cambridge [2025] WASAT 77*, held that the removal of a single existing tree can constitute development and therefore requires development approval. This marks the first instance where SAT has classified the removal of a single tree in an urban context as development.

This decision vindicates the work WALGA has undertaken to support Local Governments in their endeavours to protect large canopy trees on private land and highlights the importance of having a clear local planning framework, such as WALGA's Tree Retention Model LPP, in outlining when approval is necessary for tree removal.

Attacks on Local Government Planning Functions

You will be aware of recent media coverage of comments made by the Minister for Planning, John Carey MLA in relation to the performance of Local Government planning and building regulatory functions and claims that our sector is purposely holding up and delaying housing approvals.

WALGA strongly refutes the Minister's claims and I have made several media appearances to defend the sector's planning performance. These claims are baseless and are not representative of the critical role and that Local Government planning plays in delivering sustainable and liveable communities and places.

In fact, WALGA's Local Government Performance Monitoring Project shows that 99% of all development applications across Western Australia were approved by Local Governments in 2023-24, a level of performance consistent over the past eight years.

Local Government is and has always been the backbone of the planning system, determining more than 20,000 proposals each year. WALGA will continue to stand up to these unjustified attacks.

President Cr Karen Chappel AM JP
WALGA President



President's Contacts

The President's contacts since 2 July and scheduled before 5 September are as follows:

State and Commonwealth Government Relations

- Hon Roger Cook BA GradDipBus (PR) MBA MLA, Premier; Minister for State Development; Trade and Investment; Economic Diversification
- National Emergency Management Ministers Meeting Dinner with Hon Kristy McBain MP
- National Emergency Management Minister Meeting
- WA Police
- Office of the Auditor General
 - Nayna Raniga
 - Jason Beeley
- Hon Matthew Swinbourn BA LLB MLC, Minister for the Environment; Community Services; Homelessness
- Hon Don Punch BPsych BSocwk MBA MLA, Minister for Aboriginal Affairs; Water; Climate Resilience; South West
- Hon Dr Tony Buti BPE DipEd MIR LLB DPhil MLA, Attorney General; Minister for Commerce; Tertiary and International Education; Multicultural Interests
- Hon Jackie Jarvis MLC. Minister for Agriculture and Food; Fisheries; Forestry; Small Business; Mid West
- Hon Hannah Beazley BA MLA, Minister for Local Government; Disability Services; Volunteering; Youth; Gascoyne
- Ms Kirrilee Warr MLA, Shadow Minister for Local Government; Fisheries
- Hon Sabine Winton BA BPS MLA, Minister for Education; Early Childhood; Preventative Health; Wheatbelt

Zone Meetings

- Northern Country Zone
- North Metropolitan Zone
- Kimberley Zone Meeting

Local Government Relations

- **State Council Meetings**
 - Strategic Forum, 2 July
 - State Council Meeting, 2 July
 - Information Forum, 6 August
 - Finance & Services Committee
 - Local Government House Trust
- **ALGA**
 - Executive Meeting x3
 - Board Meeting (Post NGA Conference)
- **LGIS**
 - Board Meeting
 - 11 July
 - 22 August
 - Risk and Compliance Committee Meeting

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- Town Team Movement
- 2025 WALGA Local Government Awards
- Shire of Morawa Midwest NAIDOC Ceremony
- Lord Mayors Distress Relief Fund Board Meeting
- WALGA Certificate III Virtual Graduation
- Shire of Jerramungup, Deputy President Cr Julie Leenhouders & CEO, Martin Cuthbert
- Shire of Ravensthorpe, President Cr Tom Major & CEO, Matthew Bird
- State Council Agenda Briefing for Zone Chairs
- WALGA Transport and Roads Forum
- Regional Capital Alliances WA Meeting
- State Road Funds to Local Government Advisory Committee Meeting

Conferences, Workshops, Public Relations

- Kimberley Regional Group and Regional Capital Alliances WA Government Forum
- Bringing Dowerin Downtown Lunch
- NGAA 2025 Congress Sunset Dinner & Drinks
- Shire of Perenjori Official Supermarket Opening
- Regional Road Group Chairs Workshop
- Statewide Candidate Briefing Webinar
- Pathways to Politics for Women

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1.2 Reports from Representatives

WALGA –

- Cr Paul Kelly, Deputy President
- Nick Sloan, CEO
- Tony Brown, Executive Director Member Services

5.2.1 Reports from Department of Local Government, Sport and Cultural Industries Report

Report will be provided by WALGA once available.



5.3 Reports from Kimberley Country Zone

Zone Delegates are invited to read and consider the WALGA State Council Agenda, which has been provided as an attachment with this Agenda and can be found via the link [here](#).

The Zone can provide comment or submit an alternative recommendation on any of the items, including the items for noting.

The Zone comment will then be presented to the State Council for consideration at the meeting on 5 September 2025. The State Council Agenda items requiring a decision of State Council are extracted for Zone consideration below.

5.3.1 Item/Matters for Decision

Item / Matters for Decision As per State Council Agenda	Recommendations
<p>8.1 Rating of Renewable Energy Facilities</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.1 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION</p> <p>That WALGA advocate to the State Government for:</p> <ol style="list-style-type: none"> 1. Legislative amendments to enable WA Local Governments to rate large-scale renewable energy facilities using current rating mechanisms (differential rating based on UV, differential rating based on GRV, or GRV alone) with certainty. 2. A commitment to implement a Payment in Lieu of Rates (PiLoR) framework in Western Australia. <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • WALGA Members have expressed uncertainty in the rating of large-scale renewable energy facilities across the State which was confirmed through a resolution of the Peel Country Zone Meeting in April 2025. • In response to the uncertainty, WALGA engaged Paxon Consulting Group to review the rating mechanisms available for Local Governments to recover costs associated with large scale renewable energy projects. • The purpose of the review was to examine the current legislative framework, undertake a review across other Australian jurisdictions in respect to who rating for such facilities is managed, and provide recommendations for the rating of these facilities in Western Australia, including any required amendments to legislation. • The Final Report outlined seven Key Findings which confirmed that legislative change would be required to enable Local Governments to rate renewable energy facilities with certainty.



