

Agenda

Ordinary Council Meeting

Wednesday 25 June, 2025
At 5.30pm

Council Chambers, 39 Bannister Road, Boddington

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1. DECLARATION OF OPENING

I would like to begin by acknowledging the Wilman People as the Traditional Custodians of the land we are meeting on today, and pay respect to Elders past and present, as well as the continuation of cultural, spiritual, and educational practices of Aboriginal people.

Councillors, to ensure clarity and effective communication during this Council Meeting, I kindly remind you to switch on your microphones when called upon to speak. This meeting will be recorded.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

2.1 Attendance

2.2 Apologies

2.3 Leave of Absence

Officer Recommendation

That the following requests for Leave of Absence be approved:

- Cr Andrew Ryley, from 9 September 2025 to 8 October 2025.
- Cr Paul Carrotts, from 28 June 2025 to 3 July 2025

3. DISCLOSURES OF INTEREST

4. PUBLIC QUESTION TIME

Public question time is limited to a total of fifteen minutes of duration, except by consent of the person presiding. Each speaker is limited to three minutes duration to speak, except by consent of the person presiding.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

6. CONFIRMATION OF MINUTES

Officer Recommendation

That the minutes of the Ordinary Council Meeting held on Wednesday 28 May 2025, be confirmed as a true record of proceedings.

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8. RECEPTION OF MINUTES AND RECOMMENDATIONS OF COMMITTEES

8.1 Local Emergency Management Committee | 19 May 2025

Attachment 8.1A Minutes | Local Emergency Management Committee Meeting 19 May 2025.

Officer Recommendation

That the minutes of the Local Emergency Management Committee Meeting held on 19 May 2025, be received.

8.2 Audit Committee Meeting | 11 June 2025

Attachment 8.2A Minutes | Audit Committee Meeting | 11 June 2025

Officer Recommendation

That the minutes of the Audit Committee Meeting held on 11 June 2025, be received.

9. REPORTS OF OFFICERS



Minutes

Local Emergency Committee Meeting

Monday 19 May 2025

At 10.00 am

Council Chambers, 39 Bannister Road, Boddington

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1. **DECLARATION OF OPENING**

Lee Lewis, Shire of Boddington declared the meeting open at 10.00 am.

I would like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past and present and emerging.

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

2.1 **Attendance**

Julie Burton	Shire of Boddington
Kevin Petch	Shire of Boddington
Jackie Stewart	Shire of Boddington
Robert Jones	Shire of Boddington - Chief Bush Fire Control Officer
Joshua Egan-Reid	WA Police – Boddington
Anika Keeling	Dept. of Fire and Emergency Services
Craig Smith	Dept. of Fire and Emergency Services
Anna Erickson	Dept. of Primary Industries & Regional Development
Corrie Lokan	Dept. of Health
Cr. Lee Lewis	Shire of Boddington - Chair
Ryan Clarke	Newmont
Javier Brodalka	Newmont
Bio Asare	Newmont
Terry Cutts	Newmont
Bruce Hancock	Main Roads
Kaitlin Southgate	Bushfire Risk Mitigation Coordinator

2.2 **Apologies**

James Wickens	Shire of Boddington
Kirrily Clarke	Dept. of Communities
Petronella Du Plessis	South 32
Vivienne Gardiner	Dept. of Fire and Emergency
Simon Smith	South32
Nicola Faithfull	St John WA Community Paramedic
Rhonda Cunnington	Boddington District High School
Brodie Selby	Dept. of Biodiversity, Conservation & Attractions
Cr. Andrew Ryley	Shire of Boddington
Wayne English	State Emergency Services Manager - Boddington
Lynda Elms	Dept. of Fire and Emergency Services
Daniel Marsh	Newmont

2.3 **Leave of Absence**

3. **DISCLOSURES OF INTEREST**

NIL

4. **GUEST PRESENTATIONS**

Joshua Egan- Reid

WA Police – Boddington

Escape – Hide – Tell - Power Point Presentation

Javier Brodalka

Newmont

Newmont Global Industry Standard on Tailings Management Update:

- Newmont will provide an update on its controls and governance under the 2020 Global Industry Standard on Tailings Management standard, which Newmont signed up to in 2021 as a member of the International Council on Mining and Metals (ICMM). The standard seeks to improve the safety, governance, transparency, and community engagement associated with the construction, operation, and closure of tailings dams after the devastating Brazil tailings failure in 2019. Although not required by government, the standard adds another level of control with a key focus on emergency response, public disclosure, management, and governance. Newmont became compliant with the standard in 2023, however is seeking to complete additional work to prepare for an emergency response in the hypothetical event of an incident at its Boddington tailings facility. As part of its update, Newmont will also discuss future plans for emergency response training opportunities with LEMC.

5. CONFIRMATION OF MINUTES

Moved: Kevin Petch

Seconded: Bruce Hancock

That the minutes of the Local Emergency Committee Meeting held on Monday 17 February 2025 be confirmed as a true record of proceedings.

Carried: [6/0]

6. REVIEW ACTION LIST AND BUSINESS ARISING

6.1 Action and Progression

Action	Responsible Person	Progress
Site Support around fires, emergency events etc	Ryan Clarke and James Wickens	James to follow up with John Oravec
Cyanide Emergency Response scenario	Ryan Clarke	Javier Brodalka to follow up and advise
Draft a letter to Great Southern DEMC regarding telecommunication issues within the Shire from Telstra 3G	James Wickens	Completed

7. CORRESPONDANCE

7.1 Correspondence In

Applicant	Kirrily Clarke – Dept of Communities
Attachments	7.1A - Email
Description	Endorsed Local Emergency Relief and Support Plan - Bindjareb Region

7.2 Correspondence Out

Applicant	Charlotte Powis – Dept of Fire and Emergency Services
Attachments	7.2A - Email
Description	Telecommunication Issues Impacting Emergency Services

7.3 Information Tabled

Applicant	
Attachments	
Description	

8. REVIEW OF LEMC MEMBERSHIP & CONTACT LIST UPDATES

8.1 Review Membership and Contact List

Attachment: 8.1A: Local Emergency Committee Meeting Contact List

Update: no updates currently

9. AGENDA ITEMS

NIL

10. LOCAL EMERGENCY MANAGEMENT (Standing Items)

10.1 Post Incident Reports

Update: No incidents since last meeting Monday 17 February 2025

11. AGENCY/MEMBER REPORTS

11.1 Local Bush Fire Brigades Report

Update:

- Continuing issues with attending to fires or emergencies on our major highways late at night. Traffic does not slow down. Something we have to be very conscious of. Kaitlin suggested getting funding for flashing beacons. The brigades already have beacons, but more would be a benefit.
- Attended a presentation on electric vehicles. Hoping to see more of the presentation at the Chiefs Forum next month. It would be well received at a LEMC meeting. It is something that is not going to go away. We are stuck with EV's and EV charging stations. It's a 1/10,000 event. Events can be catastrophic. Its only a matter of time before we encounter this. We need to be prepared. The presentation was a real eye opener and jaw dropper, it certainly got your attention.

- The hydrants in town are in the process of being painted and identified. They will be opened up and checked once finished.

11.2 State Emergency Services Report

Update: No report

11.3 St Johns WA Report

Update: No report

11.4 Boddington Hospital Report

Update:

- Have really good staffing lately
- Have noticed winter flu season has started. Encouraging the community to get vaccinated.
- Small increase in the request for Fit Packs which is concerning.

11.5 Boddington District High School Report

Update: No report

11.6 Newmont Boddington Gold Report

Update:

- Spike in feral pig hunters on our land which is concerning as where they are shooting, we have operations going. We are looking for license plates etc. to communicate with Police. There is a large number of pigs out there and we have a requirement to control pigs. We have people out on our Southern property being accosted by hunters telling them they can do whatever they want. We have to trap them, not shoot them due to the proximity of operational areas. Hunters come and damage the traps.
- A new light tanker is turning up very soon to support the community in the upcoming bushfire sessions.
- We had a medical emergency on site, someone was coming to site to start their day and had some chest pain going through the main gate. We treated the person very quickly and got them to the hospital. The person suffered a heart attack and was “treated with great care from the hospital”, was the feedback before being transferred to Fiona Stanley where they suffered another larger heart attack on the way.
- If anyone is driving out on Gold Mine Road and sees the Fire Danger Sign, it is stuck on Moderate. We are currently speaking to the company who update it.

11.7 South 32 Report

Update: No report

11.8 Boddington Police Report

Update:

- Massive reduction in traffic crashes. We have a new traffic police unit stationed out of Narrogin; they have been patrolling this area more.
- Family Violence has been a big thing for us, we have had some really great wins. A few of the high risks families we have managed to separate and move to varies areas.
- Our biggest issue at the moment is drugs. It is rife in town at the moment.

11.9 Department of Fire and Emergency Services (DEFS) Report

Attachment: 11.9A – May Report
11.9B – DEMA Report

Update:

- The SES posters that we have, we will have some delivered so everyone can have the SES numbers for storms as we go into the storm season.
- We have a new DEMA while Charlotte is away on leave.
- Following up after bushfire seasons debriefs.

11.10 Department of Biodiversity Conservation & Attractions Report

Update: No report

11.11 Department of Communities Agency Report

Update: No report

11.12 Department of Primary Industries and Regional Development Report

Update: No report

11.13 Main Roads Report

Attachment: 11.13A – Main Roads Report

Update:

- We promote our 138 138 number; we ask if anyone has problems using this number? Other LEMC have identified an issue, so we are going to get an expedited number for WAPL, DEFS and LGs to put you in a shorter queue.

11.14 Bushfire Risk Mitigation Coordinator Report

Attachment: 11.14A – Bushfire Mitigation Report

Update: No Update

11.15 Shire of Boddington Report

Update: No Update

12. **GENERAL BUSINESS**

Around the Table

Kein Petch:

- Next year's local Government Grant Scheme budgets for the Local Brigades and SES, we have had a small win, we have our offer up by 16% and a stage 2 extra \$25,000 to do get more light weight uniforms. We are still waiting to hear about Line 9 specific items and Wayne from the SES applied for a new \$25,000 lighting trailer. The old trailer is basically unserviceable now.

Javier Brodalka

- If anyone would like to tour the facility before we hold the exercise (emergency response in the hypothetical event of an incident at its Boddington tailings facility) to get a better understand we are happy to organize that. We will be holding the exercise in addition to the next LEMC but no date set yet.

13. **NEXT MEETING**

13.1 Approve Meeting dates for 2024

Moved: Javier Brodalka

Seconded: Bruce Hancock

The committee approve the next meeting date on Monday 18 August 2025 at 10.am.

Carried: [12/0]

14. **CLOSURE OF MEETING**

There being no further business, Lee Lewis, Shire of Boddington, declared the meeting closed at 11.53am.



Minutes

Audit Committee Meeting

Wednesday, 11 June, 2025
At 5.00pm

Council Chambers, 39 Bannister Road, Boddington

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1. **DECLARATION OF OPENING**

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

2.1 **Attendance**

Cr Eugene Smalberger	Shire President
Cr Paul Carrotts	Deputy Shire President
Cr Johan van Heerden	Councillor
Cr Hans Prandl	Councillor
Cr Andrew Ryley	Councillor
Mrs Julie Burton	Chief Executive Officer
Mr James Wickens	Executive Manager Community and Development Services
Mr Fabian Houbrechts	Executive Manager Infrastructure Services
Mrs Cara Ryan	Executive Manager Corporate Services
Mrs Kelly Holliday	Executive Assistant (minutes)

2.2 **Apologies**

Cr Garry Ventris	Councillor
Cr Lee Lewis	Councillor

2.3 **Leave of Absence**

Nil

3. **DISCLOSURES OF INTEREST**

4. **CONFIRMATION OF MINUTES**

COMMITTEE RESOLUTION 3/25

Moved: Cr P Carrotts

Seconded: Cr J van Heerden

That the minutes of the Audit Committee Meeting held on Wednesday, 12 March 2025, be confirmed as a true record of proceedings.

Carried: 5-0

For: Cr E Smalberger, Cr P Carrotts, Cr J van Heerden, Cr H Prandl, Cr A Ryley.

Against: Nil

5. REPORTS BY OFFICERS

5.1 Review of Financial Management and Risk Management Systems

File Reference:	2.033
Applicant:	Nil
Previous Item:	Nil
Voting Requirements:	Simple Majority
Disclosure of Interest:	Nil
Author:	Executive Manager Corporate Services
Attachments:	5.1A – Financial Management Review 5.1B – Regulation 17 Review

Summary

The purpose of this report is to present the findings of the required reviews under Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996* and Regulation 17 of the *Local Government (Audit) Regulations 1996* for the Audit Committee's consideration and receipt.

Background

In accordance with the Local Government (Financial Management) Regulations 1996 and Local Government (Audit) Regulations 1996, the local government is required to review the appropriateness and effectiveness of:

1. Financial Management systems and procedures
2. Systems and procedures in relation to risk management, internal control and legislative compliance

These reviews are to occur at least once every three years, in addition to the two financial audits undertaken annually.

The last review was conducted in 2022. In December 2025, the Shire of Boddington engaged Australian Audit to undertake the required reviews. The final reports, (Attachments 5.1A and 5.1B), were completed following the conclusion of the audit on 7 May 2025.

Comment

The current reviews highlight a significant improvement compared to the previous cycle. While the prior review identified 60 improvement opportunities, this audit has raised only 13 items, none of which are classified as major or high risk.

Key findings include :

1. Financial Management Review : 3 medium-risk items and 4 low-risk items
2. Regulation 17 Review : 3 medium-risk items and 3 low-risk items

Several of the recommendations address anticipated changes in legislation expected to take effect within the next half of the year. Notably, one recommendation pertains to the Audit Committee, which is to be renamed the Audit, Risk, and Improvement Committee, requiring the inclusion of independent members, one of whom must preside over the meetings. A review of the Terms of Reference is currently underway and is scheduled to be presented to Council at the June Ordinary Council Meeting.

To support ongoing accountability, an action register will be maintained and presented to the Audit Committee at each meeting, tracking progress on recommendations.

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.1	Maintain a high standard of leadership, corporate governance and customer service

Legislative Implications

1. Local Government (Audit) Regulations 1996 –

Regulation 17, requires the Chief Executive Officer to review the appropriateness and effectiveness of a local government's systems and procedures in relation to:

- a. Risk management
- b. Internal control and
- c. Legislative compliance

2. Local Government (Financial Management) Regulations 1996:

Regulation 5(2)(c) requires the Chief Executive Officer to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures.

Both reviews must be conducted at least once every three years.

Policy Implications

The review recommends introducing new policies.

Financial Implications

Nil

Economic Implications

Nil

Social Implications

Nil

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	The primary risk in relation to this item is failure to action the stated items outlined in the Report
Risk Rating (prior to treatment or control)	Moderate
Principal Risk Theme	Compliance
Risk Action Plan (controls or treatment proposed)	Regular reporting of progress to achieve the stated actions will be implemented

Officer Recommendation and Committee Decision

COMMITTEE RESOLUTION 4/25

Moved: Cr H Prandl

Seconded: Cr P Carrots

That the Audit Committee receive the final reports from Australia Audit, as attached Attachment 5.1A and Attachment 5.1B, relating to:

- 1. The review of systems and procedures in the area of risk management, internal control, and legislative compliance as required by Regulation 17 of the Local Government (Audit) Regulations 1996; and**
- 2. The review of financial management systems as required by Regulation 5 (2) (c) of the Local Government (Financial Management) Regulations 1996.**

Carried: 5-0

For: Cr E Smalberger, Cr P Carrots, Cr J van Heerden, Cr H Prandl, Cr A Ryley.

Against: Nil

DIRECTORS:

ROBERT CAMPBELL RCA, CA
VIRAL PATEL RCA, CA
ALASTAIR ABBOTT RCA, CA
CHASSEY DAVIDS RCA, CA

**AUSTRALIAN
AUDIT** 

ASSOCIATE DIRECTOR:

SANTO CASILLI FCPA PFIIA

7 May 2025

Cara Ryan
 Executive Manager Corporate Services
 Shire of Boddington
 39 Bannister Road
 Boddington WA 6390

REG 5(2)(c) – FINANCIAL MANAGEMENT REVIEW

Dear Cara

Please find attached our final financial management review report for the Shire of Boddington.

No major or high-risk issues were noted as part of our review.

Your management comments are now incorporated in this final report.

We would like to thank you and your staff for the positive cooperation provided to us during our review and for the information that was provided to us during the conduct of this review.

Yours sincerely



Santo Casilli FCPA PFIIA
 Associate Director, Internal Audit, Probity and Risk

Australian Audit



Shire of Boddington

Regulation 5 (2) (c) – Financial Management Review

7 May 2025

Final Review Report

(Review in Confidence)

Australian Audit



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Financial Management Review Summary and Conclusion

INTRODUCTION

Australian Audit was engaged to undertake a financial management review of the Shire of Boddington financial management systems and procedures as required to be undertaken at least once every 3 years as per the Regulation (5)(2)(c) of the *Local Government (Financial Management) Regulations 1996*.

We conducted the review in accordance with Australian Auditing Standard ASAE 3000 – *Assurance Engagement other than Audits or Reviews of Historical Financial Information* which provides a limited assurance regarding the appropriateness and effectiveness of the Shire's management controls over its financial management systems and processes.

This report outlines the work undertaken as part of our review and includes our findings and proposed recommendations as identified because of the review.

The Shire of Boddington uses Synergy Soft as its accounting system.

CEO's RESPONSIBILITY FOR THE REVIEW REPORT

As per Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*, the Chief Executive Officer (CEO) is required to undertake a financial management review, at least once every 3 financial years.

The draft review report now requires management comments and once received can be issued as final for presentation at the next Audit and Risk Committee.

RESPONSIBILITY FOR THE REVIEW

Our responsibility was to conduct the Financial Management Review in accordance with the Australian Auditing Standard ASAE 3000 – *Assurance Engagement other than Audits or Reviews of Historical Financial Information* and to report to the CEO the review findings and proposed recommendations for management control and process improvement.

We wish to confirm that we are fully independent of the Shire of Boddington and of its operations regarding this review.



REVIEW LIMITATIONS

The matters raised in this draft review report are only those which came to our attention during the course of performing the financial management review and may not necessarily be a comprehensive statement of all the possible control weaknesses and / or process improvement options that may be made in relation to the Shire of Boddington financial management systems and procedures.

As part of our review, we have not assessed and examined every financial process and procedure and as such have limited our assessment and evaluations only to those areas where we considered may be of higher risk to the Shire of Boddington regarding its Financial Management process. As such we did not examine every activity and procedure that may exist at the Shire and therefore only provide limited assurance to the Shire.

Our review, which was conducted in accordance with Australian Auditing Standard ASAE 3000 – *Assurance Engagement other than Audits or Reviews of Historical Financial Information* was not an audit, and as per ASAE 3000 we can only provide assurance based solely on our assessment of the information which was provided to us by the Shire of Boddington during the conduct of this review.

This draft review report is to be used solely for the purpose of reporting to satisfy the requirements of *Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996* and should not be used for any other purpose or be distributed, other than to the Shire of Boddington.

SCOPE AND METHODOLOGY

The review undertook the following approach:

- Information was sought from the Shire of Boddington and was reviewed.
- Discussions were held with the Shire of Boddington management and relevant staff to understand the financial processes and the management controls currently in place.
- We assessed the adequacy of key management controls currently in place over key financial management systems and procedures in line with the following work program provided to the Shire of Boddington and based on information that was provided to us during the review period.

WORK PROGRAM

Our review incorporated the following key financial management areas as required under Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*:

- Procurement (formal quotations and tender process)
- Contract Management
- Accounts Payable



- Cash Collection and Handling
- Payroll
- General Ledger Application Controls (journal posting, balance sheet reconciliations)
- Rates, Revenue and Debt Management
- Investment Management
- Asset Management (excluding infrastructure assets)
- Budget process
- IT General Controls Review

No other financial management systems and procedures were subject to review.

REVIEW CONCLUSION

Based on our review (which was not an audit) of the management controls and processes that exist at the Shire of Boddington, regarding the above key financial management system areas, nothing came to our attention that would indicate any **high-risk** management control matters that would require immediate attention by the Shire.

Based on the matters raised in the body of this report under Executive Management Detailed Findings, we can conclude that the financial management systems in place within the Shire can be further improved and several recommendations have been included in this review report for management consideration.

The matters raised in this review report were assessed as Medium to Low risk to the Shire.

For those identified matters we have recommended that the Shire should consider exploring the recommended process improvement options which have been incorporated within the body of this report.

As part of this report, we have reported the findings under 3 separate sections:

- Medium risk rated issues (management action recommended)
- Low risk rated issues (management consideration recommended)
- Observation issues (no management action required but should be considered)

Each finding has a recommended action except for those issues reported as “Observations”.

We believe that the Shire’s implementation of the suggested and recommended process improvements will strengthen the existing financial management controls that are currently in place and will provide greater overall governance within the Shire’s financial management operations.



Executive Management Detailed Observations

Medium Risk Rated Issues

1. Monitoring Compliance with Procurement Policy for RFT and RFQ

Finding

We note that the Shire does not currently have in place a process by which expenditure by supplier can be monitored to determine whether expenditure by supplier has got to a level that the Shire possibly should be considering going to the market to obtain best value for money. In these situations, there may be instances where the Shire is using a supplier (contracted by different areas within the Shire) to deliver services of a similar type but for small dollar values. However, if these values in total say over a 12 or 18 month period exceeds \$100,000, the Shire may need to consider whether it would have received better value for money by testing the marketplace via an RFQ or RFT process.

As procurement is a decentralised function within the Shire, implementing a formal monitoring process to detect any non-compliance with the procurement policy is considered beneficial and will assist in the Shire's compliance with its procurement policy.

During our testing we noted instances where smaller \$ value procurements were made with the same supplier via individual quotations and over a period of 12 months amounted to over \$50,000. We understand that it may be more expedient and effective for the Shire to use local suppliers on an ongoing basis. However, the market should be continually and effectively tested to ensure value for money is achieved for the Shire.

Recommendation

We recommend that the Shire should consider producing a "spend by supplier over \$50,000 or over \$100,000" report which can be produced from the Synergy Soft system and review this report on a regular basis to identify services that currently are being procured via individual quotations that may or should be procured via an RFQ or RFT process in order to test the market to obtain best value for money.

This process would also provide formal justification that the Shire has reviewed value for money options should it wish to continually use and procure local suppliers via individual quotations.



Management Comments

The Shire acknowledges the recommendation and agrees to its implementation. Transactions exceeding \$100,000 is planned to be reviewed annually, with consideration given to generating a "spend by supplier over \$100,000" report from the SynergySoft system.

2. Contract Management

Finding

The shire does not currently have in place adequate contract management policies and procedures which would guide the Shire over the following:

- Contract formation requirements.
- Contractor performance management process
- Contract variations process and approvals.
- Contract renewal / extension process and approvals.

In the absence of formal policies, protocols or guidelines, Shire staff who are responsible for managing contracts may not have a clear understanding of the contractual requirements and the impact of non-monitoring contracts and therefore resulting in possible inconsistent and unacceptable practices and possibly also contract overpayments.

Recommendation

We recommend that the Shire should establish a formal contract management policy, protocols / guidelines over the contract management process.

Management Comments

The Shire acknowledges the finding. To address this, the Shire plans to implement a Contract Management framework to guide contract formation, contractor performance management, contract variations, and contract renewals/extensions.



3. IT System Access Review

Finding

Our review of staff access to key functions noted the following:

- The CEO has access to make changes to the general ledger in setting up accounts and also to raise journals. Given that the CEO is not responsible for any general ledger functions such access should be reviewed and possibly amended to view only access.
- We also noted that 4 staff currently have access to make changes to the debtors Masterfile. We believe there should be limited access to only a small number of staff to make changes to the debtors Masterfile.

The Shire should ensure that staff system access is managed and controlled and only provided to staff based on their responsibility especially staff access to the following key financial functions:

- Invoicing & Accounts Receivable
- Accounts Payable
- Rates processing
- Payroll
- General Ledger applications

We understand that at times access is given to a number of staff to ensure processes can be carried out during periods of staff absences.

Recommendation

We recommend that the Shire investigate producing a system access report for each staff who are currently undertaking one or more of the above key functions, from its Synergy system, which will allow the Shire to identify the access levels each staff currently has and that the access levels are still required and that such access levels do not impede on proper segregation of duties control.

Staff access levels should be restricted and aligned with their responsibility and should not be given to staff who do not have actual responsibility to perform changes in such functions. The Shire should review the access system with a view to restricting access to only those positions who are directly responsible for the undertaking of such work.



We believe proper segregation of duties is essential to protect and prevent the Shire from possible fraud and also to allow early detection should a fraud in these key financial functions occur.

The system access report should also be sent to each relevant Director/Manager responsible for each of the above key financial functions for them to review, on a regular basis, as to whether current staff access levels are still valid in line with the staff current roles and responsibilities assigned. Where the staff no longer require currently provided system access levels these need to be communicated to the Shire's IT and removed as a matter of priority.

Management Comments

The Shire notes the finding and acknowledges that a review of user access is warranted, including a review of user role access.

Low Risk Rated Issues

4. Contract Management: Contract Register

Finding

We were unable to determine whether a formal contract register is in place. We also noted that the Shire does not have a formal service contract for its debt collection services (AMPAC Debt Recovery (WA) Pty Ltd).

We believe that formal service contracts should exist for all ongoing service related services.

Recommendation

We recommend that the Shire develop a formal contract register which captures details of all service-related contracts currently in place with suppliers. The register should capture details such as procurement method employed for each contract, contract commencement date, expiry dates, indexation / price increase due dates etc.

The contract register enables the Shire management to keep track of all its service-related contracts to ensure the contracts are able to be managed and renewed when the contracts end and that any key performance measures and requirements are met.

This process should also be in line with the Shires Contract Management policy that we have recommended within this report.



Management Comments

The Shire notes the finding and acknowledges the importance of maintaining a formal contract register. A review of existing contracts is underway, and a comprehensive contract register is being developed to capture essential details, with a review to ensure alignment with the Contractor Management Framework when it is completed.

5. Payroll: Staff Bank Account Changes

Finding

Based on our discussion with the Shire's Payroll Officer, currently all bank account change requests are to be made via a Payroll Authority form and is then sent directly to the Payroll Officer to confirm that the change request is valid prior to processing the changed bank account details.

Although all payroll related changes are reported for review by the Executive Manager, Corporate Services we believe that as an additional control over staff bank account changes that the Payroll Authority form for changes to staff bank account details should be sent to the Shire's Human Resources or to the Executive Manager Corporate Services in the first instance who will then undertake the validity of the bank account change request and then it can be sent to the Payroll Officer via the ECM for processing.

Recommendation

We recommend that the Shire consider issuing formal instructions to all staff that any bank account change requests should be included on the appropriate Payroll Authority form and sent directly to the Shire's Human Resources area or Finance area rather than directly to the Payroll Officer for validation prior to be processed.

Management Comments

The Shire may consider changing the process in the future; however, it believes the current process, which includes an audit report each pay cycle covering all bank account changes and reviewed by the Executive Manager Corporate Services, is sufficient. The Shire may also consider directing all payroll inquiries to the Human Resources Officer, who would then forward them to the Payroll Officer for processing.



6. Asset Management: Operational Guidelines

Finding

We noted that Shire has an Asset Management Council Policy, but this policy does not adequately nor clearly outline how to manage the Shire's assets relating to asset identification, categorisation, classification, stock take requirements and identifying and approval of asset write offs. The shire needs to develop clear operational guidelines over asset management.

We also did not see any evidence that the Shire undertakes routine or rolling asset inspections, especially for mobile type assets to ensure these assets still exist and to also assess the impairment of such assets.

Recommendation

We recommend that the Shire develop formal operational guidelines for asset management including over portable and attractive type assets under \$5,000.

We also recommend that although a formal stocktake does not have to be undertaken once each financial period it can be undertaken over a number of years on a rolling basis. Where stocktakes are undertaken they should be undertaken by at least 2 staff members, recorded on a formal stock take sheet and the stock take sheet should be signed off by the staff members as evidence that a proper stock take was undertaken.

Management Comments

The Shire acknowledges the finding and will consider implementing formal Asset Management procedures to complement the current Asset Management Council Policy. These procedures will aim to formalise asset management practices, including clear guidelines on asset identification, categorisation, classification, stock take requirements, and approval of asset write-offs.

7. Council Policies and Shire Operational Guidelines and Procedures

Finding

All Council policies and Shire operational procedures should be reviewed at least once every 2-3 years. This is to ensure that the policies and procedures remain up to date and provide clear and accurate directions to staff.

We noted the following:



- The Shire's Rates Collection policy has not been reviewed since it was introduced in 2015.
- The Sundry Debt Collection policy was last updated in 2017.
- There are no documented cash collection and handling procedures

Recommendation

We recommend that the Shire ensure that all of its Council policies and operational guidelines and procedures are subjected to review annually or should at least be subjected to review once every 2-3 years.

Cash collection and handling procedures should be developed.

Management Comments

The Shire acknowledges the finding and confirms that all Council policies have been reviewed in the last two years, with the last full review completed in 2023. The Shire recognises the importance of undertaking regular reviews of operational procedures and is currently undertaking this process. Regarding cash collection and handling procedures, the Shire agrees that formal written guidelines should be implemented.



Observations (No Recommendations Made)

Tender Register

The tender register that I posted on the Shire's website shows that the last tender was 2021. We consider the information that appears on the tender register is deficient and not in line with section 17 requirements. We suggest that the tender register be updated with all of the relevant and required information.

Investment Management

The Shire does not appear to have documented procedures in place for the investment management process. The procedures should cover cash flow management, placing investments, turnover of investments, investment withdrawal, reporting and the approval process.

We also noted that no cash forecasting is done to support investment decisions.

General Ledger Reconciliations

The Shire does not have in place formal reconciliation control sheet which outlines which general ledger reconciliations are required to be reconciled each month and to evidence that the reconciliations have been reconciled showing details of the reconciler and the reviewer. This control sheet forms the evidence that monthly reconciliations have been undertaken.

Rates Debts – Long Outstanding

Our review noted that there is a total of \$165,840 of rates outstanding from the previous years rate notices but we understand that these debts are not in a payment plan or have been referred to the debt collection agency. We understand the sensitivity of chasing unpaid long term rates but the Shire need to investigate this to ensure some collection process is in place.

Accounts Payable Procedure

The accounts payable procedure does not adequately cover or provide guidance in dealing with invoice variances against the value of purchase orders. Normally other Shires use a tolerance of 10% and if the total value of an invoice is less than 10% of the approved purchase order value the invoice is processed. However, if greater than 10% the invoice is sent to the initial purchase order approver for further approval. We noted that this process was not clear in the accounts payable (creditors) procedure document.



Duress Alarms

The Shire does not have duress alarms within the Administration office, Library and the Youth Centre. Although duress alarms are traditionally used around areas where cash is handled, they also can be useful during periods where staff are handling abusive customers and are seen to be an effective tool for staff safety.



Appendix A – Risk Criteria

The following risk criteria were used to assess level of risk on review findings included in the Review Report.

Risk Assessment Matrix

Likelihood of Risk:

Rating	Description	Frequency
1	Rare – May occur, only in exceptional circumstances	< once in 15 years
2	Unlikely – Could occur at some time	At least once in 10 years
3	Possible – Should occur at some time	At least once in 3 years
4	Likely – Will probably occur in most circumstances	At least once per year
5	Almost Certain – Expected to occur in most circumstances	> once per year

Consequence of Risk:

Description	Health	Financial Loss	Operation	Compliance	Reputation	Project
1. Observation	No injuries or illness	<\$50,000	Little Impact	Minor breach of policy, or process requiring approval or variance	Unsubstantiated, low impact, low profile or no news item.	Small variation to cost, timeliness, scope or quality of objectives and required outcomes.
2. Low	First Aid treatment	\$50,000 to \$250,000	Inconvenient Delays	Breach of policy, process or legislation requiring attention of minimal damage control	Substantiated, low impact, low news profile.	5-10% increase in time or cost or variation to scope objective requiring approval
3. Medium	Medical treatment required	\$250,000 to \$1 million	Significant delays to major deliverables	Breach requiring internal investigation, treatment or moderate damage control	Substantiated, public embarrassment, moderate impact, moderate news profile.	10-20% increase in time or cost or variation to scope objective requiring Senior Management approval
4. High	Death or extensive injuries	\$1 million to \$3 million	Non achievement of major deliverables	Breach resulting in external investigation or third party actions resulting in tangible loss and damage to reputation	Substantiated, public embarrassment, moderate impact, high news profile and 3 rd party actions.	20-50% increase in time or cost or significant variation to scope objective requiring restructure of project and Senior Management or Council approval

Risk Exposure:

Risk = Likelihood x Consequence

Score	Level of Risk	Score	Level of Risk	Score	Level of Risk
1 - 8	Low	9 - 19	Medium	20 - 25	High

DIRECTORS:

ROBERT CAMPBELL RCA, CA
VIRAL PATEL RCA, CA
ALASTAIR ABBOTT RCA, CA
CHASSEY DAVIDS RCA, CA

**AUSTRALIAN
AUDIT** 

ASSOCIATE DIRECTOR:

SANTO CASILLI FCPA PFIIA

7 May 2025

Cara Ryan
 Executive Manager Corporate Services
 Shire of Boddington
 39 Bannister Road
 Boddington WA 6390

REGULATION 17 REVIEW

Dear Cara

Please find attached the Final Regulation 17 review report for the Shire of Boddington.

Your management comments have been included in this final report.

We would like to thank your staff for the positive cooperation provided to us during the review process and for promptly providing information requested during the conduct of this review.

Yours sincerely



Santo Casilli FCPA PFIIA
 Associate Director, Internal Audit, Probity and Risk

Australian Audit



Shire of Boddington

Regulation 17 Review

7 May 2025

Final Review Report

(Review in Confidence)

Australian Audit



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Regulation 17 Review Summary and Conclusion

INTRODUCTION

Australian Audit was engaged to undertake a review of the Shire of Boddington risk management, internal control and legislative compliance as required to be undertaken as per Regulation 17 of the *Local Government (Audit) Regulations 1996*.

As per Regulation 17(1), (2) and (3) of the *Local Government (Audit) Regulations 1996*, the Chief Executive Officer (**CEO**) is required to undertake a review, at least once every 3 financial years, of the following processes:

- Risk Management.
- Internal Control; and
- Legislative Compliance.

The Shire of Boddington uses Synergy Soft as its accounting system.

The Shire of Boddington does not currently have an Internal Audit Function, a separate Governance Services business (Governance Officer position) unit or an Information Technology business unit. The CEO and the Administration Officer Corporate Services are responsible for overseeing the Governance function and the Shire has engaged an external IT Provider (Wallis Computer Solutions) to oversee the Shire's Information Technology processes.

SCOPE AND METHODOLOGY

The review undertook the following approach:

- Information relating to risk management, internal control and legislative compliance was requested from the Finance Coordinator and the Executive Manager Corporate Services prior to commencement of the review to assess adequacy of policies, procedures and overall control processes that are currently in place within the Shire.
- An Information Technology questionnaire was also sent to the Executive Manager Corporate Services in order to assess the Shire's Information Systems General Control Environment.

The matters raised in this report are only those which came to our attention during performing our review and may not necessarily be a comprehensive statement of all the possible process improvement options that may exist in relation to the Risk Management, Internal Control and



Legislative Compliance matters.

Our review was conducted in accordance with ASAE 3500 – Assurance Engagement Other Than Audits or Reviews of Historical Financial Information.

Our draft review report is provided to the Shire to enable the Shire to meet their statutory obligations under Regulation 17 and as such we do not encourage this report to be used for any other purpose.

WORK PROGRAM

Our work incorporated the following areas for review as required under Regulation 17:

1. RISK MANAGEMENT

To establish that:

- A Governance Framework is in place and endorsed by the Audit and Risk Committee.
- A formal governance unit exists responsible for proper governance compliance.
- Satisfactory risk management and governance policies are in place and have been endorsed by the Audit and Risk Committee/Council.
- Operational and Strategic Risk Registers are in place and are being constantly reviewed and updated to mitigate risk.
- Regular development of risk reports and actions to address risks are identified and actioned and such actions are regularly communicated to and endorsed by the Audit and Risk Committee.
- Fraud Risk Identification and Prevention policies are in place including the establishment of a Whistle Blower policy.
- An effective Audit and Risk Committee exists, and proper Committee processes are in place and being complied with.

2. INTERNAL CONTROL

To establish that:

- A Delegation of Authority is in place, up to date and reviewed regularly.
- Proper and formal documented Management policies (guidelines and procedures) are in place and are kept up to date.
- Internal assessment of control processes exists e.g., via an internal audit function or by the Shire's own Governance area.



- An Internal Control policy targeted for all employees, council and committee members on the importance of management controls.
- Reliance can be placed on the work undertaken by the Shire's external internal auditors re the review of the Shire's control environment and legislative compliance including general controls over the Shire's Information Technology systems.
- Proper segregation of duties and management controls exist in relation to the following key accounting processes:
 - Accounts payable.
 - Cash collection, receipting and reconciliations.
 - General Ledger amendments and reconciliations.
 - Payroll.
 - Procurement.

3. LEGISLATIVE COMPLIANCE

To establish that:

- The Compliance Audit Return (CAR) is properly completed each year and any non-compliance matters are investigated promptly and adequate action is taken to ensure similar non-compliance no longer occurs.
- The establishment of proper complaints policies and registers including gift policies and registers.
- Legislative compliance regarding all Local Government Act and Regulation requirements are continually monitored and regularly reviewed to ensure continual compliance.



REVIEW CONCLUSION

Based on our assessment of the management controls and processes that exist at the Shire regarding the above three key areas of the Regulation 17 review, we wish to conclude as follows:

Risk Management

- There is a Risk Management Framework document and Risk Management Policy in place. However, the risk policy requires more detail in relation to how the risks are to be managed and also monitored by the Audit Committee.
- A risk register is in place. However, the risk register should be tabled at each Audit Committee meeting and monitored to ensure that the Shire is effectively managing its risks and is continually reviewing and updating its risks.
- There is no Fraud Risk Identification and Prevention Policy in place.
- There are terms of reference for the Audit Committee. However, there are no standing agenda items for the Audit Committee which includes Risk Management. It also does not appear that the Audit Committee has yet appointed an independent member as stated in its terms of reference.
- There is no Whistle Blower policy in place and this should be considered if the Shire believes one is required.
- A Business Continuity Plan is in place and has been tested to ensure its workability and effectiveness.

Internal Control

- Apart from credit card usage and grant management procedures there are no other finance related procedures in place.
- The Shire has an internal control policy but as yet has not developed the framework to enable the Shire to identify the need for all areas within the Shire to continually assess control processes and to empower all Shire staff to be responsible over the Shire's control environment.

Legislative Compliance

- Monitoring for legislative compliance requires improvement. Although the Shire has a Legislative Compliance policy in place there are no formal written procedures to guide staff as to how to identify legislative non-compliance and reporting non-compliance.



FINDINGS AND RECOMMENDATIONS

The following matters were identified for management consideration:

MEDIUM RISK ISSUES

1. Audit Committee Responsibilities

Finding

The Audit Committee do not receive risk reports from the Shire's Risk Register on a regular basis to assess whether the Shire is taking action to identify new risks and taking appropriate action to manage its risks as identified in the Shire's risk register. We also noted that this risk assessment does not form part of the Audit Committee's standard agenda item.

Further although the Audit Committee have Terms of Reference in place, the Terms of Reference do not include that the Audit Committee is required to monitor the Shire's risks that are incorporated within its risk register.

The Committee's Terms of Reference also state that the Audit Committee should have an independent external member. However, an independent external member has not yet been placed on the Committee.

We believe that the Committee should constantly assess the Shire's progress towards identifying new risks and managing existing risks that have been identified and included in the Shire's risk register.

Recommendation

We recommend the following:

- The Audit Committee's Terms of Reference should be amended to include the requirement of the Committee to receive updates on the Shire's risks and its responsibility to monitor the Shire's progress in managing the identified risks.
- This requirement should be a standard meeting item on all Audit Committee meeting agendas.
- The Audit Committee should, as stated in their Terms of Reference, appoint an independent external member as soon as possible.
- That the Audit Committee name should be changed to Audit and Risk Committee or Audit, Governance and Risk Committee in line with its required responsibilities and the existing



Terms and Reference be amended as such to reflect this name.

We also recommend that a copy of the Shire's risk register, including evidence of the Shire's progress of actions taken to minimize the Shire's risks be tabled at each Audit Committee meeting to enable the Committee to be satisfied that the Shire identified risks are being effectively managed.

Management Comments

The Shire is currently reviewing the Audit and Risk Committee Terms of Reference in light of recently passed legislation and proposed legislative changes. As part of this review, the Shire may also consider implementing a standing item for the Risk Register in the standardised agenda format. Additionally, the Shire will look to appoint an independent member to the Committee once the changes to the legislation are passed.

2. Internal Control Framework

Finding

We noted that the Shire has an Internal Control Policy but has yet to develop a framework to assist the Shire in identifying internal control issues on a regular basis. In the absence of an inhouse or outsourced internal audit function, we believe that the Shire should develop the framework detailing the instructions and processes needed to be followed by all areas within the Shire to continually self-assess management control processes and to empower all Shire staff to be responsible over the Shire's control environment.

Recommendation

The Shire should consider developing an Internal Control Framework which should outline the following elements:

- The promotion of a risk-based approach to the development and maintenance of documented internal controls and procedures. This is to support a continual assessment of appropriate controls throughout the Shire by identifying the need for new controls (based on risk) and ensuring existing outdated and unnecessary controls are discontinued. This can be accomplished via staff awareness on the importance of compliance with key internal controls and how non-compliance can impact on the Shire's operations.
- Documenting the Shire's key internal controls including the importance of all staff to be aware of the importance of maintaining proper segregation of duties controls especially



- within key finance and procurement functions.
- Outlining a set of measures that should be implemented such as continual training etc to ensure staff are fully aware of, and understand, the relevant importance of key internal controls within their workplace.
- The Shire should also consider including the requirement for all staff to be responsible for control awareness and also to contribute to the identification of control risk areas within their workplace and their areas of responsibility. This could be done by adding these responsibilities in their respective job descriptions and/or incorporated as part of their induction program.

Management Comments

The Shire acknowledges the finding and agrees that formalising internal control through the development of a framework is warranted. While the Shire currently maintains good internal controls and segregation of duties, the establishment of an Internal Control Framework would further strengthen its ability to identify and address internal control issues on a regular basis. Additionally, the Shire recognises the importance of empowering staff to contribute to control awareness and the identification of risks and will consider incorporating these responsibilities into job descriptions and induction programs.

3. *Fraud Risk Identification and Prevention Policy*

Finding

Our review noted that the Shire does not have in place a formal Fraud Risk Identification and Prevention Policy.

The policy should outline the importance and responsibility that all Shire staff have in ensuring that fraud is able to be identified and prevented through proper adherence and compliance with existing management controls and that where fraud is suspected that is promptly reported for investigation.

Recommendation

We recommend that the Shire establish a fraud risk identification and prevention policy as a matter of priority.

Management Comments

The Shire notes the finding and acknowledges the recommendation to establish a Fraud Risk Identification and Prevention Policy.



LOW RISK ISSUES

4. Whistle Blower Policy

Finding

There is no Whistle Blower policy in place. The Whistle Blower policy establishes the rules to follow when Shire staff become aware of any illegal or unethical activities within the Shire. The policy is to also raise awareness among staff about misconduct and encourages employees to report fraudulent behaviour and possible misconduct. We believe such a policy will assist in fostering a culture of accountability and transparency.

Recommendation

We recommend that the Shire give consideration towards developing a Whistle Blower policy.

Management Comments

The Shire notes the finding, acknowledges the recommendation, and will consider the establishment of a Whistleblower Policy.

5. Legislative Compliance

Finding

The Shire has a Legislative Compliance policy in place to oversee that all required legislative matters are being continually complied with. The policy requires that the Shire develop and maintain a system of identifying legislative matters, establishing mechanisms for reporting non-compliance, procedures to identify legislative changes and also to develop a process of reporting legislative non-compliance. However, the Shire has not yet developed formal procedures to guide Staff as to how this will be achieved and who will be responsible for managing and monitoring non-compliance events.

As the Shire does not have an Internal Audit function or any other similar regular checking function to periodically assess all of the required legislative compliance matters and to identify non-compliance matters, it is difficult for the Shire to assure itself that all legislative compliance matters are being consistently complied with.



Recommendation

Consideration should be given to the implementation of clear and formal procedures in line with the Legislative Compliance policy, which outlines the responsibility for compliance with legislative requirements and how such compliance is to be met.

Further, consideration could be given for the Shire to develop various legislative compliance checklists to enable various areas within the Shire to undertake regular self-assessment checks on an ongoing basis. We would suggest that these be undertaken regularly throughout the calendar year and be signed off attesting to compliance. These can be undertaken in conjunction with the annual Compliance Audit Return (CAR) and would complement the (CAR) process.

Further, consideration should also be given to include within each updated policies, protocols and procedures reference to the applicable legislative requirement. This then provides information to staff that by following the policy or procedure legislative compliance is being achieved.

Management Comments

The Shire maintains a Compliance Register to manage all legislative deadlines, and this is overseen by the Governance area. While the Compliance Register supports adherence to legislative requirements, the Shire acknowledges that developing a formal procedure to complement the Legislative Compliance Policy would further strengthen its approach.

6. IT Strategic Plan

Finding

The Shire has an IT Strategic Plan. However, the plan is not dated and we were unable to determine when the Plan was developed or last reviewed and whether the Plan is now in need of review.

Recommendation

We recommend the Shire should review the IT Strategic Plan to ensure that the Plan meets its current Information Technology requirements.



Management Comments

This plan was created in 2023 and originally scheduled for review in 2028. However, it is acknowledged that due to the fast-changing pace of the IT environment, this review is being brought forward and will now take place in 2025/2026.

OBSERVATIONS (NO RECOMMENDATIONS REQUIRED)

IT Related Issues:

- There is no Uninterrupted Power Supply (UPS) at the Shire's out centers to ensure that the IT environment continues to operate in the event of a power outage.
- A log of incorrect login attempts by both staff and external elements is not maintained. We believe this log should be maintained by the Shire's outsourced IT provider, Wallis Computer Solutions, to identify any suspicious attempts to break into the Shire's IT systems.
- Although the Shire has in place an IT Usage policy it is not clear who is monitoring to ensure that staff use of internet is appropriate and in line with the Shire's IT Usage policy.

Finance Related Issues:

- Apart from procedures on credit card usage and grant management there are no other finance related procedures in place e.g. accounts payable processing, processing of debtor invoices, general ledger monthly reconciliation process etc.

6. CLOSURE OF MEETING

There being no further business, Cr Eugene Smalberger, Shire President, declares the meeting closed at 5.05pm.

9.1 DEVELOPMENT AND COMMUNITY SERVICES

9.1.1 Community Grant Program Policy Review

File Reference:	3.000623
Applicant:	Nil
Previous Item:	Ordinary Council Meeting 139/21
Author:	Coordinator Community and Economic Development
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Attachments:	Attachment 9.1.1A Draft Community Grant Program Policy

Summary

Council is requested to adopt the amended Community Grant Program Policy.

Background

The Community Grant Program Policy was adopted by Council in December 2021. The Policy allows the provision of financial assistance to incorporated bodies to deliver projects and programs which deliver benefits to the local community and local economy, to build an engaged, vibrant, inclusive, and healthy community.

A review of the Community Grant Program has been undertaken to align with the people and place aspirations outlined within the Council Plan, to ensure it remains a relevant and impactful mechanism to support social impact.

Comment

The key changes from the previous Policy are proposed to be:

- Increasing the maximum funding amount per applicant (per financial year) from \$2,000 to \$3,000, due to cost escalations and to improve uptake by the community.
- Enable consideration for multiyear funding agreements for projects and programs that have previously secured funding and have been successfully acquitted.
- Updating eligibility criteria to ensure the applicant is not already engaged in a multiyear funding agreement.
- Implementing updated assessment criteria to prioritise applications based on the extent of community benefit, alignment with at least one Council Plan outcome, demonstration of local support and partnerships, as well as demonstrated capacity to manage the project or program.
- The ability to accept applications throughout the year to improve accessibility.

The revised Policy continues to:

- Consider applications based on the information provided.
- Maintain Council's contribution of up to 75% of the total project cost.
- Recognise in-kind and volunteer labour as eligible components of the total project cost.
- Require the recipient to provide written quotes for items of expenditure over \$1,000.
- Maintain eligibility and assessment criteria to safeguard funding for maximum community benefit.
- Encourage applicants to seek assistance from the Shire prior to formally submitting their application.
- Require the recipient to enter into a funding agreement with the Shire.
- Require acknowledgment of the Shire of Boddington's contribution.

Consultation

No formal consultation has been undertaken about this item. Following approval of the Policy, a launch of the re-branded Community Grant Program with community groups and sporting clubs will be arranged.

Strategic Implications

Aspiration	People
Outcome 2	A healthy and active community.
Objective 2.2	Build pride and participation in local art, culture, and community activities.

Legislative Implications

Nil

Policy Implications

Community Grants Program Policy

Financial Implications

\$15,000 has been included in the 2025/26 draft Annual Budget, to support the Community Grant Program.

Economic Implications

A healthier and more connected community contributes toward achieving higher levels of productivity and economic output. The projects and programs considered in reference to this Policy also engage the small business sector, encourage placemaking and attract visitation.

Social Implications

The revised priority areas for funding will support greater grassroots empowerment for the community to deliver projects and programs which align with the aspirations set in the Council Plan 2024/34. Recognising the skills and knowledge within Boddington fosters a sense of shared responsibility and ownership in the development and delivery of the vision. Drawing from local capacity also fosters sense of pride, supports a higher level of community engagement, and facilitates relationship building opportunities between the Shire and community groups.

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	The key risks in relation to this matter are in the assessment of the grant applications, decisions made to award funding, as well as project alignment with the economic aspirations of the community.
Risk Rating (prior to treatment or control)	Medium
Principal Risk Theme	Reputational

Risk Action Plan (controls or treatment proposed)	Clear criteria will provide an objective mechanism to consider eligibility and assess applications.
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Officer Recommendation

The Council adopt the amended Community Grant Program Policy contained in Attachment 9.1.1A.

Council Policy

Community Grant Program

Purpose

To provide financial assistance to incorporated bodies to support projects and programs that benefit the local community and economy by building an engaged, vibrant, inclusive and healthy community.

Scope

This Policy applies to Shire of Boddington (Shire) officers and members of the public.

Definitions

Term	Meaning
Policy	Is the Shire of Boddington policy titled "Community Grant Program".
Community	People that live, work, or visit the Shire of Boddington.
Eligible Organisation	An incorporated not-for-profit organisation, or one auspiced by an incorporated body with written confirmation. The organisation should not have an outstanding grant acquittal.
Council Plan	A document that outlines the Shire's strategic vision and key outcomes for the future.
Recipient	An applicant approved for funding under the Community Grant Program.
Shire Platforms	Refers to official Shire communication channels, including the Shire website, Facebook page, and the Community Connect e-Newsletter.
Application Form	The Community Grant Application Form and its attachments. This may include a separate income and expenditure statement relevant to the project or program.
Funding Agreement	A formal agreement outlining the terms and conditions of the grant, confirming the recipient's intention to use Shire funding for the approved purpose.
Acquittal Form	The Community Grant Program Acquittal Form and its required attachments.
Council	Refers to elected members of the Shire.

Policy Statement

Applications are to be accepted throughout the year and be advertised across Shire platforms with the total funding pool is determined through the Shire's annual budget process. Applications are to be from an eligible organisation and be for more no more than \$3,000 in any single financial year. Advertised across Shire platforms.

Funding is available for up to 75% of the total project cost. In-kind contributions, including volunteer labour, are recognised as eligible components of the total project cost at \$50.55 per hour. Successful projects are expected to align with at least one outcome identified in the Council Plan.

Applications are assessed prior to being considered by Council. Multi-year funding agreements may be considered for projects or programs that have previously received funding and have been successfully acquitted.

Eligibility Criteria

To be eligible for funding, applicants are to meet the following criteria:

- Be an incorporated not for profit organisation, or be auspiced by one;
- Hold current public liability insurance;
- Have no outstanding acquittals or debts with the Shire;
- Not have received the maximum allocation of funding within the same financial year;
- **Not be engaged in a multiyear funding agreement with the Shire;** and
- Not be an individual, political party, State or Federal Government organisation or school.

School Parents and Citizens'(P&C) Associations are eligible to apply where the project or program aligns with an outcome in the Shire's Council Plan and demonstrates evidence of broader community benefit.

Acceptance Criteria

For applications to be accepted and proceed to assessment, they are to:

- Meet the eligibility criteria;
- Be submitted on the official form by the closing date and completed in full;
- Include relevant attachments, such as evidence of insurance, financial information and quotes;
- Be for projects or programs delivered within the Shire;
- Not be retrospective, or commence before the notification date;
- Not be for maintenance, or operating costs;
- Not be for political or fundraising purposes; and
- Demonstrate the capacity to deliver the project or program.

Assessment Criteria

Applications accepted for assessment are evaluated against the below criteria:

Community Benefit Evidence of the social or economic need the project or program addresses, how this need was identified, and how the project responds to it.

Alignment with Council Plan Evidence that the project or program aligns with and supports an outcome within the Shire's Council Plan.

Community Support and Partnerships Evidence of local support from community members and partnerships with local organisations, businesses or other funding providers.

Organisational Capacity Evidence of planning, budgeting and capability to successfully manage and deliver the project or program.

Funding Conditions

Recipients are to enter into a formal agreement committing to the operational terms and conditions determined by the Shire. These conditions are intended to minimise risk, comply with Shire protocols, and safeguard project outcomes.

