



SHIRE OF  
**COOROW**

*ALWAYS IN SEASON*

# MINUTES

FOR THE

ORDINARY COUNCIL MEETING

HELD ON

**WEDNESDAY 20 MAY 2026**

PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING

Members of the public are cautioned against taking any action on Council decisions, on items in this Minutes in which they may have an interest, until such times as they have been advised in writing by Shire staff

# NOTICE OF MEETING

PLEASE BE ADVISED THAT THE

## ORDINARY COUNCIL MEETING

COMMENCED AT 5:00 PM

WILL BE HELD ON

WEDNESDAY, 20 MAY 2026

LEEMAN COUNCIL CHAMBERS



**Mia Maxfield**

**Chief Executive Officer**

### **DISCLAIMER**

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# Minutes

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**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

**1.1 SALUTATIONS AND OPENING OF MEETING**

The President, President G Sims, welcomed those present and opened the Meeting at 5.25pm.

**1.2 ACKNOWLEDGEMENT OF COUNTRY**

*The Shire of Coorow acknowledges the traditional owners of this land – the Yued people, and their continuing connection to land, water and community. We pay our respects to them and their cultures, and to elders both past, present and emerging.*

**1.3 VISITORS**

Nil

**2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

**2.1 ATTENDANCE**

President G Sims

Deputy President G Censi

Councillor C Hassell

Councillor G Hannington

Councillor D Melbin

Councillor L Van Den Heever

Mrs M Maxfield

Mr K Bean

Mrs S Atkinson

Chief Executive Officer

Manager of Works & Services

Deputy Chief Executive Officer

**2.2 TABLE OF COUNCILLOR ATTENDANCE**

Meetings	Cr Sims	Cr Censi	Cr Gericke	Cr Hannington	Cr Hassell	Cr Melbin	Cr Van Den Heever
October 2025 OCM							N/A
November 2025 Special OCM							

November 2025 OCM							
December 2025 OCM							
January 2026 Special OCM							
February 2026 OCM							
March 2026 OCM							
March 2026 Special OCM							
April 2026 OCM							
May 2026 Special OCM							
May 2026 OCM							
June 2026 OCM							
July 2026 OCM							
August 2026 OCM							
September 2026 OCM							

Legend:

Attended	
Leave of Absence	
Apology	

**2.3 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATION**

In accordance with regulation 14C (2) of the *Local Government (Administration) Regulations 1996* the Shire President or Council can approve the attendance of a person, not physically present at a meeting of Council or committee, by electronic means. The member must ensure they are in an appropriate location, being private and free from distractions. When a meeting is closed to the public (Behind Closed Doors) in accordance with Section 5.23 of the *Local Government Act 1995* (the Act), members must ensure that the deliberations cannot be observed or overheard by any other person. Attendance of meetings by electronic means is capped at 50% as *per Local Government (Administration) Regulation 14C(3)*.

Nil

## 2.4 LEAVE OF ABSENCE PREVIOUSLY APPROVED

<b>RESOLUTION</b>	<b>OCM-2026/037</b>
<b>Moved:</b>	President G Sims
<b>Seconded:</b>	Cr L Van Den Heever
That the Application for Leave of Absence by Councillor D Gericke from 20 <sup>th</sup> May 2026 to 20 <sup>th</sup> May 2026 inclusive be granted.	
<b><u>In Favour:</u></b>	Cr G Sims, Cr G Censi, Cr D Gericke, Cr C Hassell, Cr D Melbin and Cr L Van Den Heever
<b><u>Against:</u></b>	Nil
<b>CARRIED 6/0</b> <b>Simple Majority</b>	

## 2.5 APOLOGIES

Nil

## 3 APPLICATIONS FOR LEAVE OF ABSENCE

In accordance with Section 2.25 of the Local Government Act 1995, an application for leave requires a Council resolution granting leave requested. Council may grant approval for Leave of Absence for an Elected Member for ordinary Council meetings for up to but not more than six consecutive meetings. The approval of the Minister is required for leave of absence greater than six ordinary Council meetings. This approval must be by Council resolution and differs from the situation where an Elected Member records their apologies for the meeting. A failure to observe the requirements of the Act that relates to absence from meetings can lead to an Elected Member being disqualified should they be absent without leave for three consecutive meetings.

Nil

## 4 DISCLOSURE OF INTERESTS

Section 5.65 and 5.70 of the Local Government Act 1995 requires an Elected Member or officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Elected Member or officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed. An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of the interest must also be stated.

President G Sims, declares interest for Item 13.1.1 and item 11.1.7.

## 5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

**6 PUBLIC QUESTION TIME**

Nil

**7 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**8 CONFIRMATION OF PREVIOUS MINUTES****RESOLUTION OCM-2026/055****Moved:** Cr L Van Den Heever**Seconded:** Cr D Melbin

That the minutes of the Ordinary Council Meeting held on Wednesday 15 April 2026 and the Special Council Meeting held on Friday 8 May 2026 be confirmed as true and correct.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Simple Majority**

## 9 RECOMMENDATIONS AND REPORTS OF COMMITTEES

## 9.1 MINUTES - GREEN HEAD COAST CARE GROUP MEETING

<b>Reporting Officer:</b>	<b>E Wilkin, Governance &amp; Executive Support Officer</b>
<b>Responsible Executive:</b>	<b>S Atkinson, Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>ADM0645</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Review:** When Council reviews decisions made by officers.

Minutes from the meeting held on the 16 March 2026 by the Green Head Coast Care Group are attached for your review.

**ATTACHMENTS**1. Green Head Coast Care Minutes - 16 March 2026 [↓](#)**RESOLUTION OCM-2026/056**

**Moved:** Cr G Censi

**Seconded:** Cr C Hassell

That Council receive the Green Head Coast Care Group minutes of the meeting held on the 16 March 2026 by the Green Head Coast Care Group.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Simple Majority**

Minutes of 16 March 2026



# GREEN HEAD COASTCARE

## Minutes of meeting held 16 March 2026

### 1. WELCOME

The Chairs, Ceri Evans and June Hill, opened the meeting at 10.00 a.m.

### 2. ATTENDANCE AND APOLOGIES

#### Committee Members Attendance

Ceri Evans (Chair), June Hill (Chair), Deborah O'Brien (Coordinator), Glenda Reed, Janine Wann, Jennifer Griffiths, Barrie Griffiths, John Browne, Judy Browne, Samantha Atkinson (Member and Shire of Coorow, Deputy Chief Executive Officer (DCEO))

#### Committee Members Apologies

Beth Broun

#### Invited Guests:

Colin Hassel (Councillor, Shire of Coorow and President Green Head Community Association)

### 3. MINUTES FROM LAST MEETING

Minutes of the previous meeting held 16 February 2026 were taken as read.

### 4. CHANGE OF FORMAT OF MINUTES

June Hill and Ceri Evans proposed changing the format of the minutes to make them shorter and easier to read. All Shire actions will be listed in a single table to make it easy for relevant staff to look up outstanding actions without having to read entire minutes. The table will be one of the first items on the Agenda so that Shire staff will not have to stay for the whole meeting. Therefore the Actions in these minutes will be in summarised table format, except for new Actions which are described in full.

Members expressed their frustration at the lack of progress of requests to the Shire and said they would like the table sorted with the oldest actions at the top to highlight uncompleted tasks and prioritise their completion. Samantha Atkinson (Shire DCEO) said the Shire would be appreciative of the change of format. Colin Hassel said that this would be a good example for other community groups to follow. Deborah O'Brien would like to see major projects added to the table in addition to maintenance items; including the southern extension of Three Bays Walkway (3BW).

**Action 1:** Ceri Evans June Hill will create tables for Action items, they will co-ordinate with Lynda Birch. See Addendum for explanation of Tables.

Minutes of 16 March 2026

## 5. BUSINESS ARISING (actions from last meeting)

### Abbreviations:

GHC = Green Head Coastcare

Shire = Shire of Coorow

3BW = Three Bays Walkway

NACC = Northern Agricultural Catchments Council

See **Table 1** for Actions relevant to the Shire of Coorow

See **Table 2** for all other Actions

## 6. OTHER BUSINESS (AROUND THE TABLE)

*Note: the new actions below will be added to the table for the next meeting.*

### Ongoing planting and plant care at Ocean View Park:

*(Note: for simplification, the different issues for Ocean View Park have been split into separate new action items)*

The locals from around Ocean View Park are interested in doing more planting in the Park. They were requested by the Shire to obtain their approval for any planting. As a result the locals have submitted a list of plants (which they have offered to pay for) to the Shire. Glenda Reed reviewed the plant list and thinks they are acceptable. There were questions from the Group on whether the acacia species are invasive, Glenda responded that they are small wattles so should not be a problem. John Brown suggested a bird bath for the park; Samantha Atkinson (DCEO) requested Shire approval be sought first in case of safety issues.

**Action 26.03.01:** Deborah O'Brien to invite one of the Park locals to a GHC meeting, to discuss planting.

### Lawn at Ocean View Park

The original plan for the Park was to include a section of lawn; however, the Shire is reluctant to provide it due to cost. In response, GHC proposed planting the lawn using volunteers. Glenda Reed spoke to grass specialists about a suitable grass type for a coastal park, they all recommended couch grass. Cost is about \$12 per square metre. Samantha Atkinson (DCEO) requested that intensive watering of the Park be restricted to the first year following planting.

**Action 26.03.02:** Samantha Atkinson (DCEO) will check if the Shire will support planting and maintenance of the lawn if planted by GHC. This item has been added to Table 1 for action by the Shire.

**Action 26.03.03:** Deborah O'Brien to ask locals if they are willing to water the lawn for the first year.

### 2026 Coastcare Forum Update

Jurien Bay Regional Herbarium Group (JBRHG) have volunteered to host the event this year. Their current plan is: (i) morning: coastal issues followed by Coastcare Workshop (ii) afternoon: inland issues followed by Coastcare Workshop. Samantha Atkinson reported that JBRHG are considering rebranding as a Coastcare Group, so that NACC can support the Forum through Coastcare funding. JBRHG invited a member from GHC to attend one of their meetings, Ceri Evans volunteered. No further action is required at this stage.

Minutes of 16 March 2026

#### **Maintenance issues at Dynamite Bay**

June Hill showed photos of the gazebo and shelters at Dynamite Bay to highlight maintenance issues, including fading and discolouration of the new shelters, rusted or missing screws holding bench supports in the gazebo, and a rusty chain left loose on the table in the gazebo.

**Action 26.03.04:** June Hill to upload items to Agendis, including photos.

#### **Brushing of sand dunes**

The Group decided to suspend this activity until April.

#### **Wind break for Ocean View Park**

A windbreak was proposed for the southern edge of Ocean View Park (i.e. the ocean side, between the road and the mounds) for shielding new plants from strong wind. The Group suggested either using a fast growing, hardy species, like wattle, or a structure, like a slatted barrier. The windbreak may be temporary or permanent. It was reported that neighbours of the Park had already spoken to Kelvin Bean (Shire) about this matter. In response to a question about Shire priorities for new works Samantha Atkinson (DCEO) clarified that Kelvin does not make the decisions regarding priorities of work, all new works must be passed through the Shire for approval. No action was determined at this stage.

#### **New members for GHC Committee**

A member of the public asked about joining GHC. Currently all members of GHC are also Committee Members and we want to ensure all new Committee Members are aligned with our objectives. The Group discussed inviting those interested to one of our meetings to experience the range of activities undertaken.

June Hill suggested that consideration be given to having additional members who are not on the Committee, as this is a common structure in other Coastcare groups. No Action to be taken at this stage.

#### **Items reported to Shire**

See Agendis Items in Table 1

### **7. NEXT MEETING**

The next meeting will be held at 10:00 a.m. on 20 April 2026 at the Green Head Community Hall.

The meeting was closed at 12:00 p.m.

## Minutes of 16 March 2026

**Table 1: Actions relevant to the Shire of Coorow (sorted by date)**

*Note: where the item has been reported to the Shire using the Agendis system, the Agendis number is used as the reference. The date and person who submitted the report is provided in brackets.*

**Abbreviations:**

BB = Beth Broun  
BG = Barrie Griffiths

CE = Ceri Evans

CH = Colin Hassell (Shire Councillor, Green Head  
Community Association representative)

DO = Deborah O'Brien

GR = Glenda Reed

JG = Jenny Griffiths

JH = June Hill

JoB = John Browne

JuB = Judy Browne

JW = Janine Wann

KB = Kelvin Bean (Shire employee)

SA = Samantha Atkinson (GHC, Shire  
representative, DCEO)

Action Reference	Title	Brief Description	Updates	Actions	Person Responsible	Status
GHC Item 25.00.02	Anchorage Bay (south) Rest Point steps	Concrete steps or ramp are required to link the steps to the rest point. Handrail to be installed in the concrete.	16 03 2026. SA: concreting by contractor will be done simultaneously with Lakes Rd footpath in April.	Shire to organise concrete and handrail installation. Shire & GHC to ensure grant requirements are met.	Shire	Open
GHC Item 25.00.03	Handrails for beach access	Handrails to be constructed and installed for Dynamite Bay beach access, Rocky Bay Rest Point beach access & Anchorage Bay (south) Rest Point steps (see also GHC Item 25.00.02).	From SA: All handrails have been ordered and are being manufactured.	Handrail at Rocky Bay to be installed when concreting occurs (KB)	Shire	Open
GHC Item 25.00.05	Damage to midden boardwalk ramp on 3BW	Damage to boardwalk ramp leading down to midden site on 3BW.	Shire will organise contractors to repair damage.	Shire to organize contractor. Upload to Agendis (JH)	Shire, June Hill	Open

## Minutes of 16 March 2026

Action Reference	Title	Brief Description	Updates	Actions	Person Responsible	Status
GHC Item 25.00.06	Cracks in lookout on 3BW	There are cracks in the limestone lookout on 3BW at the Dynamite Bay lookout (on the south point of Dynamite Bay).	Shire will organise contractors to repair damage.	Shire to organise contractor. Upload to Agendis (JH)	Shire, June Hill	Open
GHC Item 25.00.07	Dynamite Bay gazebo & shelters concrete pad edges	Concrete pads are higher than surrounding grass. Fill is required to bring the surroundings up to the same level as the concrete.	JH showed photos around gazebo & shelters, there appears to be new sand fill here.	Check if this has been completed (JW), if not then upload to Agendis (JH)	Janine Wann, June Hill	Open
GHC Item 25.00.08	Informal access to Rocky Bay, north	Discourage informal beach access to the northern end of Rocky Bay ("goat track") to stop dune erosion using small signs.	Signs have been received and handed over to GHC.	GHC to determine locations of signs. Shire to install pickets. DO to organise.	Shire, Deborah O'Brien	Open
GHC Item 26.02.04	Ocean View Park mulch	Mulch required for Ocean View Park.	Shire agreed to supply mulch, it has been delayed due to contamination.	Shire to organise mulch	Shire	Open
GHC Item 26.02.06	Dynamite Bay mosaic	Dynamite Bay mosaic was removed from the ablution block wall when refurbishments were undertaken. The mosaic requires repair before being reinstalled. No site for reinstalling it has been identified.		Shire to follow up	Shire	Open
GHC Item 26.02.08	Replacement of 3BW signs	GHC requests financial assistance from Shire to fund replacement of four damaged signs on the 3BW. The Group has \$2000 from the Iluka grant, but need \$\$4,985. Signs to be supplied by Maureen Greenfield from Jurien Bay Signs.	Maureen Greenfield has not responded to enquiries from DO. It is unclear whether she can provide signs of sufficient quality to last in exposed conditions.	Shire (DCEO) to follow up to see if they can cover the extra cost. DO to follow up on printing of signs.	Shire	Open

## Minutes of 16 March 2026

Action Reference	Title	Brief Description	Updates	Actions	Person Responsible	Status
GHC Item 26.02.17	Improved notification of Shire events	GHC requested that the Shire find additional methods of communicating events to residents, especially those who do not use computers (currently advertised on Shire site and their Facebook group), and provide a longer period of notice.	SA (DCEO) reported that the Shire will be working on improving community engagement. They are setting a strategic plan for the 5 -10 years in April and will involve community consultation.	Shire (DCEO) to follow up	Shire	Open
GHC Item 26.02.20	Paintings and old TV in Community Hall	GHC requested that paintings which were removed for maintenance be re-hung and that the old TV be removed.	DO spoke to the electrician about removing the TV.	DO will organise the electrician to remove the TV. SA (DCEO) will organise the paintings to be re-hung.	Shire, Deborah O'Brien	Open
Agendis 213 (26.02.27, JH)	Stairs to Hunters Beach	A superseded section of the stairs has been cordoned off, they need to be removed.	11 03 2026: Agendis Comment: Manager of Works will have to go and inspect and see what can be done.		Shire	Open
Agendis 214 (26.02.27, JH)	Replace seat at Osprey sign	The bench seating recently placed at Osprey rest point in Morphett Park is unsuitable. GHC would like the bench to be replaced with one that is compliant to Australian Standards and suitable for older people.	11 03 2026: Agendis Comment: Currently looking into this to replace. 16 March 2026: GHC requests replacement prior to 60th Anniversary celebrations. JuB requested that, in future, all works by the Shire be of high quality in the first instance so that they do not have to be redone.	Shire to remove old seat and install a compliant seat.	Shire	Open
Agendis 215 (26.03.01, JH)	Dynamite Bay Lookout damage	Lookout is extensively damaged, handrails and seating are unsafe. The timber platform surface needs attention.	11 03 2026: Agendis Comment: Has been barricaded to prevent access for now - just awaiting on a contractor.		Shire	Open

## Minutes of 16 March 2026

Action Reference	Title	Brief Description	Updates	Actions	Person Responsible	Status
Agendis 217 (26.03.03, CE)	Gazebo damage Morphett Park	Damage to gazebo in Morphett Park, roof support has fallen off, needs to be replaced.			Shire	Open
Agendis 221 (26.03.14, JH)	Damage to sand dunes along northern fire break	The fire break at the northern end of town between Green Head Rd and the beach has been severely degraded by vehicle traffic. This needs to be closed to public vehicles while still allowing pedestrian access. For example, using signs at each end of the track, and bollards and chains near the beach entry where it is a single track.			Shire	Open
Agendis 222 (26.03.14, JH)	Add crushed limestone to 3BW	Currently there is a sharp step down at the edge of the concrete path along the 3BW, it is a hazard. GHC proposes that the Shire fill the gap with crushed limestone to bring the verge to a similar height as the path.			Shire	Open
GHC Item 26.03.02	Lawn at Ocean View Park	Shire will not provide a lawn for Ocean View Park. GHC would like to plant the lawn using volunteers.	See Action 2, this meeting.	SA (DCEO) to check if the Shire will support planting of a lawn by GHC.	Shire	Open

## Minutes of 16 March 2026

Table 2: All Other Actions

Action Reference	Title (Reported by)	Brief Description	Updates	Actions	Person Responsible	Status
GHC Item 25.00.01	3BW extension south	To link Cliff Park to South Bay beach access track opposite Ocean View Park and move the current vehicle beach access track eastward to separate pedestrians and vehicles.				Suspended
GHC Item 26.02.01	Modification of brushing sign	A new sign provided by Shire to GHC to notify people when brushing work is occurring. GHC proposed painting over "Warning" and replacing it with a suitable message to encourage volunteers.	DO has identified a suitable paint.	Repaint part of the sign (DO)	Deborah O'Brien	Open
GHC Item 26.02.02	Rocky Bay northern beach, ("goat track") access stairs	GHC proposes to have a formal set of stairs to the beach to stop people from making tracks through the vegetation. A grant is required to fund the steps.	KB advised SA (DECO) the cost of good quality steps is approx. \$200,000. Initially, an engineer is required for site visit and drawings. GHC reviewed the grant register.	CE, JH, JW and GR to meet as a subgroup to plan beach access steps.	Ceri Evans, June Hill, Janine Wann, Glenda Reed	Open
GHC Item 26.02.14	3BW extension north, Stage 1	Proposed walkway from Green Head to Leeman. GHC to plan the route in stages. Stage 1 is to be from Anchorage Bay Jetty to Point Louise.	The route is to be revisited by GHC to ensure that it is both practical and attractive. GHC proposes to collect detailed photography to aid planning of the route.	SA (DCEO) to get photo mosaic collated by Shire for bikeways. CE will ask locals about using their private plane photos. JH will investigate sources of Government aerial photos.	Shire, Ceri Evans, June Hill	Open
GHC Item 26.02.15	Mapping of saltmarsh	Develop a detailed map of the Green Head saltmarsh to aid in revegetation and planning infrastructure (boardwalk).		SA and CE to use drone to map saltmarsh	Ceri Evans, Samantha Atkinson	Open

## Minutes of 16 March 2026

Action Reference	Title (Reported by)	Brief Description	Updates	Actions	Person Responsible	Status
GHC Item 26.02.16	Boardwalk through saltmarsh	GHC proposes to have a boardwalk through the saltmarsh to encourage people to visit and appreciate this endangered wetland, reducing damage to vegetation and disturbance of wildlife.		Suspended pending drone footage		Suspended
GHC Item 26.02.18	60th Anniversary Celebrations	GHC will have a stall at the event to celebrate our history and promote our activities.	CH confirmed that there is a gazebo available for the GHC stall. Stalls can be open 2-6 pm, followed by live music.	JH and CE to attend stall for 2-3 p.m.; JW and SA to attend stall 3-4pm. DO to organise weed display.	Ceri Evans, June Hill, Janine Wann, Samantha Atkinson	Open
GHC Item 26.02.19	Kay Hunt retires from GHC		DO and GR took Kay Hunt out for lunch to show our appreciation of her work. They gave her a framed photo from a memorable brushing event.			Closed
GHC Item 26.02.21	Visit Cervantes	Anthony Seymour, who now lives in Cervantes, invited GHC to visit Cervantes and to share information on dealing with coastal issues.				Suspended
GHC Item 26.02.22	Presentations to Shire	Guy Sims invited GHC to make a presentation to the Shire meeting (18 March), along with Mic Payne and Joshua from NACC, who will do a presentation on the saltmarsh.	GHC will provide a 15 minute presentation on history, achievements and objectives of GHC, including footage of brushing from Lynda Birch.	CE to prepare and deliver a presentation on behalf of GHC	Ceri Evans	Open
GHC Item 26.02.23	3BW brochures for Community Hall	More 3BW brochures are required for Community Hall		DO to replenish brochures in hall	Deborah O'Brien	Open

## Minutes of 16 March 2026

Action Reference	Title (Reported by)	Brief Description	Updates	Actions	Person Responsible	Status
GHC Item 26.02.09	Weed of the Month	Each month GHC provides a leaflet on a weed of concern around Green Head. This is distributed via newsletters and social media.	April Weed of the Month is Dongara Daisy. SA confirmed that the Snag Island News included our March Weed of the Month at no cost. We will feature the ice-plant for May. SA (DCEO) would like to include all the Weed of the Month leaflets in a bundle to educate staff at the Shire on weeds of concern.	JH to provide leaflet to DO for distribution for April. SA and JH to collate weed information for Shire into a single PDF document.	June Hill, Deborah O'Brien, Samantha Atkinson	Open
GHC Item 26.03.01	Planting at Ocean View Park	The locals from around Ocean View Park are interested in adding more plants to the Park at their own expense.		GHC to invite one of the Park locals a committee meeting, to discuss planting strategy	Deborah O'Brien	Open
GHC Item 26.03.03	Ocean View Park Lawn	Proposal for GHC to plant the lawn at Ocean View Park as Shire does not want to do this.		GHC to ask locals if they are willing to water the lawn for the first year if required	Deborah O'Brien	Open
GHC Item 26.03.04	Maintenance issues at Dynamite Bay	Gazebo and shelters at Dynamite Bay require maintenance.		Upload items to Agendis	June Hill	Open

## **ADDENDUM**

The notes below have been added to help the reader understand the new tables. They are not part of the minutes of the meeting. We would like to express our thanks to Lynda Birch for assisting us in setting up the new recording methods.

### **Master Spreadsheet**

It is proposed that GHC keep a master spreadsheet to hold all action items from the start of 2026 (any open actions that predate 2026 will be carried over into the spreadsheet). This will provide a summary of all the action items we address this year. This spreadsheet can easily be sorted and filtered to create tables of action items for each meeting and each set of minutes.

The spreadsheet will contain a summary of the issues and actions arising; if more detail is required this can be found in the minutes of the meeting where the action was first initiated.

The spreadsheet will be updated at each meeting. It will form a record of all our activities for this year.

### **Tables for the minutes of the meeting**

In Section 8: Business arising, all actions will be in summarised tabular form. There will be two tables, one for actions relating to the Shire and a second table for all other actions. The tables will be extracted from the master spreadsheet by sorting and filtering it. This will ensure compatibility between minutes and the master spreadsheet.

Meeting Date + Action numbers = Reference number:

In order to make it easy to track actions by the date they were initiated, the action number will be appended to the date of the monthly meeting.

The format will be: Year.Month.Action. For example, GHC Item 26.03.04 is Action 4 from the March 2026 meeting.

Using the meeting date encoded in the reference number will make it easy to discover any extra information that was recorded in the minutes of the meeting at which the action was originally raised.

Actions recorded as 25.00.\* are actions which pre-date 2026, and the date of initiation is not known.

### **Agendis Reference**

When an action has been submitted to the Shire using their Agendis online form, the Agendis number will be provided instead as the Reference, this is for the Shire's convenience. The date that the report was made will also be included.

**9.2 MINUTES - LEEMAN GREEN HEAD COMMUNITY RESOURCE CENTRE MEETING**

<b>Reporting Officer:</b>	<b>E Wilkin, Governance &amp; Executive Support Officer</b>
<b>Responsible Executive:</b>	<b>S Atkinson, Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>ADM0152 V2</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Review:** When Council reviews decisions made by officers.

Minutes from the meeting held on the 23<sup>rd</sup> of April 2026 by the Leeman Green Head Community Resource Centre are attached for your review.

**ATTACHMENTS****1. 2026-04-23 Minutes.** [↓](#)**RESOLUTION OCM-2026/057**

**Moved:** Cr L Van Den Heever

**Seconded:** Cr G Hannington

That Council receive the Leeman Green Head Community Resource Centre minutes of the meeting held on the 23<sup>rd</sup> of April 2026 by the Leeman Green Head Community Resource Centre.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Simple Majority**



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### Minutes of the meeting held

Meeting date: 23<sup>rd</sup> April 2026

Meeting Opened: 13:00

Chairperson welcomed all, introduced Mia Maxwell and thanked all for attending.

### ATTENDANCE

<u>CRC Office Bearers &amp; Committee</u>	<u>Position</u>	<u>Present</u>	<u>Absent / Apology</u>
Brian Rayner	Chairperson	Yes	
Mary Browning	Vice Chairperson	Yes	
Daniel Foale	Secretary	Yes	
Leanne Green	Treasurer	Yes	By Phone
Gloria Litchfield	Committee Member	Yes	Apology
Bec Dickinson	Committee Member	Yes	
Alice Walker	T2T Representative	Yes	Proxy for Prue

<u>CRC Staff</u>	<u>PRESENT</u>	<u>ABSENT</u>
Penny Dobney	As Required	

#### Members - Attendees

Nil		
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#### General Public - Attendees

Mia Maxwell (Shire)	Present	
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#### **Conflict of Interest Declaration:**

Nil

#### **Minutes of the previous meeting:**

Minutes have been forwarded to the committee previously. **Read and Accepted**  
Moved: Mary Browning  
Seconded: Bec Dickinson



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### **Matters arising from the previous minutes:**

Wallis Computers – Quoted work has been completed  
Health Check Report update, Recommendation 3 – need budget for 25/26 financial year.  
Recommendation 4 – need to implement monthly profit and loss statement as per recommendations,  
Other Recommendations will be discussed / implemented as needed in the future.  
Danny is Public Officer for ATO still needs to be registered for BAS submission. On going.  
Gazebo – parts arrived to be put together  
Front room for GP – Mia has not spoken to the GP recently. No further update at present,  
SIN update – some advertising money is coming in, not all invoices have been sent out as yet, work in progress  
Easter Fair update it went well, Gloria sent email with comments, Danny discussed with Penny applicable replies as follows – Start times now on application form, Dogs were not thought about but should not be inside rec room. Committee decided that signs will be placed that dogs not permitted at the easter Fair – this was due to dogs not under control and fighting. Stall holders are not insured under the LGHCRC Insurance policies as they are not operating as volunteers for the CRC. Mary raised that she needed some more muscle during set up as it was just the 4 girls  
DPIRD Reports (Manager) up to date and all good  
Cleaner position advertised, offered and accepted. Contract to be signed and letter sent to unsuccessful candidate.  
Bay Glass front door lock, has been replaced.  
White ant infested front fence – not white ants just rotted. Fence to be repaired.  
Secretary to check when last pest control done. 2022 – can use Gilmour's from Carnamah or Jurien Pest Control. Shire will be organising pest control towards end of financial year and we can possibly tack on and save travel costs. Mia to send email when organised.  
Anzac Day – Penny & Claire doing breakfast, Danny MC. Planning completed, volunteer helpers needed at both dawn service and breakfast. Bec to lay wreath on behalf of CRC. Colin Hassell is representing the Shire.  
Valuation – paid for and happening soon  
Grants - \$2000 for bookshelves for centre area grant from men's shed – committee unanimous decision is yes to go ahead and apply. Still waiting on quotes for roof maintenance. Penny ready to go with grant application as soon as quotes come in. Committee approved to do so.  
Stackable chairs, Mary produced pictures and quotes. On hold as we may be able to get some from Shire. Mia looking into it. Samantha to get back to committee.  
Sign out front. New design approved. Question about web address to be included? Design to be sent to Jurien signs for quote. Talk to Jurien signs about changing sizes and swapping them around. Look at flag and pole later.  
Playground on foreshore – shire doing something, watch this space  
Adobe Pro has been installed on Penny's PC  
Mosaic Weekend on hold for now  
Danny described Wallis computers ongoing work and the discovery that the public computers logged into the old server and were not stand alone as expected. Wallis is looking at solutions and will advise later. Meanwhile public computers can't be used.