Item / Matters for Decision As per State Council Agenda	Recommendations
	<p>ATTACHMENT</p> <ul style="list-style-type: none"> • Local Government Rating of Renewable Energy Facilities Report <p>STRATEGIC PLAN IMPLICATIONS This item relates to WALGA's Strategic Pillars of Influence, Support and Expertise.</p> <p>POLICY IMPLICATIONS There is no current advocacy position for the rating of large-scale renewable energy facilities. Endorsement of this item will enable the establishment of a position.</p>
<p>8.2 Rating of Miscellaneous Licences</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.2 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA:</p> <ol style="list-style-type: none"> 1. Advocate for Local Governments to continue to have the ability to rate miscellaneous licences under the <i>Mining Act 1978</i>; and 2. Oppose legislative amendments that seek to exempt occupied miscellaneous licence land from rating. 3. Continue to advocate for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the <i>Local Government Act 1995</i>. <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Under section 6.26 of the <i>Local Government Act 1995</i>, all land is rateable unless specifically exempted. • In a State Administrative Tribunal decision of 2024, it was determined that Crown land the subject of an occupied miscellaneous licence was non-rateable. • Subsequently, the Shire of Mt Magnet appealed this decision to the Supreme Court. The Supreme Court ruled that Crown land subject to a miscellaneous licence and occupied is rateable, overturning the State Administrative Tribunal decision. • This ruling affirmed the principle that Local Governments may levy rates on such land, recognising the significant infrastructure and occupation associated with these licences. • On 2 August 2025, the WA State Government announced its intention to legislate amendments to the <i>Local Government Act 1995</i> to exempt land under miscellaneous licences from rating. • WALGA has been advocating for Local Governments to have the ability to rate these licences and a formal advocacy position is required.



Item / Matters for Decision As per State Council Agenda	Recommendations
	<ul style="list-style-type: none"> WALGA is seeking support from the WA Parliament for the appropriate committee to review the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the Local Government Act 1995. <p>ATTACHMENT</p> <ul style="list-style-type: none"> Supreme Court decision, Shire of Mt Magnet v Atlantic Vanadium Pty Ltd [2025] WASC 274 Ministers media release WALGA's media release <p>STRATEGIC PLAN IMPLICATIONS This item relates to WALGA's Strategic Pillars: Influence, Support and Expertise.</p> <p>POLICY IMPLICATIONS There is no specific advocacy position relating to miscellaneous licences. Endorsement of this item will enable the establishment of a position.</p> <p>Current advocacy position 2.1.1 relates generally to Rating Exemptions Review:</p> <p>Position Statement <i>A broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under section 6.26 of the Local Government Act 1995.</i></p>
<p>8.3 Community Infrastructure and Community Sporting and Recreation Facilities Fund Advocacy Positions</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.3 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA:</p> <ol style="list-style-type: none"> Replace Advocacy Position 3.7.1 Community Infrastructure with the following: <i>Local Governments own, lease, and maintain vital community infrastructure across Western Australia that delivers essential benefits to local communities. Local Governments face significant funding pressures to ensure this infrastructure is effectively planned, developed, maintained, and enhanced to meet evolving community needs and population growth.</i>



Item / Matters for Decision As per State Council Agenda	Recommendations
	<ol style="list-style-type: none"> 1. WALGA calls on the Australian Government to provide \$500 million per annum for community infrastructure through a national formula based, targeted Local Government funding program. 2. WALGA calls on the State Government to: <ol style="list-style-type: none"> a. Provide \$30 million per annum for the Community Sporting and Recreation Facilities Fund, b. Provide \$30 million per annum for community arts and cultural infrastructure, c. Provide funding for retrofitting accessible design features to community infrastructure, d. Align all community infrastructure funding with existing State co-contribution of at least two-thirds. 2. Retire Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund. <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Following a review of WALGA's Investing in Communities advocacy positions it is proposed that Advocacy Position 3.7.1 Community Infrastructure be updated, and that Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund be retired. • The proposed revisions intend to align the positions with current advocacy approaches and combine them into one position. • The proposed changes were noted by the Infrastructure Policy Team and endorsed by the People and Place Policy Team in July 2025. <p>STRATEGIC PLAN IMPLICATIONS</p> <p>Endorsing the advocacy position updates and retirement aligns with the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> • Influence – Lead advocacy on issues important to Local Government. • Influence – Empower the Local Government sector to build communities equipped for the future. • Support – Anticipate, understand and respond to Member needs. <p>POLICY IMPLICATIONS</p> <ul style="list-style-type: none"> • The replacement of Advocacy Position 3.7.1 Community Infrastructure with an updated position. • The retirement of Advocacy Position 3.7.2 Community Sporting and Recreation Facilities Fund.
<p>8.4 Rural and Remote Health Services Advocacy Position</p>	<p>RECOMMENDATION</p> <p>That the Zone support the WALGA recommendation for State Council Agenda item 8.4 as contained in the State Council Agenda and as provided below.</p>



Item / Matters for Decision As per State Council Agenda	Recommendations
	<p>WALGA RECOMMENDATION That WALGA replace Advocacy Position 3.2.2 Regional Health Services with the following:</p> <p><i>The Western Australian and Australian Governments are responsible for ensuring that all West Australians have equitable access to primary healthcare services, regardless of their location. Local Governments should not have to step in to support the provision of these services for their communities.</i></p> <ol style="list-style-type: none"> 1. WALGA calls on the Western Australian and Australian Governments to address the systemic failures in the provision of rural and remote primary healthcare services, including through: <ol style="list-style-type: none"> a. the development and implementation of adequate, appropriate and sustainable funding models b. incentivising rural and remote healthcare workforce recruitment and retention. 2. Local Governments should be reimbursed for costs incurred to support the provision of primary healthcare services until sustainable funding and workforce models are in place. <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • The provision of healthcare services is both an Australian and State responsibility. • The WALGA Local Government Primary Healthcare Services Survey provides a comprehensive dataset of the cost, nature and geographical location of Local Government support predominantly focused on General Practice services. • The recommended revisions update the Advocacy Position to align with the data and recommendations of the Survey Report and provide a framework for further advocacy. • The People and Place Policy Team considered and endorsed the proposed changes at its meeting on 9 July. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • Local Government Primary Healthcare Services Survey <p>STRATEGIC PLAN IMPLICATIONS Revising Advocacy Position 3.2.2 aligns to the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> • Influence – Lead advocacy on issues important to Local Government. • Support – Provide practical sector-wide solutions based on research and evidence. • Expertise - Foster relationships between our subject matter experts and stakeholders.