Written quotes are to be provided with the application for individual budget items over \$1,000. Any budget item exceeding \$1,000 without a supporting quote is considered ineligible for funding.

A signed Funding Agreement is to be returned to the Shire within four weeks of notification of the grant outcome. If the agreement is not received within this period, the grant is considered cancelled,

and the funds may be reallocated to the next funding round.

Recipients are to deliver their project or program within 12 months of the approval date, and acknowledge the Shire's support in all promotional materials, media releases and public documentation relating to the funding project or program.

Acquittal documentation is to be submitted within twelve weeks of project or program completion. This is to include copies of receipts confirming the total cost and any publications acknowledging the Shire's contribution.

Additional funding conditions may be set where specific to the approved project or program.

Additional Information

Applicants are encouraged to seek guidance from the Community and Economic Development team prior to submitting their application. As the assessment process is based solely on the information provided, applications are to be clear, concise and complete.

Responsible Officer	Coordinator Community and Economic Development
History	Adopted 15 December 2015 (Resolution 129/15) Amended 16 December 2021 (Resolution 139/21) Amended 23 March 2023 (Resolution 25/23)
Delegation	
Relevant Legislation	
Related Documentation	Forms & Templates: Community Grant Program Application Form

9.1.2 Shire of Boddington Access and Inclusion Plan 2025-30

File Reference:	3.000600
Applicant:	Nil
Previous Item:	Ordinary Council Meeting 53/19
Author:	Coordinator Community and Economic Development
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Attachments:	9.1.2A Access and Inclusion Plan 2025-30

Summary

This item seeks Council's endorsement of the Access and Inclusion Plan 2025-30.

Background

The Disability Services Act 1993 requires all local governments to develop and implement a Disability Access Inclusion Plan (DAIP) every five years. In recent years, there has been a trend toward renaming DAIPs to Access and Inclusion Plans. This reflects that access, and inclusion is about the inclusion of all abilities and diverse communities represented in the Shire. The Shire's current DAIP expires in June 2025.

Community members with disability, their families and carers have the same rights as other people to access services, facilities, and programs. These rights are protected within international, national, and state legislation, making it unlawful to discriminate against a person with disability.

The Access and Inclusion Plan 2025-30 ensures the community's access and inclusion needs are supported and implemented through the Shire's Council Plan, Public Health Plan and Community Wellbeing Plan. In developing the Access and Inclusion Plan 2025-30, the Shire is required by the Department of Communities to address the seven mandated outcome areas. These are:

- Services and Events - People with disability have the same opportunities as other people to access the services and participate in any events organised by local government.
- Buildings and Facilities - People with disability have the same opportunities as other people to access buildings and other facilities provided by local government.
- Information - People with disability receive information from local government in a format that will enable them to access the information as readily as other people in the community.
- Quality Customer Services - People with disability receive the same level and quality of customer service from local government as other people in the community.
- Complaints - People with disability have the same opportunities as other people in the community to raise issues and concerns to local government.
- Public Consultation - People with disability have the same opportunities as other people in the community to participate in local government public consultation and engagement projects.
- Employment - People with disability have the same opportunities as other people to obtain and maintain employment in local government.

Comment

To inform the Access and Inclusion Plan, a review of the consultation to inform the Council Plan

2024-34 was undertaken. In 2024, 284 community members, representing a sample size of 16%, completed a MARKYT® Community Scorecard. A series of workshops were also facilitated with Elected Members, staff, key stakeholders, and local community members. The focus of the community workshops was on collecting information about barriers to access and inclusion and suggestions for improvement.

Information collected from the community has provided the Shire with key considerations to increase access and inclusion of people with disability in future projects, including:

- Targeted promotion and communication about accessible and inclusive features of facilities, services, and events.
- Increased awareness by Shire about the positive impact made on the lives of people with disability when access and inclusion is considered in planning and delivering Shire projects and programs.
- Availability and promotion of inclusive programs in the Shire, including inclusive sports, school holiday programs and general social activities.
- Further improvements to accessible parking, buildings, facilities, outdoor environments, playgrounds, and public spaces.
- Easier access to information, especially for those people who do not use digital platforms.

These findings reflect the strategies outlined in the Access and Inclusion Plan 2025-30.

The Shire recently facilitated a public comment period to enable the community a final opportunity to provide input and feedback on the Access and Inclusion Plan. No submissions were received, so no further changes are proposed.

Once the Access and Inclusion Plan 2025-30 is adopted, it will be submitted to the Department of Communities for final approval and to meet the Shire's legislative requirements of the Disability Services Act 1993.

Consultation

Broader consultation on Access and Inclusion occurred as part of the review of the Council Plan 2024-34. Subsequently, the Draft Access and Inclusion 2025-29 underwent a public comment period.

Strategic Implications

Aspiration	People
Outcome 3	An inclusive and supportive community.
Objective 3.3	Improve access and inclusion for people with disability.
Action 3.3.4	Review the Access and Inclusion Plan.

Legislative Implications

Disability Services Act 1993

Policy Implications

Community Engagement Policy

Financial Implications

Nil

Economic Implications

Access and Inclusion Plans encourage inclusive employment practices which leads to greater economic participation for people with disability. Accessible facilities and services also contribute to Boddington's reputation as a destination of choice for daytrip and weekend visitation.

Social Implications

Access and Inclusion Plans promote social inclusion, equity, participation and community cohesion. They help remove barriers for people with disabilities, ensuring equal access to public facilities and services.

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	The primary risk of this item is declining to endorse the Access and Inclusion Plan 2025-29, resulting in non-compliance with the Disability Services Act 1993.
Risk Rating (prior to treatment or control)	Moderate
Principal Risk Theme	Compliance
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council:

1. Endorse the 'Shire of Boddington Access and Inclusion Plan 2025-30' as contained in Attachment 9.1.2A.
2. Note the endorsed Plan will be submitted to the Department of Communities for final approval.

Draft Access and Inclusion Plan

2025-30

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Acknowledgement of Country

Shire of Boddington acknowledges the Wilman People of the Noongar Nation as the traditional custodians and pays respect to Elders past and present, as well as the continuation of cultural, spiritual, and educational practices of Aboriginal and Torres Strait Islander peoples.

Message from Shire President

The Shire of Boddington (Shire) is proud to present its Access and Inclusion Plan 2025-30 that serves as a framework for creating a more inclusive and connected community. The new Plan has been developed with input from residents, visitors, and local organisations to continue improving access and inclusion for everyone.

It is important to the Shire that its facilities and services are accessible and welcoming for all people. The Shire of Boddington and the local community have accomplished achievements and improvements in accessibility and inclusion over the years which has a significant impact on people living with disability.

The creation of this new Plan allows the Shire to recognise and act on how to strengthen and build upon the success achieved together already. The Plan will ensure the Shire drives continuous improvements to services and events, buildings and facilities, information, quality of service, feedback and complaints, public consultation, as well as employment.

The Shire is in a great position to continue building a more accessible community where all people feel welcomed and are actively contributing to community life.

Eugene Smalberger
Shire President



Introduction

The Disability Services Act 1993 amended 2004 (the Act) requires all local governments to develop and implement a Disability Access Inclusion Plan (DAIP) every five years.

In recent years, there has been a trend toward renaming DAIPs to Access Inclusion Plans (AIPs). This reflects that access, and inclusion is about the inclusion of all abilities, and diverse communities represented in the Shire.

Community members with disability, their families and carers have the same rights as other people to access services, facilities, and programs. These rights are protected within international, national, and state legislation, making it unlawful to discriminate against a person with disability.

The AIP 2025-30 ensures the community's access and inclusion needs are supported and implemented through the Shire's Council Plan and other Action Plans.

In developing the AIP, the Shire has addressed the mandated outcome areas. These are:

Outcome 1 – Services and Events

People with disability have the same opportunities as other people to access the services and participate in any events organised by local government.

Outcome 2 – Buildings and Facilities

People with disability have the same opportunities as other people to access buildings and other facilities provided by local government.

Outcome 3 – Information

People with disability receive information from local government in a format that will enable them to access the information as readily as other people in the community.

Outcome 4 – Quality Customer Services

People with disability receive the same level and quality of customer service from local government as other people in the community.

Outcome 5 – Complaints

People with disability have the same opportunities as other people in the community to raise issues and concerns to local government.

Outcome 6 – Public Consultation

People with disability have the same opportunities as other people in the community to participate in local government public consultation and engagement projects.

Outcome 7 – Employment

People with disability have the same opportunities as other people to obtain and maintain employment in local government.

What does Disability Access and Inclusion mean?

Disability

A disability is any continuing condition that restricts everyday activities and can affect a person's capacity to function independently, to communicate, interact with others or learn.

The degree and type of disability varies with individual circumstances and can be:

- Sensory – affecting vision and/or hearing.
- Neurological – affecting a person's ability to control their movements, for example, cerebral palsy.
- Physical – affecting mobility and/or a person's ability to use their upper or lower body.
- Intellectual – affecting a person's judgement, ability to learn and communicate.
- Cognitive – affecting a person's thought processes, personality and memory resulting, for example, from an injury to the brain.
- Psychiatric – affecting a person's emotions, thought processes and behaviour, for example, schizophrenia or manic depression.

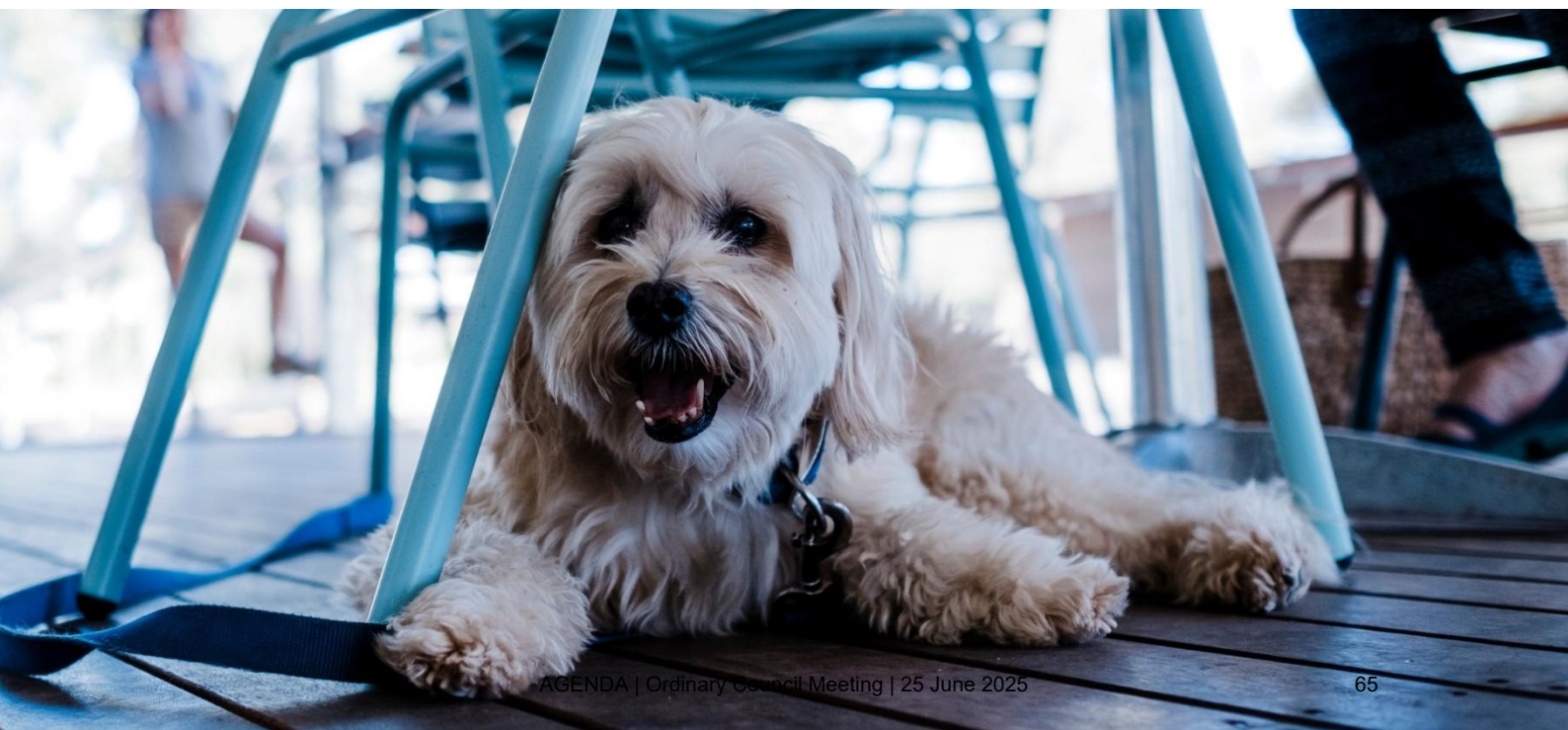
People may also have more than one disability and therefore face additional disadvantages.

Access

Access refers to the ability of all people, including people with disability and their carers, to move around the built and natural environment. This includes buildings, recreation facilities, parks, footpaths, community services, events, shops, and other services. This also includes access to information, and the opportunity to participate in the Shire's community engagement activities and consider employment opportunities.

Inclusion

Inclusion means actively including and encouraging everyone with all abilities, including people with diverse abilities to participate in all aspects of community life and opportunities.



Access and Inclusion Statement

The Shire of Boddington is committed to ensuring that the community is accessible for and inclusive of people with disability and our aging population, their families, and carers. An accessible and inclusive community is a more vibrant place for everyone.

The Shire interprets an accessible and inclusive community as one in which all Shire facilities and services (both in-house and contracted) are open, available, and accessible to people with disability, providing them with the same opportunities, rights and responsibilities as other people in the community.

Shire of Boddington Snapshot

Our Purpose

The Shire of Boddington exists to meet the needs of current and future generations through an integration of environmental protection, social advancement, and economic prosperity. This is in accordance with the Local Government Act 1995 (Section 1.3 (3) Role of Local Government). We fulfil our purpose through the following roles:



Advocate

We are a voice for the local community on key issues.



Facilitate

We help to make it possible or easier to meet community needs.



Partner

We form strategic alliances in the interests of the community.



Provide

We directly provide a range of services to meet community needs.



Fund

We help fund organisations to deliver essential community services.



Regulate

We regulate compliance with legislation, regulations and local laws.



Our Values

We conduct ourselves in line with the values that the local community cares deeply about.



Proactivity

Forward thinking and being positive.



Transparency

Being open and accountable.



Dedication

The continual pursuit of excellence.



Respect

Being tolerant, helpful, and showing empathy and care for others.



Honesty

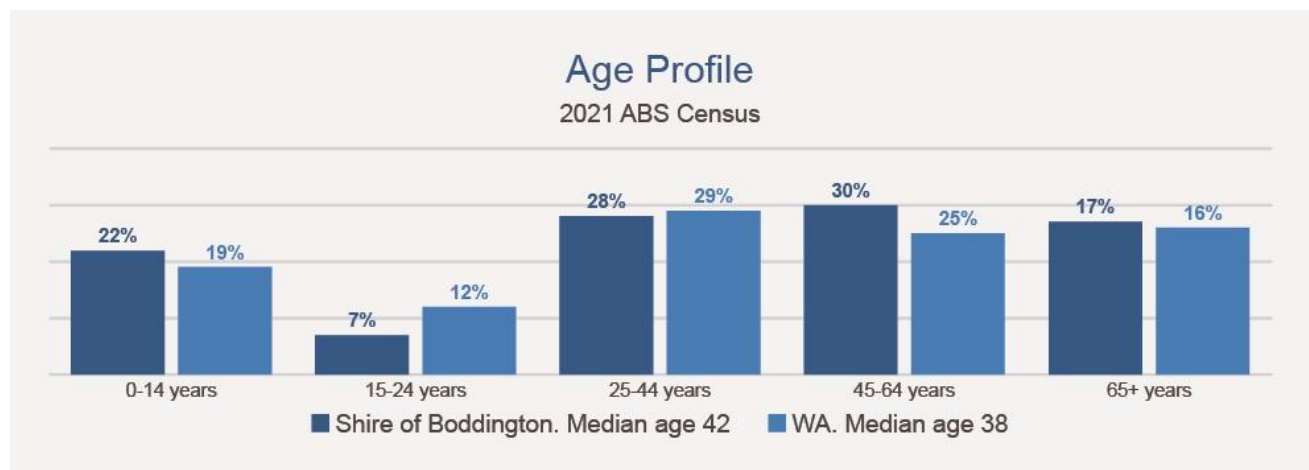
Acting with integrity and building trust.



Cohesiveness

Teamwork, unity, and shared ownership.

Our Demographics



Estimated Resident Population



1,786

ABS Estimated Resident Population June 2023

Australian and/or Torres Strait Islander People



3.5%

WA: 3.3%

2021, ABS Census

Households that speak a non-English language



5.3%

WA: 19.6%

2021, ABS Census

Needs assistance with core activities



3.9%

WA: 4.9%

2021, ABS Census

Why have an Access and Inclusion Plan?

Disability is a part of everyday life. In Western Australia, one in five people (or 411,500 people) have a disability, and currently, 68,000 Western Australians are the primary carer for a friend or family member with a disability.

Creating an accessible and welcoming community benefits everyone. With the full roll-out of the National Disability Insurance Scheme (NDIS) across Australia, including Boddington, more people with disability have access to support to assist them to participate in, and contribute to their community. The NDIS Demand Map reveals for Shire of Boddington there are between 21-30 NDIS participants currently being supported between 69 providers, equating to \$1,129,100 in current NDIS participant spend.

The Shire's residents aged 65 years and over also represent 17% of the community which is slightly above the Western Australian state average of 16%. Many people with access and inclusion requirements also visit the Shire as a visitor due to Boddington's proximity to Perth and Mandurah for daytrip and weekend stays, as well as being one of the first stopovers south of Armadale via Albany Highway.

The AIP is used by the Shire of Boddington to:

- Define priorities, and short and long-term goals and actions.
- Prioritise budget and resource allocations.
- Inform workforce planning.
- Inform other key strategies and plans.
- Inform the Shire's position on advocacy topics and issues.
- Provide context for reports to Council.
- Evaluate performance measures.



Achievements since 2019

- Continuous improvements to access and inclusion at Shire-led events including Chill-Out Zones, additional ACROD parking, accessible bathroom availability, as well as accessible fonts and colour contrast on event signage at large events.
- Delivery of International Day of People with Disability events to improve local awareness.
- Introduced a Special Event Application process for events delivered by external event organisers.
- Built capacity of external event organisers to consider the needs of people with disability during planning by using the Accessible and Inclusive Event Checklist.
- Established the Boddington Active Ageing Network as a co-design working group for local stakeholders servicing senior residents.
- Opened BoddFit Community Gym with a strong focus on providing universal access for the community.
- Delivered enhancement projects at Boddington Visitors Centre and Ranford Pool which improved accessibility.
- Facilitated community consultation to understand access requirements at Boddington Swimming Pool to inform future planning.
- Identified key contacts from Department of Communities and the Access and Inclusion sector to readily access advice.
- Continuous improvement through the annual building maintenance and road maintenance programs.
- Installed a universally accessible footpath from the Independent Living Village (Senior's Hub) to link in with the local footpath network connecting with the Town Centre.
- Installed a universally accessible footpath on Club Drive from Pollard Street to Hakea Road to link Boddington District High School, Boddington Early Learning Centre, Boddington Recreation Centre, BoddFit Community Gym, as well as Boddington Sports and Community Club, with western residential areas in Boddington town site, to the local footpath network.
- Funded the Boddington Sport and Community Club to install a paved entrance to the venue.
- Launched new websites for the Shire and Destination Boddington brand that are built on an accessible platform, and subject to ongoing content improvements that aim to meet the Australian Government's web accessibility requirements.
- Provided documents and information in an alternative format on request, as well as provided alternative ways to submit feedback.
- Launched the Shire's Community Engagement Charter to reaffirm commitment to engaging the Boddington community using appropriate, effective, and inclusive practices.
- Launched a Customer Service Charter to ensure a consistent service fit for purpose to the customer's needs.
- Improved local awareness of consultation opportunities by engaging a multi-platform approach to communicate a consistent message to all cohorts within the community.
- Selected venues for consultation and engagement which are accessible and inclusive.
- Updated all position descriptions for inclusivity when advertising new roles and as part of the annual performance review process.
- Advertised employment opportunities with flexible working arrangements, including work from home and part time job-share arrangements.
- Modified work areas as required to meet employee needs.
- All job advertisements now state the Shire is an equal opportunity employer dedicated to diversity in the workplace.

Review and development of our Access and Inclusion Plan

Responsibility for review and development process

The Shire's Community and Economic Development team has the responsibility to oversee the development, review, and evaluation of the AIP with the support of the Shire's Executive Leadership Team.

Review and development process

The Shire's AIP 2025-30 continues to provide outcomes for people with disability that reflect the Department of Communities guidelines, as well as the requirements of the Disability Services Act 1993.

To inform future improvements in access and inclusion, the Shire undertook a review of the DAIP 2020-25, as well as findings from previous community consultation to inform the Council Plan 2024-34.



Community engagement process

The Shire of Boddington appointed a consultant to facilitate the community engagement for the Council Plan 2024-34.

In 2024, 284 community members, representing a sample size of 16%, completed a MARKYT® Community Scorecard. A series of workshops were also facilitated with Elected Members, staff, key stakeholders, and local community members.

The community engagement period occurred during 2024 and was advertised on the Shire's website and social media channels, as well as in local print media.

The focus of the community workshops was on collecting information about barriers to access and inclusion and suggestions for improvement.

Findings from the community engagement

While the Shire of Boddington has made significant contributions to advance access and inclusion during 2020-25, the Shire of Boddington remains below industry average for access and inclusion. The Shire's overall performance in access and inclusion is rated at 38 (out of 100) in 2024 which indicates a declining trend from a score of 41 (out of 100) in 2022.

Information collected from the community has provided the Shire with key considerations to increase access and inclusion of people with disability in future projects including:

- Targeted promotion and communication about accessible and inclusive features of facilities, services, and events.
- Increased awareness by Shire Administration about the positive impact made on the lives of people with disability when access and inclusion is considered in planning and delivering Shire projects and programs.
- Availability and promotion of inclusive programs in the Shire including inclusive sports, school holiday programs and general social activities.
- Further improvements to accessible parking, buildings, facilities, outdoor environments, playgrounds, and public spaces.
- Easier access to information, especially for those people who do not use digital platforms.

The strategies in the AIP 2025-30 reflect these findings and many of the specific suggestions have been included in the AIP Implementation Plan.



Strategies to improve Access and Inclusion

The Shire of Boddington is dedicated to ensuring that the community is accessible for, and inclusive of, people with disability, their families and support networks and is committed to delivering an updated AIP.

The Shire is committed to achieving the seven outcomes described in the Disability Services Act 1993. The strategies that the Shire plans to implement to meet these outcomes are included below. These strategies have been informed by community engagement.

Further details on the actions and timelines for implementing each strategy are detailed in the operational AIP Implementation Plan.

Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by, the Shire of Boddington.

Strategy		Year
1.1	Build the capacity of internal and external stakeholders to deliver accessible and inclusive projects and events.	Ongoing
1.2	Deliver events that create community connectedness and cohesion.	Ongoing
1.3	Engage Boddington Active Ageing Network to co-design which enhance participation of people with disability in services and events.	Ongoing
1.4	Provide options to ensure accessibility for people with disability when interacting with Shire services and events.	Ongoing

Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Boddington.

Strategy		Year
2.1	Install accessible toilet facilities in the Town Hall.	2026
2.2	Provide more inclusive play equipment in parks (such as sensory play, braille, and a wheelchair swing).	2027
2.3	Promote the Shire's Community Facility Fund to encourage community groups and sporting clubs to consider access requirements.	Ongoing
2.4	Identify options to improve accessibility of the entry to the Town Hall.	2028

Outcome 3: People with disability receive information from the Shire of Boddington in a format that will enable them to access the information as readily as other people are able to access it.

Strategy		Year
3.1	Continue to provide documents in alternative formats on request.	Ongoing
3.2	Implement ongoing review and enhancements to ensure that the Shire's website conforms to the Web Content Accessibility Guidelines	Ongoing
3.3	Embed representation of people with disability throughout general Shire publications and communications.	2028

Outcome 4: People with disability receive the same level and quality of service from Shire officers as other people receive.

Strategy		Year
4.1	Review customer service standards across the Shire for opportunities to enhance the interaction between Shire staff and community members who have a disability.	Ongoing
4.2	Develop an internal working group to monitor progress against the AIP.	Ongoing
4.3	Participate in the Western Australian Access and Inclusion Network Group to learn about opportunities to improve access and inclusion.	2025



Outcome 5: People with disability have the same opportunities as other people to make complaints to the Shire of Boddington.

Strategy		Year
5.1	Continue to provide a range of accessible options for customers to lodge complaints or provide feedback including in writing, in person, online or by email.	Ongoing
5.2	Review the complaints process to ensure it remains accessible for people with disability.	Ongoing
5.3	Install QR codes at Shire facilities for people with disability to provide feedback.	Ongoing

Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by the Shire of Boddington.

Strategy		Year
6.1	Implement the Shire's Community Engagement Framework in projects and programs.	Ongoing
6.2	Ensure access and inclusion requirements are considered for any community engagement undertaken by the Shire.	Ongoing
6.3	Engage the Boddington Active Ageing Network stakeholders on projects to ensure access and inclusion requirements are considered.	Ongoing
6.4	Support and encourage people with disability to attend community consultations.	Ongoing

Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Boddington.

Strategy		Year
7.1	Provide opportunities for flexible working arrangements.	Ongoing
7.2	Continue to encourage people with disability and those from diverse backgrounds to apply for employment at the Shire by including an equal opportunity statement in job advertisements.	Ongoing
7.3	Promote benefits of hiring people with disability to local businesses.	2026
7.4	Provide opportunities for WA Disability Enterprises to quote or tender for services or contracts.	Ongoing
7.5	Implement Access and Inclusion Awareness training for Shire staff as required.	Ongoing

Responsibility for implementing the Access and Inclusion Plan

Implementing the Shire of Boddington's AIP is the responsibility of all service areas of the Shire including agents and contractors. The Department of Communities describes an 'agent' or 'contractor' as:

- An agent is a person or business authorised to act on another's behalf.
- A contractor is an entity who performs a service or delivers a product under an agreement (or contract) with a public authority.
- There is an exchange of money for services (this includes grants).

Communicating the Access and Inclusion Plan

The availability of the AIP will be publicised in the local community newspaper and directly to disability service organisations, groups and interested individuals. The AIP will be available on the Shire's website and by request in alternative formats, in print or electronic format (standard or large).

The Shire Administration will be advised of the contents of the AIP and their responsibilities during regular internal meetings. Agents and contractors engaged by the Shire will be advised about the AIP through procurement documentation and through capacity building initiatives included in the AIP strategies.

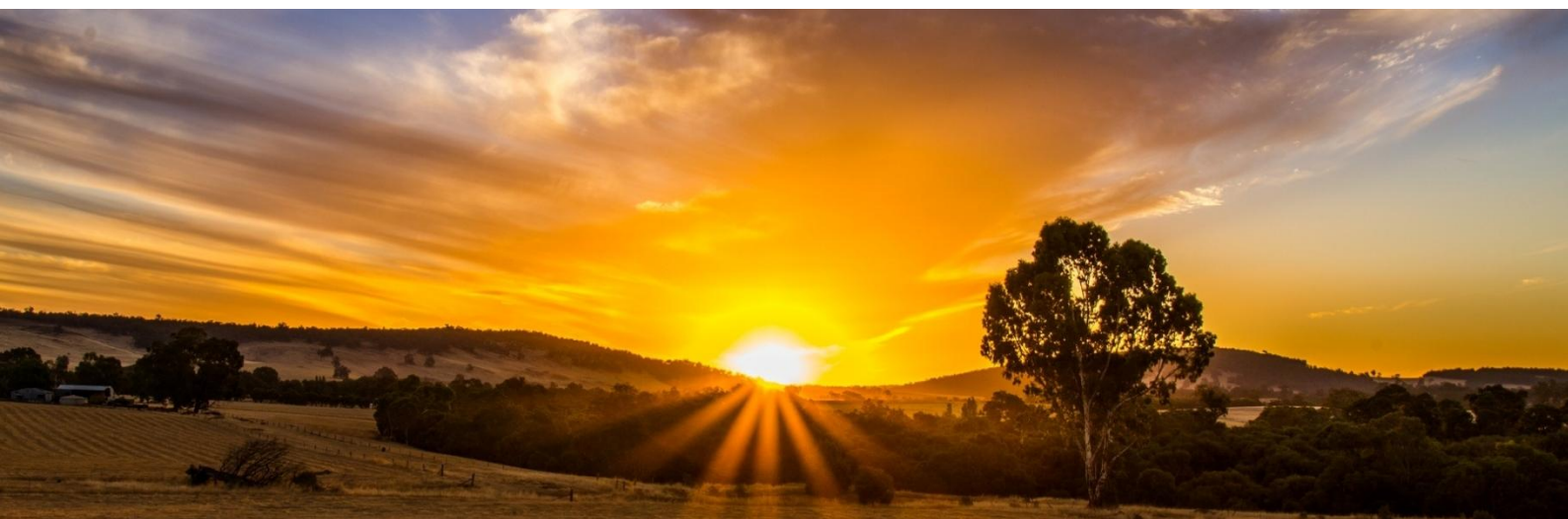
Monitoring, review and evaluation of the Access and Inclusion Plan

The Shire will continue to consult with the AIP internal working group and Executive Leadership Team to review progress on the implementation of the strategies identified in the AIP.

The Shire of Boddington will also continue to inform and seek feedback from people with disability, their families, networks and disability organisations regarding the AIP outcomes and strategies.

The Shire's AIP will be formally reviewed at least once every five years. Should the AIP 2025-30 be amended, a copy of the amended plan will be lodged with the Department of Communities.

The AIP Implementation Plan may be amended to reflect budget considerations, progress and any access and inclusion issues which may arise.



Communicating the Access and Inclusion Plan

The Shire will report on the implementation of the AIP through its Annual Report and by completing the Department of Communities progress report template each year, outlining:

- Progress towards the outcomes of the AIP.
- Progress of the Shire's agents and contractors towards meeting the AIP.
- Strategies used to inform agents and contractors about the AIP.

Thankyou

Thank you to everyone who attended engagement sessions, provided feedback, and responded to the surveys during the review of the previous plan and the development of the AIP 2025-30. Your collective contributions have been incorporated into this document.



9.1.3 Boddington Community Resource Centre - Event Funding Request

File Reference: 3.000656
Applicant: Boddington Community Resource Centre
Previous Item: Ordinary Council Meeting | 30/22
Author: Coordinator Community and Economic Development
Disclosure of Interest: Nil
Voting Requirements: Absolute Majority
Attachments: 9.1.3A Boddington Community Resource Centre Letters

Summary

Council is requested to consider a proposal from the Boddington Community Resource Centre to make a financial contribution towards the Friday Night Festival and Saturday Street Parade events on an annual basis for three years, commencing November 2025.

Background

In September 2021, Council approved \$10,000 in funding to be allocated to the Boddington Community Resource Centre (CRC) for the 2021 Friday Night Festival as a one-time arrangement, due to event planning not occurring in sufficient time to source grant funding.

Subsequently, in April 2022, Council approved \$5,000 in funding to be allocated to the CRC for the Friday Night Festival event on an annual basis for three years, commencing November 2022. The multiyear funding arrangement provided the CRC with certainty of funding to enable forward planning and a longer lead up time to achieve better outcomes from Friday Night Festival delivered in recent years.

Recently, the CRC submitted a written request for a new multiyear funding agreement for the Friday Night Festival events in 2025, 2026 and 2027 at \$10,000 per year (Attachment 9.1.3). The Shire's funding contribution is intended to be used for items of event expenditure, including entertainment, safety and compliance, as well as marketing. The CRC intends to pursue other grant funding and sponsorship opportunities to maximise the event's impact and has acknowledged the higher level of funding will address escalating expenditure associated with delivering the event.

In addition, the CRC have submitted an additional request seeking the Shire's support with traffic management for the Saturday Street Parade, due to cost escalation.

Comment

There are a number of advantages in maintaining a multiyear funding agreement with the CRC to deliver the Friday Night Festival. Providing stability will enable the CRC to maintain certainty in resourcing to plan more effectively and start to cultivate a more strategic outlook to expanding the event in future years. There is then more opportunity to focus on event quality and innovation, including identifying options to grow the event to appeal to a broader spectrum of visitors and activate more areas of Boddington's primary tourism precinct, adjacent to the Old School Oval, including Hotham Park. The multiyear funding agreement will strengthen the sense of partnership and collaboration with the CRC by encouraging shared ownership in delivering on People, Place and Prosperity outcomes contained within the Shire's Council Plan 2024-34.

It is acknowledged there are CPI increases that impact the associated expenditure in delivering events, particularly the cost of transport for entertainment and staff to Boddington. It is proposed to increase the annual contribution to acknowledge this impact to maintain the quality of event

experience, however, noting it needs to be balanced with the CRC considering the targeted funding opportunities available to the not-for-profit sector.

The Shire currently supports the CRC in the lead-up to the Friday Night Festival through in-kind staff contributions. A further request has now been received for staff assistance with traffic management for the Saturday Street Parade. In considering the overall level of support provided to the CRC, both financial and in-kind contributions to the Friday Night Festival and Saturday Street Parade need to be taken into account.

Given the challenges in guaranteeing staff availability for traffic management, it is recommended that the Shire provide a financial contribution of \$10,000 per year for 2025, 2026, and 2027 to the CRC. This funding is intended to support the delivery of both the Friday Night Festival and the Saturday Street Parade, and to address the CRC's requests for both event funding and traffic management support.

Consultation

Boddington Community Resource Centre

Strategic Implications

Aspiration	Prosperity
Outcome 11	An attractive destination for day trips and short stays visitors.
Objective 11.2	Facilitate high quality visitor experiences.

Legislative Implications

Nil

Policy Implications

Nil

Financial Implications

The level of event funding committed to will impact future budgets.

Economic Implications

Friday Night Festival is a tourism generating event that stimulates the local economy by attracting visitors to stay in Boddington a day prior to the Boddington Lions Rodeo. Visitors spend on accommodation, food, transport, retail, and entertainment, which then enhances the economic multiplier effect for local businesses and community groups.

Social Implications

Tourism generating events reinforce a sense of civic pride, identity and esteem among local residents by recognising and celebrating the strengths and opportunities of their community.

Environmental and Climate Change Implications

Nil

Risk Considerations

Risk Statement and Consequence	The Friday Night Festival functions as a gateway to the Rodeo weekend by shaping a positive first impression of the town and overall weekend experience. Should funding not be provided, the CRC may be unable to deliver the same density of activity as previous years which may impact the quality of experience for visitors.
Risk Rating (prior to treatment or control)	Medium
Principal Risk Theme	Reputational
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council approve the allocation of \$10,000 in annual funding to the Boddington Community Resource Centre to support the delivery of the Friday Night Festival and Saturday Street Parade events, for a period of three years commencing November 2025.



21 May 2025

Sam Kempton
Shire of Boddington
Bannister Road Boddington
Via email: sam.kempton@boddington.wa.gov.au

Dear Sam

Friday Night Festival Funding

On behalf of the Boddington Community Resource Centre (CRC), I am writing to formally request a three year funding commitment from the Shire of Boddington to support the delivery of the Friday Night Festival, held annually in conjunction with the Boddington Rodeo weekend.

The Friday Night Festival has become a signature community event that not only brings together local residents but also attracts the visitors to town. It serves as a vibrant showcase of Boddington's community spirit, with live entertainment, food vendors, market stalls, children and youth activities and more. In 2024, the event received overwhelmingly positive feedback, confirming its importance as a social, economic, and tourism boosting initiative.

We are seeking financial support of \$10,000 per year for three years (2025–2027) to assist with the core costs of running the event, including entertainment, safety and compliance and marketing. A multi-year commitment will not only provide financial stability but also allow for more strategic planning and long-term growth of the Friday Night Festival.

The Boddington CRC is committed to working in partnership with the Shire, local organisations, and businesses to deliver a well-managed and inclusive event that reflects community values and fosters regional pride. We are also actively pursuing co-funding opportunities and sponsorships to maximise the impact.

Thank you for considering this request. We look forward to continuing our strong partnership with the Shire of Boddington and building on the success of the Friday Night Festival for years to come.

Yours sincerely

Loren Bryant
Manager
Boddington Community Resource Centre

23 May 2025

Fabian Houbrechts
Shire of Boddington

Via email: emis@boddington.wa.gov.au and melanie.ledingham@boddington.wa.gov.au

Dear Fabian

Street Parade – Traffic Management Assistance

I am writing on behalf of Boddington Community Resource Centre to request the Shire of Boddington's support for the upcoming Street Parade, scheduled for 1 November 2025, as part of the highly anticipated Rodeo Weekend celebrations.

The return of the Street Parade has been strongly requested by members of our community, who see it as a much loved tradition and a key part of the weekend's festivities.

As part of the event planning process, we have request quotes for a formal Traffic Management Plan. However, the cost quoted for implementation is currently beyond our available budget. We are therefore seeking assistance from the Shire to provide traffic management services on the day of the parade. Specifically, we are requesting support for the period between 7:00am and 9:00am on the morning of the parade, to safely manage the closure of the affected streets and ensure public safety throughout the event.

This is a high-impact community event that not only adds vibrancy to the Rodeo Weekend but also brings measurable economic and tourism benefits to the town. With the parade route running along the main street, local businesses are well positioned to benefit from the increased foot traffic and activity in the area.

We would welcome the opportunity to discuss this request further and provide any additional information required. Thank you for considering this support, and for your continued commitment to strengthening community life in our region.

Yours sincerely



Loren Bryant
Manager
Boddington Community Resource Centre

9.2 CHIEF EXECUTIVE OFFICER

9.2.1 Adoption of the Shire of Boddington Local Housing Strategy 2025-2030

File Reference:	2.049
Applicant:	Not applicable
Previous Item:	Nil
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Attachments:	9.2.1A Final Draft - Shire of Boddington Local Housing Strategy 2025-2030

Summary

This item recommends that Council endorse the Shire of Boddington Local Housing Strategy 2025-2030, which provides a strategic and implementation-ready framework for addressing housing pressures and unlocking residential development across the Shire.

Background

Council has consistently identified housing access and availability as a key community concern, with challenges around the availability of affordable housing, essential worker accommodation, and diversity of housing types to meet the needs of an ageing and growing population.

The Strategy was prepared to:

1. Assess the adequacy and mix of current housing supply;
2. Forecast future demand;
3. Identify strategic housing opportunities;
4. Provide direction on Council's role in enabling delivery.

It directly responds to:

- The Shire of Boddington Council Plan 2024-2034, particularly Strategic Priorities under Theme 1 (Place) and Theme 2 (Prosperity);
- The growing demand for aged care, essential worker, and rental housing;
- The need to align land use planning with economic development and social wellbeing outcomes.

Comment

The 2025 Boddington Local Housing Strategy (Attachment 9.2.1A), presents a comprehensive and future-focused response to the Shire's emerging and long-standing housing challenges. While Boddington's overall population has remained relatively stable, the demographic and social profile of the community is changing in ways that directly impact housing need. Key trends—such as smaller household sizes, an ageing population, workforce housing shortages, and low rental availability—have outpaced the ability of the private market to respond.

Currently, 63% of households in Boddington comprise just one or two people, yet only 12.7% of the existing housing stock provides one- or two-bedroom options. This structural mismatch leads to under-utilisation of larger homes, increases pressure on housing affordability, and limits the ability of older residents to downsize or age in place. Without intervention, these constraints will continue to erode housing accessibility and community cohesion.

Boddington's rental market is particularly constrained, with a vacancy rate of just 0.39%—well below the 3% benchmark typically considered healthy. This has resulted in limited housing

availability for essential workers, new residents, and those not in a financial position to buy a home immediately. Analysis suggests that Boddington would require at least 17 additional rental dwellings to align with national access averages. This lack of rental housing creates barriers to workforce attraction, impedes labour mobility, and reduces the Shire's economic competitiveness.

While housing prices remain relatively affordable, averaging \$415,000, the core barrier is limited supply rather than demand or affordability. Construction activity is recovering after a prolonged downturn, but much of this is driven by individual owner-occupiers and does not contribute to the rental market or housing diversity. Private developers remain cautious due to perceived risks and modest investment returns in regional markets. The Strategy outlines an opportunity for the Shire to take a leadership role in accelerating housing development in a way that complements the market rather than competing with it.

While mining accounts for 60% of local employment, most workers commute in from outside the Shire. Therefore, there is an identified opportunity to improve the local economy by increasing residential retention. Over the longer term, the expected tapering of mining activity heightens the need to support new sectors such as health, aged care, agribusiness, tourism, and renewable energy. Housing is a foundational enabler of this economic transition. By aligning housing supply with emerging workforce demands, the Strategy plays a key role in future-proofing the local economy.

The 2025 Strategy proposes four deliverable projects that directly respond to identified gaps and align with community needs:

1. Independent Living Unit Expansion
 - Up to 19 new units designed for older residents.
 - Supports ageing in place, increases housing turnover, and unlocks under-utilised larger homes for younger families.
2. Residential Aged Care Facility
 - A proposed 45-bed facility that would not only meet health and aged care needs but also create significant local employment.
 - Estimated to generate housing demand for up to 70 workers, reinforcing the need for complementary workforce housing.
3. Essential Worker Housing
 - Seventeen two-bedroom, two-bathroom dwellings proposed for flexible rental use.
 - Targets critical gaps in accommodation for health workers, teachers, aged care staff, and other community-facing roles.
 - Will also provide interim housing for those awaiting home construction or entering the community.
4. Renewal of Shire-Owned Housing Assets
 - Creation of up to 20 new lots through subdivision and renewal of existing stock.
 - Improves the utilisation of underperforming public assets while contributing to long-term housing supply.
 - Offers an opportunity for the Shire to demonstrate best-practice residential design and delivery in a regional context.

To ensure a coordinated approach, the Strategy includes the establishment of a dedicated economic development initiative. This will allow the Shire to work proactively with major project proponents—including those in the renewable energy and infrastructure sectors—to understand workforce accommodation needs early and plan accordingly. This coordinated model will increase investor confidence, improve regional liveability, and ensure housing and

economic development are mutually reinforcing.

From a planning perspective, the Strategy confirms that existing zoned land and service capacity (roads, power, water, waste, sewer) are not immediate constraints. The Shire has the capacity to accommodate over 300 new lots based on current infrastructure. The cost, however, of installing services to newly created lots remains a limiting factor in private sector interest. By supporting development-ready housing options and engaging in partnerships, the Shire can help overcome some of these delivery barriers without taking on disproportionate financial risk.

The Strategy outlines a measured, evidence-based, and action-oriented response to Boddington's housing challenges. It acknowledges market limitations and seeks to stimulate activity through targeted interventions that de-risk early investment and complement broader regional aspirations. Council adoption of the Strategy will provide a clear mandate for advocacy, funding attraction, and future partnerships, while ensuring that Boddington remains an attractive and liveable community for residents at all stages of life.

Consultation

A Reference Group was established to guide the Strategy development. The Reference Group included representation from:

- Council
- Peel Development Commission
- Mining Industry
- Local Business
- Traditional Owners

The Strategy was also informed by consultation with:

- Local landowners and developers
- Employers of essential services
- Government agencies
- Community representatives

Strategic Implications

Aspiration	Place
Outcome 7	Population growth through responsible development and affordable housing
Objective 7.2	Plan for more diverse, affordable and sustainable housing
Action 7.2.1	Develop a Housing Strategy to address Housing Shortages

Legislative Implications

Nil

Policy Implications

The adoption of the Strategy will guide future local planning policies, development contributions, and advocacy positions.

Financial Implications

Adoption of the Strategy does not in itself commit Council to expenditure. Future project actions will be subject to Council approval and budget processes.

Economic Implications

The Strategy will enable worker housing, attract population, and stimulate local investment in construction and services.

Social Implications

Improved housing will support ageing in place, workforce retention, and liveability for all residents.

Environmental and Climate Change Considerations

Environmental and bushfire planning constraints were considered in project prioritisation. Further due diligence will be conducted during approvals.

Risk Considerations

Risk Statement and Consequence	Failure to adopt a strategic housing framework limits the ability to respond to housing needs. Projects may proceed in an ad hoc manner without reference to land constraints or planning policy.
Risk Rating (prior to treatment or control)	High
Principal Risk Theme	Reputational
Risk Action Plan (controls or treatment proposed)	Adopt the Strategy and implement priorities in a coordinated manner.

Officer Recommendation

That Council:

1. **Adopt the Shire of Boddington Local Housing Strategy 2025-2030, as attached at 9.2.1A.**
2. **Note that further reports will be presented to Council, where project-specific decisions, funding allocations, or policy actions are required to support implementation.**

Shire of Boddington Local Housing Strategy 2025-2030



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Disclaimer: The Shire of Boddington's *Local Housing Strategy 2025–2030* is intended as a point-in-time document and should be read in the context of the conditions and information available at the time of its preparation. The Strategy is subject to ongoing review and may evolve in response to emerging data, policy changes, or community needs. The Shire of Boddington accepts no liability for any loss, damage, or claim arising from the use of, or reliance upon, this document by any third party. This includes, without limitation, any loss of profit, income, revenue, anticipated savings, contractual expectations, commercial opportunities, or goodwill. No representation or warranty is made as to the accuracy, currency, or completeness of the information contained in this Strategy. The Shire disclaims all responsibility for any reliance placed on its contents by any individual, organisation, corporation, government agency, or other entity.

Executive Summary

The 2025 Boddington Local Housing Strategy outlines the need for a more balanced and responsive housing system in Boddington, shaped by gradual demographic changes, evolving household structures, and investment patterns. While the town has experienced relatively stable population numbers, household sizes have declined over time, increasing the number of dwellings required to support the same population.

Currently, 63% of Boddington's households are made up of one or two people, yet only 12.7% of homes have two bedrooms or fewer. This points to a clear mismatch between the size of households and the available housing stock. As a result, the community would benefit from a more diverse mix of dwelling types, including one- to two-bedroom homes, dual occupancies, and age-friendly options that support people looking to downsize or age in place.

Rental housing availability is limited, with a vacancy rate of just 0.39% - well below the level considered healthy for a functioning rental market. Analysis suggests that Boddington would require an additional 17

rental homes to offer the same level of access as the average Australian community. At the same time, population projections indicate that 58 more homes may be needed by 2031, not including potential housing needs arising from future projects such as the proposed Residential Aged Care Facility, which could involve housing for up to 70 staff.

While housing prices remain within reach for many - averaging around \$415,000 - the real barrier is supply. New construction is beginning to recover after a slow period, but most of this activity has not translated into increased rental stock. This situation particularly affects essential workers and new residents who may not be in a position to purchase immediately.

Planning for Housing Choice and Long-Term Growth

Boddington's local economy is closely tied to mining, which currently provides 60% of employment. However, most of these workers live outside the area and commute in, reducing the demand for permanent housing and limiting local spending.

Beyond 15 years, mining activity is expected to taper off as known reserves are depleted. This adds relevance to discussions around planning for a more diverse and sustainable local economy.

Although the Shire has not yet developed a formal Economic Diversification Strategy, this Local Housing Strategy provides an early opportunity to support that direction. A future-focused housing system can help attract and retain a broader range of workers - supporting aged care, tourism, agribusiness, remote work, and renewable energy. Housing is seen here not just as shelter, but as key social and economic infrastructure that underpins Boddington's ability to adapt and thrive.

Generally, infrastructure is not a limiting factor. Servicing capacity - across roads, electricity, waste, water, and wastewater - can accommodate more than 300 additional lots. Despite the capacity of the network, however, costs of installation for new subdivisions is uneconomic.

Most of the land within the town is already zoned appropriately, and the challenge

lies more in low market confidence and modest returns on investment.

It has long been recognised that what's missing is not land (although the cost of bringing required services can be uneconomic), but more particularly dwelling construction. With some improvement in modular housing and off-site builds, there is now greater potential to shorten timeframes between land purchase and occupancy. A lack of rental options, however, continues to be a barrier for those who need interim accommodation before they can purchase or build.

Strategic Projects to Support Community and Investment Confidence

To guide a practical and coordinated response, a shortlist of four housing initiatives has been developed, along with a supporting economic development stream.

These projects are aligned with local needs and are intended to complement - not compete with - the private market. They focus on improving housing diversity, supporting workforce needs, and enabling broader community outcomes.

The four priority projects include:

1. Independent Living Unit Expansion – Up to 19 units tailored for older residents, responding to current demand and supporting ageing in place. Investment interest and feasibility work are progressing.

2. Residential Aged Care Facility – A proposed 45-bed facility that supports future healthcare needs while contributing to economic development through employment opportunities.

3. Essential Worker Housing – Seventeen two-bedroom, two-bathroom dwellings designed to support health, aged care, and local service roles. These homes will provide flexible, well-located rental options.



4. Renewal of Shire-Owned Housing Stock – Subdivision or group housing to create up to 20 lots and refurbishment or replacement of existing dwellings to make better use of public land and support housing supply.

A dedicated economic development initiative will also be established to coordinate with proponents of major regional projects, including those in the renewable energy sector. By working together to understand workforce accommodation needs early, the Shire can help ensure housing supply aligns with both short and long-term community and industry goals.

Together, these projects lay the groundwork for a more balanced and adaptable housing system. They support local businesses, enable infrastructure projects like aged care, and help position Boddington for gradual, thoughtful growth - guided by community needs and emerging economic opportunities.

Introduction

The Shire of Boddington is situated in the Peel region of Western Australia, approximately 123 kilometres southeast of Perth and 92 kilometres southeast of Mandurah. The Shire is accessible from the north via the Albany Highway from Perth and via the Pinjarra Williams Road from Mandurah. With a population of approximately 1800 people, and an economy that is heavily reliant on mining, there is significant pressure on the availability of housing.

The development of a Local Housing Strategy was identified as a high priority in the 2024 Shire of Boddington Community Survey and was subsequently captured as a priority action in the 2024 – 2034 Council Plan.

In many regional locations of Australia, the housing market is often constrained by factors such as land availability, infrastructure servicing, development costs, and limited private sector interest. Resultant housing shortages are not only a barrier to population growth but are also a key constraint on workforce attraction and business investment. A strategic housing approach will allow the Shire of Boddington to actively plan for and respond to demographic shifts, ageing populations, and increasing demand for key worker accommodation, particularly in sectors like healthcare and essential service provision.

A housing strategy helps address a range of local challenges, such as:

- Population and demographic shifts
- Changes in housing demand and supply
- Coordination of council and community services
- Environmental and land use considerations
- Economic and community development goals

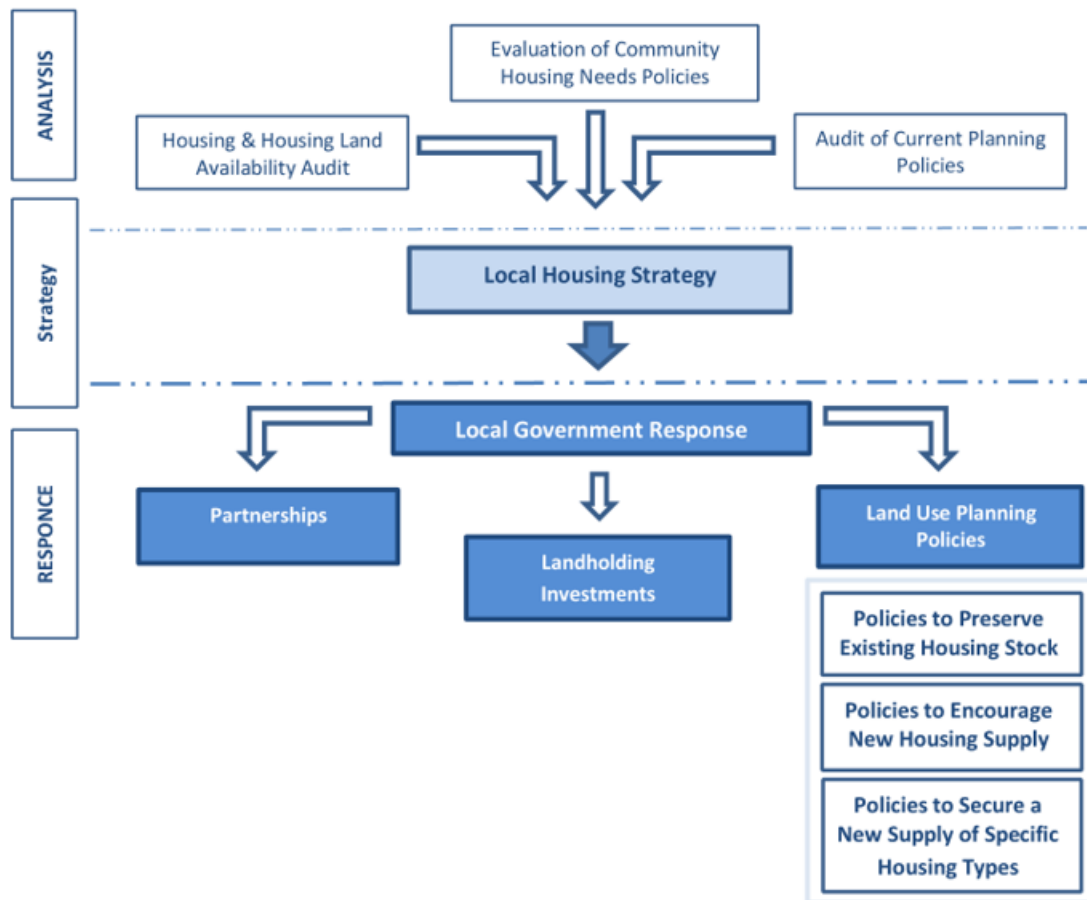
Its primary purpose is to ensure housing supply aligns with the present and future needs of the community. By shaping planning instruments, a housing strategy can influence housing diversity, affordability, and accessibility. In doing so, the strategy supports the vitality of the town and ensures that growth, when it occurs, is inclusive, sustainable, and reflective of the unique character and needs of our community.