### **Manager's Report:**

North Midlands Project Stronger Together meeting in Coorow Thursday April 9<sup>th</sup>. Was good for Claire and Penny to attend. Learnt some critical things and networked with other CRC's

### **Correspondence In & Out:**

#### **Correspondence In**

#### **Invoices In:**

2026-03-30 – Wallis Due 14-04-26  
2026-04-01 – Wallis Due 16-04-26



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2026-04-02 – Wallis Due 17-04-26  
2026-04-03 – Summit DD due 21-04-26  
2026-04-13 – DPIRD credit note and new invoice (GST)  
2026-04-09 – Bay Glass due 16-04-26  
2026-04-16 – McDonalds due 26-04-26  
2026-04-19 – RBC Rural due ?  
2026-04-23 – Water Corp due 13-05-26  
2026-04-22 – Oracle Invoices due 31-03-26 – went to info, not accounts so was missed. Needs to be paid urgently as we are currently not insured. Bec moved Mary seconded to pay today. All were in favour.  
2026-04-20 – Jurien Signs due 20-04-26  
2026-04-20 – Office Works due 17-05-26

### Correspondence In:

#### General In

2026-03-26 – Summit Internet paid invoice  
2026-03-26 – PFD Foods Direct Debit form  
2026-03-26 – Holl Colour Powder – Order confirmation  
2026-03-26 – Tourism Council free webinar  
2026-03-31 – Team Global Statement (O/due amount was paid 24/3/26)  
2026-03-31 – Aus BB Easter Trading Hours  
2026-03-31 – Tourism Council latest news  
2026-03-31 – Wallis order confirmation (Adobe Pro)  
2026-04-01 – ASCCA April Newsletter  
2026-04-02 – Wallis – Ticket No advice Adobe Pro  
2026-04-02 – DPL – confirmation of receipt of DF email  
2026-04-02 – Opteon – Thankyou for accepting quote  
2026-04-02 – J Wallace – Pickleball grant acquittal stuff  
2026-04-07 – DIRPD statement  
2026-04-08 – Samantha Atkinson – Anzac Day CH attendance confirmation  
2026-04-08 – Tourism Council update  
2026-04-09 – Wallis ticket completed (Adobe Pro installation)  
2026-04-10 – Lottery West Grant Information  
2026-04-15 – Anzac Day stuff from Glenda  
2026-04-15 – Tourism Council Carnarvon Conference  
2026-04-15 – McDonalds, advice of prices may increase due to freight  
2026-04-16 – Glenda – Anzac day stuff  
2026-04-17 – Aussie Broadband – payment receipt  
2026-04-17 – Global Express – update on fuel conditions  
2026-04-20 – ATO – Payday super advice  
2026-04-21 – Aussie Broadband – maintenance  
2026-04-22 – DPIRD – advice on underpayment of invoice  
2026-04-23 – Western Power – Power Outage 9-05-26  
2026-04-23 – Summit – payment receipt

### Correspondence Out:

#### Invoices:

2026-04-14 - Meedac

#### General:

#### Read and Accepted

Moved: Bec Dickinson

Seconded: Mary Browning

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**New Memberships: -**

NAME	MEMBERSHIP TYPE	NOMINATION MEMBER	LOCATION	COMMITTEE DECISION		INCORRECT OR INCOMPLETE APPLICATION
				YES	NO	
Gary Okely	Senior	D Foale	Leeman	Yes		
Tricia Miles	Single	D Foale	Leeman	Yes		
Kirsty McDowall	Single	D Foale	Eneabba	Yes		

All committee members were in favour of accepting these members.

Membership letters to be sent to all new members complete with copy of constitution. This is a requirement of the associations act.

**Treasurers Report:**

Tabled by Leanne Green

At the 22<sup>nd</sup> April we had \$70,659.51 in the bank. All the large invoices have been paid except for the insurance. Couple of minor invoices to be paid.

Profit and Loss statement up until 26<sup>th</sup> April. Because we have paid back the traineeship grant, this shows up as a negative on the income side.

IT expenses are higher than normal due to the server migration to the cloud and replacement computer costs. This should be reduced from now on.

We are still travelling pretty well.

T2T has \$26,841.00 in their account which is available for community grants.

**Read and Accepted**

Moved: Daniel Foale

Seconded: Alice Walker

**T2T Report:**

Presented by Alice Walker

Everything going really well. Had 809 walk ins this month. Some donations are in boxes that are difficult due to the size of the boxes. Can we put something in the SIN to reduce the size of boxes to make it easier for the ladies. Happy to take the donations. Still sending a lot of stuff to Geraldton. Have bags of clothes including jumpers on special. Still a bit short staffed at times and looking for more volunteers.

Mary raised that if you have a big job, call for people to help at a busy bee. Specials etc are being put on face book now. Committee members stated that they haven't seen the posts. We need to check. Notice of grants being available is in the next SIN.

**General Business:**

Penny and Danny to sort out which correspondence we need to receive and which email account it should go to then notify suppliers.



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Brian – asked how the North Midlands Project Stronger Together meeting in Coorow went. Danny answered both Penny and Claire said it was really good and they got to network with other CRC people. One thing they picked up on was that we were deficient in that we didn't have a PC for people to access state government web sites at no cost. This apparently is a DPIRD requirement that we didn't know about. Now one of our public computers is set up for exactly this. Only a little bit of overtime and travel so well worth it.

Mary – The Easter Fair was great, we learnt a few things, we did need more muscle for set up and pack up. We found some on the day. We need some signs to say where the kid's corner is as people couldn't see the bouncy castle as cars were parked in the carpark. A suggestion would be to put it on the oval and use a generator. The dogs are not allowed to be in the rec centre at all. Brian said dogs were fighting near the sausage sizzle. Fighting dogs and children is not a good mix. The committee decided that all CRC events should be advertised as dog free (unless it is a pet show). The colour run was good, took a bit of setting up but we got there. Special thank you needed to John, Laura and Edward for bringing the fire truck and the water. To be put in the SIN.

Alice – does anyone object to T2T putting more tyres out the front

Bec – are the vintage cars part of a club or is this open for anyone. Open for all and we will advertise it more next year Can be show vehicles, motorbikes etc. Doesn't have to be vintage vehicles. Can we close the rec centre carpark to all non Easter Fair vehicles – they can park outside the club. Mia said we can do this and to contact Kelvin beforehand to get the signs. A couple of kids had a rash after the colour run. The paint is edible and allergy free. It could also have been from the foam used to fight fires. More sausages needed. Bottled water – had plenty but might need a bigger sign.

Mia – how T2T was going has already been answered.

Danny – went through Gloria's emailed points, much has already been bought up. I ran it past Penny who gave us answers. Easter Stall holders need notification on the application forms on set and start times. Now on the form – to be clarified. Dogs at Easter Fair (already raised). Time and date for community xmas party ASAP and advertise it. It's a bit early to start working on this as we already know where and what start time is. Can we get a bigger gazebo so it is easier to set up. This could be a T2T grant. Secretary to get a price. Have T2T grants been advertised – next SIN. Question was asked are the stall holders insured under the CRC insurance when holding fairs at Green Head. The Green Head Community Association is an incorporated body so we don't believe they can come under the LGHCRC – no insurance. We will have to write to them and let them know once we get clarification. They can join us as an associate group (same as bowling club and community gardens). Has roof been fixed – discussed previously. Has the 20 stackable chairs and office chairs been organised (discussed previously).

Danny discussed the visit by Lotteries West Grant team. One of the things discussed was would they fund an shed extension to the T2T to provide more room for furniture etc. They would fund up to 30%. We need to jump through some hoops before we get to that point including getting permission for Department of Planning and Heritage who own the building. They handballed this back to me this morning and said we have to get approval from the shire. We will need to get a development application through the shire and part of the development application is a question "does the owner give permission?" The form needs to be signed by them but this is not really a problem. Basically, once we get through the shire approval we can go ahead. It takes 4 months for the grant to be approved. All the other details (what material and size comes from the shire). I also asked the Department are we able to get

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the lease extended to assist with the grant approval? They answered that we would need to write to them with what we need / want and they will take it upstairs but it should be just a formality.

Leanne - nil

NEXT MEETING COMMITTEE MEETING TO BE HELD:

**Date –28<sup>th</sup> May 2026**

**Time – 13.00**

MEETING CLOSED: - 13:58

**42. Notice of committee meetings**

- (1) Notice of each committee meeting must be given to each committee member at least 48 hours before the time of the meeting.
- (2) The notice must state the date, time and place of the meeting and must describe the general nature of the business to be conducted at the meeting.
- (3) Unless subrule (4) applies, the only business that may be conducted at the meeting is the business described in the notice.
- (4) Urgent business that has not been described in the notice may be conducted at the meeting if the committee members at the meeting unanimously agree to treat that business as urgent.

Approved

A handwritten signature in blue ink, appearing to read 'Brian Rayner', is written over the printed name.

Brian Rayner

8/05/2026

**10 ANNOUNCEMENT BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**11 REPORTS****11.1 CHIEF EXECUTIVE OFFICER****11.1.1 2026/2027 COUNCIL MEETING DATES AND START TIMES**

<b>Reporting Officer:</b>	<b>E Wilkin, Governance &amp; Executive Support Officer</b>
<b>Responsible Executive:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Executive:** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, setting and amending budgets.

**REPORT PURPOSE**

To adopt set dates, time and location for the Council meetings to be held during the 2026/2027 financial year.

**BACKGROUND**

The Local Government (Administration) Regulations 1996 require each local government to advertise the date, time and location of the proposed Council meeting dates at least once per calendar or financial year.

Workshops, community forums and other special meetings are not covered by this requirement.

The recommended schedule has been based on the current arrangement of meeting on the third Wednesday of each month. February is brought forward one week due to a Council recess in January. The recommended time of the meeting remains at 5.00 pm, to allow for any relevant briefing sessions, presentations and/or Audit and Risk Committee meetings as appropriate.

**COMMENT**

In accordance with the provisions of the Local Government Act 1995 and the Local Government (Administration) Regulations 1996 it is a requirement for the public to be advised in advance of all Council meetings including dates, places and starting times to facilitate attendance or participation by the general public.

Any change to the adopted schedule will be advertised locally so that the public will remain informed.

**STAKEHOLDER ENGAGEMENT**

Nil

**STATUTORY ENVIRONMENT***Local Government Act 1995 s5.25(1)(g)**Local Government (Administration) Regulations 1996 s12***STRATEGIC IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

GOV-005 – Meetings of Council

**FINANCIAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Nil

**ATTACHMENTS****1. Draft Public Notice** [↓](#)**RESOLUTION OCM-2026/05843****Moved:** Cr C Hassell**Seconded:** Cr L Van Den Heever

That Council adopt the meeting venue and start dates for the 2026/2027 financial year be adopted and advertised as follows:

Month	Venue	Time	Date	Type
July	Coorow	5.00 pm	Wednesday 15 July 2026	Ordinary
August	Leeman	5.00 pm	Wednesday 19 August 2026	Ordinary
September	Warradarge	5.00 pm	Wednesday 16 September 2026	Ordinary
October	Coorow	5.00 pm	Wednesday 21 October 2026	Ordinary
November	Leeman	5.00 pm	Wednesday 18 November 2026	Ordinary
December	Coorow	5.00 pm	Wednesday 16 December 2026	Ordinary
February	Coorow	5.00 pm	Wednesday 10 February 2027	Ordinary
March	Green Head	5.00 pm	Wednesday 17 March 2027	Ordinary
April	Coorow	5.00 pm	Wednesday 21 April 2027	Ordinary
May	Leeman	5.00 pm	Wednesday 19 May 2027	Ordinary
June	Coorow	5.00 pm	Wednesday 16 June 2027	Ordinary

*The venue for Meetings of Council is either the Coorow Council Chambers, Leeman Council Chambers, Green Head Community Hall or Warradarge Community Hall.*

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Simple Majority**



# PUBLIC NOTICE

## 2026/2027 COUNCIL MEETING DATES AND LOCATIONS

The following Ordinary, General and Special Meeting dates, place and starting time for the 2026/2027 financial year were adopted at Council's May 2026 Ordinary Meeting:

Month	Venue	Time	Date	Type
July	Coorow	5.00pm	Wednesday 15 July 2026	Ordinary
August	Leeman	5.00pm	Wednesday 19 August 2026	Ordinary
September	Warradarge	5.00pm	Wednesday 16 September 2026	Ordinary
October	Coorow	5.00pm	Wednesday 21 October 2026	Ordinary
November	Leeman	5.00pm	Wednesday 18 November 2026	Ordinary
December	Coorow	5.00pm	Wednesday 16 December 2026	Ordinary
February	Coorow	5.00pm	Wednesday 10 February 2027	Ordinary
March	Green Head	5.00pm	Wednesday 17 March 2027	Ordinary
April	Coorow	5.00pm	Wednesday 21 April 2027	Ordinary
May	Leeman	5.00pm	Wednesday 19 May 2027	Ordinary
June	Coorow	5.00pm	Wednesday 16 June 2027	Ordinary

The venue for Meetings of Council is either the Leeman Council Chambers, Coorow Council Chambers, Green Head Community Hall or Warradarge Fire Shed Meeting Room.

**MIA MAXFIELD**  
**Chief Executive Officer**

**Opening Hours** 8am-4pm  
**Phone** (08) 9952 0100

**Email** [admin@coorow.wa.gov.au](mailto:admin@coorow.wa.gov.au)  
**Website** [coorow.wa.gov.au](http://coorow.wa.gov.au)

**Coorow Office**  
 PO Box 42 Coorow, WA 6515

**Leeman Office**  
 PO Box 238 Leeman, WA 6514

**ALWAYS IN SEASON**

**11.1.2 PROPOSED SINGLE DWELLING AND ASSOCIATED OUTBUILDING, LOT 21 PETHICK LOOP, GREEN HEAD**

<b>Reporting Officer:</b>	<b>V Clarke, Contract Planning Officer</b>
<b>Responsible Executive:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>File Reference:</b>	<b>2525-40</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Executive:** The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, setting and amending budgets.

**REPORT PURPOSE**

To determine a development application for a single dwelling and detached ancillary outbuilding at Lot 21 Pethick Loop, Green Head, having regard to the Local Planning Scheme No.3, Residential Design Codes Volume 1 (R-Codes), Local Planning Policy 6.6.4 - Outbuildings, Local Planning Policy 6.6.10 - South Bay Development Guidelines, and the submissions received during public consultation.

The application was amended several times during assessment. Revision C is the final version now before Council. While the amended plans resolve a number of issues raised in relation to the earlier versions, the proposal still seeks a variation for the detached outbuilding setback of 0.6m to the rear and side boundaries where a 1.1m setback is otherwise required. The northern elevation of the dwelling has also been amended through a skillion roof form and reduced wall height. Having regard to the presence of major openings at ground floor level, no major openings at first floor level, the revised wall height of 3.95m above natural ground level over a length of 12m, and the setback of approximately 2.6m from the adjoining boundary, that portion of the dwelling is now considered compliant with the relevant setback considerations under Table 2b of the R-Codes.

**BACKGROUND**

The original application proposed a single dwelling and detached outbuilding incorporating a sea-container based building system and sought multiple variations to the R-Codes and the Shire's Outbuilding Policy. The original built form generated concerns about visual bulk, privacy, boundary interface and the overall character of development within the South Bay locality.

Following preliminary assessment and the receipt of neighbour submissions, the applicant was requested to amend the plans. Several amended versions were subsequently submitted. Revision C, dated 13.04.26 on the drawing set, is the final plan package for determination.

The public submissions attached to the application were made in response to an earlier version of the proposal. For the purpose of Council's determination, those submissions have been reassessed against Revision C in the accompanying updated schedule of submissions.

## PROPOSAL

Revision C proposes a two-storey single dwelling with carport, verandah and alfresco together with a detached outbuilding located toward the rear/southern portion of the lot. The lot is 654m<sup>2</sup>, is coded R20, and sits within the South Bay subdivision in Green Head.

The site plan identifies a building area of 286.21m<sup>2</sup> excluding the first floor total, site cover of 43.76 per cent, and a detached outbuilding of approximately 48m<sup>2</sup> measuring 8.0m by 6.0m. The outbuilding is shown with a setback of 0.6m from the rear and side boundaries. The plans also show the main dwelling setback to the northern side boundary as 2.6m.

The plans and elevations indicate that the dwelling utilises sea containers as structural elements but is intended to be externally clad to present as a conventional dwelling. The revised perspectives included in the package provide a more residential expression than the earlier versions, though external materials and colours remain relevant to final assessment and any conditions.

## PUBLIC CONSULTATION

The application was advertised because the original proposal sought multiple variations to the local planning framework and had the capacity to affect adjoining residential amenity. A number of objections were received from surrounding landowners, and a summary of submissions is attached to this report at Attachment A.

The objections generally raised concern about the height and bulk of the outbuilding, its relationship to boundaries, privacy from the upper level of the dwelling, the perceived industrial appearance associated with sea-container construction, overshadowing, and overall consistency with the planning framework and the intended residential character of South Bay.

As the submissions were made on the original version of the plans, they are not determinative of the final amended proposal in their original form. However, they remain a relevant planning consideration and have been reassessed against Revision C in the updated summary schedule prepared for Council.

## STATUTORY ENVIRONMENT

### Local Planning Scheme No.3

The land is zoned Residential and coded R20 under the Shire of Coorow Local Planning Scheme No. 3. A single house is a use that is ordinarily contemplated within the zone, however the proposed outbuilding and aspects of the dwelling must still satisfy the applicable development standards or demonstrate compliance with the relevant design principles.

### Local Planning Policy 6.6.4 - Outbuildings

LPP 6.6.4 provides that on Residential zoned land coded R10 and higher, outbuildings are to have a maximum aggregate area of 150m<sup>2</sup>, a maximum wall height of 4m and a maximum total height of 4.5m measured from natural ground level. The policy also requires that outbuildings on lots of 4ha or less be located behind or to the side of the dwelling unless consistent in design and constructed in the same materials and colours as the dwelling, and that outbuildings in South Bay be clad in non-

reflective materials. The policy further states that variations are generally not supported and will only be considered where significant merit is demonstrated.

#### Local Planning Policy 6.6.10 - South Bay Development Guidelines

This policy seeks to maintain an open streetscape and prevent development that is not considered to be in the general interest of the community. The guideline sheet for South Bay includes provisions relating to complementary building design, treatment of fences, roof materials, ancillary structures, and the preservation of a visually open streetscape.

#### The Residential Design Codes

Volume 1, Part B of the Codes identifies that the height of a wall for boundary setback purposes is measured from natural ground level at the lot boundary adjacent to the wall to the highest point vertically above that point where the wall meets the underside of the eave or gutter. Figure Series 4 explains that where a side elevation contains major openings and unarticulated wall portions, the setback must be assessed by reference to the total length of the side wall and the articulation pattern in Figure 4a to Figure 4c, subject also to the privacy requirements of the R-Codes.

#### PLANNING ASSESSMENT

The application plans at Revision C represent a material improvement on the originally advertised plans. The detached outbuilding has been reduced in area, the overall presentation of the dwelling has improved, landscaping is shown, and a number of the more substantial privacy issues identified in public submissions have been moderated.

Notwithstanding those improvements, the detached outbuilding remains a clear variation. On the site plan the shed is still shown setback 0.6m from the rear and side boundaries. On the information presently before Council, this remains below the 1.1m setback otherwise required and accordingly requires planning discretion. While the reduced scale of the outbuilding is noted, the proximity of the structure to adjoining boundaries means that the issues of bulk, maintenance access, fire separation, and boundary presentation remain relevant. These are the matters to which submissions were principally directed and which continue to require Council's assessment against the design principles and local policy framework.

The northern elevation of the dwelling has been materially amended in Revision C. The plans indicate that this portion of the dwelling now presents with a skillion roof form and reduced overall wall height. On the basis of the amended elevations and sections, the northern wall is to be assessed as a single storey wall and the wall height is identified as approximately 3.95m above natural ground level over a length of 12m. On that basis, the northern wall is considered capable of satisfying the relevant setback considerations under Table 2b of the Residential Design Codes at 2m from the adjoining boundary. Accordingly, the earlier concern regarding the northern dwelling wall has been addressed through Revision C.

A number of submissions also raised concern regarding the use of sea containers in the dwelling design and the extent to which that construction method would present an industrial built form inconsistent with the intended residential character of the South Bay precinct. In assessing Revision C, it is noted that while the dwelling continues to utilise sea containers as part of its structural system, the plans indicate that those elements are to be externally clad and incorporated within a conventional dwelling form rather than remaining as exposed container modules. The amended design, including the revised roof forms, reduced northern-side wall height and improved composition of the elevations and perspectives, has moderated the apparent bulk of the building and produced a form that more closely reflects the general typology of existing residential development within the South Bay precinct area. In planning terms, the use of sea containers as a

construction method is not of itself determinative; rather, the relevant consideration is the built form outcome as presented to the streetscape and adjoining properties. Subject to final control over external materials, colours and finishes through conditions of approval, the dwelling component is considered to have substantially addressed the earlier concerns regarding industrial appearance and excessive building bulk. The principal residual planning concern remains the siting, setback and boundary relationship of the detached outbuilding.

From a character perspective, the amended plans are more acceptable than the original design. The 3D perspectives and external cladding notation indicate an intention to present the dwelling as a conventional coastal residence rather than as exposed containers. Even so, final external materials and colours remain important in South Bay because the local policy framework places weight on streetscape quality, complementary built form and non-reflective finishes for outbuildings.

The shadow plan included in Revision C indicates that overshadowing has been considered. The more significant outstanding amenity issue is therefore not solar access or the northern wall setback, but the physical boundary relationship of the outbuilding, including its reduced setback, boundary presentation, maintenance access and associated amenity implications.

Bushfire detail sufficient to inform the planning assessment should still be obtained. Although the site plan notes BAL 12.5, the applicant should provide adequate bushfire information to confirm the implications of the separation between the dwelling and the outbuilding, the relevant construction standard, and whether any additional measures are required. This information is particularly relevant if Council is minded either to approve the proposal subject to conditions, to require further amended plans before final determination, or to approve only the single dwelling and leave the outbuilding for separate assessment.

On balance, there are four pathways open to Council. First, Council may grant approval for both the single dwelling and detached outbuilding subject to conditions if it is satisfied that the remaining outbuilding setback variation is acceptable having regard to amenity, local character and the policy framework. Second, Council may require further amended plans, particularly modifying the location of the outbuilding and accompanied by bushfire information, if Council considers the dwelling component generally acceptable but is not yet satisfied as to the outbuilding siting. Third, Council may refuse the application if it is not satisfied that the remaining outbuilding setback variation has been adequately justified against the design principles of the Residential Design Codes, Local Planning Policy 6.6.4 - Outbuildings, and the intent of the South Bay Development Guidelines. Fourth, Council may approve the single dwelling only, excluding the detached outbuilding from approval, on the basis that the dwelling component is now considered capable of achieving an acceptable planning outcome while the detached outbuilding remains the only substantive unresolved planning element. In that event, the outbuilding could be the subject of a separate application and assessment should the applicant wish to pursue it in amended form.

## CONCLUSION

Revision C has improved the proposal and has addressed the earlier concern associated with the northern side presentation of the dwelling, which is now considered compliant on the basis of the amended skillion roof form and reduced wall height. The principal residual planning issue is now the detached outbuilding, which continues to rely on a reduced setback of 0.6m to the side and rear boundaries where 1.1m would otherwise be required. Bushfire information adequate to inform the relationship between the dwelling and outbuilding should also be provided to support the final planning outcome.

Accordingly, Council may reasonably determine the application in one of four ways: grant approval for both the single dwelling and detached outbuilding subject to conditions; require further amended plans and bushfire information before making a final determination; refuse the application if not satisfied that the current outbuilding siting has been adequately justified having regard to amenity, local policy and the submissions received; or approve the single dwelling only, excluding the detached outbuilding from the current approval, on the basis that the dwelling component is now considered acceptable while the outbuilding remains the only substantive unresolved planning element. In that event, the outbuilding could be the subject of a separate application and assessment should the applicant wish to pursue it in amended form.

### **STAKEHOLDER ENGAGEMENT**

Neighbour consultation was undertaken because the original proposal sought variations to the Residential Design Codes and the Shire's Outbuildings Policy and had the capacity to affect neighbouring amenity. A number of submissions were received raising concerns about outbuilding bulk, boundary siting, privacy, fire separation, built form character and compliance with the planning framework. Those submissions have been reassessed against Revision C and are summarised in the updated submissions schedule accompanying this report.

The neighbour submissions were made in response to earlier versions of the plans. While some of the originally raised concerns have been reduced through the Revision C amendments, the subject matter of those submissions remains relevant to the extent that issues relating to the outbuilding's boundary relationship, visual bulk, fire separation and amenity impacts continue to arise from the current proposal. No additional external agency matters have been identified from the material supplied, beyond the requirement for adequate bushfire information to inform determination and any subsequent building approval process.

### **STRATEGIC IMPLICATIONS**

Nil of a strategic nature beyond consistent application of the Shire's residential planning framework within South Bay.

### **POLICY IMPLICATIONS**

The proposal directly engages Local Planning Policy 6.6.4 - Outbuildings, Local Planning Policy 6.6.10 - South Bay Development Guidelines, and the Residential Design Codes Volume 1.

### **FINANCIAL IMPLICATIONS**

The applicant has paid the relevant application fee. No direct financial implications arise for the Shire from determination of the application.

### **RISK IMPLICATIONS**

Approval of a proposal where compliance with the local planning framework is not clearly demonstrated may create inconsistency in decision-making and may weaken the Shire's ability to defend the intent of its policy framework in future matters. In this case, however, the northern elevation issue has been resolved through Revision C and the remaining planning risk is concentrated in the outbuilding setback variation and the need for adequate bushfire information. Conversely, refusal without clearly identifying those residual issues may expose the Shire to challenge. For that reason the recommendation below identifies the remaining statutory concerns with precision.

## ATTACHMENTS

1. Attachment A - Schedule of Submissions (De-identified) [↓](#)
2. Attachment B - Development Approval Drawings [↓](#)

**RESOLUTION OCM-2026/059****Moved:** President G Sims**Seconded:** Cr G Censi

Council has granted development approval for the single dwelling only at 21 Pethick Loop, Green Head, excluding the detached outbuilding from approval, subject to conditions including:

Development being carried out generally in accordance with the approved Revision C plans, except that the detached outbuilding is excluded from this approval.

- 1) The detached outbuilding shown on the submitted plans not being approved as part of this development approval and not being constructed unless the subject of a separate planning approval, unless otherwise approved in writing by the local government.
- 2) Prior to the issue of a building permit, the applicant providing bushfire information, including BAL and any associated construction requirements, sufficient to inform and support the approved dwelling development.
- 3) Final external materials, colours and finishes for the dwelling and associated fencing being submitted to and approved by the local government prior to the issue of a building permit.
- 4) All external materials and finishes being non-reflective and compatible with the South Bay Development Guidelines and the coastal residential character of the locality.
- 5) Stormwater from all approved roofed areas being contained and disposed of within the subject site.
- 6) All landscaping shown on the approved plans relevant to the dwelling component being established prior to occupation and thereafter maintained.
- 7) This approval not removing the requirement to obtain a building permit. Note that a Certified Building application is required.

