PUBLIC MINUTES

Ordinary Council Meeting

I HEREBY give NOTICE that an Ordinary Council Meeting will be held on:

29 July 2026

Shire of Victoria Plains

Council Chambers, Calingiri

AND

via E-Meeting Protocol

Commencing – 2:02 PM

DISCLAIMER:

The recommendations contained in this document are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered. Resolutions are not considered final until the minutes of the meeting are confirmed or advised in writing by the CEO or authorised person.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

Recording of Meeting

Members of the public are advised that meetings of Council are audio recorded to assist with ensuring an accurate record of the meeting is provided for the formal minutes of the meeting. In terms of the Privacy Act 1998 this may involve the recording of personal information provided at the meeting. The provision of any information that is recorded is voluntary, however if any person does not wish to be recorded they should not address or request to address the meeting. By remaining in this meeting, you consent to the recording of the meeting.

You are not permitted to record this meeting with any recording device, unless you have the express authorisation of the Council of the Shire of Victoria Plains.

E – Disclaimer

It is the Presiding Member's responsibility to preserve order in the meeting and this can be more difficult in an eMeeting. Therefore, each Council Member must consistently and respectfully follow the Local Government's Meeting Procedures Local Law, any additional eMeeting guidance provided by the Local Government and support the Presiding Member in their conduct of the eMeeting.

The pace of an eMeeting should be slow and orderly. The following practices will help avoid confusion and support effective eMeetings:

Speak clearly and slowly, as connections may be distorted or delayed;

Always state your name to indicate to the Presiding Member that you wish to speak. Restate your name if the Presiding Member has not heard you at first;

In debate, only speak after the Presiding Member has acknowledged you. Then state your name, so that others know who is speaking;

Follow the Presiding Member's directions and rulings;

If you are unclear about what is happening in an eMeeting, immediately state your name to draw the Presiding Member's attention and enable you to then seek clarification from the Presiding Member;

Avoid looking for opportunities to call Points of Order; instead, politely and respectfully gain the Presiding Member's attention and explain any deviation from your Meeting Procedures, the Local Government Act or any other relevant matter.

Commonly used abbreviations	
AAS / AASB	Australian Accounting Standard / Australian Accounting Standards Board
BF Act	Bush Fire Act 1954
BFB	Bush fire brigade
CEO	Chief Executive Officer
CDO	Community Development Officer
DBCA	Dept of Biodiversity, Conservation and Attractions
DFES	Dept of Fire and Emergency Services
DPLH	Dept of Planning, Lands and Heritage
DWER	Dept of Water and Environmental Regulation
EHO	Environmental Health Officer
EFT	Electronic Funds Transfer
FAM	Finance and Administration Manager
JSCDL	Parliamentary Joint Standing Committee on Delegated Legislation
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG Act	Local Government Act 1995
LGGC	WA Local Government Grant Commission
LPP	Local Planning Policy
LPS	Local Planning Scheme
MOU	Memorandum of Understanding
MRWA	Main Roads WA
NNTT	National Native Title Tribunal
OAG	Office of Auditor General
OCM	Ordinary Council Meeting
PTA	Public Transport Authority
RRG	Regional Roads Group
RTR	Roads to Recovery
SAT	State Administrative Tribunal
SEMC	State Emergency Management Committee
SGC	Superannuation Guarantee Contribution
SJAA	St John Ambulance Association
SWALSC	South West Aboriginal Land and Sea Council
WAEC	WA Electoral Commission
WALGA	WA Local Government Association
WSM	Works and Services Manager
WSFN	Wheatbelt Secondary Freight Network
EPA	Environmental Protection Authority
DPIRD	Department of Primary Industries and Regional Development
HCWA	Heritage Council of Western Australia
WAPC	Western Australian Planning Commission
WDC	Wheatbelt Development Commission

CONTENTS

MINUTES

Ordinary Council Meeting of the Victoria Plains Shire Council

Held in the Shire of Victoria Plains, Council Chambers, Calingiri, AND, via E-Meeting Protocol

on Wednesday 29 July 2026 commencing at 2.02 PM

1. DECLARATION OF OPENING

1.1 Opening

The Meeting was declared open by the Presiding Member at 2.02PM

1.2 Announcements by Shire President

The Shire President reminded Elected Members that the meeting was being recorded for the purposes of Minute Taking and uploading of the recording to the Shire Website for public viewing and the meeting will be run in accordance with the Shire's Meeting Procedures Law 2018.

2. REMOTE ATTENDANCE BY ELECTED MEMBERS

THAT:

Under regulation 14C (2)(b) of the Admin Regulations, the Shire President can approve Elected Member attendance by electronic means;

In doing so, under r.14C (5) the Shire President must have regard as to whether the location that the Elected Member intends to attend the meeting, and the equipment intended to be used to attend the meeting, are suitable;

Electronic means includes, as per r.14CA(2) by telephone or video conference;

Suitable equipment would include an electronic device that can hold a Teams meeting, and perhaps, the use of headphones;

In accordance with r.14CA (5) the Elected Member must declare that they are able to maintain confidentiality during the meeting. Under r.14CA(7), the declaration by the Elected Member is recorded in the minutes of the meeting;

Summarily, according to Departmental guidance, a suitable location is one that is quiet and private e.g. a private room in your house. If there are other people at the location at the time of the meeting, an Elected Member may be required to close a door and wear headphones

APPROVAL TO ATTEND AND DECLARATION OF CONFIDENTIALITY

N/A

3. RECORD OF ATTENDANCE

Members present	Cr P Bantock – Shire President and Presiding Member Cr S Woods – Deputy Shire President Cr R Johnson Cr E Williams Cr N Smith
Staff attending	CEO - Mr S Fletcher Deputy CEO – Mr C Ashe Works & Services Manager – Mr S Brenzi Council Support Officer – Mrs J Klobas
Apologies	Nil
Approved leave of absence	N/A
Visitors	Nil
Members of the public	Nil

4. DISCLOSURES OF INTEREST

Refer – Local Government Act, Regulations, Code of Conduct, and Declaration Forms in Councillor folders.

Type Item Person / Details

Nil

5. PUBLIC QUESTION TIME

Refer – Local Government Act, Regulations, Local Law and Submission Form & Guidelines circulated.

5.1 Public Questions with Notice

Nil

5.2 Public Questions Without Notice

Nil

6. PRESENTATIONS AND DEPUTATIONS

6.1 Presentations

Nil

6.2 Deputations

Nil

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8. MINUTES OF MEETING

The CEO withdrew from Chambers at 2.05PM.