Typically, a housing strategy includes:

1. An analysis of housing needs, supply, and existing policies
2. Clearly defined aims and objectives for future housing
3. Strategic actions to guide planning responses and delivery

The WA Local Government Association's Housing Strategy Guide shows the usual components and outcomes diagrammatically as:

Figure 1: WALGA's suggested Housing Strategy Components and outcomes



The Scope for this Housing Strategy

The Scope of the Housing Strategy includes the following elements:

- A desktop review of recently developed Housing Strategies in the region and similar communities elsewhere for approaches that are relevant to the specific needs and constraints of Boddington's housing system.
- Assessment of housing needs currently and up to 10 years hence, across different income levels, household types, and demographics in the Shire of Boddington.
- Review of vacant land within the Boddington townsite to determine the readiness for development, and the actions required to progress housing construction on the land.
- Engagement with Stakeholders to gather insights and feedback that will inform the strategy.

Development of Housing Objectives and Priorities

In arriving at this Housing Strategy investigations have occurred to better understand the answers to the questions;

- ? Is there sufficient capacity for housing supply to satisfy demand?
- ? How does the current and future stock of housing relate to current and future needs of the community in terms of size, type and tenure?
- ? Are the drivers of housing demand (including economic) likely to change over the coming years?
- ? How will international, regional and sub-regional and other external factors impact upon the local housing market?
- ? How does the cost of housing relate to incomes?
- ? Are all in the community appropriately served by a supply of housing that is affordable to their level of income?

Key Principles

The development of the Shire of Boddington's Housing Strategy is guided by foundational principles drawn from local strategic documents, community priorities, and State planning frameworks. They reflect the Shire's commitment to inclusive, sustainable, and practical approaches to housing development that benefit both current and future residents. The visual summary below provides an accessible overview of these guiding principles.



These principles not only shape the direction of the Housing Strategy but also ensure that proposed projects and policies align with community values and the broader planning context.

As the Strategy is implemented, these guiding values will be used to evaluate project options, inform stakeholder discussions, and prioritise actions that have lasting benefit to the Shire of Boddington

Policy and Strategic Framework

Local Governments and Housing

There are a range of legal frameworks that define the scope of local government actions in Western Australia, that mean that local governments must navigate within defined boundaries when formulating and implementing housing strategies.

- ✓ They can influence housing outcomes through zoning regulations, density controls, and local planning policies, to shape the type and location of housing development to meet community needs.
- ✓ They are responsible for assessing development applications and ensuring compliance with the Residential Design Codes (R-Codes), which set out the development standards for residential properties across the state. This includes evaluating proposals for consistency with design principles, performance criteria, and any local planning scheme variations or local planning policies.
- ✓ They can work with state agencies, private developers, and community organisations to advocate for housing solutions and facilitate partnerships that align with local objectives.
- ✓ They must ensure that all initiatives comply with the overarching state legislation, maintaining consistency with state policies and obtaining necessary approvals.

Understanding these limitations is essential for developing effective, lawful, and implementable housing strategies that serve the community.

Alignment with Western Australian Planning Policies

While all Local Governments are required to identify local housing needs, the State Government, through the Western Australian Planning Commission (WAPC) and the Department of Planning, has not yet provided formal policy guidance specifically addressing the provision of special needs housing, such as affordable or aged housing.

Currently, the Perth and Peel regions are the only areas in Western Australia where housing supply targets have been established by the State Government, primarily through the strategic planning framework *Perth and Peel @ 3.5 million*.¹ Although located within the State Government designated region of Peel, this document does not provide guidance on housing within the Shire of Boddington.

The policy and legal frameworks within with the Shire's Local Planning Strategy must operate are extensive and complex. Some of these include:

State Planning Framework Policy (Variation No. 2)

The State Planning Framework unites state and regional policies, ensuring decisions on land use and development are consistent and strategically directed.

State Planning Policy (SPP) 2 Environment and Natural Resources Policy

Guides sustainable land and resource use; informs land capability and site selection.

SPP 2.5 Rural Planning

Guides rural land use compatibility and housing within rural zones.

SPP 2.7 Public Drinking Water Source Policy

Protects potable water supplies from incompatible land uses; critical in regional and rural settings.

¹WALGA Housing Strategy Guide p7

SPP 2.9 Water Resources

Promotes water-sensitive urban design, stormwater and catchment integration.

SPP 3 Urban Growth and Settlement

Supports sustainable settlement planning and housing diversity.

SPP 3.2 Aboriginal Settlements

Supports planning layout and service delivery in recognised Aboriginal settlements.

SPP 3.6 Infrastructure Contributions

Framework for developer contributions to fund housing-supporting infrastructure.

SPP 3.7 Bushfire

Mandates assessment and design controls for new housing in bushfire-prone areas. The Shire of Boddington integrates bushfire risk management into its infrastructure delivery and development assessment processes through a combination of strategic planning, regulatory measures, and adherence to state policies.

SPP 4.1 Industrial Interface

Manages interface between residential land and industrial uses.

SPP 5.2 Telecommunications Infrastructure

Ensures adequate digital infrastructure for housing development.

SPP 7.0 Design of the Built Environment

Applies design quality standards to all built form including residential.

SPP 7.3 Residential Design Codes Vol 1 & 2

Volume 1 covers most residential dwellings; Volume 2 addresses apartments.

Liveable Neighbourhoods (Operational Policy)

Supports walkable neighbourhoods, mixed-use and transit-oriented development. Primarily relevant in urban and growth areas.

State Planning Strategy 2050

Long-term spatial vision for all land use planning in WA.

WA Housing Strategy 2020–2030

State objectives on housing supply, diversity, and affordability.

Planning and Development (Local Planning Schemes) Regulations 2015

Legally requires Local Governments to prepare local housing and planning strategies.

Development Control Policy 1.1 Subdivision of Land

Governs subdivision design, lot size, and servicing access.

Development Control Policy 2.2 Residential Subdivision

Establishes the criteria for subdivision of land zoned for residential purposes under local planning schemes. Provides minimum lot sizes, frontage widths, and open space provisions based on R-Codes density coding. Guides the assessment of subdivision proposals by the Western Australian Planning Commission (WAPC). Ensures coordination between zoning, infrastructure provision, and liveability in residential areas.

Development Control Policy 2.5 Special Residential Zones

Guides semi-rural residential land use planning common in regional towns.

WAPC Position Statement Housing Diversity (2021)

Encourages flexible housing typologies like tiny homes and co-living.

WA Government Country Sewerage Policy (2019)

The WA Government Country Sewerage Policy (2019) provides comprehensive guidelines for sewerage services across Western Australia, focusing on planning, subdivision, and development to ensure effective sewage disposal.

Key Issues

As the Strategy has progressed, a picture of the current planning, environmental, infrastructure, and community position relevant to a goal of increasing residential development has emerged.

1. Existing Residential Capacity and Land Use Policy

- The Shire of Boddington has already identified a long-term residential development footprint that can support growth to 2030 and beyond.
- Despite sufficient zoned land (including 750ha of Rural Living zoned land), and a range of approved structure plans, actual lot delivery has been constrained by feasibility, infrastructure, and servicing issues.

2. Environmental Constraints

- Floodway and flood fringe areas along the Hotham River restrict development; land within 1-in-100-year flood zones is designated as a special control area and development proposals require rigorous assessment.
- Extensive native vegetation and designated 'landscape protection' areas are present, where clearing and development are restricted to maintain biodiversity and landscape character.

3. Infrastructure and Servicing Constraints

- Water: Current reticulated supply can support 200 additional lots before upgrades are necessary, however, water supply limitations are acute in Ranford, and cost prohibitive for most potential subdivisions.
- Sewer: The Boddington wastewater treatment plant serves the townsite, however, many areas still rely on on-site systems unsuitable for medium-density housing and small lots (under 1 ha).
- Electricity: Expansion will require new feeder lines or transformers if industrial or higher-density residential demand increases.
- Roads: Rural living areas create long-term maintenance burdens. Planning must account for resource implications.

4. Planning and Zoning Constraints

- The LPS prohibits rezoning of land designated as Rural or Agricultural for Rural Residential/Smallholdings unless aligned with State Planning Policy 2.5 Rural Planning.
- Mining buffers affect large parts of western Boddington, limiting development until post-rehabilitation and Ministerial approval under the Mining Act.
- Rezoning requests must be supported by detailed investigations including environmental and infrastructure feasibility.

5. Community and Social Infrastructure Gaps

- There is no senior high school in Boddington. Community feedback over time suggests many families relocate when children reach secondary school age.
- Similarly, it has been identified through earlier consultation that limited retail, recreation, and medical services reduce the appeal of permanent settlement.

6. Market Challenges

- Approved Structure Plans contain potential for the release of 397 lots to the market, sufficient to meet all housing needs for the foreseeable future. However, development costs for the installation of enabling infrastructure delay the realisation of this potential.
- Construction of dwellings has been impacted by the lack of available builders over many years, although recent improvements in the delivery of modular housing to Boddington has seen an uptake of vacant town lots for new housing.
- This has resulted in limited housing diversity, a shortage of affordable housing, and a lack of ready-to-develop land despite overall land availability.

7. Housing Typologies and Trends

- Strong owner-occupier and family-based demand exists, but there is also growing need for smaller, flexible homes to support an aging population and key workers.
- Opportunities exist for infill and increased density near the town centre, but these depend on sewer access and amenity considerations.

Identification of Priorities

The Shire of Boddington has implemented a structured, evidence-based project selection framework to ensure that housing initiatives included in its Local Housing Strategy are not only strategically aligned but also socially impactful and deliverable. At the core of this approach is a multi-criteria matrix that scores projects against key domains: social impact and inclusion, strategic alignment and readiness, long-term sustainability and value, and risk and deliverability. Projects are rated on a 1-5 scale for each sub-criterion, producing a weighted score that reflects both merit and practical feasibility. An additional overlay assesses the level and type of involvement required from the Shire, recognising that roles may range from facilitation to capital support or advocacy.

A visual Project Matrix further maps each project against its anticipated housing impact and the resource intensity of the Shire's involvement, dividing proposals into four quadrants. This enables clear identification of ideal priority projects - those that offer high impact with minimal additional burden on Shire resources. Three of the top five prioritised projects fall within this category (Quadrant A), indicating their high feasibility and alignment with the Shire's capabilities. This two-tiered process of quantitative scoring and strategic overlay ensures not only fairness and transparency but also that shortlisted projects are realistic, leveraging partnerships where needed without overextending local capacity.

The final shortlist comprises four priority housing projects:

1. Expansion of Independent Living Units by 19 units,
2. A 45-bed Residential Aged Care Facility,
3. Essential Worker Housing (17 dwellings), and
4. redevelopment of existing Shire-owned housing stock, delivering 20 residential lots.

These projects directly address urgent housing needs, particularly for ageing residents and critical workers, and are supported by an aligned economic development activity designed to link major workforce demands, such as those from renewable energy ventures, with long-term housing solutions. Together, these initiatives reflect a well-balanced, future-focused strategy to enhance housing outcomes while stimulating broader economic and social resilience in the Shire of Boddington.

Common Elements of the Draft Shortlist

The shortlisted housing projects share several key characteristics that reflect the Shire of Boddington's strategic approach to addressing local housing challenges. Importantly, these initiatives do not compete with the private market, as they are not designed for build-to-sell development but instead focus on areas of unmet need. A central emphasis is placed on diversifying the housing mix by delivering smaller dwellings of primarily two-bedroom, with some three-bedroom options, to fill gaps in the existing stock.

The projects prioritise flexible housing designs, such as two-bedroom, two-bathroom configurations (except in aged care-specific developments), ensuring suitability for both essential workers and longer-term residents. This enhances their capacity to respond to both immediate rental pressures and evolving demographic needs.

Each project also directly addresses areas of market failure, particularly the lack of affordable rental housing, and is designed to support the success of broader community infrastructure; most notably the delivery and viability of residential aged care services.

Further detail on projects within the Short List is included within the relevant Annexures.

Summary Five-Year Implementation Plan (2025–2030)

The following table summarises the strategic priorities and implementation actions that have been identified through the research, consultation and development of this Strategy. Further context is provided throughout the body of this document.

Table 1: Summary five year implementation plan 2025-2030

Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
1	Independent Living Unit (ILU) Expansion	Support Residential Aged Care provider-led delivery of up to 19 ILUs for ageing residents.	Residential Aged Care Provider (Shire in facilitation role)	DA submitted, funding pathway secured by proponent, occupancy by 2027	Engage with provider; confirm site;	Assess DA; support provider in codesign elements. Confirm contract for delivery. Provide long term site lease, and management of existing ILUs (agree terms).	Site work Completed. Open ILUs.		-

Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
2	Essential Worker Housing (EWH)	Shire-led development of 17 x 2-bed to 3-bed dwellings; funding partner/s required.	Shire of Boddington	Ownership Structure established, funding secured, DA/design finalised, 50% builds complete by 2027	Determine ownership structure. Secure initial land component funding. Exercise land purchase/option to purchase.	Secure build cost funding, finalise house design requirements (e.g., 2x2, 3x2 per site); prepare tenders for modular turnkey home build and deliver.	Commence builds as funding permits. Finalisation of property management (tenant) agreement. Occupancy upon finalisation of each build.	Continuing builds as funding permits. Occupancy upon finalisation of each individual house build.	Complete delivery; monitor community impact. Continue new house and land construction as funding permits (as generated through rental income stream).
3	Residential Aged Care Facility (RACF) Coordination	Support delivery of 45-bed residential aged care facility.	Aged Care Provider (Supported by Shire)	DA submitted by 2026; Funding Secured 2026; License to operate secured by Provider 2026. site works started	Land release from WA Government to Shire of Boddington finalised. Preferred provider appointed. Co design and other contract requirements completed. Submission to Royalties for Regions for funding support for share of preliminaries.	Provision of long-term lease for the construction and operation of RACF, subject to various matters including facility construction and ongoing operation. Support DA submission. Support funding submissions to agencies/government.	Construction Complete and occupancy underway.		-

Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
4	Renewal of Shire Housing Stock	Subdivide up to 20 lots at 20 Pollard Street. Construct 4 new houses to replace ageing Shire properties.	Shire Asset and Strategic Projects Teams	Group Housing Design feasibility approved. Funding secured. Construct. Tenancy movement. Sale aged properties.		Group housing design prepared. Estimate of probable costs obtained Consulting Engineer/QS. Inclusion in Shire Budgets.	Start renewals.	Continue development	Finalise 4 new build program. Tenancy movement. Sale aged properties. Remaining sites for future development.
5	Facilitation, Regional Economic Alignment	Policies and processes to match developers with proponents requiring workforce housing (facilitating partnerships) to enable workforce housing to be brought forward.	Economic Development Activity – Chief Executive Officer	Policy adopted; EOIs signed; Register of referrals maintained.	Draft and consult on policy. Development of support tools and templates detailed in Annexure H.	Adopt policy and launch register. Support workforce-aligned development.	Support workforce-aligned development.	Review delivery outcomes.	Evaluate policy.

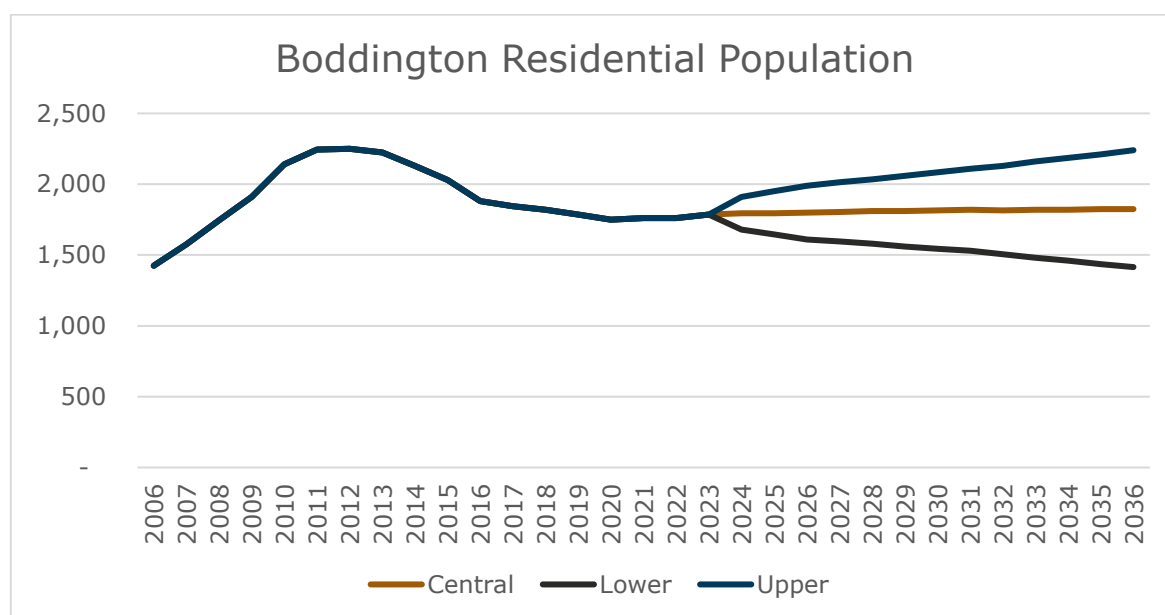
Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
6	Infrastructure Enablement and Support	Support upgrades to sewerage, water pressure, power, and road access. Respond to constraints to housing development caused by infrastructure gaps; facilitate applications to the Commonwealth Housing Support Program or other grant opportunities.	Shire Strategic Planning + Economic Development	Number of support letters/grant applications lodged. Outcome. Upgrades activated that would not otherwise progress.	Development of support tools and templates detailed in Annexure H.	Provide letters of support. Consider assisting with the submission of grants for larger projects. Proactively identify funding opportunities and provide broadcast notification.	Provide letters of support. Consider assisting with the submission of grants for larger projects. Proactively identify funding opportunities and provide broadcast notification.	Provide letters of support. Consider assisting with the submission of grants for larger projects. Proactively identify funding opportunities and provide broadcast notification.	Evaluate outcome of facilitation and funding activities.

PART 1 COMMUNITY CONTEXT

Demographic Overview

Early projections from the 2018 Local Planning Strategy anticipated significant population growth for Boddington, estimating between 3,140 and 4,150 residents by 2026. However, this growth has not materialised. Instead, Census data shows a population decline from 1,908 in 2011 to 1,705 in 2021. Projections to 2036 (WA Tomorrow Report No. 12) now forecast relative population stability, with only modest growth expected in selected age groups.

Figure 2: Boddington Residential Population Actuals to 2021 then Forecast to 2036



Source: WA Tomorrow Population Report 12

Projections out to 2036 anticipate growth in the number of persons of more than 70 years in age, as well as in the age groups 15-39. All other age groups are expected to decline.

The demographic profile of the Shire is ageing. The largest cohort in 2021 was aged 55-59, with a notable reduction in residents aged 20-50, largely attributed to declining mining activity post-2011. The median age increased from 38 in 2011 to 42 in 2021—four years higher than the state average.

Household Trends and Housing Demand

The number of occupied private dwellings decreased from 692 in 2016 to 670 in 2021, following significant growth from the 2011 figure of 602. It is believed that this is due primarily to the reclassification of private dwellings to non-private as they are purchased by enterprises and utilised for workforce housing. The ABS do not provide a count of non-private dwellings; however, it is clearly observed that the overall stock of housing is increasing.

The growth in housing stock over time has occurred alongside a reduction in average household size, which now stands at 2.5 persons per household, as calculated by the ABS. This figure includes an adjustment for 123 persons who were usually resident in Boddington but absent on Census night.

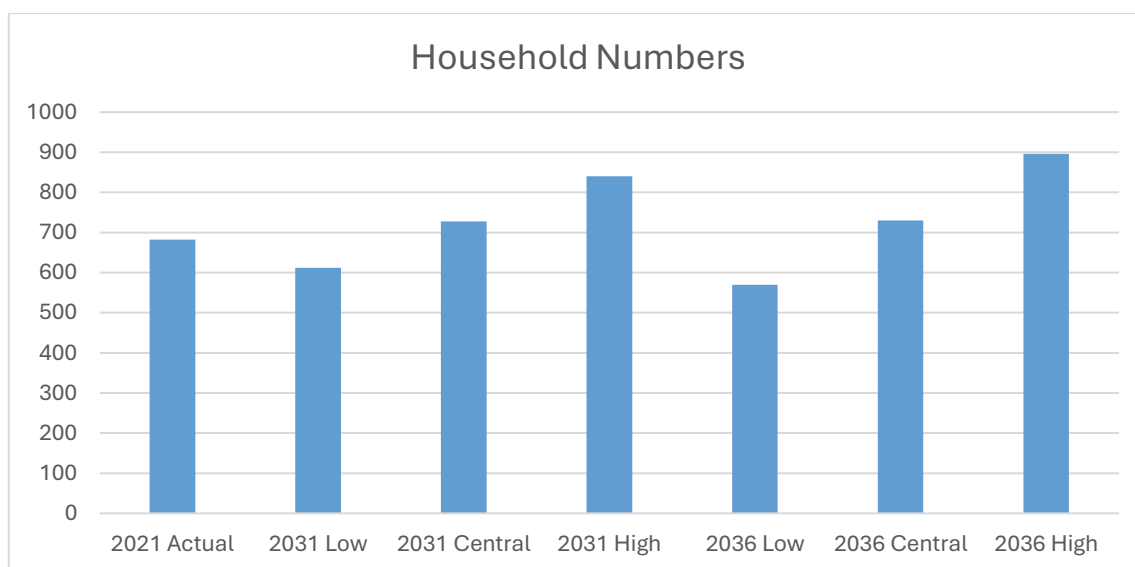
The reduction in household size has created additional demand for housing even as population numbers stagnate, absorbing a number of previously unoccupied homes. The number of unoccupied dwellings declined from 210 in 2011 to 157 in 2021.

Smaller households now dominate: 63% of Boddington households are occupied by one or two people. However, housing stock has not kept pace with this shift; only 12.7% of homes have two bedrooms or fewer, while 25% of households are single-person and 38% are two-person households. The dominant housing type remains detached four-bedroom homes, underscoring an ongoing mismatch between dwelling size and household composition.

There is a growing need for smaller, adaptable dwellings such as one- to two-bedroom homes, granny flats, Independent Living Units, and dual-occupancy dwellings, particularly as older residents seek to age in place.

Population Projections at the mid-range for 2036, suggest an additional housing requirement of 58 houses by 2031. This does not account for large projects or industry diversification (such as the Residential Aged Care Project that may require housing for an additional 70 staff) or any change to the current housing position of the existing population (such as the national trend towards smaller households, and the need for age friendly housing).

Figure 3: Projected Household Numbers for Boddington



Source: Calculated by RRES based on current household occupancy of 2.5 and WA Population Tomorrow Report 12 projections

Occupancy and Utilisation

As of 2021, 79.2% of housing in Boddington was occupied, significantly below the state average of 89.1%. A return to typical occupancy rates could unlock up to 74 additional dwellings for permanent residents.

Non-private dwellings (e.g., mining camps, hospitals) once housed a large portion of Boddington's population-606 people in 2011 versus only 137 in 2021. Although the overall population has fallen by 203 people, the number of privately occupied dwellings has risen by 138. This change is mainly due to a loss of residents from non-private dwellings, suggesting that many of these dwellings were reclassified as private. Since non-private dwellings aren't included in dwelling counts, their reclassification can increase the number of reported dwellings without any new construction.

Housing Affordability

Median house prices remained stable between 2015 and 2023, with a significant rise to \$414,000 in 2024. The "typical" house price now sits at \$397,000. Despite the recent increase, affordability remains reasonable, with the "Years to Own" metric at 18 years-below the 30-year standard mortgage term.

Rental affordability, however, tells a more complex story. Census data indicates declining rental costs (from \$300/week in 2011 to \$280/week in 2021), yet more recent data shows a sharp increase to \$388/week post-Census, with on the ground advice from Rental Agencies advising current rental prices of around \$550 per week. Boddington faces an extreme shortage of rental properties: a vacancy rate of just 0.39%, and no available rentals at the time of this strategy's development. Essential workers have been forced into temporary accommodation, such as caravan parks.

Between 2006 and 2021, the resident population increased by more than 300 persons, however, the number of houses available for rent increased by 68 homes, resulting in the proportion of renters within the community being 3 percentage points less than the Australian average. For the Boddington community to have the same access to rental housing opportunities as the average Australian community, a further 17 homes would be required.

Housing Stock and Supply Constraints

Private residential housing stock is being diverted to workforce accommodation associated with mining. This has implications for long term planning – when the time arrives for mine closure or staffing reductions, it could be anticipated that much of this housing stock will come back onto the market and be available to the general community. In the meantime, there is an insufficient supply of smaller, affordable, and flexible housing types to meet the evolving needs of the population.

Meeting shorter term immediate needs, whilst being aware of the potential longer term return to the market of older housing stock increases the risk of eventual oversupply. Ensuring that housing stock remains appropriate to the community, is affordable and liveable, especially for older residents and single-person households, is key to the success of this Strategy.

Social and Community Housing Demand

Social and community housing refers to affordable rental housing that is provided to individuals and families who are unable to access or sustain accommodation in the private rental market

due to low income, vulnerability, or special housing needs. The provision of social and community houses is a critical element that ensures that all people have access to safe, secure, and appropriate housing.

The Department of Communities advise that the waiting list for social or community housing current on 31 December 2024 shows the following:

Table 2: Social & Community Housing Wait list (households)

Household type	Waiting List	Assessed As Priority
Seniors – 1 bed	1	0
Family – 2 bed	1	0

Department of Communities, response to information request received 30/1/25

Discussions with property managers, however, indicate that many people on their waiting list for housing may well be candidates for social or community housing, as their only income is social support benefit such as the Aged Pension or Job Seeker.

The low numbers on the official waiting list may reflect the absence of information or assistance for residents to register with the Department. As the Department prioritises the development of new social and/or community housing based upon the waiting list, it is unlikely that these residents will be catered for without an improvement in registrations.

A practical education campaign with relevant stakeholders (e.g., real estate agents, Boddington Community Resource Centre et al) may help vulnerable members of the community to both understand and engage in the processes necessary to be placed on the waiting list for community and social housing.

Government Regional Officers Housing Demand

It is advised that there are presently 12 houses in Boddington for use by Government Regional Officers. It is unclear whether this is sufficient to meet demand.

PART 2 THE ECONOMY

The Economic Environment

The Shire of Boddington's economy is predominantly shaped by mining activity, with Newmont's operations and South32's bauxite extraction forming the backbone of local employment and economic output. These industries also influence demand for housing, particularly in the townsite of Boddington and surrounding areas, by attracting both permanent residents and drive-in-drive-out (DIDO) workers.

Both major mining operators have current ore reserves projected to be depleted within the next 15 years. Conversely, new renewable energy projects under investigation, as well as the development of an aged care industry, provide opportunities for economic diversification and new employment. The sustainability of local housing demand and community stability in the longer term will depend upon achievement of an employment balance that supports growth.

Key Housing Strategy Considerations:

- Economic Volatility and Housing Pressure:

Housing demand is vulnerable to fluctuations in the mining sector, which may cause sharp increases during periods of expansion, followed by declines as projects wind down or shift to DIDO operations. This particularly impacts worker camps during periods of construction – the next construction period forecast for 2025-2026.

- Short to Medium-Term Housing Needs:

There remains a critical short-term need to address accommodation for key workers, contractors, and support services with consultation revealing the current levels of both worker accommodation and residential rentals are resulting in key workers being unable to be secured. Care must be taken to avoid long-term oversupply in the event of reduced mining activity, where alternative industries have not yet been developed.

- Long-Term Resilience:

While the Shire has not yet developed an Economic Diversification Strategy, the Housing Strategy can help lay the foundation for broader conversations and initiatives aimed at:

- Encouraging economic resilience beyond mining (this is particularly relevant in the discussion around housing a future aged care workforce to support the Residential Aged Care Facility).
- Supporting flexible, mixed-use housing forms, and
- Aligning land use planning with emerging industry and lifestyle trends (e.g. tourism, small-scale agribusiness, renewable energy, remote work).

In this context, the Housing Strategy not only addresses immediate housing pressures but also plays a strategic role in future-proofing the community, recognising that housing is deeply interconnected with economic pathways yet to be defined.

Trends in Economic Output

The Shire of Boddington's economy has shown stability over the past decade, largely due to the strong and consistent performance of the mining sector, which continues to underpin the region's Gross Regional Product (GRP). Analysis of GRP trends over the past 16 years, including both nominal and real GRP, illustrates that economic output has remained steady when adjusted for inflation, indicating sustained real growth and productivity rather than price-driven fluctuations.

Regional Economic Contribution and Industrial Structure

Boddington generates approximately \$4.827 billion, or 16.7%, of the Peel Region's total \$28.877 billion economic output. This makes it the third largest economic contributor in the region, trailing Mandurah and Murray. A significant portion of this output is derived from the Mining industry, which alone contributes \$3.574 billion, accounting for 74% of Boddington's total economic output.

Mining is not only the economic backbone of Boddington but also central to its identity as a major resource town in Western Australia. This sector's influence is further deepened by associated industries such as Non-Ferrous Metal Manufacturing and Specialised Industrial Machinery and Equipment Wholesaling, which provide additional employment.

Crucially, the current mine reserves operated by both Newmont (Boddington Gold Mine) and South32 (Worsley Alumina) are forecast to remain productive through to approximately 2038 - 2040. This provides medium term economic assurance, suggesting that GRP will continue to remain stable for at least the next 15 years, assuming commodity prices and operations remain viable.

Employment and Labour Market Profile

The Mining sector employs at least 1,583 people (with some adjustments up for periods), accounting for 61.32% of total employment in Boddington. However, the majority of these positions are held by non-resident workers, many of whom are Drive-In Drive-Out (DIDO) or occupy non-private temporary accommodation. Only around 260 local residents are directly employed in mining, and approximately 90% of them work for Newmont.

For resident employment:

- 33.7% work in Mining
- 9.5% in Manufacturing (often supporting mining operations)
- 8.5% in Agriculture, Forestry and Fishing

Employment by gender is heavily skewed, with males primarily engaged in mining, construction, and manufacturing, while females are more concentrated in education, healthcare, and retail, reflecting patterns consistent with other resource-based communities such as Collie and Broken Hill.

Wages and Economic Influence

Mining is also the largest contributor to local wages, with \$356.444 million paid annually across both resident and non-resident workers. This income flow not only supports Boddington's local economy but also underpins regional spending patterns, including in nearby communities.

Labour Force Participation and Long-Term Trends

Despite the strong economic base, Boddington's labour force participation has declined over the last decade. Between 2011 and 2021, the proportion of residents actively engaged in work dropped, with 31.13% of the population not in the workforce in 2021, compared to a state average of 29.79%. This decline is attributed to an aging population and increasing retirement rates, which presents challenges for workforce retention and the sustainability of local services.

This workforce contraction further highlights the importance of economic diversification and strategies to attract and retain younger working-age residents and families - objectives that must be factored into housing, lifestyle, and infrastructure planning.

The planned development of a Residential Aged Care Facility provides opportunities not only to retain valuable community members within the Boddington community, but also opportunities to diversify the types of work on offer within the community. This may attract new community members and provide alternative employment to the existing residential base. Modelling estimates that this Facility would require an additional 70 full time staff. Whilst a number of these may come from the local community, it is expected that more than half will need to be encouraged to move to Boddington. Housing, especially rental housing, will be an important part of recruitment success.

Small Business

Boddington has around 145 small businesses, with numbers remaining relatively stable over recent years. The majority (91) are sole traders, and only a few businesses employ more than 20 staff, principally in construction, administration, or retail.

A 2025 business survey (22% response rate from employing businesses) found that:

- Most businesses employ local residents, although just under half have some reliance on DIDO workers.
- 75% reported housing shortages are limiting their ability to grow or keep staff.
- High rental prices and a lack of short- and long-term housing options were common concerns.
- Businesses identified a need for additional affordable housing and childcare facilities to support local workforce sustainability.

Refer to Annexure B for a detailed analysis.

PART 3 THE HOUSING SYSTEM

Summary

The Shire of Boddington's housing system is characterised by a combination of residential zones and various classes of rural residential development. The last comprehensive review of the housing system was conducted for the 2018 Local Planning Strategy. Since that time, key trends have emerged that illustrate both the structural characteristics of housing in Boddington and the pressing issues impacting supply, affordability, and investor confidence.

Boddington's housing system faces a structural mismatch between available land and actual housing supply. While infrastructure capacity exists and land is available, a combination of low investor confidence, limited development activity, and a lack of rental stock has created a constrained housing market.

The lack of development despite available zoned land suggests the need for targeted strategies to support market activation - particularly to support essential workers, provide for an ageing population, and retain a residential workforce.

Housing Supply and Lot Activity

Historically, Boddington's housing market has undergone cycles of significant growth and downturn, often linked to the mining industry and broader economic trends. Subdivision activity peaked between 2008 and 2010, with 266 lots approved between 2004 and 2016. Despite this historical activity, recent data indicates that little to no new housing supply has entered the market in recent years. Building approvals have been very low (hovering around 0% for periods), with the Building Approval Ratio currently at 1.13%.

As of September 2024, there are 10 current conditional approvals for small subdivisions and eight larger approvals, but only two are residential. A further 52 lots are currently under assessment, all classified as rural residential or special residential. Despite the existence of numerous vacant lots, the lack of active development has restricted the availability of new homes.

Approved Structure Plans contain potential for the release of 397 lots to the market – sufficient to meet all housing needs for the foreseeable future. However, development costs for the installation of enabling infrastructure are likely to continue to delay the realisation of this potential.

Table 3: Projected Lot Yield from Approved Structure Plans 2025

Approved Structure Plan Identifier	Projected Lot Yield
Lots 1,2,3 Crossman Rd, Ranford	149 Lots
Lots 70-73 River Road	4 Lots
Lot 100 River Road, Lot 135 Mitchell Crescent	116 Lots
Lot 9001 Forrest Street & River Road	128 lots
Total Development Potential	397 lots

As far back as 2006 it was recognised that sufficient appropriately zoned land to meet demand existed – what has been missing is dwelling construction. There has been little to no investor activity to build dwellings for sale without an off the plan sale, and little buyer appetite to purchase vacant land. Complexities have historically included a higher than average deposit requirement for Boddington (in line with many regional communities), and a lack of builders. With a recent increase in the availability of modular homes constructed offsite and installed, there has been an uplift in the sale of land parcels, as the timeframe to occupancy has significantly reduced. The lack of rental housing means the purchase decision is out of the question for those potential residents who would first need to sell their home in order to pay for a new one – where do they live in the meantime?

Housing Affordability and Rental Market Pressures

While the “Years to Own” metric sits at 18 years - well within the affordability threshold of a 30-year mortgage - the local rental market reveals signs of significant pressure. Although Census data indicated a decline in median rent from \$300 (2011) to \$280 (2021), more recent data shows rental prices climbing to a median of \$388 per week, with current rental (unpublished) listings ranging between \$375 and \$550 per week.

Affordable rentals for the median household income of \$1760 (2021 level), would be any rental that is below \$528 per week. Discussions with Property Managers in the area indicate that rentals are now creeping above this figure and have resulted in a bias towards mining employees who can more readily afford the higher prices. Continued rental scarcity is likely to continue to put pressure on rental affordability.

Worsening affordability is particularly problematic for vulnerable groups, including low-income households, single parents, young people, single pensioners, those fleeing domestic or family violence, people with disability, and First Nations Australians. Declining rental affordability correlates with an increase in homelessness.²

The waiting list for social or community housing, however, is low.

Barriers to New Housing Development

A key constraint to new development is the low rate of return for investors. With a falling population and relatively low house prices, returns in Boddington are considered inferior to

²<https://nhsac.gov.au/sites/nhsac.gov.au/files/2024-05/state-of-the-housing-system-2024.pdf> p3

other regional markets. Real estate professionals report that investor activity is confined to already tenanted properties with strong rental yields. Mortgage brokers confirmed the lack of applications for financing for speculative development or new supply additions.

Infrastructure Capacity

Most enabling infrastructure in Boddington allows for additional development within the town site, however, extension of services to the approved structure plans will cost time and money. The LPS indicates there is capacity to support a number of additional lots:

- Water: Adequate capacity exists to support at least 145 new residential lots, with scope for expansion to support 200 more. Many vacant townsite lots are already connected to the mains water supply.
- Wastewater: The treatment plant, upgraded in 2010, can support a population of 2,500, however, many properties still use onsite systems. The cost of additional sewerage infrastructure has been identified as a factor in the delayed development of a number of potential subdivisions.
- Electricity, Roads, and Waste Management: No current constraints were identified in the Local Planning Strategy or recent consultation processes. The Robbins Road landfill has sufficient capacity through to at least 2038. Cost of internal subdivision roads has been raised as a significant cost factor, however all developers actively considering progression within the timeframe of this strategy that were interviewed identified potential for limited subdivision to occur utilising the existing road network.

The Detail

The Shire of Boddington's housing system is defined by a blend of residential and various classes of rural developments.

The last full review of the Boddington housing system was undertaken for the development of the Local Planning Strategy, endorsed by the Western Australian Planning Commission in December 2018.

At that time, it was noted that:

Historically, Boddington's housing market has been susceptible to significant growth and downturn phases, influenced by local trends and global markets. Over the past 10 years, lot creation has stabilised, with subdivision activity peaking between 2008 and 2010³.

The Local Planning Strategy notes that 266 lots were approved through subdivision activity between 2004 and 2016. At present, no new supply is coming to market, however, discussions with land owners during the development of this Strategy suggests that feasibilities are being re-done in light of the current housing shortages, and this may result in some land releases occurring in the next 12-24 months (discussions indicate between 9-20 new lots planned).

³ Shire of Boddington, Local Planning Strategy 2018, part 2, local profile.

The Building Approval Ratio is the proportion of newly approved residential buildings over the past 12 months relative to total dwellings in the area. It is presently at 1.13%⁴, reflecting 13 approvals over the past 12 months. This is a positive sign.

The State Lot Activity Report for December 2024 (the most recent available) notes that there are presently 8 conditional approvals creating five lots or less, not older than three years and 2 final approvals.

On the same date, there were 52 proposed lots under assessment, all either rural residential or special residential;

- Rural Residential – subdivision on land zoned rural residential, special rural, rural living or rural smallholding; irrespective of lot size
- Special Residential – special residential subdivision on special residential zoned land; irrespective of lot size.

There are a number of vacant lots within the Shire of Boddington that could be developed to create housing, and a number of these have been considered in the analysis of the Long List of potential projects.

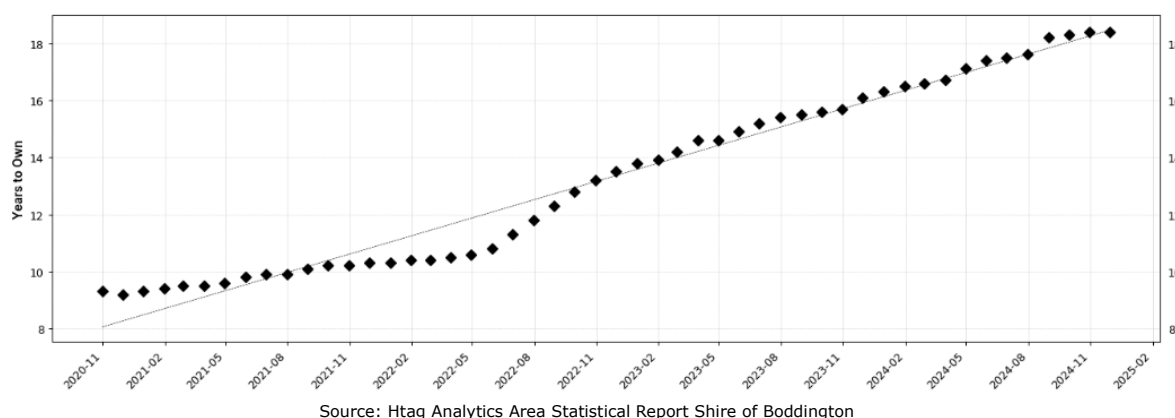
In addition, agricultural land adjoining the townsite of Boddington has a number of approved Structure Plans that could add significantly to land supply in the future. A number of these are noted in the analysis of the *Long List* of potential projects.

Housing Affordability

The “Years to Own” metric represents the estimated duration required to fully own a property, factoring in variables such as current interest rates, median family income, and typical property prices in the area.

The Years to Own metric for Boddington has increased to 18 years but remains well within the affordability range of 30 years (the standard term of an Australian mortgage).

Figure 4: Housing Affordability Index December 2024



The State of the Housing System (2024) report notes that across the country housing affordability worsened in 2023. The worsening was widespread, occurring across states and territories, cities and regions, income levels, age groups and tenure types. Renters in the private market experienced a sharp rise in rents. Advertised rents increased by 8 per cent in 2023 and have increased by around 35 per cent since the start of the decade.

⁴ HTAG Analytics Shire of Boddington WA Accessed 10/4/25

Information on how much rent is paid for a private dwelling has been collected for all censuses since 1911. Since the 1996 Census, the actual dollar amount paid for a dwelling has been collected rather than the range.

Census figures indicate the median weekly rental in Boddington has declined over the preceding decade, contrary to the experience across the Country.

Table 4: Median Weekly Rental – 2011-2021

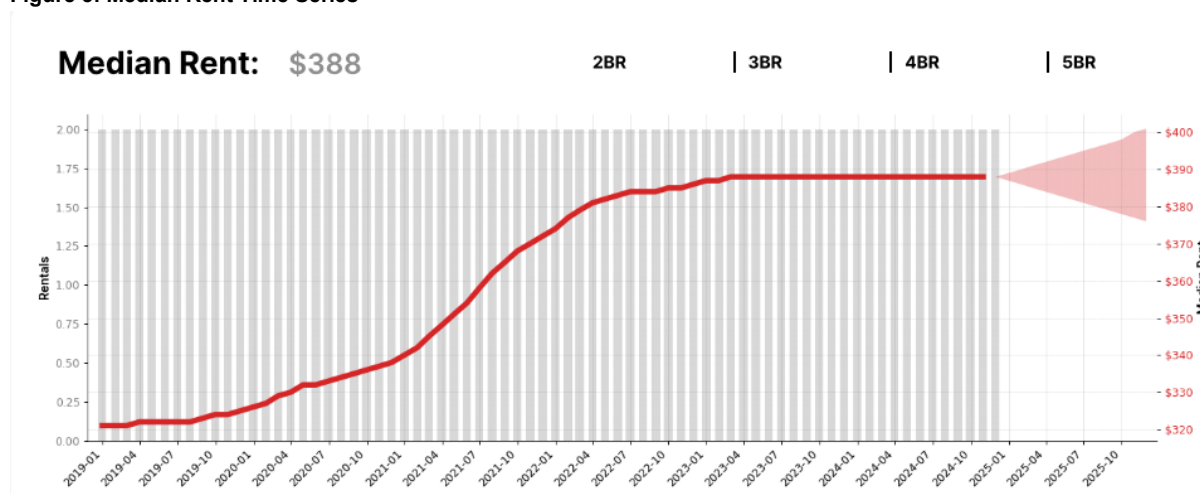
	2011	2016	2021
Boddington	\$300	\$290	\$280
Western Australia	\$300	\$350	\$340
Australia	\$291	\$340	\$375

Source: Census data, ABS

More recent analysis by HtAG analytics shows a rise post Census in the median rental to \$388 per week.

During the consultation for this Housing Strategy, Property Managers in Boddington advised that current rental range is \$375-\$550, moving upwards.

Figure 5: Median Rent Time Series



Source: Htag Analytics Area Statistical Report Shire of Boddington

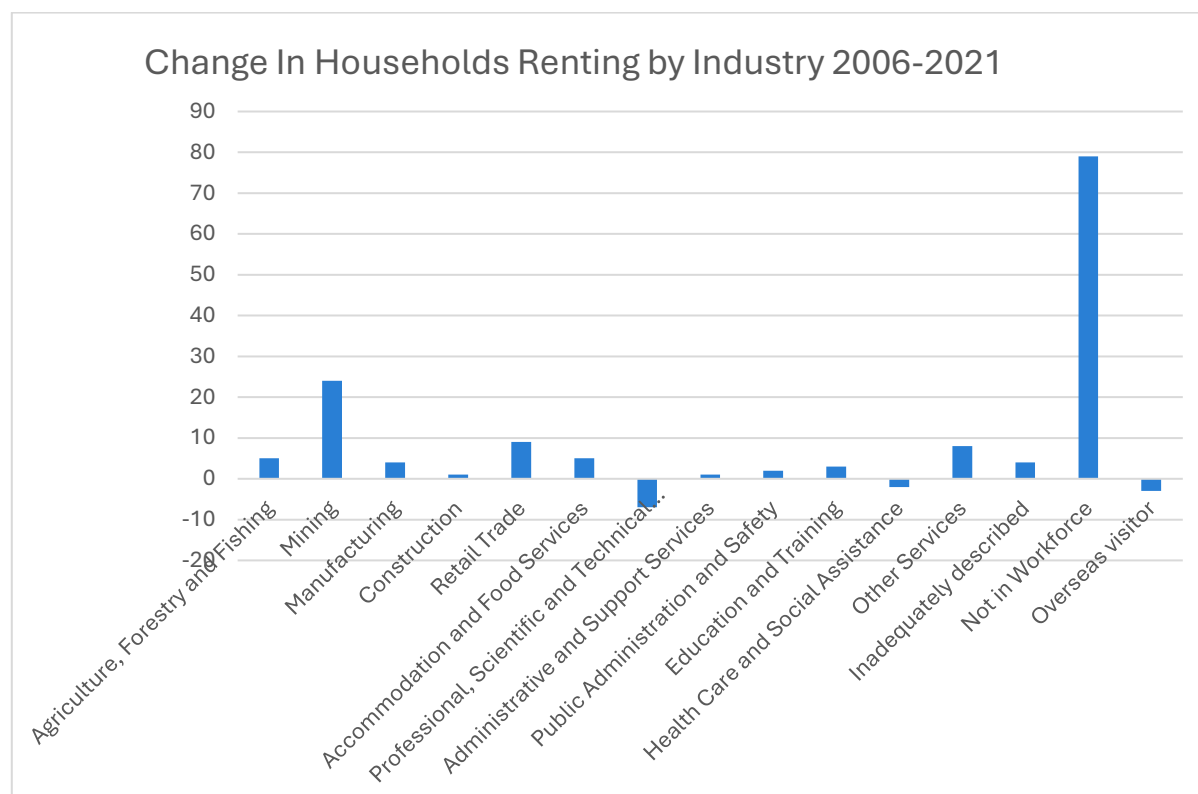
Rental Affordability

Whilst this data suggests that despite recent price rises, the housing market remains affordable, during the timeframe of the development of this housing strategy, no residential properties have been available for rent within Boddington, with essential workers such as the Doctor housed in the Caravan Park due to lack of available rentals. The experience suggests that there is a significant lack of supply.

Between 2006 and 2021 the count of occupied private dwellings with rental tenure increased by 56 households from 122 to 178 households, with an overall increase in the number of people renting of more than 130 persons.

The data shows that 23.6% of Boddington residents employed in mining are renters. These individuals make up 13.8% of the town's total renting population, which is slightly lower than the overall proportion of residents working in mining, at 14.9%.

Those not in the workforce account for more than half of the additional people with rental tenure in 2021 compared to 2006.

Figure 6: Change in Households Renting by Industry Classification, between 2006-2021

Constraints to Development

Return to Investors

Analysis of the median sale and rental price, combined with falling population numbers suggest that Investors are unlikely to support additional housing development in Boddington compared to other locations. The analysis suggests this is the key barrier to further housing development.

Interviews with Real Estate Agents servicing the Shire confirm that whilst investors are active in the market, purchases are fundamentally restricted to existing, leased homes, with higher yields. There are no identifiable investors adding to housing supply.

Developers have indicated that they are unlikely to develop lots to be inclusive of dwellings, preferring to undertake land release only. None are presently scheduled for land development.

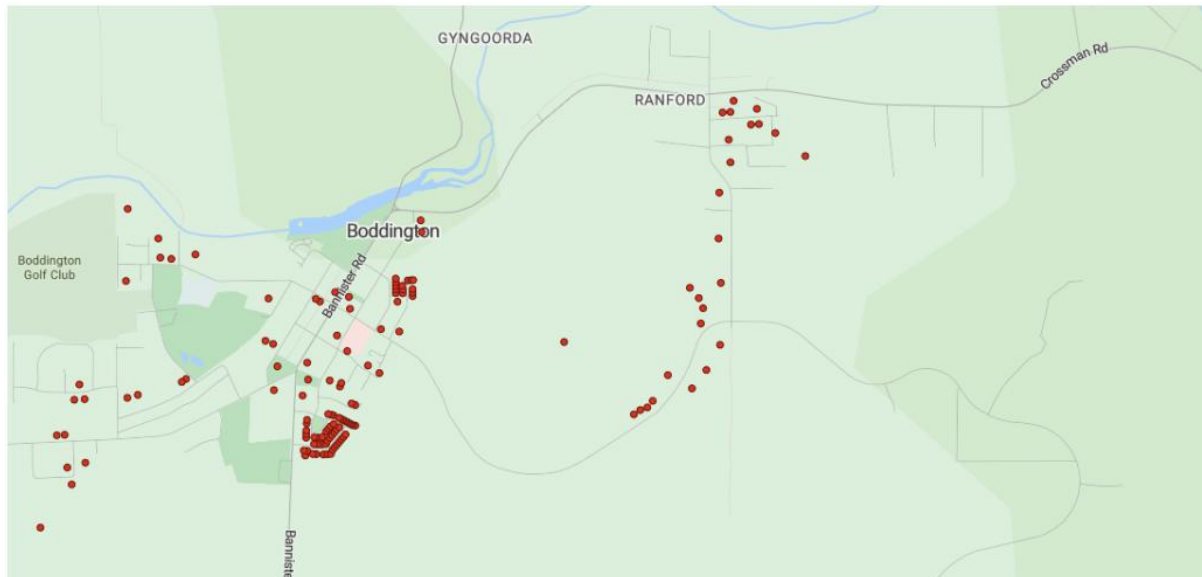
Water Infrastructure

Water Infrastructure does not appear to be a barrier. The Local Planning Strategy indicates that in 2018 there was sufficient capability in the water supply infrastructure to support 145 additional residential lots. It was proposed that further expansion of the network could support a further 200 residential lots if required.

The Water Corporation has provided a map indicating vacant lots within the town centre that are already connected to the mains water supply. The Short List of projects within this Housing Strategy utilises land already connected to services.

Figure 7 provided by the Water Corporation shows vacant lots in February 2025:

Figure 7 : Vacant Lots connected to the Mains Water Supply: Shire of Boddington February 2025



Water Corporation, provided by Email 6/2/25

Wastewater

Waste water infrastructure does not appear to be a barrier to a wide range of development as most of the development within Boddington is not connected to the waste water treatment plan but rather utilises some form of onsite wastewater disposal. However, for higher density structure plans the extension of deep sewerage is cost prohibitive. The Boddington waste water treatment plan was upgraded in 2010 and is capable of supporting a population of around 2,500 persons.

Electricity

In 2018 there were no known capacity issues identified. Electricity was not raised as a barrier to development in the consultation process.

Waste Management

The Landfill site on Robbins Road is expected to have sufficient capacity to 2038. Waste Management was not raised as a barrier to development in the consultation process.

Roads

These were not identified as a barrier to development at the time of the Planning Strategy. The cost of internal subdivision roads was raised as a barrier to land release developments during the development of this Housing Strategy.

PART 4: STRATEGIC PRIORITIES

Project Selection Process

The Shire of Boddington's approach to project assessment for its Housing Strategy utilises a structured, evidence-based framework designed to compare diverse housing project proposals with fairness, transparency, and strategic alignment. The framework facilitates informed decision-making by assigning a weighted score to each project based on a comprehensive set of criteria spanning social, strategic, environmental, economic, and deliverability considerations. This scoring system ensures that projects selected for inclusion in the Strategy reflect not only housing need and potential impact, but also practical considerations related to the Shire's capacity and role.

Multi-Criteria Assessment Framework

The foundation of this project selection process is a multi-criteria matrix that evaluates each proposal against four primary assessment domains:

1. **Social Impact and Inclusion;** This component focuses on the extent to which each project addresses pressing social needs. Sub-criteria include the alignment with target demographics (e.g., key workers, low-income earners, key community groups such as the aged), the depth of housing affordability provided, and the project's ability to enhance social cohesion and liveability within the community.
2. **Strategic Alignment and Readiness;** Projects are assessed on their alignment with existing Shire of Boddington strategic plans and policies, their stage of development (i.e., how close they are to being 'shovel-ready'), and compatibility with current land use planning frameworks and infrastructure provisions.
3. **Long-term Sustainability and Value;** This domain evaluates whether projects contribute to sustainable housing outcomes for the future. Key considerations include tenure security, alignment with long-term demographic needs (such as family housing, ageing population, or workforce housing), and the economic benefit to the local community in terms of job creation and investment retention.
4. **Risk and Deliverability;** Recognising the real-world complexities of housing delivery, this area assesses funding security, stakeholder commitment, and the expected timeline to realise housing outcomes. This ensures the Strategy prioritises projects that are not only desirable but also realistically achievable.