**In Favour:** Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

**Against:** Nil

**CARRIED 6/0**  
**Simple Majority**

<p><b>Schedule of Submissions (De-identified)</b>                  Application: Single Dwelling and Ancillary Outbuilding (Shed)                  Property: 21 Pethick Loop, Green Head</p>
<p><i>Note: The submissions were received in response to earlier versions of the proposal. This revised schedule summarises the issues raised having regard to the amended Revision C plans and the current assessment position.</i></p>

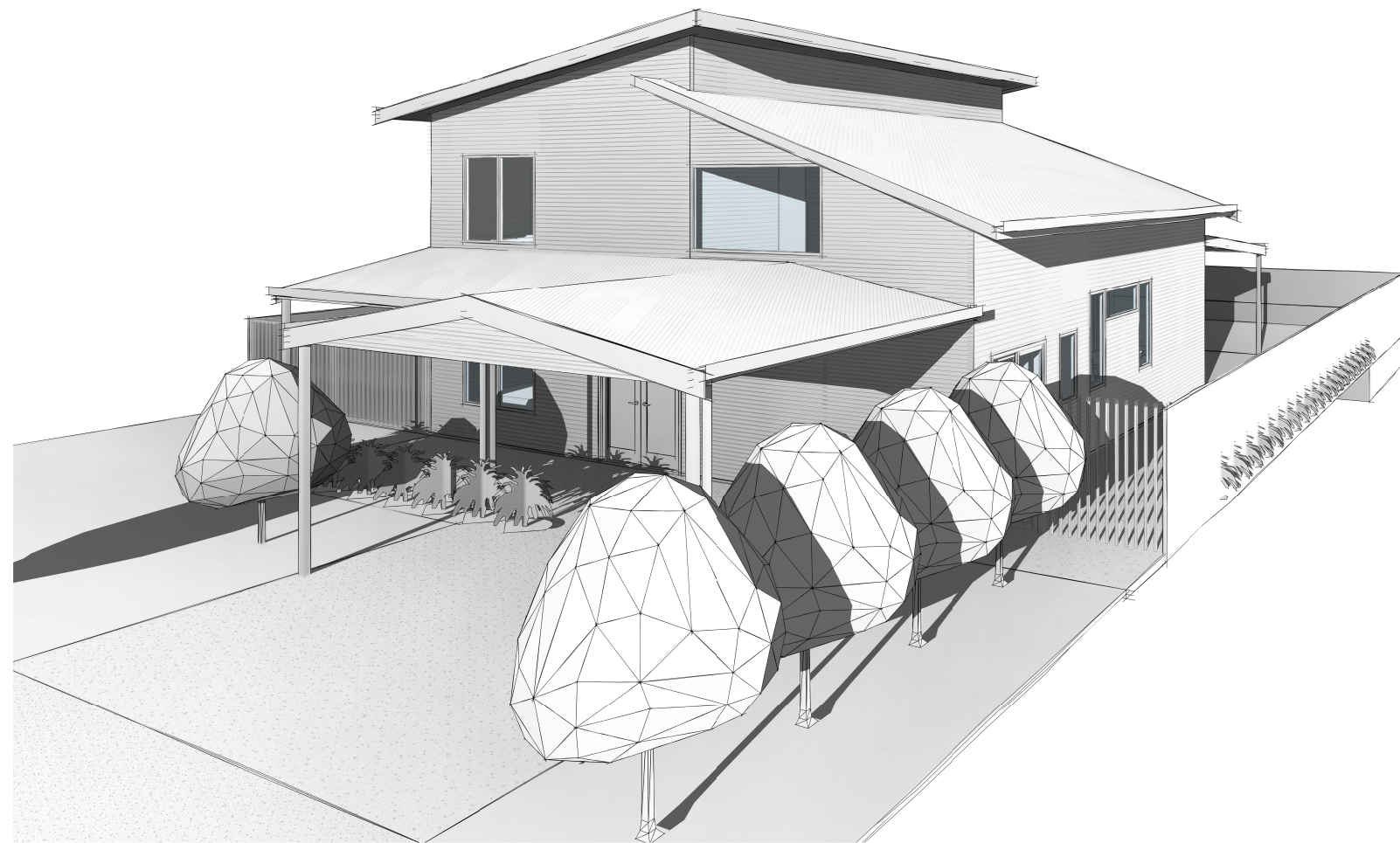
Issue Category	Summary of Submission Comments (updated having regard to Revision C plans)
<p><b>Outbuilding (Height, Bulk and Boundary Siting)</b></p>	<p>Submitters raised concerns that the proposed shed exceeded typical height expectations and was located on or immediately adjacent to the boundary. Those concerns remain relevant to the current plans, as the detached outbuilding is still proposed with a reduced setback to the side and rear boundaries. Concerns regarding visual bulk at the boundary, use of the shed wall rather than a conventional dividing fence, fire separation and future maintenance responsibilities therefore remain central issues for assessment.</p>
<p><b>Dwelling Northern Elevation / Setback</b></p>	<p>Earlier concerns regarding the bulk and setback of the northern side of the dwelling have been substantially addressed in Revision C. The northern elevation has been amended to a skillion roof form with a reduced wall height of approximately 3.95 metres above natural ground level over a wall length of approximately 12 metres. On that basis, this part of the dwelling is now considered to satisfy the relevant setback considerations under Table 2b of the Residential Design Codes, and the original objection on this point is no longer considered to remain in the same form.</p>
<p><b>Visual Impact and Character</b></p>	<p>Submitters raised concern that the development, including the detached outbuilding and the use of sea containers in the dwelling design, appeared industrial in character and inconsistent with the established residential and coastal character of Green Head and the South Bay precinct. In response to the amended Revision C plans, it is acknowledged that while the dwelling continues to utilise sea containers as part of its structural form, the current design indicates these elements are to be externally clad and integrated within a conventional residential presentation rather than read as an exposed industrial building type. The amended design, including the revised</p>

	<p>roof forms and reduced northern-side wall height, has lessened the apparent bulk of the dwelling and results in a built form that more closely reflects the general typology of existing residential development within the South Bay precinct. On that basis, the earlier character concern in relation to the dwelling is considered substantially addressed, subject to final confirmation of non-reflective materials, finishes and colours. Residual visual and amenity concerns are now considered to relate primarily to the siting and boundary presentation of the detached outbuilding.</p>
<b>Privacy / Overlooking</b>	<p>Submitters raised concerns regarding overlooking from the upper storey, including large windows and terrace areas facing adjoining properties. Those original concerns remain part of the consultation record, although privacy impacts now fall to be assessed against the specific openings, screening and layout shown on the amended Revision C plans rather than the earlier advertised versions, which have been amended to address privacy and overlooking considerations.</p>
<b>Overshadowing and Solar Access</b>	<p>Solar access and solar considerations are now compliant with the Deemed to comply provisions of the Codes in regard to percentage as may be considered.</p>
<b>Airflow and Amenity</b>	<p>Concerns were raised that the development may obstruct prevailing coastal breezes and contribute to heat build-up. While this remains a general amenity concern raised by submitters, the reduced northern bulk of the dwelling in Revision C lessens the extent of that concern when compared with earlier plan versions.</p>
<b>Planning Compliance</b>	<p>Submitters questioned whether the proposal complied with planning requirements, including height limits, setbacks and the intent of the Residential Design Codes and local planning policies. Following amendment, the northern elevation issue is now considered substantially resolved. The principal remaining compliance matter is the setback variation sought for the detached outbuilding, together with the need for bushfire information to inform final assessment.</p>
<b>Construction, Bushfire and Ongoing Impacts</b>	<p>Concerns were raised regarding construction standards, fire-rating requirements, container-based construction and long-term</p>

	<p>neighbourhood amenity. These matters remain relevant in part, particularly in relation to the detached outbuilding and the need for bushfire information given the nominal separation between the dwelling and the outbuilding.</p>
<b>General Objection</b>	<p>Overall, submissions objected to the proposal on the basis that the scale, siting and design were not compatible with the existing residential character and would result in unacceptable impacts on adjoining properties. While the proposal has since been materially amended and concerns have been reduced, the submissions remain relevant to the extent they relate to the current form of the detached outbuilding and associated amenity considerations.</p>
<b>Summary</b>	<p>Revision C has materially improved the proposal. In particular, the northern elevation of the dwelling has been modified to a skillion roof form with reduced wall height and is now considered compliant with the relevant setback considerations. The principal remaining matters arising from the submissions process relate to the detached outbuilding, including its 0.6 metre setback to the side and rear boundaries, resulting boundary interface and visual bulk, and the need for adequate bushfire information to and also amenity consideration concerns regarding construction accommodating sea containers and how this will present in the streetscape amenity however design changes and materially altered the presentation to that of a standard dwelling as may be considered.</p>

**DRAWING LIST**

NUMBER	SHEET NAME	REV	DATE
A1.01	SITE SURVEY	C	13.04.26
A1.02	SITE PLAN	C	13.04.26
A2.01	GROUND FLOOR	C	13.04.26
A2.02	FIRST FLOOR	C	13.04.26
A2.03	ROOF PLAN	C	13.04.26
A3.01	ELEVATIONS	C	13.04.26
A3.02	SECTIONS	C	13.04.26
A4.02	3D PERSPECTIVES	C	13.04.26



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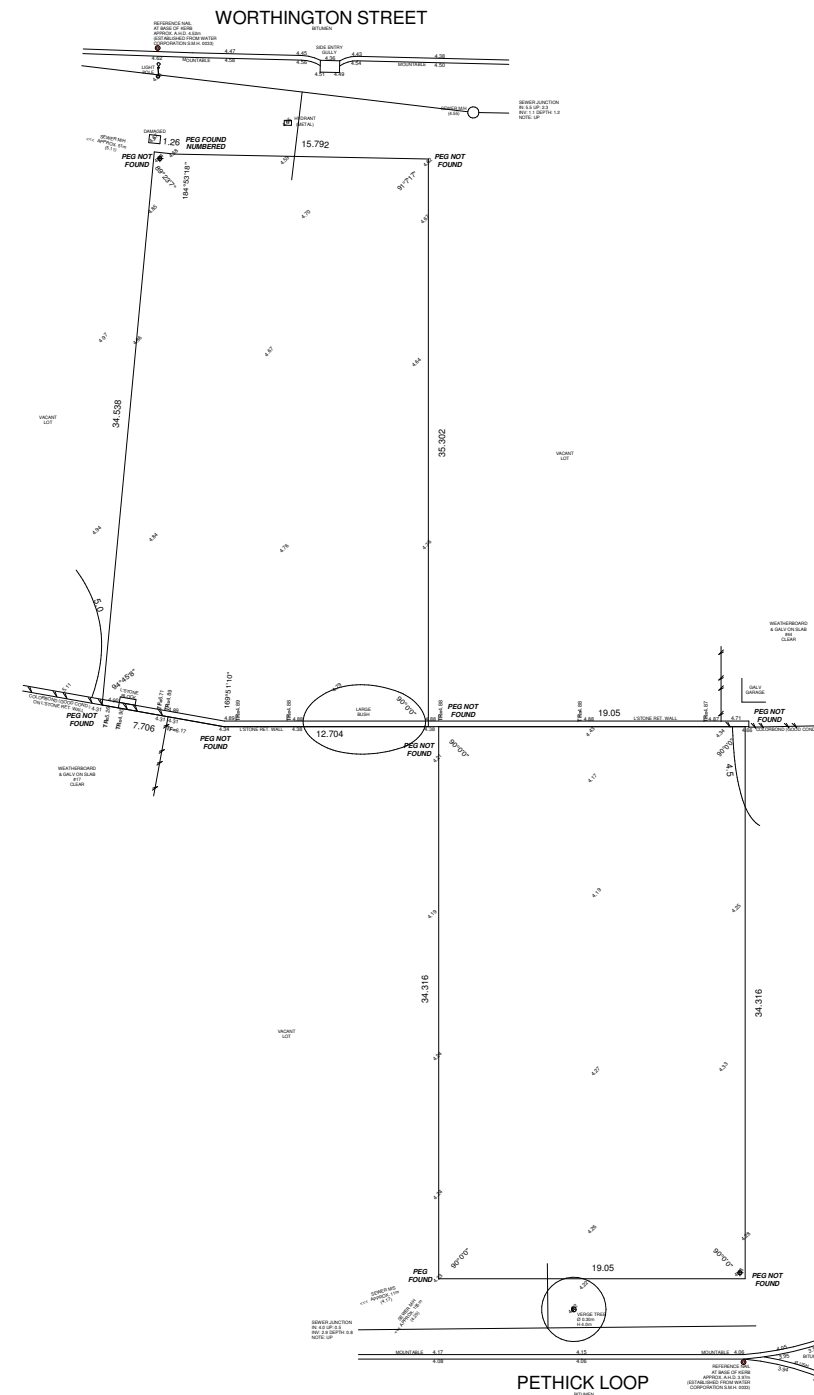
**02** DEVELOPMENT  
APPROVAL  
DRAWINGS

**WHITNEY RESIDENCE**  
21 PETHICK LOOP, GREEN HEADS  
(LOT 733)

JOB No: 007  
DRG No: A1.00  
REVISION: C  
SCALE: @ A1

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TITLE  
COVER PAGE



**LOT MISCLOSE**  
0.000 m

**DISCLAIMER:**  
Let boundaries drawn on survey are based on landscape plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

**DISCLAIMER:**  
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features:

**DISCLAIMER:**  
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**DISCLAIMER:**  
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<b>CLIENT</b>	Maguire, Ethan	<b>GPS</b>	Lat: -30.067961 Long: 114.9756	<b>ROADS</b>	Bitumen	<b>ELEC.</b>	U/Ground
<b>ADDRESS</b>	#21 Pethick Loop	<b>LOT</b>	Lot 733 (DP 53288)	<b>KERBS</b>	Flush / Mountable	<b>COMMS.</b>	Yes
<b>SUBURB</b>	Green Head	<b>AREA</b>	654m <sup>2</sup>	<b>FOOTPATH</b>	Nil	<b>WATER</b>	Yes
<b>LGA</b>	Shire of Coorow	<b>VOL.</b>	2658	<b>SOIL</b>	Sand	<b>GAS</b>	Check Allinta
<b>DRAWN</b>	B. Smith	<b>DATE</b>	18 Nov 25	<b>DRAINAGE</b>	Good	<b>SEWER</b>	Yes
		<b>SSA</b>	No	<b>VEGETATION</b>	High Grass Cover	<b>COASTAL</b>	500m to Dredge

Scale 1:200



**LOCALITY PLAN**  
NOT TO SCALE

M 0497187770  
E ethan.maguire@cotage.com.au

**02 DEVELOPMENT APPROVAL DRAWINGS**

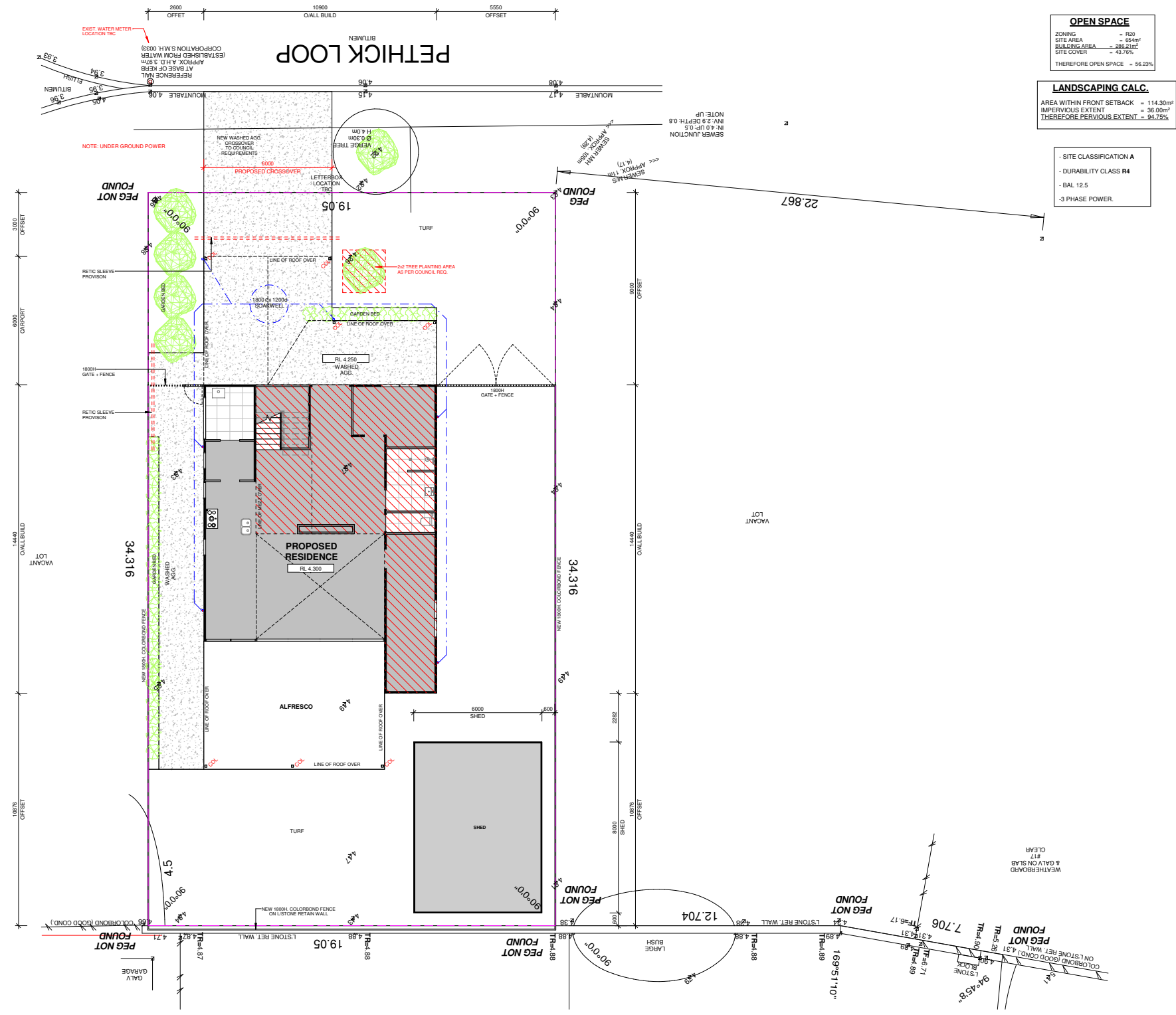
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(LOT 733)

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TITLE  
**SITE SURVEY**



OPEN SPACE	
ZONING	= R20
SITE AREA	= 654m <sup>2</sup>
BUILDING AREA	= 286.21m <sup>2</sup>
SITE COVER	= 43.76%
THEREFORE OPEN SPACE	= 56.23%

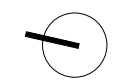
LANDSCAPING CALC.	
AREA WITHIN FRONT SETBACK	= 114.30m <sup>2</sup>
IMPERVIOUS EXTENT	= 36.00m <sup>2</sup>
THEREFORE PERVIOUS EXTENT	= 78.30m <sup>2</sup>

- SITE CLASSIFICATION A
- DURABILITY CLASS R4
- BAL 12.5
- 3 PHASE POWER.

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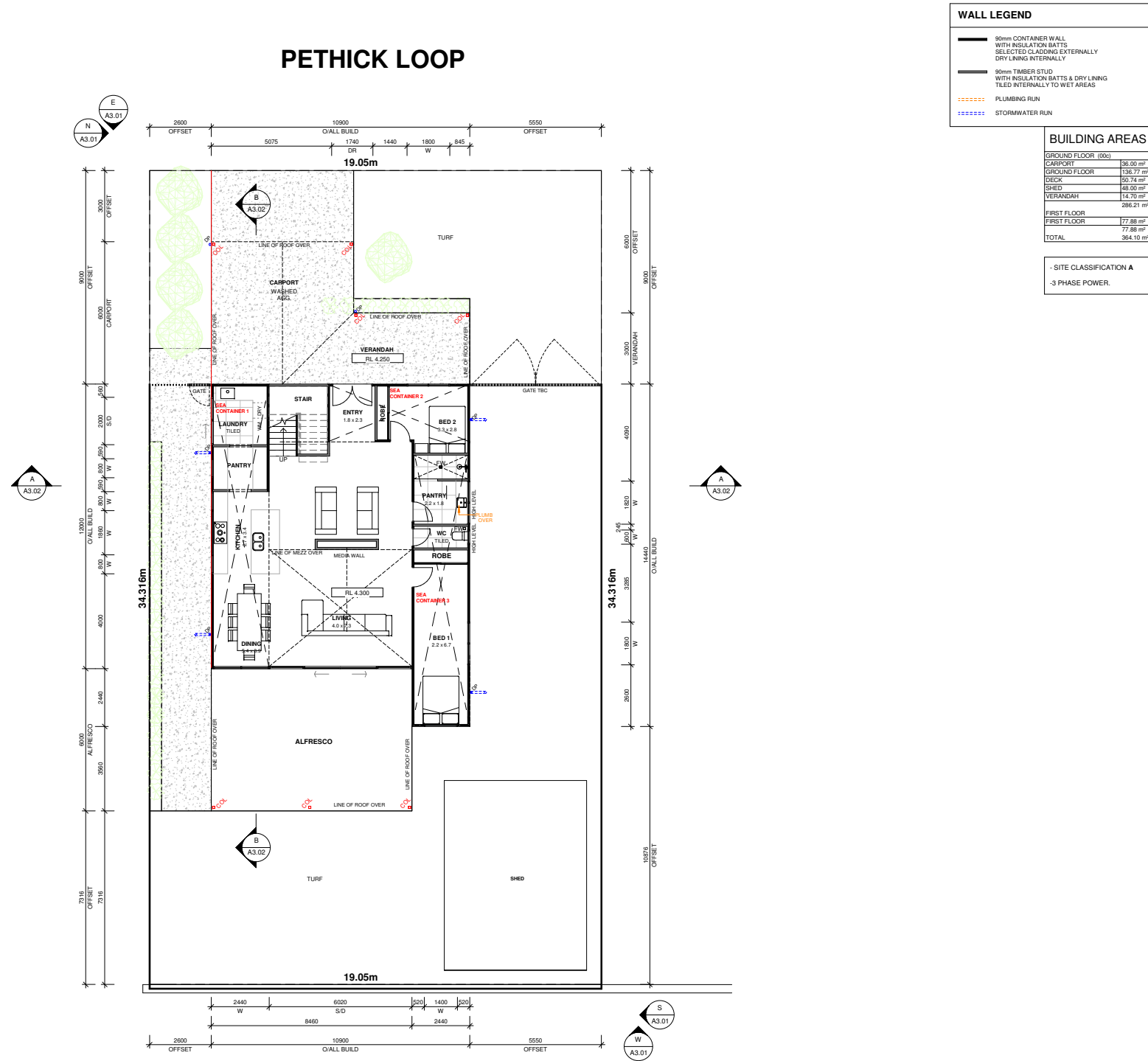
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TITLE  
**SITE PLAN**



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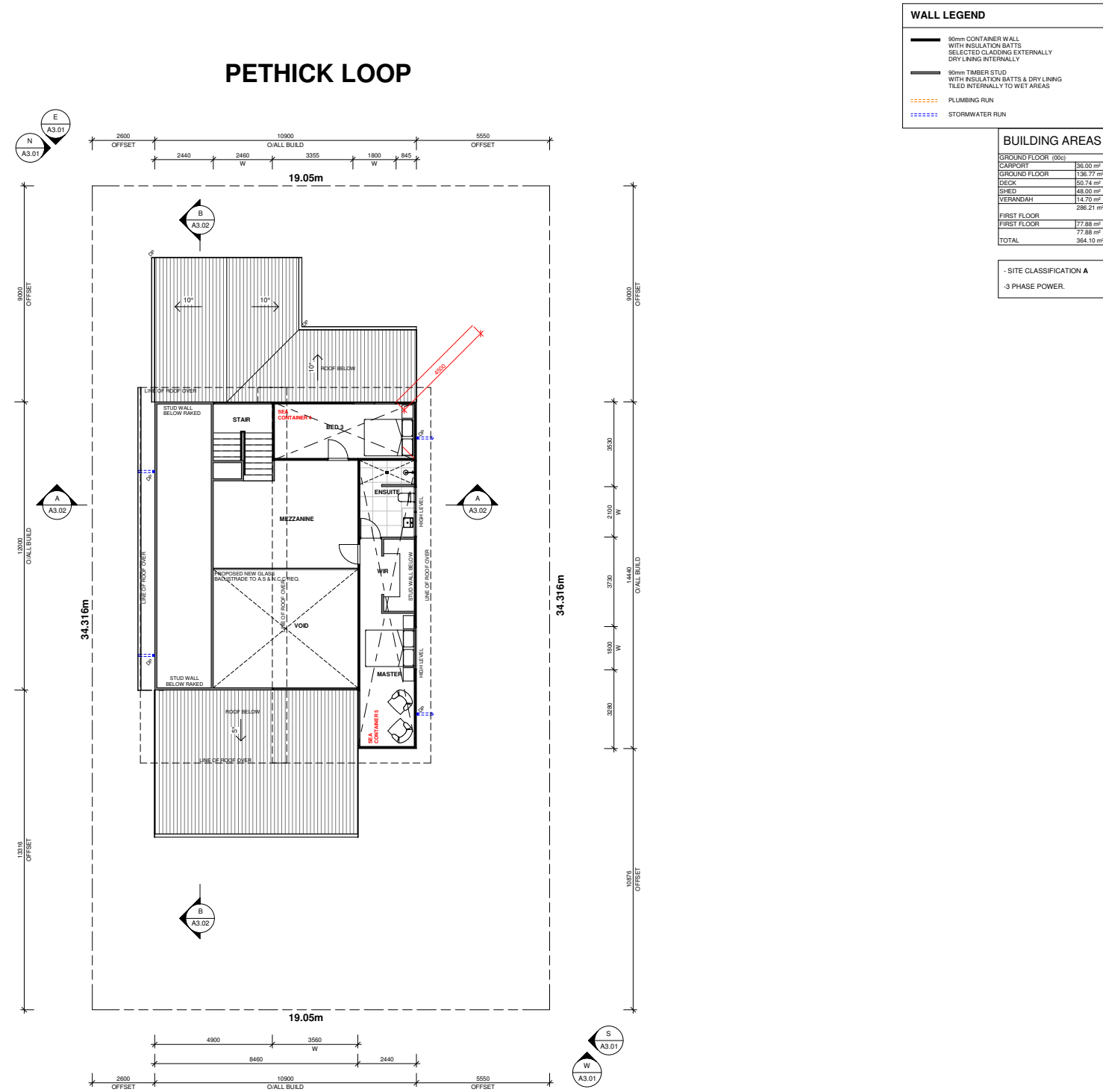
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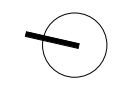
TITLE  
GROUND FLOOR