Officer Recommendation / Council Resolution [2607-05]

Moved: Cr N Smith **Seconded: Cr S Woods**

That the minutes of the Ordinary Council Meeting held **1 July 2026** as circulated, be **CONFIRMED** as a true and correct record.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For	Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against:	Nil

9. REPORTS REQUIRING DECISION

9.1 Accounts for Endorsement – June 2026

File Reference	
Report Date	21/07/2026
Applicant/Proponent	Nil
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Katrina Humphries – Creditors Officer
Senior Officer	Colin Ashe – Deputy Chief Executive Officer
Authorised by	Colin Ashe – Deputy Chief Executive Officer
Attachments	Agenda 9.1A – OCM – List of Accounts June 2026

PURPOSE

This item presents the attached List of Accounts Paid, under delegated authority for June 2026.

BACKGROUND

As per Local Government Act and Financial Management Regulations.

COMMENT

Each month Council is to be advised of payments made during the preceding month, the amount, the payee, date and reason for payment. Council should note the new format of the listing in order to minimise the risk of hacking details of cyber criminals.

CONSULTATION

DCEO

STATUTORY CONTEXT

Local Government Act 1995 –

- s.6.8(2)(b) – expenditure is to be reported to the next ordinary meeting of Council

Local Government (Finance) Regulations 1996 –

- r.13 Payments for municipal fund or trust fund
  (1) the Chief Executive Officer is to provide a list of accounts paid from the Municipal fund or Trust fund, a list of all accounts paid each month showing for each account paid –
    a) The payee's name
    b) The amount of the payment
    c) The date of the payment
    d) Sufficient information to identify the transaction
  (2) the listing to be presented to the Council at the next ordinary meeting of Council after preparation.

CORPORATE CONTEXT

Delegations Register –

- 3.2 – Municipal Fund and Trust Fund – Payments from Bank Accounts
    - CEO authorised, subject to conditions
    - Compliance with legislation and procedures
    - Minimum of 2 signatories with varying level of authorisation

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance
	We have sound financial management policies and attract external funding to help achieve our goals
	Councilors attend training and feel supported in their role
	Council is supported by a skilled team

Strategic Priority 4.3 is relevant as part of sound financial management policies

Delegation

NIL

Policy Implications

3.1 Purchasing Framework

Other Corporate Document

NIL

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Extreme (5) Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire/Officers	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Policies and processes including preparation by Finance staff and two-step process for payment will ensure that the residual risk is moderate.

FINANCIAL IMPLICATIONS

All payments are in accordance with Council's adopted budget.

VOTING REQUIREMENTS

Absolute majority required: No

Officer Recommendation / Council Resolution [2607-06]

Moved: Cr S Woods **Seconded: Cr E Williams**

That the **PAYMENTS** made for June 2026 from the Municipal Bank Account as per attached listing and summarised below, be **ENDORSED:**

Payment Type	References from - to	$ Amount
Creditor EFT Payment**	EFT00079 - EFT00080	360,239.64
Direct Debit Payment**	PPIN03637 – PPIN035736 DD00055; DD00056	47,446.09
Credit Card	PPIN03655	49.04
	PPIN03656	1,908.90
	PPIN03658	658.15
	PPIN03679	2,216.64
Salaries and Wages EFT	PE03/06/2026;PE17/06/26	117,197.07
Petty Cash Cheque		-
Trust Payments		-
	TOTAL	**529,715.53**

Local Spending	$	%
Local Supplier	126,308.56	23.84%
Payroll	117,197.07	22.12%
Total	**243,505.63**	**45.97%**

UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

9.2 Monthly Financial Statements - June 2026

File Reference	
Report Date	20 Jul 2026
Applicant/Proponent	Shire of Victoria Plains
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Colin Ashe – Deputy Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	1. Monthly Financial Statements - Jun 26

PURPOSE

To receive the monthly financial statements for the period ending 30 Jun 2026.

BACKGROUND

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

The Local Government (Financial Management) Regulations 34 & 35 set out the form and content of the financial reports which have been prepared for the periods as above and are presented to Council for approval.

COMMENT

The presentation of the 30 Jun 26 is essentially complete for the financial year but is subject to final adjustments as part of the Annual Financial Statements 2025-26.

The shire completed the financial year in a relatively healthy position, addressing the deficit that was prevalent throughout the year and finishing with a good surplus. This view is formulated through the following observations:

- The initial 30 Jun 26 surplus is $635,502 and taking into account the excess to budget Grants Commission prepayment of $583,000, the net is a modest surplus of $52,502.
- Strong project management and working relationships in the subdivision has ensured efficiencies and taking advantage of opportunities without compromising compliance.
- Ensuring fiscal responsibility in managing the 25-26 budget, finding savings and offsets where necessary.

Has all contributed to this positive outcome.

It should be noted the final position in this report and the surplus budget 26-27 figure will differ to allow for some adjustments (e.g. accrued invoices received after 30 Jun 26 but for the 25-26 financial year).

At the date of this report, the initial surplus as at 30 Jun 26 is $635,502 against a budget deficit of ($253,431), a difference of $888,933.

NOTES TO ACCOUNT

The following presents a summary and analysis of the key points in the Jun 26 Financial Statements.

Note 1 Net Current Funding Position:

This reflects the liquidity of the shire, calculated as current assets less current liabilities, aligning with the Statement of Financial Activity (Rate Setting Statement) amounting to $635,502 meaning the shire can meet its short term obligations (liabilities).

This will also return the current ratio to 1.22 against a benchmark of 1.0 of which it was 0.81 in 24-25 and tabled in Parliament through OAG as of potential concern.

Note 2 Cash and Financial Assets:

The current total cash position balance is $4,792,260 with an Unrestricted Municipal Bank Balance of $1,001,161 and $3,791,100 in Restricted Funding, the latter comprising:

$667,072 in Reserves.
$3,124,027 major grant funding received and quarantined fully cash backed. Further details on the breakdown of this is shown at note 11.

Note 4 – Debtors:

An overall balance of $122,244 comprising of:

- $41,481 in rate debtors analysed below.
- $86,021 in sundry debtors, the majority being CESM reimbursement from DFES and SoWB.
- $10,005 in GST credits.

In terms of Rate Debtors, this can be further analysed as:

- $9,227 in overdue rates, the majority of which will be referred to debt collectors once rates are raised for 25-26 so it can be consolidated.
- $3,158 on ad hoc payment plans which are steadily reducing each month through active management. It should be noted for 24-25 the amount was $26,684.
- $21,561 with debt collection services of which amounts to three (3) rate assessments.