Each sub-criterion within these categories is rated on a scale of 1 to 5, with clearly defined descriptions for each score to ensure consistency. The final project score is a weighted sum of all these criteria, which provides a preliminary ranking of projects based on holistic merit.

Additional Overlay: Local Government Role and Feasibility

Following the initial scoring and ranking process, a second layer of analysis overlays the feasibility of Shire involvement. Recognising that the Shire's role may vary between projects - from direct capital contribution to advocacy or facilitation - this assessment captures the type and intensity of intervention required, the feasibility of the Shire's involvement under

current policies and resourcing, and the degree to which external partnerships are necessary for delivery.

This additional layer of assessment ensures that projects identified as high impact are not only desirable but also realistic in terms of the Shire's remit and available resources. Projects demanding major policy shifts or those that are entirely dependent on external partners, for instance, may be deprioritised unless there is a clear pathway for implementation.

Prioritisation and Project Matrix

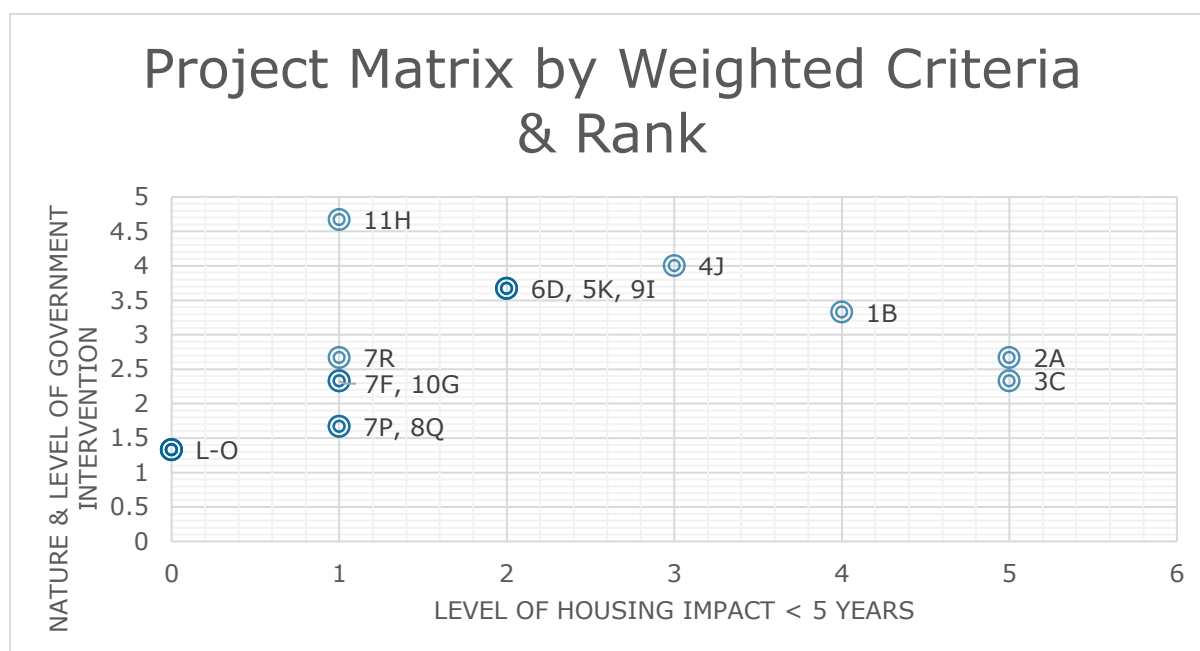
After both layers of assessment, a shortlist of 3–5 projects was produced. These are selected based on a combination of their weighted scores and their positioning within a visual Project Matrix, which maps projects according to required resource commitment (y-axis) and anticipated housing impact (x-axis).

This creates four key quadrants:

- A. Top Right (High Impact / Highly Feasible or aligned with current services provided by the Shire); Ideal candidates for prioritisation. These projects deliver significant benefits while requiring limited support or resources from the Shire, or are otherwise within the Shire's existing remit.
- B. Bottom Right (High Impact / Relies heavily on others); Worth consideration if strategic partnerships or external funding can be secured. These projects could be phased or flagged for advocacy.
- C. Top Left (Low Impact / Effort aligned with current services provided by the Shire); Low priority, unless they offer strategic quick wins or complement other efforts.
- D. Bottom Left (Low Impact / Relies heavily on others); Typically, deprioritised due to limited return on investment and the effort required sits outside the usual activities of the Shire, with limited ability to directly influence the delivery of houses to market.

The ideal priority zone is in the top right quadrant: high impact, low-resource projects from a Shire perspective, or where resources are required, they fit within the current activities provided by the Shire with little change required.

After analysis, 3 of the top 5 prioritised projects rest within quadrant A – high impact/ highly feasible level of Shire involvement, with the fourth project only just outside this quadrant. Whilst these projects may rely on external capital, the nature of the proposed Shire activities to support them are within the Shire's capacity, and their housing impact high.



This visual representation enables elected members, officers, and stakeholders to intuitively understand the trade-offs involved in each project and fosters collaborative decision-making. Projects positioned in high-impact quadrants need clear strategies identified for securing partnerships or phasing delivery.

By applying both quantitative scoring and qualitative overlays regarding the Shire's role, the framework ensures the selection of projects that are impactful, equitable, and feasible. This method builds a strong foundation for transparent governance, community confidence, and sustainable housing outcomes across the Shire.

Selection of the Short List

Following a comprehensive review of potential housing initiatives, a refined shortlist of four priority projects, along with a supporting economic development stream, has been selected. This shortlist outlines where efforts and resources will now be concentrated to address critical housing gaps without competing with the private sector. The focus is on increasing the supply of smaller, flexible rental housing that serves both current workforce demands and long-term community needs, while also enabling the success of key community infrastructure, particularly aged care.

The shortlist includes: (1) expansion of Independent Living Units for the growing aged population; (2) delivery of a 45-bed Residential Aged Care Facility (3) development of Essential Worker Housing to support aged care and other critical services; and (4) renewal and development of Shire-owned housing stock to unlock land and assets for future use. The supporting economic development activity will establish processes for aligning workforce accommodation needs of major projects - such as renewable energy ventures - with long-term housing development, helping to attract investment and unlock broader economic and social benefits for the Shire.

Draft Short List < 5 year delivery

Table 5: draft Short List

Reference	Description	Opportunity
B Rank 1	Independent Living Unit Expansion	17-19 additional capacity \$6.1m. Current waiting list 24. High Priority Project. Community need – growing aged demographics. Centrally located. A Proponent has been identified, and feasibilities are shortly to commence. An investor has been identified and engaged by the Proponent.
A Rank 2	Residential Aged Care Facility	45 Bed Facility – separate project. Expected cost approx. \$14-20m. High Priority project – community need – growing aged demographics. Centrally located. Future economic diversification opportunity. Preferred Provider has been selected for co-design phase. Investor has been identified and engaged by the Preferred Provider.
C Rank 3	Essential Worker Housing– support Residential Aged Care facility and other essential workers (doctors etc)	Numerous. Purchase and development of 17, 2bed 2 bath worker accommodation \$6.8m – self-supporting with 1 additional 2 bed 2 bath per 18 months. High priority project – condition precedent for successful aged care delivery. Flexible housing able to be used for essential workers and small households seeking rental tenure. Centrally located.
J Rank 4	Development and renewal of Shire owned employee and essential worker housing.	20 lot subdivision with 4 Shire houses replaced provides 4 houses back to the market and 15 lots for future essential worker housing needs. Net cost estimated \$185-\$800K.
	Economic Development Activities (facilitation, enabling)	Establish procedures and consent mechanisms for the proactive introduction of large projects (renewable energy and others) currently enquiring within the region for workforce housing to developers to assist with the consideration of economic opportunities. In this way, short term accommodation needs may help underwrite the development of longer term housing.

PART 5 IMPLEMENTATION

Purpose of the Implementation Plan

This Implementation Plan outlines the key activities, timeframes, and responsibilities required to deliver the priority projects and supporting economic development actions identified). The Plan is designed to guide Shire-led initiatives, facilitate cross-sector partnerships, and ensure alignment with community needs and State Government policy directions. Once formally prioritised by the Shire, a more detailed implementation plan for each project will be developed, covering the necessary elements to guide effective fundraising, development and delivery.

Table 6: High Level Implementation Plan

Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
1	Independent Living Unit (ILU) Expansion	Support Residential Aged Care provider-led delivery of up to 19 ILUs for ageing residents.	Residential Aged Care Provider (Shire in facilitation role)	DA submitted, funding pathway secured by proponent, occupancy by 2027	Engage with provider; confirm site;	Assess DA; support provider in codesign elements. Confirm contract for delivery. Provide long term site lease, and management of existing ILUs (agree terms).	Site work Completed. Open ILUs.		-

Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
2	Essential Worker Housing (EWH)	Shire-led development of 17 x 2-bed dwellings; funding partner/s required.	Shire of Boddington Project Management	Ownership Structure established, funding secured, DA/design finalised, 50% builds complete by 2027	Allocate Project Management funding, and secure supporting resource. Determine ownership structure. Develop partnerships and secure initial land component funding. Exercise land purchase/option to purchase. Detailed site planning, concept designs and cost estimates.	Support funding submissions to State and Federal agencies/government, and other identified organisations. Secure build cost funding, prepare tenders for modular turnkey home build and deliver.	Commence builds as funding permits. Finalisation of property management (tenant) agreement. Occupancy upon finalisation of each build.	Continuing builds as funding permits. Occupancy upon finalisation of each individual house build.	Complete delivery; monitor community impact. Continue new house and land construction as funding permits (as generated through rental income stream).

Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
3	Residential Aged Care Facility (RACF) Coordination	Support delivery of 45-bed residential aged care facility.	Aged Care Provider (Supported by Shire)	DA submitted by 2026; Funding Secured 2026; License to operate secured by Provider 2026. site works started	Land release from WA Government to Shire of Boddington finalised. Preferred provider appointed. Co design.	Contract requirements completed. Provision of long-term lease for the construction and operation of RACF, subject to various matters including facility construction and ongoing operation. Support DA submission. Support funding submissions to State and Federal agencies/government.	Construction Complete and occupancy underway.		-
4	Renewal of Shire Housing Stock	Subdivide up to 20 lots at 20 Pollard Street. Construct 4 new houses to replace ageing Shire properties.	Shire Asset and Strategic Projects Teams	Group Housing Design feasibility approved. Funding secured. Construct. Tenancy movement. Sale aged properties.		Group housing design prepared. Estimate of probable costs obtained Consulting Engineer/QS. Inclusion in Shire Budgets.	Start renewals.	Continue development	Finalise 4 new build program. Tenancy movement. Sale aged properties. Remaining sites for future development.

Priority Area	Project Title	Description	Lead Responsibility	Key Measures	2025	2026	2027	2028	2029
5	Facilitation, Regional Economic Alignment	Policies and processes to match developers with proponents requiring workforce housing (facilitating partnerships) to enable workforce housing to be brought forward.	Economic Development Activity – Project Management Support	Policy adopted; EOI's signed; Register of referrals maintained.	Allocate Project Management funding, and secure supporting resource. Draft and consult on policy. Development of support tools and templates detailed in Annexure H.	Adopt policy and launch register. Support workforce-aligned development.	Support workforce-aligned development.	Review delivery outcomes.	Evaluate policy.
6	Infrastructure Enablement and Support	Respond to constraints to housing development caused by infrastructure gaps; facilitate applications to the Cwllth Housing Support Program or other grant opportunities.	Shire Strategic Planning + Economic Development – Project Management Support	Number of support letters/grant applications lodged. Outcome. Upgrades activated that would not otherwise progress.	Allocate Project Management funding, and secure supporting resource. Development of support tools and templates detailed in Annexure H.	Provide letters of support. Consider assisting with the submission of grants for larger projects. Proactively identify funding opportunities and provide broadcast notification.	Provide letters of support. Consider assisting with the submission of grants for larger projects. Proactively identify funding opportunities and provide broadcast notification.	Provide letters of support. Consider assisting with the submission of grants for larger projects. Proactively identify funding opportunities and provide broadcast notification.	Evaluate outcome of facilitation and funding activities.

Table 7 provides a summary of the expected number of households created by the top project priorities, and identifies potential project pathways, highlighting where the project may align with grant opportunities provided by the State or Federal Government.

Table 7: Priority Project Expected Impact, Cost, and Alignment

Priority	Description	Increase in households	Expected Capital Cost to Shire	Expected Capital Cost to Others	Partnership Opportunities	Alignment with Funding Opportunities	Estimated timeframe for Delivery
1	Independent Living Unit Expansion	17-19 subject to final layout	Project Management	\$6 Million	Residential Aged Care provider	Superannuation Fund identified capital partner. Investment funding outcome expected within 1 year.	Within 3-5 years.
2	Residential Aged Care Facility	45	Project Management Possible share of preliminaries costs up to \$300,000	\$20 Million	Residential Aged Care provider. Peel Development Commission	Aged Care Capital Assistance Program (Federal) plus Superannuation Fund identified capital partner. Investment funding outcome expected within 1 year. State grants also announced pre-election however detail not yet available.	Within 3-5 years.
3	Essential Worker Housing	17 plus additional every 1-2 years from ongoing rental	Project Management	\$6.8m – self-supporting with 1 additional 2 bed 2 bath per 18 months	Newmont, South 32, Grant funding	Infrastructure Development Fund (WA) Regional Precincts & Partnership Program Stream 2 Aged Care Capital Assistance Program (Federal) potential for residential aged care workforce.	Within 3 years
4	20 Pollard Street Shire housing renewal	4 plus 14-15 new land release	\$185,000-\$800,000			Infrastructure Development Fund (WA)	Within 5 years

Priority	Description	Increase in households	Expected Capital Cost to Shire	Expected Capital Cost to Others	Partnership Opportunities	Alignment with Funding Opportunities	Estimated timeframe for Delivery
5	Economic Development Activities	Facilitation and enabling role	Project Management	Varies from \$200,000+ per development		Infrastructure Development Fund (WA) Regional Economic Development Scheme National Housing Infrastructure Facility – Critical Infrastructure (NHIF CI) Housing Support Program Community Enabling Infrastructure Scheme	Commencing 2025 and ongoing

PART 6 ANNEXURES

ANNEXURE A: DETAILED COMMUNITY CONTEXT

At the time of the 2018 Shire of Boddington Local Planning Strategy, State Government population projections anticipated that the population of Boddington would grow at a faster rate than both Perth and the Peel Region, to between 3140 and 4150 residents by 2026, with a 'equally likely/unlikely' forecast of 3660 residents (Band C projections). In addition, household size was forecast to reduce from 2.51-2.61 people per dwelling to 2.43-2.5 people per dwelling in 2026.

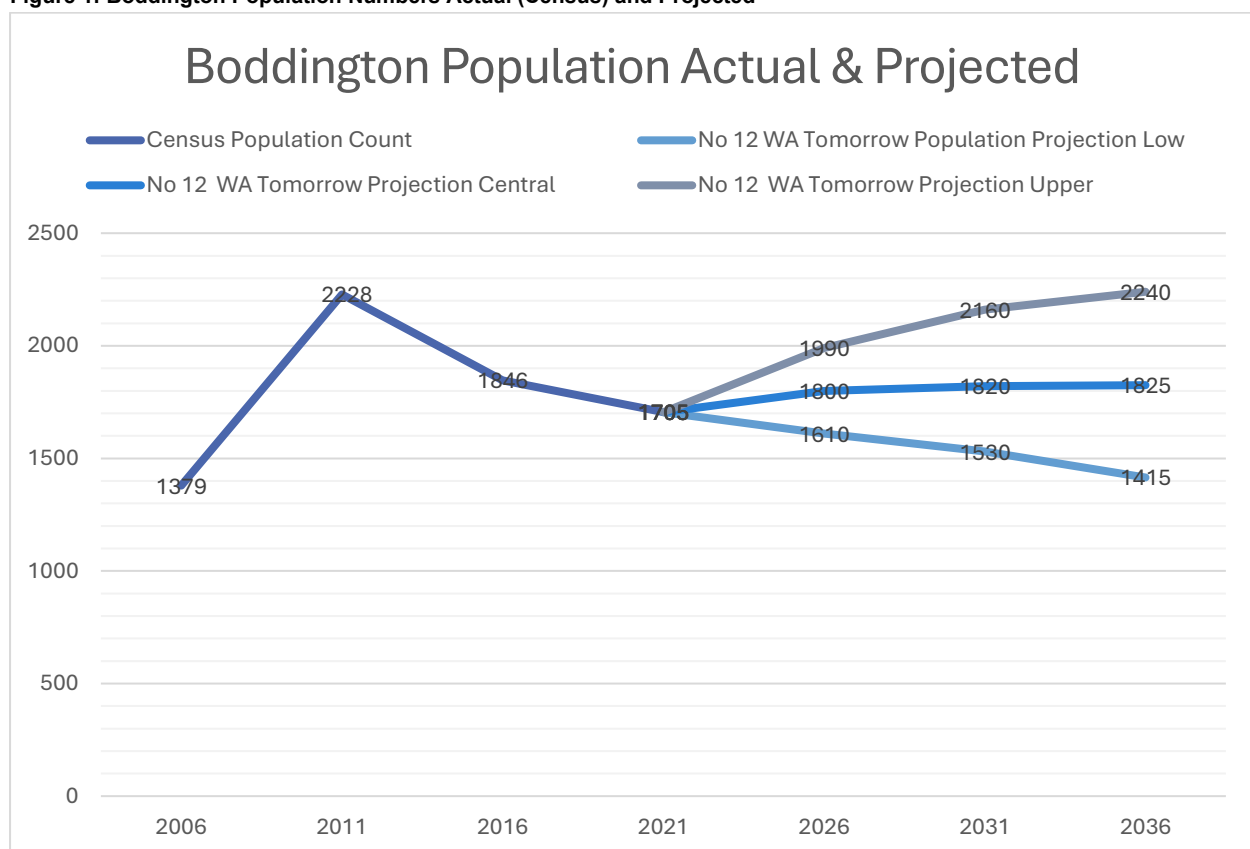
These two factors created an expectation of potential demand for 1,000 additional dwellings for the period ending 2030, calculated based on:

- (a) a projected population increase of 1816 residents;
- (b) an average household size of 2.43 people; and
- (c) a dwelling occupancy rate of 76.6 per cent.

The expected population growth has not been realised. Rather, the population has declined between 2016 (the base year for the Local Planning Strategy) and 2021.

Projections out to 2036 released in 2025 through the WA Tomorrow Report 12 have a central projection of relatively population stability.

Figure 1: Boddington Population Numbers Actual (Census) and Projected



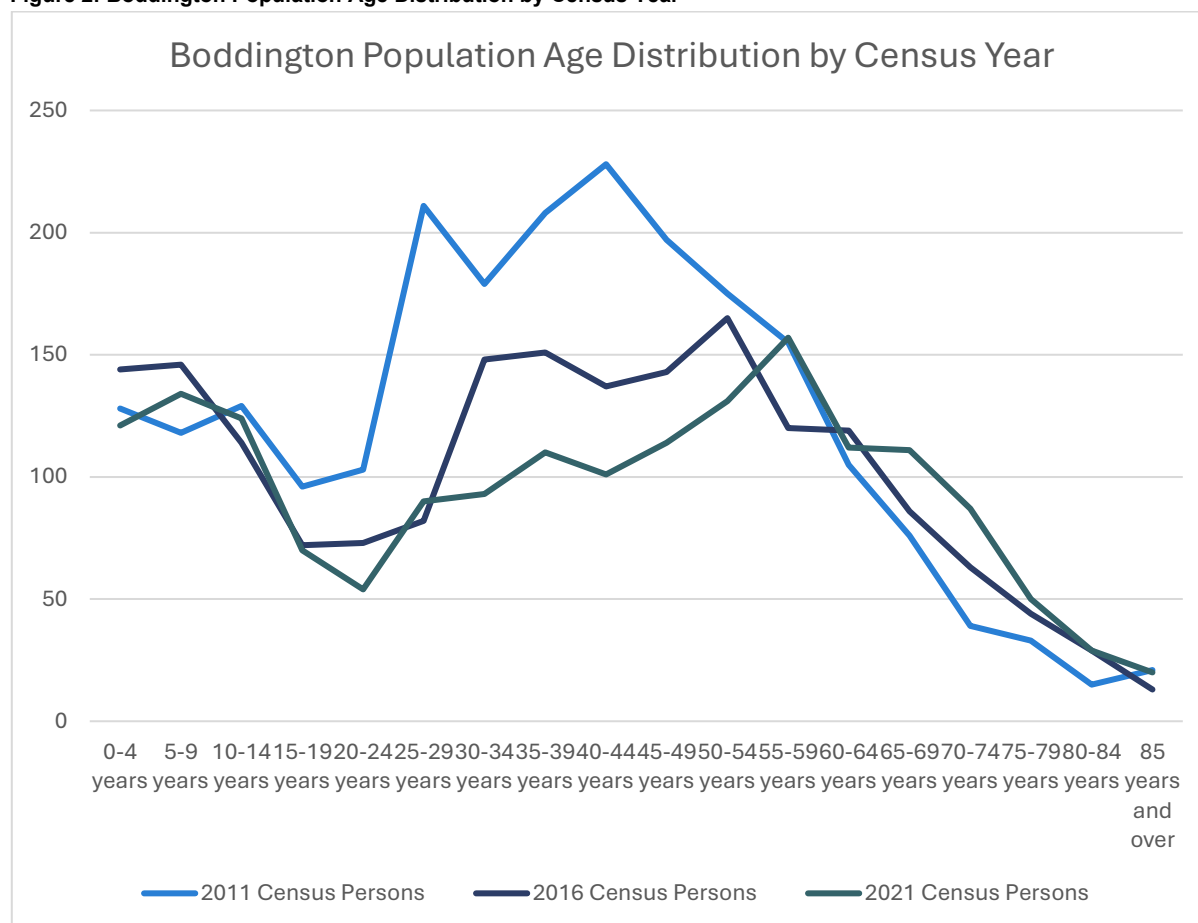
Source: Census Data, ABS, WA Tomorrow Population Projection Report 12

Of the 701 Households, 469 are single family households.

Changing Age Structure

The Shire has a residential population that, like the balance of Australia, is ageing. It is experiencing both a growth in the population of seniors, and a shift in the peak age profile. The largest group of citizens in Boddington are those aged 55-59 years old, with a very significant reduction in the working age cohort aged between 20-50 years. This captures the reduction in (mostly male) workers on the mines in the period 2011-2016.

Figure 2: Boddington Population Age Distribution by Census Year



Source: ABS Census Data population distribution Table

The median age within Boddington is older than that of the average Western Australian, and Australian community, and has increased by 4 years in the last decade, compared with 1 year for the National as a whole.

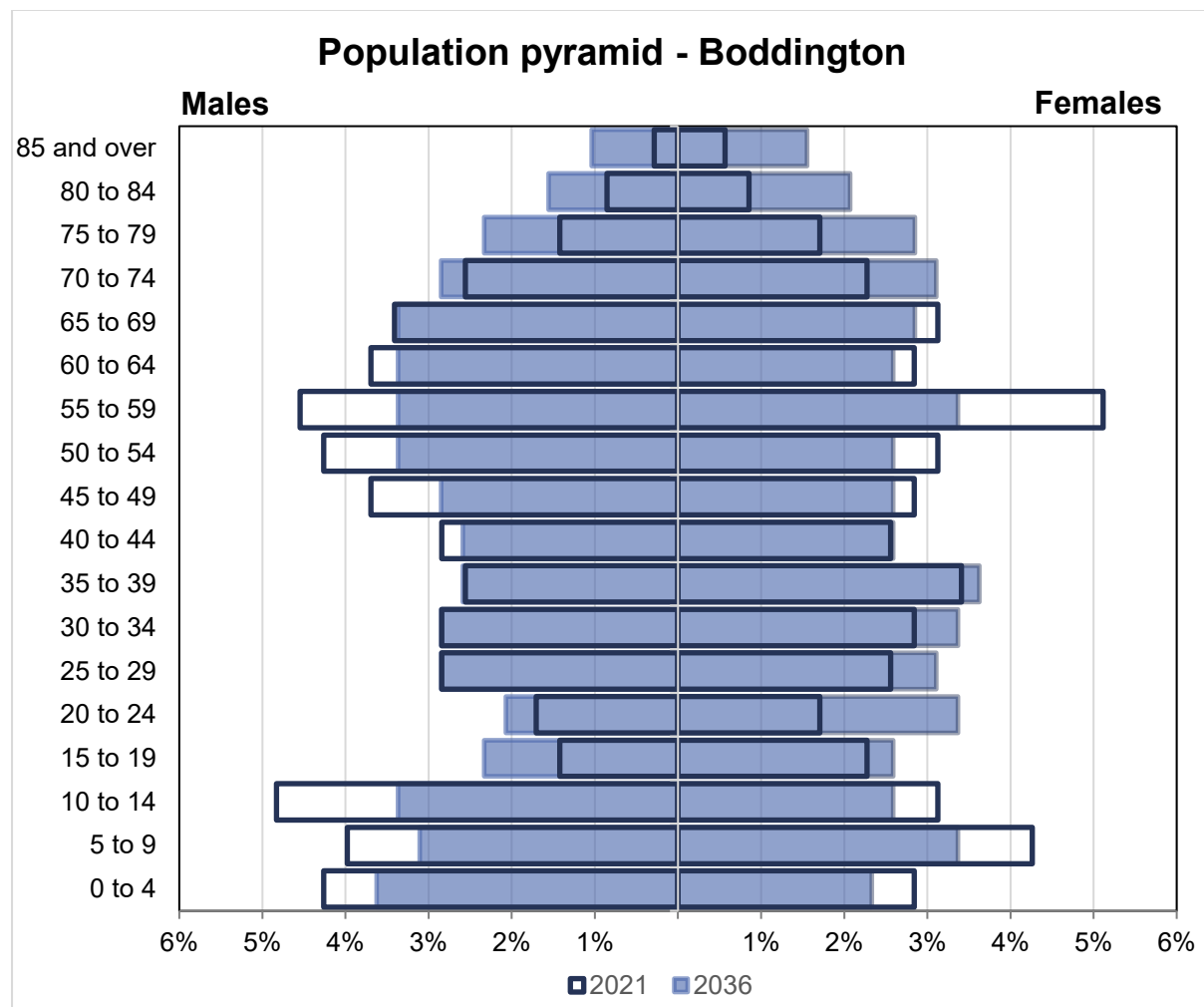
Table 1: Median Population Age by Census Year

	2011	2016	2021
Boddington	38	39	42
Western Australia	36	36	38
Australia	37	38	38

Source: Census Data, ABS

Projections out to 2036 anticipate growth in the number of persons of more than 70 years in age, as well as in the age groups 15-39. All other age groups are expected to decline.

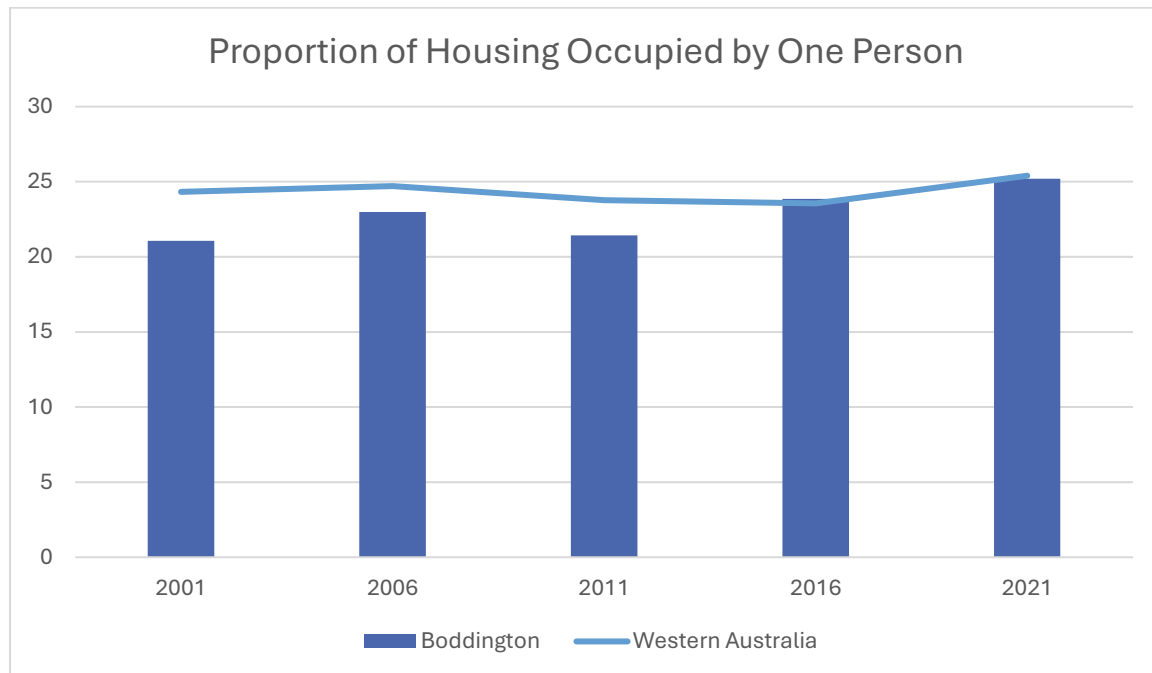
Table 2: Population Pyramid Boddington 2021 / 2036



Source: <https://www.wa.gov.au/government/document-collections/wa-tomorrow-12-population-forecast-data-tables>

In Australia, advancing age is strongly correlated with an increased likelihood of becoming single due to the death of a partner, particularly among those aged 55 and above. This trend is influenced by rising mortality rates with age, the significant gender gap in life expectancy (with women generally outliving men), and the high prevalence of widowhood among older Australians. These demographic factors contribute to the growing demand for single occupancy housing in Australia. For example, in Boddington, the number of persons aged 55+ years living without a spouse (registered or social) has increased from 88 to 135 persons in the past decade.

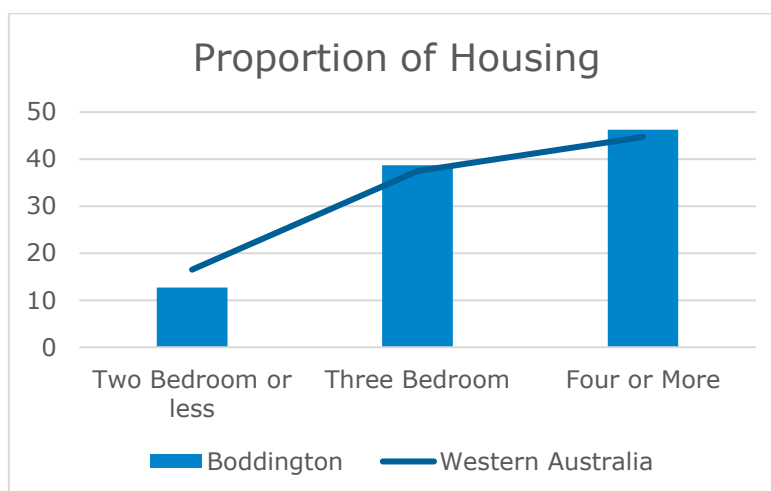
In general, single-person households have become one of the fastest growing housing types, accounting for 25.4% of all Western Australian households in 2021 with expectations that this will continue to increase over time.

Figure 3: The Proportion of Housing in Boddington occupied by a Single Person compared to Western Australia

Source: Census Data, ABS

The growing prevalence of sole-person households in Australia, particularly among older individuals, is driving significant changes in housing demand. Smaller housing configurations, such as one- and two-bedroom apartments, compact standalone homes, and units, are increasingly sought after to accommodate single occupants.

This type of housing is rare within Boddington, accounting for only 12.69% of all housing stock.

Figure 4: Boddington Housing Stock in 2021 by Number of Bedrooms compared to Western Australia

Source: Dwelling Structure by Number of Bedrooms Census 2021

Indeed, in Boddington, 63% of all households consist of two persons or less, with the dominant housing configuration a 4 bedroom free standing home.

In regional areas such as Boddington, where many older Australians prefer to age in place, demand for compact and familiar housing options is forecast to rise. Flexible housing

solutions, such as granny flats and dual-occupancy units are expected to gain in popularity, enabling multigenerational living or future adaptation for single occupancy.

Reduction in Average Household Size

Since 2011 the Census has counted the number of people who usually reside in an occupied private dwelling.

There are a significant number of people who record Boddington as their usual place of residence, who do not live in dwellings classified as private residences. A dwelling is a structure which is intended to have people live in it, that is it was established for short-stay or long-stay accommodation. As well as private dwellings, there is also a classification for non-private dwellings.

A non-private dwelling is not intended for private, self-contained living, and generally provides short-term or institutional accommodation. Examples include:

- Hotels and motels
- Hospitals and nursing homes
- Prisons
- Boarding schools
- Staff quarters
- Religious institutions (e.g., convents)
- Work camps

Table 3: Boddington Resident Population and Dwelling Classification over time

	2011 Census	2021 Census
Total Persons usually Resident in Boddington in both private and non-private dwellings	1908	1705
Private Occupied Dwellings	461	599
Those resident in private dwellings at census night excluding residents temporarily absent but including visitors from Australia	1180	1445
Residents absent on Census night	122	123
Boddington residents in non-private dwellings at Census night	606	137
Total persons including visitors in Boddington on Census night	2449	2005

Average persons per household (also known as average household size) is the average number of people usually resident in an occupied private dwelling, including up to three people who were temporarily absent from the household on Census Night.

People staying in non-private dwellings are still counted in the Census, but they are not included in the average household size calculation, since they are not part of a private household.

Average household sizes for Boddington have been reducing over time; however, the biggest change has occurred in the move from non-private dwelling occupation to private dwelling occupation. Despite a reduction in the overall resident population by 203 persons over the past ten years, private occupied dwellings have increased by 138.

An explanation is offered via the significant loss of 469 residents from non-private dwellings. It is considered likely that the observed increase in private occupied dwellings arises largely from a reclassification of dwellings away from non-private. Whilst dwellings are non-private, they are excluded from the count of dwellings and so their return can swell the numbers, without any construction taking place.

Population Projections and Expected Household Demand

The following calculations illustrate three scenarios combining Boddington's historical ABS household occupancy rate from 2021 of 2.5, combined with Population Tomorrow Report 12 forecasts:

Table 4: Likely household numbers required based upon projected population numbers and historical occupancy rates.

	2021 Actual	2031 Low	2031 Central	2031 High	2036 Low	2036 Central	2036 High
Usual Resident Population	1705	1530	1820	2100	1425	1825	2240
Households	670	612	728	840	570	730	896

Population Projections at the mid-range for 2036, suggest a housing requirement of 58 houses by 2031 and a further 2 houses by 2036. This does not account for large projects or industry diversification (such as the Residential Aged Care Project that may require housing for an additional 70 staff) or any change to the current housing position of the existing population (such as the national trend towards smaller households).

Housing Suitability

An underlying cause of the lack of housing availability in Boddington is limited housing diversity and the inefficient use of existing housing stock. In 2021, occupied houses contained approximately 1.4 bedrooms for each resident. This does not account for a further 157 unoccupied dwellings.

There is an inadequate number of houses with two bedrooms or less (12.7%) relative to the number of households with one person (25.2%) or two persons (37.9%). This lack of smaller homes requires singles, couples and small families to occupy larger homes than they may need or can potentially afford. This mismatch between housing type and family size means that available housing resources are used inefficiently.

Some of the factors influencing housing efficiency include demographic change (for example, empty nesters staying in large family homes, young couples investing in a home for a future family), affluence (wealth enabling ownership of houses larger than needed) and region-specific needs (for example, homeowners maintaining rooms for travelling family/visitors).

Affordability

Recent figures from the Real Estate Institute of Western Australia (REIWA) suggest relatively stable housing prices between 2015 and 2023, with a significant jump in the median price in 2024:

Table 5: Median House Sale Price and Volume of Sales 2015-2024 Shire of Boddington

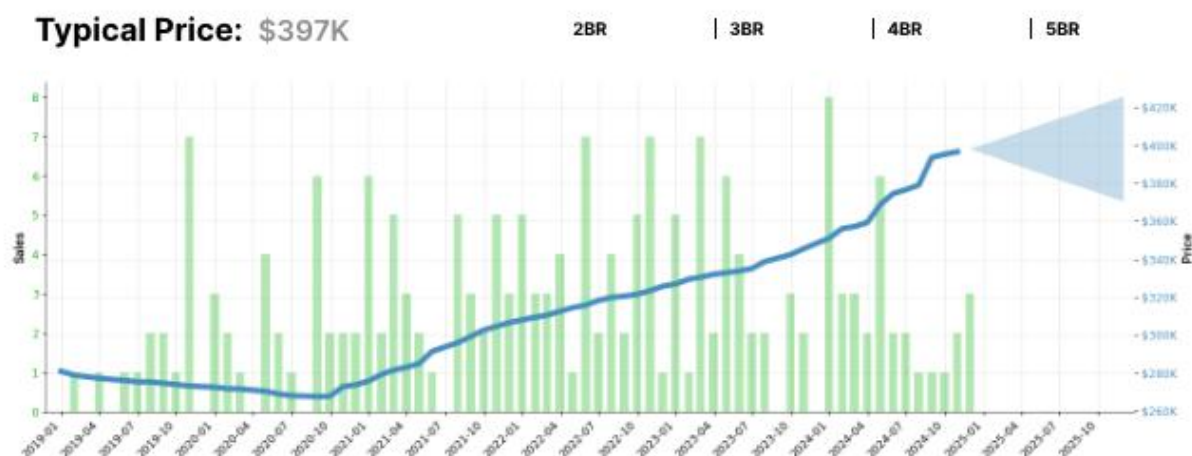
	Median House Sale Price \$	Number of Sales
2015	270,000	11
2016	270,000	9
2017	205,000	7
2018	217,000	16
2019	290,000	11
2020	235,000	14
2021	295,000	39
2022	277,000	44
2023	300,000	47
2024	414,000	40

Source :Median price data last updated 21 January 2025 containing transactions for the 12 month period ending December 2024 Source: Landgate/REIWA

This data shows that the Median House Sale Price, until very recently, was occurring at a level below the average build cost of a basic residence. Sales of units are low – a total of 2 sales in 2024 for a median price of \$292,000. For four of the last seven years there has been an average of 1 sale a year.

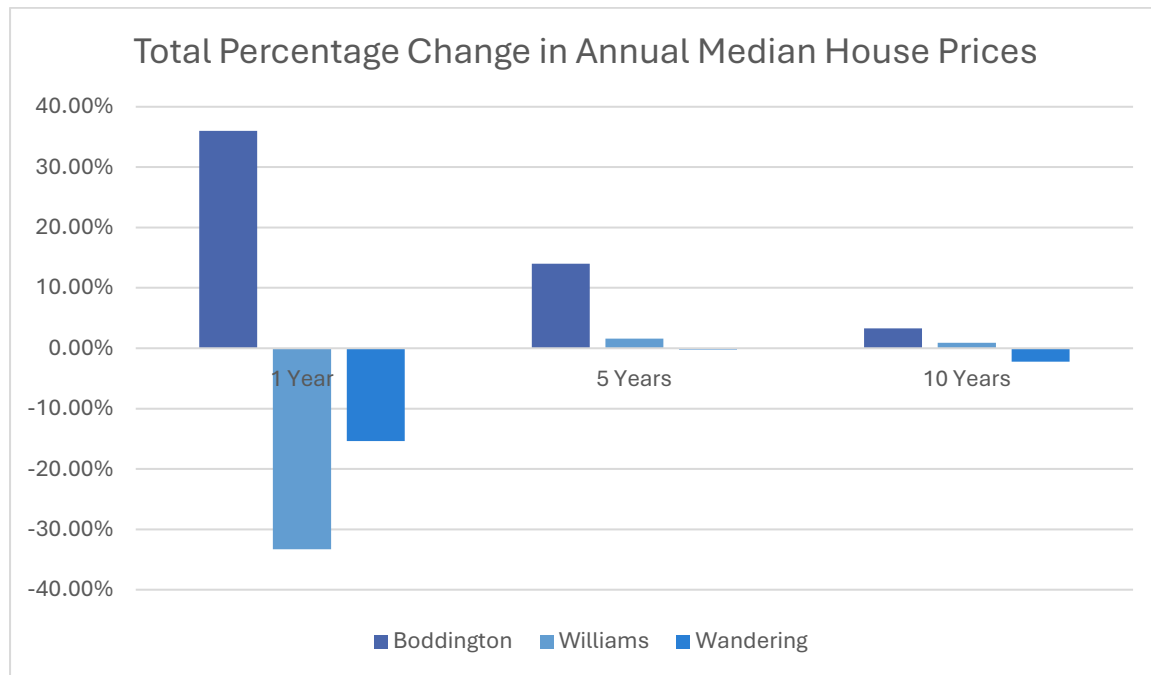
Whilst the median housing cost offers a straightforward middle point in the data, the "typical housing cost" potentially offers a more accurate and comprehensive reflection of what most buyers experience in the housing market. As this measure takes into account the most frequently occurring housing prices or a range that most buyers encounter, it may better represent the true state of housing affordability and market conditions.

The typical housing cost in Boddington is \$397,000.

Figure 5: Typical Housing Cost Shire of Boddington

Source: HtAG Analytics Area Statistics Report December 2024

Data from REIWA allows a comparison of the change in median house prices compared to neighbouring Shires.

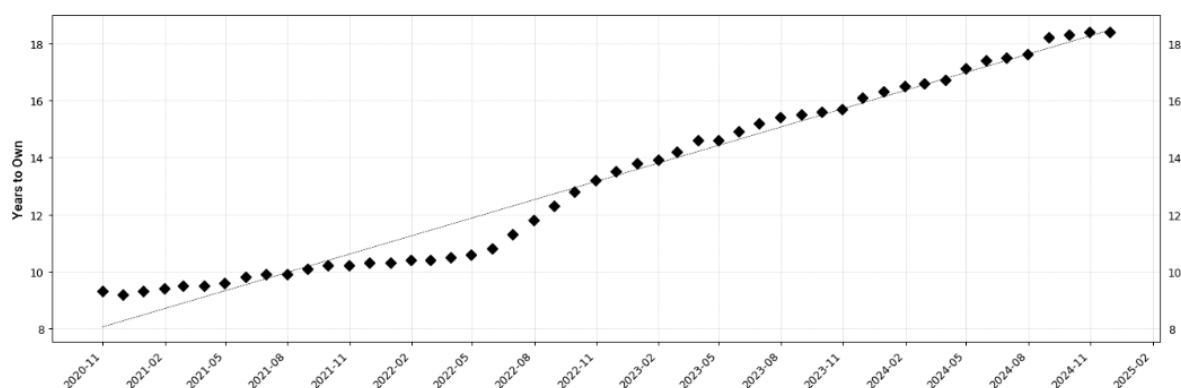
Table 6: Total percentage change in annual median house price over the last 1, 5 or 10 years

Source: Median price data last updated 12 March 2025 containing transactions for the 12 month period ending February 2025
 Source: Landgate/REIWA

This shows that the median house price in Boddington has shown significant growth in the past year compared to neighbouring towns of Williams and Wandering, indicating continued housing demand.

The “Years to Own” metric represents the estimated duration required to fully own a property, factoring in variables such as current interest rates, median family income, and typical property prices in the area.

The Years to Own metric for Boddington has increased to 18 years but remains well within the affordability range of 30 years (the standard term of an Australian mortgage).

Figure 6: Housing Affordability Index December 2024

Source: Htag Analytics Area Statistical Report Shire of Boddington

The State of the Housing System (2024) report notes that across the country housing affordability worsened in 2023. The worsening was widespread, occurring across states and territories, cities and regions, income levels, age groups and tenure types. Renters in the private market experienced a sharp rise in rents. Advertised rents increased by 8 per cent in 2023 and have increased by around 35 per cent since the start of the decade.

Information on how much rent is paid for a private dwelling has been collected for all censuses since 1911. Since the 1996 Census, the actual dollar amount paid for a dwelling has been collected rather than the range.

Census figures indicate the median weekly rental in Boddington has declined over the preceding decade, contrary to the experience across the Country.

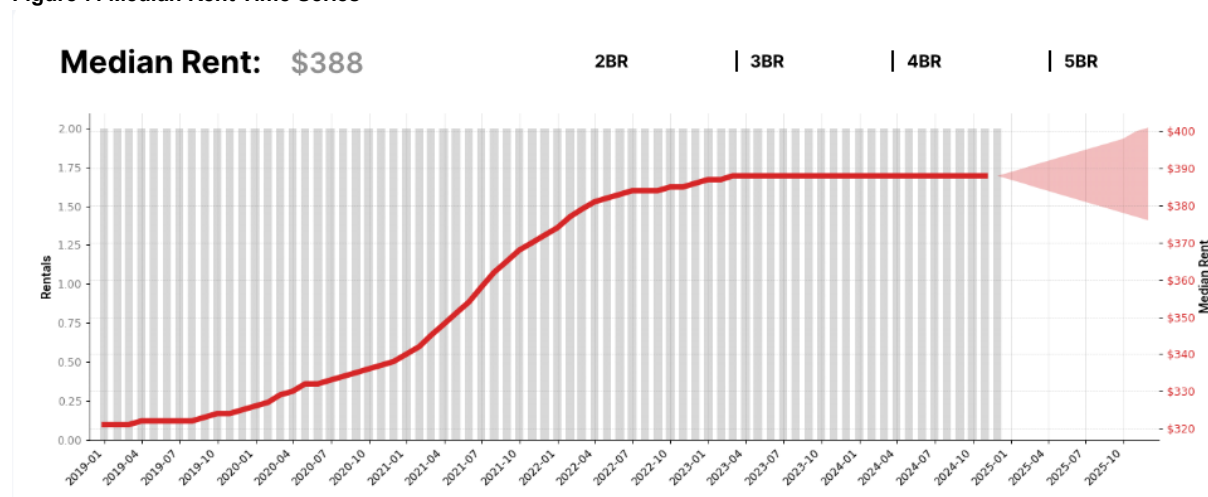
Table 7: Median Weekly Rental – 2011-2021

	2011	2016	2021
Boddington	\$300	\$290	\$280
Western Australia	\$300	\$350	\$340
Australia	\$291	\$340	\$375

Source: Census data, ABS

More recent analysis by HtAG analytics shows a rise post Census in the median rental to \$388 per week.

Figure 7: Median Rent Time Series



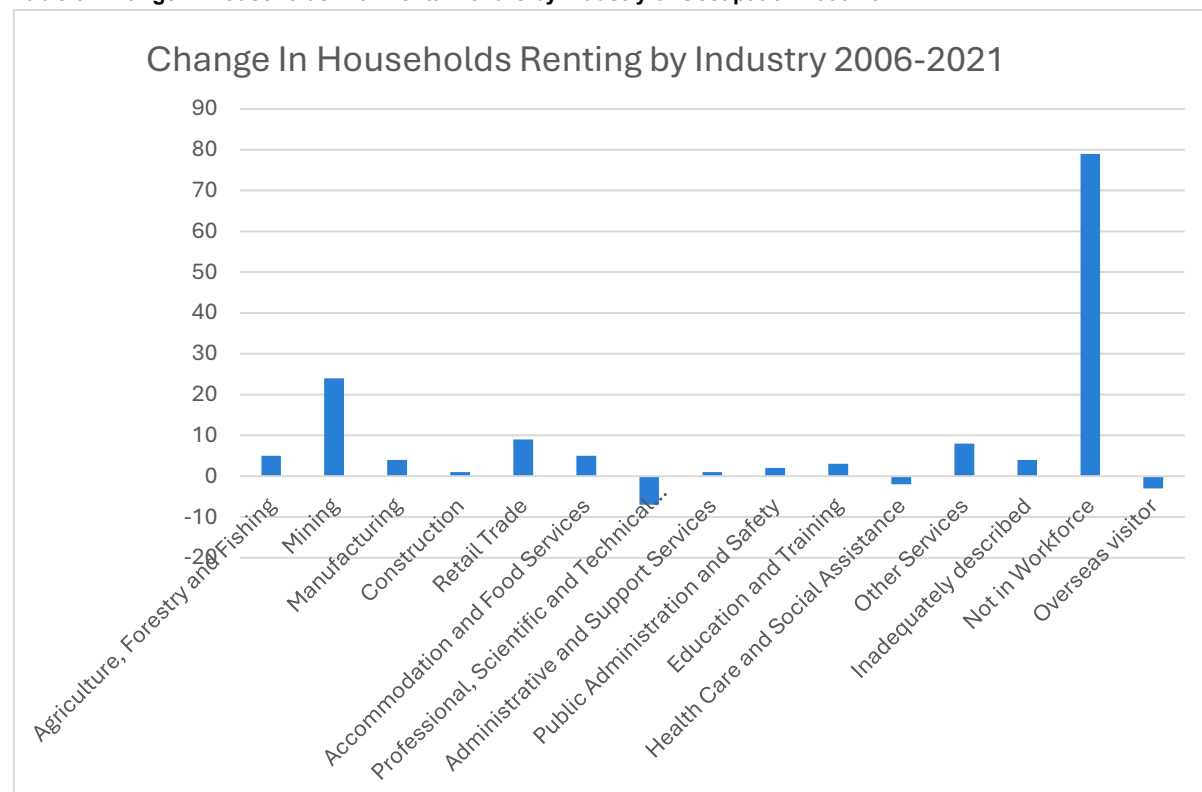
Source: Htag Analytics Area Statistical Report Shire of Boddington

Whilst this data suggests that despite recent price rises, the housing market remains affordable, during the timeframe of the development of this housing strategy, no residential properties have been available for rent within Boddington, with essential workers such as the Doctor housed in the Caravan Park due to lack of available rentals. The experience suggests that there is a significant lack of supply.

Between 2006 and 2021, the number of rented homes in Boddington increased by 56, rising from 122 to 178. During this time, over 130 more people began renting.

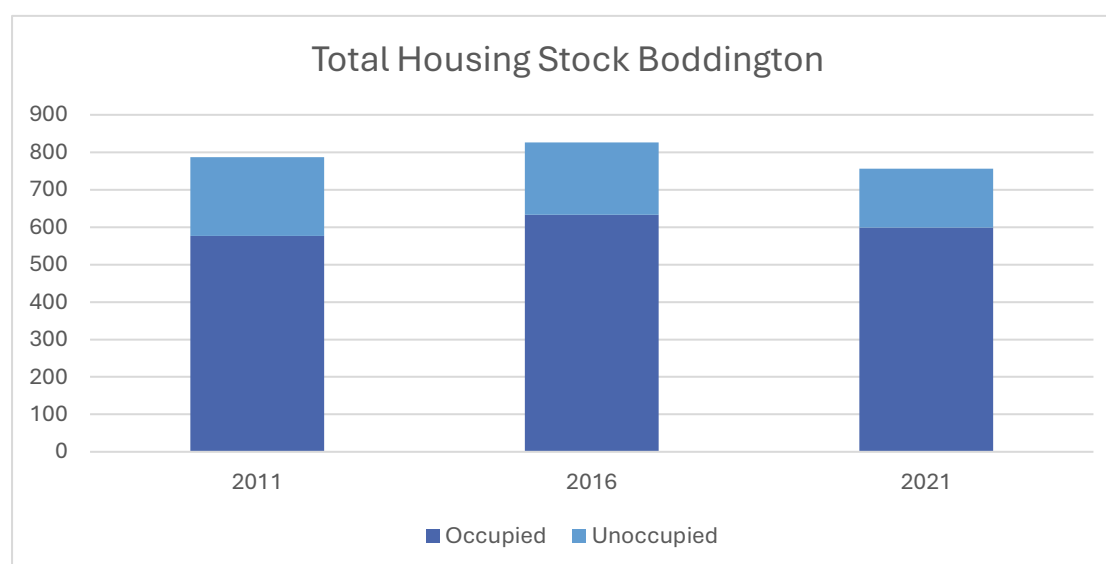
Of those employed in mining, 23.6% live in rental properties. They represent 13.8% of the town's total renting population, which is slightly below the overall percentage of residents working in mining (14.9%).

More than half of the increase in renters between 2006 and 2021 came from people who are not in the workforce.

Table 8: Change in Households with Rental Tenure by Industry of Occupation 2006-2021

Vacant Housing

Levels of occupied and unoccupied dwellings have been calculated by the ABS since 2011 utilising Census data. This indicates that whilst there have been variations in the classification of dwellings, the quantum of housing stock is now less in absolute numbers than it was in 2011.

Table 9: Proportion of housing stock that is occupied or unoccupied over time

Source: Census-Dwelling Structure

Although the number of unoccupied dwellings has reduced over the past decade from a peak of 210 to the 2021 figure of 157, the dwelling occupancy rate at 79.2% remains below the 89.10% achieved in the average Western Australian town.

An occupancy rate of 89.10% would free up a further 74 homes for permanent occupation, without the need to create new buildings.

Unoccupied housing refers to dwellings that were not occupied on Census night. There are several reasons why homes may be counted as unoccupied during the Census:

- Many Australians own holiday homes or secondary residences that are only used seasonally or occasionally. These homes are often unoccupied on Census night.
- Occupants may be traveling domestically or internationally during the Census period.
- Properties that are listed for sale or rent but have not yet been occupied by new residents.
- Homes undergoing significant renovations may be uninhabitable and therefore unoccupied.
- Recently constructed homes that are yet to be sold or rented may also be unoccupied.
- People moving in or out of a property close to Census night might leave the home unoccupied during the transition.
- Dwellings that are in disrepair, condemned, or otherwise unfit for occupation.
- Some individuals or families may leave their primary residences unoccupied for extended periods as they live in caravans, boats, or other mobile accommodations.
- Some homes are held as long-term investments and deliberately left empty.
- Homes may be unoccupied due to legal disputes, foreclosures, or other property-related complications.
- Dwellings left vacant because the occupants are in hospitals, aged care facilities, or prisons.
- Properties may not have permanent residents and are used sporadically for farming, mining, or other activities.