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**WHITNEY RESIDENCE**  
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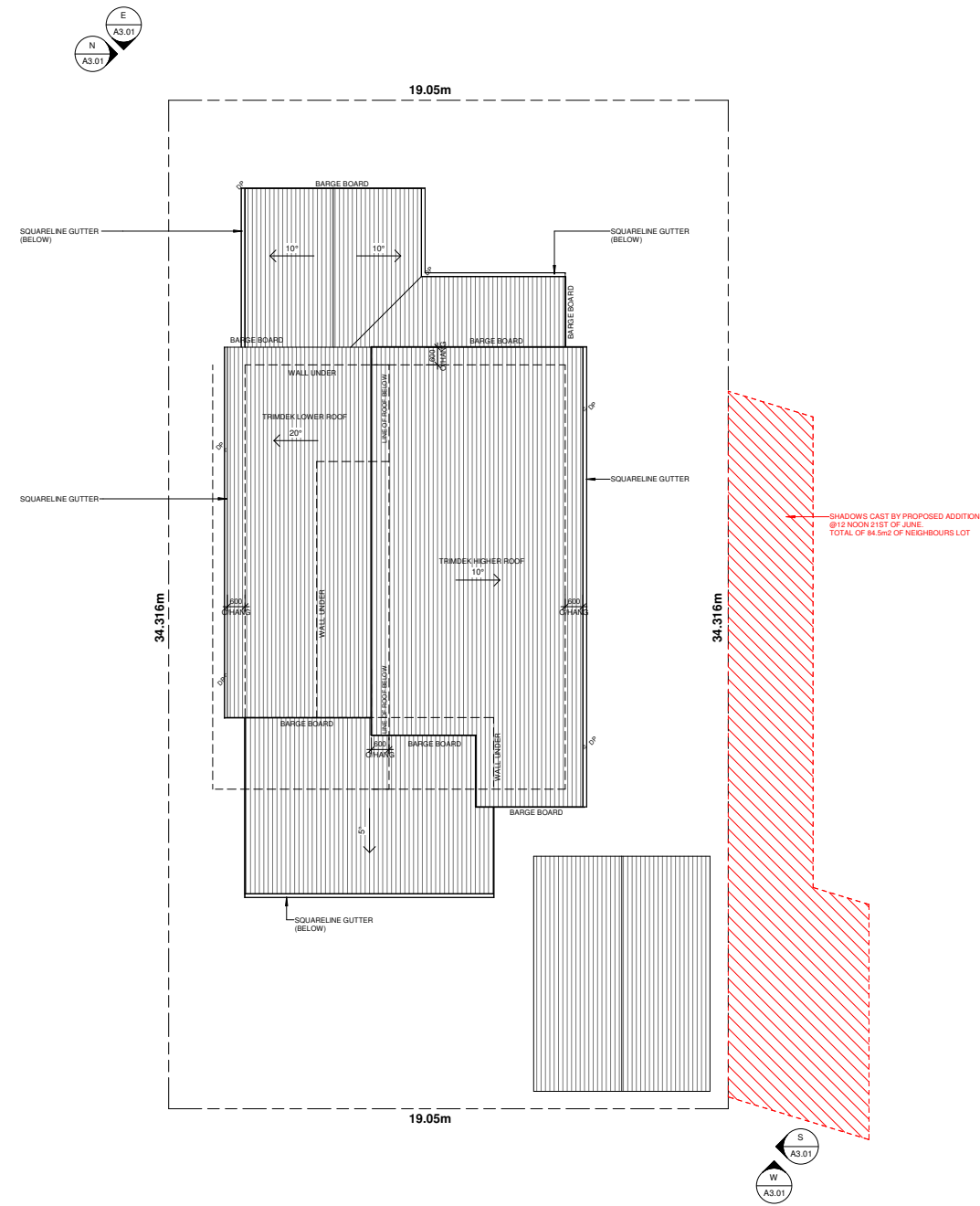
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TITLE  
**FIRST FLOOR**

# PETHICK LOOP



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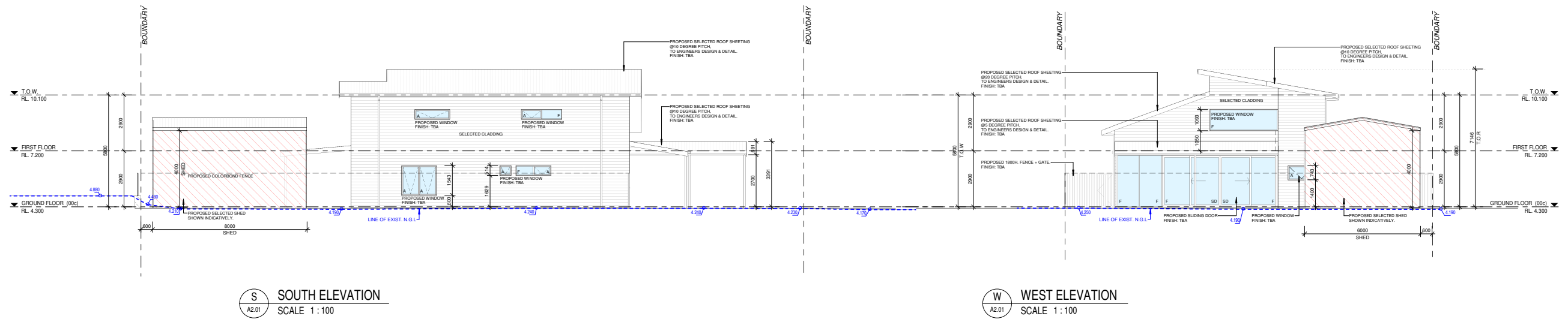
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21 PETHICK LOOP, GREEN HEADS  
(LOT 733)

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REVISION: C  
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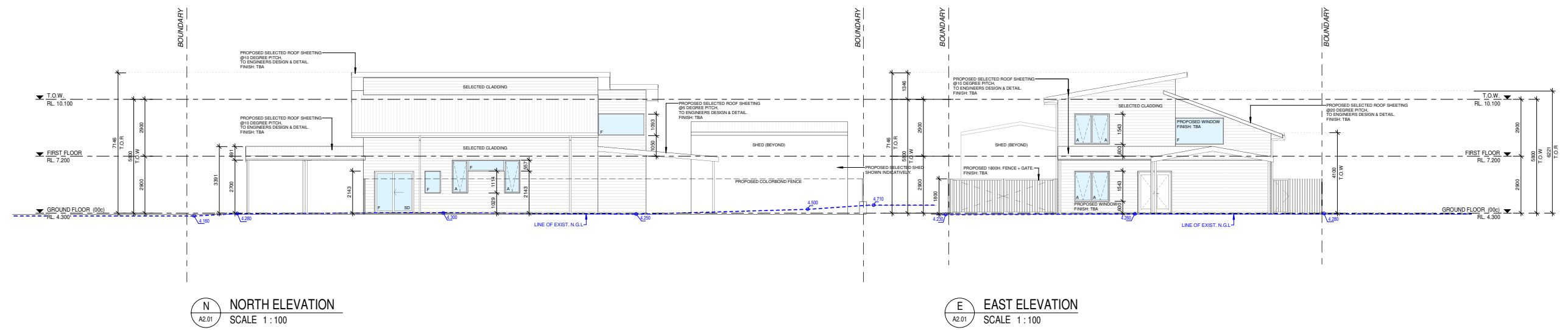
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TITLE  
**ROOF PLAN**



**S** SOUTH ELEVATION  
A2.01 SCALE 1:100

**W** WEST ELEVATION  
A2.01 SCALE 1:100



**N** NORTH ELEVATION  
A2.01 SCALE 1:100

**E** EAST ELEVATION  
A2.01 SCALE 1:100

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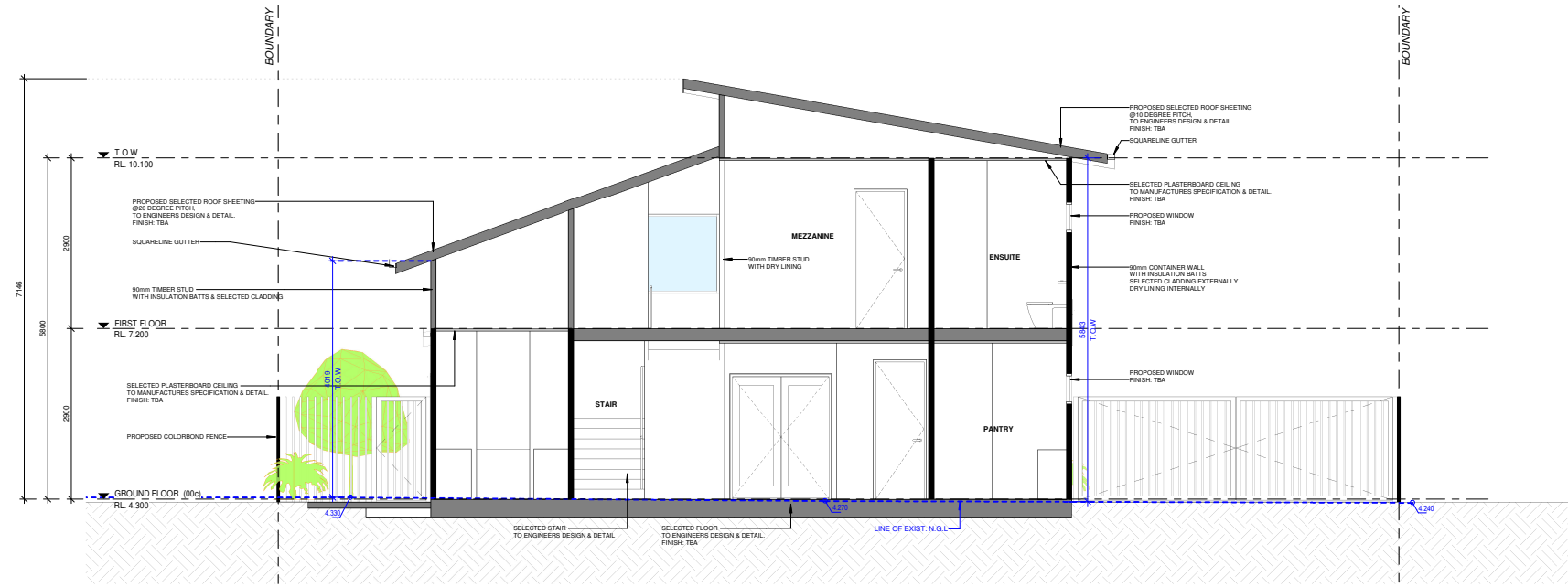
**02** DEVELOPMENT  
APPROVAL  
DRAWINGS

**WHITNEY RESIDENCE**  
21 PETHICK LOOP, GREEN HEADS  
(LOT 733)

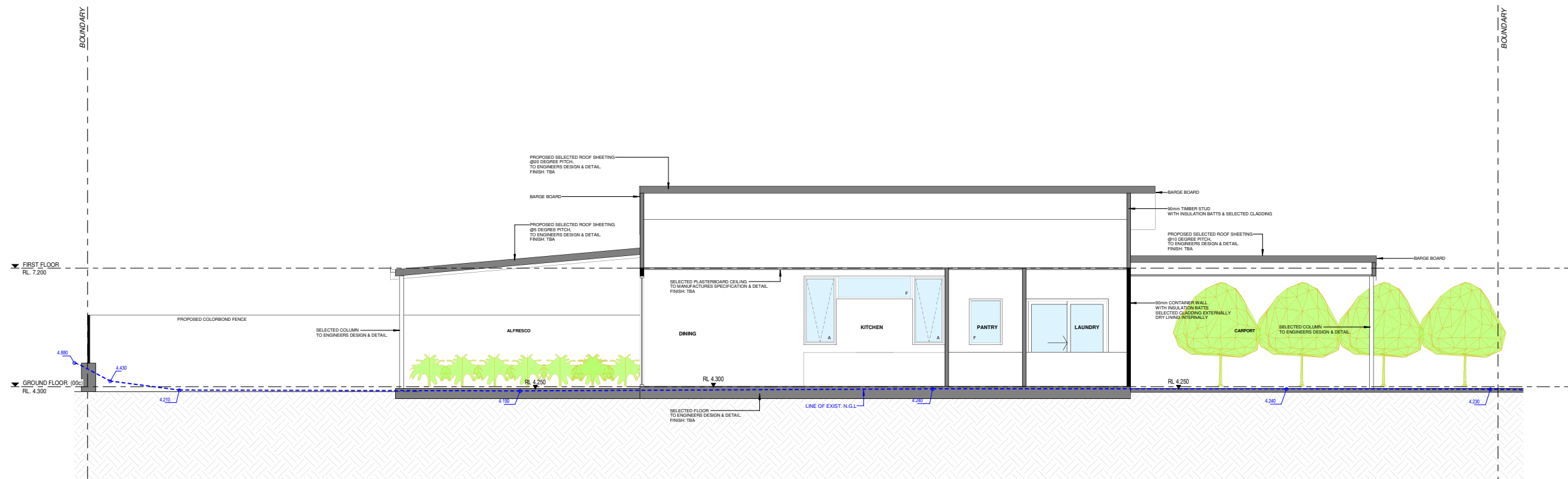
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TITLE  
ELEVATIONS



**A** SECTION A  
A2.01 SCALE 1 : 50



**B** SECTION B  
A2.01 SCALE 1 : 50

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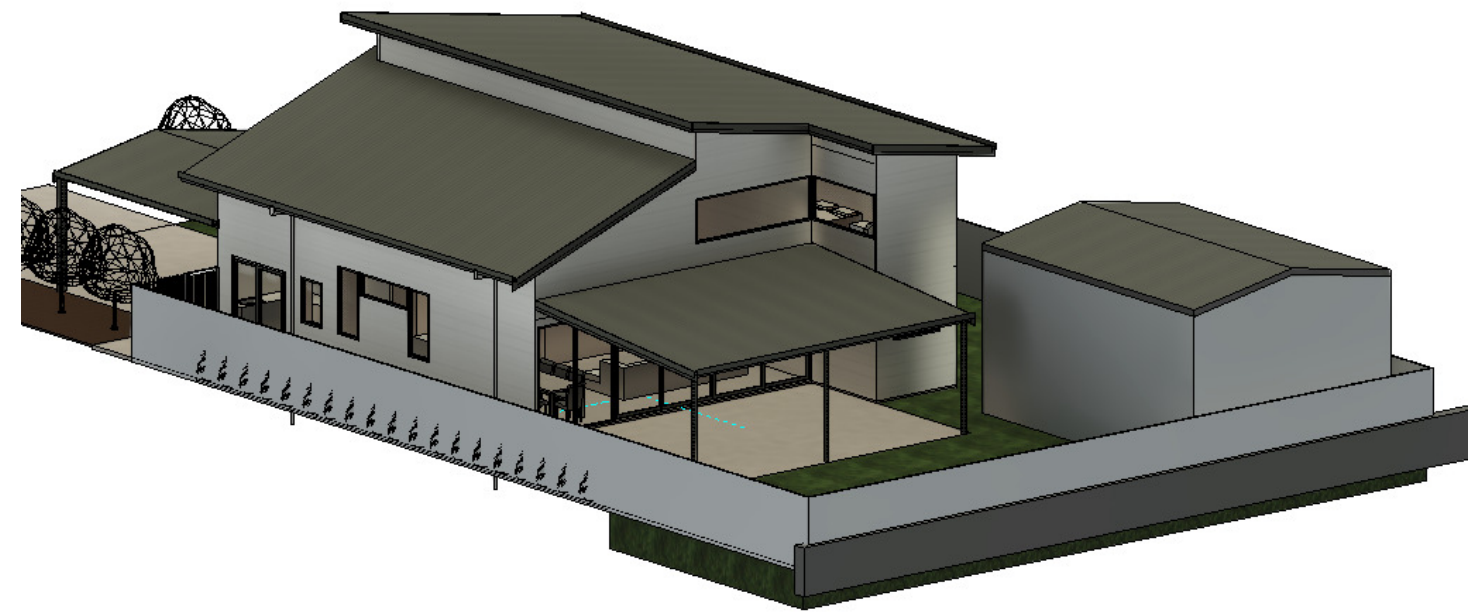
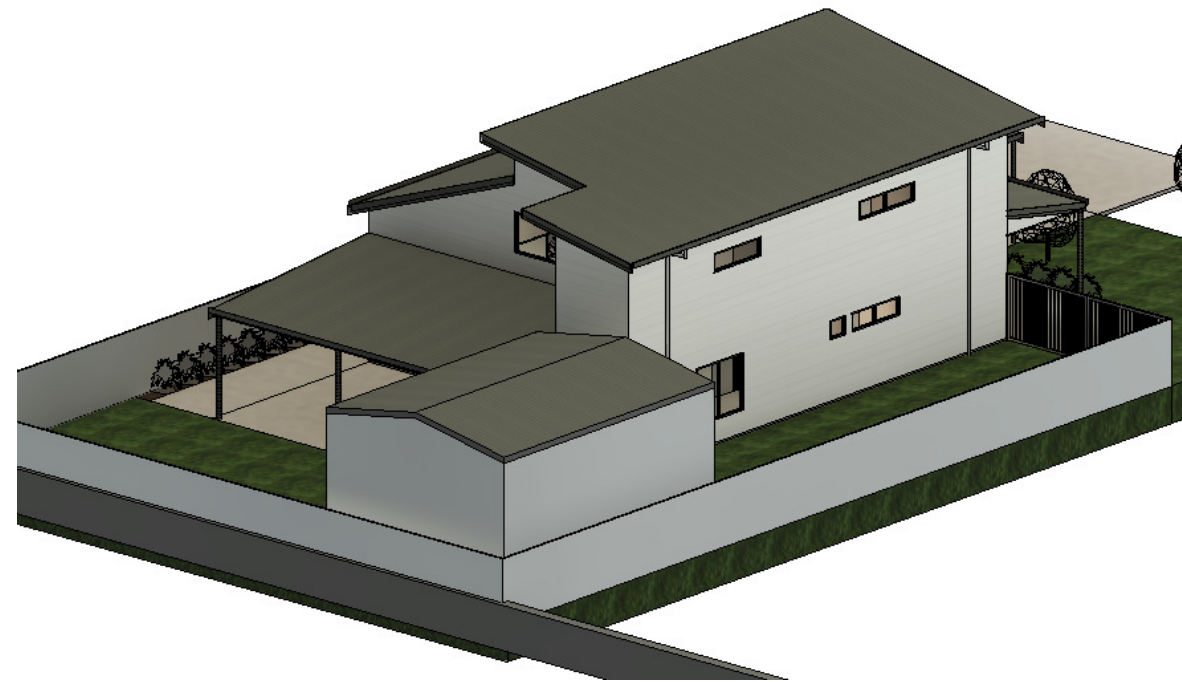
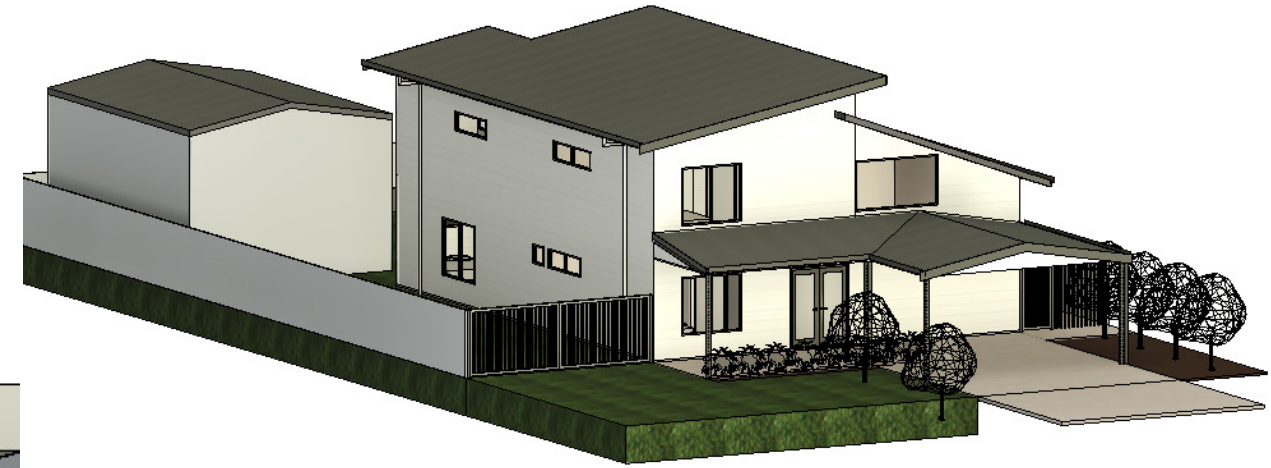
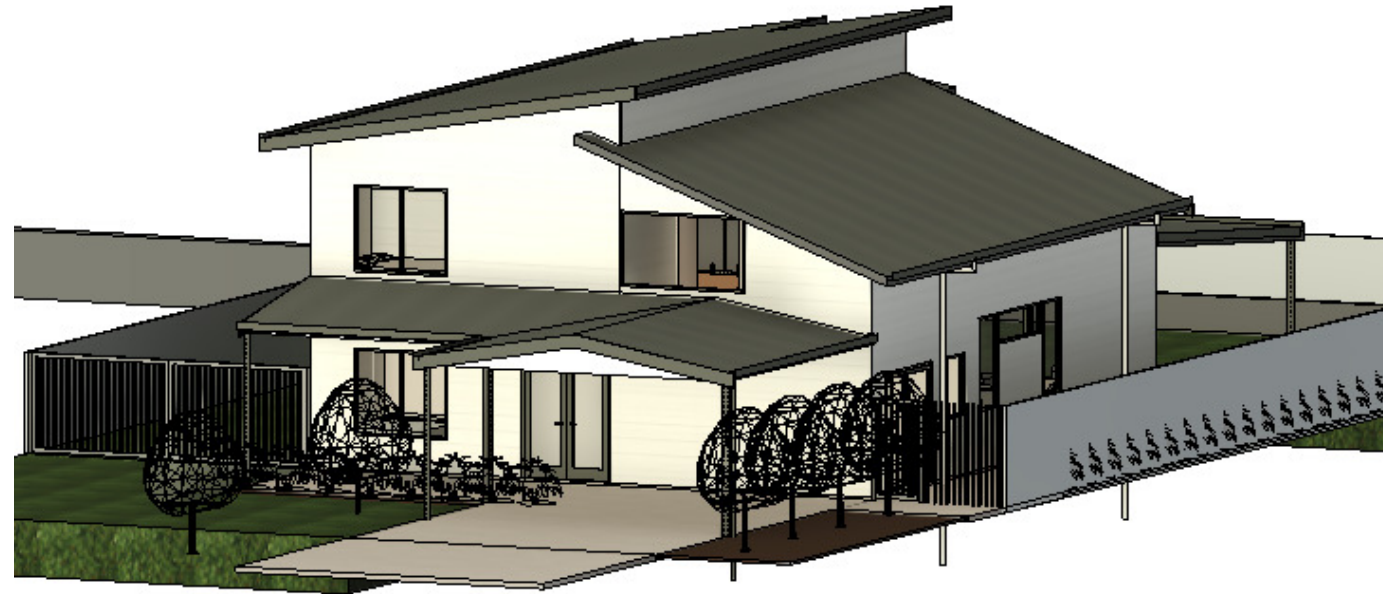
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TITLE  
SECTIONS



M 0497187770  
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02 DEVELOPMENT  
APPROVAL  
DRAWINGS

**WHITNEY RESIDENCE**  
21 PETHICK LOOP, GREEN HEADS  
(LOT 733)

JOB No: 007  
DRG No: A4.02  
REVISION: C  
SCALE: @ A1

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TITLE  
3D PERSPECTIVES

**11.1.3 PROPOSED SINGLE DWELLING AND ANCILLARY OUTBUILDING, 40 WORTHINGTON STREET, GREEN HEAD**

<b>Reporting Officer:</b>	<b>V Clarke, Contract Planning Officer</b>
<b>Responsible Executive:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>File Reference:</b>	<b>2525-41</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Quasi-judicial:** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice eg local planning applications, building licences, other permits/licences (eg under Health Act, Dog Act or local laws and other decisions that may be appealable to the State Administrative Tribunal (SAT)

**REPORT PURPOSE**

To determine a development application for a single dwelling and detached ancillary outbuilding at Lot 741 (40 Worthington Street), Green Head, having regard to Local Planning Scheme No. 3, Residential Design Codes Volume 1 (R-Codes), Local Planning Policy 6.6.4 - Outbuildings, Local Planning Policy 6.6.10 - South Bay Development Guidelines, the applicant response material and the submissions received during public consultation.

The application was amended during assessment and Revision C, dated 07.04.26 on the drawing set, is the final version now before Council. The amended plans materially improve the proposal in respect to building bulk, privacy, overlooking and built form presentation. The principal residual variation is the detached outbuilding setback, which is shown at approximately 1.0m to the side and rear boundaries, where a 1.1m setback would otherwise be required for full deemed-to-comply compliance. The site is within a bushfire prone area and the applicant will need to provide a BAL assessment to confirm that an acceptable BAL rating can be achieved and to properly inform the planning assessment.

**BACKGROUND**

The original application proposed a two-storey single dwelling and detached outbuilding utilising a sea-container based structural system and sought variations to the Residential Design Codes and the Shire's outbuilding policy. The earlier design generated concerns regarding building bulk, overlooking and privacy, setbacks, outbuilding boundary relationship and the compatibility of the built form with the South Bay precinct.

Following preliminary assessment, neighbour consultation and officer review, the applicant was requested to revise the plans. The Shire's review of Revision B identified continuing concerns regarding northern side setbacks, visual privacy from the terrace and upper storey windows, the

siting of the shed, and overall bulk and streetscape presentation. The applicant subsequently provided amended material, and Revision C is the final plan package for determination.

The public submissions attached to the application were made in response to an earlier version of the proposal. For the purpose of Council's determination, those submissions have been reassessed against Revision C in the accompanying updated schedule of submissions.

## **PROPOSAL**

Revision C proposes a two-storey single dwelling with integrated garage, porch, patio and upper level terrace, together with a detached outbuilding located toward the rear of the lot. The plans identify the property as 40 Worthington Street, Green Heads (Lot 741).

The survey identifies the lot area as 660m<sup>2</sup>. The site plan identifies site cover of 34.50 per cent and a detached outbuilding of approximately 48m<sup>2</sup> measuring 8.0m by 6.0m. The outbuilding is shown with a setback of approximately 1.0m from the side and rear boundaries. The site plan also notes BAL 12.5. The site plan notes BAL 12.5, however this does not remove the need for a BAL assessment to confirm the applicable construction response.

The dwelling utilises sea containers as structural elements but the elevations, sections and 3D perspectives indicate these elements are to be externally clad so that the final presentation reads as a conventional dwelling. Revision C also shows screening and glazing treatments to upper level areas intended to address visual privacy concerns raised in earlier assessment.

## **PUBLIC CONSULTATION**

The application was advertised because the original proposal sought variations to the local planning framework and had the capacity to affect adjoining residential amenity. Submissions were received from surrounding landowners objecting to the earlier version of the proposal. These submissions are summarized at Attachment A.

The submissions generally raised concern regarding the height and bulk of the outbuilding, the relationship of the outbuilding to boundaries, privacy and overlooking from the upper level and terrace, building bulk and articulation, the perceived industrial appearance associated with sea-container construction, airflow and coastal amenity, and overall consistency with the Residential Design Codes and the intended residential character of South Bay.

As the submissions were made on the original version of the plans, they are not determinative in their original form. However, they remain a relevant planning consideration and have been reassessed against Revision C in the updated schedule prepared for Council.

## **STATUTORY ENVIRONMENT**

### **Local Planning Scheme No. 3**

The land is zoned Residential and coded R20 under the Shire of Coorow Local Planning Scheme No. 3. A single house is a use ordinarily contemplated within the zone, however the proposed outbuilding and aspects of the dwelling must still satisfy the applicable development standards or demonstrate compliance with the relevant design principles.

### **Local Planning Policy 6.6.4 - Outbuildings**

LPP 6.6.4 provides that on Residential zoned land coded R10 and higher, outbuildings are to have a maximum aggregate area of 150m<sup>2</sup>, a maximum wall height of 4m and a maximum total height of 4.5m measured from natural ground level. The policy also requires that outbuildings on lots of 4ha or less be located behind or to the side of the dwelling unless consistent in design and constructed in the same materials and colours as the dwelling, and that outbuildings in South Bay be clad in non-reflective materials. Variations are generally not supported unless planning merit is demonstrated.

#### **Local Planning Policy 6.6.10 - South Bay Development Guidelines**

This policy seeks to maintain an open streetscape and prevent development that is not considered to be in the general interest of the community. The guideline sheet for South Bay includes provisions relating to complementary building design, treatment of fences, roof materials, ancillary structures, visual permeability and the preservation of a visually open streetscape.

#### **Residential Design Codes Volume 1**

The R-Codes require consideration of boundary setbacks having regard to wall height, wall length and major openings, and require visual privacy measures for upper level terraces and windows. The Codes also allow matters to be assessed against the applicable design principles where strict deemed-to-comply compliance is not achieved.

### **PLANNING ASSESSMENT**

The application plans at Revision C represent a material improvement on the originally advertised plans. The amended drawings provide elevations, sections and 3D perspectives that were not previously available, the dwelling form is more resolved, and the privacy and built form issues identified through the earlier review have been significantly moderated.

In relation to privacy and overlooking, the amended plans show a 1600mm high screen to the upper level terrace together with obscure glazing and amended upper level window treatments. On the information now before Council, these amendments materially reduce the potential for overlooking to adjoining private open space and represent a substantially improved response to the R-Codes visual privacy provisions when compared with earlier versions of the proposal. Final screening and glazing treatments can be maintained through conditions of approval and the building permit process.

In relation to building bulk and articulation, the amended plans and 3D perspectives demonstrate a more acceptable built form outcome than the original design. The revised roof forms, articulation of wall planes and the improved composition of the elevations reduce the apparent scale and dominance of the dwelling. While the dwelling continues to utilise sea containers as part of its structural system, the current plans indicate those elements are to be externally clad and integrated within a conventional residential form rather than presenting as exposed industrial modules.

From a character perspective, the amended design is considered more consistent with the general typology of existing residential development within the South Bay precinct. In planning terms, the use of sea containers as a construction method is not of itself determinative; rather, the relevant consideration is the final built form outcome as presented to the streetscape and adjoining properties. Subject to final control over external materials, colours and finishes, the amended dwelling is considered capable of achieving the intent of the planning framework in relation to building bulk and residential character.