Item / Matters for Decision As per State Council Agenda	Recommendations
	<p>POLICY IMPLICATIONS The replacement and renaming of Advocacy Position 3.2.2 Regional Health Services with an updated position titled Rural and Remote Health Services.</p>
<p>8.5 Health Advocacy Position</p>	<p>RECOMMENDATION That the Zone support the WALGA recommendation for State Council Agenda item 8.5 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA retire Advocacy Position 3.2 Health.</p> <p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Advocacy Position 3.2 relates to public health and predates the <i>Public Health Act 2016</i> and the commencement of Stage 5 of the Act in June 2024. • The position is superseded by Advocacy Position 3.2.1 <i>Local Public Health Plans</i>, which was revised in September 2024 to align to the 2016 Act and specifically the implementation of Local Public Health Plans. • The People and Place Policy Team considered and endorsed the retirement of Advocacy Position 3.2 Health at its meeting on 9 July. <p>STRATEGIC PLAN IMPLICATIONS Retiring Advocacy Position 3.2 aligns to the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> • Influence – Lead policy development for the Local Government sector. • Expertise – Optimise organisational capability to service members’ needs. <p>POLICY IMPLICATIONS The retirement of Advocacy Position 3.2.1 Health.</p>
<p>8.6 Advocacy Positions for Active Transport and Micromobility</p>	<p>RECOMMENDATION That the Zone support the WALGA recommendation for State Council Agenda item 8.6 as contained in the State Council Agenda and as provided below.</p> <p>WALGA RECOMMENDATION That WALGA endorse the proposed advocacy positions on Active Transport and micromobility.</p>



Item / Matters for Decision As per State Council Agenda	Recommendations
	<p>EXECUTIVE SUMMARY</p> <ul style="list-style-type: none"> • Six new advocacy positions are proposed, with the aim of providing a clear and unified framework to support Local Governments in planning, delivering, and advocating for walking, cycling, and other forms of Active Transport (AT). • The new advocacy positions are intended to strengthen WALGA’s voice in state and national forums, guide responses to legislative or policy changes, and ensure the sector is well-represented in cross-government initiatives related to AT. • These positions reflect the growing role of AT in addressing key policy areas including health, sustainability, road safety, and urban liveability. The policy statements cover six key areas: <ul style="list-style-type: none"> ○ Active Transport Vision and Strategy ○ Funding ○ Safety ○ Education, Encouragement, and Community Engagement ○ eRideables ○ Active Travel to School • The Infrastructure Policy Team considered and recommended the proposed AT advocacy positions for endorsement by State Council at its meeting on 4 August. <p>ATTACHMENT</p> <ul style="list-style-type: none"> • Summary of Issues, Challenges for Active Transport in WA <p>STRATEGIC PLAN IMPLICATIONS</p> <p>The new advocacy positions align to the WALGA 2025-2029 Strategic Plan, in particular:</p> <ul style="list-style-type: none"> • Influence – Lead policy development for the Local Government sector. • Support – Provide practical sector-wide solutions based on research and evidence. • Expertise – Promote a dynamic, agile, high-performance culture. <p>POLICY IMPLICATIONS</p> <p>The new advocacy positions will complement existing Advocacy Positions:</p> <ul style="list-style-type: none"> • 5.2.5 The Role of Local Government in the Future Management of Warden Controlled Children’s Crossings • 5.2.7 Driving Change - Road Safety Strategy 2020-2030 • 5.3.3 Cycling on Footpaths • 5.3.4 Licencing cyclists and registering bicycles • 5.3.5 Active Travel to Schools • 5.3.6 Pedestrian Crossings

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1.6 Other State Council Agenda Items

Zone Delegates are invited to raise for discussion, questions or decision any of the items in the State Council Agenda, including the items for noting, Policy Team and Committee Reports or the Key Activity Reports.

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1.4 Status Report on State Council Resolutions

Meeting	Resolution	Comment	Completion Date	Officer Responsible
2 July 2025 Item 8.1 Suspension and Disqualification for Offences Advocacy Position	That WALGA defers consideration of this matter for further work, including: <ol style="list-style-type: none"> defining appropriately serious offences for intervention; and addressing the role of the Local Government Inspector. evaluating whether advocacy for disqualification based on convictions under the Planning and Development Act 2005 and Building Act 2011 should be retained. RESOLUTION 037.3/2025	Work has commenced on defining appropriately serious offences for intervention. Consideration of how the Office of the Inspector affects this position is awaiting the release of regulations pertaining to the office.	Ongoing	Tony Brown Executive Director Member Services
2 July 2025 Item 8.2 State Development Applications and Decision Making Advocacy Position	That WALGA: <ol style="list-style-type: none"> Replace Advocacy Position 6.4 Development Assessment Panels with the following: <i>WALGA calls on the State Government to:</i> <ol style="list-style-type: none"> <i>Ensure that decision making on development applications (DAs) is:</i> <ol style="list-style-type: none"> <i>consistent and accountable</i> <i>accessible to local communities</i> <i>respectful of, and appropriately applies, local planning frameworks in line with their statutory weight, as informed by objective, professional planning reports.</i> <i>Reform the Development Assessment Panel (DAP) system to:</i> <ol style="list-style-type: none"> <i>raise the DAP threshold from the current \$2 million to \$5 million and mandate periodic reviews of the threshold</i> <i>modify the composition of DAPs to provide equal representation of Specialist Members and Local Government Members</i> <i>review DAP processes to ensure proponents provide necessary information in a timely manner</i> 	The Advocacy Positions Manual has been updated.	July 2025	Nicole Matthews Executive Manager Policy