Note 5 Reserves:

The Reserves balance at year end was slightly less than forecast of $8,751 primarily to the volatility of the economic environment and over budget of interest, not taking into account that the closing balance would be less than the opening balance from Reserve Transfers.

This was offset by higher than budgeted amount ($13,500) against actual Municipal Account Interest ($64,448).

Note 6 – Plant Disposals

All Vehicle and Plant Disposals have been completed and trade in funds received. Overall the net change over cost was underbudget but this figure is slightly inflated as there was no trade in cost budgeted for the two Graders.
Nevertheless, only the CEO vehicle and Service Truck significantly exceeded the changeover costs due to market factors.

Note 7 – Capital Program

The capital program has been very successful in terms of its completion with only the following projects carried over into 26-27:

Item	Budget $	Actual $
Gillingarra Emergency Water CWSP	86,180	5,495
Gillingarra Community Water CWSP	93,912	1,597
Gillingarra Truckfill CWSP	128,741	19,058
ESA Tourism Development	350,000	166,988

Excluding the Edmonds St subdivision which was a known carry over and the Central Precinct Project ($1,890,00) which funding was not successful, $6,133,830 of capital works were completed against an adjusted budget of $6,529,968, a 94% completion rate.

Note 8 – Loans

All loan repayments for 25-26 have now occurred with the Plant Replacement 2 loan being reflected and some accrued interest, but no repayments until 2026-27.

Note 9 – Payables

There was a significant reduction in payables between financial years, 2025 payments being held back to assist with cashflow. 2026 is now back to normal levels.

Contingent Liabilities now reflect grant funding received but where projects have not been completed with the Edmonds St subdivision being the largest component.
However, as reflected in note 11, these are (over) cash backed, effectively funds being placed in quarantine to ensure it is not reflected as general revenue.

Note 10 – Grants and Subsidies

All grant funding where the work has been fully completed has been triggered in full and others that can be partially triggered has occurred.

Gillingarra Water Grants and ESA Tourism Development will have the balance of grant revenue triggered in 26-27 when the projects are complete.

Under operating grants the over prepayment of Grants Commission funds had a positive effect on the 30 Jun 26 results but caution should prevail as these are prepaid funds and 30 Jun 27 prepayment is still very much an unknown.

Note 11 – Restricted Funds

The table now illustrates in a more defined way, grants that have been received but will not be completed on a cash basis with the following points:

- The 30 Jun 26 balance column reflects the grant funds that have been received, less the expenditure to date.
- This amount of $3,057,127 reconciles with note 9b reflecting the ‘liability’ to spend these funds on the applicable projects.
- The cash backed column reflects the funds that have been quarantined and reconciles to note 2 restricted cash.
- The difference of $66,900 reflects this money can be transferred back to the Municipal Account.

Note 12 – LRCI Program

This program is now fully complete and acquittal is in progress.

Note 13 – LGGS Program

$1,436 was unspent and consequently, the LGGS may be reduced for 26-27.

Note 14 – Material Variances

Details have been provided with greater granularity on variances with most variances offsetting each other in terms of income and expenditure.

Of note, Employee Costs are significantly higher than the budgeted amount and whilst this variance was considerably reduced in the preceding months, the cause of this is end of financial year accruals for:

Annual Leave movement $199,054
LSL $63,388
Accrued payroll (i.e. the pay cycle finished on 01 Jul 26, meaning there was 9 days of accrued salaries and wages) $69,968

Whilst essentially these are book entries (i.e. not cash at 30 Jun 26), there is a liability to the shire these amounts will need to be paid at some point. This has previously been communicated as a financial risk.

There was an offset underspend in materials and contracts as an active management focus to ensure fiscal responsibility.

CONSULTATION

Chief Executive Officer, Sean Fletcher.
Manager Works and Services, Silvio Brenzi.
Chief Financial Officer, Zoe Clayton.
Co-ordinator Financial Services, Glenn Deocampo.

STATUTORY CONTEXT

Local Government (Financial Management) Regulations 1996 –

r.34 – financial activity statement required each month and details of what is to be included.

CORPORATE CONTEXT

Local Government (Financial Management) Regulations 1996 –

- r.34 – financial activity statement required each month and details of what is to be included.

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance
	We have sound financial management policies and attract external funding to help achieve our goals

	Councilors attend training and feel supported in their role
	Council is supported by a skilled team

Delegation

Nil

Policy Implications

Policy Manual –

- 3 Financial Management

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Extreme (5) Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire/Officers	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Policies and processes including preparation by Finance staff ensure that the residual risk is moderate.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute majority required: No

Officer Recommendation / Council Resolution [2607-07]

Moved: Cr R Johnson **Seconded: Cr N Smith**

That Council **RECEIVE** the 30 June 2026 Monthly Financial Statements as presented.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

The CEO rejoined the meeting at 2.12PM.

9.3 Annual Budget 2026/27 - Fees and Charges

File Reference	
Report Date	15 July 2026
Applicant/Proponent	N/A
Officer Disclosure of Interest	NIL
Previous Meeting Reference	NIL
Prepared by	Colin Ashe – Deputy Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	1. SoVP Fees Charges Schedule 2026-27

PURPOSE

To consider and adopt the Fees and Charges schedule for the 2025/2026 financial year.

BACKGROUND

At the Jun 26 briefing session, council was provided with the draft Fees and Charges 2026-27 for review and comment.
As there was no comment or amendment, this is now presented for adoption.

COMMENT

The draft fees and charges for 2026-27 have been reviewed and circulated to staff and management with a recommendation of a 5% increase, in line with the Local Government Cost Index (LGCI) forecast at 5% taking into account the variation at year end for 25-26 due to the fuel crisis and then the forecast for 26-27.

This is with the exception of any increase in statutory charges, rental, refuse charges sewerage charges.

Refuse charges are recommended to increase by 9% in line with the likely rate increase to $281 per service and noting for 26-27, Waste Costs have been budgeted at $259,834 and Waste Revenue, $103,689.

Policy for sewerage charges to be levied via the Health Act 1911 will now be implemented for 26-27 as a rate in the dollar and will form part of the formal budget adoption 26-27.

Other areas of note include;

- No changes in statutory charges.
- Rental charge increase for APU's in accordance with the Department of Communities recommendation.

The full schedule of fees and charges is provided in attachment 1.