Overshadowing has also been addressed. The roof plan states that shadow cast at midday on 21 June will affect approximately 28m<sup>2</sup> of the front portion of the neighbouring property. On the

information supplied, overshadowing is not considered the principal remaining issue for the proposal.

The detached outbuilding has also been improved through amendment. The earlier boundary condition has been replaced with a setback of approximately 1.0m from the side and rear boundaries. The outbuilding area and wall height appear to sit within the broad parameters of the Shire's Outbuildings Policy. However, full deemed-to-comply compliance would require a setback of 1.1m. As such, the outbuilding no longer presents as a major departure, but it still involves a minor residual variation requiring Council's planning discretion.

On balance, the amended plans substantially address the earlier concerns regarding privacy, overlooking, building bulk and built form. The principal residual issue for Council is whether the minor outbuilding setback shortfall of approximately 0.1m is acceptable having regard to local amenity, boundary presentation and the design principles of the R-Codes and local planning policy. If Council is satisfied on that point, the application is capable of approval subject to conditions. Alternatively, Council may require further amended plans to increase the outbuilding setback to 1.1m or refuse the application if not satisfied that the remaining variation is justified.

## CONCLUSION

Revision C has substantially improved the proposal and has addressed the earlier concerns associated with privacy and overlooking, building bulk, articulation and built form presentation. The amended plans now provide a materially more acceptable residential outcome than the earlier advertised version.

The principal residual planning issue is the detached outbuilding setback, which is shown at approximately 1.0m from the side and rear boundaries where 1.1m would otherwise be required for full deemed-to-comply compliance. This is a relatively minor residual variation when compared with the more substantial issues raised by the earlier plans.

Accordingly, Council may reasonably determine the application in one of three ways: grant approval subject to conditions if satisfied that the minor outbuilding setback variation is acceptable; require further amended plans increasing the outbuilding setback to 1.1m if a fully compliant outcome is preferred; or refuse the application if not satisfied that the remaining variation has been adequately justified.

## STAKEHOLDERS ENGAGEMENT

Neighbour consultation was undertaken because the original proposal sought variations to the Residential Design Codes and the Shire's Outbuildings Policy and had the capacity to affect neighbouring amenity. Submissions were received raising concerns about outbuilding bulk, boundary siting, privacy, overlooking, built form character and compliance with the planning framework.

Those submissions have been reassessed against Revision C and are summarised in the updated schedule accompanying this report. While the subject matter of the submissions remains relevant, a number of the originally raised concerns have been reduced or substantially addressed through the amended plans, particularly in relation to privacy, overlooking, building bulk and the final built form presentation of the dwelling.

No additional external agency issues have been identified from the material supplied beyond the normal requirement for building approval and the need for a BAL assessment, given the site is within

a bushfire prone area, to confirm an acceptable BAL rating can be achieved and to inform the planning assessment and any subsequent building permit process.

### STRATEGIC IMPLICATIONS

Nil of a strategic nature beyond consistent application of the Shire's residential planning framework within South Bay.

### POLICY IMPLICATIONS

The proposal directly engages Local Planning Policy 6.6.4 - Outbuildings, Local Planning Policy 6.6.10 - South Bay Development Guidelines, and the Residential Design Codes Volume 1.

### FINANCIAL IMPLICATIONS

The applicant has paid the relevant application fee. No direct financial implications arise for the Shire from determination of the application.

### RISK IMPLICATIONS

Approval of a proposal where compliance with the local planning framework is not clearly demonstrated may create inconsistency in decision-making. In this case, however, the amended plans substantially improve the dwelling outcome and the remaining planning risk is limited to the minor outbuilding setback variation. Conversely, refusal without distinguishing between the earlier non-compliant scheme and the improved Revision C outcome may overstate the unresolved issues.

### ATTACHMENTS

1. **Attachment A - Schedule of Submissions (De-identified)** [↓](#)
2. **Attachment B - Development Approval Drawings** [↓](#)

**RESOLUTION**     **OCM-2026/060**

**Moved:**         President G Sims

**Seconded:**     Cr L Van Den Heever

Council has resolved to proceed with the Development Application for 40 Worthington Street, Green Head, defer determination of the application and require the applicant to submit further amended plans and supporting information addressing:

- 1) An amended site plan increasing the detached outbuilding setback to 1.1m from the side and rear boundaries to achieve full deemed-to-comply compliance.

- 2) A BAL assessment be provided to the satisfaction of the local government to confirm that a suitable BAL rating can be achieved for the development and to inform the detailed construction requirements for the approved development.
- 3) Any consequential amendments to fencing, drainage or site works arising from the relocated outbuilding.
- 4) A final materials and colour schedule for the dwelling and outbuilding demonstrating consistency with the South Bay Development Guidelines and non-reflective finish requirements.
- 5) Any additional planning justification relied upon if full outbuilding compliance is not proposed.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr D Melbin and Cr L Van Den Heever

Against: Cr G Hannington

**CARRIED 5/1**  
**Simple Majority**

## Attachment A - Detailed Schedule of Submissions and Applicant Response Assessment (De-identified)

Proposal - Single Dwelling and Ancillary Outbuilding (Shed) - Property: 40 Worthington Street, Green Head

Issue Raised by Submitters	Summary of Submission	Applicant Response / Rev C Amendment	Officer Assessment (Response Adequacy)
<b>Outbuilding setback / boundary siting</b>	Submitters raised concern that the shed was on or immediately adjacent to the boundary and that the shed wall should not function as the effective boundary treatment. Concerns also extended to fire separation, maintenance access and general amenity.	Revision C repositions the outbuilding so it is no longer on the boundary and shows a setback of approximately 1.0m to the side and rear boundaries.	Substantially improved but not fully resolved. The amended outbuilding no longer presents as a boundary wall outcome. However, full deemed-to-comply compliance would require a setback of 1.1m. The residual issue is therefore a relatively minor shortfall of approximately 0.1m, which requires planning discretion but is materially improved from the earlier version.
<b>Outbuilding bulk and character</b>	The shed was described as excessive in height, visually dominant and industrial in appearance, inconsistent with residential character.	The amended plans retain an outbuilding of approximately 48m <sup>2</sup> with wall height appearing within policy parameters and show it finished to match the dwelling. 3D material is now available for the overall proposal.	Largely addressed. The outbuilding remains a substantial ancillary structure, but the revised siting, scale and relationship to the now more resolved dwelling reduce the extent of the earlier concern. Final non-reflective materials and colours should be controlled by condition.
<b>Privacy - upper storey overlooking</b>	Submitters raised concern that large upper level windows and the terrace would overlook adjoining private open space and reduce residential privacy.	Revision C shows a 1600mm high screen to the terrace together with obscure glazing and amended upper level window treatments.	Addressed. The amended privacy measures are in compliance with the R-Codes visual privacy intent and address overlooking considerations. These measures should be secured through

			conditions and building permit documentation.
<b>Building bulk and articulation</b>	Concerns were raised that the dwelling was excessive in scale with long wall lengths and insufficient articulation.	Revision C introduces a more resolved built form, improved roof composition, and supporting elevations, sections and 3D perspectives.	Substantially addressed. The amended plans demonstrate a more articulated and legible residential built form, reducing the apparent scale and bulk that characterised the earlier design.
<b>Character / streetscape presentation</b>	The development, including its container typology, was considered inconsistent with the coastal residential character of South Bay and Green Head.	The amended plans show the sea container elements as structural only, externally clad, and integrated within a conventional dwelling presentation. 3D perspectives have now been provided.	Substantially addressed. The amended design is read as a clad dwelling rather than an exposed industrial structure and more closely reflects the general typology of existing residential development in the South Bay precinct.
<b>Overshadowing and solar access</b>	Concerns were raised regarding overshadowing of adjoining property and reduced solar access.	Revision C includes an overshadowing diagram on the roof plan.	Addressed. The overshadowing information now supplied indicates that overshadowing has been considered and is not the principal remaining issue with the proposal.
<b>Airflow / coastal amenity</b>	Submitters considered that the scale of the development would obstruct coastal breezes and reduce amenity.	The amended design reduces the visual bulk of the dwelling and presents a more conventional articulated form.	Partially addressed and improved. While airflow is not readily quantifiable from the plans, the reduction in apparent bulk and improved articulation lessen the weight of the earlier concern.
<b>Compliance with planning framework</b>	Submissions questioned consistency with the R-Codes, the Outbuildings Policy and the South Bay	The applicant has submitted substantially amended plans in response to earlier	Largely addressed. Revision C materially improves the compliance position in relation to

	Development Guidelines.	officer review and community concerns.	privacy, overlooking, built form and character. The principal remaining matter is the minor outbuilding setback shortfall, which requires Council discretion rather than indicating broad non-compliance across the proposal.
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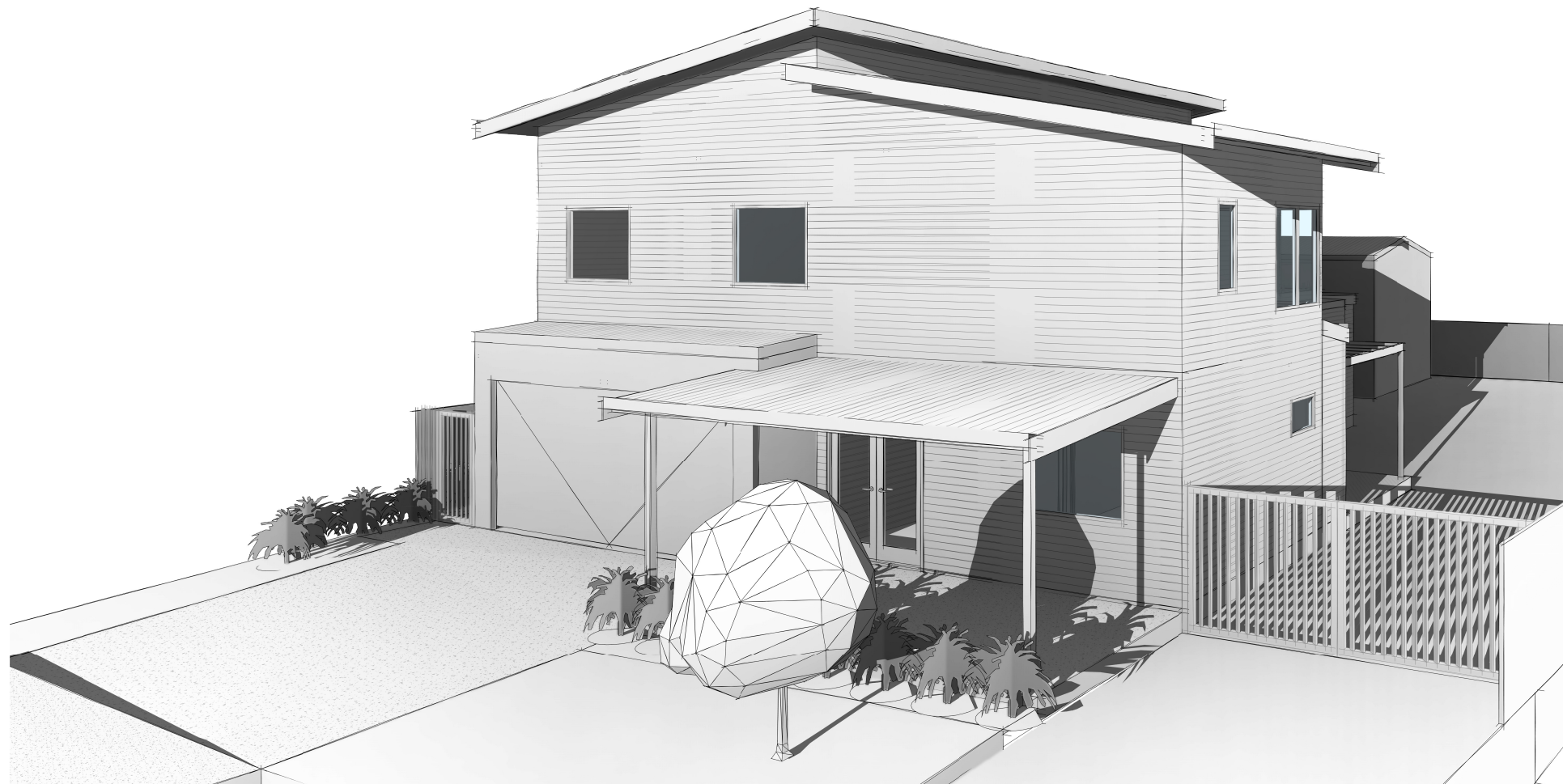
**Summary:**

The amended proposal for 40 Worthington Street has materially improved since the earlier advertised versions and now provides a more acceptable planning outcome in respect to privacy and overlooking, building bulk, articulation and built form presentation. In particular, Revision C shows screening and glazing treatments to upper level areas, a more resolved and articulated dwelling form, and 3D perspectives demonstrating that the container-based structural system will read as a conventional clad dwelling rather than an exposed industrial building type.

The principal residual planning issue is now the detached outbuilding setback. While the outbuilding has been moved off the boundary and is shown at approximately 1.0m from the side and rear boundaries, a setback of 1.1m would be required for full deemed-to-comply compliance. Accordingly, the remaining issue is a relatively minor residual variation rather than the broader suite of privacy, bulk and character concerns raised in relation to the earlier plans.

**DRAWING LIST**

NUMBER	SHEET NAME	REV	DATE
A1.01	SITE SURVEY	C	07.04.26
A1.02	SITE PLAN	C	07.04.26
A2.01	GROUND FLOOR	C	07.04.26
A2.02	FIRST FLOOR	C	07.04.26
A2.03	ROOF PLAN	C	07.04.26
A3.01	ELEVATIONS	C	07.04.26
A3.03	SECTIONS	C	07.04.26
A4.02	3D PERSPECTIVES	C	07.04.26



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**02** DEVELOPMENT  
APPROVAL  
DRAWINGS

**HAMILTON RESIDENCE**  
40 WORTHINGTON STREET,  
GREEN HEADS (LOT 741)

JOB No: 006  
DRG No: A1.00  
REVISION: C  
SCALE: @ A1

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TITLE  
COVER PAGE



**LOT MISCLOSE**  
0.000 m

**DISCLAIMER:**  
Lot boundaries drawn on survey are based on handgate plan only. Survey does not include the search and as such may not show easements or other interests not shown on plan. This should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

**DISCLAIMER:**  
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be in correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features location verified in relation to the true boundary.

**DISCLAIMER:**  
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

**DISCLAIMER:**  
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbour levels and boundaries that have occurred since date of this survey. All other details omitted from this document subject to WA legislation.

PROPERTY ADDRESS	40 WORTHINGTON STREET, GREEN HEADS, WA 6017	JOB #	627237	GPS	Lat: -30.068219 Long: 114.975249	ROADS	Bitumen	ELEC.	U/Ground
CLIENT	Maguire, Ethan	ADDRESS	#40 Worthington Street	LOT	Lot 741 (DP 53288)	KERBS	Mountable	COMMS.	Yes
SUBURB	Green Head	LGA	Shire of Coorow	AREA	660m <sup>2</sup>	FOOTPATH	Concrete	WATER	Yes
DATE	18 Nov 25	DRAWN	B. Smith	VOL.	2658	SOIL	Sand	GAS	Check Alinta
				FOL.	116	DRAINAGE	Good	SEWER	Yes
				DATE	18 Nov 25	VEGETATION	High Grass Cover	COASTAL	500m To Ocean

Scale 1:200



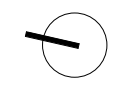
**LOCALITY PLAN**  
NOT TO SCALE



**02 DEVELOPMENT APPROVAL DRAWINGS**

**HAMILTON RESIDENCE**  
40 WORTHINGTON STREET,  
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TITLE  
**SITE SURVEY**



**OPEN SPACE**  
 ZONING = R20  
 SITE AREA = 600m<sup>2</sup>  
 BUILDING AREA = 207m<sup>2</sup>  
 SITE COVER = 34.50%  
 THEREFORE OPEN SPACE = 65.50%

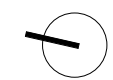
**LANDSCAPING CALC.**  
 AREA WITHIN FRONT SETBACK = 107.12m<sup>2</sup>  
 IMPERVIOUS EXTENT = 49.80m<sup>2</sup>  
 THEREFORE PERVIOUS EXTENT = 53.52%

- SITE CLASSIFICATION A  
 - DURABILITY CLASS R4  
 - BAL - 12.5  
 - 3 PHASE POWER.

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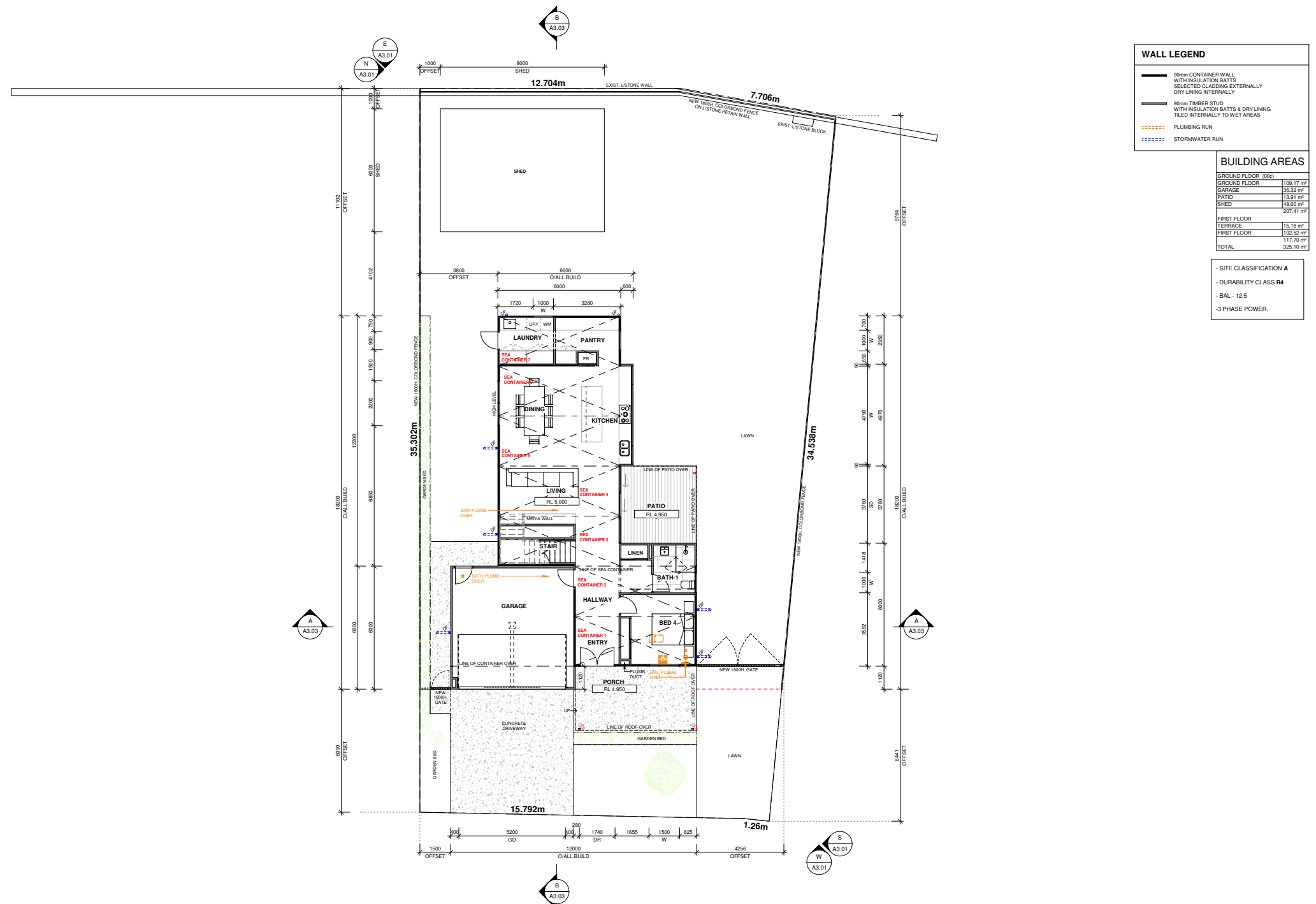
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TITLE  
**SITE PLAN**

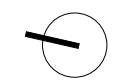


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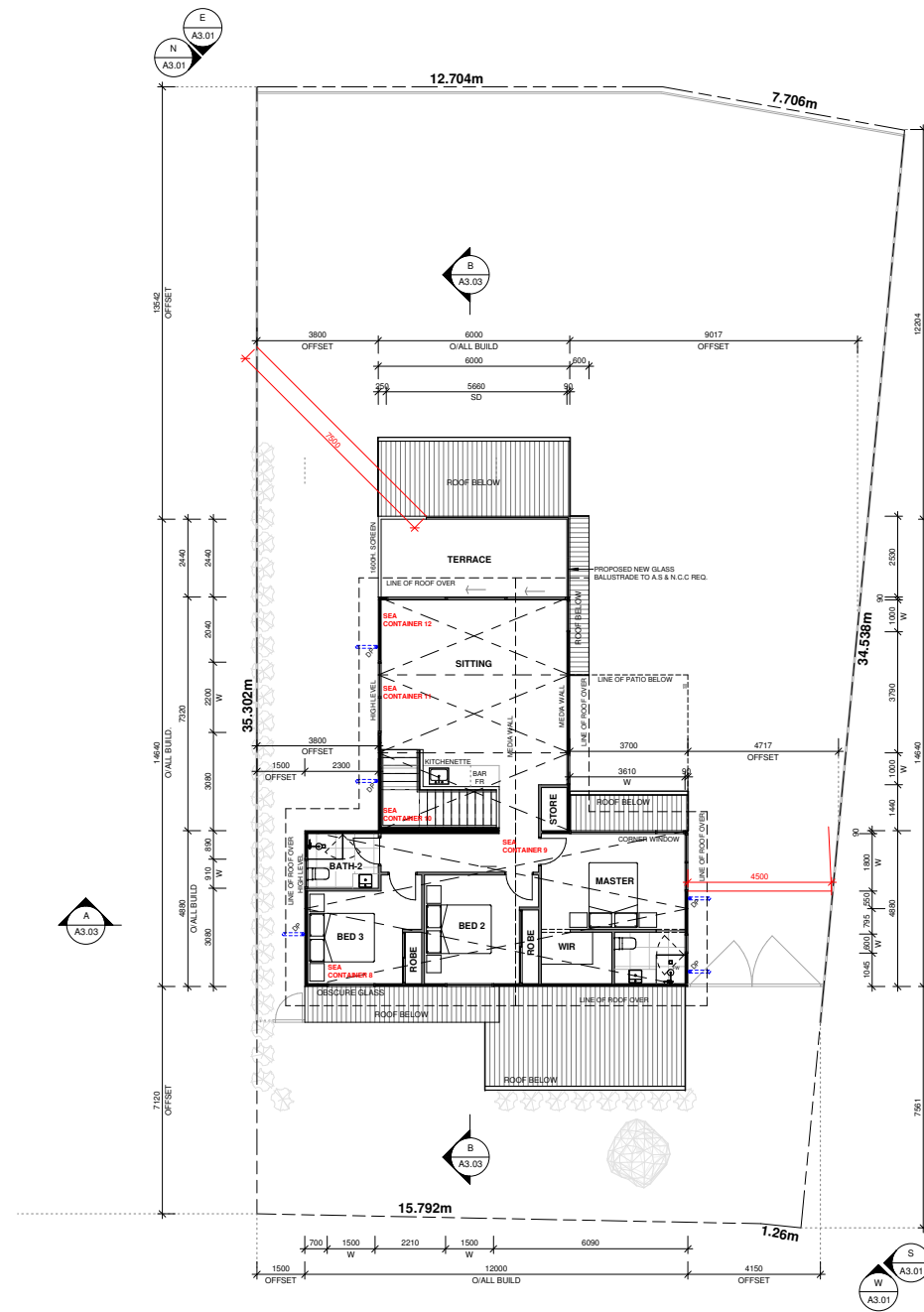
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TITLE  
**GROUND FLOOR**



**WALL LEGEND**

- 90mm CONTAINER WALL WITH INSULATION BATT'S SELECTED GLAZING EXTERNALLY DRY LINING INTERNALLY
- 90mm TIMBER STUD WITH INSULATION BATT'S & DRY LINING TILED INTERNALLY TO WET AREAS
- PLUMBING RUN
- STORMWATER RUN

**BUILDING AREAS**

GROUND FLOOR (00c)	108.17 m <sup>2</sup>
GROUND FLOOR	36.32 m <sup>2</sup>
PATIO	13.91 m <sup>2</sup>
SHED	48.00 m <sup>2</sup>
FIRST FLOOR	207.41 m <sup>2</sup>
TERRACE	15.18 m <sup>2</sup>
FIRST FLOOR	102.52 m <sup>2</sup>
	117.70 m <sup>2</sup>
TOTAL	352.10 m <sup>2</sup>

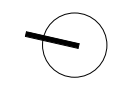
- SITE CLASSIFICATION A  
 - DURABILITY CLASS RM  
 - BAL - 12.5  
 - 3 PHASE POWER.