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	<ul style="list-style-type: none"> d. <i>provide clear procedural guidance on the roles and functions of Local Government officers and Council, including clarification on the ability for the Administration to provide advice to Council Members</i> e. <i>allow access to the State Referral Coordination Unit for DAP applications to ensure timely and adequate referral responses from State Government agencies are provided to Local Governments</i> f. <i>where appropriate, require meetings to be held within the relevant Local Government</i> g. <i>reinstate the ability for Council to consider and provide a recommendation for a Responsible Authority Report.</i> <p>3. <i>Abolish the state significant development assessment pathway (Part 11B of the Planning and Development Act 2005).</i></p> <p>4. <i>If the significant development assessment pathway is retained, implement the following reforms:</i></p> <ul style="list-style-type: none"> a. <i>raise the cost threshold to \$50 million and mandate periodic reviews of the threshold</i> b. <i>align statutory timeframes with DAP and Local Government determined DAs</i> c. <i>ensure all developments are consistent with applicable local planning instruments and provide comprehensive guidelines for discretionary decision making, including applying extraordinary discretion</i> d. <i>delete references to 'mandatory significant development' to ensure the pathway remains entirely opt-in</i> 			
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	<p>e. undertake periodic reviews of its operation and effectiveness.</p> <p>5. Include in any planning report to a decision making:</p> <p>a. the value of any direct financial benefit received by the applicant associated with the granting of development bonuses through a performance-based assessment.</p> <p>b. the value of any community benefit proposed in exchange for consideration of development bonus.</p> <p>2. Notes the Development Assessment Panel 2011 – 2024 Review and State Development Pathway 2020 – 2025 Review reports. RESOLUTION 039.3/2025</p>			
<p>2 July 2025 Item 8.3 Public Library Agreement</p>	<p>That State Council endorse the <i>State and Local Level Agreement for the Provision of Public Library Services in Western Australia</i>. RESOLUTION 040.3/2025</p>	<p>This has been actioned.</p>	<p>July 2025</p>	<p>Nicole Matthews Executive Manager Policy</p>
<p>2 July 2025 Item 8.4 Finance and Services Committee Minutes – 18 June 2025 CONFIDENTIAL</p>	<p>That State Council:</p> <p>1. Endorse the Minutes of the Finance and Services Committee meeting held on 18 June 2025.</p> <p>2. Endorse the WALGA Budget 2025-26, being for the full year ending 30 June 2026 as recommended by the Finance and Services Committee. RESOLUTION 041.3/2025 CARRIED UNANIMOUSLY</p>	<p>Budget has been implemented.</p>	<p>July 2025</p>	<p>Tony Brown Executive Director Member Services</p>
<p>2 July 2025 Item 8.5 Appointment to Finance and Services Committee</p>	<p>That State Council appoint President Cr Elizabeth Sudlow, the State Council representative from the Northern Country Zone to the Finance and Services Committee. RESOLUTION 042.3/2025</p>	<p>This has been actioned.</p>	<p>July 2025</p>	<p>Tony Brown Executive Director Member Services</p>

Kimberley Country Zone: Agenda June 2025



<p>2 July 2025 Item 8.6 Selection Committee Minutes – 17 June 2025 – CONFIDENTIAL</p>	<p>That State Council:</p> <ol style="list-style-type: none"> 1. Notes the resolution contained in the 17 June 2025 Selection Committee Minutes. 2. Endorse the Selection Committee recommendations contained in the 17 June 2025 Selection Committee Minutes. <p>RESOLUTION 043.3/2025</p>	<p>This has been actioned.</p>	<p>July 2025</p>	<p>Tony Brown Executive Director Member Services</p>
<p>2 July 2025 Item 8.7 LGISWA Board Minutes including Annual Adjustments to Scheme Manager Remuneration and Trustee Fees – CONFIDENTIAL</p>	<p>That State Council:</p> <ol style="list-style-type: none"> 1. Note the minutes of the LGISWA Board meeting held on 23 May 2025; 2. Notes the 2025-26 LGISWA Scheme Budget; 3. REDACTED 4. REDACTED 5. Notes the special request in relation to WorkCare is being considered further by WALGA as a contract management matter; and 6. Notes the establishment of a LGISWA Product Disclosure Statement (PDS) and related matters. <p>RESOLUTION 044.3/2025</p>	<p>This has been actioned</p>	<p>July 2025</p>	<p>Tony Brown Executive Director Member Services</p>
<p>2 July 2025 Item 8.9 Use of the Association's Common Seal</p>	<p>That State Council notes and endorses the use of Common Seal being affixed to the Perth and Peel Urban Greening Strategy Financial Assistance Agreement for 2025 between the Western Australian Planning Commission (WAPC) and WALGA.</p> <p>RESOLUTION 045.3/2025</p>	<p>This has been actioned</p>	<p>July 2025</p>	<p>Tony Brown Executive Director Member Services</p>
<p>5 March 2025 Item 9.1 Infrastructure Policy Team Report</p>	<p>That State Council:</p> <ol style="list-style-type: none"> 1. Note the report from the Infrastructure Policy Team for the 5 March 2025 meeting. 2. Determine to: <ol style="list-style-type: none"> a. Delete Advocacy Position 5.2.8 (Towards Zero Road Safety Strategy 2008 – 2020). 	<p>The Advocacy Positions Manual has been updated.</p> <p>The Infrastructure Policy Team resolved to recommend WALGA engage an independent specialist to develop a</p>	<p>Ongoing</p>	<p>Ian Duncan Executive Manager Infrastructure</p>

Kimberley Country Zone: Agenda June 2025



	<p>b. Amend the title of Advocacy Position 5.2.7 from Road Safety Strategy (Imagine Zero) to Driving Change Road Safety Strategy 2020-2030.</p> <p>3. Undertake further policy development and consultation with Members regarding the default open road speed limit in Western Australia.</p> <p>RESOLUTION 013.1/2025</p>	<p>framework to support the Local Government sector in decision making and advocacy relating to speed limits.</p>		
<p>6 December 2024 Item 8.1 2024 Annual General Meeting Resolutions</p>	<p>That:</p> <p>1. the item 7.1 Amendments to <i>Cat Act 2011</i> - Allow Local Governments to Make Local Laws to Contain Cats to the Owner's Property be endorsed.</p> <p>...</p> <p>3. the following resolutions from the 2024 WALGA Annual General Meeting be referred to the Governance Policy Team for further work to be undertaken:</p> <p>7.2 Advocacy for Legislative Reforms to Counter Land-Banking</p> <p>7.3 Advocacy for Expansion of Differential Rating to Include Long Term Unoccupied Commercial Buildings (Property Activation Levy).</p> <p>RESOLUTION 089.5/2024</p>	<p>The Advocacy Positions Manual has been updated.</p> <p>Correspondence has been sent to the Minister for Local Government requesting the <i>Cat Act 2011</i> be reviewed to provide Local Governments with the ability to contain cats on an owner's property.</p> <p>In addition, work has commenced on developing a template Cat Local Law to assist Local Government to make local laws to the extent of the current local law-making powers.</p> <p>WALGA is continuing to support Local Governments to consider how they would implement cat containment in practice, including hosting a webinar and in person event</p> <p>Work on items 7.2 and Item 7.3 is continuing.</p>	Ongoing	<p>Tony Brown Executive Director Member Services</p>