A home is counted as unoccupied if the Census collector visits three times, leaves messages, and sees no signs of people living there such as no furniture, cars, bins, or pets. If a home seems occupied but no one is contacted, basic details like age and sex are estimated using a process called imputation.

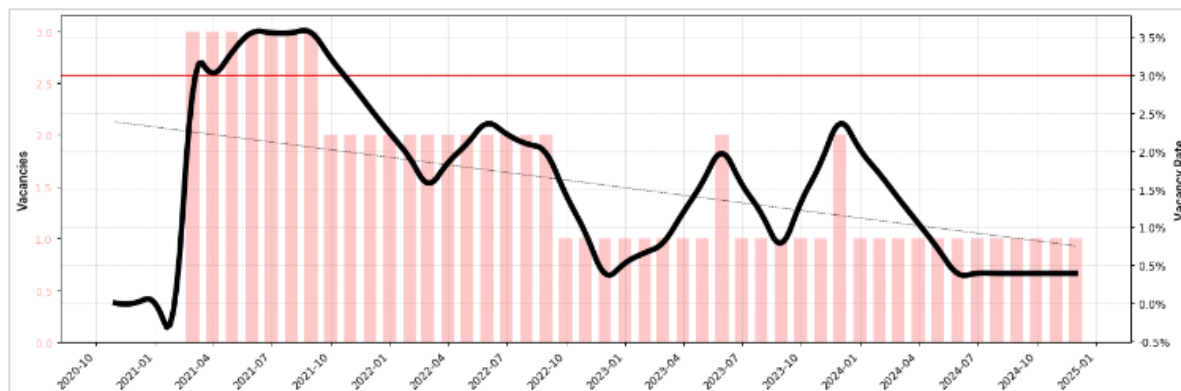
Rental Housing

Across Australia, finding a rental property is increasingly difficult. Nationally, the rental vacancy rate is 1.6 per cent - around its lowest level on record and well below the rate considered to reflect a balanced rental market of around 3 to 4 per cent. In some parts of the country, including some capital cities, it is as low as 0.5 per cent. Worsening affordability placed additional pressure on demand for non-market housing.⁵

The availability of rental accommodation within Boddington has been in decline over the past decade, with a reduction in the absolute number of rental properties available to the market. This is reflected in a current rental vacancy 0.39%, well below that of a balanced rental market.

Figure 8: Boddington Time Series – Vacancy Rates

⁵ <https://nhsac.gov.au/sites/nhsac.gov.au/files/2024-05/state-of-the-housing-system-2024.pdf> p2

Vacancy Rate**0.39%**

Source: HtAG Analytics

SGS Economics, in its Cities and Regions Wellbeing Index, gives Boddington a housing rank 113 out of 518 LGAs across Australia and a rating of “very good” after accounting for a range of measures such as rates of homelessness, affordability and overcrowding. This is not the lived experience within Boddington.

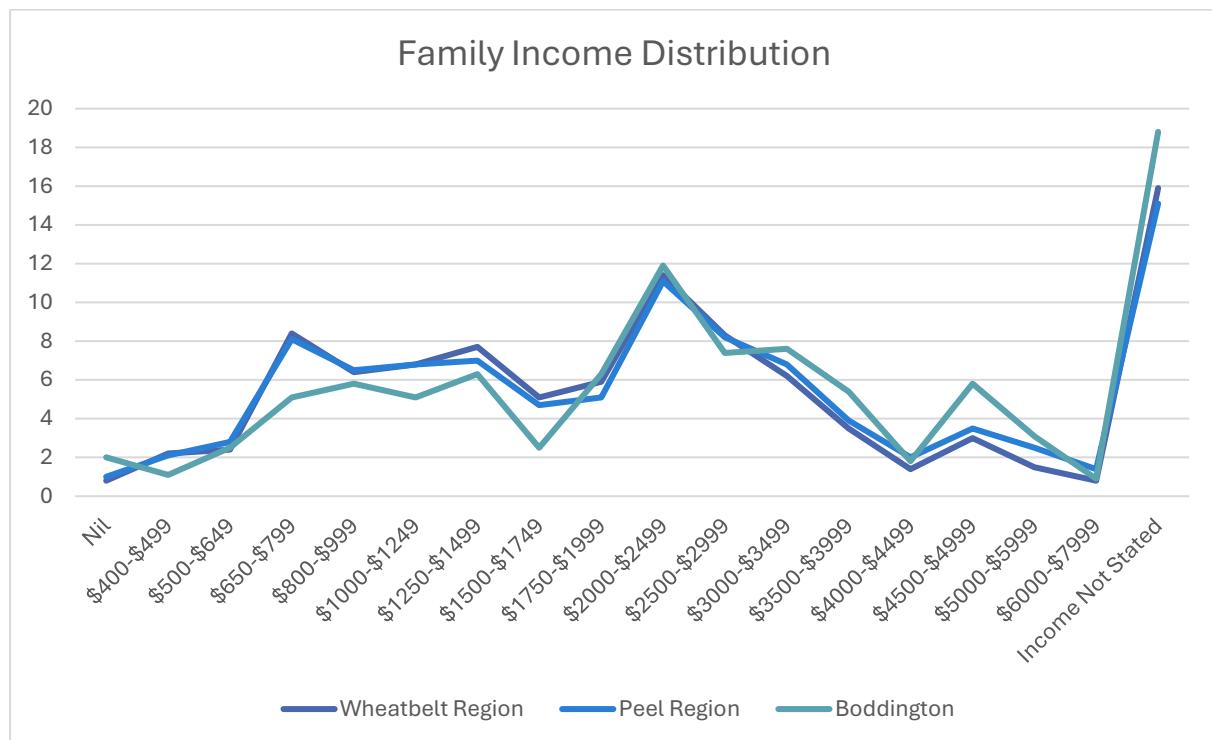
The indexes do not appear to successfully capture the ‘missed opportunity’ of individuals seeking housing in Boddington, that are unable to become part of either the working or residential community due to a lack of housing, and to that extent risk providing inaccurate information to State and Federal stakeholders.

Property managers interviewed for this study advised that they maintained waiting lists, with rental properties rarely coming to market. The waiting lists included all types of household combinations, seeking a diversity of houses.

Ability to Pay**Family Income**

Family income reflects the ability of the entire household unit to pay for housing (rather than that of individual persons within a household).

The weekly family income is calculated by summing the personal incomes reported by all family members aged 15 years and over. The distribution for Boddington shows a higher proportion of families have incomes above Australia’s median income figure than the average community in nearby regions.

Figure 9: Boddington Time Series – Household and Family Incomes

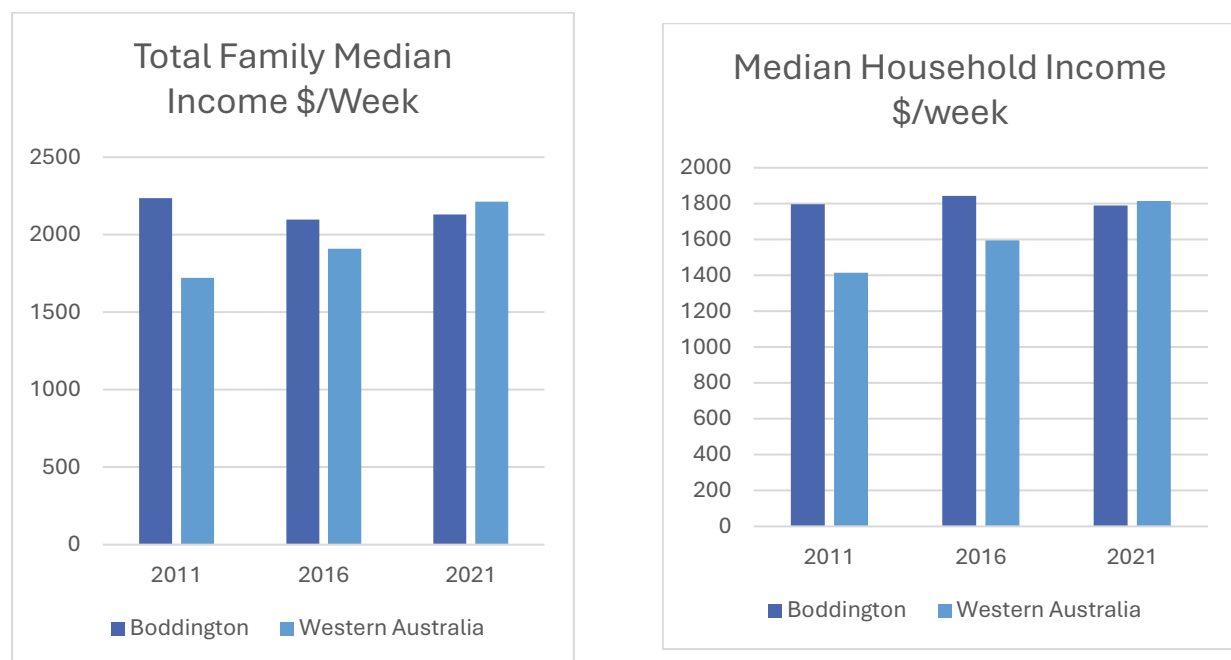
Source: Australian Bureau of Statistics 2021 Census of Population and Housing, REMPlan Community data accessed 3 April 2025.

The Australian Bureau of Statistics (ABS) defines median income as:

The amount which divides the income distribution into two equal groups, half having income above that amount, and half having income below that amount.

This is different from average (mean) income, which can be skewed by very high or very low incomes. The median gives a better indication of what a “typical” person or household earns.

The Median income for Boddington residents in 2011 and 2016 was higher at both a family and household level compared to the average Australian family or household, however in 2021 this favourable position declined:

Table 10: Boddington Time Series – Median Household and Family Incomes

Source: Australian Bureau of Statistics 2021 Census of Population and Housing, Table 2 Time Series Data

At a median household income of \$1760 (2021 level), affordable rentals would be any rental that is below \$528 per week. Discussions with Property Managers in the area indicate that rentals are now creeping above this figure. Continued rental scarcity is likely to continue to put pressure on rental affordability.

Worsening affordability is particularly problematic for vulnerable groups, including low-income households, single parents, young people, single pensioners, those fleeing domestic or family violence, people with disability, and First Nations Australians. Declining rental affordability correlates with an increase in homelessness.⁶

The waiting list for social or community housing however is low.

⁶ <https://nhsac.gov.au/sites/nhsac.gov.au/files/2024-05/state-of-the-housing-system-2024.pdf> p3

ANNEXURE B: DETAILED ECONOMIC CONTEXT

Trends in Economic Output

The following graph shows the trends in both nominal and real Gross Regional Product (GRP) over the past 16 years, indicating that the economy of Boddington has had stability for the past decade.

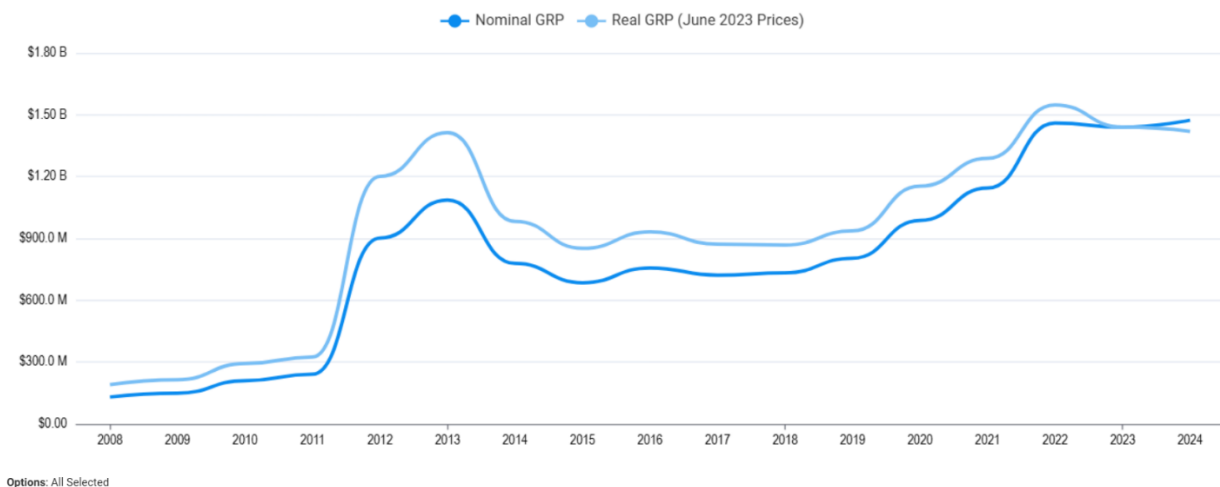
Gross Regional Product is a measurement of the total of everything produced in Boddington. It only measures the final value of a product, but not the parts that go into it. There are two measures of GRP;

- **Nominal** GRP is a measurement that shows growth but is also affected by the change in prices (inflation or deflation).
- **Real** GRP only shows growth, and prices will be based off a single point in time.

Figure 1: Boddington Residential Population Actuals to 2021 then Forecast to 2036

Boddington

Boddington GRP



Source: REMPlan Economy Peel Development Commission Accessed 3/04/25

Of the total \$28.877 billion output generated in Peel Region:

- \$4.827 billion is generated in Boddington (16.7%)
- \$8.945 billion is generated in Mandurah (31%)
- \$8.347 billion is generated in Murray (28.9%)
- \$2.876 billion is generated in Serpentine-Jarrahdale (10%)
- \$3.882 billion is generated in Waroona (13.4%)

Economic structure

The industry sector with the largest contribution to economic output within Boddington is Mining with \$3.574 billion accounting for 12.4% of output and 55.6% of all economic output for the Mining industry sector within the Peel Region.

Table 1: Economic Output by Industry - Boddington

Output		
Industry sector	Dollars	
Mining	\$3,574.042 M	
Manufacturing	\$938.654 M	
Construction	\$108.659 M	
Rental, Hiring & Real Estate Services	\$49.375 M	
Agriculture, Forestry & Fishing	\$42.770 M	
Wholesale Trade	\$29.789 M	
Public Administration & Safety	\$17.631 M	
Other Services	\$10.638 M	
Accommodation & Food Services	\$10.459 M	
Education & Training	\$9.575 M	
Administrative & Support Services	\$8.445 M	
Electricity, Gas, Water & Waste Services	\$6.454 M	
Health Care & Social Assistance	\$5.868 M	
Retail Trade	\$4.627 M	
Professional, Scientific & Technical Services	\$4.115 M	
Transport, Postal & Warehousing	\$3.589 M	
Information Media & Telecommunications	\$0.00 M	
Financial & Insurance Services	\$0.00 M	
Arts & Recreation Services	\$0.00 M	
Boddington	\$4,824.689 M	

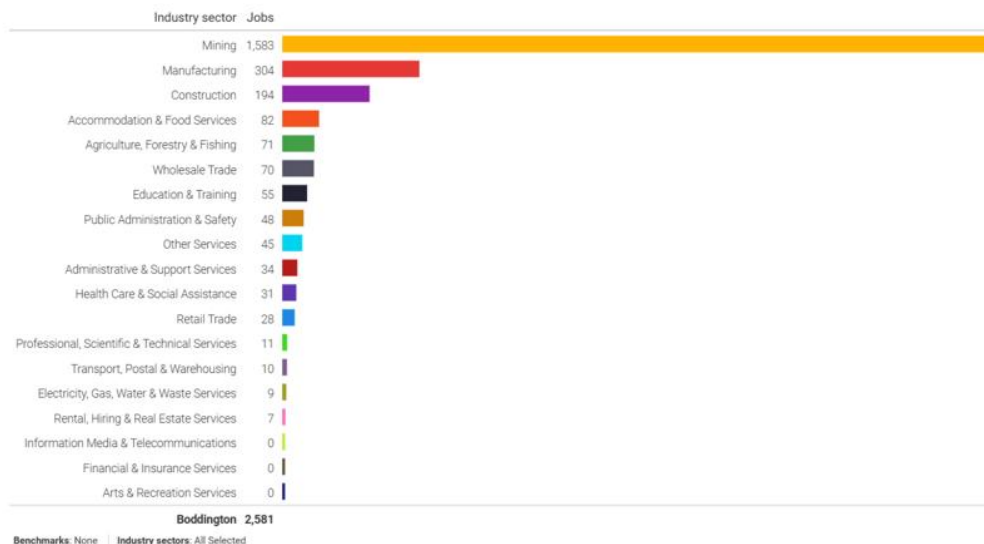
Benchmarks: None | Industry sectors: All Selected

Source: REMPlan Economy Peel Development Commission Accessed 3/1/2025

Employment

The Mining sector is also the largest employer with 1,583 jobs representing 61.32% of total jobs in Boddington. The majority of these jobs are to non-residents.

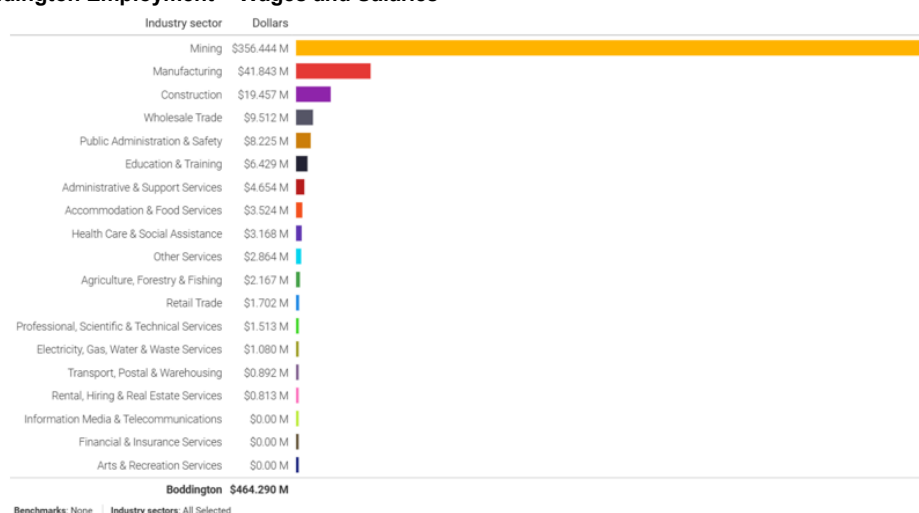
Table 2: Boddington Employment Numbers by Industry (resident and non-resident)



Source: REMPlan Economy Peel Development Commission Accessed 3/1/2025

Given its dominance in employment numbers, it is no surprise that the Mining industry sector pays the most in wages and salaries with \$356.444 million distributed to a combination of resident and non-resident workers.

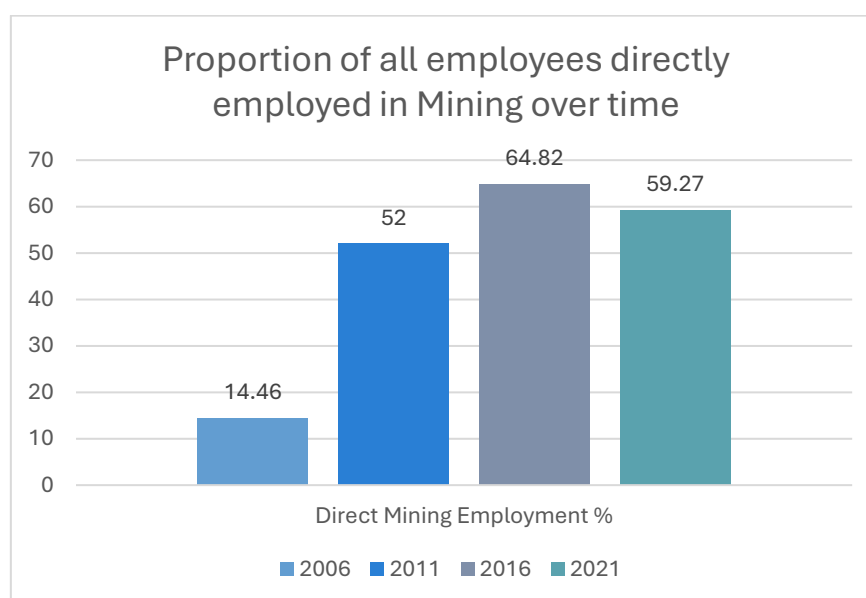
Table 3: Boddington Employment – Wages and Salaries



Source: REMPlan Economy Peel Development Commission Accessed 3/1/2025

Labour Force Participation – Boddington Residents

At the 2021 Census Direct Mining Employment accounted for around 60% of all employment in the Shire, with significant additional indirect employment, particularly in the fields of Non-Ferrous Metal Manufacturing and Specialised Industrial Machinery and Equipment Wholesaling which provide an additional 13% of total employment.

Table 4: Proportion of all Employees in Boddington directly engaged in Mining over time

However, the majority of these workers are not residents, with around 260 persons living permanently in Boddington and the balance drive in drive out or occupying temporary accommodation (non-private residency). Around 90% of these locals are employed by Newmont.

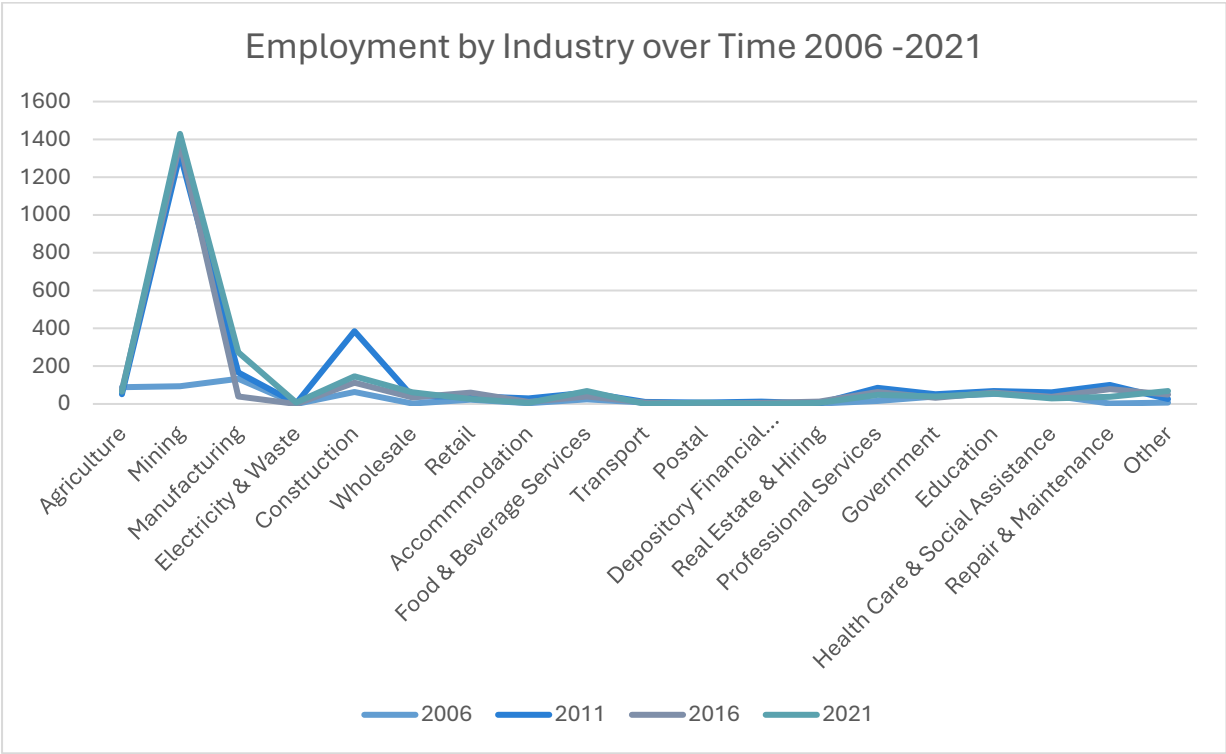
For residents the following employment sectors dominate:

- 33.7% are employed in the Mining sector
- 9.5% are employed in the Manufacturing sector (many likely associated with mining requirements)
- 8.5% are employed in the Agriculture, Forestry and Fishing sector.

Employment by sector is highly skewed with males dominating mining jobs and females service industries.

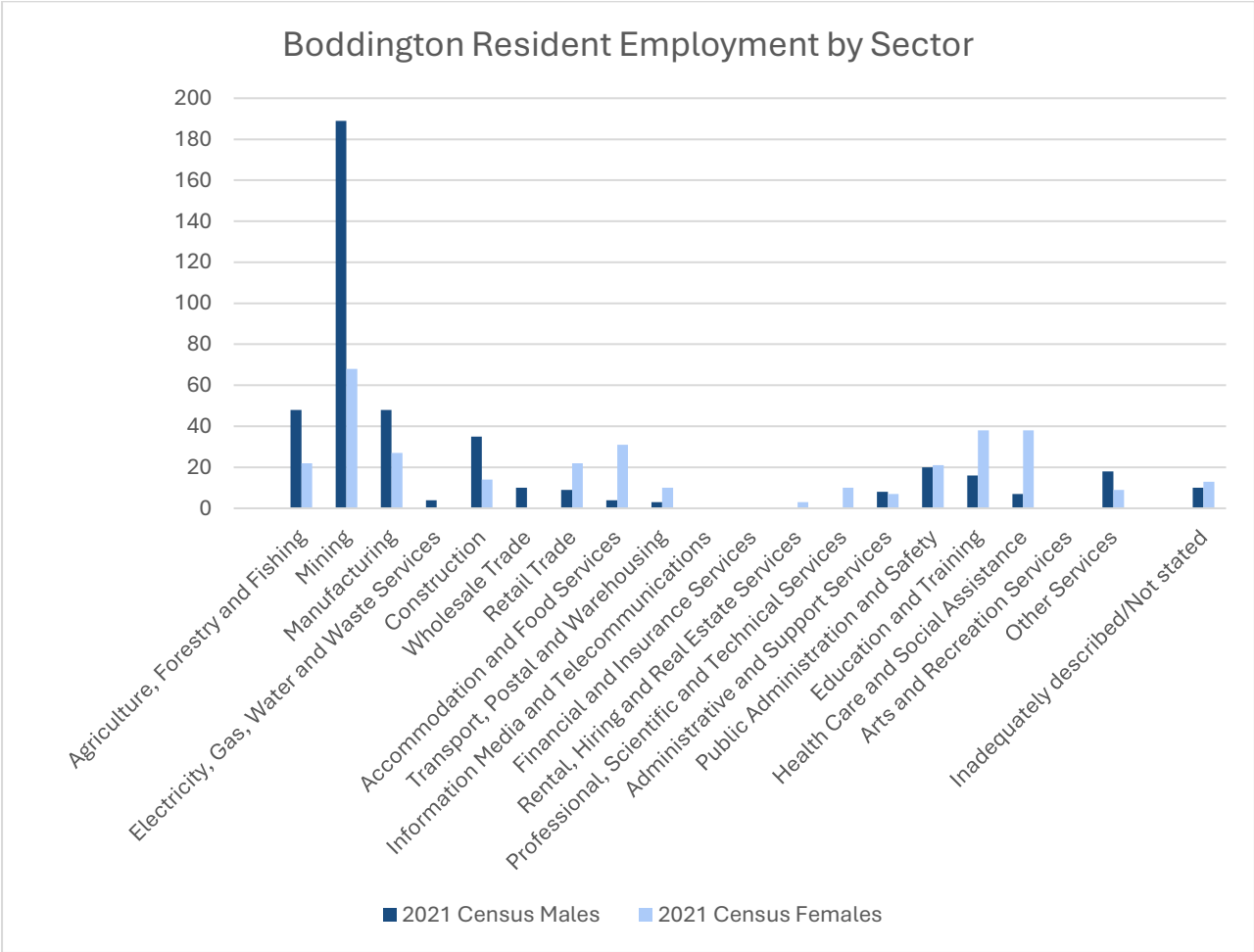
Analysis of the industry of employment for individuals working in Boddington (as distinct from living in Boddington) also shows the dominance of the mining sector following establishment of mining operations in the Town in (after 2006).

Figure 2: Time Series: Employment by Industry in Boddington



Source: Census

Table 5: Employment by Sector for the Resident Population of Boddington (male and female)



The dominance of men in mining, manufacturing and construction and women in service industries including education, healthcare and retail is consistent with other mining communities such as Collie in Western Australia and Broken Hill in Victoria.

Table 6: Employment by Sector for the Resident Population of Boddington (male)

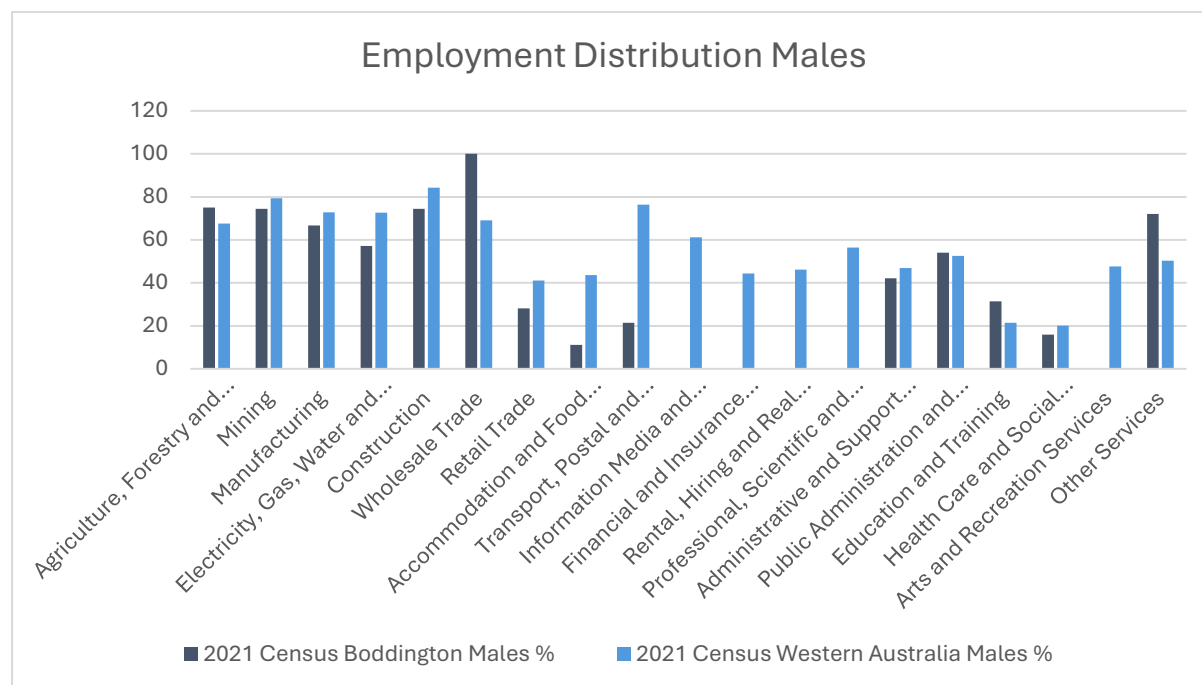
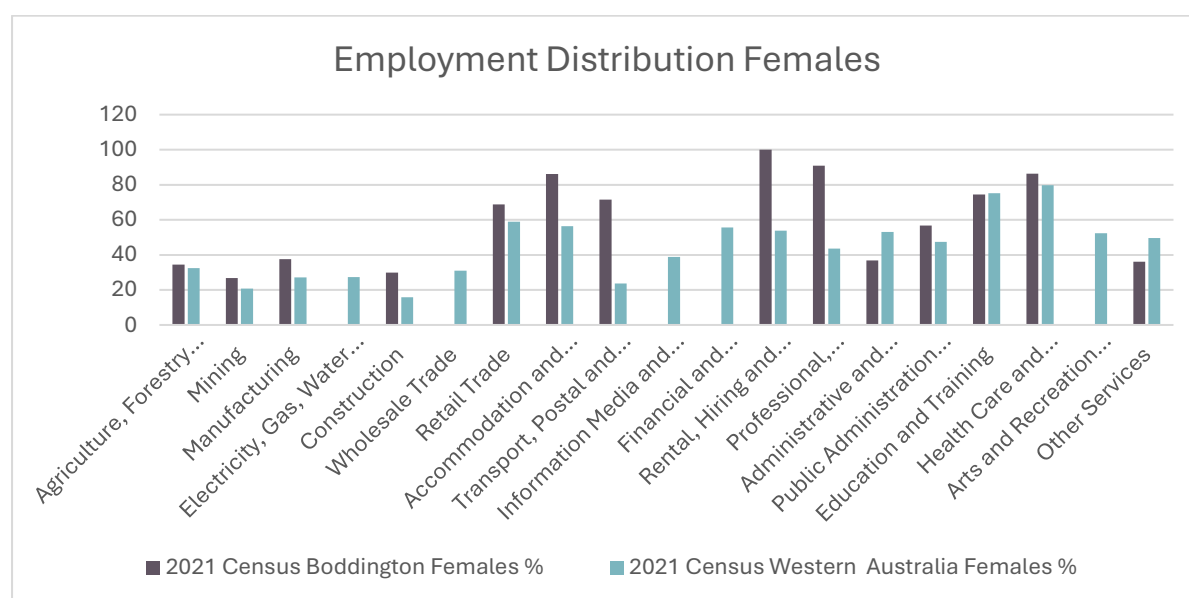


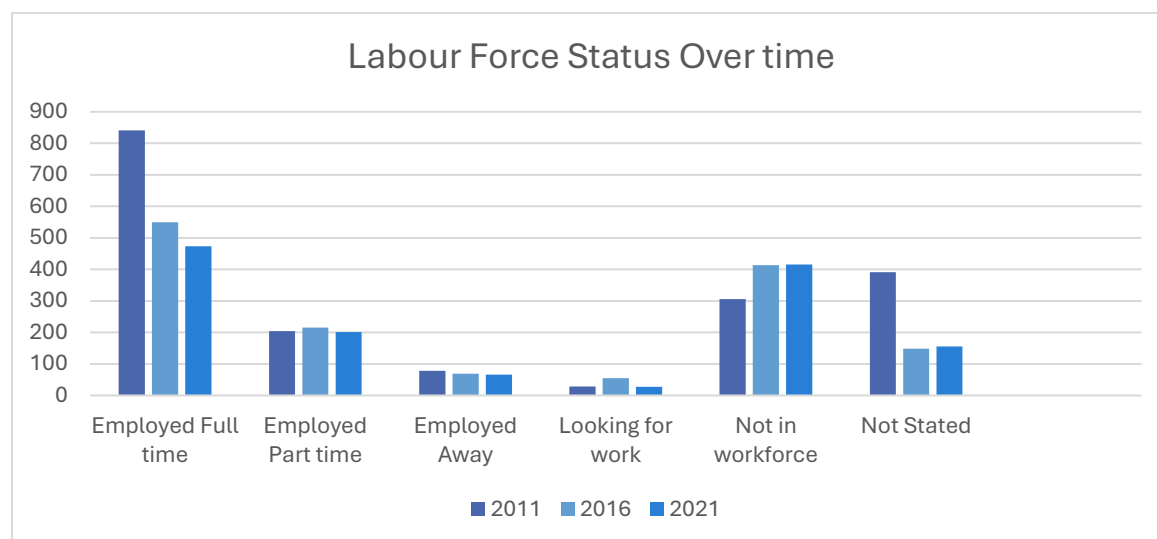
Table 7: Employment by Sector for the Resident Population of Boddington (female)



Employment over Time

In Boddington, the proportion of the population engaged in employment has reduced in the ten years since 2011;

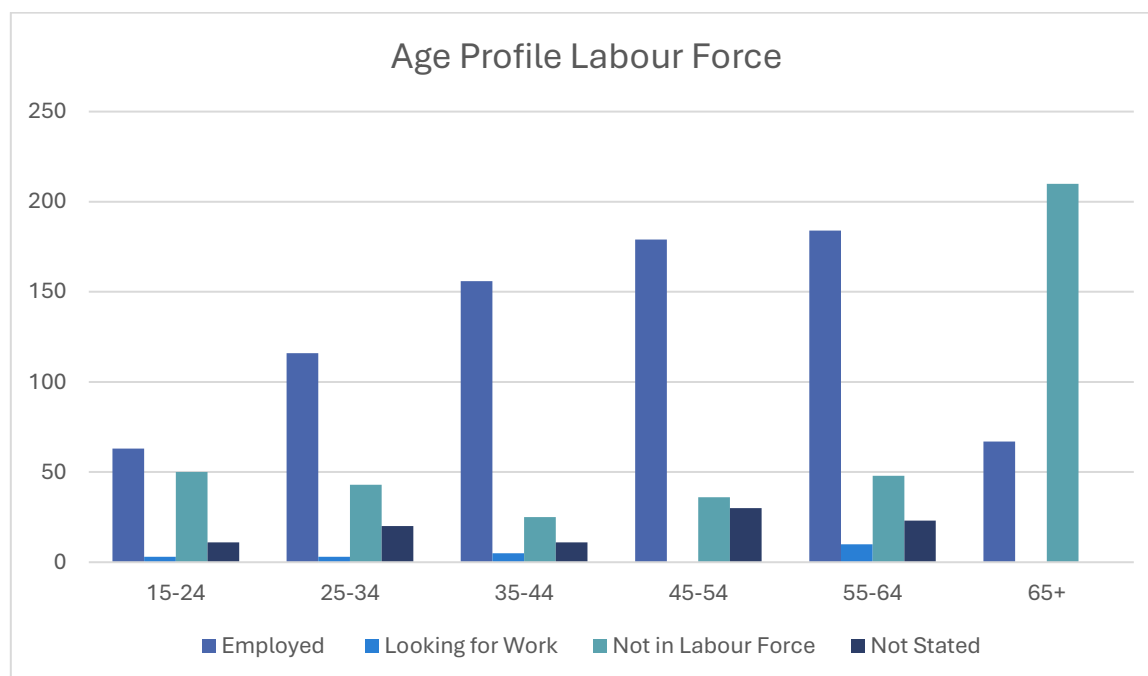
Table 8 : Labour Force Status Boddington 2011-2021



ABS Census Data Time Series

The proportion of people not in the workforce (at 31.13% at 2021) is higher than the State average (29.79%) and reflects the reality of eventual retirement.

Table 9 : Labour Force Participation by age Boddington 2021



ABS Census Data 2021

Small Business

Overall, while Boddington's small businesses contribute to the local economy, they operate within a landscape heavily influenced by the mining industry and associated economic cycles. Both Newmont and South 32 are major employers in the area and offer comparatively high wages. As a result;

- Local businesses may struggle to compete for staff, since many workers are drawn to better-paid jobs in mining. This has been a feature of the discussion related to the Residential Aged Care facility where concerns have been expressed around the difficulty competing for ground staff, cleaners and other workers needed to run such an enterprise.
- Business activity rises and falls with the success and phase of production of the mining industry. For example, when commodity prices drop or mines reduce output, it can lead to job losses or reduced income in the town, which in turn affects spending at small businesses.
- Housing demand and rental prices may rise when mining is booming, putting pressure on both residents and business owners trying to house workers.

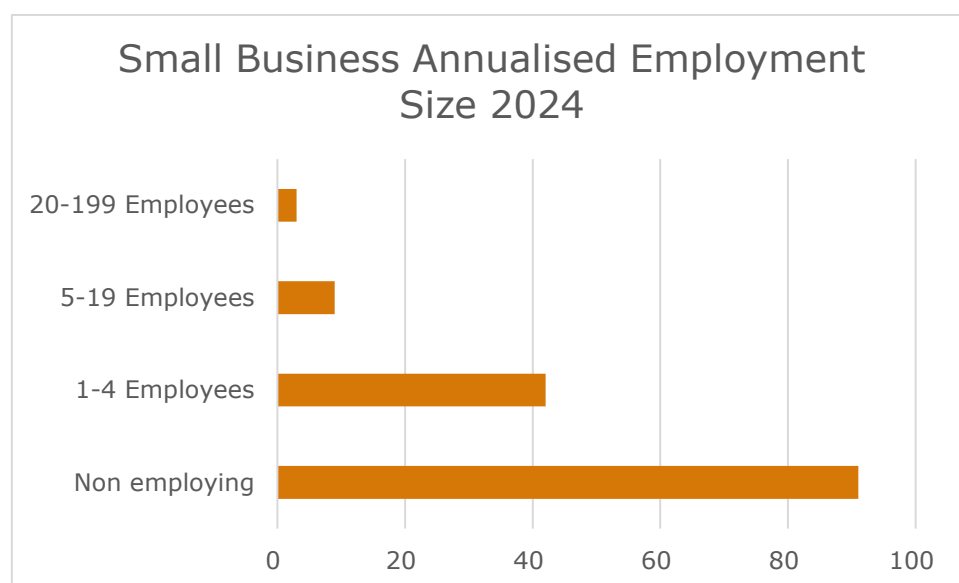
Business Numbers are relatively steady at just over 140 small businesses, across the following industries;

Table 10: Count of Small Business Numbers

Industry	2024	2023	2022	Change
Agriculture, Forestry and Fishing	42	40	45	-3
Mining	3	3	0	3
Manufacturing	7	11	8	-1
Construction	19	19	17	2
Retail Trade	5	8	8	-3
Transport, Postal and Warehousing	9	5	7	2
Financial and Insurance Services	6	5	4	2
Rental, Hiring and Real Estate Services	13	14	12	1
Professional, Scientific and Technical Services	7	3	4	3
Administrative and Support Services	4	4	5	-1
Public Administration and Safety	3	3	0	3
Education and Training	3	3	4	-1
Total	145	140	143	2

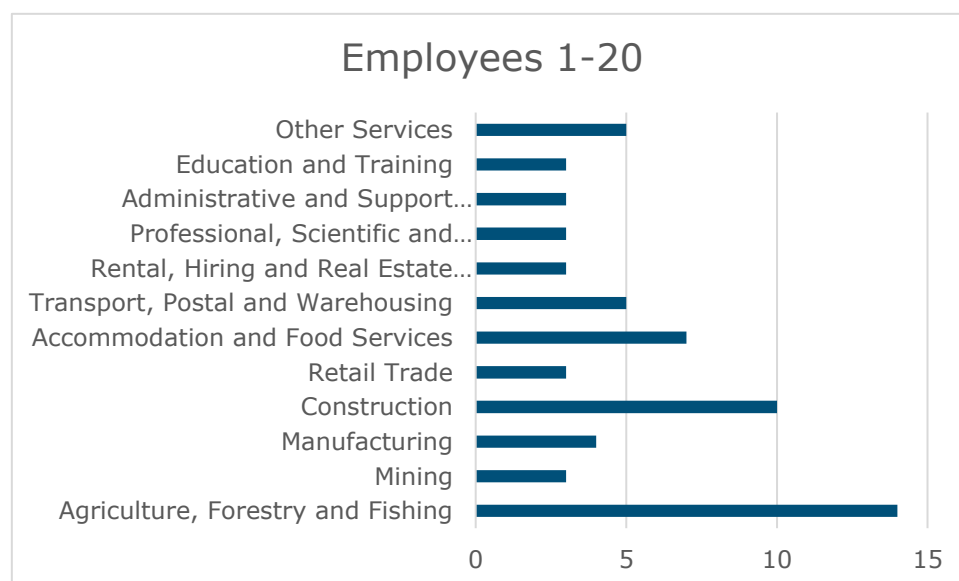
Source: ABS Business Indicators Report 11 July 2020 - June 2024

The majority (91 out of 145) of small businesses in Boddington are sole traders and do not employ additional staff.

Table 11: Count of Small Business By Employment Size 2024

Source: ABS Business Indicators Report 10 July 2020 - June 2024

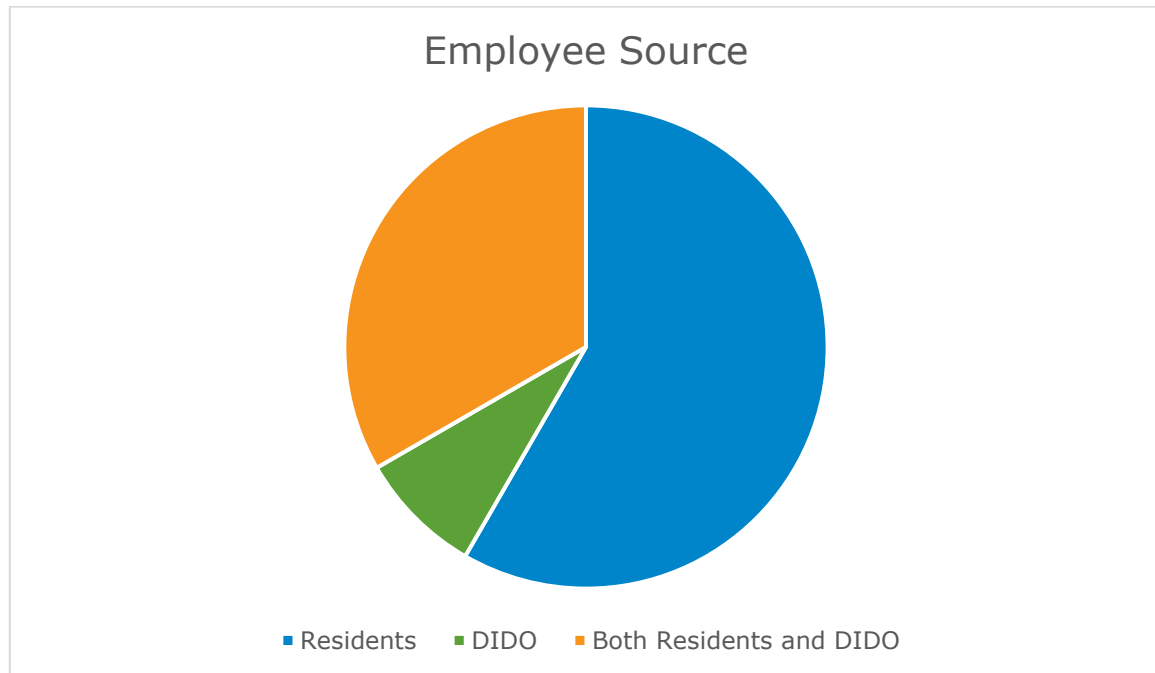
Three businesses engaged in either construction, administration or retail employ more than 20 staff. The balance of businesses that employ staff are engaged in the following sectors:

Table 12: Small Businesses employing 1-20 Employees by Industry Classification

Source: ABS Business Indicators Report 10 July 2020 - June 2024

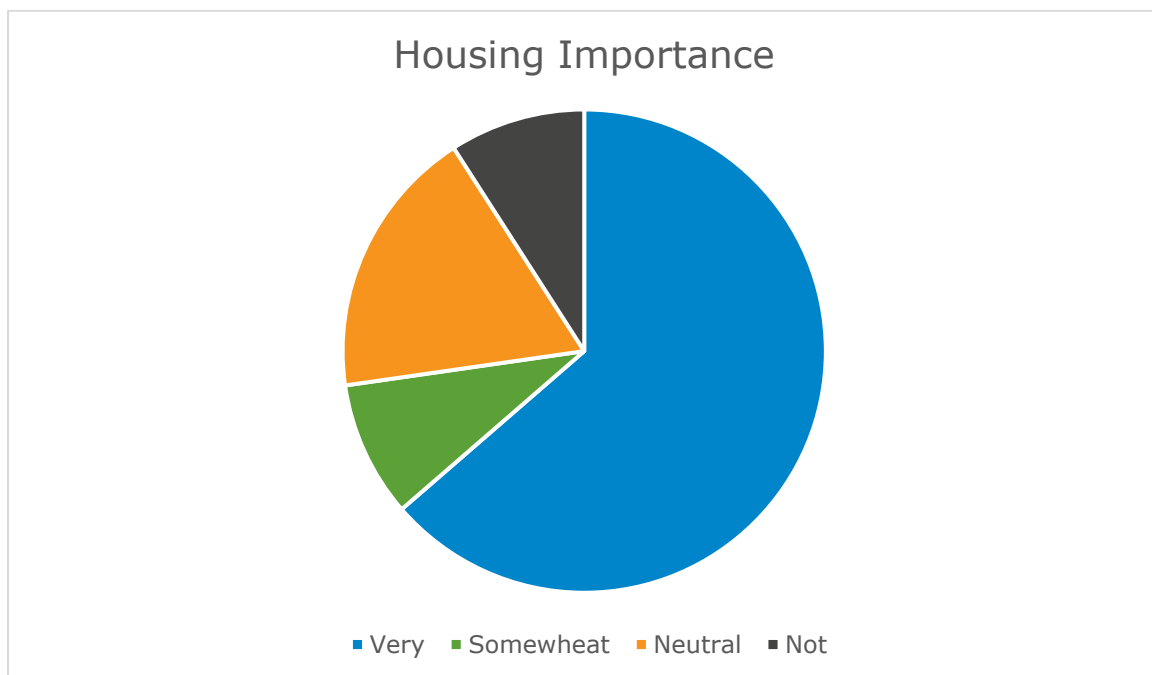
As part of the development of this housing strategy, a survey was distributed to the business sector. Twelve responses were received from a potential pool of 54 employing businesses (22% response rate).

The majority of respondents employed residents with only one business relying totally on DIDO Employees;

Figure 3: Small Businesses in Boddington employee residential status

Source: Business Survey March 2025

Housing is a very important consideration for the majority of respondents;

Figure 4: Importance of housing when considering employment for Small Businesses in Boddington

Source: Business Survey March 2025

Seventy five (75) percent of respondents advised that the current housing challenges were impacting their ability to grow or retain their pool of staff. High rental rates was universally identified as a barrier, with a lack of short and long term rental housing and small housing options the common theme.

Comments from Businesses included:

- *The only option for many is the drive in everyday. And the 100km + in each direction wears out staff out after 12 months. So we have a high turnover of our most important staff.*
- *non local skilled workers have nowhere to live, extreme lack of skilled workers in town not wanting mine work*

As part of the survey, businesses were asked to identify additional services or infrastructure improvements that would benefit businesses in Boddington. Affordable housing and childcare facilities were the most common themes.

ANNEXURE C: MULTICRITERIA ASSESSMENT

Boddington Housing Strategy – Project Selection

This framework is designed to assist the Shire of Boddington (SoB) to assess and compare proposed or potential housing projects in order to allocate support, resources, or advocacy effectively. The criteria reflect the varying levels of intervention available to the Shire and evaluates the likely social, economic, environmental, and strategic value of each project.

Each project is scored on a scale (e.g. 1–5) under each criterion, then a total weighted score is calculated to rank and prioritise projects. A further overlay then occurs that maps projects against the level of resources required and the expected housing impact.

Proposed Prioritisation Framework Elements:

Social Impact and Inclusion

Sub-Criterion	Description	Rating Guide and Scoring
Target Demographic Alignment	Extent to which project targets priority groups	5 – Excellent: Directly serves critical need groups 4 – Good: Serves important but less urgent groups 3 – Satisfactory: General affordability support 2 – Limited: Small segment targeted 1 – Poor: No alignment with priority groups
Housing Affordability Outcomes	Level of affordability the project offers	5 – Excellent: Deep and lasting affordability 4 – Good: Strong affordability benefits 3 – Satisfactory: Moderate affordability 2 – Limited: Only slight impact 1 – Poor: Market rate or above
Social Cohesion and Liveability	Contribution to community wellbeing and inclusion	5 – Excellent: Strong contribution to inclusion/liveability 4 – Good: Supports community wellbeing 3 – Satisfactory: Acceptable social benefit 2 – Limited: Unclear or weak impact 1 – Poor: May worsen social cohesion

Strategic Alignment and Readiness

Sub-Criterion	Description	Rating Guide and Scoring
Alignment with SoB Strategies	Fit with SoB's strategic documents and plans	5 – Excellent: Strong alignment with all key plans 4 – Good: Aligns with most plans 3 – Satisfactory: Aligns with some goals 2 – Limited: Limited alignment 1 – Poor: Contradicts SoB strategy
Shovel-readiness / Stage of Development	Progress stage of the project	5 – Excellent: Construction-ready 4 – Good: Planning complete 3 – Satisfactory: In detailed concept 2 – Limited: Early design stage 1 – Poor: Only an idea or proposal
Regulatory Compatibility	Compatibility existing zoning and town planning scheme	5 – Excellent: Fully compatible with existing regulations 4 – Good: Minor changes needed 3 – Satisfactory: Moderate changes required 2 – Limited: Major issues exist 1 – Poor: Not viable without complete overhaul
Infrastructure Compatibility	Compatibility existing services, and infrastructure	5 – Excellent: Fully compatible with existing infrastructure 4 – Good: Minor upgrades needed 3 – Satisfactory: Moderate changes required 2 – Limited: Major issues exist 1 – Poor: Not viable without complete overhaul

Long-term Sustainability and Value

Sub-Criterion	Description	Rating Guide and Scoring
Longevity and Tenure Security	Permanence and tenure security of housing	5 – Excellent: Long-term, secure tenure 4 – Good: Secure with some conditions 3 – Satisfactory: Moderate-term tenure 2 – Limited: Uncertain/short-term housing 1 – Poor: Temporary or unstable arrangement
Alignment with Long-Term Demographic Housing Needs	Evaluates the balance between short-term demand (e.g. FIFO/mining workforce housing) and investments that match the community's evolving demographic profile (e.g. seniors, families, key workers, low-income households).	5 – Excellent: Strong long-term alignment, resilient to boom/bust cycles 4 – Good: Prioritises long-term needs while addressing short-term demand 3 – Satisfactory: Balanced approach with some compromise 2 – Limited: Mainly short-term or transitional, low future adaptability 1 – Poor: Entirely short-term driven, no lasting community value
Community Economic Benefit	Economic value to the local community	5 – Excellent: High local job creation, boosts economy 4 – Good: Moderate economic benefit 3 – Satisfactory: Neutral effect 2 – Limited: Minor economic value 1 – Poor: No or negative economic impact

Risk and Deliverability

Sub-Criterion	Description	Rating Guide and Scoring
Funding Certainty	Funding availability and security	5 – Excellent: Fully funded and secure 4 – Good: Majority of funding secured 3 – Satisfactory: Partial funding identified 2 – Limited: Uncertain funding 1 – Poor: No funding secured
Stakeholder Commitment	Support from community, developers, government	5 – Excellent: Strong, broad support 4 – Good: Most stakeholders on board 3 – Satisfactory: Mixed or limited support 2 – Limited: Opposition or risk of delay 1 – Poor: Active resistance or unknowns
Time to Impact	Speed of delivery and impact timeline	5 – Excellent: Housing delivered in <2 years 4 – Good: Delivered in 2–3 years 3 – Satisfactory: Delivered in 4–5 years 2 – Limited: Longer-term timeline 1 – Poor: More than 5 years to see outcomes

Weighting

Description Sub Criterion	Weight %
Social impact	30
Strategic Alignment	16.67
Regulatory & Infrastructure Compatibility	8.33
Long-term Sustainability	30
Risk & Deliverability	15

Each of the identified projects was assessed and given a ranking, to derive a short list of 3-5 projects to be included within the Strategy.