CONSULTATION

Mr Sean Fletcher, Chief Executive Officer.
Mr Silvio Brenzi, Manager Works and Services.
Ms Glenn Deocampo, Coordinator Financial Services.
All Other Staff

STATUTORY CONTEXT

6.2 (4) (c) of the Local Government Act 1995 *(Fees and Charges).*

CORPORATE CONTEXT

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance
	We have sound financial management policies and attract external funding to help achieve our goals
	Councilors attend training and feel supported in their role
	Council is supported by a skilled team

Strategic Priority 4.3 is relevant as part of sound financial management policies.

Integrated-Strategic-Plan-and-Corporate-Business-Plan.docx

Delegation
Nil

Policy Implications

Section 3 – Financial Management

Other Corporate Document

Nil

Risk Analysis

Consequence	**Consequence Rating:**	**Likelihood Rating:**	**Risk Rating**	**Risk Acceptance/ Controls**	**Mitigation and Outcome**
Compliance	Extreme (5) Non-compliance results in litigation,	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent	Policies and processes including preparation by Finance staff ensure that the residual risk is moderate.

	criminal charges or significant damages or penalties to Shire/Officers			controls, managed by senior management / executive and subject to monthly monitoring	

FINANCIAL IMPLICATIONS

Fees and charges will impact the 2026/27 budget and its subsequent adoption.

VOTING REQUIREMENTS

Absolute majority required: Yes

Officer Recommendation / Council Resolution [2607-08]

Moved: Cr R Johnson **Seconded: Cr S Woods**

That Council **ADOPT** the Fees and Charges schedule for 2026/27 as set out in attachment 1.

CARRIED BY ABSOLUTE MAJORITY AND BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

9.4 2026-27 Annual Budget Adoption

File Reference	
Report Date	15 Jul 2026
Applicant/Proponent	Shire of Victoria Plains
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Colin Ashe – Deputy Chief Executive Officer
Senior Officer	Sean Fletcher – Chief Executive Officer
Authorised by	Sean Fletcher – Chief Executive Officer
Attachments	1. Annual Statutory Budget 2026-27

PURPOSE

To consider and adopt the Shire of Victoria Plains Budget for the 2026-27 financial year together with supporting notes, imposition of rates and minimum payments, sewerage charges and other consequential matters arising from the budget papers.

BACKGROUND

The 2026-2027 Annual Statutory Budget and supporting notes have been prepared on strategic outcomes contained in the Community Strategic Plan (SCP), the Corporate Business Plan (CBP) and other informing documents. The 2026/27 Annual Budget presentation and budget discussions occurred over a series of briefing sessions in May, Jun and Jul 26.

COMMENT

In the lead up to this budget adoption and throughout 2025-26 there was a need to tightly manage the forecast budget deficit and this was regularly reported through the monthly financial statements.

As noted, a continued deficit into 2026-27 would place additional pressure on this, and potentially future budgets. Through active management, the shire will return to a surplus at the end of the 2025-26 and this is primarily due to:

- Greater than expected Grants Commission prepayment.
- Strong project management of the subdivision.
- Taking opportunities to find savings and additional income to the shire without compromising compliance and service delivery.

The budget 26-27 provides for a 30 Jun 26 surplus of $616,121 and taking into account the excess Grants Commission prepayment of $583,000, the net is a modest forecast surplus of $33,121. It should be noted this will differ slightly to the 30 June 2026 financial statements to allow for known invoices to be attributed to 25-26, but yet to be received.

Whilst budget cuts still need to have been made for 2026-27and noting the Grants Commission is still a prepayment for 26-27, the positive result provides a stronger starting platform than it did 2025-26 where there was budget deficit.

The SCP and CBP was still part of the strategic direction contained in the 2026-27 budget but as advised to council, it was essentially a strawman, waiting for the new Council Plan to be fully formulated and costed. This will crystalise in due course and then be fully incorporated in the 2027-28 budget.

Council was advised on the major driver of the rate increase, this being the Local Government Cost Index (LGCI) prepared independently by WALGA. This is a measure of inflationary costs, similar to CPI but utilising more relevant types of costs incurred by local government. Due to the fuel crisis, the report revised the LGCI by 1.7% for the end of 2025-26 and forecast 3.3% for 2026-27, a total of 5.0%.

Accordingly, a rate increase any less than this would adversely impact the shire financially, or at the very least, only maintain services without any additional funding input to make improvements.

As council would also be aware, rate revenue is only set during the budget adoption (i.e. unlike a business, it cannot increase it's prices if costs increase) which in the current economic climate, poses a risk and needs to be mitigated at least to some extent.

DETAILS

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. The Main features of the budget include:

- The 2026/27 budget has incorporated a 9.0% rate increase or a net increase of 4% taking into account the LGCI.
- Due to the surrender of a number of Mining Leases and to ensure compliance with setting minimum rates, it was economically beneficial to **not** differentiate between UV minimums.
- The methodology for rate increases taking into account valuation increases is to discount the rate in the dollar (RID) applied from 2025-26 to generate the same rate income, and the then apply the rate increase. Therefore the RID generally cannot be compared year by year.
- Fees and Charges have broadly been increased by 5% in alignment with the LGCI.
- Domestic and commercial rubbish removal charges have been increased to $281.00 per service, in accordance with the Rating Strategy which required price parity for all services domestic and recycling. Waste now only covers 40%, down from 49% and reflective of the increasing costs.
- Sewerage charges will be levied in accordance with the Health Act 1911 as per the rating strategy using a RID. As this charge will be lower for 98% of ratepayers subject to it, it will provide some rate relief to Calingiri and Yerecoin townsites.
- A capital works program totalling $14,092,959 for investment in infrastructure, land and buildings and plant and equipment is planned, the breakdown is as follows;

Asset Class	$
Land and Buildings	7,743,528
Plant and Equipment	813,000
Road Construction	4,583,045
Other Infrastructure	953,386

- Grant funding and indicative trade value for Plant has been budgeted as $13,022,537 and in order to achieve the capital program, $1,070,422 of Municipal funds (general revenue) will be required.
- For 2026-27 there was limited response from the Progress Associations but those that did, have received an allocation. Additionally, there has been a budget allocation for some items previously requested or as maintenance requests.

Operational Maintenance

In order to ensure continued operations and functionality of the shire assets, the following allocations have been made in the 2026-27 budget:

- Road maintenance of $1,235,644
- Waste Management of $259,834
- Parks and Gardens maintenance of $375,968
- Building maintenance of $354,947
- ICT of $325,266

Loan Funding / Repayments

A number of loans will be extinguished in 2026-27 primarily only leaving the shire with the Calingiri Football Club Self Supporting Loan and the two Plant Replacement Loans. Total repayments however are significantly higher than previous years at $435,476 for 2026-27.