Kimberley Country Zone: Agenda June 2025



		<p>A legal consultant has been contracted to review the legislation and suggest ways to address these recommendations.</p> <p>A combined meeting of the Governance and Environment Policy teams has been scheduled for 12 September with a view to prepare a State Council Agenda item for the December 2025 meeting.</p>		
<p>6 December 2024 Item 8.1 2024 Annual General Meeting Resolutions</p>	<p>That: ... 2. the following resolutions from the 2024 WALGA Annual General Meeting be referred to the Environment Policy Team for further work to be undertaken: 7.2 Advocacy for Legislative Reforms to Counter Land-Banking 7.4 Action on Asbestos for Western Australia 7.6 Advocacy for Accessibility. ... RESOLUTION 089.5/2024</p>	<p>Resolution 7.2 (regarding the planning related items within this resolution): The demolition of single houses is generally a form of development exempt from requiring development approval, and only a demolition permit is required for the complete or partial demolition, dismantling or removal of a building or an incidental structure. The current planning and building legislation do not allow the conditioning of approval or refusal of a building permit in a manner proposed by the AGM resolution.</p> <p>A joint meeting of the Environment and Governance Policy Teams has been scheduled for 12 September to consider this item.</p>	Ongoing	Nicole Matthews Executive Manager Policy

Kimberley Country Zone: Agenda June 2025



		<p>Resolution 7.4: WALGA is engaging at the State and National level on this issue, including through membership of the WA Interagency Asbestos Group and nationally the Asbestos Safety Eradication Agency reference group and has raised the issues impacting Local Governments in relation to safe removal and disposal, including ensuring statewide options.</p> <p>WALGA continues to progress asbestos advocacy and will undertake a survey of Local Governments to determine key needs in the coming months.</p> <p>Resolution 7.6: Liveable Housing Design Standard as part of the National Construction Code (NCC) provides a set of technical provisions that if complied with enable dwellings to better meet the needs of the community, including older people and people with mobility limitations. The code specifies seven minimum standards to ensure all new homes are accessible with modifications including step-free entrances and showers and wider doors and corridors</p>		
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9.4.2 MONTHLY FINANCIAL REPORT AUGUST - 2025

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Accountant
CONTRIBUTOR/S:	Manager Financial Services
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is required under Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996 (FMR)* to consider and receive the Monthly Financial Report for the period ended 31 August 2025.

BACKGROUND

Council is provided with the Monthly Financial Report, which has been prepared in line with statutory reporting obligations and includes the:

- Statement of Financial Activity by nature classifications (satisfying Regulation 34 of the FMR)
- Statement of Financial Position (satisfying Regulation 35 of the FMR)
- Basis of Preparation
- Statement of Financial Activity Information - the adjustments to the Statement of Financial Activity and Net Current Assets Position which agree to the surplus/deficit position (satisfying Regulation 32 of the FMR)
- Explanation of material variances to year-to-date budget (satisfying Regulation 34 of the FMR).

Supplementary information has been provided per Regulation 34(2) of the FMR to provide Council with a holistic overview of the operations of the Shire of Broome. The Supplementary Information notes include:

- Cash and financial assets;
- Reserve accounts;
- Capital acquisitions – summarised by asset class, detailed to project, plant disposals;
- Aged payables;
- Borrowings;
- Grants – detailed listing of operating grants, capital grants and contributions; and
- Detailed list of Council adopted Budget amendments – by nature classification.

COMMENT

The August 2025 Monthly Financial Report provides an overview of operating and capital project progress.

It should be noted that the Attachments may refer to or require final figures from 2024/2025 that are still to be finalised and subject to Audit. When reading the Attachment, particularly the Statement of Financial Position and Net Current Assets, Councillors should be aware that that these numbers will be subject to change.

Below are the key indicators of the 2025/26 final budget position:

Budget Year Elapsed	17%
Total Rates levied	100%
Total Operating Revenue (excluding Rates and Profit on asset disposals)	38%
Total Operating Expenditure (excluding Loss on asset disposals)	10%
Total Capital Revenue	26%
Total Capital Expenditure	4%

For activity categories where progress notably differs from the 17% budget year elapsed, high-level explanations for the variances are provided.

Operating Revenue

Grants Subsidies and Contributions

The Shire received Financial Assistance Grant funding of \$215,000 in August, while \$362,000 had been budgeted. A shortfall in Grants Commission funding is forecast and an amendment to the budget will be made through the first quarter Finance and Costing Review. Expected Permanent Variance.

Operating Expenditure

Materials and Contracts

Timing of invoices received for Kerbside Rubbish has resulted in a variance. There are variances across most business units which will be monitored for the December FACR 2.

Utilities

Timing of invoices received for utility costs for has resulted in a variance. Water usage seems lower than budgeted and will be monitored. Smaller variances exist in relation to electricity usage.

Finance Costs

Variance relates to fees on WA Treasury Corporation loans which will be accrued into the previous financial year once all year end reconciliations are completed.

Capital Revenue

Proceeds from capital grants, subsidies and contributions

Revenue relating to the Cable Beach Walmanyjun Stage 2 Foreshore development has been received in advance of budgeted timeframes. Recognition of revenue for this project will be reviewed subsequently, in line with construction milestones and relevant accounting standards.

Capital Expenditure

Payments for construction of Property, Plant and Infrastructure

Variance relates to timing of purchases and invoices yet to be received. A number of purchase orders have been raised committing funds but good /services are yet to be received.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

- 34(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for the previous month (the "relevant month") in the following detail:
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the relevant month; and
 - (c) actual amounts of expenditure, revenue and income to the end of the relevant month; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.
- 34(1B) The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).
- 34(1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.
- 34(2) Each statement of financial activity is to be accompanied by documents containing-
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- 34(3) The information in a statement of financial activity may be shown according to nature classification.
- 34(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- 34(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

- 35(1) *A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the previous month) and —*
- (a) the financial position of the local government as at the last day of the previous financial year; or*
 - (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.*
- 35(2) *A statement of financial position must be —*
- (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and*
 - (b) recorded in the minutes of the meeting at which it is presented.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The attached financial statements summarise the transactions for the 2025/2026 financial year. These statements are impacted by the estimated closing position as of 30 June 2025, that may change due to year-end accruals and non-cash adjustments. The final closing position and statements for 2024/2025 will be provided in the audited annual financial report.