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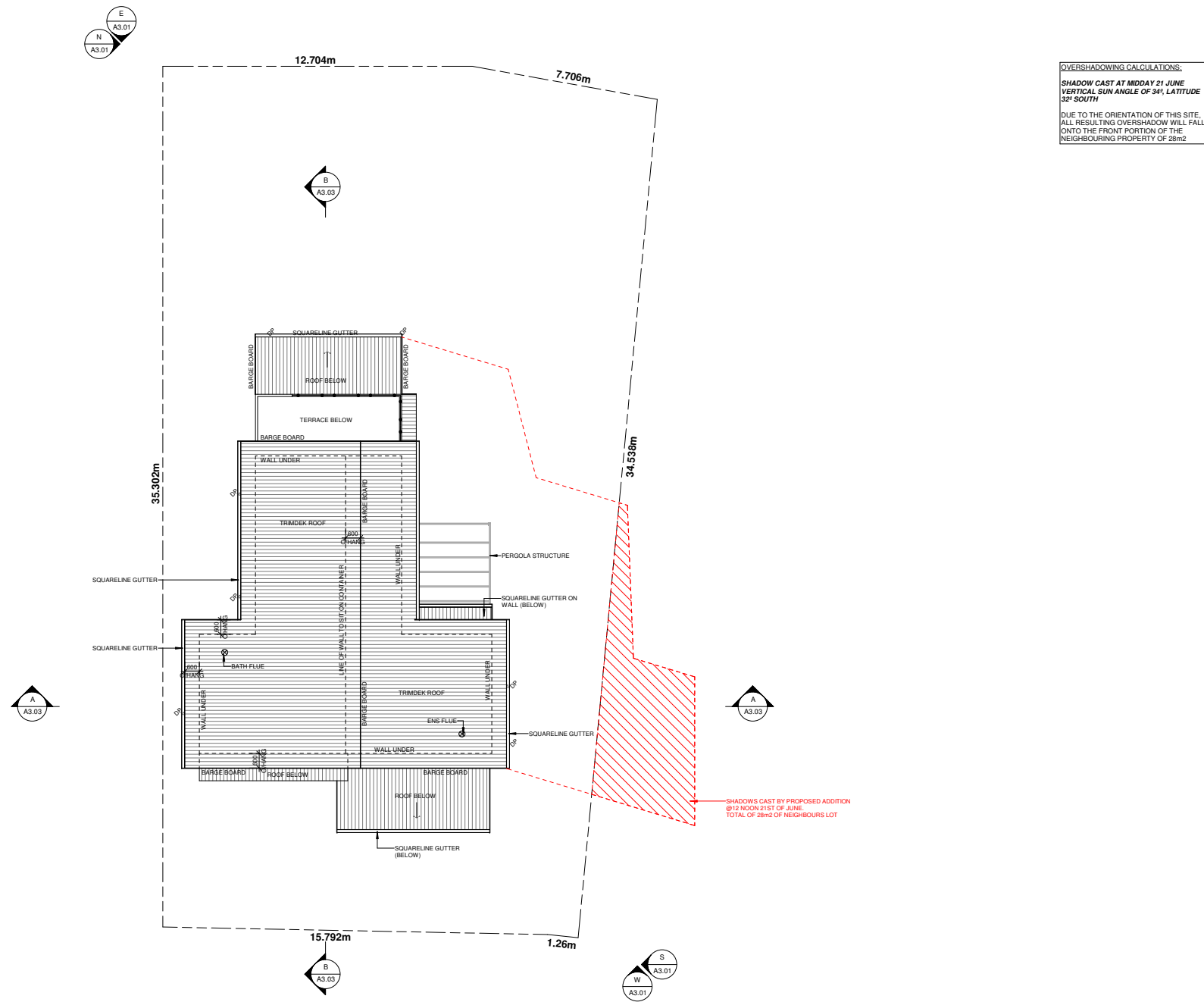
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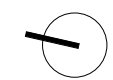
TITLE  
**FIRST FLOOR**



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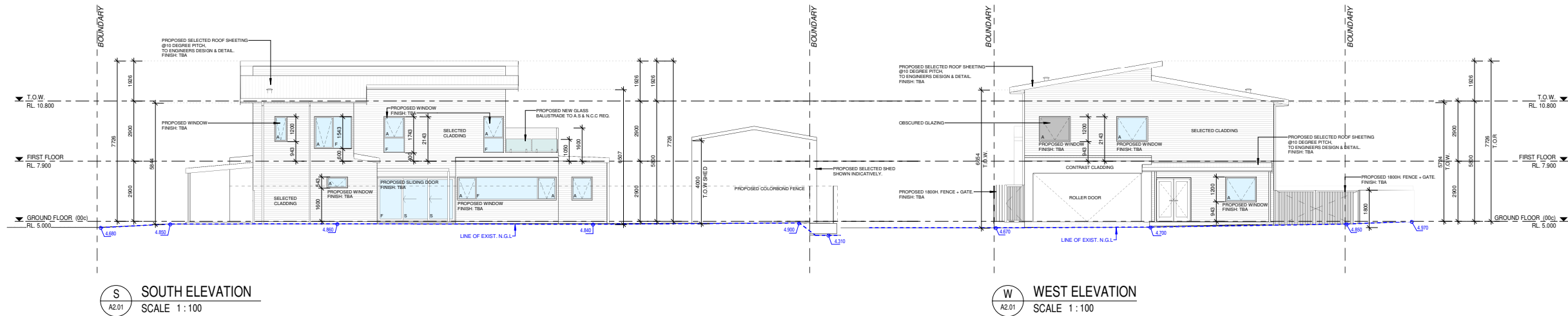
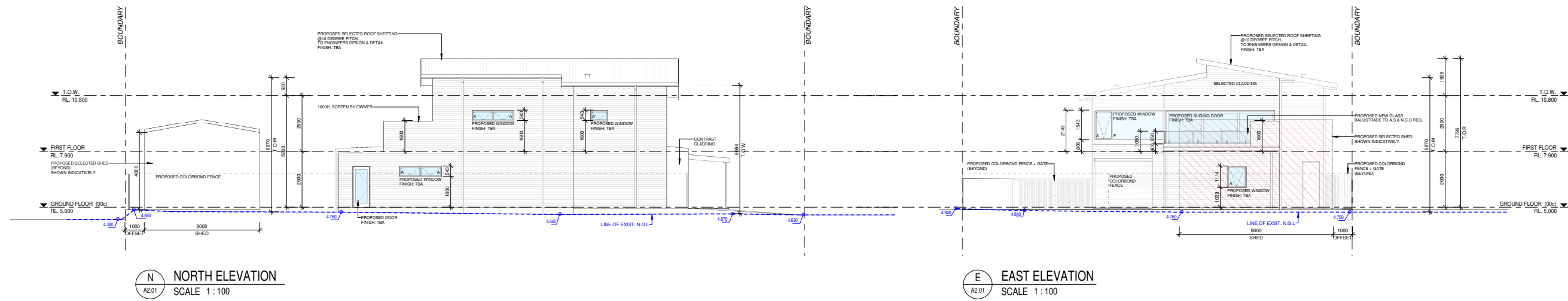
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 SCALE: 1:100 @ A1



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TITLE  
**ROOF PLAN**



**S SOUTH ELEVATION**  
SCALE 1 : 100

**W WEST ELEVATION**  
SCALE 1 : 100

M 0497187770  
E ethan.maguire@gmail.com

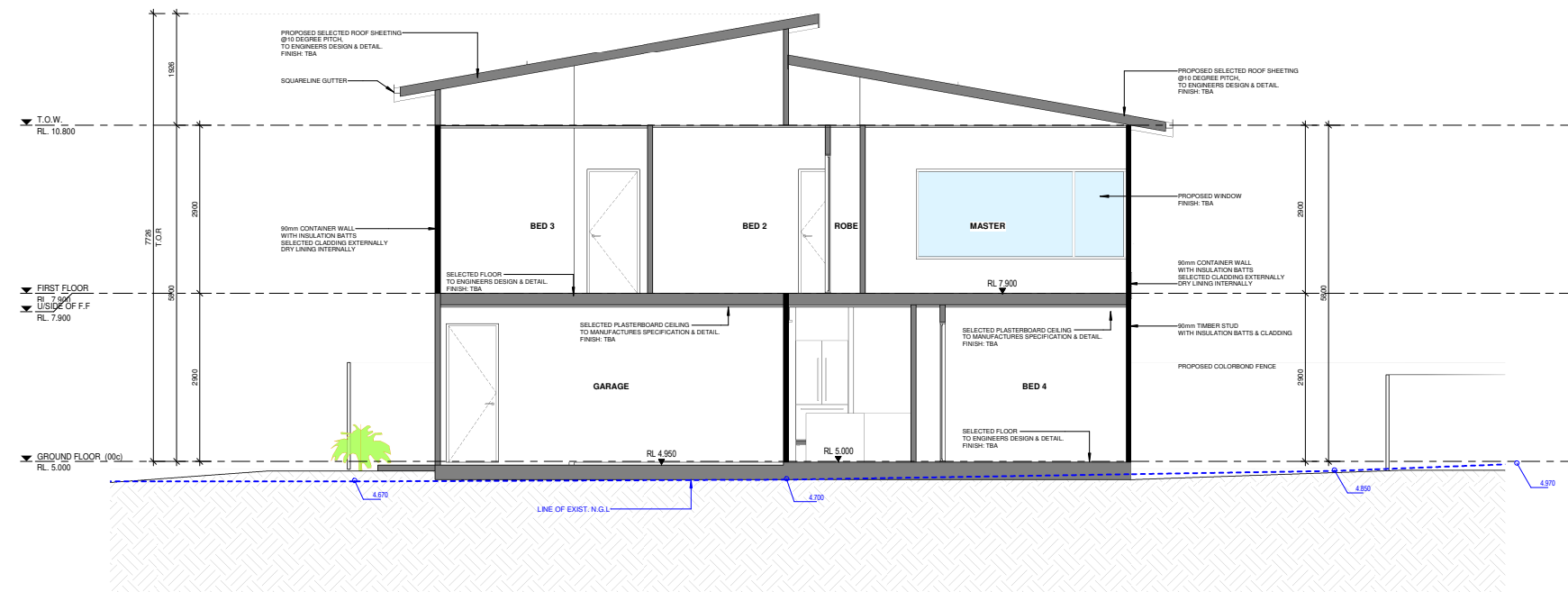
**02 DEVELOPMENT APPROVAL DRAWINGS**

**HAMILTON RESIDENCE**  
40 WORTHINGTON STREET,  
GREEN HEADS (LOT 741)

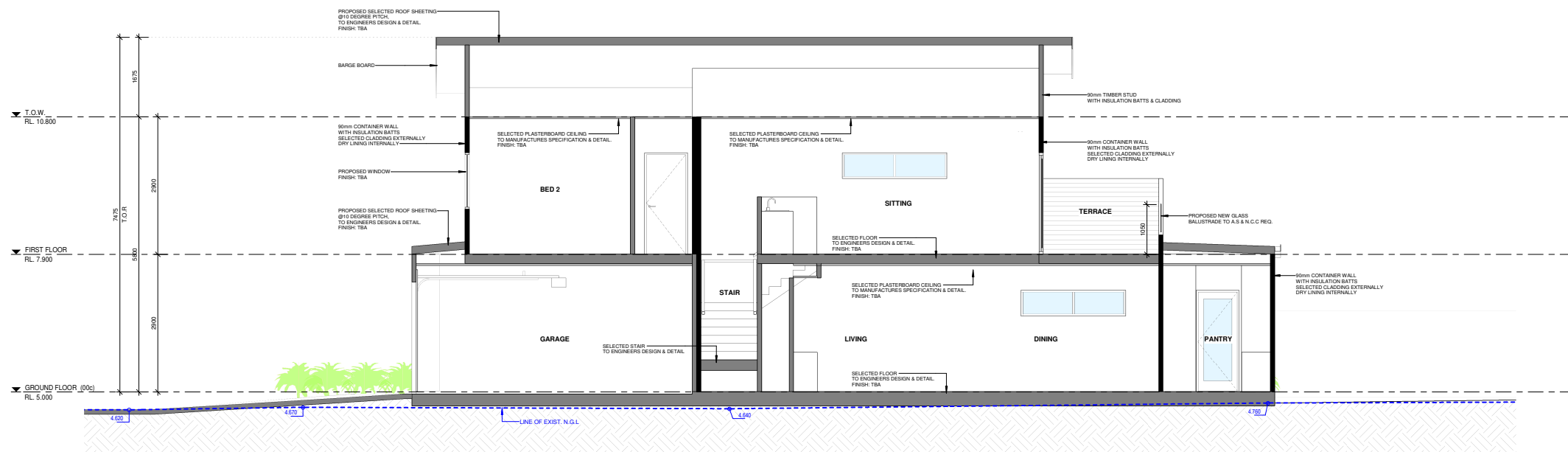
JOB No: 006  
DRG No: A3.01  
REVISION: C  
SCALE: 1 : 100 @ A1

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TITLE  
**ELEVATIONS**



**A** SECTION A  
SCALE 1 : 50



**B** SECTION B  
SCALE 1 : 50

M 0497187770  
E ethan.maguire@icd.com

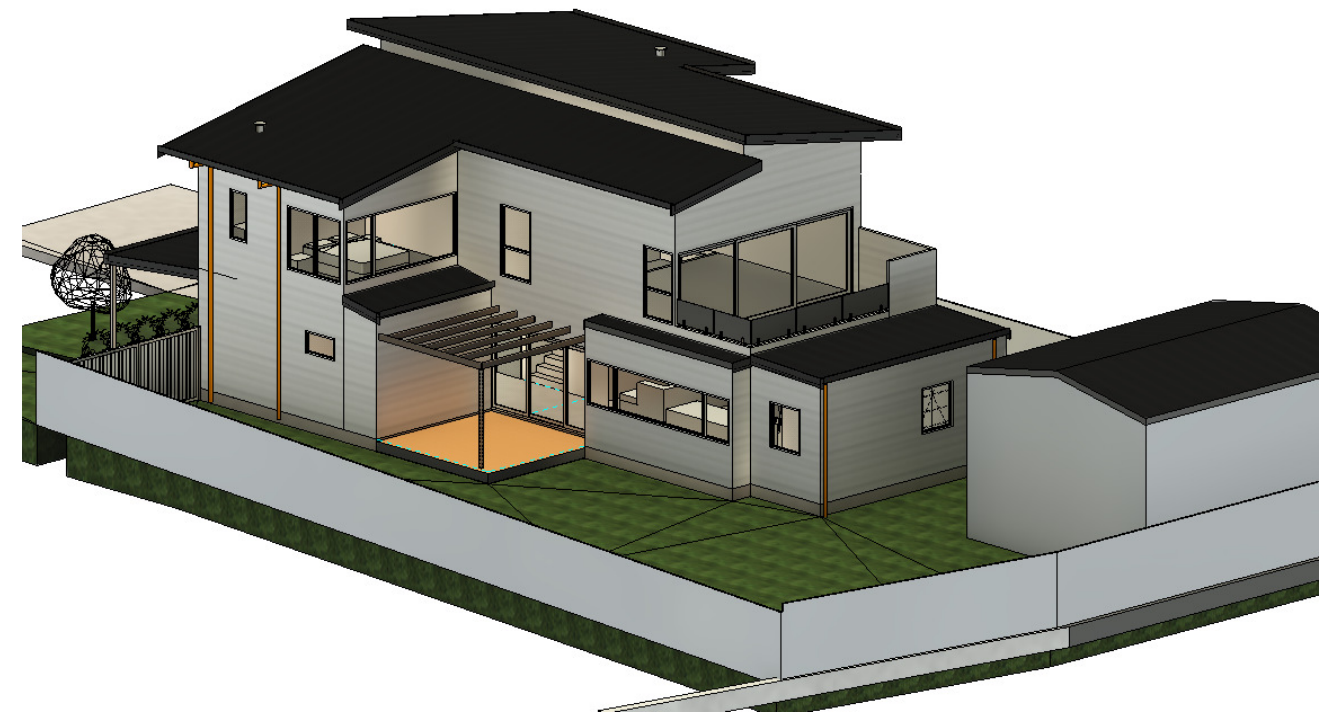
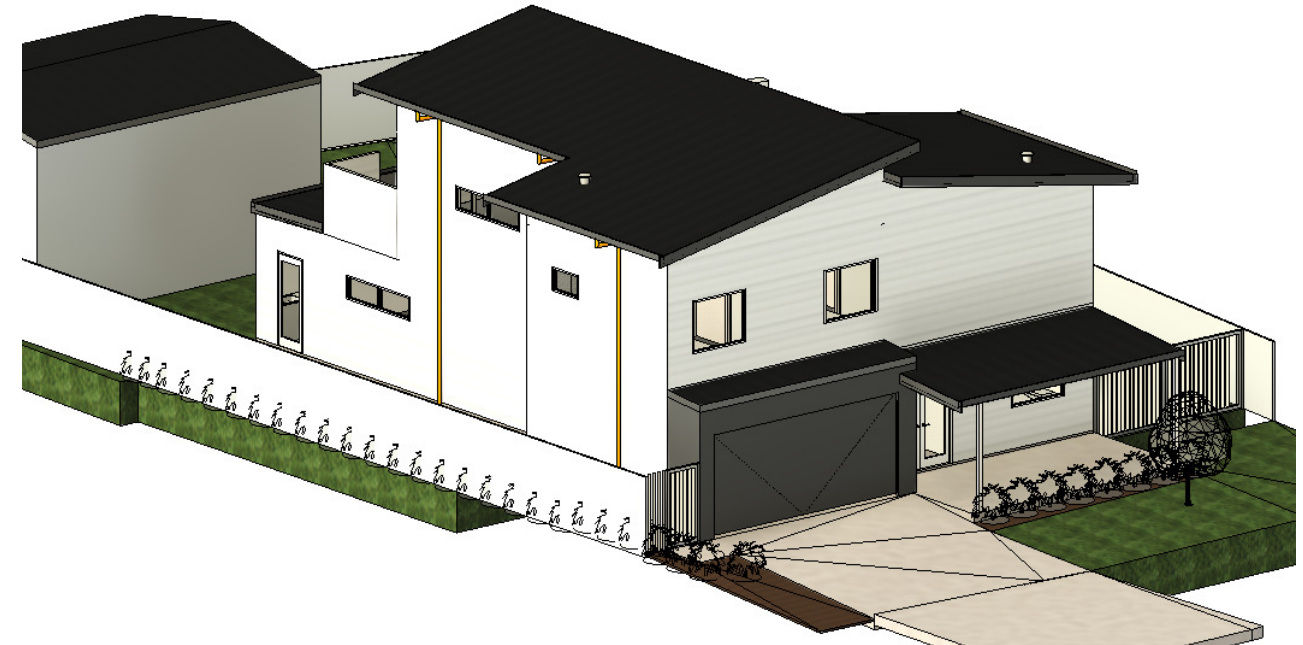
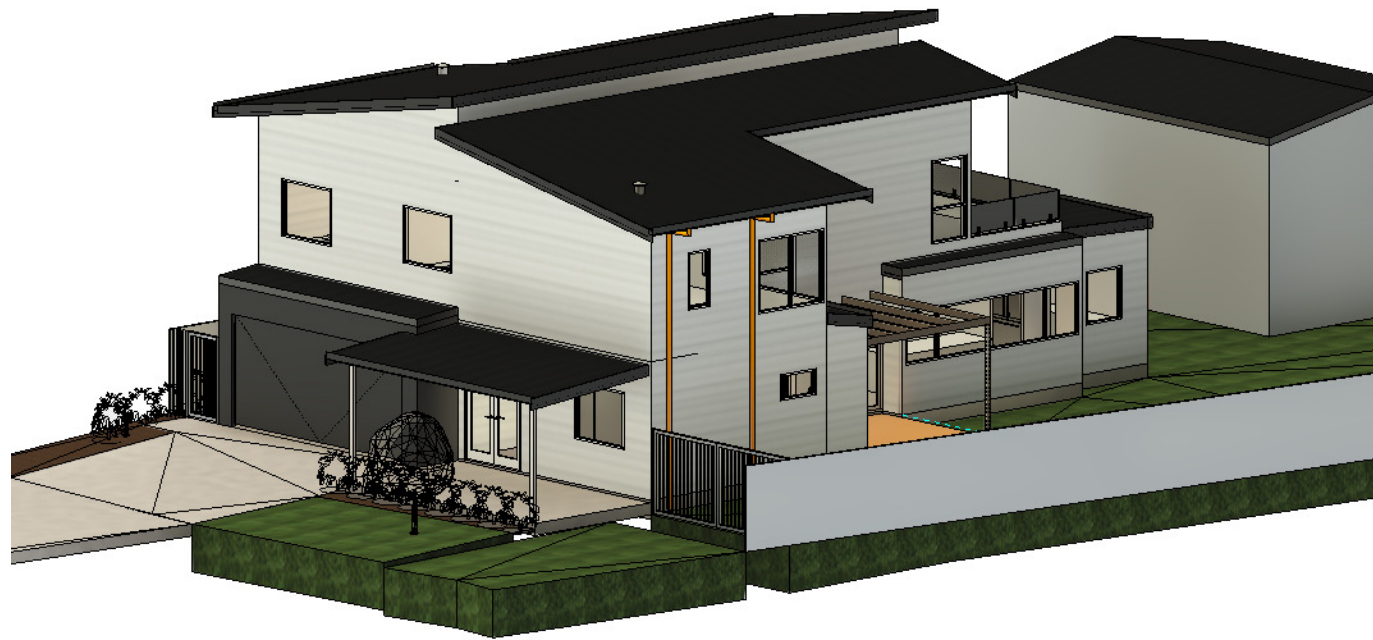
**02** DEVELOPMENT  
APPROVAL  
DRAWINGS

**HAMILTON RESIDENCE**  
40 WORTHINGTON STREET,  
GREEN HEADS (LOT 741)

JOB No: 006  
DRG No: A3.03  
REVISION: C  
SCALE: 1:50 @ A1

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TITLE  
SECTIONS



M: 0431767770  
E: ethan.maguire@btinternet.com

# 02 DEVELOPMENT APPROVAL DRAWINGS

**HAMILTON RESIDENCE**  
40 WORTHINGTON STREET,  
GREEN HEADS (LOT 741)

JOB No. 006  
DRG No. A4.02  
REVISION: C  
SCALE: @ A1

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TITLE  
**3D PERSPECTIVES**

**11.1.4 MOU - COOROW PLAY GROUP**

<b>Reporting Officer:</b>	<b>C Van Den Heever, Asset &amp; Project Manager</b>
<b>Responsible Executive:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Review:** When Council reviews decisions made by officers.

**REPORT PURPOSE**

To seek Council approval to enter a new Memorandum of Understanding for the relocation of the community playgroup to Maley Park.

**BACKGROUND**

The playgroup requires a new location to better support activities and community participation. Maley Park has been identified as a suitable venue.

**COMMENT**

A new Memorandum of Understanding is required to formalise the use of Maley Park by the playgroup. The agreement will outline responsibilities, facility access, maintenance expectations, and shared-use arrangements to ensure clear management and ongoing community benefit.

**STAKEHOLDER ENGAGEMENT**

Consultation has been undertaken with playgroup representatives, Council staff, and relevant community user groups regarding the proposed relocation and facility arrangements.

**STATUTORY ENVIRONMENT**

The proposal is consistent with the requirements of the Local Government Act and Council responsibilities relating to community facilities and public liability.

**STRATEGIC IMPLICATIONS**

The relocation supports Council's strategic objectives of strengthening community wellbeing, improving access to family-friendly facilities, and encouraging local participation.

**POLICY IMPLICATIONS**

The proposal aligns with Council policies relating to community facility use, asset management, and partnerships with community organisations.

**FINANCIAL IMPLICATIONS**

The relocation arrangement will be reflected in council's fees and charges schedule, with the facility hire fee set at \$65 per week.

**RISK IMPLICATIONS**

Risks relating to shared facility use, maintenance responsibilities, and scheduling conflicts will be managed through the new Memorandum of Understanding and ongoing communication with stakeholders.

**ATTACHMENTS****1. Play Group Memorandum of Understanding [↓](#)****RESOLUTION OCM-2026/061**

**Moved:** Cr G Censi

**Seconded:** Cr C Hassell

That Council approves entering into a new Memorandum of Understanding with the Playgroup for the use of facilities at Maley Park, with applicable fees and charges set at \$65 per week.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington and Cr L Van Den Heever

Against: Cr D Melbin

**CARRIED 5/1**  
**Simple Majority**

Wednesday 18<sup>th</sup> March 2026

To Whom This May Concern,

Coorow Playgroup currently runs a successful toddler gym program known as *Run Riot*, on a Friday morning at Coorow Town Hall. We have been working alongside the Coorow Resource Centre (CRC) since 2022 to provide a weekly activity that supports the development of children socially, physically and emotionally, as well as giving families an opportunity to connect. The CRC are looking to utilise the hall more often with events and performances within the hall and on the stage. This will reduce our storage area, the ease of accessibility for our equipment and regular use of the hall.

We would like to propose the following idea...

Coorow Playgroup move their Run Riot to Maley Park, storing the equipment in the creche room inside the building. We would require access to the building and toilets for two hours on a Friday Morning from 9:30am to 11:30am during the school term. We would also require the door to the creche room to be lockable to prevent misuse or damage of our equipment.

We currently pay a fee to the CRC to use the hall and store our equipment. We would be more than happy to continue paying a fee to use Maley Park as well. Coorow is the only town that provides a soft play, toddler kinder gym in the area. Families travel from Carnamah, Watheroo, Latham and Coorow surrounds to attend each week and we would love for Run Riot to continue.

Maley Park would be a great location to relocate Run Riot too as there is a large space and suitable facilities that would accommodate all families. We have had three new families join our playgroup this year and it would be disappointing to see this much-loved program come to an end.

We look forward to hearing from you.

Kind Regards,

Laura Rudd  
President Coorow Playgroup  
0409 722 858

**11.1.5 PROPOSED REPORT TO NORTHERN COUNTRY ZONE MEETING**

<b>Reporting Officer:</b>	M Maxfield, Chief Executive Officer
<b>Responsible Executive:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>File Reference:</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Advocacy:** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

**REPORT PURPOSE**

For Council to endorse the submission "Request for an Inland, Centrally Located, Wind-Rated Evacuation Centre for Midwest Residents" to the WALGA Northern Country Zone and District Emergency Management Committee.

**BACKGROUND**

Events with the recent Severe Tropical Cyclone Narelle raised several concerns with the quality and quantity of suitable evacuation centres, suitable for cyclonic weather, anywhere south of Geraldton with the next closest centre being in the metropolitan area.

Forecasts indicated the potential for impacts extending across a very large portion of the Western Australian coastline due to the cyclone's unusual size, longevity, and southward track.

As TC Narelle redeveloped northwest of Broome on 25 March 2026, forecasting models showed the system strengthening rapidly while remaining offshore and tracking parallel to the Pilbara coast. This raised concern because the cyclone's circulation expanded significantly, meaning damaging weather extended far from the cyclone centre.

Forecast modelling for Severe Tropical Cyclone Narelle raised significant concerns regarding the potential need for widespread evacuations along the Midwest coastline from Geraldton to Jurien Bay including several inland towns. With predictions indicating damaging winds, storm surge, coastal inundation and prolonged hazardous conditions extending unusually far south, emergency management agencies faced the possibility of relocating large numbers of residents and visitors from vulnerable inland and coastal communities. A major concern identified during planning was the lack of suitably rated evacuation centres capable of safely accommodating large populations during a severe tropical cyclone event. Many existing community facilities within the region are not designed to withstand category-rated cyclone conditions, creating challenges for emergency

sheltering, logistics, and the protection of displaced residents should a large-scale evacuation have been required.

This has identified the need for the planning, funding, and development of a **centrally located, inland, wind-rated evacuation centre** to support communities across the Midwest region in response to the **increasing frequency and intensity of cyclone-related weather events driven by climate change**.

Recent climate modelling and on-ground experience have shown that Midwest residents are facing heightened vulnerability due to:

- **Escalating cyclone activity** moving further south and inland
- **Inadequate existing evacuation centre infrastructure**, much of which is not wind-rated to contemporary standards
- **Geographic dispersion of small communities**, many of which lack accessible, safe evacuation options
- **Increased population exposure** due to regional growth and essential industries operating in high-risk zones
- **Vulnerability** of residential building design that is insufficiently engineered to withstand damaging or destructive winds

Given these emerging risks, an inland evacuation centre would provide a **critical resilience asset** for the region. The proposed facility should include:

- **Cyclone/wind-rated structural design** meeting or exceeding current wind-loading standards
- **Capacity for multi-community evacuation**, including accommodation, medical space, and essential services
- **Backup power generation**, water storage, and communication systems
- **Accessibility for vulnerable populations**, including the elderly, people with disabilities, and families with young children
- **Functionality as a community hub** during non-emergency periods, supporting training, education, and resilience programs

## COMMENT

It is proposed that Council support the attached submission and endorse the CEO to request WALGA include it in the next Northern Country Zone meeting and request

That WALGA advocate and request that the relevant authorities undertake:

1. A **feasibility assessment** for site selection and design
2. **Community consultation** across affected Midwest towns
3. **Budget allocation** for planning and construction
4. Integration of the centre into the region's **disaster resilience and climate adaptation framework**

**STAKEHOLDER ENGAGEMENT**

Shire’s of Coorow and Carnamah Joint Local Emergency Management Committee

Shire’s of Coorow, Carnamah and Irwin CESM

**STATUTORY ENVIRONMENT**

Emergency management Act 2005

Local Government Act 1995

**STRATEGIC IMPLICATIONS**

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
	Evacuation Centres can accommodate community needs and the community understands how to respond to emergencies / natural disasters

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Nil

**ATTACHMENTS**

1. Zone Agenda Item Centrally Located Wind Rated Evacuation Centre for Midwest Residents



<b>RESOLUTION</b> <b>OCM-2026/062</b>
<b>Moved:</b> Cr G Censi

**Seconded:** Cr D Melbin

That Council support the position and request to advocate for a centrally located wind rated evacuation centre in the Midwest and endorse the CEO to submit the attached agenda item to WALGA Northern Country Zone executive officer for inclusion in the next agenda.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Simple Majority**

**Request for an Inland, Centrally Located, Wind-Rated Evacuation Centre for Midwest Residents**

*By Shire of Coorow*

**BACKGROUND**

Events with the recent Severe Tropical Cyclone Narelle raised several concerns with the quality and quantity of suitable evacuation centres, suitable for cyclonic weather, anywhere south of Geraldton with the next closest centre being in the metropolitan area.

Forecasts indicated the potential for impacts extending across a very large portion of the Western Australian coastline due to the cyclone's unusual size, longevity, and southward track.

As TC Narelle redeveloped northwest of Broome on 25 March 2026, forecasting models showed the system strengthening rapidly while remaining offshore and tracking parallel to the Pilbara coast. This raised concern because the cyclone's circulation expanded significantly, meaning damaging weather extended far from the cyclone centre.

Forecast modelling for Severe Tropical Cyclone Narelle raised significant concerns regarding the potential need for widespread evacuations along the Midwest coastline from Geraldton to Jurien Bay including several inland towns. With predictions indicating damaging winds, storm surge, coastal inundation and prolonged hazardous conditions extending unusually far south, emergency management agencies faced the possibility of relocating large numbers of residents and visitors from vulnerable inland and coastal communities. A major concern identified during planning was the lack of suitably rated evacuation centres capable of safely accommodating large populations during a severe tropical cyclone event. Many existing community facilities within the region are not designed to withstand category-rated cyclone conditions, creating challenges for emergency sheltering, logistics, and the protection of displaced residents should a large-scale evacuation have been required.

This has identified the need for the planning, funding, and development of a **centrally located, inland, wind-rated evacuation centre** to support communities across the Midwest region in response to the **increasing frequency and intensity of cyclone-related weather events driven by climate change**.