Reserve Allocation Amendments

As advised during the Jun 26 briefing session, funds will be used from the Refuse Reserve to fund aspects of the Transfer Station project which has successfully attracted grant funding and funds will be transferred to the Plant Reserve as net additional funds from the overall Graders purchase in 2025-26.

Additionally, funds will be allocated for Employee Entitlements, Town Planning Scheme and Bi-Centennial Celebrations.

Budget Surplus / Deficit 2026-27

The budget 2026-27 is forecasting for a modest deficit of ($36,271) at 30 June 2027 which management is confident during the year, savings and other revenue will be found to translate this to modest surplus at financial year end.

CONSULTATION

Chief Executive Officer, Sean Fletcher.
Manager Works and Services, Silvio Brenzi.
Chief Financial Officer, Zoe Clayton.
Co-ordinator Financial Services, Glenn Deocampo.

STATUTORY CONTEXT

LGA S6.2 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The 2026-27 budget as presented is considered to meet statutory requirements.

CORPORATE CONTEXT

The budget is based on the principles contained in the Strategic Community Plan and the Corporate Business Plan.

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.3 Proactive and well governed Shire	External audits and reviews confirm compliance
	We have sound financial management policies and attract external funding to help achieve our goals
	Councilors attend training and feel supported in their role
	Council is supported by a skilled team

Strategic Priority 4.3 is relevant as part of sound financial management policies.

Delegation

Nil

Policy Implications

Section 3 Financial Management of the Policy Manual

Other Corporate Document

Strategic Community Plan (SCP)
Corporate Business Plan (CBP)

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance	Extreme (5) Non-compliance results in litigation, criminal charges or significant damages or penalties to Shire/Officers	Unlikely (2) The event could occur at some time	High (10)	Senior Management Team / CEO Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Policies and processes including preparation by Finance staff ensure that the residual risk is moderate.

FINANCIAL IMPLICATIONS

Specific financial implications are as outlined in the detail section of this report and as itemised in the 2026-2027 budget attached for adoption.

VOTING REQUIREMENTS

Absolute majority required: Yes

Officer Recommendation / Council Resolution [2607-09]

Moved: Cr N Smith **Seconded: Cr S Woods**

That Council **ADOPTS** the following:

1. Pursuant to the provisions of Section 6.2 of the *Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996,* the council **ADOPT** the Municipal Fund Budget as contained in Attachment 1 of this agenda, for the Shire of Victoria Plains for the 2026/2027 financial year which includes the following:
   - Statement of Comprehensive Income by Nature showing a surplus net result for that year of $9,806,032.
   - Statement of Cash Flows showing closing projected closing position of $2,119,822.
   - Statement of Financial Activity (formerly) Rate Setting Statement showing an amount required to be raised from rates of $4,509,549.
   - Notes to and forming Part of the Budget.

2. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

   2.1 General Rates
   - Residential (GRV) 13.8593 cents in the dollar
   - Rural (UV) 0.4473 cents in the dollar

   2.2 Minimum Payments

   - GRV General Minimum $801.00
   - UV Lesser Minimum (non-mining) $872.00
   - UV General Minimum (mining) $872.00

3. Pursuant to Section 41 of the Health Act 1911 for the maintenance of sewerage works, council imposes a sanity rate of:

   - Calingiri townsite 1.1100 cents in the dollar
   - Yerecoin townsite 1.1100 cents in the dollar

4. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, council **NOMINATES** the following due dates for the payment in full by instalments:

   - Full payment and 1st instalment due date 10 September 2026
   - 2nd quarterly instalment due date 12 November 2026
   - 3rd quarterly instalment due date 14 January 2027
   - 4th quarterly instalment due date 18 March 2027

5. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, council **ADOPTS** an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of $10.00 for each instalment after the initial instalment is paid.

6. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, council **ADOPTS** an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

7. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, council **ADOPTS** an interest rate of 7.5% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

CARRIED BY ABSOLUTE MAJORITY AND BY UNANIMOUS DECISION OF COUNCIL

Voted For	Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against:	Nil

9.5 CEO Report – AMP-UP Advocacy Update and Canberra 2026 Engagement

File Reference	
Report Date	2 July 2026
Applicant/Proponent	AMP-UP Governance Group
Officer Disclosure of Interest	Nil
Previous Meeting Reference	
Prepared by	Sean Fletcher, Chief Executive Officer
Senior Officer	N/A
Authorised by	Chief Executive Officer
Attachments	1. AMP-UP Advocacy Update Report (Under Separate Cover) 2. Canberra Advocacy Placemats 3. ALGA Communique 2026

PURPOSE

To provide Council with an update regarding recent AMP-UP advocacy activities, including outcomes of the June 2026 Canberra advocacy program, the progression towards an integrated Commonwealth and State advocacy model, and the proposed next stage of advocacy development involving the Wheatbelt Development Commission and professional facilitation.

BACKGROUND

AMP-UP has continued to evolve as a regional partnership representing the interests of participating local governments across the Avon-Midlands peri-urban corridor. At its May 2026 meeting, the AMP-UP Governance Group considered the development of a coordinated advocacy position supported by external facilitation and an interim Commonwealth advocacy program. The objective was to establish a clear and consistent regional narrative capable of supporting advocacy to both State and Commonwealth Governments.

Since that time, advocacy efforts have progressed significantly, culminating in a coordinated delegation to Canberra between 22 and 25 June 2026 involving representatives from AMP-UP, the Avon Midland Country Zone and partner regional organisations. The purpose of the visit was to test the effectiveness of a united regional advocacy approach and to advance issues affecting Wheatbelt and peri-urban communities.

COMMENT

Canberra Advocacy Program

The June 2026 Canberra engagement represented a significant milestone in the development of AMP-UP's advocacy program. The delegation included elected members and chief executive officers from the Shire of Chittering, Goomalling and Victoria Plains together with representatives of the Avon Midland Country Zone, including Zone President Chris Antonio (President, Shire of Northam) and Deputy President Cr Lincoln Stewart (Shire of Gingin). This advocacy was also joined by RoeROC member local governments. The collaborative approach demonstrated the value of regional organisations working together to present consistent messaging and strengthen advocacy outcomes.