All budget amendments must be approved by an absolute majority of Council.

RISK

The Monthly Financial Report is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

In order to mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer (CEO) has implemented internal control measures such as regular Council and management reporting and the quarterly Finance and Costing Review (FACR) process to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$5,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the *Local Government (Financial Management Regulations) 1996 Regulation 5*, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly and monthly checks to ensure that the integrity of the data provided is reasonably assured.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 10 - A well-informed and engaged community.

Objective 10.1. Provide community with excellent customer service, relevant, timely information and effective engagement.

CARETAKER PERIOD STATEMENT

The recommended decision is not a 'Major Policy Decision' within the context of Council Policy 'Elections - Caretaker Policy'.

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That Council adopts the Monthly Financial Activity Statement Report for the period ended 31 August 2025 as attached.

Attachments

1. Monthly Financial Statements as at 31 August 2025

12. *Payments from municipal fund or trust fund, restrictions on making*
- (1) *A payment may only be made from the municipal fund or the trust fund —*
- (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
- (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*
13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
- (a) *the payee's name; and*
- (b) *the amount of the payment; and*
- (c) *the date of the payment; and*
- (d) *sufficient information to identify the transaction.*
- (3) *A list prepared under sub regulation (1) or (2) is to be —*
- (a) *presented to the Council at the next ordinary meeting of the Council after the list is prepared; and*
- (b) *recorded in the minutes of that meeting.*
- 13A. *Payments by employees via purchasing cards*
- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —*
- (a) *the payee's name;*
- (b) *the amount of the payment;*
- (c) *the date of the payment;*
- (d) *sufficient information to identify the payment.*
- (2) *A list prepared under sub regulation (1) must be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) *recorded in the minutes of that meeting.*

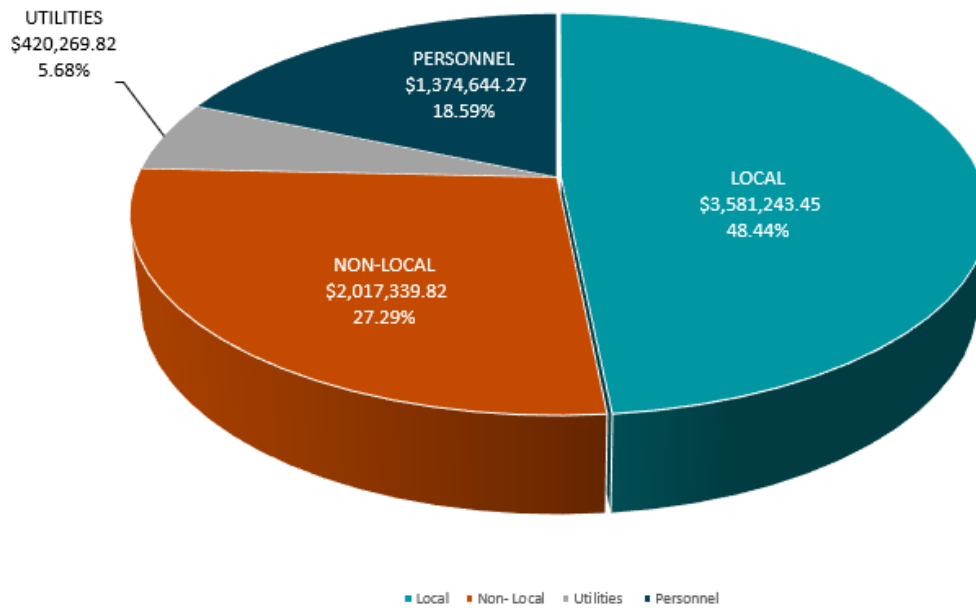
POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

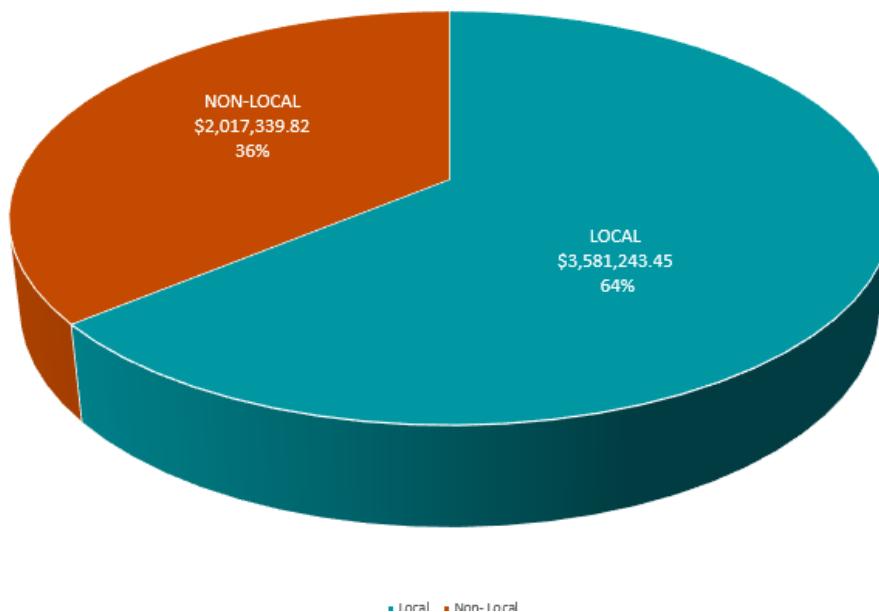
List of payments made in accordance with budget and delegated authority. Payments can also be analysed as follows:

SHIRE OF BROOME PAYMENTS SEPTEMBER 2025



Note: Personnel payments in this analysis include payroll, superannuation (contained within Direct Debit type payments), payroll tax and other deductions (contained within the EFT Payments type payments).

LOCAL Vs NON-LOCAL PAYMENTS SEPTEMBER 2025



The above graph shows the percentage of local spend in comparison to non-local and recoupable spend for September 2025 after \$1,374,644.27 in personnel payments, \$420,269.82 in utilities, and other non-local sole suppliers were excluded.