Recent climate modelling and on-ground experience have shown that Midwest residents are facing heightened vulnerability due to:

- **Escalating cyclone activity** moving further south and inland
- **Inadequate existing evacuation centre infrastructure**, much of which is not wind-rated to contemporary standards
- **Geographic dispersion of small communities**, many of which lack accessible, safe evacuation options
- **Increased population exposure** due to regional growth and essential industries operating in high-risk zones
- **Vulnerability** of residential building design that is insufficiently engineered to withstand damaging or destructive winds

Given these emerging risks, an inland evacuation centre would provide a **critical resilience asset** for the region. The proposed facility should include:

- **Cyclone/wind-rated structural design** meeting or exceeding current wind-loading standards
- **Capacity for multi-community evacuation**, including accommodation, medical space, and essential services
- **Backup power generation**, water storage, and communication systems

- **Accessibility for vulnerable populations**, including the elderly, people with disabilities, and families with young children
- **Functionality as a community hub** during non-emergency periods, supporting training, education, and resilience programs

This centre would significantly enhance regional disaster preparedness, reduce pressure on emergency services, and provide a safe, reliable refuge during extreme weather events. It would also align with broader climate adaptation strategies and long-term regional planning objectives.

I respectfully request that the relevant authorities undertake:

1. A **feasibility assessment** for site selection and design
2. **Community consultation** across affected Midwest towns
3. **Budget allocation** for planning and construction
4. Integration of the centre into the region's **disaster resilience and climate adaptation framework**

Thank you for considering this proposal. I look forward to further discussion on how we can work together to safeguard Midwest communities in the face of a changing climate.

#### RECOMMENDATION

That WALGA advocate and request that the relevant authorities undertake:

1. A **feasibility assessment** for site selection and design
2. **Community consultation** across affected Midwest towns
3. **Budget allocation** for planning and construction
4. Integration of the centre into the region's **disaster resilience and climate adaptation framework**

#### SECRETARIAT COMMENT

*This section will be completed by WALGA after the item is submitted for inclusion on the Agenda.*

**11.1.6 POLICY FIRE-003 BUSH FIRE ADVISORY COMMITTEE REVIEW**

<b>Reporting Officer:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>Responsible Executive:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>File Reference:</b>	<b>ADM0437</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Absolute Majority</b>

**COUNCIL'S ROLE:**

**Legislative:** Includes adopting local laws, local planning schemes and policies.

**REPORT PURPOSE**

For Council to review and adopt the proposed changes to policy FIRE-003 Bush Fire Advisory Committee

**BACKGROUND**

Under section 2.7 of the Local Government Act 1995, Council has adopted several policies to govern the local government's affairs. It is good practice to continually review the existing policies in view of changing legislation and requirements.

**COMMENT**

A review of policy FIRE-003 Bush Fire Advisory Committee has been undertaken and the proposed changes have been included in the attached draft policy

**STAKEHOLDER ENGAGEMENT**

CBFCO

Shire CESM

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Local Government Act 1995 s.2.7(2)(b) 2.7.*

*Role of council*

*(1) The council —*

*(a) governs the local government's affairs; and*

*(b) is responsible for the performance of the local government's functions.*

*(2) Without limiting subsection*

(1), the council is to —

(a) oversee the allocation of the local government's finances and resources; and

(b) determine the local government's policies.

### STRATEGIC IMPLICATIONS

STRATEGIC PRIORITIES	Outcome	Strategy
<p>Civic Leadership</p> <p>Leadership that provides strategic direction for the community, supported by efficient and effective service delivery.</p> <p>Governance and an effective organisation</p>	<p>4.3 Skilled and well supported team</p> <p>Effective Governance and Leadership</p>	<ul style="list-style-type: none"> <li>• Ensure governance policies and procedures are in accordance with legislative requirements</li> <li>• Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role</li> <li>• Develop and maintain risk management policies and procedures</li> </ul>

### POLICY IMPLICATIONS

As detailed in the attached draft policy

### FINANCIAL IMPLICATIONS

Nil

### RISK IMPLICATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<p>Governance:</p> <p>By adopting these policies, the Shire will become compliant with these provisions of the Local</p>	Possible	Moderate	Low	<p>Adopting the proposed amendments to this policy is low risk as it aligns with the Local Government Act 1995 and the</p>

Government Act 1995.				objectives of the policy.
----------------------	--	--	--	---------------------------

## ATTACHMENTS

### 1. Draft Policy FIRE-003 Bush Fire Advisory Committee [↓](#)

#### RESOLUTION OCM-2026/063

**Moved:** Cr L Van Den Heever

**Seconded:** Cr C Hassell

That Council adopts the proposed changes in the FIRE-003 Bush Fire Advisory Committee

That the Council revoke/rescind all previous versions of this policy;

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Absolute Majority**

## Bush Fire Advisory Committee

FIRE-003

<b>Responsible Department</b>	Office of the CEO
<b>Policy Owner</b>	Chief Executive Officer
<b>Resolution Number</b>	OCM 2023-124
<b>Resolution Date</b>	20 September 2023
<b>Old Policy Number</b>	4.1.6
<b>Register of Delegations</b>	N/A
<b>Relevant Legislation</b>	Local Government Act 1995 Bush Fires Act 1954 Bushfires Regulations 1954
<b>Link to Strategic Plan</b>	1.4 Support emergency services planning, risk mitigation, response and recovery
<b>Guidelines</b>	N/A
<b>Next Review</b>	

**Objective**

To manage and maintain bush fire organisation in accordance with part 9 (v) of the Bush Fires Act 1954 in order to provide adequate fire protection to those areas of the municipality within the bush fire district and to carry out an ongoing program of hazard reduction having due regard at all times for the preservation of the natural environment.

**Scope**

The policy applies to all bush fire control operations by Council.

**Policy**

A Bush Fire Advisory Committee will administer Council's Policies on matters relating to bush fire prevention, control and extinguishment, as provided for by Section 67 of the Bush Fires Act 1954.

The Bush Fire Advisory Committee shall be made up of the following positions:

- Chairperson - (Nominated Councillor)
- Chief Executive Officer or Deputy Chief Executive Officer
- Chief Bush Fire Control Officer (CBFCO)
- Deputy Chief Bush Fire Control Officer – East (DCBFCO East)
- Deputy Chief Bush Fire Control Officer – West (DCBFCO West)
- Community Emergency Services Manager (CESM)
- Two Officers from Each Bush Fire Brigade
- Department of Fire & Emergency Services Representative (DFES)
- Department of Parks and Wildlife Representative (DPAW)

The Bush Fire Advisory Committee Meeting will be held on the first Thursday in June at ~~2pm~~5pm, ~~in the Leeman Administration Office~~at the Warradarge Bush Fire Brigade meeting room each year, or as deemed necessary.

A quorum shall consist of five (5) members of the Committee.

Recommendations from the Advisory Committee Meeting will be presented to Council as soon as practical after each meeting.

\_\_\_\_\_  
Policy End

**11.1.7 REVIEW OF RESOLUTION - OCM-2025/061 - RECONSIDERATION OF SHIRE COMMUNITY GRANT BUDGET SUBMISSION 2025/2026 - COOROW/LATHAM NETBALL CLUB AND COOROW HERITAGE GROUP**

<b>Reporting Officer:</b>	<b>E Wilkin, Governance &amp; Executive Support Officer</b>
<b>Responsible Executive:</b>	<b>M Maxfield, Chief Executive Officer</b>
<b>File Reference:</b>	<b>N/A</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Review:** When Council reviews decisions made by officers.

**REPORT PURPOSE**

To present Council with a request to review OCM-2025/045 regarding the approval of the 2025/2026 Community Grant Budget Submission for The Coorow Heritage Group for Mr & Mrs Coorow – A Walk Through Time, as the event is no longer proceeding and the group has requested to rescind the approved grant amount of \$2,524.

**BACKGROUND**

Council approved in the 2025/2026 Community Grant Budget Submission at the June 2025 Council Meeting \$2,524 to go to the Coorow Heritage Group for the Mr & Mrs Coorow – A Walk Through Time. An extract of the resolution from the June 2025 Council Meeting is included below:

<b>RESOLUTION</b>	<b>OCM-2025/061</b>
<b>Moved:</b>	Cr J P Comley
<b>Seconded:</b>	Cr G Stangl
That Council resolve to SUPPORT the funding of the following projects and amounts as requested to a total of \$6,691.34 and for these amounts to be included in the 2025/2026 Annual Budget:	
	1. \$1,691.34 to Coorow Latham Netball Club
	2. \$2,524 to Coorow Heritage Group, with additional in-kind support to be provided by the Shire, including: traffic management, venue hire, PA system, tables & chairs
	<b>CARRIED 5/0</b>
	<b>Simple Majority</b>

Following this, The Coorow Heritage Group will no longer be hosting this event. Attached is a letter received from the President of The Coorow Heritage Group, included at Attachment 1.

**COMMENT**

As the Coorow Heritage Group has advised that the event *Mr & Mrs Coorow – A Walk Through Time* will no longer proceed, it is appropriate for Council to rescind the previously approved 2025/2026 Community Grant allocation of \$2,524. Rescinding the allocation will ensure the Community Grant Budget accurately reflects projects that are proceeding and that unspent funds remain available within the Shire's budget.

**STAKEHOLDER ENGAGEMENT**

Coorow Heritage group

Executive Staff

**STATUTORY ENVIRONMENT**

Nil

**STRATEGIC IMPLICATIONS**

Community Grant Guidelines

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

\$2,524 won't be expended in the 2025/26 budget.

**RISK IMPLICATIONS**

Nil

**ATTACHMENTS****1. Attachment 1** [↓](#)**RESOLUTION OCM-2026/064**

**Moved:** Cr G Censi

**Seconded:** Cr D Melbin

That Council:

Rescinds the 2025/2026 Community Grant allocation of \$2,524 to the Coorow Heritage Group for Mr & Mrs Coorow – A Walk Through Time, as the event will no longer proceed.

**In Favour:** Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

**Against:** Nil

**CARRIED 6/0**  
**Simple Majority**

**COOROW HERITAGE GROUP INC**

Poynton Parade, Coorow, WA 6515

[christel.niekerk@gmail.com](mailto:christel.niekerk@gmail.com)

0427 977 020

Dear Shire of Coorow,

Please be advised that our group, Coorow District Pageants – A Walk Through Time, has decided not to proceed with the event. As a result, we will no longer require the grant funding that was allocated to us for this project.

Thank you for your support and consideration.

Kind regards,

Christel van den Heever

On behalf of the Coorow Heritage Group President

**11.2 DEPUTY CHIEF EXECUTIVE OFFICER****11.2.1 LIST OF PAYMENTS MADE FROM THE MUNICIPAL FUND FOR THE MONTH OF APRIL 2026**

<b>Reporting Officer:</b>	<b>N Burley, Finance Officer - Accounts</b>
<b>Responsible Executive:</b>	<b>S Atkinson, Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>ADM0652</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Review:** When Council reviews decisions made by officers.

**REPORT PURPOSE**

For Council to accept the list of accounts paid since the last list was prepared.

**BACKGROUND**

The Chief Executive Officer has been delegated authority to make payments from the Municipal account. The Local Government (Financial Management) Regulations 1996 require a list of payments made under delegated authority to be prepared each month and presented to the next ordinary meeting of Council following the preparation of the list.

**COMMENT**

The list has been prepared showing payments made under delegation during the month of April 2026.

**STAKEHOLDER ENGAGEMENT**

Nil

**STATUTORY ENVIRONMENT**

*Local Government (Financial Management) Regulations 1996*  
*-s13 List of accounts*

**STRATEGIC IMPLICATIONS**

<b>STRATEGIC PRIORITIES</b>	<b>Outcome</b>	<b>Strategy</b>
4. Civic Leadership Leadership that provides strategic direction for the	4.3 Skilled and well supported team	<ul style="list-style-type: none"> <li>External audits and reviews confirm compliance to ensure governance policies</li> </ul>

community, supported by efficient and effective service delivery.		and procedures are in accordance with legislative requirements
---	--	--

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<p>Legal &amp; Compliance:</p> <p>In accordance with section 6.8 of the Local Government Act 1995, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.</p>	Rare	Minor	Low	<p>Expenditure to only be incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.</p> <p>This review process should help to ensure that payments are always made under the correct authority</p>

**ATTACHMENTS**

**1. List of Accounts paid April 2026** [↓](#)

<b>RESOLUTION</b>	<b>OCM-2026/065</b>		
<b>Moved:</b>	Cr D Melbin		
<b>Seconded:</b>	Cr C Hassell		
That Council notes			
1.	That the list of accounts paid under delegated authority for the month of April 2026 as presented be accepted.		
<b>EFTs</b>	<b><u>EFT23723 – EFT23827</u></b>		<b>\$626,660.45</b>
<b>Cheques</b>	<b>60 - 61</b>		<b>\$107.50</b>
<b>Payroll DD's</b>	<b>8/04/2026, 22/04/2026</b>		<b>\$203,986.38</b>
<b>Direct Debits</b>	<b>DD33007.1, DD32994.1, DD32994.2, DD33004.1</b>		<b>\$198,704.93</b>
	<b>TOTAL</b>		<b>\$1,029,459.26</b>
<b><u>In Favour:</u></b>	Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever		
<b><u>Against:</u></b>	Nil		
			<b>CARRIED 6/0</b>
			<b>Simple Majority</b>

## List of Accounts paid from Municipal Funds - April 2026

Chq/EFT	Date	Name	Amount
EFT23723	08/04/2026	CORSIGN WA PTY LTD	\$ 39.60
EFT23724	08/04/2026	TEAM GLOBAL EXPRESS PTY LTD (TOLL)	\$ 536.93
EFT23725	08/04/2026	NAPA AUTO PARTS	\$ 179.60
EFT23726	08/04/2026	RANGER SERVICES OF WESTERN AUSTRALIA (ATF THE WINTERFALLS TRUST)	\$ 9,666.25
EFT23727	08/04/2026	INFOCOUNCIL PTY LTD	\$ 1,980.00
EFT23728	08/04/2026	GREEN HEAD GALLERY CAFE (K & D O'BRIEN PTY LTD FAMILY TRUST)	\$ 544.50
EFT23729	08/04/2026	GLH PLUMBING AND GAS	\$ 1,631.44
EFT23730	08/04/2026	SHERRIN RENTALS PTY LTD	\$ 10,373.00
EFT23731	08/04/2026	BRUCE ROCK ENGINEERING	\$ 924.31
EFT23732	08/04/2026	NORTHSTAR ASSET TRUST T/A ARTISTRALIA	\$ 275.00
EFT23733	08/04/2026	JORJA DOHNT	\$ 418.03
EFT23734	08/04/2026	SHAYNE WASS	\$ 75.00
EFT23735	08/04/2026	WATERSHED ENTERPRISE SOLUTIONS PTY LTD	\$ 353.58
EFT23736	08/04/2026	HALSALL & ASSOCIATES PTY LTD	\$ 7,276.50
EFT23737	08/04/2026	INTEGRATED ICT (MARKET CREATIONS TECHNOLOGY PTY LTD)	\$ 8,191.15
EFT23738	08/04/2026	JULIE GREEN	\$ 90.00
EFT23739	08/04/2026	SHANNON LEIGH	\$ 7,000.00
EFT23740	08/04/2026	PRINT FINISHING LINE	\$ 906.40
EFT23741	08/04/2026	ROAD RUNNER MECHANICAL SERVICES	\$ 1,909.73
EFT23742	08/04/2026	DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT AGENCY)	\$ 669.07
EFT23743	08/04/2026	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY (BSL)	\$ 4,950.00
EFT23744	08/04/2026	BOC GASES	\$ 53.78
EFT23745	08/04/2026	BEAN KL	\$ 948.62
EFT23746	08/04/2026	TUTT BRYANT EQUIPMENT	\$ 1,317.64
EFT23747	08/04/2026	REDMACH PTY LTD	\$ 550.00
EFT23748	08/04/2026	GERALDTON LOCK & KEY SPECIALISTS (MOODY L & K PTY LTD T/A)	\$ 46,676.24
EFT23749	08/04/2026	GERRARD HYDRAULICS A DIVISION OF FLUICONNECTO RYCO	\$ 1,939.30
EFT23750	08/04/2026	GERALDTON INDUSTRIAL SUPPLIES - ATOM SUPPLY	\$ 1,146.70
EFT23751	08/04/2026	GREAT SOUTHERN FUELS	\$ 28,247.71
EFT23752	08/04/2026	HARE & FORBES MACHINERY HOUSE	\$ 534.00
EFT23753	08/04/2026	HIMAC ATTACHMENTS	\$ 4,584.80
EFT23754	08/04/2026	LEEMAN COUNTRY & SPORTING CLUB INC (SPORTS ACCOUNT)	\$ 251.50
EFT23755	08/04/2026	LANDGATE	\$ 18.60
EFT23756	08/04/2026	LEEMAN VOLUNTEER MARINE RESCUE SERVICES WA (INC)	\$ 500.00
EFT23757	08/04/2026	G & D MALEY	\$ 300.00
EFT23758	08/04/2026	MAIN STREET HARDWARE COOROW	\$ 840.76
EFT23759	08/04/2026	NOVUS AUTOGLASS MIDWEST (INGHAM WAY PTY LTD)	\$ 1,200.00
EFT23760	08/04/2026	OFFICEWORKS BUSINESS DIRECT	\$ 167.63
EFT23761	08/04/2026	SHIRE OF COOROW	\$ 15.00
EFT23762	08/04/2026	SYNERGY	\$ 210.23
EFT23763	08/04/2026	ST JOHN AMBULANCE WA (GERALDTON)	\$ 3,547.96
EFT23764	08/04/2026	AFGRI (CARNAMAH)	\$ 1,079.67
EFT23765	08/04/2026	WESTRAC EQUIPMENT	\$ 14,727.61
EFT23766	08/04/2026	WREN OIL	\$ 528.00
EFT23767	08/04/2026	WATER CORPORATION	\$ 265.63
EFT23768	08/04/2026	WHITES (BARARA) PTY LTD	\$ 9,165.00
EFT23769	10/04/2026	SETTLEWEST PTY LTD	\$ 174,176.16

Chq/EFT	Date	Name	Amount
EFT23770	20/04/2026	HELENS CLEANING SERVICE	\$ 360.00
EFT23771	20/04/2026	TEAM GLOBAL EXPRESS PTY LTD (TOLL)	\$ 246.14
EFT23772	20/04/2026	GIULIA STANGLE	\$ 2,337.50
EFT23773	20/04/2026	ABLE SALES PTY LTD T/AS ABLE POWER	\$ 50.00
EFT23774	20/04/2026	MOTORPASS	\$ 814.87
EFT23775	20/04/2026	MAXIMUM IMPACT	\$ 137.50
EFT23776	20/04/2026	FEGAN BUILDING SURVEYING	\$ 1,980.00
EFT23777	20/04/2026	RANGER SERVICES OF WESTERN AUSTRALIA (ATF THE WINTERFALLS TRUST)	\$ 9,405.00
EFT23778	20/04/2026	TANZILA WATY	\$ 180.00
EFT23779	20/04/2026	TASK EXCHANGE PTY LTD	\$ 4,015.00
EFT23780	20/04/2026	GLH PLUMBING AND GAS	\$ 2,702.16
EFT23781	20/04/2026	TVH AUSTRALIA PTY LTD	\$ 260.57
EFT23782	20/04/2026	LG BEST PRACTICES PTY LTD	\$ 1,980.00
EFT23783	20/04/2026	SULLIVAN LOGISTICS PTY LTD	\$ 54.09
EFT23784	20/04/2026	QHSE INTEGRATED SOLUTIONS PTY LTD (T/A SKYTRUST)	\$ 493.90
EFT23785	20/04/2026	FAMILY SHOPPING CENTRE (KEENE & YULI ENTERPRISES PTY LTD)	\$ 500.92
EFT23786	20/04/2026	AUSTRALIA POST COOROW (KEENE & YULI ENTERPRISES PTY LTD)	\$ 53.65
EFT23787	20/04/2026	HALSALL & ASSOCIATES PTY LTD	\$ 4,801.50
EFT23788	20/04/2026	INTEGRATED ICT (MARKET CREATIONS TECHNOLOGY PTY LTD)	\$ 5,930.08
EFT23789	20/04/2026	CODE RESEARCH PTY LTD T/A PWD	\$ 752.40
EFT23790	20/04/2026	DIRK GERICKE	\$ 1,150.00
EFT23791	20/04/2026	GENE ROBERT HANNINGTON	\$ 900.00
EFT23792	20/04/2026	COLIN DAVID HASSELL	\$ 1,150.00
EFT23793	20/04/2026	THE PACIFIC GROUP PTY LTD - GREEN HEAD GENERAL STORE	\$ 275.28
EFT23794	20/04/2026	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	\$ 244.00
EFT23795	20/04/2026	DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT AGENCY)	\$ 669.07
EFT23796	20/04/2026	AVON WASTE	\$ 29,539.17
EFT23797	20/04/2026	AMPAC DEBT RECOVERY	\$ 44.00
EFT23798	20/04/2026	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY (BSL)	\$ 815.70
EFT23799	20/04/2026	CENTREBREAK BEACH STAY (CHIPINDU FAMILY TRUST)	\$ 198.00
EFT23800	20/04/2026	DYNAMITE DINER	\$ 187.50
EFT23801	20/04/2026	4PARK PTY LTD (FORPARK AUSTRALIA)	\$ 2,351.28
EFT23802	20/04/2026	FRONTLINE FIRE & RESCUE EQUIPMENT	\$ 6,757.27
EFT23803	20/04/2026	GERALDTON INDUSTRIAL SUPPLIES - ATOM SUPPLY	\$ 36.91
EFT23804	20/04/2026	LUHAN VAN DEN HEEVER	\$ 1,150.00
EFT23805	20/04/2026	LEWIS MOTORS	\$ 1,533.47
EFT23806	20/04/2026	NUTRIEN AG SOLUTIONS LTD	\$ 1,301.30
EFT23807	20/04/2026	LANDGATE	\$ 9.30
EFT23808	20/04/2026	MOORA TOYOTA	\$ 564.43
EFT23809	20/04/2026	DURWIN BRIAN MELBIN	\$ 1,150.00
EFT23810	20/04/2026	MCDONALDS WHOLESALERS (BDP DISTRIBUTION PTY LTD)	\$ 778.35
EFT23811	20/04/2026	MAIN STREET HARDWARE COOROW	\$ 51.36
EFT23812	20/04/2026	NIGEL'S SERVICE CENTRE	\$ 2,475.00
EFT23813	20/04/2026	OFFICEWORKS BUSINESS DIRECT	\$ 453.44
EFT23814	20/04/2026	RICOH FINANCE	\$ 421.86
EFT23815	20/04/2026	SHIRE OF COOROW	\$ 20.00
EFT23816	20/04/2026	SEASIDE SUPPLIES	\$ 213.25
EFT23817	20/04/2026	SYNERGY	\$ 4,384.61
EFT23818	20/04/2026	STEWART & HEATON CLOTHING PTY LTD	\$ 6,642.16
EFT23819	20/04/2026	GUY CHARLES SIMS (COUNCIL PAYMENTS)	\$ 6,940.00

Chq/EFT	Date	Name	Amount
EFT23820	20/04/2026	TELSTRA LIMITED (CORPORATION)	\$ 2,374.01
EFT23821	20/04/2026	WESTRAC EQUIPMENT	\$ 1,540.30
EFT23822	20/04/2026	WREN OIL	\$ 308.00
EFT23823	20/04/2026	WATER CORPORATION	\$ 25,853.92
EFT23824	23/04/2026	SUE MCARTHUR	\$ 100.00
EFT23825	23/04/2026	JAKE O'HARA	\$ 75.00
EFT23826	23/04/2026	AUSTRALIAN TAXATION OFFICE	\$ 98,444.00
EFT23827	23/04/2026	COOROW FUEL SUPPLY	\$ 37,520.60
		<b>TOTAL EFT PAYMENTS</b>	<b>\$ 626,660.45</b>
60	08/04/2026	PAYROLL DEDUCTIONS/CONTRIBUTIONS	\$ 108,839.25
61	22/04/2026	PAYROLL DEDUCTIONS/CONTRIBUTIONS	\$ 95,147.13
		<b>TOTAL PAYROLL PAYMENTS</b>	<b>\$ 203,986.38</b>
60	08/04/2026	SHIRE OF COOROW	\$ 53.75
61	22/04/2026	SHIRE OF COOROW	\$ 53.75
		<b>TOTAL CHEQUE PAYMENTS</b>	<b>\$ 107.50</b>
DD33007.1	31/03/2026	COMMONWEALTH BANK	\$ 11,657.70
DD32994.2	02/04/2026	TELSTRA LIMITED (CORPORATION)	\$ 72.90
DD32994.1	11/04/2026	TELSTRA LIMITED (CORPORATION)	\$ 52.90
DD33004.1	27/04/2026	WA TREASURY CORPORATION	\$ 186,921.43
		<b>TOTAL DIRECT DEBITS</b>	<b>\$ 198,704.93</b>
		<b>TOTAL PAYMENTS</b>	<b>\$ 1,029,459.26</b>

**11.2.2 LIST OF ACCOUNTS PAID USING TRANSACTION CARDS - APRIL 2026**

<b>Reporting Officer:</b>	<b>N Burley, Finance Officer - Accounts</b>
<b>Responsible Executive:</b>	<b>S Atkinson, Deputy Chief Executive Officer</b>
<b>File Reference:</b>	<b>ADM0352</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Voting Requirement:</b>	<b>Simple Majority</b>

**COUNCIL'S ROLE:**

**Review:** When Council reviews decisions made by officers.

**REPORT PURPOSE**

To present the list of payments made by authorised employees using credit and fuel cards for the period of April 2026.

**BACKGROUND**

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* requires a list of payments made using credit, debit or other purchasing cards to be presented to Council at the next ordinary meeting of Council after the list has been prepared. Regulations prescribe the information to be contained in the report.

Where appropriate, officers have been authorised to make payments using credit cards in accordance with the Corporate Credit Card Policy FIN-004. The CEO has also authorised all staff to use fuel cards assigned to Shire vehicles for purchasing of fuel to meet operational requirements. All staff are required to sign a fuel card agreement and act in accordance with said agreement. The list of payments made by authorised employees using transaction cards has been prepared for all payments made since the previous period reported.

**COMMENT**

Payments using credit and fuel cards for the Month of April 2026 is as per below.

<b>Payment Type</b>	<b>Reference/Description</b>	<b>Combined Total</b>
<b>Fuel Cards</b>	<b>EFT23774 – Motorpass</b>	<b>\$814.87</b>
<b>Fuel Cards</b>	<b>EFT23827 – Coorow Fuel</b>	<b>\$37,520.60</b>
<b>Credit Card</b>	<b>DD32980.1 – Credit Cards</b>	<b>\$11,657.70</b>

Attachment 1 provides the detail required by legislation.

**STAKEHOLDER ENGAGEMENT**

Nil

**STATUTORY ENVIRONMENT**

*Local Government (Financial Management) Regulations 1996*

13A. Payments by employees via purchasing cards

**STRATEGIC IMPLICATIONS**

The list of transaction cards report has been prepared having regard to the Shire of Coorow's Integrated Strategic Plan 2022 -2032, adopted by Council.