Participants reported that the joint advocacy approach was well received and reinforced the benefits of presenting a unified regional position. Meetings highlighted a broad range of shared priorities including housing, transport infrastructure, renewable energy, regional funding, health workforce sustainability, coastal erosion and service delivery challenges facing peri-urban and Wheatbelt communities.

Key Outcomes
Several significant outcomes arose from the Canberra program:

- The Local Government Rural Health Funding Initiative resolved to establish a national alliance of approximately 60 representatives, with support expressed by Senator Ruston, the Shadow Minister for Health.
- Thanking Melissa Price, the Member for Durack regarding her unwavering advocacy and support for member local governments in her electoral district and her assistance in arranging meetings;
- Shadow Assistant Minister for Local Government and Regional Development Jamie Chaffey acknowledged AMP-UP's advocacy regarding the Wheatbelt as an interconnected regional city and indicated continued engagement with the region during future policy development.
- Senator Tyler Whitten (One Nation) sought additional information regarding the Bindoon Bypass from the author following discussions during the visit, indicating ongoing interest in regional infrastructure advocacy.
- The Australian Local Government Association adopted a national advocacy position regarding coastal erosion funding and launched a national campaign seeking restoration of Financial Assistance Grants funding to one per cent of Commonwealth taxation revenue.
- Follow-up discussions have also occurred with Housing Australia regarding the Housing Australia Future Fund and the suitability of the current funding model for local governments.

Future Direction
A key conclusion arising from the Canberra engagement is that AMP-UP advocacy should evolve into a more integrated Commonwealth and State advocacy model. While policy responsibilities are often divided between governments, the region's challenges are interconnected and require coordinated responses. AMP-UP is therefore moving towards a unified advocacy framework based on a concise, data-supported evidence base positioning the sub-region as an interconnected city-equivalent catchment.

This approach aligns with ongoing discussions with the Wheatbelt Development Commission, which has indicated support for development of a formal State Advocacy Plan and a professionally facilitated advocacy framework. The intent is to strengthen regional advocacy capacity, improve evidence-based decision making and align State and Commonwealth priorities.

To support this work, AMP-UP member local governments have been requested to make provision within the 26/27 budget for a contribution of $2,500 per member council, which would be matched by Wheatbelt Development Commission funding to establish a jointly funded advocacy project.

CONSULTATION

- AMP-UP Governance Group
- Avon Midland Country Zone
- Wheatbelt Development Commission
- Participating local government elected members and Chief Executive Officers
- Council Briefing Sessions and regional advocacy discussions as required.

STATUTORY CONTEXT

Local Government Act 1995

- Section 2.7(1) provides that the Council governs the local government’s affairs.
- Section 2.7(2)(b) provides that Council determines the local government's policies.
- Section 5.41 provides for the CEO to be responsible for management of the local government's day-to-day operations and implementation of Council decisions.

This report is provided for information and strategic direction purposes consistent with Council's governance role.

CORPORATE CONTEXT

Strategic Business Plan/Corporate Business Plan
This item aligns with Council's strategic advocacy objectives and commitment to regional collaboration, economic development, infrastructure planning and engagement with State and Commonwealth Governments.

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.1 Forward planning and implementation of plans to achieve community priorities	We attend meetings of key local and regional organisations to jointly plan for our community

Delegation
N/A

Policy Implications

N/A

Other Corporate Document

- Integrated Strategic Plan
- Corporate Business Plan
- Regional Advocacy Priorities

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Reputation Failure to participate in coordinated regional advocacy may reduce the Shire's ability to influence external funding, policy reform and infrastructure investment outcomes..	Moderate (3)	Possible (3)	Medium (9)	Operational Manager Participation through AMP-UP and regional partnerships.	Continued engagement in structured advocacy programs and evidence-based regional collaboration.

FINANCIAL IMPLICATIONS

There are no immediate financial implications associated with noting this report.

Future participation in the proposed advocacy framework may require a contribution of approximately $2,500 from each member local government, matched by the Wheatbelt Development Commission, subject to future Council consideration through the annual budget process.

VOTING REQUIREMENTS

Absolute majority required: No

Officer Recommendation / Council Resolution [2607-10]

Moved: Cr E Williams **Seconded: Cr S Woods**

That Council:

1. **RECEIVES** the report regarding AMP-UP advocacy activities and the outcomes of the June 2026 Canberra advocacy program.
2. **NOTES** the progression towards an integrated Commonwealth and State advocacy model being developed through AMP-UP.
3. **NOTES** the ongoing collaboration with the Wheatbelt Development Commission regarding preparation of a formal State Advocacy Plan.
4. **NOTES** the proposal for professionally facilitated development of a regional advocacy framework and **SUPPORTS** inclusion of $2,500 in the 26/27 Shire Budget as its contribution to the development of such a framework.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

9.6 Integrated Planning and Reporting – Annual Review of Corporate Business Plan

File Reference	
Report Date	3 July 2026
Applicant/Proponent	Chief Executive Officer
Officer Disclosure of Interest	Nil
Previous Meeting Reference	March
Prepared by	Sean Fletcher, Chief Executive Officer
Senior Officer	N/A
Authorised by	Chief Executive Officer
Attachments	1. Key Work Plan 2025 26 Council READY MASTER June - – 2. Interim Key Work Plan 26-27 Council READY MASTER –

PURPOSE

To present the annual review of the Shire's 2025–26 Corporate Business Plan (Key Work Plan) and receive the final year-end performance report for the period ending June 2026 and for Council to adopt the Interim Key Work Plan for 2026-27.

BACKGROUND

The Shire's Key Work Plan forms the operational implementation framework for the Integrated Strategic Plan and Corporate Business Plan. The document identifies actions, projects and initiatives to be undertaken during the 2025–26 financial year across the themes of Community, Economy, Environment, Civic Leadership and the Capital Program.

Throughout the financial year Council has received quarterly progress reports against the adopted Key Work Plan (Attachment 1). The attached June 2026 report represents the final assessment of delivery for the 2025–26 financial year and provides an overall evaluation of organisational performance against Council's strategic objectives.

COMMENT

The June quarter represents the conclusion of the 2025–26 financial year and demonstrates strong organisational performance across all strategic themes. Overall completion rates reported within the Key Work Plan were:

Theme		Status				% Complete	Key Focus
		S	D	M	J		
Community						85%	Health, access, emergency services
Economy						87%	Major projects, precinct planning

Environment						88%	Waste, biodiversity, land management
Civic Leadership						80%	Governance and compliance
Capital Program						92%	Roads, housing, infrastructure

The Capital Program was the strongest performing area, achieving 92 per cent completion through delivery of major infrastructure, housing and tourism-related projects. Environment and Economy also achieved strong outcomes through delivery of waste management initiatives, biodiversity projects, housing development activities, tourism initiatives and regional advocacy programs.