YEAR TO DATE CREDITOR PAYMENTS

The table below summarises the total payments made to creditors year to date:

Month	Cheques	EFT Payments	Direct Debit	Credit Card	Trust	Payroll	Total Creditors
Jul-25	\$ 4,895.35	\$ 4,634,889.06	\$ 528,035.87	\$ 40,093.25	\$ -	\$ 877,394.96	\$ 6,085,308.49
Aug-25	\$ -	\$ 5,504,680.41	\$ 365,632.93	\$ 45,381.35	\$ -	\$ 853,707.24	\$ 6,769,401.93
Sep-25	\$ 3,500.00	\$ 6,108,370.52	\$ 402,977.55	\$ 44,223.11	\$ -	\$ 834,426.18	\$ 7,393,497.36
Oct-25							
Nov-25							
Dec-25							
Jan-26							
Feb-26							
Mar-26							
Apr-26							
May-26							
Jun-26							
TOTAL	\$ 8,395.35	\$ 16,247,939.99	\$ 1,296,646.35	\$ 129,697.71	\$ -	\$ 2,565,528.38	\$ 20,248,207.78

RISK

The risk of Council not receiving this report is extreme as this will result in non-compliance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

The likelihood of this ever occurring is rare due to the CEO’s implementation of procedures to ensure payment details are disclosed to Council in a timely manner, as well as Procurement and Purchasing policies which ensure these payments are made in accordance with budget and delegated authority and comply with *Local Government (Financial Management) Regulations 1996*.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 9 - Effective leadership, advocacy and governance

Objective 9.2 Deliver cost effective, fit-for-purpose assets, facilities and equipment.

CARETAKER PERIOD STATEMENT

The recommended decision is not a ‘Major Policy Decision’ within the context of Council Policy ‘Elections - Caretaker Policy’.

VOTING REQUIREMENTS

Simple Majority

<p>REPORT RECOMMENDATION:</p> <p>That Council:</p> <ol style="list-style-type: none"> Receives the list of payments made from the Municipal and Trust Accounts in September 2025, totalling \$7,393,497.36 (Attachment 1) per the requirements of Regulation 12 of the <i>Local Government (Financial Management) Regulations 1996</i> covering: <ol style="list-style-type: none"> EFT Vouchers EFT81145 - EFT81566 totalling \$6,108,370.52; Municipal Cheque Vouchers 57867 - 57871 totalling \$3,500.00; Trust Cheque Vouchers 00000 - 00000 totalling \$0.00; and Municipal Direct Debits DD34714.2 - DD34805.9 including payroll totalling \$1,237,403.73 Receives the list of payments made by credit cards in September 2025, totalling \$44,223.11 (contained within Attachment 1) per the requirements of Regulation 13A
--

of the Local Government (Financial Management) Regulations 1996 covering Direct Debits Vouchers DD34795.1 – DD34795.27.

3. *Notes the local spend of \$3,581,243.45 included in the amount above, equating to 64% of total payments excluding personnel, utility, and other external sole supplier costs.*

Attachments

1. Payment Listing- September 2025

9.4.4 MINUTES AND RECOMMENDATIONS FROM THE AUDIT AND RISK COMMITTEE MEETING HELD 7 OCTOBER 2025

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	FRE02
AUTHOR:	Manager Financial Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Council is requested to consider the recommendations of the Audit and Risk Committee to adopt the budget amendments proposed through the 1st Quarter Finance and Costing Review (FACR) of the Shire's budget for the period ended 30 September 2025.

BACKGROUND

Item 5.1 1st Quarter Finance And Costing Review 2025-26

Previous Considerations

OMC 26 June 2025 Item 9.4.2 Adoption of the 2025-2026 Annual Budget

Quarter 1 Finance and Costing Review

The Shire of Broome has completed its First Quarter Finance and Costing Review (FACR) for the 2025/26 financial year. This review evaluates the 2025/26 Annual Budget by comparing actual income and expenses, as well as commitments, from 1 July 2025 to 30 September 2025, while also providing updated forecasts for the remainder of the financial year.

The primary goal of this review is to identify any over or under expenditure and to assess whether income targets are being met. This information supports Executive and Responsible Officers in ensuring effective financial management of their projects and programs.

Following the review, a report is prepared detailing any necessary budget amendments that require approval by an absolute majority of the Council. Additionally, a summary is provided to outline the overall financial impact of the proposed changes on the Shire of Broome's projected end-of-year financial position, helping Council make informed and responsible decisions.

It is important to note that the 2025/26 Annual Budget, adopted at the Ordinary Meeting of Council on 26 June 2025, was a balanced budget, meaning that projected income matched projected expenditures.

COMMENT

Item 5.1 1st Quarter Finance And Costing Review 2025-26

Responsible officers completed their first quarter review on 18 September 2025. The executive team thoroughly reviewed and considered the budget requests, carefully weighing the impacts on service levels and potential delays to projects, against the overall annual budget.

The results project a **deficit** of **\$422,183** by 30 June 2026 if the proposed budget amendments are approved by Council. These figures represent a budget forecast based on expected income and spending. They do not reflect the actual financial position at the end of the year, which will be determined through the regular annual financial processes.

A summary of the findings is as follows:

SHIRE OF BROOME SUMMARY REPORT						
BUDGET IMPACT						
	2025/26 Adopted Budget (Income)/ Expense	YTD Adopted Budget Amendments (Income)/ Expense	FACR Q1 Overall (Income) /Expense (Org Savings not subtracted)	FACR Q1 Org Expenses / (Savings)	YTD Impact (Org Savings Subtracted)	YTD Overall Position
Office of the CEO	\$0	\$0	\$13,864	\$0	\$13,864	\$13,864
Corporate Services	\$0	\$0	\$350,319	\$318,081	\$32,238	\$350,319
Development Services	\$0	\$0	\$21,000	\$0	\$21,000	\$21,000
Infrastructure Services	\$0	\$0	\$37,000	\$0	\$37,000	\$37,000
Council approved budget amendments	\$0	\$0	\$0	\$0	\$0	\$0
	\$0*	\$0	\$422,183	\$318,081	\$104,102	\$422,183

***Council adopted the annual budget with a predicted end-of-year balanced budget, which included previous year carried forward surplus. The carried forward surplus position is subject to change and may increase or decrease dependant on the findings of the annual audit due to commence 6 October 2025.**

While officers aim to minimise budget impacts and balance savings with expenditures in their respective areas, this is not always fully achievable. A detailed list of accounts and explanations, organised by Directorate, has been provided for the committee's review (see Attachment 1), ensuring transparency and tracking of financial management across various departments.