STRATEGIC PRIORITIES	Outcome	Strategy
4. Civic Leadership Leadership that provides strategic direction for the community, supported by efficient and effective service delivery.	4.3 Skilled and well supported team	<ul style="list-style-type: none"> <li>External audits and reviews confirm compliance to ensure governance policies and procedures are in accordance with legislative requirements</li> </ul>

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: In accordance with section 6.8 of the Local Government Act 1995, a local government is not to incur expenditure from	Rare	Minor	Low	Expenditure to only be incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

<p>its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.</p>				<p>This review process should help to ensure that payments are always made under the correct authority</p>
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**ATTACHMENTS**

**1. List of Accounts paid using transaction cards April 2026 [↓](#)**

<p><b>RESOLUTION    OCM-2026/066</b></p> <p><b>Moved:</b>        Cr G Censi</p> <p><b>Seconded:</b>    Cr G Hannington</p> <p>That Council receives the list of payments made using credit and fuel cards for the Month of April 2026 as listed in Attachment 1.</p> <p><u>In Favour:</u>    Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever</p> <p><u>Against:</u>        Nil</p> <p style="text-align: right;"><b>CARRIED 6/0</b> <b>Simple Majority</b></p>
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## List of Accounts paid using Transaction Cards - April 2026

CHEQUE/EFT	DATE	TRANSACTION	AMOUNT
<b>FUEL CARDS</b>			
EFT23774	20/04/2026	FUEL CARD #77010170 - CW0044	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #78334652 - CW0052	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #78334660 - CW0045	\$ 567.76
EFT23774	20/04/2026	FUEL CARD #78334660 - CW0045	\$ 0.83
EFT23774	20/04/2026	FUEL CARD #78334660 - CW0045	\$ 63.06
EFT23774	20/04/2026	FUEL CARD #78334660 - CW0045	\$ 0.83
EFT23774	20/04/2026	FUEL CARD #78334660 - CW0045	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #79502273 - CW0053	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #83002633 - CW0042	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #52733754 - CW0051	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #86841326 - CW0043	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #61935002 - CW0038	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #62361851 - CW0055	\$ 113.86
EFT23774	20/04/2026	FUEL CARD #62361851 - CW0055	\$ 0.83
EFT23774	20/04/2026	FUEL CARD #62361851 - CW0055	\$ 6.77
EFT23774	20/04/2026	FUEL CARD #77938255 - CW001	\$ 6.77
<b>TOTAL PAID TO MOTORPASS</b>			<b>\$ 814.87</b>
EFT23827	23/04/2026	DIESEL (64.86 LTRS) MARCH 2026 - CW000	\$ 185.15
EFT23827	23/04/2026	DIESEL (89.92 LTRS) MARCH 2026 - CW000	\$ 256.69
EFT23827	23/04/2026	DIESEL (65.28 LTRS) MARCH 2026 - CW000	\$ 186.35
EFT23827	23/04/2026	DIESEL (77.45 LTRS) MARCH 2026 - CW00	\$ 221.09
EFT23827	23/04/2026	DIESEL (62.59 LTRS) MARCH 2026 - CW00	\$ 178.67
EFT23827	23/04/2026	DIESEL (31.15 LTRS) MARCH 2026 - CW001	\$ 88.92
EFT23827	23/04/2026	DIESEL (32.72 LTRS) MARCH 2026 - CW001	\$ 93.40
EFT23827	23/04/2026	DIESEL (33.82 LTRS) MARCH 2026 - CW001	\$ 96.54
EFT23827	23/04/2026	DIESEL (33.12 LTRS) MARCH 2026 - CW001	\$ 94.55
EFT23827	23/04/2026	DIESEL (13.44 LTRS) MARCH 2026 - CW001	\$ 38.37
EFT23827	23/04/2026	DIESEL (47.17 LTRS) MARCH 2026 - CW001	\$ 134.65
EFT23827	23/04/2026	DIESEL (15.68 LTRS) MARCH 2026 - CW001	\$ 44.77
EFT23827	23/04/2026	DIESEL (55.11 LTRS) MARCH 2026 - CW001	\$ 157.32
EFT23827	23/04/2026	DIESEL (44.16 LTRS) MARCH 2026 - CW002	\$ 126.06
EFT23827	23/04/2026	DIESEL (20.97 LTRS) MARCH 2026 - CW002	\$ 59.86
EFT23827	23/04/2026	DIESEL (51.76 LTRS) MARCH 2026 - CW002	\$ 147.75
EFT23827	23/04/2026	DIESEL (33.38 LTRS) MARCH 2026 - CW002	\$ 95.29
EFT23827	23/04/2026	DIESEL (30.29 LTRS) MARCH 2026 - CW002	\$ 86.47
EFT23827	23/04/2026	DIESEL (54.08 LTRS) MARCH 2026 - CW002	\$ 154.38
EFT23827	23/04/2026	DIESEL (38.34 LTRS) MARCH 2026 - CW002	\$ 109.45
EFT23827	23/04/2026	DIESEL (43.88 LTRS) MARCH 2026 - CW002	\$ 125.26
EFT23827	23/04/2026	DIESEL (36.66 LTRS) MARCH 2026 - CW002	\$ 104.65
EFT23827	23/04/2026	DIESEL (34.17 LTRS) MARCH 2026 - CW002	\$ 97.54
EFT23827	23/04/2026	DIESEL (32.52 LTRS) MARCH 2026 - CW0023	\$ 92.83
EFT23827	23/04/2026	DIESEL (50.21 LTRS) MARCH 2026 - CW0023	\$ 143.33
EFT23827	23/04/2026	DIESEL (19.05 LTRS) MARCH 2026 - CW0023	\$ 54.38
EFT23827	23/04/2026	DIESEL (40.26 LTRS) MARCH 2026 - CW0023	\$ 114.93
EFT23827	23/04/2026	DIESEL (59.99 LTRS) MARCH 2026 - CW0023	\$ 171.25

CHEQUE/EFT	DATE	TRANSACTION	AMOUNT
EFT23827	23/04/2026	DIESEL (58.80 LTRS) MARCH 2026 - CW0023	\$ 167.86
EFT23827	23/04/2026	DIESEL (13.75 LTRS) MARCH 2026 - CW0043	\$ 39.26
EFT23827	23/04/2026	DIESEL (23.36 LTRS) MARCH 2026 - CW0043	\$ 66.68
EFT23827	23/04/2026	DIESEL (43.24 LTRS) MARCH 2026 - TANKER CW0023	\$ 123.44
EFT23827	23/04/2026	DIESEL (350.97 LTRS) MARCH 2026 - TANKER CW0023	\$ 1,001.89
EFT23827	23/04/2026	DIESEL (32.62 LTRS) MARCH 2026 - TANKER CW0023	\$ 93.12
EFT23827	23/04/2026	DIESEL (51.09 LTRS) MARCH 2026 - TANKER CW0023	\$ 145.84
EFT23827	23/04/2026	DIESEL (159.52 LTRS) MARCH 2026 - TANKER CW0023	\$ 455.37
EFT23827	23/04/2026	DIESEL (452.77 LTRS) MARCH 2026 - TANKER CW0023	\$ 1,292.49
EFT23827	23/04/2026	DIESEL (299.08 LTRS) MARCH 2026 - TANKER CW0023	\$ 853.77
EFT23827	23/04/2026	DIESEL (345.29 LTRS) MARCH 2026 - TANKER CW0023	\$ 985.68
EFT23827	23/04/2026	DIESEL (260.33 LTRS) MARCH 2026 - TANKER CW0023	\$ 743.15
EFT23827	23/04/2026	DIESEL (327.31 LTRS) MARCH 2026 - TANKER CW0023	\$ 934.35
EFT23827	23/04/2026	DIESEL (379.33 LTRS) MARCH 2026 - TANKER CW0023	\$ 1,082.85
EFT23827	23/04/2026	DIESEL (204.33 LTRS) MARCH 2026 - TANKER CW3315	\$ 583.29
EFT23827	23/04/2026	DIESEL (279.77 LTRS) MARCH 2026 - TANKER CW3315	\$ 798.64
EFT23827	23/04/2026	DIESEL (140.59 LTRS) MARCH 2026 - TANKER CW3315	\$ 401.33
EFT23827	23/04/2026	DIESEL (10.28 LTRS) MARCH 2026 - TANKER CW3315	\$ 29.35
EFT23827	23/04/2026	DIESEL (191.05 LTRS) MARCH 2026 - TANKER CW3315	\$ 545.38
EFT23827	23/04/2026	DIESEL (260.00 LTRS) MARCH 2026 - TANKER CW3315	\$ 742.21
EFT23827	23/04/2026	DIESEL (320.00 LTRS) MARCH 2026 - TANKER CW3315	\$ 913.49
EFT23827	23/04/2026	DIESEL (274.30 LTRS) MARCH 2026 - TANKER CW3315	\$ 783.02
EFT23827	23/04/2026	DIESEL (317.94 LTRS) MARCH 2026 - TANKER CW3315	\$ 907.60
EFT23827	23/04/2026	DIESEL (310.22 LTRS) MARCH 2026 - TANKER CW3315	\$ 885.57
EFT23827	23/04/2026	DIESEL (167.45 LTRS) MARCH 2026 - TANKER CW3315	\$ 478.01
EFT23827	23/04/2026	DIESEL (198.79 LTRS) MARCH 2026 - TANKER CW3315	\$ 567.47
EFT23827	23/04/2026	DIESEL (315.28 LTRS) MARCH 2026 - TANKER CW3315	\$ 900.01
EFT23827	23/04/2026	DIESEL (238.32 LTRS) MARCH 2026 - TANKER CW3315	\$ 680.32

CHEQUE/EFT	DATE	TRANSACTION	AMOUNT
EFT23827	23/04/2026	DIESEL (340.94 LTRS) MARCH 2026 - TANKER CW3315	\$ 973.26
EFT23827	23/04/2026	DIESEL (115.96 LTRS) MARCH 2026 - CW3505	\$ 331.02
EFT23827	23/04/2026	DIESEL (65.66 LTRS) MARCH 2026 - CW3505	\$ 187.44
EFT23827	23/04/2026	DIESEL (49.57 LTRS) MARCH 2026 - CW3315	\$ 141.50
EFT23827	23/04/2026	DIESEL (29.35 LTRS) MARCH 2026 - CW3315	\$ 83.78
EFT23827	23/04/2026	DIESEL (59.97 LTRS) MARCH 2026 - CW3315	\$ 171.19
EFT23827	23/04/2026	DIESEL (48.77 LTRS) MARCH 2026 - CW3315	\$ 139.22
EFT23827	23/04/2026	DIESEL (1.41 LTRS) MARCH 2026 - CW3315	\$ 4.03
EFT23827	23/04/2026	DIESEL (49.05 LTRS) MARCH 2026 - CW3315	\$ 140.02
EFT23827	23/04/2026	DIESEL (64.78 LTRS) MARCH 2026 - CW3315	\$ 184.93
EFT23827	23/04/2026	DIESEL (417.87 LTRS) MARCH 2026 - CW0010	\$ 1,192.87
EFT23827	23/04/2026	DIESEL (254.40 LTRS) MARCH 2026 - CW0010	\$ 726.22
EFT23827	23/04/2026	DIESEL (3.83 LTRS) MARCH 2026 - CW0010	\$ 10.93
EFT23827	23/04/2026	DIESEL (251.64 LTRS) MARCH 2026 - CW0010	\$ 718.34
EFT23827	23/04/2026	DIESEL (15.54 LTRS) MARCH 2026 - CW0010	\$ 44.36
EFT23827	23/04/2026	DIESEL (159.03 LTRS) MARCH 2026 - CW0010	\$ 453.97
EFT23827	23/04/2026	DIESEL (136.04 LTRS) MARCH 2026 - CW0010	\$ 388.35
EFT23827	23/04/2026	DIESEL (356.76 LTRS) MARCH 2026 - CW0010	\$ 1,018.42
EFT23827	23/04/2026	DIESEL (200.97 LTRS) MARCH 2026 - CW0010	\$ 573.70
EFT23827	23/04/2026	DIESEL (54.60 LTRS) MARCH 2026 - CW0010	\$ 155.86
EFT23827	23/04/2026	DIESEL (200 LTRS) MARCH 2026 - CW0010	\$ 570.93
EFT23827	23/04/2026	DIESEL (28.41 LTRS) MARCH 2026 - CW0017	\$ 81.10
EFT23827	23/04/2026	DIESEL (25.61 LTRS) MARCH 2026 - CW0017	\$ 73.11
EFT23827	23/04/2026	DIESEL (16.52 LTRS) MARCH 2026 - CW0017	\$ 47.16
EFT23827	23/04/2026	DIESEL (54.76 LTRS) MARCH 2026 - CW0017	\$ 156.32
EFT23827	23/04/2026	DIESEL (34.51 LTRS) MARCH 2026 - CW0017	\$ 98.51
EFT23827	23/04/2026	DIESEL (41.86 LTRS) MARCH 2026 - CW0017	\$ 119.50
EFT23827	23/04/2026	DIESEL (5.38 LTRS) MARCH 2026 - CW0017	\$ 15.36
EFT23827	23/04/2026	DIESEL (38.80 LTRS) MARCH 2026 - CW0017	\$ 110.75
EFT23827	23/04/2026	DIESEL (55.65 LTRS) MARCH 2026 - CW0017	\$ 158.86
EFT23827	23/04/2026	DIESEL (343.31 LTRS) MARCH 2026 - CW005	\$ 980.03
EFT23827	23/04/2026	DIESEL (193.03 LTRS) MARCH 2026 - CW005	\$ 551.03
EFT23827	23/04/2026	DIESEL (11.54 LTRS) MARCH 2026 - CW005	\$ 32.94
EFT23827	23/04/2026	DIESEL (5.58 LTRS) MARCH 2026 - CW005	\$ 15.93
EFT23827	23/04/2026	DIESEL (227.25 LTRS) MARCH 2026 - CW005	\$ 648.72
EFT23827	23/04/2026	DIESEL (326.08 LTRS) MARCH 2026 - CW005	\$ 930.84
EFT23827	23/04/2026	DIESEL (286.64 LTRS) MARCH 2026 - CW005	\$ 818.25
EFT23827	23/04/2026	DIESEL (326.63 LTRS) MARCH 2026 - CW005	\$ 932.41
EFT23827	23/04/2026	DIESEL (233.55 LTRS) MARCH 2026 - CW0010	\$ 666.70
EFT23827	23/04/2026	DIESEL (40.06 LTRS) MARCH 2026 - CW003	\$ 114.36
EFT23827	23/04/2026	DIESEL (59.65 LTRS) MARCH 2026 - CW003	\$ 170.28
EFT23827	23/04/2026	DIESEL (60.47 LTRS) MARCH 2026 - CW003	\$ 172.62
EFT23827	23/04/2026	DIESEL (64.34 LTRS) MARCH 2026 - CW003	\$ 183.67
EFT23827	23/04/2026	DIESEL (57.06 LTRS) MARCH 2026 - CW3457	\$ 162.89
EFT23827	23/04/2026	DIESEL (54.26 LTRS) MARCH 2026 - CW3457	\$ 154.89
EFT23827	23/04/2026	DIESEL (13.83 LTRS) MARCH 2026 - CW194	\$ 39.48
EFT23827	23/04/2026	DIESEL (20.90 LTRS) MARCH 2026 - CW194	\$ 59.66
EFT23827	23/04/2026	DIESEL (21.22 LTRS) MARCH 2026 - CW194	\$ 60.58
EFT23827	23/04/2026	DIESEL (55.73 LTRS) MARCH 2026 - CW3508	\$ 159.09

CHEQUE/EFT	DATE	TRANSACTION	AMOUNT
EFT23827	23/04/2026	DIESEL (19.45 LTRS) MARCH 2026 - 1ITO886	\$ 55.52
EFT23827	23/04/2026	DIESEL (27.30 LTRS) MARCH 2026 - 1ITO886	\$ 77.93
EFT23827	23/04/2026	DIESEL (141.89 LTRS) MARCH 2026 - HIRED MACHINERY	\$ 405.04
EFT23827	23/04/2026	DIESEL (124.31 LTRS) MARCH 2026 - HIRED MACHINERY	\$ 354.86
EFT23827	23/04/2026	DIESEL (25.61 LTRS) MARCH 2026 - CW0017	\$ 32.14
EFT23827	23/04/2026	UNLEADED (2.94 LTRS) MARCH 2026 - UNCLASSIFIED PLANT	\$ 8.39
<b>TOTAL PAID TO COOROW FUEL</b>			<b>\$ 37,520.60</b>
<b>CREDIT CARDS</b>			
DD32980.1	31/03/2026	MCCEO - BP KALBARRI	\$ 119.00
DD32980.1	31/03/2026	MCCEO - QUEST KINGS PARK	\$ 809.29
DD32980.1	31/03/2026	MCCEO - NINGALOO REEF FUEL	\$ 150.00
DD32980.1	31/03/2026	MCCEO - OVERLANDER ROADHOUSE	\$ 155.69
DD32980.1	31/03/2026	MCCEO - AMPOL CARNAVON UNLIMITED	\$ 27.28
DD32980.1	31/03/2026	MCCEO - AMPOL CARNAVON UNLIMITED	\$ 117.00
DD32980.1	31/03/2026	MCCEO - SHELL EXMOUTH	\$ 186.89
DD32980.1	31/03/2026	MCCEO - BP KALBARRI	\$ 154.09
DD32980.1	31/03/2026	MCCEO - BP KALBARRI	\$ 112.01
DD32980.1	31/03/2026	MCCEO - IGA EXPRESS	\$ 180.05
DD32980.1	31/03/2026	MCCEO - BP KALBARRI	\$ 111.06
DD32980.1	31/03/2026	MCDCEO - COMMONWEALTH BANK	\$ 10.00
DD32980.1	31/03/2026	MCMWS - THE GOOD GUYS	\$ 209.00
DD32980.1	31/03/2026	MCMWS - STARLINK	\$ 519.00
DD32980.1	31/03/2026	MCMWS - DEPARTMENT OF TRANSPORT	\$ 154.20
DD32980.1	31/03/2026	MCMWS - ESCAPIA	\$ 800.00
DD32980.1	31/03/2026	MCMWS - 4WD SUPA CENTRE	\$ 248.80
DD32980.1	31/03/2026	MCMWS - SCINTEX	\$ 67.98
DD32980.1	31/03/2026	MCMWS - SYDNEY TOOLS	\$ 312.00
DD32980.1	31/03/2026	MCMWS - STARLINK	\$ 17.00
DD32980.1	31/03/2026	MCMWS - PRECISION OFFROAD	\$ 1,218.16
DD32980.1	31/03/2026	MCMWS - DEPARTMENT OF TRANSPORT	\$ 47.70
DD32980.1	31/03/2026	MCMWS - SOUTHERN CROSS BROADBAND	\$ 387.00
DD32980.1	31/03/2026	MCMWS - AUSTRALIA POST	\$ 292.33
DD32980.1	31/03/2026	MCMWS - AUSTRALIA POST	\$ 99.00
DD32980.1	31/03/2026	MCMWS - AUSTRALIA POST	\$ 138.00
DD32980.1	31/03/2026	MCMWS - DEPARTMENT OF TRANSPORT	\$ 276.70
DD32980.1	31/03/2026	MCMWS - APPLE.COM/BILL	\$ 1.49
DD32980.1	31/03/2026	MCMWS - CELLCAST	\$ 18.00
DD32980.1	31/03/2026	MCMWS - SCINTEX	\$ 67.98
DD32980.1	31/03/2026	MCMWS - EUFYLIFE	\$ 1,999.95
DD32980.1	31/03/2026	MCMWS - HARVEY NORMAN	\$ 588.00
DD32980.1	31/03/2026	MCMWS - MCLERNONS BUSINESS BASE	\$ 1,680.01
DD32980.1	31/03/2026	MCMWS - STARLINK	\$ 519.00
<b>TOTAL PAID TO COMMONWEALTH</b>			<b>\$ 11,657.70</b>

**11.3 MANAGER OF WORKS AND SERVICES**

Nil

**12 ELECTED MEMBERS MATTERS**

**12.1 QUESTIONS BY MEMBER OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**12.2 ELECTED MEMBER MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**13 NEW BUSINESS OF URGENT NATURE****PROCEDURAL MOTION - URGENT NATURE****RESOLUTION OCM-2026/067****Moved:** Cr G Censi**Seconded:** Cr L Van Den Heever

That Council accept items 13.1 being of an urgent nature.

**In Favour:** Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever**Against:** Nil**CARRIED 6/0  
Simple Majority****13.1 PROPOSED REPORT TO NORTHERN COUNTRY ZONE MEETING - TRAIN AND PASSIVE RAIL CROSSING LIGHTING****Reporting Officer:** M Maxfield, Chief Executive Officer**Responsible Executive:** M Maxfield, Chief Executive Officer**File Reference:****Disclosure of Interest:** Nil**Voting Requirement:** Simple Majority**COUNCIL'S ROLE:****Advocacy:** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.**REPORT PURPOSE**

For Council to endorse the submission "Train &amp; Passive Rail Crossing Lighting" to the WALGA Northern Country Zone and a letter to Minister for Transport, Hon Rita Saffiotti.

**BACKGROUND**

This report provides a brief overview of the triple fatality that occurred near Jennacubbine, Western Australia, on 8 July 2000, when a four-wheel drive was struck by a loaded grain train at the Yarramony Road level crossing.

Available public accounts indicate the crossing was unlit and protected only by roadside signage at the time of the collision. Subsequent reporting and parliamentary discussion have pointed to findings that train visibility, limited crossing protection and the surrounding conditions were key safety issues. The event remains a significant case study in discussions about level crossing risk management in regional Western Australia.

Subsequent coronial and public commentary has focused on whether the train was sufficiently visible to approaching motorists and whether additional warning infrastructure could have reduced the likelihood of the collision. Since the fatality, family members and advocates have undertaken sustained lobbying for stronger train lighting standards, including auxiliary lighting, rotating beacon lights and improved visibility measures on locomotives and rolling stock. Public parliamentary debate and media reporting have continued to link the Jennacubbine tragedy to calls for reform in regional level crossing safety and train conspicuity.

## COMMENT

The Jennacubbine triple fatality remains a serious reminder of the risks associated with passive rail crossings in rural areas. From a governance and public safety perspective, the incident highlights the importance of clear visibility, effective warning systems, appropriate signage, roadside maintenance, and ongoing review of crossing treatments where traffic and rail movements intersect.

It also illustrates the need for agencies and operators to respond promptly to known hazards and prior incidents. A significant aspect of the public response has been long-running lobbying by affected families and supporters for trains, including locomotives and associated rolling stock, to carry more effective visibility measures such as auxiliary lighting and rotating or beacon-style lights. In that context, the case supports continued advocacy for improved train lighting, active warning systems where justified, and regular safety audits of regional crossings.

A significant ongoing safety concern in Western Australia is the continued prevalence of passive rail crossings without active warning systems or adequate lighting. Hundreds of such crossings remain across the state, with approximately 491 sites identified as still requiring safety upgrades or further attention. These crossings are typically controlled only by signage and lack both illumination and active warning devices such as flashing lights or boom gates, increasing the risk to motorists, particularly in low-light conditions and regional environments.

The absence of lighting at many of these passive crossings represents a material risk factor, particularly at dusk, night, or in poor visibility conditions. In the context of the Jennacubbine fatality, concerns about the visibility of trains and the crossing environment are directly relevant to this broader systemic issue. Limited ambient lighting can significantly reduce a driver's ability to detect an approaching train, especially where train conspicuity measures are also limited.

The identification of approximately 491 crossings still requiring attention highlights the scale of the challenge for rail and road authorities in Western Australia. It reinforces the need for a prioritised, risk-based program of upgrades, including the installation of active warning systems, improved signage, vegetation management, and, where feasible, the introduction of crossing illumination.

Addressing these deficiencies is critical to reducing the likelihood of future incidents at passive regional crossings.

This report is based on publicly available reporting and is intended as a concise overview rather than a legal or investigative finding.

### STAKEHOLDER ENGAGEMENT

Lara Jensen, Advocate

Shire President Guy Sims

Hon Sandra Carr MLA

### STATUTORY ENVIRONMENT

Local Government Act 1995

Rail Safety National Law (WA) Act 2015

Rail Safety National Law (WA) Regulations 2015

### STRATEGIC IMPLICATIONS

1.1 Connected, friendly and safe communities

2.3 Safe and efficient transport network

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

Nil

### RISK IMPLICATIONS

Nil

### ATTACHMENTS

#### 1. Train and passive Rail Crossing Lighting [↓](#)

**RESOLUTION**     **OCM-2026/068**

**Moved:**            Cr C Hassell

**Seconded:**       Cr L Van Den Heever

That Council support the position and request to advocate for legislative change to train and passive rail crossing lighting and endorse the CEO to submit the attached agenda item to WALGA Northern Country Zone executive officer for inclusion in the next agenda and endorse the CEO to write to the Minister for Transport, Hon Rita Saffioti MLA.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Simple Majority**

## Train and Passive Rail Crossing Lighting

*By Shire of Coorow*

### **BACKGROUND**

This report provides a brief overview of the triple fatality that occurred near Jennacubbine, Western Australia, on 8 July 2000, when a four-wheel drive was struck by a loaded grain train at the Yarramony Road level crossing. The incident has continued to be referenced in public discussion about rail safety, particularly the visibility of trains and the adequacy of safety controls at passive regional level crossings.

A coronial report following the tragedy confirmed the crossing was unlit and protected only by roadside signage at the time of the collision. Subsequent reporting and parliamentary discussion have pointed to findings that train visibility, limited crossing protection and the surrounding conditions were key safety issues. The coronial report confirmed the train involved in the triple fatality was not fitted with flashing warning lights and was not sufficiently visible to the deceased, nor did it provide an effective warning to them.

State Coroner Alastair Hope who presided over the inquest into the deaths at the Yarramony Crossing near Jennacubbine concluded that the train ‘constituted a very serious hazard indeed’ and determined additional warning infrastructure could have reduced the likelihood of the collision. Coroner Hope recommended that all locomotives be fitted with external auxiliary lighting to effectively warn motorists of oncoming trains. Alarmingly, these recommendations remain unactioned by our state and federal government almost a quarter of a century later.

Since the fatality, family members and advocates have undertaken sustained lobbying for stronger train lighting standards, including auxiliary lighting, flashing beacon lights and improved visibility measures on locomotives and rolling stock. Public parliamentary debate and media reporting have continued to link the Jennacubbine tragedy to calls for reform in regional level crossing safety and train conspicuity.

There is an urgent and unquestionable need for legislative reform to compel rail operators to install adequate lighting across all train carriages, not just locomotives. The current regulatory gap allows long sections of freight rolling stock to remain effectively invisible in low-light conditions, creating an unacceptable and avoidable hazard for motorists at passive crossings. Voluntary compliance and piecemeal improvements have demonstrably failed to deliver consistent safety outcomes, and it is no longer tenable to leave such a critical risk factor to operator discretion. Mandatory, enforceable standards must be introduced to require continuous, high-visibility lighting along the full length of trains, ensuring they can be clearly detected in all conditions. Without decisive legislative intervention, the industry will continue to fall short of basic community safety expectations, and preventable incidents will remain an ongoing and foreseeable consequence. Compliance with inadequate safety standards does not make any rail operation safe.

The identification of approximately 491 crossings still requiring attention is not simply indicative of a challenge—it represents a clear and ongoing failure to address known and preventable safety risks across Western Australia’s rail network. The continued reliance on passive crossings without adequate lighting or active warning systems is unacceptable, particularly given the well-documented dangers in low-light regional environments. A decisive, prioritised, and adequately funded program of upgrades is urgently required, including the installation of active warning systems, improved signage, vegetation management, and the mandatory introduction of crossing illumination. Without immediate and sustained action, these deficiencies will continue to expose

motorists to avoidable harm and increase the likelihood of further serious incidents or fatalities at passive regional crossings.

This avoidable tragedy remains a significant case study in discussions about level crossing risk management in regional Western Australia.

## **RECOMMENDATION**

**That WALGA through the State Council;**

1. Call on the State Government to urgently amend the *WA Rail Safety National Law Application Act 2024* to mandate that all rail operators install and maintain high-visibility flashing beacon lighting and continuous illumination along the full length of trains, including all rolling stock.
2. Call on the State Government to commit to a **time-bound, fully funded program** to address the estimated 491 passive rail crossings that remain without adequate safety controls. The continued existence of such crossings—many lacking both active warning systems and basic lighting—represents an unacceptable and avoidable public safety risk.

## **SECRETARIAT COMMENT**

*This section will be completed by WALGA after the item is submitted for inclusion on the Agenda.*

**14 MATTERS WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL MATTERS)****RESOLUTION OCM-2026/069****Moved:** Cr D Melbin**Seconded:** Cr G Censi

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

**14.1 CEO PERFORMANCE REVIEW 2026 APPOINTMENT OF FACILITATOR**

This matter is considered to be confidential under Section 5.23(2) - (a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees.

In Favour: Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against: Nil

**CARRIED 6/0**  
**Simple Majority**

**14.1 CEO PERFORMANCE REVIEW 2026 APPOINTMENT OF FACILITATOR****MOTION****Moved:** Cr L Van Den Heever**Seconded:** Cr C Hassell

That Council engage, by mutual agreement with the Chief Executive Officer, Dr Shayne Silcox (Strategic Leadership Consulting) to undertake the Chief Executive's Annual Performance Review for 2026 on site at the Shire's Administration and to commence the process in July 2026.

**RESOLUTION    OCM-2026/070**

**Moved:**        Cr G Censi

**Seconded:**    Cr D Melbin

That Council comes from behind closed doors.

In Favour:    Cr G Sims, Cr G Censi, Cr C Hassell, Cr G Hannington, Cr D Melbin and Cr L Van Den Heever

Against:        Nil

**CARRIED 6/0**  
**Simple Majority**

**15 CLOSURE**

**15.1 DATE OF NEXT MEETING**

Next Ordinary Council Meeting will be held on Wednesday 17 June 2026 from 5:00 PM.(Coorow Council Chambers)

**15.2 CLOSURE OF MEETING**

There being no further business the President, President G Sims closed the meeting at 5.37pm.

**These minutes were confirmed at a meeting on**

\_\_\_\_\_

**Signed:** \_\_\_\_\_

**Presiding Person at the meeting at which these minutes were confirmed.**

**Date:** \_\_\_\_\_