Community outcomes achieved an overall completion rate of 85 per cent, reflecting substantial progress across health, accessibility, emergency services and community development priorities. Civic Leadership achieved 80 per cent completion, with several significant governance and integrated planning projects continuing into the 2026–27 financial year.

Key Achievements

Significant achievements recorded during 2025–26 included:

- Completion of the Local Health Plan and Aged Friendly Plan survey program.
- Progression of the Edmond Street Subdivision and staff housing initiatives.
- Continued advocacy for the Wheatbelt Secondary Freight Network.
- Advancement of the Community Benefits Pilot Program and renewable energy initiatives.
- Adoption of the Water Strategy and implementation of environmental management initiatives.
- Completion or substantial progression of major governance projects including strategic planning, workforce planning, disaster recovery planning and asset management implementation.
- Delivery of significant capital works projects including housing, tourism infrastructure and other strategic infrastructure investments.

Carry Forward Actions

The annual review demonstrates that the majority of Key Work Plan actions have either been completed or substantially progressed. Remaining carry-forward actions are largely attributable to external approvals, funding availability, heritage agreements, project sequencing or dependencies on broader strategic planning processes.

Examples include:

- SRMP Trails Plan, which remains dependent upon finalisation of the Yued Heritage Agreement.
- Long-Term Financial Plan and Workforce Plan review, which is linked to completion of the Strategic Community Plan review process.
- AI Policy and Strategy development.
- Administration Storage Facility Improvements.

Importantly, management has assessed that no action requires urgent remediation or extraordinary Council intervention. Remaining activities have been incorporated into the proposed 2026–27 work program.

The Interim Key Work Plan 2026–27 (Attachment 2) has been developed to allow key actions and projects to continue or commence while the revised Council Plan is being finalised. It is anticipated that the Interim

Key Work Plan will form the basis of the Corporate Business Plan that will be aligned to the revised Council Plan following its adoption:

Organisational Performance

The year-end review demonstrates effective delivery of the Shire's adopted program of work despite ongoing funding constraints, external agency dependencies, the Fuel Crisis and changing legislative requirements. The organisation enters the 2026–27 financial year with a strong foundation of completed projects, active strategic initiatives and clearly defined future priorities.

CONSULTATION

- Senior Management Team
- Responsible Officers identified within the Key Work Plan
- Council through regular quarterly reporting processes

STATUTORY CONTEXT

Local Government Act 1995

Section 5.56 – Local governments are required to plan for the future of the district.

Section 5.56(1) requires local governments to plan for the future of the district.

Section 5.56(2) enables regulations to prescribe planning requirements.

Local Government (Administration) Regulations 1996

Regulation 19DA requires local governments to undertake strategic planning and review activities.

The annual review of the Corporate Business Plan assists Council in meeting its obligations regarding integrated planning and reporting and provides oversight of organisational performance against adopted priorities.

CORPORATE CONTEXT

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.1 Forward planning and implementation of plans to achieve community priorities	Performance against targets are regularly reported to the community
	We attend meetings of key local and regional organisations to jointly plan for our community
	Demonstrated progress towards achievement of the Corporate Business Plan

Delegation

Nil

Policy Implications

Nil

Other Corporate Document

- Integrated Strategic Plan
- Corporate Business Plan
- Key Work Plan 2025–26
- Long Term Financial Plan
- Workforce Plan

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Compliance .	Minor (2)	Unlikely (2)	Low (4)	Operational Manager Existing quarterly monitoring, management oversight and Council reporting processes provide adequate controls.	Adoption of the annual review provides Council oversight of delivery performance and informs future planning and resource allocation.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with receiving this report.

The report provides Council with information regarding delivery of actions funded through the adopted 2025–26 Budget and identifies actions transitioning into the 2026–27 financial year.

VOTING REQUIREMENTS

Absolute majority required: No

Officer Recommendation / Council Resolution [2607-11]

Moved: Cr N Smith **Seconded: Cr R Johnson**

That Council:

1. **RECEIVES** the Annual Review of the 2025–26 Corporate Business Plan (Key Work Plan) as contained in Attachment 1
2. **NOTES** the overall year-end completion rates of:
   - Community: 85%;
   - Economy: 87%;
   - Environment; 88%
   - Civic Leadership: 80%; and
   - Capital Program: 92%.
3. **NOTES** that remaining outstanding actions have either been substantially progressed or incorporated into the 2026–27 Key Work Plan for ongoing implementation.
4. As set out in Attachment 2, **ADOPTS** the Interim Key Work Plan 2026–27 as the Shire's interim Corporate Business Plan pending completion and adoption of the revised Council Plan, following which the Corporate Business Plan will be reviewed and updated as required.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

9.7 Proposed Bushfire Risk Management Plan 2026 -2031 (Inclusive)

File Reference	
Report Date	13/07/2026
Applicant/Proponent	Council
Officer Disclosure of Interest	State Hazard Plan for Fire and State Emergency Management Policy 2.9 Management of Emergency Risks
Previous Meeting Reference	
Prepared by	Mikayla James, CESM
Senior Officer	Sean Fletcher, CEO
Authorised by	CEO
Attachments	Bushfire Risk Management Plan 2026 – 2031

PURPOSE

To accept and formally endorse the proposed Bushfire Risk Management Plan for 2026 – 2031 inclusive.

BACKGROUND

The Bushfire Risk Management (BRM) Planning program is a state-wide program led by the Department of Fire and Emergency Services (DFES) to support local governments to develop and implement an integrated BRM planning framework in Western Australia for their local area. The program aims to support relevant agencies in their responsibilities under the relevant legislation surrounding bushfire risk and management in high-risk areas.

The plan aims to reduce bushfire risks across local government areas by identifying assets at risk and assigning treatment options that are best suited to the local community and environment, following guidelines and recommendations made by *A Shared Responsibility: The Report of the Perth Hills Bushfire February 2011 Review* (the Keelty Report).

This plan has been developed in consultation with the Bushfire Risk Mitigation Coordinator position and relevant stakeholders within the Shire of Victoria Plains. This updated plan replaces the one set to lapse later in the year.

COMMENT

Council have already received a copy of the draft BRMP at the June 2026 briefing session and have been asked for comment. As no changes or comments have been received; the document is now at the stage for endorsement by council.