It is important to note that financial management involves more than just balancing savings and expenses. The approach taken reflects prudent financial planning, combined with flexibility in using reserves to address financial challenges.

Use of Reserves:

Where feasible, reserve funds are utilised to cover unforeseen expenses. In quarter 1, the Building Reserve is being used to offset costs associated with renewal of a failed air conditioning system in the library. This strategy leverages existing reserves appropriately, rather than seeking new funding. Similarly, the Refuse Site Reserve is being used to offset the cost of a fencing realignment which will allow the contingency area to be used for landfill.

Additional Income:

Any additional income streams that qualify for Council reserve funds are proposed to be transferred to the relevant reserve. In quarter 1, the net savings from the Waste business unit are proposed for allocation to the *Regional Resource Recovery Park Reserve* to fund future development of the Regional Resource Recovery Park. Further, the Town Beach Café Redevelopment project is on hold and budgeted funds have been transferred to the Building Reserve until such a time as the project can recommence.

Quarter 1 amendments:

The first quarter review examined how the proposed changes influence the overall budget and includes the following suggested amendments:

- **Financial Assistance Grant Reduction (expense):** A reduction of \$330,671 in General Purpose Grant funding was offset by an increase of \$36,900 in untied Local Roads grant funding. These movements are dictated by the Grants Commission, and reflect the ongoing decline in overall funding distributed to WA Local Governments.
- **Administrative Support (expense):** An outlay of \$33,520 is required for temporary contract cover for the critical position of Executive Assistant to the CEO, due to an upcoming vacancy. This is offset by salary savings of \$19,656 to arrive at a nett increase in expenditure of \$13,864.
- **Revenue Share – E-Scooters (saving):** The revised agreement with e-scooter provider 'Beam' increased the revenue received from \$0.20 to \$0.40 per trip. This is forecast to generate an additional \$15,000 in revenue in the 2025/26 financial year.
- **Staff Housing – Furnishings (expense):** An amount of \$25,000 is required to furnish one of the newly built staff houses. This will allow the Shire to offer furnished or unfurnished options to prospective employment candidates which will assist in attracting and retaining talented staff.
- **BRAC Reactive Maintenance (expense):** An amount of \$24,310 is required for replacement of ground level control gear to return Father McMahon Sports Field lighting to higher capacity.
- **Development of Public Health Plan (expense):** The responses received to the Request for Quotation to facilitate the Public Health Plan have indicated that additional funding of \$25,000 will be required to progress the project.

Since the adoption of the 2025/26 annual budget, there have been no requests to Council for budget amendments outside of this FACR process.

Whilst the proposed deficit is projected to be \$422,183, it should be noted that it is a forecast and that the reduction primarily relates to reduced grant funding. The proposed deficit is within the 1% materiality threshold adopted by Council, as part of the annual budget and as this has been identified early in the new financial year, it is anticipated that the executive management team will take measures attempting to reduce this deficit as part of Finance and Costing Review (FACR) 2.

CONSULTATION***Item 5.1 1st Quarter Finance And Costing Review 2025-26***

All amendments have been proposed after consultation with Executive and Responsible Officers at the Shire.

STATUTORY ENVIRONMENT***Item 5.1 1st Quarter Finance And Costing Review 2025-26***

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.
- (1a) In subsection (1) —

“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget

POLICY IMPLICATIONS

Item 5.1 1st Quarter Finance And Costing Review 2025-26

Nil.

It should be noted that according to the materiality threshold set at the budget adoption, should a deficit achieve 1% of Shire’s operating revenue (\$497,043) the Shire must formulate an action plan to remedy the over expenditure.

FINANCIAL IMPLICATIONS

Item 5.1 1st Quarter Finance And Costing Review 2025-26

The **net result** of the Quarter 1 FACR estimates is a budget deficit position of **\$422,183** to 30 June 2026.

This net result includes \$104,102 of additional expenditure requirements across directorates, and a decrease in organisational income of \$318,081.

RISK

Item 5.1 1st Quarter Finance And Costing Review 2025-26

The Finance and Costing Review (FACR) seeks to provide a best estimate of the end-of-year position for the Shire of Broome at 30 June 2026. Contained within the report are recommendations of amendments to budgets which have financial implications on the estimate of the end-of-year position.

The review does not, however, seek to make amendments below the materiality threshold unless strictly necessary. The materiality thresholds are set at \$10,000 for operating budgets and \$20,000 for capital budgets. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the predicted final end-of-year position may be understated.

In order to mitigate this risk, the CEO enacted the FACRs to run quarterly and Executive examine each job and account to ensure compliance. In addition, the monthly report provides variance reporting highlighting any discrepancies against budget.

It should also be noted that should Council decide not to adopt the recommendations, it could lead to some initiatives being delayed or cancelled in order to offset the additional expenditure associated with running the Shire's operations.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 9 - Effective leadership, advocacy and governance

Objective 9.1 Strengthen leadership, advocacy and governance capabilities.

CARETAKER PERIOD STATEMENT

The recommended decision is not a 'Major Policy Decision' within the context of Council Policy 'Elections - Caretaker Policy'.

VOTING REQUIREMENTS

Absolute Majority

COMMITTEE RECOMMENDATION:

That Council:

- 1. Receives the Quarter 1 Finance and Costing Review Report for the period ended 30 September 2025;*
- 2. Adopts the operating and capital budget amendment recommendations for the year ended 30 June 2026 as attached;*
- 3. Notes a forecast net end-of-year deficit position to 30 June 2026 of **\$422,183** including previously adopted budget amendments.*

Attachments

1. Audit and Risk Committee Meeting Minutes - 7 October 2025

10. REPORTS OF COMMITTEES

There are no reports in this section.

11. NOTICES OF MOTION WITH NOTICE

12. NOTICES OF MOTION WITHOUT NOTICE

13. BUSINESS OF AN URGENT NATURE

14. MEETING CLOSED TO PUBLIC

15. MEETING CLOSURE