Following this analysis, a further overlay is added, that captures the nature and level of intervention that would be required by the Shire of Boddington against the level of housing impact

Nature and Level of Local Government Intervention

Sub-Criterion	Description	Rating Guide and Scoring
Type of Intervention	Type(s) of involvement required by SoB (e.g., capital, facilitation, advocacy)	1 – Excellent: Minimal SoB effort, within capacity 2 – Good: Minor support required 3 – Satisfactory: Moderate effort required 4 – Limited: Major policy/resource shifts 5 – Poor: Outside SoB role
Feasibility of SOB Role	How feasible the intervention is within SoB's powers/resources	1 – Excellent: Fully feasible within SoB policy/tools 2 – Good: Needs minor effort or

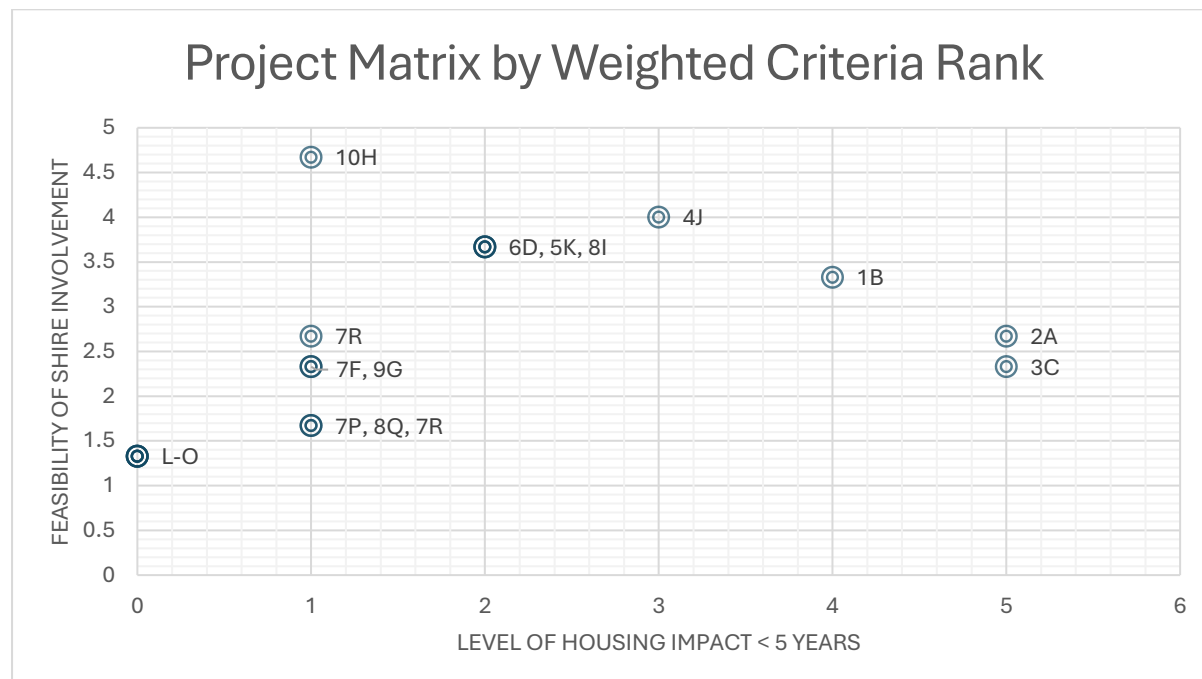
		adjustment 3 – Satisfactory: Needs moderate policy changes 4 – Limited: Significant change required 5 – Poor: Unfeasible under current system
Level of Partnership Required	Reliance on external partnerships for delivery	1 – Excellent: No external partners needed 2 – Good: Minor partnerships beneficial 3 – Satisfactory: Balanced partnerships 4 – Limited: Strong reliance on others 5 – Poor: Entirely dependent on external parties

Level of Housing Impact

The level of housing impact is measured on a scale of 1 to 5 in line with the following assessment:

Score	Descriptor	Explanation
5 – Transformational	Creates more than 10 dwellings and delivers transformational change for the Boddington community	Project significantly shifts housing outcomes by supplying more than 10 new dwellings that directly address affordability, tenure security, and long-term community needs. Likely to improve social cohesion, enable demographic stability, and unlock future planning potential.
4 – Significant	Creates more than 10 dwellings with strong alignment to key housing needs	Project contributes meaningfully to the housing system, delivering more than 10 dwellings with affordability, accessibility, or adaptability features. Addresses both short- and long-term priorities and supports growth or renewal in key locations.
3 – Moderate	Creates 5 -10 dwellings with noticeable community benefit	Provides moderate housing uplift, helping to meet some strategic or demographic needs. May improve diversity of housing options or contribute to affordability in a targeted way. Some longer-term benefit.
2 – Limited	Creates fewer than 5 dwellings or has narrow scope	Project delivers a small number of dwellings or has limited reach in addressing broader housing needs. May support a particular niche or transitional goal, but with minimal system-wide impact.
1 – Enabling Only	Does not directly create dwellings, but supports land release or future development	Project is focused on enabling works such as rezoning, planning, or infrastructure upgrades, that unlock land supply or future potential but does not itself deliver new dwellings. May be critical groundwork for later stages.

Demonstrated as a Project Matrix. Assessment undertaken shows the long list assessment with both the ranking of the project (in number) and its position on the capital/impact assessment. The aim is to achieve high impact projects within manageable resources.



Utilising this methodology projects 1, 2 and 3 have the highest impact but all rely on partnerships for capital. Project 4 is likely able to be completed within the Shire's own resources. Projects 1, 2 and 3 have co-dependencies as they provide either housing or workforce for an ageing population. The lack of one of the projects impacts the long term financial and operational viability of the other two. This will need careful risk management.

FURTHER DETAIL ON THE TOP FIVE PRIORITY PROJECTS IS INCLUDED IN THE RELEVANT PROJECT ANNEXURE.

ANNEXURE D: PRIORITY 1

INDEPENDENT LIVING UNIT (ILU) EXPANSION

Volume/Folio	Description	R Code	Age
2758/210	Independent Living Units as an expansion of the existing ILU village.	R40. Can be developed further – additional 17-19 possible.	To be constructed

Reference	Identifier	Address	Description & Potential Housing contribution within 5 years	Expected Capital required	Owner	Likely Occupants and tenure arrangements
B	Independent Living Unit Expansion	Hotham Rise - 19 Forrest St, Boddington.	Expansion of the current ILU village to add more units. Residential Aged Care proponent request's ability to fully develop this site to capacity, under the Retirement Villages Act. This means that the resultant ILUs would be leasehold and 'sold' to the occupants. When the occupants no longer require it, it is on-sold, less an amount to cover refurbishment and other costs (can be around 25% of the capital amount - yet to be determined).	Proponent has identified investor (superannuation fund).	Shire of Boddington land owner	Leasehold, over 60s. These additional units would not be rented as is the case with the existing ILUs but owned under a leasehold arrangement by the purchaser. Therefore, ability to live in this village will be reliant on having sufficient capital to buy in.

Category	Sub-Criterion	Description	Score	Weight	Adjusted Score
Social Impact and Inclusion	Target Demographic Alignment	Extent to which project targets priority groups	5	30%	1.5
	Housing Affordability Outcomes	Level of affordability the project offers	5		
	Social Cohesion and Liveability	Contribution to community wellbeing and inclusion	5		
Sub Total Average Score			5		
Strategic Alignment and Readiness	Alignment with SoB Strategies	Fit with SoB's strategic documents and plans	5	16.67%	0.67
	Shovel-readiness / Stage of Development	Progress stage of the project	3		
Sub Total Average Score			4		
Regulatory and Infrastructure Compatibility	Infrastructure compatibility	Compatibility with services, and infrastructure	5	8.33%	0.42
	Regulatory compatibility	Compatibility with zoning	5		
Sub Total Average Score			5		
Long-term Sustainability and Value	Longevity and Tenure Security	Permanence and tenure security of housing	5	30%	1.5
	Alignment with Long-Term Demographic Housing Needs	Evaluates the balance between short-term demand (e.g. FIFO/mining workforce housing) and investments that match the community's evolving demographic profile (e.g. seniors, families, key workers, low-income households).	5		
	Community Economic Benefit	Economic value to the local community	4		
Sub Total Average Score			4.67		
Risk and Deliverability	Funding Certainty	Funding availability and security	3	15%	0.60
	Stakeholder Commitment	Support from community, developers, government	5		
	Time to Impact	Speed of delivery and impact timeline	4		
Sub Total Average Score			4.0		
Total Average Score			4.53		4.69

Matrix	Descriptor		
	Type of Intervention	Type(s) of involvement required by SoB (e.g., capital, facilitation, advocacy)	4
	Feasibility of SOB Role	How feasible the intervention is within SoB's powers/resources	5
	Level of Partnership Required	Reliance on external partnerships for delivery	1
Level of Capital Required	Average		3.33
Housing Impact		Creates more than 10 dwellings with strong alignment to key housing needs.	4.0

Independent Living Unit (ILU) Expansion



Future Site plan developed in 2016

ANNEXURE E: PRIORITY 2 PROJECT

RESIDENTIAL AGED CARE FACILITY

Project A : Residential Aged Care Facility Hotham Avenue

Volume/Folio	Description	R Code	Value	Timeframe
Title separation being sought from the Department of Health	Residential Aged Care Facility	Currently medical Services. RFP is for 45 bed residential facility.	Expected cost up to \$20m	to be constructed. Timeframe 2-4 years depending on construction. Exploring off site construction and then delivery and installation to reduce timeframes.



Reference	Identifier	Address	Description & Potential Housing contribution within 5 years	Expected Capital required	Owner	Likely Occupants and tenure arrangements
A	Residential Aged Care Facility	Hospital grounds, Hotham Avenue, Boddington. Likely to also require lease over additional lots recently purchased by the Shire of Boddington in order to have enough space for the home like designs to fit.	Construction and operation of a residential aged care facility next to the Hospital with capacity for 45 residents. Homes for 45 Residents. Potential to free up other homes within Boddington with the relocation of some residents currently living in their own home.	Estimated build cost of \$14-\$20m. Federal grants available requiring co-contributions. Worker housing also required. State grants also announced but detail not yet available.	Shire of Boddington to be land owner (transfer from Dept of Health). Facility to be built by Residential Aged Care Provider on long term peppercorn lease.	Building owned by investor and leased to proponent. Peppercorn lease on land to the investor. Residents under legislated arrangements for deposit and daily fees.

Category	Sub-Criterion	Description	Score	Weight	Adjusted Score
Social Impact and Inclusion	Target Demographic Alignment	Extent to which project targets priority groups	5	30%	1.4
	Housing Affordability Outcomes	Level of affordability the project offers	4		
	Social Cohesion and Liveability	Contribution to community wellbeing and inclusion	5		
Sub Total Average Score			4.67		
Strategic Alignment and Readiness	Alignment with SoB Strategies	Fit with SoB's strategic documents and plans	5	16.67%	0.58
	Shovel-readiness / Stage of Development	Progress stage of the project	2		
Sub Total Average Score			3.5		
Regulatory and Infrastructure Compatibility	Infrastructure compatibility	Compatibility with services, and infrastructure	5	8.33%	0.42
	Regulatory compatibility	Compatibility with zoning	5		
Sub Total Average Score			5		
Long-term Sustainability and Value	Longevity and Tenure Security	Permanence and tenure security of housing	5	30%	1.5
	Alignment with Long-Term Demographic Housing Needs	Evaluates the balance between short-term demand (e.g. FIFO/mining workforce housing) and investments that match the community's evolving demographic profile (e.g. seniors, families, key workers, low-income households).	5		
	Community Economic Benefit	Economic value to the local community	5		
Sub Total Average Score			5		
Risk and Deliverability	Funding Certainty	Funding availability and security	2	15%	0.55
	Stakeholder Commitment	Support from community, developers, government	5		
	Time to Impact	Speed of delivery and impact timeline	4		
Sub Total Average Score			3.67		
Total Average Score			4.348		4.45

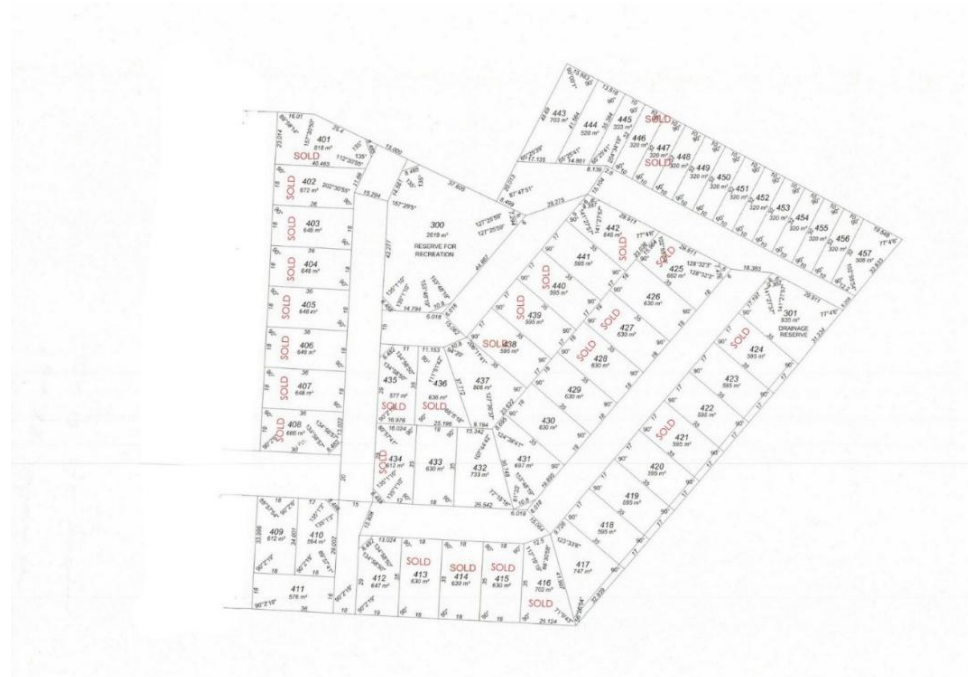
Matrix	Descriptor		
	Type of Intervention	Type(s) of involvement required by SoB (e.g., capital, facilitation, advocacy)	3
	Feasibility of SOB Role	How feasible the intervention is within SoB's powers/resources	4
	Level of Partnership Required	Reliance on external partnerships for delivery	1
Level of Capital Required	Average		2.67
Housing Impact		Creates more than 10 dwellings and delivers transformational change for the Boddington Community	5.0

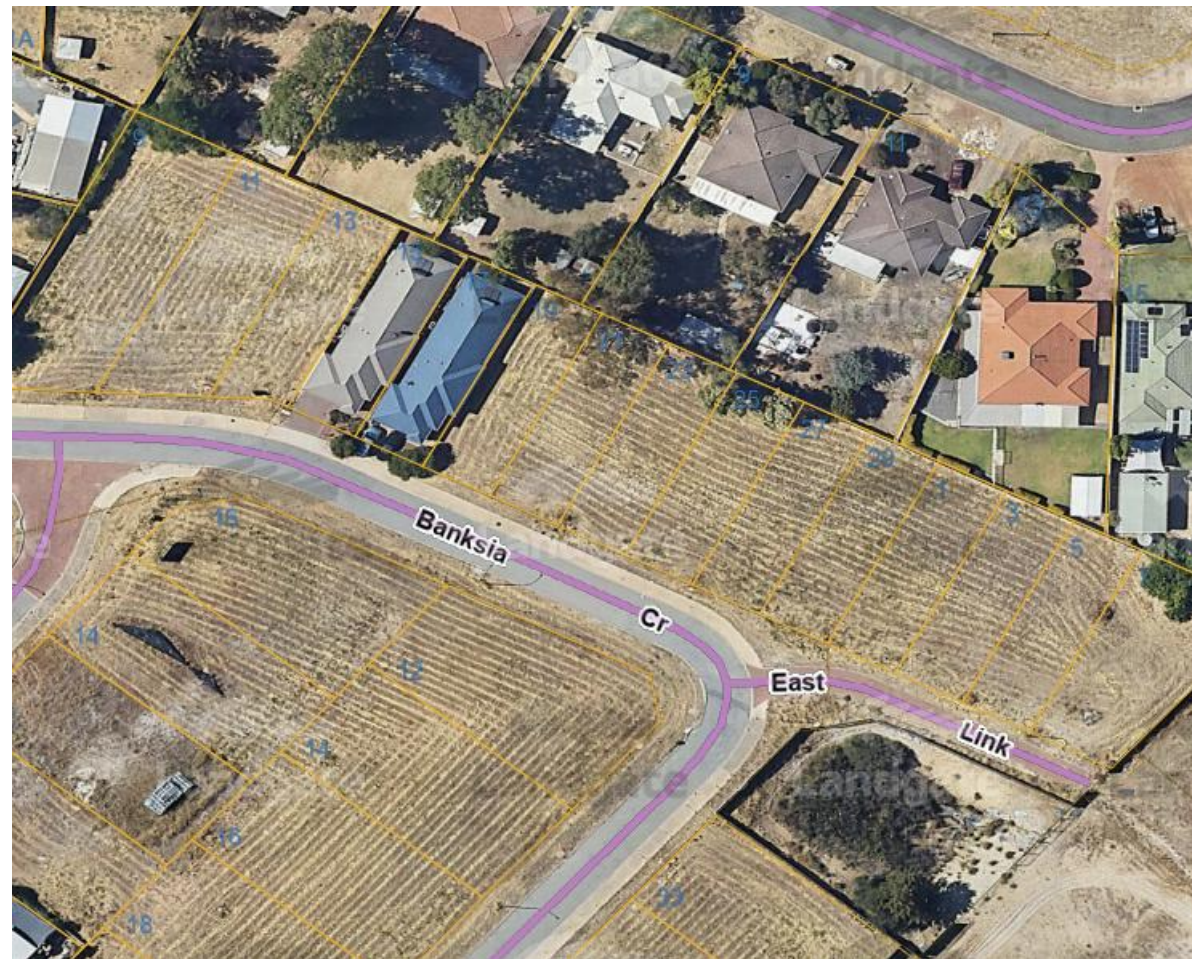
ANNEXURE F: PRIORITY 3 PROJECT

ESSENTIAL WORKER HOUSING

Project C: Essential Worker Housing: Banksia Estate Small Lot Development

Plan Identifier	Volume/Folio	Land Size	R Code	Value	Age
various lots on DP 63912	Various	320sm – 633 sq m	Single lots Residential	17 lots within \$40-\$65k	vacant serviced land. Require new dwellings





Reference	Identifier	Address	Description & Potential Housing contribution within 5 years	Expected Capital required	Owner	Likely Occupants and tenure arrangements
C	Essential Worker Housing	Banksia Estate,	Purchase of land and construction of 2 bed 2 bath housing for essential workers. Deliverable: 17 Worker Housing	Cost to add each house including land purchase and 2x2 modular construct around \$370k per house to occupancy. Bulk pricing discounts available.	Private fully serviced land within town site	Leased to essential workers with priority to workers servicing the Residential Aged Care facility

High Level Financial Model Estimates:

Acquisition of	Capital cost	Construction, landscape	Net Rental	Reinvestment Rate:
10 lots at \$45k	\$450,000	\$350,000 per household, variety of 2 and 3 bed designs	8 at \$375 per week, 9 at \$550 per week. Full occupancy. 15% management fee. Net proceeds:	Additional land and construction costs estimate approximately \$400k per household, with additional rent reinvested.
1 lot at \$47k	\$47,000			
1 lot at \$65 K	\$65,000			
1 lot at \$62k	\$62,000			
1 lot at \$60k	\$60,000			
3 lots @63K	\$189,000			
	\$873,000	\$5,950,000	\$351,390	One new household every 1-2 years added from this point forward.
Total Capital Required		\$6,823,000		

Assumes:

- classification as Charitable (public benefit) purpose – stamp duty exemption
- 2 bed houses occupied by 2 essential workers at affordable rentals (30% of gross salary up to market rental) –As of March 2025, the average annual salary for aged care worker positions ranges from \$65,000 to \$70,000 with 30% of a two income household = \$750 p week (above the market rent of \$550 pw), or \$375 for a sole income household. That is, rental range \$375-\$550. Assumes 50/50 sole income households/dual income households
- Responds to demand for smaller households. Flexible housing for essential workers and/or smaller households seeking rental tenure.

The standard definition of affordable rent in Australia is housing that costs no more than 30% of a household's gross (before tax) income. This benchmark comes from the idea that spending more than 30% of your income on rent may lead to "housing stress"- especially for low- to moderate-income households - where there is not enough left over for other essential expenses like food, transport, health, and education.

Budget estimates are based on enquiries with Summit Homes, received 21 March 2025 around the following modular housing options:

Number of Bedrooms	Number of Bathrooms	Ex Factory	Likely delivered and installed cost
1 Bed	1	\$209,000	\$259,000
2 Bed	1	\$239,000	\$289,000
2 Bed	2	\$249,000	\$299,000
2 Bed	2	\$219,000	\$269,000
3 Bed	2	\$250,000	\$300,000

The homes come fully finished with Floor coverings, window treatments, air conditioning, painting and fixed appliances, and take 16 weeks to build. A turn key development is also offered that includes fencing, landscaping, patio's, carports, clothes lines, letter boxes, paving etc.

The Budget has allowed for \$350,000 per home assuming a turn key development.

Ownership Structure

If the Shire of Boddington is to embark on a significant program of developing long-term rental housing for essential workers, it may be appropriate to consider the dual role of both the Shire and the broader community in managing these assets into the future.

While local government has a critical role in initiating and enabling housing development to meet urgent workforce needs, long-term ownership and management of housing assets can fall outside the core business and risk appetite of the Shire. A key challenge is ensuring that Council does not become a default property manager, bearing ongoing operational responsibilities that would be better served through a community-led, professionally governed vehicle.

A Boddington Future Fund may provide a highly suitable model to address this challenge. As a community-controlled investment structure, the Fund can act as both the catalyst and long-term custodian of such housing initiatives. It would allow the Shire to strategically allocate initial capital or land contributions while ensuring that the operational phase - including tenancy management, reinvestment of rental returns, and future housing upkeep - is overseen by an entity aligned to community benefit, where the community takes responsibility.

It is recommended that:

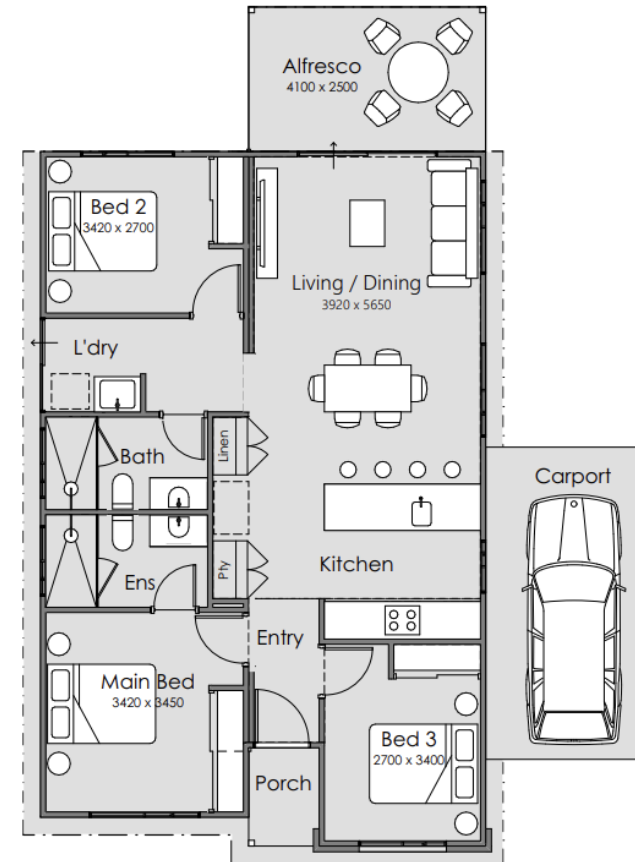
1. The essential worker housing program be scoped as a *legacy initiative* suitable for transfer to the Boddington Future Fund upon completion.
2. A Working Group be established to explore governance options, operational models, and investment safeguards of various community fund options.

Oakover sample design

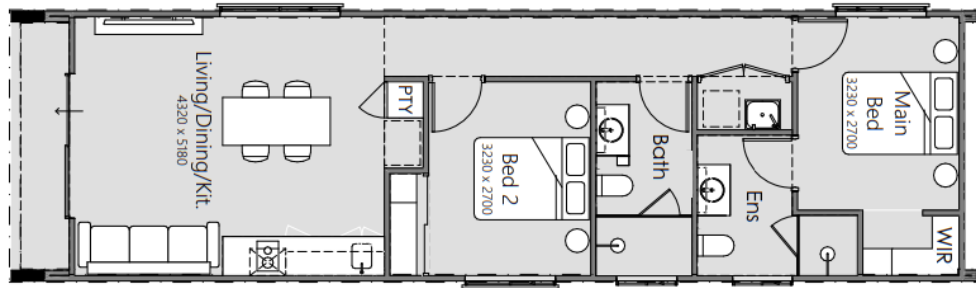


Approximate cost \$300,000 including shipping, site works and installation. The homes come fully finished with Floor coverings, window treatments, air conditioning, painting and fixed appliances.

The homes take 16 weeks to build.



River Workers Cottage sample design



Category	Sub-Criterion	Description	Score	Weight	Adjusted Score
Social Impact and Inclusion	Target Demographic Alignment	Extent to which project targets priority groups	5	30%	1.4
	Housing Affordability Outcomes	Level of affordability the project offers	4		
	Social Cohesion and Liveability	Contribution to community wellbeing and inclusion	5		
Sub Total Average Score			4.67		
Strategic Alignment and Readiness	Alignment with SoB Strategies	Fit with SoB's strategic documents and plans	5	16.67%	0.58
	Shovel-readiness / Stage of Development	Progress stage of the project	2		
Sub Total Average Score			3.5		
Regulatory and Infrastructure Compatibility	Infrastructure compatibility	Compatibility with services, and infrastructure	5	8.33%	0.41
	Regulatory compatibility	Compatibility with zoning	5		
Sub Total Average Score			5		
Long-term Sustainability and Value	Longevity and Tenure Security	Permanence and tenure security of housing	5	30%	1.40
	Alignment with Long-Term Demographic Housing Needs	Evaluates the balance between short-term demand (e.g. FIFO/mining workforce housing) and investments that match the community's evolving demographic profile (e.g. seniors, families, key workers, low-income households).	4		
	Community Economic Benefit	Economic value to the local community	5		
Sub Total Average Score			4.67		
Risk and Deliverability	Funding Certainty	Funding availability and security	1	15%	0.55
	Stakeholder Commitment	Support from community, developers, government	5		
	Time to Impact	Speed of delivery and impact timeline	5		
Sub Total Average Score			3.67		
Total Average Score			4.30		4.34

Matrix	Descriptor		
	Type of Intervention	Type(s) of involvement required by SoB (e.g., capital, facilitation, advocacy)	2
	Feasibility of SOB Role	How feasible the intervention is within SoB's powers/resources	3
	Level of Partnership Required	Reliance on external partnerships for delivery	2
Level of Capital Required	Average		2.33
Housing Impact		Creates more than 10 dwellings and delivers transformational change for the Boddington Community	5

ANNEXURE G: PRIORITY 4 PROJECT RENEWAL OF SHIRE RESIDENTIAL PROPERTIES

Plan Identifier	Volume/Folio	Description	Land Size	R Code	Value	Age
Lot 60 P143078	619/110A	Proposed development group housing or subdivision to 20 lots and construction of 4 replacement shire houses	2.03 Ha	R20 Developable potential 40 households restricted by flood zone. Water and Sewerage connection available.	\$480k (\$407-\$551K based on 1950 house with new construction date not updated on CoreLogic)	purchased 2017 New house currently allocated to the CEO. Built 2018.

Shire housing renewal of old stock and release to the market of 4 houses plus additional 15 lots to the market – based on development potential of 20 lots. Actual development potential is lower than potential 40 lots due to location of the lot partially within a flood plain (see below mapping).

Two development approaches are considered in the following cost estimates: Grouped Housing (Strata Title) and Green Title Subdivision. The site has existing access to water, sewer, power, and road infrastructure from Pollard Street.

	Grouped Housing (Strata Title)	Green Title Subdivision	Cost Estimate Source
Cost Component	Estimated Cost	Estimated Cost	Source
Planning and Design	\$20,000 – \$40,000	\$30,000 - \$50,000	Smart Realty
Surveying and Strata Titling	\$15,000 – \$25,000	\$25,000 - \$40,000	Land Division
Infrastructure and Site Works	\$150,000 – \$250,000	\$400,000 - \$600,000	Subdivision Experts

Utility Connections	\$50,000 – \$100,000	\$150,000 - \$250,000	Subdivision Perth
Local Government Fees	\$10,000 – \$20,000	\$50,000 - \$100,000 (likely higher than actual)	Summit Homes
Legal and Administrative Costs	\$5,000 – \$10,000	\$10,000 - \$20,000	A1 Conveyancing
Total Estimated Development Cost	\$250,000 - \$445,000	\$665,000 - \$1,060,000	
Per Lot	\$12,500-\$22,250	\$33,250 - \$53,000	

4 House replacement \$350k Each - \$1,400k. Funded by sale upon completion of 16 Blue Gum Close \$425k + 15 Blue Gum Close \$475k + 34 Hill Street \$370k + 3 Pecan Place \$390K = Total \$1,660k. The development of workforce housing across two sites of 20 Pollard Street, and existing serviced vacant land in the town centre, provides a range of occupancy options for Shire Staff, whilst also achieving a release of housing to the market.

Net shortfall \$185-800K

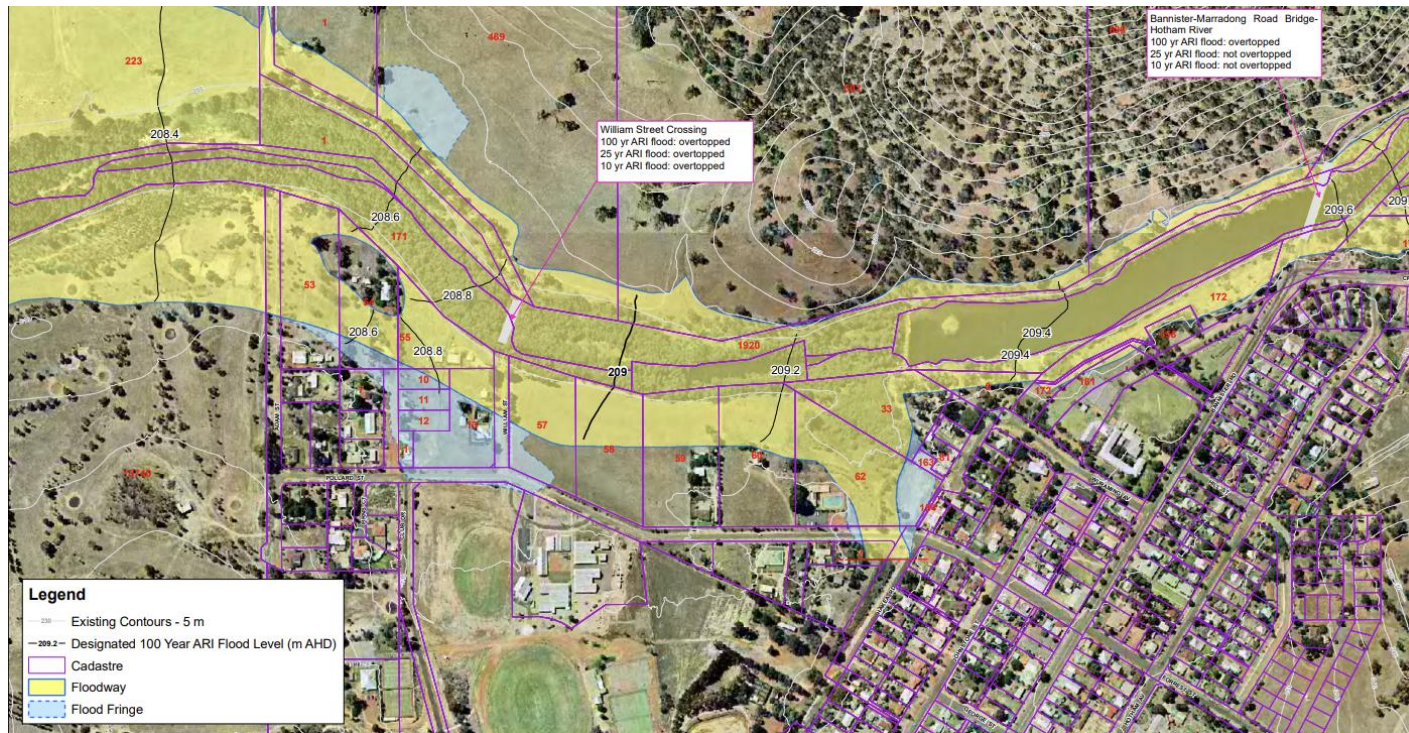
It should be noted that some of these cost estimates are dated, do not specifically relate to Boddington or take account of the specific site conditions, and may not reflect current market prices. To establish whether the development cost of this property is viable vs purchase of already subdivided land within Boddington, further detailed design work would be needed for a development at 20 Pollard Street before accurate costs could be obtained.

Advice has been sought from Edge Planning and Property who have advised that costs, including constructing public roads, retaining walls, and service extensions/upgrades could be as high as \$100,000 per lot, however, a Group Housing development is likely to be significantly lower. For example, if able to readily connect to the sewer gravity pipe, on the south side of Pollard costs per lot could be lower, given it is essentially a flat to gently sloping lot, so retaining should be minimal. The Shire may also be able to undertake some of the civil works.



Reference	Address	Description & Potential Housing contribution within 5 years	Expected Capital required	Owner	Likely Occupants and tenure arrangements
J	20 Pollard Street	Subdivision potential for 20, with 4 houses constructed to replace a series of other Shire owned Houses (to be sold post construction to fund this activity)	\$2m+ with sale of existing houses upon completion repaying the majority. Shortfall expected.	Shire of Boddington	Lease or sale

ANNEXURE G: PRIORITY 4 PROJECT
Renewal of Shire Residential Properties



Source: Extract from Boddington Floodplain Management Study Designated Floodway and Levels 100 Year ARI Flood Mapping Series Map 4; 3/7/09

Expansion of detail for Lot 60 (note old house with new house in different position):



Town Planning Advice: The property is largely zoned Residential R20, a small section is a Public Open Space Reserve and about 40% is within Special Control Area 1 – Flood Prone Area. If the property was subdivided or developed, the section which is a Public Open Space Reserve is expected to be ceded free of cost to be added to the foreshore reserve.

Buildings are not permitted within the floodway. The section of land outside of the Public Open Space Reserve, within SCA1, could still be privately owned.

Zoning of R20 equates to an average lot size of 450m² or a density of 1 dwelling per 450m². The Scheme also provides scope for R60 for aged/dependent persons for land outside a Special Control Area which is connected to reticulated sewerage.

As a guide, the land outside of the floodway zoned Residential could achieve up to 26 grouped dwellings (if it was a survey strata or lease) or around 21 freehold residential lots (expect a reduced yield due to constructing public roads). If workforce accommodation is proposed, it is understood the R-Codes don't apply so unit yield is merit based.

If subdivision was proposed, the conditions imposed by the WAPC will impact the cost to create new lots.

ANNEXURE G: PRIORITY 4 PROJECT
Renewal of Shire Residential Properties



Category	Sub-Criterion	Description	Score	Weight	Adjusted Score
Social Impact and Inclusion	Target Demographic Alignment	Extent to which project targets priority groups	3	30%	0.70
	Housing Affordability Outcomes	Level of affordability the project offers	1		
	Social Cohesion and Liveability	Contribution to community wellbeing and inclusion	3		
Sub Total Average Score			2.33		
Strategic Alignment and Readiness	Alignment with SoB Strategies	Fit with SoB's strategic documents and plans	3	16.67%	0.33
	Shovel-readiness / Stage of Development	Progress stage of the project	1		
Sub Total Average Score			2		
Regulatory and Infrastructure Compatibility	Infrastructure compatibility	Compatibility with services, and infrastructure	5	8.33%	0.42
	Regulatory compatibility	Compatibility with zoning	5		
Sub Total Average Score			5		
Long-term Sustainability and Value	Longevity and Tenure Security	Permanence and tenure security of housing	5	30%	1.30
	Alignment with Long-Term Demographic Housing Needs	Evaluates the balance between short-term demand (e.g. FIFO/mining workforce housing) and investments that match the community's evolving demographic profile (e.g. seniors, families, key workers, low-income households).	4		
	Community Economic Benefit	Economic value to the local community	4		
Sub Total Average Score			4.33		
Risk and Deliverability	Funding Certainty	Funding availability and security	3	15%	0.55
	Stakeholder Commitment	Support from community, developers, government	4		
	Time to Impact	Speed of delivery and impact timeline	4		
Sub Total Average Score			3.67		
Total Average Score			3.47		3.30

ANNEXURE G: PRIORITY 4 PROJECT
Renewal of Shire Residential Properties



Matrix	Descriptor		
	Type of Intervention	Type(s) of involvement required by SoB (e.g., capital, facilitation, advocacy)	3
	Feasibility of SOB Role	How feasible the intervention is within SoB's powers/resources	5
	Level of Partnership Required	Reliance on external partnerships for delivery	4
Level of Capital Required	Average		4.0
Housing Impact		Creates fewer than 5 dwellings, minimal system wide impact – initially. Enabling also as creates additional lots for further leverage by Project C. Thus, given a rating of 3 (moderate) rather than 2 (limited)	3.0

ANNEXURE H: PRIORITY 5 PROJECT

CONCURRENT ECONOMIC DEVELOPMENT ACTIVITIES

1. Facilitated Introduction of Housing Project Proponents to Developers

It is recommended that the Shire of Boddington establishes a fair, consistent, and transparent framework to facilitate introductions between project proponents requiring housing (e.g. renewable energy, aged care, or large-scale employers) and housing developers. The Shire's role is to act as an impartial enabler of connections that support community outcomes aligned with the Local Housing Strategy. Once developed, this framework would apply to all housing-related project introductions initiated through the Shire.

Guiding Principles

- Transparency – All processes and introductions are clearly documented.
- Impartiality – All eligible developers have equal opportunity to respond.
- Community Benefit – Housing outcomes must align with the Shire's Housing Strategy.
- No Endorsement – The Shire does not engage in or recommend commercial agreements.

Implementation

It is recommended that the Shire of Boddington establish a framework that includes the following components:

- Proponent Registration; Proponents submit a Housing Requirement Brief outlining their project scope, workforce needs, housing preferences, and timeframe.
- Developer EOI Register: Developers express interest in receiving future introductions by joining a publicly listed register managed by the Shire. The register is updated annually and subject to qualification review.
- Introduction Process:
 - Once a need is confirmed, the Shire notifies developers on the register of the opportunity.
 - With consent, a neutral introductory session may be arranged or details shared bilaterally.
 - The Shire may coordinate a Housing Roundtable to encourage mutual understanding.

Supporting Tools and Templates to be developed

- Housing Requirement Brief Template
- Developer Expression of Interest (EOI) Form
- Introduction Acknowledgement Form
- FAQs and Policy Summary for Public Use

Legal and Ethical Considerations

The Shire will not financially benefit from introductions. No confidential or proprietary information will be shared without consent. Any perceived conflicts of interest will be managed under the Shire's Code of Conduct.

2. Facilitated Grant Alignment and Application Support for Infrastructure Development

It is recommended that the Shire of Boddington formalise a process to proactively support proponents - both internal and external - to identify, align with, and access State and Federal infrastructure funding opportunities, including grants that may be available to support housing construction. The Shire's role is to act as a connector, knowledge broker, and coordination body to ensure local infrastructure needs (e.g. sewerage extensions, power upgrades, water capacity) are effectively resourced in line with economic and community growth objectives.

Guiding Principles

- Strategic Alignment - All grant-related activities align with endorsed strategic documents (e.g. Local Housing Strategy, Infrastructure Planning Reports).
- Capacity Building - Applicants are supported to strengthen the quality of submissions.
- Equity of Access - Information and support are available to all eligible proponents, although the level of support may vary in line with the forecast social and economic benefit to the Shire of Boddington community.
- Governance Clarity - The Shire's facilitative role is clearly delineated from applicant responsibilities.

Implementation

It is recommended that the Shire establish an internal framework to include the following components:

- Proponent Registration and Infrastructure Brief - Applicants submit an Infrastructure Support Brief, outlining their project scope, location, timeline, infrastructure dependency (e.g. power upgrade or sewer extension), and partnership interest.
- Funding Opportunity Register - The Shire maintains a subscription to a Grant Identifier such as Grant Guru and regularly reviews opportunities provided by State and Federal infrastructure grants relevant to housing, regional development, utilities, or economic activation.
- Facilitated Introduction and Application Support - The Shire notifies proponents of funding opportunities aligned to their Infrastructure Brief. Subject to internal approval, the Shire may assist in the coordination of joint applications or letters of support, provide economic or strategic context for applications, and connect proponents with other relevant stakeholders.
- Internal Coordination Mechanism - A designated staff member or Economic Development Officer manages internal communications, document templates, and internal coordination to ensure infrastructure priorities are aligned and communicated.

- For transparency, it is noted that this is intended to provide proponents with support in accessing available State and Federal opportunities and is separate to the Shire's regulatory functions.

Supporting Tools and Templates to be developed

- Infrastructure Support Brief Template
- Funding Opportunity Summary Sheet
- Grant Collaboration Acknowledgement Form
- Process Flowchart for internal Use
- Advocacy Letter Template (where appropriate)

Legal and Ethical Considerations

The Shire will not act as a primary applicant unless in direct ownership of the infrastructure asset. Special circumstances where the grant requires a local government applicant through its eligibility criteria are to be dealt with on a case by case basis and be subject to the Shire's delegation's policies. It will not offer funding guarantees or technical design services. All grant support is conditional upon alignment with Shire strategic priorities and available capacity. Perceived or actual conflicts of interest will be declared and managed under the Shire's Code of Conduct.

ANNEXURE I: BUSINESS SURVEY

Boddington Business Survey: Housing, Workforce, and Economic Needs

Survey Objectives

- *Understanding Housing Demand:* Identifying what types of housing are most needed and how the lack of housing impacts businesses.
- *Assessing Workforce Needs:* Determining hiring challenges, job vacancies, and what role housing plays in workforce retention.
- *Identifying Economic Barriers:* Recognising obstacles to business expansion, including infrastructure and community service gaps.
- *Shaping Future Policy:* Gathering insights from businesses to guide local government initiatives, planning policies, and development incentives.

This survey will provide data-driven insights that can inform the Shire of Boddington's Local Housing Strategy, ensuring that housing, workforce, and business growth are aligned with community needs.

Section 1: Business Demographics

1. What is the name of your business? (Optional)
2. What industry does your business operate in?
 - Mining and Resources
 - Agriculture
 - Retail and Trade
 - Construction
 - Hospitality and Tourism
 - Manufacturing
 - Professional Services
 - Other (please specify)
3. How many years has your business been operating in the Shire of Boddington?
4. How many employees does your business currently have?
 - 1-5
 - 6-10
 - 11-25
 - 26-50
 - 51-100
 - More than 100
5. What percentage of your workforce is:
 - Local residents
 - Drive-in, Drive-out (DIDO)

Section 2: Workforce Needs and Challenges

6. Does your business face challenges in recruiting staff locally?
 - Yes
 - No
 - If yes, what are the main challenges? (Select all that apply)
 - Lack of available housing for workers
 - Skills shortages

- High cost of living
 - Competition from other industries
 - Limited access to public transport
 - Other (please specify)
7. Are there specific job roles that are difficult to fill in Boddington?
- Yes
 - No
 - If yes, please specify which roles, and a brief explanation of skill categories:
8. How important is access to suitable housing in attracting and retaining employees?
- Very important
 - Somewhat important
 - Neutral
 - Not important
9. If housing availability was improved, would your business be able to expand its workforce?
- Yes
 - No
 - Not sure
10. Do you believe that the lack of housing options in Boddington negatively affects workforce retention?
- Yes
 - No
 - Not sure

Section 3: Housing Needs for Employees

11. Do your employees currently struggle to find housing in Boddington?
- Yes
 - No
 - If yes, what are the key challenges? (Select all that apply)
 - High rental prices
 - Limited availability of rental properties
 - Lack of housing diversity (e.g., units, apartments)
 - Lack of short-term accommodation
 - Other (please specify)
12. What type of housing do you believe is most needed for workers in Boddington?
- Short-term rental housing
 - Long-term rental housing
 - Affordable housing for first-home buyers
 - Small units or apartments
 - Family-sized homes
 - Share housing/worker accommodation options
 - Other (please specify)
13. Would your business be interested in participating in a housing initiative (e.g., employer-supported housing, rental incentives, or investment in housing development)?
- Yes
 - No
 - Maybe, if more details are available

Section 4: Business Growth and Economic Considerations

14. Do you have plans to expand your business in the next 5 years?
 - ☐ Yes
 - ☐ No
 - ☐ Not sure
15. If yes, what factors are influencing your expansion plans, or limiting your growth ambitions? (Select all that apply)
 - ☐ Demand for products/services
 - ☐ Availability of skilled workforce
 - ☐ Infrastructure and services
 - ☐ Housing availability
 - ☐ Other (please specify)
16. Have housing challenges impacted your ability to grow or retain staff?
 - ☐ Yes
 - ☐ No
 - ☐ If yes, how? (Open-ended)
17. Would improved public infrastructure (e.g., roads, utilities, high-speed internet) positively impact your business operations?
 - ☐ Yes
 - ☐ No
 - ☐ Not sure
18. What additional services or infrastructure improvements would benefit businesses in Boddington?
 - ☐ Affordable housing
 - ☐ Public transport options
 - ☐ Childcare facilities
 - ☐ Training and education programs
 - ☐ Commercial space availability
 - ☐ Other (please specify)

Section 5: Future Housing and Policy Considerations

19. What policies or incentives do you believe could help address housing and workforce challenges in Boddington?
 - ☐ Government-supported housing developments
 - ☐ Employer-supported housing initiatives
 - ☐ Incentives for builders to develop housing
 - ☐ Planning policies that allow for higher-density housing
 - ☐ Other (please specify)
20. Would your business be interested in future discussions or initiatives related to housing and workforce development in Boddington?
 - ☐ Yes
 - ☐ No
 - ☐ Maybe

ANNEXURE J: ALIGNED GRANT OPPORTUNITIES

1. Infrastructure Development Fund – WA Government

Overview:

Supports medium-high density housing in Perth and regional worker accommodation.

Note: All streams currently closed.

Funding Streams:

1. Targeted Apartment Rebate – Boddington not eligible
2. Unlocking Infill Precincts – Boddington not eligible
3. Unlocking Regional Worker Accommodation Opportunities – Closed (Sept 2024), however applications from outer Peel LGAs can be supported if this stream reopens.

Eligible Applicants: Local governments, developers

Administrator: Department of Planning, Lands and Heritage

Contact:

Phone: (08) 6551 8002

Email: infrastructurefund@dplh.wa.gov.au

2. National Housing Infrastructure Facility – Critical Infrastructure (NHIF CI)

Administered by: Housing Australia (Federal Government)

Purpose:

Loans and/or grants for critical infrastructure that unlocks new (especially affordable) housing supply.

Eligible Infrastructure Types:

- Electricity and gas
- Water, sewerage, stormwater
- Transport (roads)
- Telecommunications

Funding Details:

- No fixed funding limits
- Two-stage application: EOI → Assessment
- Concessional loans with extended terms and reduced interest

Eligibility:

- Local/state governments, utilities, registered CHPs, SPVs
- Must demonstrate 'additionality'

Restrictions:

- No direct housing or community infrastructure
- No admin or feasibility costs

Contact:

Phone: 1800 549 767

Email: enquiries@housingaustralia.gov.au

3. NHIF – Social and Affordable Housing (NHIF SAH)

Administered by: Housing Australia

Purpose:

Finance construction, acquisition, or conversion of housing into social/affordable stock.

Eligible Activities:

- Social/affordable housing construction
- Conversions and mixed tenure (≤50% market)

Eligibility:

- CHPs, governments, SPVs
- Community ownership or long-term lease required

Special Notes:

- Partnering with Perth/Bunbury CHPs may transfer asset/income outside Boddington
- Establishing local CHP possible but time-intensive (≈12 months)

Contact:

Phone: 1800 549 767

Email: enquiries@housingaustralia.gov.au

4. Family Home Guarantee (FHG)

Administered by: Housing Australia

Purpose:

Support for eligible single parents/guardians to purchase homes with low deposits.

Key Features:

- 2% minimum deposit
- Up to 18% guarantee (no direct payment to buyer)
- Price cap in Boddington: \$450,000

Eligibility:

- Single parent/guardian
- Australian citizen/permanent resident
- Income ≤ \$125,000
- Must be owner-occupier

Application through participating lenders only

5. Regional First Home Buyer Guarantee (RFHBG)

Administered by: Housing Australia, Application through participating lenders

Purpose:

Support regional residents to purchase homes with small deposits.

Key Features:

- 5% minimum deposit
- Up to 15% guarantee
- 10,000 places per year (until June 2025)

Eligibility:

- Individuals/joint applicants, citizens/permanent residents
- Lived in region 12+ months
- Must be owner-occupier

6. Build to Rent (BTR) Development Tax Incentives

Administered by: Australian Taxation Office

Purpose:

Encourages long-term rental housing through tax incentives.

Incentives:

1. 4% capital works deduction
2. 15% concessional withholding tax on eligible MIT income

Eligibility:

- 50+ dwellings under single entity
- 15-year minimum ownership
- 10% affordable housing required

Contact:

Phone: 13 28 66

Email: pgbuildtorent@ato.gov.au

7. Growing Regions Program

Note: Not for housing. Supports infrastructure enhancing regional liveability.

Funding Range: \$500,000 to \$15 million

- Requires shovel-ready status and co-funding

Eligible Activities:

- Parks, community hubs, libraries, cultural facilities, walk paths, youth centres

Ineligible:

- Roads, housing, health, aged/disability care

Eligibility:

- Local governments or NFPs with ABNs

T 08 9883 4999 | E shire@boddington.wa.gov.au

39 Bannister Road, Boddington WA 6390 | PO Box 4, Boddington WA 6390

www.boddington.wa.gov.au

9.2.2 Local Government Convention 2025

File Reference:	2.049
Applicant:	Not applicable
Previous Item:	Nil
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Attachments:	Nil

Summary

Council is requested to consider the nomination of Councillor representatives to attend the WALGA Local Government Convention 2025.

Background

The 2025 WA Local Government Convention & Trade Exhibition (Local Government Week) will be held from 22 September 2025 to 24 September 2025 at the Perth Convention Centre.

In accordance with previous Local Government Weeks, WALGA will hold its Annual General Meeting (AGM), to discuss and consider local government industry issues during the Convention. Each member Council of WALGA has the ability to elect two (2) voting delegates to participate at the WALGA Annual General Meeting. Non-voting delegates are also able to attend.

Comment

The theme for the 2025 WA Local Government Convention is 'Lean into Legacy'. The Convention is attended by hundreds of Elected Members and Local Government staff from across Western Australia to discuss and examine important issues and trends facing the sector.

Themed 'Lean into Legacy' delves into how the decisions the sector makes today form the building blocks for tomorrow. With a focus on reflective, current and future legacy, the sessions will explore how leaving a lasting, positive legacy as a Local Government means making choices that endure beyond election cycles.

Attendance at the annual WA Local Government Convention is open to all Councillors. Registration fees, travel and accommodation expenses are paid by the Shire in advance for any Elected Member(s) attending the WA Local Government Convention. The Shire President, who is currently on a leave of absence, has indicated that she wishes to attend.

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.1	Maintain a high standard of leadership, corporate governance and customer service

Legislative Implications

Nil

Policy Implications

Attendance at Events

Financial Implications

Anticipated costs are approximately \$2,050 per delegate, comprising registration of \$1,250, accommodation of approximately \$700 per delegate, plus meals and other miscellaneous expenses.