To get to this stage, the document has already been reviewed and endorsed by the state bushfire risk management branch. The document will be required to be reviewed at the two-year mark, to ensure any changes to the guidelines or best practices are aptly reflected in the BRMP. This is a process overseen by the local government.

CONSULTATION

Mr Sean Fletcher, Chief Executive Officer
Mr Colin Ashe, Deputy Chief Executive Officer

Ms Chantal Bell, Bushfire Risk Mitigation Coordinator
Mr Jack Van Voorst, Emergency Management Officer
Mr Gavin Halligan, Chief Bushfire Control Officer
Council Briefing Session – June 2026

And all relevant stakeholders Ms Bell consulted during the drafting process.

STATUTORY CONTEXT

AS/NZS ISO 31000:2009 Risk management - Principles and guidelines

State Hazard Plan – Fire

State Emergency Management Policy 2.9 Management of Emergency Risks

CORPORATE CONTEXT

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
1. COMMUNITY	
1.4 Support emergency services planning, risk mitigation, response and recovery	We collaboratively plan service delivery and respond to emergency situations (LEMC)
	Emergency service volunteers are supported and the community understands how to respond to emergencies / natural disasters

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
3. ENVIRONMENT	
3.2 Conservation of our natural environment and resources	Responsive and a high standard of Ranger services
	Nature reserves in our control are managed and protected
	Shire water resources are efficient, equitable and we advocate for improvements in the network

Strategic Priority 1.4 and 3.2 are relevant to the BRMP as this document goes on to support the wider firefighting and mitigation efforts within the Shire and community; for both privately owned land, and land under the Shire's control; increasing the communities understanding of bushfire, the risk, and ways in which they can stay safe, and better prepare themselves, and their property.

Delegation

- Nil

Policy Implications

This document will form its own policy as to how mitigation will be actioned within the Shire of Victoria Plains, as outlined within the BRMP.

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
Environmental Bushfire event impact people, property, native habitat	Moderate (3) Contained, reversible impact managed by external agencies	Possible (3) The event should occur at some time (20% chance) At least once in 3 years.	Moderate (9) Monitor	Operational Manager Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring.	Through the respective policies, procedures, documentation and VBFB management, bushfire risk management can be monitored and actioned appropriately to ensure risk to community and critical infrastructure remains at the lowest possible level.

FINANCIAL IMPLICATIONS

There are no known meaningful financial implications related to this matter in excess of officer time and minor administrative cost. This document was prepared through the shared BRMC position with Gingin over the 2025/2026 financial year. There are no expected costs going forward to maintain and implement this document outside of regular officer time.

VOTING REQUIREMENTS

Absolute majority required: Yes

Officer Recommendation / Council Resolution [2607-12]

Moved: Cr N Smith **Seconded: Cr E Williams**

That the Shire of Victoria Plains Council **ACCEPT** and **ENDORSE** the *Shire of Victoria Plains' Bushfire Risk Management Plan 2026 – 2031* document.

CARRIED BY ABSOLUTE MAJORITY AND BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

10. MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11. NEW BUSINESS OF AN URGENT NATURE REQUIRING DECISION

12. MEETING CLOSED TO PUBLIC

12.1 Meeting Closed to the Public re Item 12.2 – Community Grant Applications

File Reference	
Report Date	22 July 2026
Applicant/Proponent	Sean Fletcher, CEO
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Sean Fletcher, CEO
Senior Officer	N/A
Authorised by	Sean Fletcher, CEO
Attachments	Nil

PURPOSE

For Council to resolve to close the meeting to the public for Agenda Items 12.2 in accordance with the *Local Government Act 1995*.

BACKGROUND

Council is required to consider matters at this meeting that are of a confidential nature and are not appropriate for discussion in an open meeting.

COMMENT

Agenda Items 12.2 contains information that meets the criteria for confidential matters under Section 5.23(2) of the *Local Government Act 1995*.

In accordance with the Act and the Shire of Victoria Plains Meeting Procedures Local Law 2018, Council may resolve to close the meeting to members of the public for the consideration of those items.

The information to be considered under Items 12.2 relates to:

- Section 5.23(2)(c) – *a matter affecting the commercial or financial interests of the local government*.

CONSULTATION

N/A

STATUTORY CONTEXT

Local Government Act 1995

- Section 5.23(2)(c) – matters affecting the commercial or financial interests of the local government

Shire of Victoria Plains Meeting Procedures Local Law 2018 – provisions relating to the closure of meetings to the public.

CORPORATE CONTEXT

Strategic Business Plan/Corporate Business Plan
N/A

Delegation
N/A

Policy Implications

N/A

Other Corporate Document

N/A

Risk Analysis

N/A

FINANCIAL IMPLICATIONS

N/A

VOTING REQUIREMENTS

Absolute majority required: No

Officer Recommendation / Council Resolution [2607-13]

Moved: Cr S Woods **Seconded: Cr N Smith**

That Council, in **ACCORDANCE** with Section 5.23(2)(c) of the *Local Government Act 1995* and the Shire of Victoria Plains Meeting Procedures Local Law 2018, resolves to **CLOSE** the meeting at 2.19 PM to members of the public for consideration of Agenda Items 12.2.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

12.2 Community Budget Submission Grant Applications (Confidential)

File Reference	
Report Date	20 July 2026
Applicant/Proponent	Shire of Victoria Plains
Officer Disclosure of Interest	NIL
Previous Meeting Reference	
Prepared by	Bridget Ralph, Community Development Officer
Senior Officer	Sean Fletcher, CEO
Authorised by	CEO
Attachments	1. Community Grant Package 2. Community Grant Submissions

VOTING REQUIREMENTS

Simple Majority Yes

Procedural Motion / Council Resolution

Moved: Cr E Williams Seconded: Cr S Woods

That Item 12.2, Community Budget Submission Grant Applications, be deferred to the Special Council Meeting of 17 August 2026.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

Councillor Motion / Council Resolution

Moved: Cr R Johnson Seconded: Cr S Woods

That Council Move out of Camera at 2.26pm.

CARRIED BY UNANIMOUS DECISION OF COUNCIL

Voted For Cr P Bantock, Cr S Woods, Cr R Johnson, Cr E Williams and Cr N Smith
Voted Against: Nil

13. CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 2.27PM

These minutes were confirmed at the Ordinary Council Meeting held on

Date 26th August 2026

Signed J A Bantock
(Presiding member at the meeting which confirmed the minutes)

Council Minutes are unconfirmed until they have been adopted at the following meeting of Council.