Economic Implications

Nil

Social Implications

Nil

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	The risks associated with this Council decision are considered low. They include a reputational risk if no delegates are present to vote at the WALGA AGM, as well as potential community concern around perceived overrepresentation—where more delegates attend than necessary—resulting in higher financial costs to the Shire.
Risk Rating (prior to treatment or control)	Low
Principal Risk Theme	Financial, Reputational
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council:

- 1. Confirms the Shire President and Deputy Shire President as the voting delegates for the WALGA Annual General Meeting 2025.**
- 2. Nominates Councillor Smalberger, and Councillor/s _____ to attend the 2025 WALGA Local Government Convention.**

9.2.3 Tender 2025/003 Design and Construct Tourist Cabins

File Reference: 3.000613
Applicant: Not applicable
Previous Item: OCM August 2023 | Resolution 94/23
OCM October 2024 | Resolution 143/24
Author: Chief Executive Officer
Disclosure of Interest: Nil
Voting Requirements: Absolute Majority
Attachments: 9.2.3A Tender Evaluation Report (Confidential)

Summary

This item seeks Council's acceptance of the recommendation to award tender respondent Industrial Road Pavers in a Joint Venture with Redipod, with the contract to Design and Construct Tourist Cabins in accordance with their tender submission.

Background

The Boddington Caravan Park Business Case, informed by a needs analysis and a concept plan developed in 2022 and 2023, featured a gap analysis that highlighted the need for high-end tourist accommodation in Boddington. Matters considered included tourism opportunities for guests within two hours of Perth, demand for short-stay accommodation is outstripping demand, and that well-designed, attractive accommodation located in nature-based settings is sought after. To fund the first stage (cabins) of the Caravan Park enhancement, \$1,750,000 was allocated from the 2023 South32 Community Investment Funding, through the 2024/25 Budget and 2024/25 – 2034/25 Strategic Resource Plan.

The plans for the redevelopment of the existing caravan park and development of the vacant Lot 18A Pollard Street has evolved from the detailed scope of work provided by the Shire, the accommodation needs analysis study, site visitation by the consultant team to the caravan park and other commercial accommodation providers in the area and community consultation.

Design development has been impacted by these consultations by directing the project towards the supply of high-quality, resort-style, built tourist accommodation to add to the existing accommodation options on offer.

The Shire's vision for the proposed tourist accommodation is for it to provide users with a nature-based, ecologically sustainable, low impact, recreational experience. Furthermore, the development needs to be appropriate to the location and reflect the Shire's design principles for the Hotham River foreshore. The Shire expects that the site will deliver high quality and appropriate accommodation within the managed environment of the community caravan park.

The Request for Tender (RFT) 2025/003 Design & Construct Tourist Cabins was released on 7 May 2025, with a closing date of 4 June 2025.

The RFT sought pricing for three separate schemes: construction of 6 cabins, 4 cabins, and 3 cabins. The project was structured into three distinct scopes of work: Siteworks, Cabin Construction, and Finishing Siteworks (including car parking, kerbing, and footpaths).

Comment

At the close of the tender advertising period, six submissions were received, as tabled below.

Respondent	Scope
Evoke Living	Cabins with in-ground services only
Industrial Road Pavers (IRP) as a joint venture with Redipod	Comprehensive across all scopes
Colt Group in Partnering with SGA International	Comprehensive across all scopes
RiverHill	Siteworks & Finishing Siteworks only, footpaths excluded
NXP Civils	Siteworks & Finishing Siteworks only, footings excluded
Line-Right	Linemarking to carbays only

The Tenders were reviewed by an Evaluation Panel and assessed according to the qualitative criteria detailed in the RFT, as follows.

Qualitative Criteria	Weighting
Relevant Experience	40%
Key Personnel Skills and Experience	25%
Project Timeline and Logistics	35%

Following a comprehensive tender evaluation process, the submission received from IRP as a joint venture with Redipod is recommended as the preferred contractor for the Design and Construct brief. Their proposal demonstrates strong alignment with project objectives, and represents a high-quality solution that meets the original design intent of the development.

There are various staging options for the project.

Option 1 – Construction of 3 Cabins

- The cost associated with constructing three cabins is well within the allocated project budget.
- This includes a 10% contingency allowance for variations, as well as provision for anticipated Western Power and Water Corporation headworks charges.

Option 2 – Construction of 4 Cabins

- This option remains within financial reach, with total estimated costs closely aligned to the budget, including a 10% variation allowance.
- Headworks costs could be met through a modest allocation of municipal funds, with minimal impact to the Shire's broader financial position.

Option 3 – Construction of 6 Cabins

- The full development of six cabins currently exceeds the available project budget.
- If pursued, this option is anticipated to generate significant ongoing income for the Shire, supporting broader tourism activation and related initiatives.
- Additional funding sources are available and could be utilised to fund the full scope. This includes the South32 2024 Community Investment Agreement, reserve funds, or loan funding.
- A blended funding model may also be considered, combining municipal and external funds to deliver the full six-cabin development.

If Council elects to proceed with a staged approach (i.e., Option 1 or Option 2), the following considerations should be noted:

- Site finishing works, including carpark construction, would still be required as part of the overall site preparation.
- Some initial siteworks will be necessary upfront, regardless of the number of cabins delivered in the initial stage, and costs will be incurred accordingly.
- There is no assurance that the same cabin design and product specifications will remain available in future years, should Council wish to stage delivery over time.
- Construction and material costs are subject to continued escalation, and delaying further stages may result in increased future expenditure.

The per-cabin pricing (refer Confidential Attachment) is considered competitive in the current market environment, particularly given the requirement to meet Bushfire Attack Level 29 (BAL-29) compliance. BAL-29 is a classification under the Australian Standard AS 3959 that applies to buildings in areas of high bushfire risk. It requires a range of fire-resistant design features and construction materials to improve the building's resilience to ember attack, radiant heat, and potential flame contact. These measures include non-combustible cladding, ember-sealing, toughened glass, and metal mesh screens, all of which add to construction costs. The pricing also includes a complete turnkey finish, incorporating a solar system with lithium battery storage, double-glazed windows, and high-quality internal finishes. Maintenance costs are also minimised with this design, as the external finish features a continuous length of sheet metal, with no joins or gutters.

The added value features also include universal access specifications incorporated into all cabins, such as compliant doorway widths, circulation and turning space, accessible bathroom design, and ramped entry.

It is highly desirable that the contract for the project be awarded in one job lot. Should Council determine that the contract for the cabins be awarded independently of the civil and siteworks contract, there are likely to be increased risks and potential costs. This scenario would result in two independent contractors—each responsible for discrete parts of the project—rather than a single contractor with full accountability. This approach may complicate coordination, increase the demand on internal resources, and significantly raise project management overheads. Managing one contractor for an integrated scope is more efficient and shifts the focus to contract management rather than full project management. Fragmentation of responsibility introduces interface risks between contractors, potentially affecting timelines, budget, and quality.

Furthermore, the intent of this project is to deliver high-quality accommodation that can command a higher price point and attract a distinct market of visitors. A decision to proceed with a lower-quality product may reduce capital outlay in the short term but will likely result in a lower nightly rate and reduced annual revenue. The long-term financial sustainability of the cabin operations is directly linked to the quality and appeal of the accommodation on offer.

It is also important to note that off-the-shelf products can vary considerably in their inclusions, finishes, and specifications. As such, they should not be relied upon for direct price comparison against customised, high-specification, project-specific designs such as those included in the IRP/Redipod submission. These variations influence not only construction cost but also the visitor experience and ongoing maintenance requirements. Additionally, the proposed cabin layout and site configuration have been designed specifically to maximise amenity—each verandah is positioned to overlook the adjacent nature strip, ensuring both privacy for guests and a visually appealing outlook. Altering the cabin size or substituting different products may require reconfiguration of the site, potentially affecting the detailed design and necessitating changes to service connections and landscape treatments. Pulling the cabins further back on the site to accommodate different footprints may compromise guest privacy and reduce the overall design cohesion of the development.

Further assessment of the headworks costs has been completed, with current estimates indicating approximately \$43,500 for Western Power and \$20,000 for Water Corporation. To account for potential cost escalations and any unknown project elements, it is recommended that a total allowance of \$100,000 be allocated for headworks. This detail is incorporated into the recommendation in the confidential assessment.

It is recommended that Council proceed with the proposal from IRP/Redipod, based on the following factors:

- The proposal delivers a highly compatible outcome aligned with the original objective of providing high-quality accommodation on the site.
- It closely reflects the intent and layout of the original design.
- The proposal is all-inclusive, reducing complexity and additional procurement requirements.
- The pricing is competitive when considered in the context of the design alignment, quality, specifications, including being designed and built to Bushfire Attack Level 29 requirements, and the reduced need for Shire-led project management intervention.

Consultation

Public tenders were invited in accordance with the Local Government Act 1995 (the Act).

Strategic Implications

Aspiration	Prosperity
Outcome 11	An attractive destination for day trips and short stays visitors
Objective 11.1	Facilitate high quality visitor accommodation
Action 11.1.2	Undertake redevelopment of Boddington Caravan Park, including construction of 6 new cabins

Legislative Implications

Section 3.57 of the Local Government Act 1995 - tenders for providing goods or services:

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Regulation 11 of the Local Government (Functions and General) Regulations 1996 - when tenders have to be publicly invited:

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.

Policy Implications

Council Policy | Purchasing of Goods and Services

Financial Implications

The current financial allocation for this project is \$1,750,000, all of which is a contribution by South32 Worsley Alumina as a part of the 2023 Community Investment Agreement. The analysis of the project cost for 3, 4, and 6 cabins, inclusive of headworks, siteworks, an allowance for variations, and the cabins is:

	6 Cabins	4 Cabins	3 Cabins
Total Project Costs	\$2,540,817	\$1,864,514	\$1,518,395
Remaining funds to be sourced	\$790,817	\$114,514	\$0 (under budget by \$231,605)

Each option has a varied income projection, which is based on the cabins being occupied for 50% of the year.

	6 Cabins	4 Cabins	3 Cabins
Estimated revenue (based on 182 nights @ \$280 p/n)	\$305,760	\$203,840	\$152,880

At the conservative rate of \$280 per night, and at 50% occupancy, each cabin is estimated to produce \$50,960 in income, with approximately \$12,500 in costs (cleaning, utilities, maintenance), leaving a net profit of \$38,460 per cabin.

Economic Implications

Ensuite Cabins are predicted to generate the greatest portion of revenue of the entire Caravan park redevelopment. It is essential that the Cabin accommodation on offer is highly attractive and therefore keenly sought after by tourists.

Social Implications

This development not only enriches the recreational value of the area but also complements the existing caravan park's re-development, aligning with the vision of creating a harmonious and engaging outdoor space for visitors.

Environmental and Climate Change Implications

The Redipod offering includes a Solar package for each Cabin as well as double glazed windows, which is an attractive offering as it supports a sustainable approach.

Risk Considerations

Risk Statement and Consequence	The construction of the caravan park cabins presents a number of project and operational risks that require careful consideration and management. Key project risks include the performance of the appointed contractor, particularly in delivering the quality of work proposed in their submission, and ensuring that fabrication meets the expected standards. The headworks component has the potential to create substantial delays and result in cost escalations.
Risk Rating (prior to treatment or control)	High
Principal Risk Theme	Financial, Reputational
Risk Action Plan (controls or treatment proposed)	During the construction stage, quality control measures will be implemented, including regular inspections and staged approvals throughout the build. Ongoing liaison with Western Power will continue to be prioritised to address headworks requirements and avoid delays.

Officer Recommendation

That Council:

- 1. Accepts the tender submitted by Industrial Road Pavers in Joint Venture with Redipod for the Design and Construction of six (6) Tourist Cabins, in accordance with the specifications of Tender 2025/03, for the tendered amount as detailed in Confidential Attachment 9.2.3A.**
- 2. Notes that execution of the contract will be subject to confirmation from Western Power that the estimated headworks costs remain within the approved total project budget.**
- 3. Approves a total project budget of \$2,540,817, inclusive of construction, siteworks, headworks, finishing works, and a contingency allowance for variations.**
- 4. Authorises the allocation of \$750,000 from the 2024 South32 Worsley Alumina Community Investment Agreement to the Caravan Park – Cabins Project, noting that this allocation will leave a remaining balance of \$1,750,000 from this funding stream for other eligible projects.**
- 5. Approves the allocation of \$40,817 from municipal funds in the 2025/26 Budget to support the delivery of the Caravan Park – Cabins Project.**

9.3 CORPORATE SERVICES

9.3.1 Payment Listing

File Reference:	3.0070
Applicant:	Nil
Previous Item:	Nil
Author:	Executive Manager Corporate Services
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Attachments:	9.3.1A List of Payments ending 31 May 2025

Summary

The list of payments for the month ending 31 May 2025 is presented for noting by Council.

Background

Council has delegated the Chief Executive Officer the exercise of its power to make payments from the Shires municipal fund and the trust fund.

In exercising their authority, and in accordance with the Local Government (Financial Management) Regulation, it is a requirement to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to Council for the purposes of noting, in the following month.

Comment

The List of Payments have been made in accordance with Council's adopted budget, and statutory obligations.

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.2	Responsibly manage the Shire's finances, human resources and assets

Legislative Implications

Local Government (Financial Management) Regulations 1996 - Reg 13

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.

Policy Implications

Nil

Financial Implications

As disclosed within the payment listing.

Economic Implications

Nil

Social Implications

Nil

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Failure to present a detailed listing of payments made from the Shire bank accounts in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, which may result in a qualified audit.
Risk Rating (prior to treatment or control)	Minor
Principal Risk Theme	Reputational / Compliance
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council receive the list of payments for the month ending 31 May 2025 as presented.

SHIRE OF BODDINGTON - LIST OF PAYMENTS - MAY 2025

Chq/EFT	Date	Name	Description	Amount
17702	27/05/2025	WATER CORPORATION	WATER USAGE 41 BANNISTER RD	145.31
EFT27871	06/05/2025	TEAM GLOBAL EXPRESS PTY LTD	COURIER CHARGES	1,162.83
EFT27872	06/05/2025	INTERFIRE AGENCIES PTY LTD	PROTECTIVE WEAR	904.22
EFT27873	06/05/2025	BGL SOLUTIONS PTY LTD	STRICKER GOLD RYE GRASS OVERSEEDING	11,924.00
EFT27874	06/05/2025	PROJECT REBOOT PTY LTD	BUSINESS AFTER HOURS GUEST SPEAKER	250.00
EFT27875	06/05/2025	JESSICA RENEE FLETCHER	RATES REFUND	400.75
EFT27876	06/05/2025	LOGO APPOINTMENTS WA	HR TEMPORARY SUPPORT	5,674.01
EFT27877	09/05/2025	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA)	INDUCTION TO LOCAL GOVERNMENT WORKSHOP	545.00
EFT27878	09/05/2025	LANDGATE	RURAL UV GENERAL REVALUATION 2024/2025	11,080.71
EFT27879	09/05/2025	BODDINGTON TYRE SERVICE	NEW TYRES	679.00
EFT27880	09/05/2025	BUNNINGS GROUP LIMITED	ASSORTED PLANTS	408.01
EFT27881	09/05/2025	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS	3,779.63
EFT27882	09/05/2025	BODDINGTON HARDWARE AND NEWSAGENCY	HARDWARE ITEMS FOR THE SES	111.45
EFT27883	09/05/2025	PORTER CONSULTING ENGINEERS	PEPPERCORN LANE WATER MAIN EXTENSION	1,089.00
EFT27884	09/05/2025	MCLEODS BARRISTERS AND SOLICITORS	RATES REFUND - SALE LAND 4 WATTLE LINK	432.94
EFT27885	09/05/2025	CURTIS ELECTRICAL CONTRACTING	ELECTRICAL WORK AT THE TOWN OVAL	445.50
EFT27886	09/05/2025	EUREKA AUTO ELECTRICAL PTY LTD	ELECTRICAL WORK ON WATER TRAILER	1,389.58
EFT27887	09/05/2025	NEWMONT BODDINGTON GOLD	RENT 3 PRUSSIAN WAY	1,300.00
EFT27888	09/05/2025	SHERIDAN'S	NAME BADGES	81.18
EFT27889	09/05/2025	DORMAKABA AUSTRALIA PTY LTD	AUTOMATIC DOOR SERVICING	242.00
EFT27890	09/05/2025	WALLIS COMPUTER SOLUTIONS	ALL IN ONE COMPUTER & LAPTOP REPLACEMENTS	38,224.52
EFT27891	09/05/2025	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT COLLECTION FEES APRIL 2025	1,447.93
EFT27892	09/05/2025	VOLT AIR PTY LTD	ELECTRICAL WORK MEDICAL CENTRE/OFFICE/BRIGADES	6,066.00
EFT27893	09/05/2025	ZIRCODATA PTY LTD	STORAGE FEES	108.03
EFT27894	09/05/2025	ACCESS LIFE	STRENGTH FOR LIFE COACH FEES	320.00
EFT27895	09/05/2025	CORSIGN WA	SIGNAGE	49.50
EFT27896	09/05/2025	RURAL AND REGIONAL ECONOMIC SOLUTIONS PTY LTD	CONSULTING SERVICES HOUSING STRATEGY	10,823.97
EFT27897	09/05/2025	BODDINGTON POST OFFICE & STORE	STATIONERY ITEMS	324.70
EFT27898	09/05/2025	MOBILE MACKA	REPAIRS & INSTALATION OF HEART SCULPTURE	7,532.80
EFT27899	09/05/2025	AUSTRALIA WIDE TAXATION & PAYROLL TRAINING	TAXATION & PAYROLL TRAINING	495.00
EFT27900	09/05/2025	SAPIO PTY LTD	REPLACEMENT OF FAULTY SWITCH	1,356.74
EFT27901	09/05/2025	SOS OFFICE EQUIPMENT	PHOTOCOPIER CHARGES	276.76
EFT27902	09/05/2025	GFG TEMPORARY ASSIST	PROJECT MANAGER SUPPORT	17,981.70
EFT27903	09/05/2025	MANDURAH PSYCHOLOGICAL SERVICES PTY LTD	EAP SERVICE FEE	225.50
EFT27904	09/05/2025	PYKE PLUMBING & GAS PTY LTD	REPAIRS TO HOT WATER SYSTEM	2,177.02
EFT27905	09/05/2025	APEX ENVIROCARE	ENVIRONMENTAL MANAGEMENT PLAN	10,648.00
EFT27906	09/05/2025	ALL WALKS OF LIFE BODDINGTON	CATERING SERVICES	1,861.60
EFT27907	09/05/2025	BETH NURNBERGER	EXECUTIVE TEAM COACHING	2,365.00
EFT27908	09/05/2025	INTERNODE PTY LTD	BROADBAND SERVICE	109.99
EFT27909	09/05/2025	BMH ELECTRICS PTY LTD	SOLAR LIGHTING - TOWN HALL CARPARK	13,799.32
EFT27910	09/05/2025	FOCUS CONSULTING WA PTY LTD	ELECTRICAL CONSULTING SERVICES	5,500.00
EFT27911	09/05/2025	COASTLINE HIGH PRESSURE CLEANING & SEALING	PRESSURE CLEANING AT THE RECREATION CENTRE	3,420.00
EFT27912	09/05/2025	BODMEC MAINTENANCE SOLUTIONS	SERVICE ON ISUZU TRUCK BT340	1,847.38
EFT27913	09/05/2025	BODDINGTON PLUMBING & GAS	INSTALL TWIN FILTER SYSTEM PAVILLION	639.43
EFT27914	09/05/2025	GO DOORS PTY LTD	AUTOMATIC SLIDING DOORS	7,011.95
EFT27915	09/05/2025	JEROME JEROME PTY LTD	MURAL ART INSTALLATION PROJECT	9,075.00
EFT27916	09/05/2025	NXP CIVILS PTY LTD	TOWN HALL CARPARK PROJECT	46,015.42
EFT27917	09/05/2025	HESWA HYPERLIFT	CHAIN SLING ASSEMBLY & SLINGS	1,060.40
EFT27918	09/05/2025	ADVANCED DISPLAY SYSTEMS PTY LTD	GLASS SHOWCASES RECREATION CENTRE	5,738.04
EFT27919	09/05/2025	SHIRE OF BODDINGTON	BSL COMMISSION APRIL 2025	35.00
EFT27920	09/05/2025	CHUBB FIRE & SECURITY PTY LTD	MONTHLY FIRE PANEL SERVICING	616.00
EFT27921	09/05/2025	DEPT OF MINES,INDUSTRY REGULATION AND SAFETY	BSL APRIL 2025	2,012.49
EFT27922	09/05/2025	BODDINGTON COMMUNITY RESOURCE CENTRE INC	ANZAC DAY WREATHS	200.00
EFT27923	09/05/2025	BODDINGTON SES	REIMBURSEMENT FOR THE SES	745.08
EFT27924	09/05/2025	THE LOCK MAN SECURITY	RE-KEY DEPOT DOOR LOCKS	1,462.10
EFT27925	16/05/2025	RENTOKIL	SANITARY BIN SERVICE	740.80
EFT27926	16/05/2025	AUSTRALIA POST ACCOUNTS RECEIVABLE	POSTAGE APRIL 2025	111.04
EFT27927	16/05/2025	ADVANTAGE ENVIRONMENTAL PEST CONTROL	TERMITE INSPECTION REPORTS	2,346.52
EFT27928	16/05/2025	NEWMONT BODDINGTON GOLD	RENT FOR 25 FARMERS AVE	1,300.00
EFT27929	16/05/2025	DORMAKABA AUSTRALIA PTY LTD	AUTOMATIC DOOR SERVICING	115.50
EFT27930	16/05/2025	VOLT AIR PTY LTD	ELECTRICAL WORK AT THE TOWN HALL	680.00
EFT27931	16/05/2025	DEPT OF WATER & ENVIRONMENTAL REGULATIONS	REFUSE DISPOSAL SITE ANNUAL FEE	1,028.52
EFT27932	16/05/2025	SURVEYING SOUTH	CONSULTANCY SERVICES	6,050.00
EFT27933	16/05/2025	BODDINGTON DINER	CATERING SERVICES	342.00
EFT27934	16/05/2025	WA POLICE AND COMMUNITY YOUTH CENTRES INC	REFUND OF SWIPECARD BOND	120.00
EFT27935	16/05/2025	NXP CIVILS PTY LTD	TOWN HALL CARPARK PROJECT	164,546.80
EFT27936	16/05/2025	HYDRA STORM	DRAINAGE PIPES	10,202.50
EFT27937	16/05/2025	BOHEMIAN BOTANY GARDEN CENTRE	ASSORTED PLANTS	3,995.00
EFT27938	16/05/2025	AVON WASTE	RUBBISH SERVICES APRIL 2025	6,829.33
EFT27939	16/05/2025	MOORE AUSTRALIA (WA) PTY LTD	FINANCIAL REPORTING WORKSHOP	2,310.00
EFT27940	16/05/2025	GREG DAY MOTORS	FUEL APRIL 2025	7,068.63
EFT27941	16/05/2025	LOGO APPOINTMENTS WA	HR TEMPORARY SUPPORT	1,025.44
EFT27942	20/05/2025	AUSTRALIAN TAXATION OFFICE (BAS RETURNS)	BAS APRIL 2025	28,590.88
EFT27943	23/05/2025	RENTOKIL	SANITARY BIN SERVICE	740.80
EFT27944	23/05/2025	AUSQ TRAINING	TRAFFIC MANAGEMENT & TRAFFIC CONTROL COURSE	4,859.00
EFT27945	23/05/2025	WORKSCREEN MEDICAL PTY LTD	PRE-EMPLOYMENT MEDICAL	258.50
EFT27946	23/05/2025	SPEEDY HIAB TRUCK HIRE	FREIGHT CHARGES	1,672.00
EFT27947	27/05/2025	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA)	INDUCTION TO LOCAL GOVERNMENT WORKSHOP	545.00
EFT27948	27/05/2025	OFFICEWORKS BUSINESS DIRECT	STATIONERY ITEMS	2,032.58
EFT27949	27/05/2025	LANDGATE	MINING TENEMENTS VALUATION ROLL	820.70
EFT27950	27/05/2025	BODDINGTON HARDWARE AND NEWSAGENCY	HARDWARE ITEMS APRIL 2025	4,305.30
EFT27951	27/05/2025	EDGE PLANNING & PROPERTY	PLANNING SERVICES	5,460.40
EFT27952	27/05/2025	J M SALES	BRUSH CUTTER	899.10
EFT27953	27/05/2025	COLOR CONTRAST PAINTING SERVICES	PAINTING AT THE OLD SCHOOL	7,095.00
EFT27954	27/05/2025	COLAS WA PTY LTD	2 DRUMS OF EMULSION	671.00

SHIRE OF BODDINGTON - LIST OF PAYMENTS - MAY 2025

Chq/EFT	Date	Name	Description	Amount
EFT27955	27/05/2025	CURTIS ELECTRICAL CONTRACTING	ELECTRICAL WORK AT HOTHAM PARK	1,933.05
EFT27956	27/05/2025	MBJ INDUSTRIES PTY LTD	SINGLE HEADWALL PIPES	21,189.52
EFT27957	27/05/2025	BANNISTER EXCAVATIONS PTY LTD	REPAIRS TO WASHOUT ON FORREST RD DRAINAGE	10,560.00
EFT27958	27/05/2025	EMERGE ASSOCIATES	BODDINGTON TOWN CENTRE MASTER PLANS	5,500.00
EFT27959	27/05/2025	CORSIGN WA	HYDRANT MARKER POSTS	8,300.60
EFT27960	27/05/2025	ENVIRO PIPES PTY LTD	CORRUGATED PIPES	10,191.50
EFT27961	27/05/2025	RINGCENTRAL INC	MONTHLY TELEPHONE SUBSCRIPTION FEE	876.04
EFT27962	27/05/2025	J & M REID EARTHMOVING PTY LTD	HIRE OF SIDE TIPPER	665.50
EFT27963	27/05/2025	BODDINGTON SUPERMARKET PTY LTD	SHIRE PURCHASES FOR APRIL 2025	504.94
EFT27964	27/05/2025	CONNECT CALL SERVICES	AFTER HOURS CALL SERVICE	453.75
EFT27965	27/05/2025	MANDURAH PSYCHOLOGICAL SERVICES PTY LTD	EAP SERVICE FEE	214.50
EFT27966	27/05/2025	PYKE PLUMBING & GAS PTY LTD	PLUMBING WORK AT THE REC CENTRE/TOWN OVAL	610.50
EFT27967	27/05/2025	OPTIC CONCRETE	CONCRETE FOR OLD GRADER DISPLAY	2,860.00
EFT27968	27/05/2025	UNIFORMS AT WORK AUSTRALIA PTY LTD	RANGER UNIFORMS	358.40
EFT27969	27/05/2025	BODMEC MAINTENANCE SOLUTIONS	VEHICLE SERVICE & PARTS HINO TIPPER	6,023.93
EFT27970	27/05/2025	GP FORESTRY	WEED SPRAYING	891.00
EFT27971	27/05/2025	BODDINGTON PLUMBING & GAS	RETICULATION REPAIRS	174.50
EFT27972	27/05/2025	AUSTRALIAN AUDIT	FINANCIAL MANAGEMENT & RISK MANAGEMENT REVIEW	8,855.00
EFT27973	27/05/2025	NRM CONSULTANTS PTY LTD	ENGINEERING SERVICES	7,342.00
EFT27974	27/05/2025	STABILISED PAVEMENTS OF AUSTRALIA PTY LTD	ROAD WORKS CROSSMAN RD & LOWER HOTHAM RD	729,630.00
EFT27975	27/05/2025	ACCENDO AUSTRALIA	SOIL TESTING - LIONS WEIR HOTHAM RIVER	9,520.50
EFT27976	27/05/2025	STEPH CLEARY MUSIC	ENTERTAINMENT - NATIONAL VOLUNTEERS WEEK	550.00
EFT27977	27/05/2025	AVON WASTE	RUBBISH SERVICES MAY 2025	6,833.91
EFT27978	27/05/2025	CHUBB FIRE & SECURITY PTY LTD	PORTABLE FIRE EQUIPMENT TESTING	4,889.54
EFT27979	27/05/2025	THOMPSON BUILDING INDUSTRIES	STORM REPAIRS 36 HOTHAM AVE & 46 JOHNSTONE ST	5,445.00
DD17285.1	01/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,131.15
DD17286.1	02/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	912.15
DD17287.1	05/05/2025	NATIONAL AUSTRALIA BANK	TRANSACT FEE	16.75
DD17287.2	05/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	617.10
DD17299.1	06/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,664.40
DD17300.1	07/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,069.75
DD17300.2	07/05/2025	SYNERGY	ELECTRICITY CHARGES - CENTRAL PARK	77.35
DD17300.3	07/05/2025	TELSTRA LIMITED	MOBILE PHONE CHARGES - SHIRE	835.66
DD17301.1	08/05/2025	NEWBOOK PTY LTD	NEWBOOK ONLINE BOOKING FEE	224.40
DD17301.2	08/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,368.70
DD17301.3	08/05/2025	SYNERGY	ELECTRICITY CHARGES - MEDICAL CENTRE	568.81
DD17304.1	09/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	2,240.70
DD17304.2	09/05/2025	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE LOCATIONS	7,882.49
DD17309.1	12/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	46.85
DD17311.1	13/05/2025	PRECISION ADMINISTRATION SERVICES PTY LTD	SUPERANNUATION CONTRIBUTIONS	15,860.43
DD17311.2	13/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,143.80
DD17313.1	14/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,433.65
DD17317.1	15/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	6,319.25
DD17322.1	16/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	180.70
DD17323.1	19/05/2025	BUSINESS FUEL CARDS (FLEET CARD)	FIRE BRIGADE FLEET CARDS	21.90
DD17323.2	19/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,130.25
DD17323.3	19/05/2025	TELSTRA LIMITED	PHONE CHARGES - SES LANDLINES	195.44
DD17327.1	20/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,278.35
DD17330.1	21/05/2025	BOC GASES BOC ACCOUNT PROCESSING	GAS CONTAINER FEES	19.81
DD17330.2	21/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,854.45
DD17333.1	22/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	203.75
DD17344.1	26/05/2025	OPTUS COMMUNICATIONS	INTERNET - CCTV TRAILER	109.00
DD17344.2	26/05/2025	WATER CORPORATION	WATER CHARGES - VARIOUS SHIRE LOCATIONS	7,083.73
DD17344.3	26/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,073.30
DD17344.4	26/05/2025	TELSTRA LIMITED	PHONE CHARGES - SHIRE	830.73
DD17345.1	27/05/2025	PRECISION ADMINISTRATION SERVICES PTY LTD	SUPERANNUATION CONTRIBUTIONS	16,157.18
DD17345.2	27/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	3,645.65
DD17348.1	23/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	2,580.65
DD17348.2	23/05/2025	SUPAGAS	ANNUAL CYLINDER FEE - VARIOUS SHIRE LOCATIONS	1,952.82
DD17349.1	28/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	3,675.10
DD17349.2	28/05/2025	SYNERGY	ELECTRICITY CHARGES - CARAVAN PARK	3,313.20
DD17349.3	28/05/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	PAYMENT - LOAN 94	26,772.22
DD17354.2	29/05/2025	WATER CORPORATION	WATER CHARGES - VARIOUS SHIRE LOCATIONS	18,203.26
DD17354.3	29/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	1,407.10
DD17354.4	29/05/2025	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE LOCATIONS	1,323.43
DD17360.1	30/05/2025	NATIONAL AUSTRALIA BANK	NAB BPAY & ACCT FEES	499.30
DD17360.2	30/05/2025	DEPARTMENT OF TRANSPORT	DEPT OF TRANSPORT AGENCY	2,430.60
DD17360.3	30/05/2025	SYNERGY	ELECTRICITY CHARGES - VARIOUS SHIRE LOCATIONS	301.12
DD17364.1	05/05/2025	NAB BUSINESS VISA	CREDIT CARD PURCHASES	7,355.25
				<u>1,501,765.19</u>
JAMES WICKENS				
	07/04/2025	GREENACRES TURF FARM	TURF FOR THE TOWN OVAL	841.75
	15/04/2025	AMPOL WILLIAMS	FUEL BT04	105.08
SAM KEMPTON				
	14/04/2025	NETFLIX	SUBSCRIPTION FOR THE YOUTH CENTRE	18.99
	16/04/2025	COLES ONLINE	ITEMS FOR THE YOUTH CENTRE	96.00
	22/04/2025	SPOTIFY	MUSIC SUBSCRIPTION FOR THE YOUTH CENTRE	13.99
FABIAN HOUBRECHTS				
	31/03/2025	BODDINGTON DINER	COFFEE WITH CLIENT	11.60
	31/03/2025	7-ELEVEN	FUEL BT61	96.38
	31/03/2025	FANTASTIC FURNITURE	TABLE & CHAIRS FOR THE LUNCH ROOM	1,441.00
	31/03/2025	BUNNINGS	ASSORTED PLANTS	408.01
	01/04/2025	AQUACOOOLER	GREEN FILTER KIT	140.00
	02/04/2025	SHIRE OF BODDINGTON	REGISTRATION RENEWAL BT10253	16.70
	10/04/2025	AUSTRALIS PAVESTONE	SAFETY TACTILE PAVERS	682.01

SHIRE OF BODDINGTON - LIST OF PAYMENTS - MAY 2025

Chq/EFT	Date	Name	Description	Amount
	17/04/2025	SPOTLIGHT	ITEMS FOR THE CARAVAN PARK & OLD POLICE STATION	1,418.00
	22/04/2025	CALTEX MIDVALE	FUEL BT61	88.24
	28/04/2025	BLUE DOG TRAINING	WA CONSTRUCTION WHITE CARD	79.00
		CARA RYAN		
	14/04/2025	WA NEWSPAPER	DIGITAL SUBSCRIPTION	32.00
	28/04/2025	RINGCENTRAL INC	TELEPHONE SERVICE - MEDICAL CENTRE	330.00
		JULIE BURTON		
	01/04/2025	ADOBE	ADOBE LICENSE	268.96
	02/04/2025	EXETEL PTY LTD	INTERNET PLAN	975.00
	03/04/2025	MAILCHIMP	NEWSLETTER SOFTWARE	103.37
	07/04/2025	DROP BOX	COUNCILLOR INFORMATION	18.69
	15/04/2025	ILLUSTRATOR	ADOBE LICENSE	32.99
	15/04/2025	INDESIGN	ADOBE LICENSE	32.99
	17/04/2025	REMARKABLE	SUBSCRIPTION FEE	4.99
	22/04/2025	FACEBOOK	ADVERTISING	52.23
	29/04/2025	NAB CARD FEE	FEE	45.00
	29/04/2025	NAB INTERNATIONAL TRANSACT FEES	FEE	2.28
		PAYROLL PAYMENTS		
		NAB	NET PAYROLL F/N ENDING 11/05/2025	84,515.55
		NAB	NET PAYROLL F/N ENDING 25/05/2025	85,683.93
TOTAL MUNI				1,671,964.67
TOTAL TRUST & MUNI				1,671,964.67

9.3.2 Financial Report

File Reference: 3.0056
Applicant: Nil
Previous Item: Nil
Author: Executive Manager Corporate Services
Disclosure of Interest: Nil
Voting Requirements: Simple Majority
Attachments: 9.3.2A Monthly Financial Report 31 May 2025

Summary

The Monthly Financial Report for the period ending 31 May 2025 is presented for Councils consideration.

Background

In accordance with the Local Government Act 1995, a statement of financial activity must be presented at an Ordinary Meeting of Council. This is required to be presented within two months, after the end of the month, to which the statement relates.

The statement of financial activity is to report on the revenue and expenditure as set out in the annual budget for the month, including explanations of any variances. Regulation 34, from the Local Government (Financial Management) Regulations 1996 sets out the detail that is required to be included in the reports.

Comment

The attached monthly financial statements and supporting information have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.2	Responsibly manage the Shire's finances, human resources and assets

Legislative Implications

Local Government Act 1995

Section 6.4 Specifies that a local government is to prepare such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) budget estimates to the end of month to which the statement relates;

- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
- (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

Policy Implications

Nil

Financial Implications

As disclosed in the financial statements.

Economic Implications

Nil

Social Implications

Nil

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.
Risk Rating (prior to treatment or control)	Minor
Principal Risk Theme	Reputational / Compliance
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council receive the financial statements as presented, for the period ending 31 May 2025.



MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)

For the Period Ended 31 May 2025

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF BODDINGTON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

	Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c)-(b) \$	Variance* % (c)-(b)/(b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates	6	6,958,013	6,957,613	6,953,535	(4,078)	(0%)	
Grants, subsidies and contributions	10	578,716	536,356	527,889	(8,467)	(2%)	
Fees and charges		1,371,890	1,279,689	1,360,668	80,979	6%	
Interest revenue		375,094	352,126	416,529	64,403	18%	▲
Other revenue		145,850	133,815	179,610	45,795	34%	▲
Profit on disposal of assets	8	138,251	138,251	151,089	12,838	9%	
		9,567,814	9,397,850	9,589,320	191,470		
Expenditure from operating activities							
Employee costs		(3,426,445)	(3,155,682)	(3,055,470)	100,212	3%	
Materials and contracts		(3,033,569)	(2,837,208)	(2,343,371)	493,837	17%	▲
Utility charges		(347,150)	(318,153)	(360,729)	(42,576)	(13%)	▼
Depreciation		(2,445,800)	(2,242,009)	(2,379,692)	(137,683)	(6%)	
Finance Costs		(43,043)	(38,603)	(38,602)	1	0%	
Insurance		(231,301)	(231,301)	(236,117)	(4,816)	(2%)	
Other expenditure		(109,402)	(89,806)	(77,362)	12,444	14%	▲
Loss on disposal of assets	8	(17,526)	(17,526)	(31,932)	(14,406)	(82%)	▼
		(9,654,236)	(8,930,288)	(8,523,275)	407,013		
Non-cash amounts excluded from operating activities	2(b)	2,325,075	2,121,284	2,260,535	139,251	7%	
Amount attributable to operating activities		2,238,653	2,588,846	3,326,580	737,734		
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	10	4,139,178	1,779,911	1,617,203	(162,708)	(9%)	
Proceeds from disposal of assets	8	406,818	346,818	343,320	(3,498)	(1%)	
		4,545,996	2,126,729	1,960,523	(166,206)		
Outflows from investing activities							
Payments for property, plant and equipment	8	(1,798,177)	(1,165,970)	(788,256)	377,714	32%	▲
Payments for construction of infrastructure	8	(6,790,225)	(3,511,797)	(3,021,561)	490,236	14%	▲
		(8,588,402)	(4,677,767)	(3,809,817)	867,950		
Amount attributable to investing activities		(4,042,406)	(2,551,038)	(1,849,294)	701,744		
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	4	796,512	0	0	0	0%	
		796,512	0	0	0		
Outflows from investing activities							
Repayment of borrowings	9	(228,377)	178,620	(178,620)	(357,240)	200%	
Transfer to reserves	4	(464,775)	(92,000)	(101,247)	(9,247)	(10%)	
		(693,152)	86,620	(279,868)	(366,488)		
Amount attributable to financing activities		103,360	86,620	(279,868)	(366,488)		
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus of deficit at the start of the financial year	2(a)	1,751,875	1,751,875	1,751,874	(1)	(0%)	
Amount attributable to operating activities		2,238,653	2,588,846	3,326,580			
Amount attributable to investing activities		(4,042,406)	(2,551,038)	(1,849,294)			
Amount attributable to financing activities		103,360	86,620	(279,868)			
Surplus or deficit after imposition of general rates		51,482	1,876,303	2,949,292			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF BODDINGTON
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MAY 2025

	30-06-2024	31 May 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	8,398,140	10,284,894
Trade and other receivables	531,090	685,177
Other assets	41,018	34,118
TOTAL CURRENT ASSETS	8,970,248	11,004,189
NON-CURRENT ASSETS		
Trade and other receivables	28,912	28,912
Other financial assets	41,585	41,585
Property, plant and equipment	38,426,282	38,105,289
Infrastructure	63,095,932	64,622,886
TOTAL NON-CURRENT ASSETS	101,592,711	102,798,672
TOTAL ASSETS	110,562,959	113,802,861
CURRENT LIABILITIES		
Trade and other payables	940,095	544,038
Other liabilities	3,474,279	4,605,613
Borrowings	228,376	49,756
Employee related provisions	232,052	232,052
TOTAL CURRENT LIABILITIES	4,874,802	5,431,459
NON-CURRENT LIABILITIES		
Borrowings	1,158,283	1,158,283
Employee related provisions	51,804	51,804
TOTAL NON-CURRENT LIABILITIES	1,210,087	1,210,087
TOTAL LIABILITIES	6,084,889	6,641,546
NET ASSETS	104,478,070	107,161,315
EQUITY		
Retained surplus	34,936,570	37,619,815
Reserve accounts	2,571,944	2,571,944
Revaluation surplus	66,969,556	66,969,556
TOTAL EQUITY	104,478,070	107,161,315

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 19 June 2025

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Opening	Last Year Closing	Year to Date
	Note	30 June 2024	30 June 2024	31 May 2025
(a) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	4	8,398,140	8,398,140	10,284,894
Rates receivables	5	294,746	294,746	316,363
Receivables	5	236,344	236,344	368,814
Other current assets		41,014	41,018	34,118
Less: Current liabilities				
Payables	7	(940,094)	(940,096)	(544,040)
Borrowings	9	(228,377)	(228,376)	(49,757)
Capital grant/contribution liability	10	(3,474,279)	(3,474,279)	(4,605,613)
Provisions		(232,052)	(232,052)	(232,052)
Less: Total adjustments to net current assets	2(c)	(2,343,567)	(2,343,569)	(2,623,435)
Closing funding surplus / (deficit)		1,751,875	1,751,874	2,949,292

(b) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
	Notes	\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	8	(138,251)	(138,251)	(151,089)
Movement in employee benefit provisions (non-current)		0	0	0
Movement in other provisions (non-current)		0	0	0
Add: Loss on asset disposals	5	17,526	17,526	31,932
Add: Depreciation on assets		2,445,800	2,242,009	2,379,692
Total non-cash items excluded from operating activities		2,325,075	2,121,284	2,260,535

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening	Last Year Closing	Year to Date
		30 June 2024	30 June 2024	31 May 2025
Adjustments to net current assets				
Less: Reserves - restricted cash	4	(2,571,944)	(2,571,946)	(2,673,191)
Add: Borrowings	9	228,377	228,376	49,757
Add: Provisions - employee		0	0	0
Total adjustments to net current assets		(2,343,567)	(2,343,569)	(2,623,435)

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2024-25 year is \$10,000 or 10.00% whichever is the greater.

	Var. \$	Var. %	Explanation of Variances
	\$	%	
Revenue from operating activities			
Rates	(4,078)	(0%)	
Grants, subsidies and contributions	(8,467)	(2%)	
Fees and charges	80,979	6%	
Interest revenue	64,403	18%	▲ Permanent - exceeding budget estimates
Other revenue	45,795	34%	▲ Permanent - reimbursements for Workers Compensation
Profit on disposal of assets	12,838	9%	
Expenditure from operating activities			
Employee costs	100,212	3%	
Materials and contracts	493,837	17%	▲ Timing - delay in expenditure for project work
Utility charges	(42,576)	(13%)	▼ Timing - quarterly invoicing
Depreciation	(137,683)	(6%)	
Finance Costs	1	0%	
Insurance	(4,816)	(2%)	
Other expenditure	12,444	14%	▲ Timing - Members payments scheduled for June 2025
Loss on disposal of assets	(14,406)	(82%)	▼ Timing - trade in of Isuzu Tipper delayed Permanent - keeping Hino Tipper for watercarting
Non-cash amounts excluded from operating activities.	139,251	7%	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(162,708)	(9%)	Timing - some grants may need carrying over to 25/26 matching the delay in works being completed.
Proceeds from disposal of assets	(3,498)	(1%)	
Outflows from investing activities			
Payments for property, plant and equipment	377,714	32%	▲ Timing - delay in delivery of 6T Truck and 4.5T Truck
Payments for construction of infrastructure	490,236	14%	▲ Permanent - RRG works underbudget, Town Hall Carpark overbudget Timing - Carry over of infrastructure works including Lions Weir, Mountain Bike trails and Town Centre Revitalisation to 2025/2026.
Inflows from financing activities			
Proceeds from new debentures	0	0%	
Transfer to reserves	0	0%	
Outflows from financing activities			
Payments for principal portion of lease liabilities	0	0%	
Repayment of borrowings	(357,240)	200%	
Transfer to reserves	(9,247)	(10%)	
Surplus of deficit at the start of the financial year	(1)	(0%)	

4 CASH AND FINANCIAL ASSETS

CASH AND INVESTMENTS

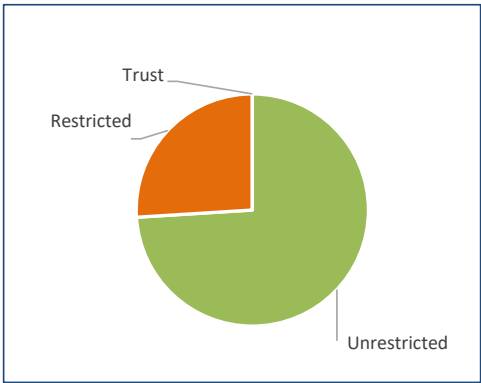
Description	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on hand							
Petty Cash & Floats	400	0	400			0.00%	On Hand
At Call Deposits							
Municipal Funds	702,640	0	702,640		NAB		At Call
Bonds & Deposits	640	0	640		NAB		At Call
Term Deposits & Overnight Cash Deposits							
Municipal Funds	6,908,023	0	6,908,023		Treasury	3.80%	Overnight
Reserve Funds	0	2,673,191	2,673,191		Treasury	3.80%	Overnight
Total	7,611,703	2,673,191	10,284,894	0			

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.



Total Cash	Unrestricted
\$10.28 M	\$7.61 M

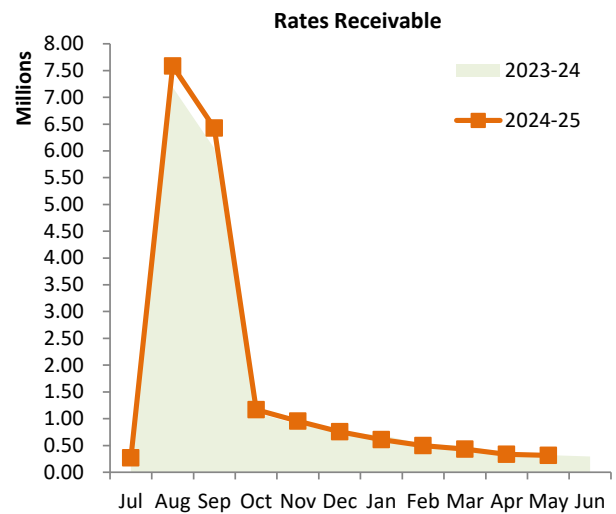
CASH BACKED RESERVES

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant	337,157	14,498	13,272	0	0	(155,000)	0	196,655	350,429
Building	411,288	17,685	16,191	200,000	0	(103,501)	0	525,472	427,479
Community Facility Fund	94,779	4,075	3,731	0	0	0	0	98,854	98,510
Refuse Site	133,570	5,744	5,258	50,000	0	0	0	189,314	138,828
Aged Housing	246,391	10,595	9,699	52,000	0	(90,000)	0	218,986	256,090
Swimming Pool	306,718	13,189	12,073	0	0	0	0	319,907	318,791
River Crossing	11	0	0	0	0	(11)	0	0	11
Prepaid Conditional Grants	0	0	0	0	0	0	0	0	0
Unspent Conditional Grants	0	0	0	0	0	0	0	0	0
Public Open Space	580,898	24,979	22,868	45,181	0	(40,000)	0	611,058	603,766
Town Weir Reserve	461,132	19,829	18,155	0	0	(403,500)	0	77,461	479,287
Community Gym	0	0		7,000	0	(4,500)	0	2,500	0
	2,571,944	110,594	101,247	354,181	0	(796,512)	0	2,240,207	2,673,191

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

5 RECEIVABLES

Rates receivable	30 June 2024	31 May 2025
	\$	\$
Opening arrears previous years	300,227	294,746
RATES - levied this year	6,539,477	6,953,535
RUBBISH - levied this year	297,673	323,412
ESL - levied this year	117,012	124,939
TOTAL levied this year	6,954,162	7,401,886
Less - collections to date	(6,959,643)	(7,380,269)
Equals current outstanding	294,746	316,363
Net rates collectable	294,746	316,363
% Collected	95.9%	95.9%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
		\$	\$	\$	\$	\$
Receivables - general	(7,127)	13,026	191,929	225	11,534	209,586
Percentage		6.2%	91.6%	0.1%	5.5%	
Balance per trial balance						
Sundry receivable						209,586
GST receivable						119,366
Increase in Allowance for impairment of receivables from contracts with customers						(4,706)
Other receivables - employee related provisions						44,568
Total receivables general outstanding						368,814

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period as classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

6 RATE REVENUE

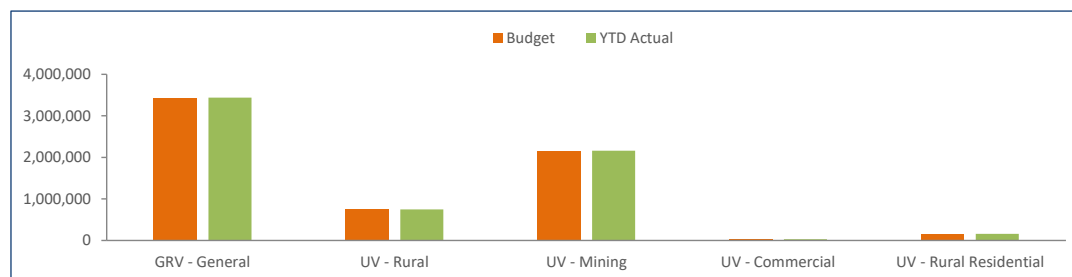
RATE REVENUE

General rate revenue

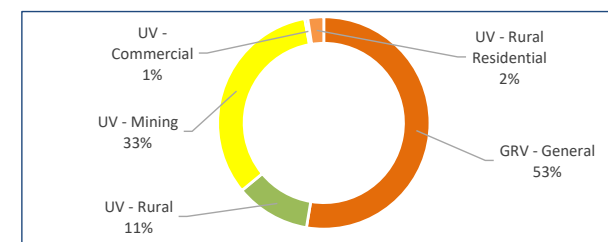
RATE TYPE	Budget						YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
				\$	\$	\$	\$	\$	\$	\$
Gross rental value										
GRV - General	0.122613	512	28,048,377	3,439,096	2,000	3,441,096	3,439,096	0	0	3,439,096
Unimproved value										
UV - Rural	0.004320	132	172,542,000	745,381	0	745,381	745,381	524	0	745,905
UV - Mining	0.028235	128	76,587,679	2,162,453	0	2,162,453	2,162,453	0	0	2,162,453
UV - Commercial	0.018591	2	1,603,500	29,811	0	29,811	29,811	0	0	29,811
UV - Rural Residential	0.007612	127	20,814,000	158,436	2,000	160,436	158,436	0	0	158,436
Sub-Total		901	299,595,556	6,535,177	4,000	6,539,177	6,535,177	524	0	6,535,701
Minimum payment	Minimum \$									
Gross rental value										
GRV - General	1,002	127	251,225	127,254	0	127,254	126,252	0	0	126,252
Unimproved value										
UV - Rural	1,002	122	19,942,500	122,244	0	122,244	122,244	0	0	122,244
UV - Mining	1,002	43	215,820	43,086	0	43,086	43,086	0	0	43,086
UV - Commercial	1,002	0	0	0	0	0	0	0	0	0
UV - Rural Residential	1,002	126	13,516,000	126,252	0	126,252	126,252	0	0	126,252
Sub-total		418	33,925,545	418,836	0	418,836	417,834	0	0	417,834
Amount from general rates						6,958,013				6,953,535

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



General Rates	
Budget	Actual
\$6.96 M	\$6.95 M



SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

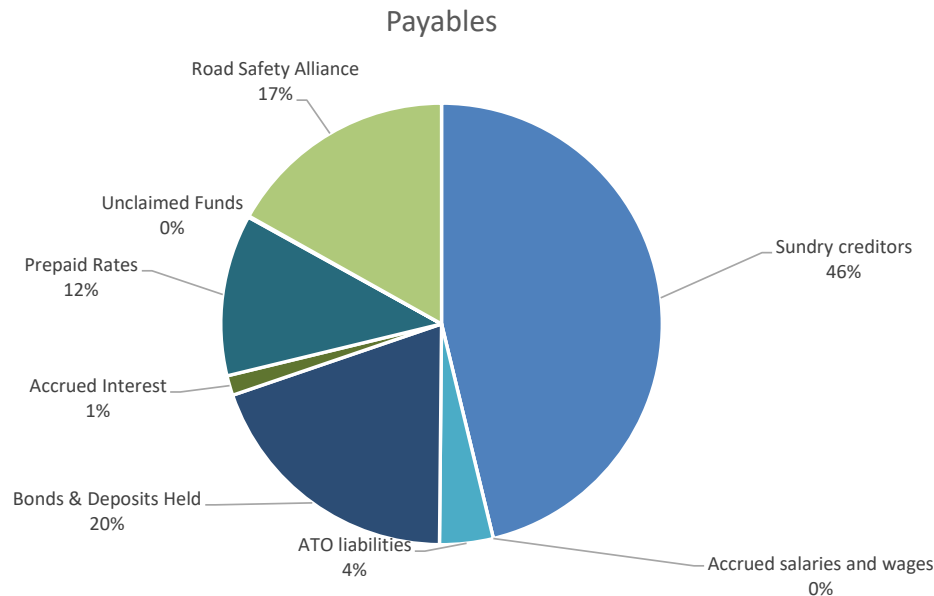
7 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	244,380	2,922	826	3,380	251,508
Percentage	0%	97.2%	1.2%	0.3%	1.3%	
Balance per trial balance						
Sundry creditors						251,508
Accrued salaries and wages						0
ATO liabilities						21,328
Bonds & Deposits Held						106,709
Accrued Interest						7,905
Prepaid Rates						64,290
Unclaimed Funds						490
Road Safety Alliance						91,810
Total payables general outstanding						544,040

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

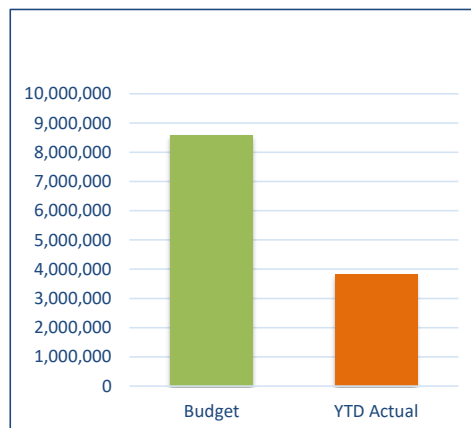


8 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Furniture and Equipment	152,440	137,233	116,330	(20,903)
Land and Buildings	912,500	320,500	299,714	(20,786)
Plant and Equipment	733,237	708,237	372,211	(336,026)
Road Infrastructure	3,012,200	2,640,167	2,543,023	(97,144)
Footpath Infrastructure	1,517,606	85,000	84,764	(236)
Drainage Bridges Culverts	82,000	35,000	20,755	(14,245)
Infrastructure - Parks, Gardens, Recreation Facilities	2,178,420	751,630	373,018	(378,612)
Total Capital Acquisitions	8,588,403	4,677,767	3,809,817	(867,950)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	4,139,178	1,779,911	1,617,203	(162,708)
Other (disposals & C/Fwd)	406,818	346,818	343,320	(3,498)
Cash backed reserves				
Plant	155,000	0	0	0
Aged Housing	90,000	0	0	0
River Crossing	92,249	0	0	0
Contribution - operations	3,705,158	2,551,038	1,849,295	(701,743)
Capital funding total	8,588,403	4,677,767	3,809,817	(867,950)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$8.59 M	\$3.81 M	44%

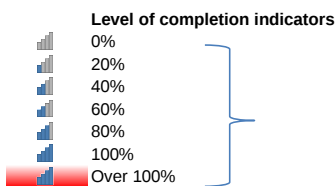
Capital Grants	Annual Budget	YTD Actual	% Received
	\$4.14 M	\$1.62 M	39%

8 CAPITAL ACQUISITIONS DETAILED

Capital Disposals

Asset description	Amended Budget			YTD Actual		
	Net Book Value	Proceeds	Profit / (Loss)	Net Book Value	Proceeds	Profit / (Loss)
Flail Mower	46,740	40,000	(6,740)	44,905	19,722	(25,183)
6 Tonne Tipper Truck	26,717	25,000	(1,717)	23,863	61,912	38,049
Isuzu Tipper	14,026	20,000	5,974	0	0	0
Hino Tipper	31,137	40,000	8,863	0	0	0
Mitsubishi Pajero Sport	0	30,000	30,000	0	22,302	22,302
Mitsubishi Pajero Sport	0	30,000	30,000	0	23,907	23,907
Toyota Hilux	41,807	40,000	(1,807)	30,825	35,429	4,604
Batching Plant (Land & Buildings)	118,404	181,818	63,414	117,820	180,048	62,228
Old Sports Oval Lighting	7,262	0	(7,262)	6,749	0	(6,749)
	286,093	406,818	120,725	224,162	343,320	119,158

Capital Acquisitions



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)
IT Equipment	50,207	35,000	34,750	250
Upgrade Telecommunications - Recreation Centre	15,000	15,000	0	15,000
CCTV Upgrades	46,145	46,145	45,878	267
Display Cabinets - Recreation Centre	16,500	16,500	14,904	1,596
PPC Racking - Boddington VBFB	24,588	24,588	20,799	3,789
Total Furniture & Equipment	152,440	137,233	116,330	20,903
Building Asset Renewal Program	410,000	85,000	84,903	97
Solar Panels - Pavilion	30,000	30,000	26,987	3,013
Recreation Centre - Swipe Card System	15,000	0	0	0
Improvements to Pound	12,000	12,000	4,634	7,366
Visitor Centre - upgrade airconditioning	30,000	30,000	26,550	3,450
Upgrade Interpretive Centre	85,000	85,000	81,896	3,104
Caravan Park Development	250,000	5,000	5,069	(69)
Upgrade Toilets - Pavilion	61,000	61,000	56,661	4,339
Air-conditioning - Pavilion	7,000	0	0	0
Electronic Doors - Visitor Centre	12,500	12,500	13,014	(514)
Total Land & Buildings	912,500	320,500	299,714	20,786
4.5 Tonne Tipper	67,570	67,570	0	67,570
6 Tonne Truck	270,000	270,000	0	270,000
Skid Steer	120,000	120,000	119,000	1,000
Mini Excavator	70,000	70,000	71,990	(1,990)
Replace Mitsubishi Pajero Sport	45,000	45,000	39,814	5,186
Replace Toyota Hilux Ute	45,000	45,000	46,364	(1,364)
Modifications to Service Truck	15,000	10,000	8,709	1,291
Newmarket Rd Standpipe	19,425	19,425	22,387	(2,962)
Crossman Rd Standpipe	19,425	19,425	22,387	(2,962)
Backup Power - Admin Building & Recreation Centre	20,000	0	0	0
EV Charging Stations	41,817	41,817	41,561	256
Total Plant & Equipment	733,237	708,237	372,211	336,026

8 CAPITAL ACQUISITIONS DETAILED (CONTINUED)

Capital Acquisitions (continued)

Account Description	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)
 RTR - Mahogany Crt - Reseal	8,840	8,840	8,127	713
RTR - Greenstone Way - Reseal	39,534	39,534	39,480	54
RTR - Hill Street - Reseal	0	0	0	0
RTR - Forrest Street - Reseal	7,505	7,505	7,067	438
RTR - Blue Gum Crt - Reseal	24,029	24,029	23,321	708
 RTR - Days Rd	34,000	0	0	0
 RTR - Marradong Culvert Works	22,938	0	0	0
RTR - Bannister Rd Microsealing	39,000	0	0	0
 RRG - Crossman Rd	670,000	455,000	454,975	25
 RRG - Lower Hotham Rd	895,000	895,000	855,318	39,682
 RRG - Harvey Quindanning Rd	585,259	585,259	500,008	85,251
 Linemarking	9,000	9,000	6,686	2,314
 Newmarket Rd	100,095	46,000	46,010	(10)
 Carparking - ACROD	7,000	0	0	0
 Carparking - Town Hall & Peppercorn Lane	570,000	570,000	602,030	(32,030)
Total Road Infrastructure	3,012,200	2,640,167	2,543,023	97,144
 Footpath renewal program	67,606	0	0	0
Bike Network Funding Program	0	0	0	0
 Mountain Bike Trail	1,150,000	80,000	79,337	663
 Rail Trail	300,000	5,000	5,427	(427)
Total Footpath Infrastructure	1,517,606	85,000	84,764	236
 Provide Kerbing - Townsite Roads	12,000	0	0	0
 Forrest Street Drainage	50,000	15,000	14,727	273
 William Street River Crossing	20,000	20,000	6,029	13,971
Total Drainage/Bridges & Culverts	82,000	35,000	20,755	14,245
 Street Art/Mural Project	20,000	20,000	18,000	2,000
 Regional Destination Signage	80,000	4,000	3,766	234
 Standard Green, Blue & Brown Signage	10,000	2,000	1,610	390
 Interpretive Signage	20,000	0	0	0
 Upgrade Information Board	20,000	7,500	7,490	10
 Town Centre Revitalisation	380,000	380,000	0	380,000
 Roller Display	40,000	6,000	5,705	295
 Community Club - Playground	93,600	0	0	0
 Marradong Cemetery - Niche Wall	10,000	0	0	0
 Darminning (Ranford Pool) - improvements	250,000	215,000	213,953	1,047
 Marradong Fire Brigade - retaining wall	48,130	48,130	54,495	(6,365)
 Tennis Courts - retaining wall	28,690	28,000	28,000	0
 Yarning Circle Project	10,000	0	0	0
 Lions Weir rehabilitation	868,000	32,000	31,016	984
 Hotham Park - lighting	20,000	0	0	0
 Newmont Dump Truck	180,000	0	0	0
 Swimming Pool - pump/filtration upgrade	70,000	0	0	0
 Crossman Brigade - washdown facility	15,000	9,000	8,780	220
 Koolangka Park - shade	15,000	0	204	(204)
Total Other Infrastructure	2,178,420	751,630	373,018	378,612
Grand Total	8,588,403	4,677,767	3,809,817	867,950

9 BORROWINGS

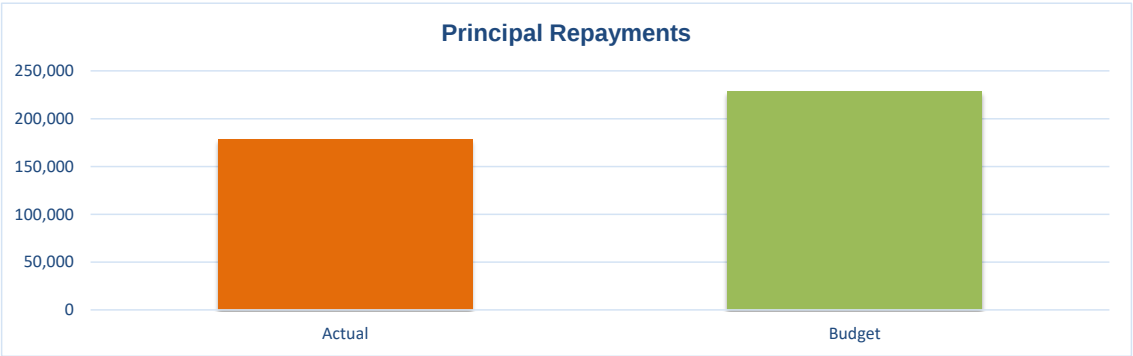
Repayments - borrowings

Information on borrowings			1 July 2024	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	Interest %		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance											
Administration Centre	105	4.01%	0	0	0	0	0	0	0	0	0
Education and welfare											
Childcare Centre	100	6.42%	44,500	0	0	21,547	21,547	22,953	22,953	2,517	2,517
Housing											
3 Pecan Place	94	6.45%	130,551	0	0	18,457	18,457	112,094	112,094	8,128	8,128
34 Hill Street	97	6.45%	132,396	0	0	18,718	18,718	113,678	113,678	8,243	8,243
Recreation and culture											
Recreation Centre	106	3.36%	460,672	0	0	70,528	70,528	390,144	390,144	14,891	14,891
Recreation Centre	107	1.56%	618,541	0	0	49,371	99,127	569,170	519,414	4,825	9,264
Total			1,386,660	0	0	178,620	228,377	1,208,040	1,158,283	38,602	43,043
Current borrowings			228,377					49,756			
Non-current borrowings			1,158,283					1,158,283			
			1,386,660					1,208,039			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments	\$178,620
Interest Earned	\$416,529
Interest Expense	\$38,602
Reserves Balance	\$2,673,191
Loans Due	\$1,208,040

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

10 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grants, subsidies and contributions liability				Grants, subsidies & contribution revenue		
	Liability	Increase in	Decrease in	Liability	YTD	Adopted	YTD
	1 Jul 24	Liability	Liability	31 May 25	Budget	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$
Operating grants, subsidies and contributions							
General purpose funding							
Federal Grant - General Purpose	0	0	0	0	6,742	6,742	6,742
Federal Grant - Local Roads	0	0	0	0	27,366	27,366	27,366
Law, order, public safety							
DFES - Fire Brigade Operating Grant	0	0	0	0	105,428	105,428	171,911
Contribution to Crossman Washdown Bay	0	0	0	0	13,000	13,000	6,780
Mitigation Activity Grant	8,500	0	0	8,500	93,566	102,077	45,204
DFES - SES Operating Grant	0	0	0	0	30,600	30,600	50,679
Abandoned Vehicles	0	0	0	0	462	500	0
Health							
South32 - Community Health Funding	25,000	100,000	0	125,000	100,000	100,000	75,000
Education and welfare							
Seniors Grants & Contributions	0	0	0	0	4,712	5,000	6,191
Youth Centre Contributions	0	0	0	0	88	100	0
Welfare Grants	0	0	0	0	3,663	4,000	1,000
Housing							
Peel Devt. Comm - Housing Strategy	0	0	0	0	20,000	20,000	13,722
Recreation and culture							
South 32 - Events Contribution	0	0	0	0	30,000	28,000	2,000
LotteryWest - Summer by River	0	0	0	0	15,000	15,000	15,000
Christmas Celebration	0	0	0	0	8,000	8,000	8,000
Australia Day Grant	0	0	0	0	0	2,000	0
Thank a Volunteer	0	0	0	0	2,000	2,000	5,500
Transport							
Main Roads - Direct Road Grant	0	0	0	0	86,903	86,903	86,903
Economic services							
HWEDA VROC Facilitation Contribution	0	0	0	0	0	1,000	5,891
South 32 Cultural Centre	1,760,854	0	0	1,760,854	0	0	0
Contributions to Tourism	0	0	0	0	0	21,000	0
	1,794,354	100,000	0	1,894,354	547,530	578,716	527,889
Non-operating contributions							
General purpose funding							
LRCI - Darning Pool Upgrades	102,358	0	0	102,358	170,596	170,596	34,119
Law, order, public safety							
DFES Capital Grant	0	0	0	0	24,588	24,588	20,740
Recreation and culture							
Mountain Bike Funding	120,000	0	0	120,000	80,000	959,000	75,364
Community Club - Playground	0	0	0	0	0	93,600	0
Peel Devt. Comm - Rail Trail Grant	13,414	0	0	13,414	0	0	0
Contribution to Lions Weir Rehab	0	0	0	0	40,000	50,000	0
Transport							
Footpath Grant	0	0	0	0	0	0	136,163
Main Street Revitalisation Project	272,136	0	0	272,136	272,136	772,136	250,000
EV Charging Stations	3,111	0	0	3,111	33,612	33,612	0
Roads to Recovery Funding	0	0	0	0	173,909	173,909	84,150
Regional Road Group Funding	132,000	281,334	0	413,334	806,667	1,433,334	936,667
LRCI Funding Roads	59,042	0	0	59,042	98,403	98,403	0
Economic services							
Peel Devt. Comm - Dump Truck	0	0	0	0	80,000	80,000	80,000
South 32 - Social Investment Agreement	0	0	0	0	0	0	0
South 32 - Caravan Park	977,864	750,000	0	1,727,864	0	250,000	0
	1,679,925	1,031,334	0	2,711,259	1,779,911	4,139,178	1,617,203
TOTALS	3,474,279	1,131,334	0	4,605,613	2,327,441	4,717,894	2,145,091

SHIRE OF BODDINGTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

11 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Closing Surplus				0
CC004	Lower Hotham Road	Res 164/24	Capital Expenses			(600,000)	(600,000)
2121802	Main Roads Regional Road Group Program	Res 164/24	Capital Revenue		400,000		(200,000)
5023	Tullis Bridge Trail	Res 164/24	Capital Expenses		200,000		0
3051052	Brigade Operations	Res 168/24	Operating Expenses			(6,150)	(6,150)
9205	Dump Truck	Res 170/24	Capital Expenses			(80,000)	(86,150)
2132043	Peel Development Commission	Res 170/24	Capital Revenue		80,000		(6,150)
3091071	Housing Strategy	Res 171/24	Operating Expenses			(20,000)	(26,150)
2091060	Peel Development Commission	Res 171/24	Operating Revenue		20,000		(6,150)
5999	Town Centre Revitalisation	Res 171/24	Capital Expenses			(500,000)	(506,150)
2121076	Growing Regions Funding	Res 171/24	Operating Revenue		500,000		(6,150)
9212	Roller Display	Res 172/24	Capital Expenses			(40,000)	(46,150)
8011491	Public Open Space	Res 172/24	Capital Revenue		40,000		(6,150)
6045	Bannister Rd - Microsurfacing	Res 1/25	Capital Expenses			(39,000)	(45,150)
2033005	Interest on Municipal Funds	Res 13/25	Operating Revenue		20,000		(25,150)
3042010	Audit Fees	Res 13/25	Operating Expenses			(8,500)	(33,650)
3042015	Administration Salaries	Res 13/25	Operating Expenses		15,000		(18,650)
2042022	Parental Leave Reimbursements	Res 13/25	Operating Revenue			(15,000)	(33,650)
3042103	Regional Leaders Forum	Res 13/25	Operating Expenses		13,059		(20,591)
3042170	Consultant Fees	Res 13/25	Operating Expenses		25,000		4,409
2074075	Room 4 Consulting	Res 13/25	Operating Revenue			(6,500)	(2,091)
3081600	Childcare Centre Building	Res 13/25	Operating Expenses			(6,500)	(8,591)
2101020	Recycling Income	Res 13/25	Operating Revenue		20,000		11,409
3101050	Refuse Site Maintenance	Res 13/25	Operating Expenses		25,000		36,409
2104010	Planning Fees	Res 13/25	Operating Revenue		15,000		51,409
3106010	Climate Action Plan	Res 13/25	Operating Expenses			(2,090)	49,319
3113111	Event Expenses	Res 13/25	Operating Expenses			(17,500)	31,819
2113114	Operating Grants - Events	Res 13/25	Operating Revenue		17,500		49,319
2113029	Gym Memberships	Res 13/25	Operating Revenue		15,000		64,319
3042030	Administration Building Maintenance	Res 13/25	Operating Expenses		20,000		84,319
3101050	Refuse Site Maintenance	Res 13/25	Operating Expenses		30,000		114,319
3113050	Parks and Reserves	Res 13/25	Operating Expenses			(20,000)	94,319
3113051	Streetscape Maintenance	Res 13/25	Operating Expenses			(40,000)	54,319
3113056	Hotham Park Maintenance	Res 13/25	Operating Expenses		20,000		74,319
3121069	Unsealed Roads Maintenance	Res 13/25	Operating Expenses		42,000		116,319
3121070	Sealed Roads Maintenance	Res 13/25	Operating Expenses			(52,000)	64,319
2112056	Lions Weir Rehab Contributions	Res 13/25	Capital Revenue		40,000		104,319
2132038	Rodeo Weekend	Res 13/25	Operating Revenue		9,500		113,819
2132065	Old Police Station Rental	Res 13/25	Operating Revenue		10,000		123,819
CR076	RTR Reseal - Mahogany Crt	Res 13/25	Capital Expenses		3,000		126,819
CR057	RTR Reseal - Greenstone Way	Res 13/25	Capital Expenses			(10,000)	116,819
CR027	RTR Reseal - Hill Street	Res 13/25	Capital Expenses		44,505		161,324
CR025	RTR Reseal - Forrest Street	Res 13/25	Capital Expenses			(7,505)	153,819
CR012	RTR Embankment Repairs - Days Rd	Res 13/25	Capital Expenses		8,000		161,819
CC001	RRG Crossman Road	Res 13/25	Capital Expenses			(104,706)	57,113
CC004	RRG Lower Hotham Road	Res 13/25	Capital Expenses		105,039		162,152
9199	Town Hall Carpark + Peppercorn Lane	Res 13/25	Capital Expenses			(120,000)	42,152
5999	Town Centre Revitalisation	Res 13/25	Capital Expenses		120,000		162,152
WD001	William Street River Crossing	Res 13/25	Capital Expenses		10,000		172,152
9203	Lions Weir Rehab Works	Res 13/25	Capital Expenses			(40,000)	132,152
3121072	Weed Spraying Verge	Res 19/25	Operating Expenses			(7,100)	125,052
3123206	4.5 Tonne Tipper	Res 35/25	Capital Expenses			(17,570)	107,482
3112037	Swimming Pool Needs Analysis	Res 29/25	Operating Expenses		50,000		157,482
9195	Pavilion Toilets	Res 29/25	Capital Expenses		64,000		221,482
BSC1028	Swimming Pool Building Renewal	Res 29/25	Capital Expenses			(170,000)	51,482
					1,981,603	(1,930,121)	51,482

9.3.3 Write-off Outstanding Debtors

File Reference: 2.037
Applicant: Nil
Previous Item: Nil
Author: Executive Manager Corporate Services
Disclosure of Interest: Nil
Voting Requirements: Absolute Majority
Attachments: Nil

Summary

To seek the approval of Council to write-off debts that have been outstanding for an excessive period of time and are considered unrecoverable.

Background

In accordance with financial best practice and standard accounting principles, a review of outstanding debts has been undertaken as part of the annual end-of-financial-year procedures.

This review has identified a number of debts that are considered unrecoverable due to factors such as the debtor being uncontactable, or the cost of recovery outweighing the value of the debt. Despite all reasonable recovery efforts having been made, these debts remain unpaid and are now considered irrecoverable. Writing off these debts is a necessary step to maintain the accuracy of the Shire's financial records and to ensure transparency and accountability in line with audit requirements and sound financial management practices.

Comment

All outstanding debtors are reviewed on a monthly basis, and while the Shire has a good track record of managing and recovering debts, there are inevitably some debts that become uncollectable.

The debtors' invoices listed below are now considered unrecoverable. The total outstanding monies owed to the Shire of \$1,405.49 are as detailed below:

Date	Invoice No.	Details	Amount
15/02/2024-20/03/2024	17241,17261 & 17395	Unpaid rent. AMPAC deemed not viable to proceed as unable to locate debtor.	\$1,050.00
16/02/2024	17256	Lost Library items. Placed on Library banned list. Phone disconnected and no longer lives at address provided.	\$24.99
25/01/2024	17178	Transfer of debt from ELC – paid \$100, now unable to locate debtor, mobile disconnected, AMPAC deemed not viable to proceed.	\$253.50
18/10/2024	18860	Refuse Charge. Debtor is hostile towards staff, said this was a previous partners rubbish and refuses to pay. Mobile number is now disconnected.	\$42.00
13/03/2025	19943	Refuse Charge. Debtor has left country.	\$35.00

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.2	Responsibly manage the Shire's finances, human resources and assets

Legislative Implications

Local Government Act 1995 Section 6.12

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may—
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money, which is owed to the local government.

*Absolute majority required.

- (2) Subsection (1) (a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1) (b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

Policy Implications

Nil

Financial Implications

The current provision on the balance sheet for bad debts is \$4,705.95. If Council approves the recommendation, there will be no impact to the 2024/25 budgeted closing balance.

Economic Implications

Nil

Social Implications

Nil

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	If the Shire chooses not to approve the write offs, then outstanding balances will continue to show on the
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	outstanding debtors report. This then in turn creates a misstatement in reporting due to accounts receivable amounts being exaggerated.
Risk Rating (prior to treatment or control)	Minor
Principal Risk Theme	Financial
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council approves that the following bad debts totaling \$1,405.49 be written off.

Date	Invoice No.	Amount
15/02/2024- 20/03/2024	17241,17261 & 17395	\$1,050.00
16/02/2024	17256	\$24.99
25/01/2024	17178	\$253.50
18/10/2024	18860	\$42.00
13/03/2025	19943	\$35.00

9.3.4 Differential Rates 2025/2026

File Reference:	3.0037
Applicant:	Nil
Previous Item:	Nil
Author:	Executive Manager Corporate Services
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Attachments:	9.3.4A Draft Statement of Objects and Reasons

Summary

This report is provided for Council to consider the draft Statement of Objects and Reasons and the proposed differential rates and minimum payments for the Unimproved Valuations (UV) rating category for the 2025/2026 financial year, for the purpose of advertising and seeking public submissions as required by the Local Government Act 1995.

Background

The Shire imposes differential rates based on the purpose for which land is zoned or for which the land is held or used.

There are certain statutory obligations that the local government must comply with in relation to differential rates:

- The local government is required to give local public notice of its intention to impose differential rates.
- The local government must provide information regarding each new rate or minimum payment.
- Electors or ratepayers are invited to make submissions in respect of the proposed rate or minimum payment. This submission period must be for a minimum of 21 days.
- The local government is required to consider any submissions received before imposing the proposed rate or minimum payment.
- Application must be made to the Minister for Local Government, Sports and Cultural Industries (Minister) seeking approval to impose a differential rate that is more than twice the lowest rate.
- The local government is required to prepare a document describing the objects of, and reasons for, each proposed rate and minimum payment and to publish the document on the local government's official website.

Planning workshops were held on Wednesday 14 May 2025, and Wednesday 11 June 2025, where Councillors reviewed the proposed capital works and projects in the draft Council Plan, noted projected changes in operating revenue and expenditure, along with efficiency measures. The differential rates will directly influence Council's ability to fund expenditure requirements in the 2025/26 Budget.

The Rating Review, which proposes transitioning properties within the UV rating category to Gross Rental Valuation (GRV) where these properties are not predominantly used for rural purposes is currently with the Ministers office. The consultation period concluded at the end of March 2025 with the submission being lodged with the Ministers office on 31 March 2025. Advice from the Ministers office is that it could be several weeks before a decision is made.

Until this decision is finalised and valuations can be obtained from Landgate, rates in the dollar for GRV cannot be determined. As such, the GRV differential rates will not form part of this

item, with it focusing on adopting the UV rates in the dollar.

Comment

Rates are a significant proportion of the Shire's revenue and are used to achieve the objectives of the Council Plan (Strategic Community Plan). The purpose of levying rates is to meet the Shire's budget requirements in order to deliver services and infrastructure each financial year.

The draft Strategic Resource Plan (SRP), which integrates Long Term Financial Planning, Asset Management Planning and Workforce Planning, has been developed to incorporate projects contained in the draft Council Plan. This includes projected increases in base operating costs and proposed capital renewal and upgrade works. Economic forecasts have been built into the draft Plan, which directly impact the long term financial sustainability of the Shire.

The draft Strategic Resource Plan (SRP) includes a general 3.5% inflation factor for operating expenditures, except for employee costs and insurance, which have been set at 6% respectively. Revenue from rates was initially forecast to increase by 6.5% in 2025/26, however, during the SRP compilation, it was determined that the Shire is able to reduce this to 5.5%.

Although the rate in the dollar for GRV properties cannot yet be determined due to delays in receiving valuations for GRV Rural Residential, the total rates yield required for this category has been calculated using a method that ensures fairness and accuracy. This calculation considers the overall increase in rates for this category, based on the financial impact advised to landholders in January 2025, and adjusts for the actual rates paid in 2024/2025. This approach enables a lower rate in the dollar to be determined by Council.

The Shire has initiated the consultation process for UV categories earlier than GRV categories to address the longer timeline required for Ministerial approval. This proactive approach aims to minimise delays in adopting the budget and maintain the process schedule. In accordance with the Local Government Act 1995, Ministerial approval is required to set differential rates for UV Mining and UV Commercial categories, as these rates exceed twice the UV Rural rate.

The Shire of Boddington has used differential rates since 2017/18 to allow varied rates in the dollar to be applied to different land use or zoning. The continuation of this method of rating will allow Council to maintain a degree of equity between rates levied on all unimproved value assessments within the Shire. The draft Statement of Objects and Reasons in relation to the proposed Differential Rates for 2025/26 is contained in Attachment 9.3.5A.

The below table shows the different rate categories and compares the current year rate in the dollar (RID) and minimum rate, to the proposed rate in the dollar and minimum for the coming year.

Rating Category	2024/2025		2025/2026	
	RID	Minimum Rate	RID	Minimum Rate
UV Rural	0.004320	\$1,002	0.003815	\$1,052
UV Mining	0.028235	\$1,002	0.026823	\$1,052
UV Commercial	0.018591	\$1,002	0.018591	\$1,052
UV Rural Residential	0.007612	\$1,002	0.007536	\$1,052

The key elements:

- UV Rural rate in the dollar is proposed to decrease by 11.7% to balance the valuation increase of an average of 14%.

- UV Mining rate in the dollar is proposed to decrease by 5% to balance the valuation increase of an average of 10%.
- UV Commercial rate in the dollar is proposed to remain the same, noting that these properties are proposed to be transitioned to the GRV category over the next 12 months.
- UV Rural Residential rate in the dollar is proposed to decrease by 1%. There is an overall increase in rates of 19%, primarily due to the addition of new properties to this category being Forrest and River Road subdivision.
- All minimum rates are proposed to remain at a set single rate of \$1,052, reflecting a 5% increase in line with the SRP and the rating principles of fairness and equity.

Throughout the differential rating process, the Shire has been committed to simplifying its rating structure to achieve fairness and equity in relation to its implementation and administration of rates. Structural changes to the rating framework have been made to ensure an equitable distribution of the rating burden between residential, commercial, agricultural and mining properties.

Consultation

Once adopted, the proposed differential rates, together with the objects of imposing differential rates and reasons for each rate category, must be advertised for a minimum period of 21 days. This period of advertising allows ratepayers to consider the proposed rates and make any submissions to Council. The advertising process does not prevent Council from amending the rate in the dollar at budget adoption.

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.2	Responsibly manage the Shire's finances, human resources and assets

Legislative Implications

Local Government Act
Section 6.32(1) – Rates and service charges
Section 6.33(1) to (3) – Differential general rates
Section 6.35(4) – Minimum payment

Policy Implications

Council Policy – Differential Rating

Financial Implications

The differential rates model as endorsed by Council will directly influence the Shire's ability to fund expenditure requirements proposed to be included in the 2025/2026 Budget. It should also be noted that other income, such as a large portion of fees and charges, are fixed by external legislation, and as such, there is very little scope for the Shire to increase this revenue source to keep up with the rising costs of service provision. This, along with the reduction of grant funding, requires that these increasing costs need to be funded by increases in rates.

Economic Implications

Nil

Social Implications

Nil

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	The key risks include the equitable distribution of the rating burden across properties, and managing the impact of property valuation fluctuations as well as rate in the dollar changes. A further risk is the economic impact due to changes in the rate in the dollar for UV Mining, and where categories are abolished due to an amendment to the rating structure.
Risk Rating (prior to treatment or control)	High
Principal Risk Theme	Reputational
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council:

1. **Adopts the following rates in the dollar and minimum rates for the differential rate categories specified for 2025/26:**

Rating Category	Rate in \$	Minimum Rate
UV Rural	0.003815	\$1,052
UV Mining	0.026823	\$1,052
UV Commercial	0.018591	\$1,052
UV Rural Residential	0.007536	\$1,052

2. **Adopt the Shire of Boddington Statement of Objects and Reasons as contained in Attachment 9.3.4A.**
3. **Advertises the proposed differential rates for a period of 21 days, in accordance with Section 6.36 (1) of the Local Government Act 1995.**
4. **Notes any submissions received in response to 1 and 2 above, will be presented to Council for consideration at a future Council meeting.**

Statement of Objects and Reasons

This Statement is published by the Shire of Boddington in accordance with Section 6.36 of the Local Government Act 1995 to advise the public of its objectives and reasons for implementing differential rates.

The purpose of levying rates is to meet Council's budgetary requirements in each financial year in order to deliver services, facilities and community infrastructure. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year.

Section 6.36 of the Local Government Act provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Boddington. The application of differential rating maintains equity in the rating of properties across the Shire, enabling the Council to provide facilities, services and infrastructure to the entire community and visitors to the area.

Summary of the proposed minimum payments and rates in the dollar for 2025/26.

Rating Category	Rate in the Dollar	Minimum Rate
GRV General	To be determined	\$1,052
GRV Mining	To be determined	\$1,052
GRV Rural Residential	To be determined	\$1,052
UV General	0.003815	\$1,052
UV Mining	0.026823	\$1,052
UV Commercial	0.018591	\$1,052
UV Rural Residential	0.007536	\$1,052

Gross Rental Values (GRV)

The Local Government Act 1995 provides that properties of a Non-Rural purpose are assigned a Gross Rental Valuation (GRV), as supplied and reviewed annually by the Valuer General. GRVs are reviewed approximately every six years, with the current valuation effective from 1 July 2025. Interim valuations for changes such as subdivisions, amalgamations, or building alterations are provided regularly, enabling the Shire to recalculate rates and issue interim rate notices as needed.

GRV – General

This rating category covers all properties located within the Boddington and Ranford townsites that are zoned as residential, commercial, or general industry under the Shire's Local Planning Scheme.

Objects

To provide a base level of rating for properties valued under the Gross Rental Value (GRV) method. It specifically applies to properties within the townsite boundaries and excludes those categorised as GRV Mining or GRV Rural Residential, which are outside these boundaries.

Reasons

This rate ensures sufficient revenue to support the Shire's operations and deliver local government services and infrastructure, including, but not limited to, roads, parks, footpaths, and public facilities, benefiting residents and businesses.

GRV – Mining

This rating category covers all Mining Leases, Exploration Licenses, Prospecting Licences, Retention Licenses, General Purpose Leases, Special Prospecting Licences for Gold and Miscellaneous Licenses as defined under the Mining Act with a GRV valuation. It also includes properties with a GRV Valuation held by or leased by a Mining company for workers accommodation.

Objects

To ensure an equitable distribution of rates by applying a higher rate in the dollar than GRV General, recognising the distinct land use and service demands associated with mining activities and properties designated for workers' accommodation.

Reasons

The rates for mining properties are set to ensure an appropriate contribution toward the Shire's services and infrastructure, considering the unique demands placed by the resource sector. These demands include increased transport requirements, higher traffic volumes, and additional services associated with mining activities. Mining properties designated for workers accommodation, often with a relatively small land parcel and higher occupancy levels, have a greater potential to impact local infrastructure and services.

GRV – Rural Residential

This rating category covers all properties with a GRV valuation which are outside the townsite boundary and are Non-Rural properties including properties zoned Residential, Rural Residential, Rural Smallholdings, Environmental Conservation and Special Use as per the Shire's Local Planning Scheme

Objects

To ensure an equitable distribution of rates by applying a lower rate in the dollar than GRV General, recognising the unique characteristic and service levels of these properties.

Reasons

This rate acknowledges the unique characteristics and reduced service demands of properties outside the townsite boundary, including larger land parcels and less reliance on townsite services. The lower rate in the dollar reflects the Shire's consideration of these factors while ensuring these properties contribute appropriately to the overall cost of maintaining infrastructure and delivering essential services.

Unimproved Values (UV)

The Local Government Act 1995 provides that properties predominantly used for rural purposes are assigned an Unimproved Value (UV), as supplied and reviewed annually by the Valuer General. UV represents the market value of land in its natural state, excluding improvements like buildings, fences, or dams.

The UV-Rural rate in the dollar forms the basis for calculating other UV differential rates. Interim valuations are regularly provided by the Valuer General for properties undergoing changes such as subdivisions, amalgamations, or rezoning. In such cases, the Shire recalculates the rates and issues interim rate notices accordingly.

UV - General

This rating category covers properties with a UV valuation and predominantly used for rural or farming practices.

Objects

To provide a base level of rating for properties valued under the Gross Rental Value (GRV) method.

Reasons

This rate reflects the level of rating required to raise the necessary revenue to operate efficiently and provide local government services and infrastructure.

UV - Mining

This rating category covers all Mining Leases, Exploration Licenses, Prospecting Licences, Retention Licenses, General Purpose Leases, Special Prospecting Licences for Gold and Miscellaneous Licenses as defined under the Mining Act with a UV valuation. It also includes properties with a UV valuation that are held for mining purposes.

Objects

To ensure an equitable distribution of rates by applying a higher rate in the dollar than UV General, recognising the distinct land use and service demands associated with mining activities.

Reasons

This differential rate is higher than UV-General to improve fairness and equity outcomes by:

- Applying a premium to compensate for the different valuation method and comparatively lower valuation level compared to equivalent properties in built-up areas.
- Applying a premium to reflect the following key points:
 - A mining buffer was originally identified in 2007 to assist in accommodating bauxite and gold mining and to reduce land use conflict. The mining buffer protects mining operations from sensitive land uses and development which could prejudice the extraction (now and in the future) of mineral and basic raw material resources.
 - Mining operations have resource implications on other Shire services and assets including environmental health, emergency management, town planning services and administration.
 - The impact of higher road infrastructure maintenance costs to the Shire as a result of frequent vehicle use over extensive lengths of roads.

UV - Commercial

This rating category covers all properties with a UV valuation with any intensive usage which is significantly different from agricultural or horticultural production.

Objects

To ensure an equitable distribution of rates by applying a higher rate in the dollar than UV General, recognising the cost impacts to the Shire from this type of development.

Reasons

This category is rated higher to reflect the higher infrastructure maintenance required from commercial activities within a rural zone.

UV – Rural Residential

This rating category covers all properties with a UV valuation which are zoned Residential, Rural Residential, Rural Smallholdings, Environmental Conservation and Special Use as per the Shire's Local Planning Scheme

Objects

To ensure an equitable distribution of rates by applying a higher rate in the dollar than UV General, recognising the unique characteristic and service levels of these properties.

Reasons

This rate acknowledges the unique characteristics and increased service demands of properties compared to Rural properties, including smaller land parcels and greater reliance on townsite services. The higher rate in the dollar reflects the Shire's consideration of these factors while ensuring these properties contribute appropriately to the overall cost of maintaining infrastructure and delivering essential services.

Minimum Payments

The setting of general minimum payment level within all rating categories is an important method of ensuring all properties contribute an equitable rate amount to non-exclusive services. The minimum payment has been set at \$1,052 for all rating categories.

9.3.5 Audit Committee – Name and Membership Amendments

File Reference:	2.048
Applicant:	Nil
Previous Item:	Nil
Author:	Executive Manager Corporate Services
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Attachments:	9.3.5A Current Audit Committee Charter 9.3.5B Draft Terms of Reference

Summary

Council is requested to approve renaming the 'Audit Committee' to the 'Audit, Risk and Improvement Committee' and appointing independent Presiding and Deputy Presiding Members in anticipation of proposed amendments to the Local Government Act 1995 (the Act). Additionally, approval is sought for amendments to the Committee Terms of Reference.

Background

The Local Government Act 1995 mandates the establishment of an Audit Committee under Section 7.1A. Proposed changes to the Act require the renaming of the Audit Committee to the Audit, Risk and Improvement Committee. These amendments also necessitate the inclusion of independent members as Presiding and/or Deputy Presiding Members to enhance the Committee's independence and governance effectiveness.

Under the new structure, the Presiding and Deputy Presiding Members will be appointed by Council, replacing the previous practice where the Committee elected these roles.

At the Ordinary Council Meeting held 28 May 2025, Council elected the committee members, including the presiding and deputy presiding members, in line with the amended provisions of Section 5.12 and 5.13 of the Act, effective 1 July 2025.

Membership of the Audit, Risk and Improvement Committee excludes employees of the local government. The Committee must comprise a minimum of three Council members, and the majority of members must be elected Council members. Council members are not permitted to serve as the Presiding Member or Deputy Presiding Member of the Committee.

Currently, the Committee comprises all Council members, with the Shire President acting as the Presiding Member. The revised structure proposes six members:

- Two independent members (Presiding Member and Deputy Presiding Member)
- Four Council members

Independent audit committee members are appointed for a two-year term in line with the local government elections. This will result in the initial appointment being around 18 October 2025 and concluding on election day in October 2027.

Comment

Renaming the Committee and adjusting its structure aligns with the anticipated legislative requirements and improves governance by incorporating independent oversight. This ensures compliance with statutory obligations and reflects contemporary best practices in local government administration.

The proposed changes necessitate the recruitment of independent members, requiring the Shire to commence an expression of interest process. Given the absence of current independent members, initiating this process promptly will allow the Committee to be reconstituted within the required timeframe.

The remuneration for independent Audit Committee members is determined in line with the Salaries and Allowances Tribunal guidelines. Effective from 1 July 2025, the approved meeting attendance fee for Band 4 Council Members ranges from \$55 to \$135 per meeting. For independent committee members across all bands, the approved fee range extends from \$0 to \$450 per meeting. To attract qualified independent members and considering the relatively infrequent committee meetings, it is recommended that Council adopt a meeting fee of \$200.

Consultation

Nil

Strategic Implications

Aspiration	Performance
Outcome 12	Visionary Leadership and Responsible Governance
Objective 12.1	Maintain a high standard of leadership, corporate governance and customer service

Legislative Implications

Local Government Act 1995

Section 7.1A – Requirement to establish an Audit Committee

Section 5.8 and 7.1A – Proposed changes necessitating committee renaming and inclusion of independent members to be elected by Council.

Policy Implications

Nil

Financial Implications

Based on an estimated three meetings per year, a budget provision of \$1,200 will be required to accommodate the recommended \$200 meeting fee for independent committee members. There is a possibility that additional meetings may be necessary, which could result in increased costs.

Economic Implications

The changes aim to strengthen governance, potentially improving economic oversight and decision-making within the Shire.

Social Implications

The inclusion of independent members may enhance community confidence in the governance and decision-making processes of the Committee.

Environmental and Climate Change Considerations

Nil

Risk Considerations

Risk Statement and Consequence	Failure to implement the proposed changes risks non-compliance with legislative requirements and may weaken governance practices.
Risk Rating (prior to treatment or control)	Moderate
Principal Risk Theme	Reputational and Compliance
Risk Action Plan (controls or treatment proposed)	Nil

Officer Recommendation

That Council, with regard to the Audit, Risk and Improvement Committee:

- 1. Approves renaming the Audit Committee to the Audit, Risk and Improvement Committee**
- 2. Approves the amended Terms of Reference in accordance with Attachment 9.3.5A, to reflect the name change and updated membership structure.**
- 3. Notes the commencement of an expression of interest process for the recruitment of two independent members to the Committee in line with the Terms of Reference.**
- 4. Sets the remuneration for independent members as \$200 per individual per meeting attended.**

Shire of Boddington Audit Committee Charter

This charter document defines the membership, authority, purpose, operational guidelines, responsibilities and resources of the Shire of Boddington Audit Committee, established by Council pursuant to division 1A, section 7.1A of the *Local Government Act 1995 (the Act)* and the *Local Government (Audit) Regulations 1996 (the Regulations)*.

1. Name

The name of this Committee is 'Shire of Boddington Audit Committee'. All references to 'Committee' in this charter mean 'Shire of Boddington Audit Committee'.

2. Establishment

This Committee is established under the provisions of the Act, particular division 1A, section 7.1A.

3. Guiding Principles

This Committee is established with the guiding principles prescribed in the Act, the Regulations and the *Local Government (Financial Management) Regulations 1996*.

4. Purpose

The purpose of the Audit Committee is to:

- Guide and assist the local government in carrying out its financial management and audit functions.
- Monitor and advise the Chief Executive Officer in reviews conducted into financial management and audit systems and procedures.
- Oversee the implementation of any resulting Council recommendations so as to support better decision-making, greater accountability to the community and ensure a more efficient and effective Local Government.

5. Terms of Reference

Under section 16 of the *Local Government (Audit) Regulations 1996*, an audit committee has the following functions –

(a) to guide and assist the local government in carrying out –

(i) its functions under Part 6 of the Act; and

(ii) its functions relating to other audits and other matters related to financial management;

(b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;

(c) to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to –

(i) report to the council the results of that review; and

(ii) give a copy of the CEO's report to the council;

(d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under –

(i) regulation 17(1); and

(ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);

(e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;

(f) to oversee the implementation of any action that the local government –

(i) is required to take by section 7.12A(3); and

(ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and

(iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and

(iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);

(g) to perform any other function conferred on the audit committee by these regulations or another written law.

Under section 14(3A) of the Regulations, the Audit Committee:

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

6. Membership

Pursuant to division 1A, section 7.1A of the Act:

(2) The members of the audit committee of a local government are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*

** Absolute majority required.*

(3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.

(4) An employee is not to be a member of an audit committee.

Any non-elected member (community representative) appointed to the Committee shall have qualifications and/or professional experience that will enhance the expertise available to Elected Members serving on the Committee.

Vacancies for the community representatives will be advertised in the local papers, the Shire of Boddington webpage and notice boards. Council will then select and appoint new members.

Community representation is valid for two years, until the person resigns, the Committee is disbanded or the next Ordinary Council Election, which ever happens first. Nothing prevents an existing member re-nominating.

7. Meetings

7.1 Annual General Meeting

Nil

7.2 Committee Meetings

Meetings shall be held not more frequently than every two months, unless a special meeting of the Committee is called for a specified purpose.

7.3 Quorum

The quorum for any meeting of this Committee shall be 50 percent of members as endorsed by Council at the time of the meeting.

7.4 Voting

Shall be in accordance with section 5.21 of the Act, with all members endorsed as voting members entitled and required to vote, subject to the provisions of the Act which deal with Financial and Proximity Interests.

7.5 Minutes

The Minutes of the meeting shall be recorded and prepared as per the provisions of section 5.22 of Act.

The content of the minutes shall be in accordance with the *Local Government (Administration) Regulations 1996* section 11.

The content of minutes of a meeting of a council or a committee is to include –

(a) the names of the members present at the meeting; and

(b) where a member enters or leaves the meeting during the course of the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting; and

(c) details of each motion moved at the meeting, the mover and the outcome of the motion; and

(d) details of each decision made at the meeting; and

(da) written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70 (but not a decision to only note the matter or to return the recommendation for further consideration); and

(e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question; and

(f) in relation to each disclosure made under section 5.65 or 5.70 in relation to the meeting, where the extent of the interest has also been disclosed, the extent of the interest.

If the Committee resolves, the minutes may include a table of 'action items', summarising the agreed actions.

7.6 Who acts if the presiding member is unavailable

Shall be in accordance with section 5.14 of the Act.

7.7 Meetings

Meetings shall be generally open to the public as per the provisions of section 5.23 of the Act.

7.8 Public Question Time

As the Committee has no delegated powers (section 5.24 of the Act), there is no specific provision for public question time.

7.9 Members' Conduct

Council Members of the Committee shall be bound by the following

- The provisions of section 5.65 of the Act;
- Shire of Boddington *Standing Orders Local Law* ;
- Shire of Boddington Code of Conduct;
- *Local Government (Rules of Conduct) Regulations 2007*; and
- Regulation 34C of the *Local Government (Administration) Regulations 1996*, with respect to their conduct at meetings and their duty of disclosure.

Elected Members and Officers of the Shire of Boddington will be bound by these provisions, relating specifically to their participation in the Committee, at all times.

7.10 Secretary

The Chief Executive Officer (or their nominated representative) shall undertake the following secretarial duties;

- Prepare and distribute meeting papers as required
- Attend and record the Minutes of the meeting
- Provide the administrative support required to present the outcomes of the meeting to Council for consideration where required.

7.11 Presiding Member

The members (voting) will elect a presiding member and deputy member at the first meeting after these positions become vacant for any reason. The voting on and appointment of the presiding member and deputy member shall be in accordance with the provisions of section 5.12 of the Act.

7.12 Meeting attendance fees

Nil

8. Delegated Authority

This committee has no delegated authority.

9. Endorsement

This Charter was endorsed by the Shire of Boddington Council at its meeting on 16 April 2020.



Audit, Risk and Improvement Committee

Terms of Reference

Authority

The Audit, Risk and Improvement Committee (ARIC) is a formally appointed committee of the Shire of Boddington (Shire) and is established in accordance with sections 5.8 and 7.1A of the Local Government Act 1995 (Act). The Committee will operate in compliance with all relevant provisions of:

- The Act,
- The Local Government (Audit) Regulations 1996, and
- The Local Government (Administration) Regulations 1996.

These Terms of Reference set out the ARIC's purpose, authority, membership, functions and responsibilities.

Role and Purpose

The ARIC is responsible for providing independent assurance and assistance to the Council in the areas of audit, risk management, and organisational improvement. The purpose of the Committee is to enhance the Shire's governance, accountability, and compliance with legislative and regulatory requirements.

Pursuant to Section 16 of the *Local Government (Audit) Regulations 1996*, the ARIC's key functions include:

- Monitoring and reviewing the effectiveness of the local government's financial management systems and procedures.
- Overseeing the implementation of audit recommendations.
- Supporting the local government to meet its compliance obligations under the Act and associated regulations.
- Reviewing the adequacy of the Shire's risk management framework and internal control systems.
- Fostering continuous improvement in governance and operational processes.

The Committee serves as a forum for communication between the Council, the administration, external service providers, and the Office of the Auditor General (OAG) and its selected auditor.

Members of the Committee are expected to:

- Understand the legal and regulatory obligations of the Shire and Council.
- Understand the governance arrangements supporting the Shire's strategies and objectives.
- Exercise due care, diligence, and skill in performing their duties.
- Adhere to the Code of Conduct for Council Members, Committee Members, and Candidates.
- Be aware of contemporary and relevant issues impacting the public sector.
- Use information provided to the ARIC solely for carrying out their responsibilities, unless expressly agreed by the Council.

Authority and Independence

The ARIC is a formally appointed committee of the Council and is responsible to that body. The ARIC does not have executive powers or authority to implement actions in areas where the administration has responsibility and does not have delegated financial or management functions under Section 5.16 of the Act.

The Council authorises the Committee to:

- Obtain any information it requires from any official or external party (subject to any legal obligations to protect information).
- Discuss matters with internal auditors, the OAG, external parties, or members of the administration.
- Request the attendance of an elected member at ARIC meetings.
- Request the CEO to obtain legal or professional advice necessary for fulfilling its role, at the Shire's expense.

The Committee must remain independent from the management of the Shire but will be administratively supported by the Chief Executive Officer. Members of the ARIC can meet with the Chief Executive Officer upon request.

Membership

Composition

The ARIC is comprised of a maximum of six (6) members, of which two (2) must be independents. All members have full voting rights.

- Independent members will act as Presiding Member and Deputy Presiding Member and demonstrate expertise in financial, risk management, governance or audit practices.
- Remaining members will be Council Members.

Appointment and Term

All members of the ARIC are appointed by Council in accordance with Section 7.1A of the Act. Each term is limited to two (2) years aligning with the local government election cycle. Reappointment is permitted unless otherwise specified by Council.

A member may resign from the committee by giving the CEO or the Presiding Member written notice of their resignation. A notice period of three (3) months is encouraged, although shorter notice may be accepted.

Newly appointed members will participate in an induction program at the first meeting following their appointment to support their understanding of the ARIC's functions. Additional training for members will be provided in accordance with Section 5.123 of the Act.

Committee Sitting Fees and Reimbursements

Remuneration for independent members will be determined by Council in accordance with the rates set by the Salaries and Allowance Tribunal allowable for Band 4 independent committee members meeting attendance fee.

Meetings

The proceedings of all meetings shall be governed by the Shire of Boddington Local Law Standing Orders (Standing Orders), except where specific exceptions apply either in the Act, its regulations or in the Standing Orders.

Frequency

Meetings are held at least two times a year or as required. The presiding member is required to call a meeting if asked to do so by Council. If a meeting is requested by another ARIC member, OAG, or the CEO, the Presiding Member will decide whether the meeting is necessary. Special meetings may be called to consider the Annual Financial Statement or other urgent matters.

Quorum

The quorum for Committee meetings will be at least 50% of the number of offices, whether vacant or not. At least one independent and one elected member are to be in attendance.

Agendas and minutes

An agenda will be distributed at least three (3) business days prior to the meeting, along with reports and other relevant material. The order of business will follow the Standing Orders.

All meetings will be minuted, and minutes will be submitted to the next Ordinary Meeting of Council. The Committee will confirm minutes at its next meeting.

Where a report requires a decision of Council, the ARIC will present its recommendation to the next Ordinary Meeting of Council.

The CEO or their nominated representative shall provide administration support, including preparing and distributing agendas, attending and recording minutes of the meeting, and presenting outcomes to the Council as required.

Functions

The ARIC oversees the Shire's systems of financial reporting, risk management and internal control. Its duty is to provide oversight over significant risk exposures and control issues, including fraud risks, governance issues and other matters as necessary or requested by the CEO or Council.

Risk Management

- Reviewing and overseeing the Shire's strategic risks.
- Conducting an annual review of the Shire's Risk Management Policy.
- Considering the CEO's triennial reviews of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance, and report to Council the results of those reviews in accordance with *Local Government Audit Regulations 1996 Reg 17*.

Financial Management and Legislative Compliance

- Reviewing the Shire's annual Compliance Audit Return and reporting the results of that review to Council, in accordance with the *Local Government (Audit) Regulations 1996*.
- Considering the CEO's triennial review of the appropriateness and effectiveness of the local government's systems and procedures of the financial management systems and procedures in accordance with *Local Government (Financial Management Regulations 1996 Reg 5(c)*.
- Considering and recommending adoption of the annual financial report to Council.

External Audit

- Reviewing reports from the OAG, including auditor's reports, closing reports and management letters.
- Reviewing management's response to OAG findings and recommendations.
- Monitoring the implementation of recommendations from external audits.
- Meeting with the OAG at least once per year.
- Reviewing relevant OAG audit reports and better practice publications for guidance on good practices.

Additional Functions

- Supporting the auditor of the local government in conducting and fulfilling their duties as required by the Act in respect of the Local Government.
- Overseeing the implementation of any actions that the local government is required to take in respect of Section 7.12 in the Act.
- Addressing issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
- Seeking information or obtaining expert advice through the CEO, with Council authorisation, on matters of concern within the scope of the Committee's terms of reference.

Review of Terms of Reference

These terms of reference will be reviewed biennially or as required to ensure alignment with legislative changes and council priorities

Approved by Council XX/XXXX/XX

T 08 9883 4999 | E shire@boddington.wa.gov.au

39 Bannister Road, Boddington WA 6390 | PO Box 4, Boddington WA 6390

www.boddington.wa.gov.au

9.4 INFRASTRUCTURE SERVICES

10. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS
MOTION HAS BEEN GIVEN

Nil

11. URGENT BUSINESS WITHOUT NOTICE WITH THE
APPROVAL OF THE PRESIDENT OR MEETING

12. CONFIDENTIAL ITEMS

Nil

13. CLOSURE OF MEETING